



SCO No.17-18-19, Sector 17-B, Chandigarh
Tel No.0172-2702955-56-57,2700039 & 2706955

ORDER

This is in continuation of this office order issued under endst, **No.HTC-10/S.O.I/1763-86, dated 16th June, 2010** vide which a financial powers were delegated to Dr. S.S. Phulia, IAS, Addl. Managing Director, Haryana Tourism Corporation Limited is modified as under with reference to the decision taken in 143rd meeting of Board of Directors held on 21.6.2010. I, S.N.Roy, IAS, Managing Director, Haryana Tourism Corporation Ltd., hereby, re-delegate the following Administrative/financial powers to Dr. S.S.Phulia, IAS, Addl. Managing Director, Head Office, Chandigarh upto the extent noted against each.

The orders would henceforth be known as Administrative and financial powers in place of the “word” the Financial Power as mentioned in the original orders.

Sr.No.	Particulars	Extent of powers
1)	Addl. Managing Director	
i)	To grant administrative approval for purchase of the articles/execution of the jobs/performance of the contract and accord financial sanction for payments (Excluding the works/jobs relating to Engineering, Furnishing & Architect Branch of HTC).	Upto Rs.5.00 lacs in each composite case.
ii)	Release of Advertisement in the leading News Papers & Magazines.	Upto Rs.1.00 lac in each case.
iii)	To approve & incur expenditure for meeting out day to day expenditure.	Rs.20,000/- in each case.
iv)	Releasing tenders in the press on DAVP rates for item as mentioned at Sr.No.1(i)	Full powers. However, the publicity branch will be consulted for deciding the newspapers in which the press release is to be given.
v)	Sanction of Leave Encashment to the retired employees of all categories/ classes.	Full powers after the issuance of “No Dues Certificate”.
vi)	To sanction condemnation of various articles.	Upto the composite face value of articles amounting to Rs.2.00 lacs in each case.
vii)	To sanction the advance for Medical Claim of the officers/officials of HTC.	Full powers subject to adherence of the guidelines issued by Health Department/other instructions issued in this regard from Government from time to time.
viii)	Payment of Medical Reimbursement/ Claim of officers/officials of HTC.	Above Rs.20,000/- in each case. Where relaxation in rules is required the prior approval from the Managing Director/Chairperson would be obtained.

ix)	According sanction for payment of ex-gratia amount/Monthly Financial Assistance to dependent of the deceased employee falling in Group 'C' & 'D'.	Full powers.
x)	Grant of HSS/ACP to Group 'B' Category of employees also in addition to what have been delegated vide order No. HTC/Admn.-1/A-5/6043-77 dated 4.12.2000.	Full powers.
xi)	To approve the Tour Programme of the DDOs working in the field.	Upto ten days in a month.
xii)	Grant of Bank Operation powers to the DDOs having independent charge in the field.	Full powers
xiii)	To Approve & sanction the expenditure for business promotion/ entertainment.	Upto Rs.2500/- per month.

Dated Chandigarh, the
5th July, 2010

Sd/-
Managing Director

Endst.No.HTC-2010/S.O.I/2008-2027

Dated Chandigarh, the 5-7-2010

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

1. All Branch Officers/Branch Incharges of various Branches at Head Office, Chandigarh.
2. PS/PA to MD/AMD/GM(P) for information of MD/AMD & GM(P) please.

Sd/
Chief Accounts Officer
For Managing Director