GOVERNMENT OF INDIA
MINISTRY OF FINANCE AND COMPANY AFFAIRS [DEPARTMENT OF REVENUE]
OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE,
CUSTOMS AND SERVICE TAX
CENTRAL REVENUE BUILDING; I.S.PRESS ROAD: COCHIN- 18
e-mail :cexcochi@excise.nic.in Phone: 0484 – 2390020 Fax: 0484 - 2390608

C.No.I/13/1/2004-Admn Dated: 13.01.2014

Subject: Admn-Delegation of powers to Head of Office-regarding

In terms of Rule 14 of Delgation of Financial Powers Rules 1978, I, the undersigned, hereby delegate the powers as appended in the annexure to Head of Office, Shri. Padmanabhan Ravikumar Nair, Joint Commissioner (P&V), Central Excise Headquarters, Cochin Commissionerate with immediate effect.

(Dr. K.N. RAGHAVAN)
COMMISSIONER

To

Shri. Padmanabhan Ravikumar Nair, Joint Commissioner, Cochin Commissionerate.

The Chier Commissioner of Central Excise and Customs, Kerala Zone, Kochi.

Copy forwarded to:

1. All the Commissioners of Central Excise & Customs, Commissionerate, Cochin, Trivandrum and Calicut.
2. All the DC/ AC of Cocin Commissionerate/ All Divisions.
3. All the DDOs of Divisions and Hqrs of Cochin Commissionerate.
4. PAO/ Supdt Comp Cell/ Supdt PRO.
5. All the Section Heads of the Hqrs, Cochin.

As per Rule 14 of Delegation of Financial Powers Rules the powers to be delegated to Head of Office in Cochin Commissionerate

Sl. No.	Items of expenditure	Monetary limit upto which expenditure can be incurred	
		Head of Department (Ref : O.M.F.No.15/6/2008-IFU-III(EC) dtd. 15.9.2011)	Head of Office in Cochin Commissionerate
1	Other items of Contingent Expenditure	Recurring--Rs.1,00,000/- p.a in each case. Non Recurring- Rs.1,00,000/- in each case.	Recurring-Rs.50,000/- p.a limited to Rs.5,000/- in each case. Non recurring: Rs.50,000/- p.a limited to Rs.10,000/- in each case.
2	Electricity, gas and water charges	Full powers	Full powers
3	Fixtures and Furnitur purchase	Full powers	Rs.1,00,000/- p.a in each case.
4	Hire of Office Furniture, electric fans,heaters, coolers, clocks	Full powers	Rs.10,000/- p.a per office and also for Vig.unit/Range/Sector treating them separately for purchase and repair of fixture and furniture,Hire of electric fans etc.
5	Legal charges	Powers delegated under DFPR s will be applicable. The position of allocation of financial powers to HODs(alongwith restrictions, conditions etc,) from the powers available with the Department, as prevailing before the issue of Dept of Exp Notif. No.I(II)E-II(A)/2003 dtd. 16.9.03 will continue.	
6	Motor Vehicles (I)Purchase (ii)Maintenance,upkeep and repairs	(i)Nil (ii)Full powers	(i) Nil (ii) Rs.10,000/- in respect of single vehicle each time.

7	Municipal, **Rates** and **Taxes**	Full powers	Full powers
8	Postal and telegraph charges.	(i)Full Powers to incur expenditure on this item subject to following the existing govt instructions.Through e-governance activities, electronic mode is to be increasingly adopted.	same as Heads of Department
9	Printing and binding	Full powers to HODs in case printing is done in Govt press or through Directorate of printing.(ii) Rs. 1lakh p.a through private party including cost of paper and binding following GFRs 2005 provisions & Govt instructions on the subject.	Rs.50,000/- p.a in each case.
10	Publications	Full powers	Rs.50,000/- p.a in each case.
11	Purchases of Stationery	Rs.10. lakhs p.a	Rs.2,00,000/- p.a limited to Rs.20,000/- in each case.
12	Telephone charges	Full powers	Full powers
13	Miscellaneous Expenditure	Recurring--Rs.10,000/- p.a in each case. Non Recurring- Rs,20,000/- in each case.	Recurring- Rs.5,000/- p.a in each case Non recurring: Rs.10,000/- p.a in each case.
14	Supply of Uniforms	Full powers	Full powers
15	Freight and Demurrage charges	Full powers	Full powers