

**File No. ESTT M-20/21/2020-ADMIN-MIN ESTT**

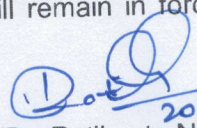
F. No. 20-09/2013-Min.Estt. - 2926  
Government of India  
Ministry of Jal Shakti,  
Department of Water Resources,  
River Development and Ganga Rejuvenation  
Central Ground Water Board

"Bhujal Bhawan"  
NH IV, Faridabad-121001  
Dated : 20.04.2022

**OFFICE ORDER NO. 268 OF 2022**

Approval of the Chairman, CGWB is hereby conveyed to delegate the following Administrative and Financial Powers of Head of Department under Rule 13(3) of DFPR's to Dr. S. Suresh, Regional Director & Head of Office, Central Ground Water Board (CGWB) with the immediate effect.

1. Sanction of legal fee to the Government Counsel pertaining to service matters and MACT cases of CHQ, Faridabad
  2. Hire of office furniture, electric fans, heaters, coolers, clocks and call bells.
  3. Freight and demurrage wharf charges :- (i) Freight Charges (ii) Demurrage & wharf charges
  4. Municipal rates and taxes.
  5. Ordinary repairs to Government buildings, and repairs and alterations to hired and requisitioned buildings.
  6. Postal and Telegraphs Charges for issues of letters, telegrams etc.
  7. Rent Of ordinary office accommodation and where the accommodation is entirely utilized for the office.
  8. Repairs to and removal of machinery (where the expenditure is not a capital nature)
  9. Staff paid from contingencies.
  10. Local purchase of petty stationery items, local purchase of rubber stamps and office seals.
  11. Other stores i.e. stores required in the working of an establishment, instructions, equipments and apparents.
  12. Telephone charges.
  13. All office equipments including typewriters, electronic typewriters, dedicated wor processors, intercom, calculators, electronic stencil cutters, dictaphones, tape recorders, photo copiers, copying machine, franking machine, addressographs, filling and indexing systems etc. (excluding computers of all kinds)
  14. Hire and maintenance of computer of all kinds.
2. The above delegated powers will be exercised subject to the limitations/restrictions and scales mentioned in DFPR's 1978 read with GFRs 2047, FR & SRs and other relevant orders issued by the Government / Competent Authority from time to time and will remain in force till further orders.

  
20/04/2022  
(Dr. Ratikanta Nayak)  
Director (Admin)

**Distribution:-**

1. Dr. S. Suresh, Regional Director, CGWB, Faridabad.
2. All Members of CGWB, CHQ, Faridabad / New Delhi.
3. The Finance & Accounts Officer, CGWB, Faridabad.
4. The Under Secretary (GWE), Ministry of Jal Shakti, DoWR, RD & GR, New Delhi.
5. All Regional Directors/ Executive Engineers/ Head of Offices of the Board.
6. The Pay & Accounts Officer, CGWB, Faridabad.
7. PA to Chairman, CGWB, Faridabad.
8. PS to Director (Admn), CGWB, Faridabad.
9. All Administrative Officers / Sectional Heads of CGWB, CHQ, Faridabad.