

# **National Institute of Solar Energy**

## **Delegation of Administrative and Financial Powers**

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**As approved in the**

**Second Meeting of the Governing Council**

**held on**

**25<sup>th</sup> November, 2014**

**( Refer Agenda Item No.2.08 and Minutes of the meeting)**

**Powers of Governing Council (GC)  
and  
Executive Committee (EC)**

Sr. No.	Subject Matter	Governing Council (GC)	Executive Committee (EC)
1.	To receive financial contribution from abroad	Full Powers –President, GC. Item to be reported to the GC in the next GC Meeting for information. Subject to FCRA clearance.	
2.	Approval for deputing DG abroad	Full Powers – President , GC With the prior approval of Secretary, MNRE	
3.	Purchase of land/building	Full Powers – President , GC. With prior approval of FC/GC subject to following the relevant rules/instructions issued by Gol from time to time on the subject.	
4.	Construction of building, Interiors or site preparation	Full Powers –President , GC. Item to be reported to the GC in the next GC Meeting for information. Subject to following the relevant provisions of GFR 2005	Up to Rs. 5.0 crore at a time; Item will be reported to GC in the next meeting. Subject to following the relevant provisions of GFR 2005
5.	Purchase of Indian /foreign made Capital equipment, software, technical stores like raw material, components, consumables /semi consumables including fabrication of equipment.	Full Powers –President , GC. Item to be reported to the GC in the next GC Meeting for information. Subject to following the relevant provisions of GFR 2005	Full powers up to Rs. 5.0 crore per item Subject to following the relevant provisions of GFR 2005
6.	Repairs and Maintenance of Civil Work including electrical fittings / installation		Full Powers. Subject to following the relevant provisions of GFR 2005
7.	Creation of Regular Posts	Full Powers to create regular posts in case of Group B,C, &D posts. For Group A posts Full powers with the approval of Ministry of Finance, Department of Expenditure and extant of instructions	
8.	Approving signing of MOUs / Contract agreement with foreign parties for achievement of objectives of the society	Full Powers –President, GC – subject to (i) following the relevant rules/regulations on the subject & (ii) ratification by GC	Full Powers – Chairman , EC. The matter to be reported to full EC and GC in the next meeting.

Sr. No.	Subject Matter	Governing Council (GC)	Executive Committee (EC)
9.	Amend provisions relating to extending monetary benefits to employees.	Full powers With the prior approval of MNRE / MoF as the case may be.	
10.	Opening new Units or offices of the Society at new locations.	Full powers -For New Centres or up-gradation of attached office	
11.	Accord approval for taking up an activity other than the objects of the Society.	Full powers. Subject to the conditions that the same is permissible under the bye-laws of the society.	
12.	To permit undertaking of assignments abroad without involving the society's funds	Full Powers – President GC in respect of DG.	Full Powers – Chairman
13.	Deleted		
14.	Deleted		
15.	Disposal of unserviceable and obsolete stores including office equipments, materials, and furniture etc. and approve their mode of disposal/ write-off.		Full powers – To be reported to GC in the next meeting. Subject to following the relevant provisions of GFR 2005
16.	Write off irrecoverable loss due to theft, frauds or negligence of individuals.	Full powers. Subject to following the relevant provisions of GFR 2005	Full powers where depreciated value of each item does not exceed Rs.10 lacs, and report to GC. Subject to following the relevant provisions of GFR 2005
17.	Write off of loss not due to theft, fraud or negligence of individuals.		Full powers– To be reported to GC in the next meeting. Subject to following the relevant provisions of GFR 2005
18.	Write-off /Waiver of losses / recoveries	Full powers. – To be reported to GC in the next meeting. Subject to following the relevant provisions of GFR 2005	Full powers for write-off / waiver of losses where depreciated value does not exceed Rs.50 lakhs and report to GC. Subject to following the relevant provisions of GFR 2005
19.	Approve commencing joint ventures, alliances and business with foreign agencies.	Full Powers to GC Subject to following the relevant rules/ regulations on the subject.	

Sr. No.	Subject Matter	Governing Council (GC)	Executive Committee (EC)
20.	Grant of higher pay / additional increments on appointment / promotion	Full powers with recommendation of FC	
21.	Approval of any other item not specifically covered in this schedule.	Full powers, subject to following the relevant rules/ regulations on the subject. All financial matters with recommendation of FC.	
22.	Recurring contingent expenditure not specifically covered under the powers of DG.		Full powers. With prior recommendation of FC
23.	Approve Single Tender / Single quotation in respect of proprietary items or specified brand goods or specialist works in case of electrical, civil and horticulture work.	Full powers	Full powers up to Rs. 1.0 crore Subject to following the relevant provisions of GFR 2005
24.	Revision of leased accommodation rates	Full powers	