

**INSTRUCTIONS REGARDING
DELEGATION
OF
POWERS
FOR
WORKS ESTIMATES**

HARYANA URBAN DEVELOPMENT AUTHORITY

Sector-6 Panchkula

ORDER

In exercise of the powers conferred under Section-51 of the Haryana Urban Development Authority Act, 1977 in all the interest of efficiency, speedy development and with a view to decentralize the powers/functions, the delegations as specified in Annexure 'A' is hereby made in favour of various officers of HUDA by the Haryana Urban Development Authority in its 74th meeting held on 20.8.1998.

Dated, Panchkula, the
4th September, 1998

SAJJAN SINGH, IAS,
CHIEF ADMINISTRATOR, HUDA,

Endst. No.Auth-98/26442-92

Dated : 14.9.1998

A copy of agenda & proceedings of authority meeting held on 20.8.1998 alongwith Annexure 'A' forwarded to the following for information and necessary action:-

1. All the Administrator, HUDA
2. The Chief Engineer HUDA Panchkula
3. The Chief Town Planner, HUDA Panchkula
4. The Chief Controller of Finance, HUDA, Panchkula.
5. All the Superintending Engineers of HUDA Panchkula
6. All the Estate Officers of HUDA, Panchkula
7. All the Executive Engineers of HUDA.

DA/ As above

Secretary
for Chief Administrator,
HUDA Panchkula

ANNEXURE 'A'

Sr. No	Nature of Power	Authority whom delegated	Already delegated powers Extent of powers delegated	Proposed delegation of powers
32	To accord administrative approval and sanction of expenditure for each item.	1. Administrator	Upto Rs. 10.00 lacs subject to the extend of budget provision and availability of funds in the price fixation of the scheme.	No change
		2. Chief Administrator	Upto Rs. 50.00 lacs. Above Rs. 50.00 lacs but below Rs. 2 crores with the prior approval of Chairman	Upto Rs. 1 crore. Above Rs. 1 crore but below Rs. 4 crores with the approval of the Chairman. The works estimated exceeding Rs. 4 crores will be submitted before the Sub committee for administrative approval

HARYANA URBAN DEVELOPMENT AUTHORITY, SECTOR – 6 PANCHKULA

No.HUDA-Acctts-Acctt-I-2002/17745-48

Dated 16.7.2002

To

All the Administrators,
HUDA (in the State)

Subject : Delegation of Powers to Administrators in HUDA

Please refer to the subject cited above.

The matter regarding delegation of powers in respect of expenditure out of compounding fee and rep-appropriation of the budget was placed before the Authority in its 5th meeting held on 26.6.2002. The authority has decided to revise the existing delegation of powers. The existing as well as revised delegation of powers are given below :-

Sr.No	Head of powers	Existing delegation of powers in favour of Administrators	Revised powers as approved by the authority in 5 th meeting dated 26.6.2002
1.	Compounding fee re-appropriation of funds	Vide letter No HUDA Acctts-88/31145-47 dated 30.8.1988 incurring of expenditure upto Rs. 1.00 lacs per item for public amenities as specified in letter No HUDA Acctts-94/11700 dated 24.6.1994 subject to the availability of funds upto 50% on the	Existing powers are revised from Rs. 1.00 to Rs. 10.00 lacs subject to the maximum of 50% of compounding fee collected during the year in the respective urban Estate with the following conditions:- The expenditure may be incurred as per the budget provision. the expenditure may be incurred on the amenities which have not been provided in the original price fixation of the sector but has become necessary with the passage of time. The expenditure not be incurred on the items

		<p>income from the compounding fee in respective Urban Estate. Vide letter No HUDA Acctts Acct-II 2002/4122-25 dated 12.2.2001 to reappropriate funds under the various heads of expenditure upto Rs. Rs. 4.00 lacs on any single work but maximum upto Rs. 1.00 crores in a financial year against the sanctioned estimates within the approved budget.</p>	<p>such as purchase of furniture and fixtures air conditioners desert coolers, refrigerators ceiling fans office equipments typewriters, computers etc. or any other item which is covered under the head of office expenses for which separate budget is provided. Existing powers to reappropriate the funds upto Rs. 4.00 lacs on any single work are revised upto Rs. 10.00 lacs. However, a maximum limit upto Rs. 1.00 crore in a year against the sanctioned estimates within the approved budget will remain un-changed</p>
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Chief Controller of Finance,
for Chief Administrator,
HUDA, Panchkula

Endst No HUDA Acctts-Acctt-I 2002/

Dated

A copy is forwarded to the following for information and necessary action.

1. The Chief Administrator HUDA Panchkula

2. The Administrator HQ HUDA Panchkula
3. The Joint Director, law HUDA, Panchkula
4. The Chief Engineer HUDA Panchkula
5. The Secretary HUDA Panchkula
6. The Additional Chief Engineer, HUDA, Panchkula
7. All the Superintending Engineer, HUDA (in the State)
8. All the Executive Engineer, HUDA (in the State)
9. All the Estate Officer HUDA (in the State)

Chief Controller of Finance,
for Chief Administrator,
HUDA, Panchkula

To

All the Administrators,
HUDA (in the State)

Subject : Delegation of Powers to Administrators in HUDA

Please refer to the subject cited above.

At present field Administrators are competent to administratively approve the estimates upto 10.00 lacs and they are also competent to re-appropriate the budget upto Rs. 1.00 crore.

On the other side the Superintending Engineers have also been delegated the powers for allotment of works upto Rs.5.00 lacs without any condition and upto Rs.10.00 lacs if the allotment is within ceiling premium.

In order to execute the works of special repair of internal roads of the sectors speedily, it has been decided that the powers may be revised in respect of special repair of internal roads of the sectors with the condition given below:-

1. The power to administratively approve the estimate of special repair of internal roads are enhanced from Rs.10.00 lacs to Rs.20.00 lacs. Accordingly the powers of Superintending Engineers are revised to allot the works of special repair of internal roads from the existing powers of Rs.10.00 lacs to Rs.20.00 lacs.
2. The technical specification for the special repair of internal roads of the sectors will be circulated by the Engineer-in-Chief,

HUDA accordingly to which the estimate of special repair of internal roads will be prepared and executed.

3. One single estimate for one sector will be prepared and it will not be bifurcated. In case it exceeds the limit of Rs.20.00 lacs, it will be sent to Head Office for the approval of the competent authority.

This is for your information and further necessary action.

Chief Controller of Finance
for Chief Administrator, HUDA
Panchkula

No.HUDA-Acctts-Acctt-I-2005/31538-90

Dated 1/12/2005

A copy is forwarded to the followings for information and necessary action:-

1. The Chief Administrator, HUDA, Panchkula.
2. The Administrator, HQ, HUDA, Panchkula
3. The Engineer-In-Chief, HUDA, Panchkula
4. The Secretary, HUDA, Panchkula.
5. All the Superintending Engineer, HUDA (in the state)
6. All the Executive Engineers, HUDA, (in the State)
7. All the Estate Officers, HUDA (in the State)

Chief Controller of Finance
for Chief Administrator, HUDA,
Panchkula

HARYANA URBAN DEVELOPMENT AUTHORITY
SECTOR-6, PANCHKULA

In exercise of powers conferred under Section 51 of the Haryana Urban Development Authority Act, 1977, in the interest of efficiency, speedily development and with a view to decentralize the powers/ functions, the delegation as specified in Annexure "A" is hereby made in favour of the Chief Administrator, HUDA b the Haryana |Urban Development Authority in its 95th meeting held on 21-06-2005 (CCF Br.).

Dated, Panchkula, the
14th August 2005.

S.S.Dhillon, IAS
Chief Administrator, HUDA

Endst.No.Auth-2005/20559-615

Dated 18/07/2005

A copy of agenda and proceedings of Authority meeting held on 21.6.2005 along with annexure 'A' is forwarded to the following for information and necessary action:-

1. All the Administrators, HUDA
2. The Engineer-In-Chief, HUDA, Panchkula
3. The Chief Town Planner, HUDA, Panchkula
4. The Chief Controller of Finance, HUDA, Panchkula
5. All the Superintending Engineer, HUDA (in the state)
6. All the Executive Engineers, HUDA, (in the State)
7. All the Estate Officers, HUDA (in the State)

DA/ as above

Secretary
For Chief Administrator, HUDA
Panchkula

Annexure-“A”

Sr. No.	Nature of Power	Authority to whom delegated	Already delegated powers extent of powers delegated	Proposed delegation of powers.
32.	To accord administrative approval and sanction of expenditure for each item.	1) Administrator. 2) Chief Administrator	Upto Rs.10.00 lacs subject to the extent of budget provision and availability of funds in the price in fixation of the scheme. Upto Rs.1.00 crore. Above Rs.1.00 crore but below 4.00 crores with the approval of the chairman. The works estimated exceeding Rs.4.00 crores will be submitted before the sub-committee for administrative approval.	No change Upto Rs.4.00 crores. Above Rs.4.0 crore but below 4.0 crores but below 10.00 crores with the approval of the Chairman. The work estimated exceeding Rs.10.00 crores will be submitted before the sub-committee for administrative approval.

HARYANA URBAN DEVELOPMENT AUTHORITY

No.HUDA-Acctts-2005/20940-43

Dated 22.8.2005

To

All the Administrators,
HUDA (in the State)

Subject: Approval of estimates

Please refer to the decision taken in the review meeting held on 19.7.2005 wherein the matter regarding approval of estimate upto Rs. 10.00 lacs discussed and it was decided that the zonal Administrator will exercise independent powers to sanction the works estimate upto Rs. 10.00 lacs. In this regard the following instructions are issued:-

1. Zonal Administrators are hereby authorized to sanction the work estimate upto Rs. 10.00 lacs and for this purpose no reference is required to be made to Head office. They are authorized to exercise this power in the overall interest of the Urban Estate. However a list of the estimate approved by the Administrators may be sent to Head office on monthly basis.
2. Before exercising this power a certificate may be obtained from the XEN /SE concerned that this work has not been included in any other estimate so that no duplicacy in the approval of estimate of works occurs.

Chief Controller of Finance,
for Chief Administrator,
HUDA, Panchkula

HARYANA URBAN DEVELOPMENT AUTHORITY

NO. HUDA-Acctts.AAcctt-I-2006/

Dated: 20.1.2006

To

All the Administrators,
HUDA (In the State)

Subject: Delegation of powers to the Administrators in HUDA.

Please refer to this office Memo No.20559-615 dated 18.07.2005 vide which it was decided that there will be no change in the powers of Administrators to accord the administrative approval to the estimates upto Rs. 10.00 lacs subject to the extent of Budget provision and availability of funds in the price fixation of the scheme.

These powers were revised vide memo No 31534-37 dated 1.12.2005 in respect of special repair of internal roads of sector with the following conditions:-

1. The power to administratively approve the estimate is special repair of internal roads was uncharged from Rs. 10.00 lacs to Rs. 20.00 lacs. Accordingly the powers of Superintending Engineer was be revised to allot the work of special repair of internal roads from the existing powers of Rs. 10.00 lacs to Rs. 20.00 lacs.
2. The technical specification for the special repair of internal roads of the sectors will be circulated by the Engineer in Chief HUDA according to which the estimate of special repair of internal roads will be prepared and executed.
3. One single estimate for one sector will be prepared and it will not be bifurcated. In case it exceeds the limit of Rs. 20.00 lacs it will be sent to Head Office for the approval of the competent authority.

The Authority in 96th meeting held on 29.12.2005 has approved the above said delegation of powers with the modification that the Zonal Administrators will be delegated powers upto Rs. 50.00 lacs against all approved works which are provided for in the budget and price fixation. Resultantly zonal Administrator will be comptent to administratively approve the estimate upto Rs.50.00 lacs against all approved works which are provided for in the budget and price fixation.

This is for your information & further necessary action.

Chief Controller of Finance
For Chief Administrator,
HUDA, Panchkula

Endst.No.HUDA.Acctts.Acctt-I-2006/2242-99 Dated 20-01-2006

A copy of the above is forwarded to the following for information and necessary action:-

1. The Chief Administrator, HUDA, Panchkula.
2. The Administrator, |HQ, |HUDA, Panchkula
3. The Engineer-In-Chief, HUDA, Panchkula
4. The Secretary, HUDA, Panchkula.
5. All the Superintending Engineer, HUDA (in the state)
6. All the Executive Engineers, HUDA, (in the State)
7. All the Estate Officers, HUDA (in the State)

Chief Controller of Finance
for Chief Administrator,
HUDA, Panchkula

Haryana Urban Development Authority, Panchkula.

No.HUDA-Acctts-Acctt-I-2007/3111-15

Dated : 25.01.2007

To

All the Administrators
HUDA (In the State).

Subject : Delegation of Powers to the Administrators and Superintending Engineer's in HUDA.

Please refer to this office memo No.HUDA-Acctts-Acctt-I-2006/2237-2299 dated 20.01.06 vide which it was intimated that the zonal Administrators will be competent to Administratively approve the estimates upto Rs.50.00 lacs against all approved works which are provided for in the budget and price fixation.

The Authority in its 98th meeting held on 12.12.06 have decided that the powers of Zonal Administrators and Superintending Engineer's be brought at par and Superintending Engineer's be allowed to approve DNIT and accept tenders upto Rs.50.00 lacs subject to the condition that Administrators/Superintending Engineers will ensure that projects are not split into parts to exercise these delegated powers.

This is for your information and further necessary action.

**Chief Controller of Finance
for Chief Administrator, HUDA,
Panchkula.**

Endst.No.HUDA-Acctts-Acctt-I-2007/3116-75

Dated 25.1.2007

A copy is forwarded to the following for information and necessary action :-

The Chief Administrator, HUDA, Panchkula.

The Administrator, HQ, HUDA, Panchkula.
The Engineer-In-Chief, HUDA, Panchkula.
The Chief Town Planner, HUDA, Panchkula.
The Secretary, HUDA, Panchkula.
The District Attorney, HUDA, Panchkula.
All the Superintending Engineer, HUDA (in the State)
All the Executive Engineers, HUDA (in the State)
All the Estate Officers, HUDA (in the State)

Chief Controller of Finance
for Chief Administrator, HUDA,
Panchkula.