

No.34011/2/2005-A(HE)
Government of India
Ministry of Small Scale Industries
Office of the Development Commissioner
Small Scale Industries

Nirman Bhavan, New Delhi-11
Dated: the 14th June, 2005

To
All the Directors of SISIs/RTCs.

Subject:- **Decentralisation of Administrative Powers in SIDO.**

Sir,

In terms of the thrust areas identified by the Prime Minister's office for various Ministries/Departments, which would serve as the basic agenda for the Government during 2005, emphasis has been on institutional reforms by way of decentralization, simplification, transparency and accountability. This Department has since examined various suggestions received from SISIs/RTCs on these issues. The examination on decentralization of administrative powers to SISIs/RTCs in SIDO had also been completed in the Hqrs. Office.

In the light of above, the competent authority is pleased to delegate the following administrative powers to, the **Director Incharge of SISIs/RTCs/HTDDC/SEPTI:-**

S.No.	Powers being delegated	Extent of powers	Remarks
1.	To send officers of all Groups of his Institute on tour throughout India	Full powers subject to provisions of TA Rules except for himself.	Subject to availability of funds.
2.	To issue "no objection Certificate" for applying for Passport for all Groups of officers working under him.	Full powers.	SISIs/RTCs may obtain Vig. Clearance from Vig. Section of O/o DC(SSI) directly for this purpose, before issuing N.O.C.
3.	Power to appoint Authorised Medical Attendants (AMA)	Full powers subject to guidelines/instructions laid down in the CS	(Note: In Hqrs. Office these powers shall be exercised

Pl. upload it on the website of DC (MSME)

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SENET, Director

Anil
5/9/2017
(Anil Tehlan)
Dy. Dir (Admin)

		(Medical Attendance) Rules and further subject to that such AMAs are appointed from the list recommended by the local Employees Coordination Committee working for the purpose.	by JDC (Admn)
4.	To allow officers of all Groups working under him to join a course of study after officer hours.	Full powers subject to imposing usual conditions that such course of study will not affect office work and such permission will be confer no right of leave, etc. on Govt. servant.	
✓ 5.	Powers to declare DDO in his office and Branch Institutes.	Full powers to declare any gazetted officer as DDO as per D.F.P.R., 1978.	

Yours faithfully,

D.K. Gautam

(D.K. Gautam)

Dy. Director (Admn)

Copy to:

1. JDC (SK)
2. Admn (G. Section)/Admn (NG Section)
- ✓ 3. Asstt. Director (B&A Section)
4. All Pay & Accounts Officers

D.K. Gautam

(D.K. Gautam)

Dy. Director (Admn)

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