भारतसरकार GOVERNMENT OF INDIA
वित्तमंत्रालय MINISTRY OF FINANCE
राजस्वविभाग DEPARTMENT OF REVENUE
केन्द्रीयअप्रत्यक्षकरएवं सीमाशुल्कबोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
सीमाशुल्कआयुक्तका कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS
सीमाशुल्कगृह, विलिंग्डनआईलेंड, कोचीन
CUSTOM HOUSE, WILLINGDON ISLAND, COCHIN-682009
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Date: as e-signed

प्रशासनिक आदेश संख्या **ADMINISTRATIVE OFFICE ORDER NO. 08/2026.**

वित्तीय शक्तियो का प्रत्यायोजन **DELEGATION OF FINANCIAL POWERS** – संबंधी **REG.**

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वित्तीय शक्तियों के प्रत्यायोजन नियम, 2024 के नियम 12 के अंतर्गत अधोहस्ताक्षरी को प्रदत्त शक्तियों का प्रयोग करते हुए तथा राजस्व विभाग के पत्र सं. 15/6/2008/IFU-III दिनांक 15.09.2011, जिसे राजस्व विभाग के पत्र सं. 30013/90/2006Ad IV A (Pt-I) दिनांक 23.09.2011 के माध्यम से संप्रेषित किया गया है, के साथ पठित करते हुए, मैं एतद्द्वारा इस आयुक्तालय के अतिरिक्त आयुक्त/ संयुक्त आयुक्त (प्रशासन) तथा उप आयुक्त/ सहायक आयुक्त (प्रशासन)/ रासायनिक परीक्षक ग्रेड-I एवं II (सीमा शुल्क प्रयोगशाला) को परिशिष्ट में संलग्न अनुसार शक्तियाँ प्रत्यायोजित/अधिकृत करता हूँ, ताकि वे मौलिक नियम एवं अनुपूरक नियम/जीएफआर 2017 तथा वित्तीय शक्तियों के प्रत्यायोजन नियम, 2024 के विभिन्न प्रावधानों का पालन करते हुए विभागाध्यक्ष की निम्नलिखित शक्तियों का प्रयोग कर सकें।

In exercise of the powers vested with the undersigned under Rule 12 of the Delegation of Financial Powers Rules 2024, read with Department of Revenue F. No. 15/6/2008/IFU-III dated 15.09.2011 and communicated vide Department of Revenue F. No.C. 30013/90/2006 Ad IV A (Pt-I) dated 23.09.2011, I hereby delegate/authorize the powers as appended in Annexure to the Additional Commissioner/ Joint Commissioner (Admin) and Deputy Commissioner/ Assistant Commissioner (Admin)/ Chemical Examiner Gr. I & II (Customs Lab.) of this Commissionerate to exercise the following powers of the Head of the Department, subject to observance of the various provisions of Fundamental Rules & Supplementary Rules/GFR 2017 and Delegation of Financial power Rules 2024.

ANNEXURE

Delegation of Financial Powers in Custom House, Cochin
(As per Annexure of Ministry's letter F. No. 15/ 6/2008-IFU III Dt. 15.09.2011)

Sl. No. –	Name of Expenditure/ Subject	Delegation of Powers		Remarks
		ADC/JC (Admn.)	DC/AC (Admn.) & Chemical Examiner Gr. I & II	Designation of Delegatee
-1-	-2-	-4-	-5-	-6-
1	Electricity, Gas and Water Charges	Full Powers	Upto 5,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn).
2	Fixtures and Furniture Purchase and Repairs	Rs. 5,00,000/- per annum subject to a maximum of Rs. 2,50,000/ - in each case.	Rs. 1,00,000/ - per annum subject to a maximum of Rs. 50,000/ - in each case.	ADC/JC (Admn.), DC/AC (Admn.).
3	Hire of Office Furniture, Electric Fans, Heaters, Coolers, Clocks and Call Bells	Rs. 50,000/- per annum.	Nil	ADC/JC (Admn.)
4	Motor Vehicles (I) Purchase (II) Maintenance, upkeep and repair of dept. Vehicle. (III) Hiring	(I) NIL (II) Rs. 50,000 in each case. (III) Full Powers for sanctioning of bills for hired vehicle.	Nil	ADC/JC (Admn.)
5	Municipal, Rates and Taxes	Full Power	Upto 1,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).
6	Postal and Telegraph Charges	Same as Head of Department (Full Powers to incur expenditure on this item subject to following the existing govt instructions. Through e-governance activities,	Upto 1,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).

		electronic mode is to be increasingly adopted).		
7	Printing and Binding	(I) Full powers in case printing is done in Govt. Press or through Directorate of Printing. (II) Rs. 1 Lakh per year through private party including cost of paper and binding following GFR provisions and Govt. Instructions on the subject.	Nil	ADC/JC (Admn.)
8	Publication	Full Powers	Nil	ADC/JC (Admn.)
9	Purchases of Stationery	Upto Rs. 10,00,000/- per annum.	Upto Rs. 5,00,000/- per annum.	ADC/JC (Admn.), DC/AC (Admn.).
10	Telephone Charges	Full Powers	Full Powers	ADC/JC (Admn.), DC/AC (Admn.).
11	Miscellaneous Expenditure	Recurring: Rs. 10,000/- per annum in each case. Non-Recurring: Rs.20,000/- in each case.	Nil	ADC/JC (Admn.)
12	Freight and Demurrage Charges	Full powers	Nil	ADC/JC (Admn.)
13	Supply of Uniform	Full powers	Upto Rs. 3,00,000/- per annum.	ADC/JC (Admn.), DC/AC (Admn.).
	Annual Maintenance Contract (EPABX,			ADC/JC

14	Franking Machine, Gestetner Machine)	Full Powers	Nil	(Admn.)
15	Legal Charges	Full Powers	Upto Rs. 1,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).
16	Computers a) Purchase of PCs/Hardware. b) AMC of Computers (Hardwares)	a) Rs. 15,00,000/- per annum. b) Rs. 5,00,000/- per annum.	a) Rs. 10,00,000/- per annum. b) Rs. 2,00,000/- per annum.	ADC/JC (Admn.), DC/AC (Admn.).
17	Rubber Stamps	Rs. 25,000/- per annum subject to a maximum of Rs. 5,000/ - in each case.	Rs. 10,000/- per annum subject to a maximum of Rs. 2,000/ - in each case.	ADC/JC (Admn.), DC/AC (Admn.).
18	All office equipment including typewriter, electronic typewriter, dedicated word processors, intercom equipments, calculators, electronic stencil, cutter, Dictaphones, type recorders, photocopier, copying machine, framing machine, filling and indexing sys tern etc.	Full Powers	Upto Rs. 1,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).
19	Other items Of Contingent Expenditure	Recurring: Rs.1,00,000/- per annum in each case. Non-Recurring: Rs.1,00,000/- in each case.	Recurring: Rs.50,000/- per annum in each case. Non-Recurring: Rs. 50,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).
20	Customs Chemical Laboratory	Upto 1,00,000/- in each case.	Chemical Examiner Gr. I & II Rs.	ADC/JC (Admn.) Chemical Examiner

			50,000/- in each case.	Gr. I & II
21	Medical	Upto 5,00,000/- in each case.	Upto 3,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).
22	TA/TTA/LTC	Upto 2,50,000/- in each case.	Upto 1,00,000/- in each case.	ADC/JC (Admn.), DC/AC (Admn.).

The above delegation of financial powers has been made subject to the condition that expenditure of any kind shall be made strictly in accordance with the provisions of the General Financial Rules, 2017 and Delegation of Financial Power Rules, 2024 and relevant instructions issued by the Government of India from time to time on the subject.

Digitally signed by
T TIJU
Date: 10-06-2026
12:08:56

टी. तिजू **/ T. Tiju**
सीमा शुल्क आयुक्त **/ COMMISSIONER OF CUSTOMS**

प्रतिलिपि Copy To:

1. अतिरिक्त सीमा शुल्क आयुक्त, कोचीन The Additional Commissioners of Customs, Cochin.
2. पी ए ओ, सीमा शुल्क गृह, कोचिन PAO, Custom House, Cochin.
3. डीसी (प्रशासन), कस्टम हाउस, कोचीन DC (ADMN.), Custom House, Cochin.
4. प्रशासनिक अधिकारी(डी डी ओ)/ वेबसाईट में अपलोड करने हेतु ई डी आई अनुभाग हेतु The Administrative officer (DDO)/EDI Section for uploading in the website.