

**SCHEDULE OF POWERS DELEGATED TO THE CHAIRMAN OF THE  
MANAGEMENT COMMITTEE**

Sl. No.	Nature of Power	Existing	Remarks
1	2	3	4
1.	Appointment of Staff	To fill up Class-I and II posts sanctioned for the College for a period not exceeding one year. To make appointments of part-time teaching staff against the sanctioned posts in case appointments are delayed, on a consolidated and fixed salary of Rs.200/- per month for Lecturer and Rs.125/- per month for Teacher in the Demonstration School - Full Power	
11.	(i) Incurring of contingent expenditure  (ii) Local purchase of Stationery Stores.	General Recurring - Full Power  Non-Recurring – Full Power  Full Power	
13.	Writing off of losses  i) Irrecoverable losses of stores or of public money.  ii) Deficiencies and depreciation in the value of stores included in the stock and other accounts.	Rs. 25,000/- in each case (for losses of stores not due to theft, fraud or neglect). Rs.10,000/- in each case(for other cases).  Rs. 5,000/- in each case.	
14.	Entertainment and light refreshment	Full Power	
17.	Disposal of obsolete, surplus or unserviceable stores.	Upto Rs. 10,000/- at any one time.	Subject to observance of rules.

29.	<p>Grant of higher initial pay to staff on the initial appointment</p> <ol style="list-style-type: none"> <li>1. Stage of higher initial pay to be fixed having regard to candidates age, previous experience, qualifications, emoluments last drawn etc. on initial appointment.</li> <li>2. Reasons for grant of higher initial pay to be recorded fully on the file at the time of the sanction.</li> <li>3. Where initial appointment is to be made in consultation with the Appointments Committee grant of higher initial pay to be based on the recommendation.</li> <li>4. It will not apply in the case of appointing made by transfer or promotion of Council's employees from one post to another or in the cases of re-employment of pensioners.</li> </ol>	Upto five advance stages/ increments in the time scale to pay attached to the post in respect of temporary Class I & II appointments.	
30.	<p>Grant and acceptance of honorarium</p> <p>In the case of recurring honoraria the limit applies to the total of recurring payments made to an individual in a year. While sanctioning honoraria provisions of relevant rules should be kept in view.</p>	Upto Rs. 1000/- in each case	

31.	Temporary and officiating appointment of a College employee to more than one post and fixation of pay and allowances.	Full powers in respect of officers for whom the Chairman is the appointing authority.	
32.	Retention of ministerial / non-ministerial Government servant after the age of 58/60 years – one year at a time	Full Power	
33.	Acceptance of employment during leave – in India only.	Full Power	
34.	Requiring medical certificate of fitness before return from leave	Full Power	
42.	To grant exemption from the rules limiting a halt on tour to 10 days at any one station.	Full powers beyond 30 days but not exceeding 4 months.	
45.	To extend the prescribed time limit within which the members of Council servant's family may be treated as accompanying him in case of transfer.	Full powers exceeding six months.	
51.	To grant T.A. and D.A. to persons who are not govt. or Council's servants attending commissions of enquiry or performing other public duty in an honorary capacity etc. and to declare the grade to which they may be considered to belong.	Full powers	
61.	Appointment of person over 25 years of the prescribed age for a particular post.	Full powers in respect of officers for whom the chairman is the appointing authority.	
82.	Installation of telephone	Full powers for residential telephone only.	