

Women & Child Development Department Haryana

ORDER

In exercise of the powers vested with the undersigned, I, Amneet P. Kumar, IAS, Director, Women and Child Development Department, Haryana re- delegate the powers to Additional Director (Admn.), Women and Child Development Department, Haryana as mentioned in Col. 3 to the extent given in Col. 4 of the following table. This order will come into force with immediate effect:-

This supersedes all previous delegations made in this behalf.

Sr.No.	Nature of power	Extent of powers vested with Director	Additional Director (Admn.)
1	2	3	4
1.	Issue of experience certificate on the basis of record in respect of class II, III & IV officers/officials	Full powers	Full powers in respect of class II and III officers/officials
2.	Powers to forward applications for employment in other departments to class II officer, III and IV officials only	--do--	--do--
3.	Powers to grant permission for higher education to class II officer, III and IV officials	--do--	--do--
4.	Sanction of encashment of unutilized EL (300 days) to retired class II officer, III and IV officials	--do--	--do--
5.	To grant of Earned/Half pay/ Commuted/ maternity leave/Child care leave to class II officer, III and IV officials	--do--	--do--
6.	Issue of no objection certificate to class II officer, III and IV officials for registration of their names in employment exchange for better job	--do--	--do--
7.	Grant of additional increment/ higher standard pay scales /ACPs to class III and IV officials	--do--	--do--
8.	Release of security pledged of security to class II officers, III and IV officials	--do--	--do--
9.	Sanction of ex-gratia amount, 1 year HRA and financial assistance on death to the deceased families of class II officers, III and IV officials	--do--	--do--
10.	Sanction of leave travel concession to Group 'B', 'C' and 'D' employees of Hqr and DPOs working in field	--do--	--do--
11.	Sanction of Handicapped allowances for class II officer, III and IV officials only	--do--	--do--
12.	Reimbursement of medical claims up-to Rs.5,00,000/-	--do--	up-to 2,50,000/- to class II officer, III and IV officials at Hqr.
13.	To sanction the rent of field office accommodation (Sr.No.8 of rule 19.6 of PFR Vol.1 Part-I) up-to Rs.10,000/-	up-to Rs.10,000/-per month	Full powers
14.	Repair of car/jeeps and etc. under	up-to	Full powers

	Sr.No.1 of rule 19.6 of PFR	Rs.50,000/- in each case	
15.	To countersigned the TA bills of class I & II officers Rule 15.1 of TA Rules CSR Vol-III	Full powers	--do--
16.	Clearance of probation period of Group "C" & "D" employee	--do--	--do--
17.	Issue of employer certificate in respect of class II officer, III and IV officials	Full powers	--do--
18.	To sanction GPF allowance Refundable/ Non-refundable under Rule 15 & 18 to Group 'B', 'C' and 'D' employees of Hqr and DPOs working in field	Full powers	--do--
19.	Permission to purchase of plot in respect of Group 'B', 'C' and 'D' employees of Hqr and DPOs working in field.	Full powers	--do--
20.	Sanction regarding purchase of cycles in the field offices to class IV officials	Full powers	--do--
21.	To issue N.O.C. for Passport in respect of class III & IV officials.	Full powers	--do--
22.	Issue of caste/ Residence certificate in respect of Class-II, III & IV officers and officials	Full powers	--do--
23.	Marriage Advance, Computer Advance, House Building Advance & Conveyance advance	Full powers	Full powers in respect of class II, III & IV officers/ officials.
24.	Accepting Authority of ACRs of Group "C" & "D" employee of field staff.	Full powers	Full powers
25.	Internal adjustment by shifting of seat of Group 'C' & 'D' employees working at Hqr.	--do--	--do--


Panchkula, dated
the 11.03.2015

Amneet P.Kumar
Director
Women & Child Development Deptt,
Haryana, Panchkula.

Endst. No. 47579-608 /EA-1/WCD/2015 Panchkula, dated the 11.03.2015

A copy of above is forwarded to the following for information and necessary action:-

1. Additional Director (Admn.)/ AD-II at Hqr.
2. Joint Director (ICDS) at Hqr.
3. Deputy Director- I Hqr.
4. All Branch officers at Hqr.
5. PS/DWCD, Hqr.
6. All dealing Assistants of Estt. I & II branch.
7. Office order file.


Superintendent (Estt.)
for Director, Women & Child Dev. Deptt.
Haryana, Panchkula