

Powers of the Director Doordarshan Kendra Bhopal

It has been decided that administrative and financial powers available to Heads of Kendras prior to establishment of Prasar Bharati vide Circular No. G- 17011/7-95-FAS (Vol.II) dated 25.04.97/ 9.5.97 shall continue to operate, pending issue of fresh delegation of powers to Heads of DDKs in the set up of Prasar Bharti. These powers include enhanced powers to Heads of Kendras/ Offices under the Directorate General. Doordarshan in the old pay scale of Rs. 1500-2000 or above (presently corresponding revised pay scale of Rs. 12000- 18000 or above).

(Authority:- Directorate General Doordarshan, New Delhi's letter No. G-17011/3/2004-FAS Dated 14.09.2004).

Powers to Heads of Offices in the Pay Scale of Rs 1500-2000)

(Now corresponding revised Pay Scales Rs. 3700-5000 and above presently corresponding revised pay scale of Rs. 12000-18000 or above).

S.No.	Nature of Power		Extend of Power	Enhanced Power	Remark
1.	Financial & Administrative Powers under DFPRs, GFRs. FRs, & SRs		Full Powers as vested in Heads of Deptt. for Example, Powers available to the Director General DFPRs as Head of Deptt. and as such are delegated to Heads of offices in the Pay scale of Rs. 1500-2000 (Revised Rs 3700-5000) and above which are enumerated as under.		Subject to observance of the Procedures checks and other instructions under the relevant rules issued from time to time.
	S.No. in Schedule to DFP Rules	Nature of Power			
	1	Cycles	Full		Reference Min. of I&B's letter No 6 /(1)/ 78-B(P) dated 8.9.78
	4	Electricity Charges	Full	Do.....

	5	FurnitureDo.....	Do.....
	6(1)	Frieght ChargesDo.....	Do.....
	6(ii)	Demurages ChargesDo.....	Do.....
	7	Hire of FurnitureDo.....	Do.....
	9	Legal ChargesDo.....	Do.....
	10(ii)	Repairs to VehiclesDo..... (Subject to certain conditions)	Do.....
	11	Municipal Rates/ Taxes	Full	Do.....
	18	PostagesDo.....	Do.....
	20	Contingent StaffDo.....	Do.....
	21(a)	Stationery from Govt. Stores.Do.....	Do.....
	21(b)	Stationery Local Purchase upto Rs. 20,000/-Do.....	Do.....
	21(c)	Rubber StampsDo.....	Do.....

	22	StoresDo.....	Do.....
	23	LiveriesDo.....	Do.....
	26 (a)	Type Writers/ Office MachinesDo.....	Do.....
	26(b)	Hire and Maintenance of ComputersDo.....	Do.....

Financial and administrative powers delegated/ authorised to Heads of Kendras, common to all irrespective of Director (S.C.) or Director (O.G.as Heads of Office.

Reference: Ministry of I&B's letter No. 1501/2/75-TV(III) dated 15th March, 1978 circulated vide DG:DD Memorandum No. 10(38)/75/S-VIII (FAC) dated 11th April, 1978-18 items.

S.No.	Nature of Power	Reference	Extent of Power	Remarks
1.	Payment of Royalties		Full powers to sanction royalties to owners of copyright works in accordance with the conditions laid down by the Govt. from time to time subject to the condition that not more than Rs. 2,000/- p.m. is paid in any one case.	
2.	Miscellaneous Expenditure		I) Recurring- Rs. 750/- p.a. in each case. II) Non-recurring Rs. 2,000/- in each case.	
3.	Purchase and repairs of furniture.		Power to sanction purchase and repairs of furniture upto a limit of Rs. 3,000/- per annum.	
4.	Hire of Cameras, instruments and furniture.		Power to sanction the hire, of musical instruments and furniture TV Camera, records, light and other equipment for outside telecast and special porgrammes up to Rs. 2,000/- on each occasion, subject to annual limit of Rs. 10,000/- provided hiring is manifestly preferable to the purchase of such instruments, furniture and equipment.	

5.	Local purchase of petty stationary		Powers to sanction local purchase of stationary articles as are ordinarily supplied by the Govt. stationary Depot. upto Rs. 5,000/- per annum subject to the condition laid down by Govt. from time to time provided that such purchase is unavoidable and is in the public interest.	
6.	Repairs to typewriters		Power to sanction expenditure on servicing and repairs to typewriters upto Rs, 200/- per machines per annum and full powers in respect of replacement of parts.	
7.	Hiring of Transport for conveyance of stores		Power to sanction expenditure on hiring of transport for conveyance of office equipment upto Rs. 250/- in each case and other stores upto Rs. 250/- per day subject to the monthly limit of Rs. 1,000/- (inclusive of agent's commission, Municipal charges etc.) Provided to Govt. transport belonging to Doordarshan kendras is available for the purpose.	
8.	Expenditure of publicity propaganda public relations. Expenditure on advertisements.		Publicity, propaganda and public relations: power to sanction expenditure upto Rs. 1,000/- in each case subject to availability of funds on public relations and for securing public relations and for securing publicity for Doordarshan programmes in Newspapers, Journals, cinemas etc. Advertisement charges upto Rs.	

			2,500/- in each case subject to availability of funds.	
9.	Hot and cold weather charges		Expenditure on hot and cold weather charges, including the pay of establishment and necessary fittings, provided that the cost does not exceed Rs. 5,000/- per annum. (The expenditure should be sanctioned subject to such instructions as have been issued in future by CPWD etc.	
10.	Maintenance of Gardens and Lawns Departmentally		Power to maintain gardens and lawns attached to Doordarshan buildings and offices departmentally and to incur expenditure thereon not exceeding Rs. 200/- per acre per month subject to a maximum of Rs. 500/- per month excluding Mali charges irrespective of the fact whether the offices of CPWD exist at those places or not. Subject to the availability of funds under the relevant head of account.	
11.	Printing charges		Power to get the emergency and unforeseen petty printing jobs executed locally through private agencies upto a limit of Rs. 1,000/- in each case in respect of pamphlets etc. subject to a limit of Rs. 2,000/- per annum.	
12.	Shifting of residential telephones		Power to shift residential telephone if it relates to the same officers.	
13.	Purchase and hire of films.		Power to sanction purchase and hire of films from Films Division or other sources upto Rs. 8,500/- on each	

			occasion on the rate structure approved by Govt. from time to time.	
14.	Remuneration of Staff Artists, (Power to engage Artists on casual basis)		<p>i) Power to engage artists on casual basis for a period not exceeding a fortnight at a time and pay an amount not exceeding Rs. 1000/- for month in any case.</p> <p>ii) Power to sanction payment of fees as distinct from 'Royalty to Casual Artists or group of Casual Artists, inclusive of TA/DA on any one occasion up to Rs. 3,000/- for an individual and Rs. 10,000/- for a group of Artists.</p>	
15.	Purchase of Gum boots etc.		power to sanction purchase of gumboots and rain-coat with caps upto Rs. 300/- in each case for use by members of Group 'C' and 'D' staff who have to work in rain, mud or similar other circumstances requiring the use of such items, after every three years.	

16(1)	(1) Hiring of Taxis		<p>Power to hire not more than two taxis of other conveyance upto 4 days at a time at the scheduled rates in emergency on the following conditions:-</p> <p>(a) Expenditure is met from within the sanctioned budget grand under the appropriate head.</p> <p>(b) Taxis are engaged only when it is unavoidable only for official purpose and;</p> <p>(c) When normal transport cannot be availed either due to breakdown or being engaged on the essential assignment. A register should be maintained showing particulars of journeys made. Hiring of conveyance shall be subject to the orders or</p>	
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16(2)	Hiring of Taxis		<p>instructions issued by the Govt. of India from time to time.</p> <p>Vide Min. of I&B No. 510/1/83. TV dt. 22.4.83. Power to hire taxis and sanction expenditure should be exercised in consultation with the Dy. Dir. (Admn.) / Sr. Administrative internal financial Advisers, subject to the conditions that the number of Kendra's shown vehicles in actual use plus number of vehicles hired on the regular basis does not exceed the limit of vehicles. The Kendra/Relay centers can have as indicated in the Annexure-I of Min. of I&B letter No. 510/1/83-TV dt. 22.4.83. This power will be in addition to the existing power enjoyed by the Heads of the Kendras to hire two taxis for four days at a time during emergency.</p>	
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16.3	Hiring of Taxis for official use.	Min. of I&B Letter No. 11(1-1) E-II dt. 3.12.1984	Power Delegated to Head of Kendras at Bombay, Madras, Calcutta & Delhi for Hiring one Tami on regular basis and sanction expenditure thereon depending upon the requirements of programmes subject to a maximum expenditure of Rs. 7000/- per month.	The delegation indicated at S.No. 17(b) would apply Mutatis Mutandis to this for hiring of taxis.
17.	Power to make advance payment for booking auditoria	Min. of I & B's Letter No. 510/2/83-TV dt. 31.05.85	Power to make advance payment upto a limit of Rs. 1000/- in each case in connection with booking of Auditoria etc. for purpose of arranging music concert and other programme before the invitee audience where the owner of the auditorium insists on advance payment.	
18.	Adjustment in Transmission		Power to extend transmission at	

	time.		Doordarshan Kendras on an adhoc basis to accommodate special programmes on specific occasion provided that such extension is not more than six hours per transmission on any one day provided the expenditure can be met from within the sanctioned budget grant of Doordarshan Kendras.	
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Vide Min. of I & B's letter No 1501/2/75-TV(Vol-II)/1 dated 13th September 1979 and 24th September, 1979 circulated by DG; DD Memo No. 10(38) /75-SV III (FAC) Vol-II dated 24th September 1979 (To be added to the Annexure to Min. of I & B's letter No 1501/2/75-TV (III) dated 15.3.78= 18 items.

19. 1	Entertainment to Artists (A) Entertainment of Artists		The power to sanction expenditure on entertainment of Artists (including prospective artists) play rights, distinguished visitors and the press upto Rs. 250/- per month.	
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	including distinguished visitors- Min. of I&B letter No 510/2/83-m TV dated 31.5.85 (S.No.2)		Rs. 1000/- per month in respect of major TV centres with an average originating programme production of 2 hours or more per day, subject to an annual limit of Rs. 5000/-. Rs. 500/- per month in respect of other TV Centres with studio facilities subject to annual limit of Rs. 2500/-	
20.	Recurring contingent Expenditure.		Power to sanction upto Rs. 30/- on each occasion subject to a maximum of Rs. 400/- in any one year on items of recurring contingent expenditure.	
21.	Purchase & Repairs of Stores		Power to incur expenditure upto a limit of Rs. 500/- on each occasion on the purchase and repairs of Electrical apparatus	

			and stores, Engineering stores required for the operation and maintenance of Musical Instruments, books, News papers, periodicals Maps, Gramophone records, costumes, stage, sets, properties, make-up materials and other stores required for office purposes.	
22.	Liveries		Power to sanction the supply of liveries in class III & TV staff under his administrative control according to the scales prescribed by the Govt. from time to time.	
23.	Stationery		Power to obtain stationery on payment from the Central Stationery office.	
24.	Freight Charges		Full Power to incur expenditure on freight charges. Air lifting of	

			stores should be resorted to only in rare cases of extreme urgency and a report of all such cases should be submitted by them periodically to the next higher administrative	
25.	Travelling Allowance		Power to controlling Officer in regard to the traveling allowance bills of the establishment under him.	
26.	Grant of advance of pay & DAA		Power to grant advance of TA on tour & pay & TA on transfer to temporary staff of his office subject to the condition that the advance is granted in case of absolute necessary with undertaking, any risk subject to the production of adequate security.	

27.	Demurrage Charges		Up to Rs. 250/- in each case.	
28.	Maintenance and up-keep of motor- cars.		Full power on maintenance of motor vehicles including expenditure on repairs, spray paintings, petrol, oil and greese, tyres, tubes, spares, and accessories, stocking of spares etc.	
29.	Write off of Losses		Sanction for disposal by sale or otherwise of unserviceable or of obsolete stores including processed scraps upto a limit of Rs. 5000/- on each occasion and on the rate list value of such a store and write-off of loss arising out of such disposal.	
30.	Electric, Gas and water charges.		Full powers.	

31.	Employment of Contingencies paid staff		Full powers	
32.	TA to staff Artists		<p>(a) Within Jurisdiction; may sanction payment of T.A. to staff/artists including advance of T.A. to staff artists at the rates laid down for Govt. servants of equivalent grades</p> <p>(b) Outside jurisdiction; may sanction payment of T.A. and advance of T.A. to staff Artists at rates laid down for regular Govt. servants of equivalent grade provided the period of tour does not normally exceed 7 days and an artist is nor sent more than 3 times in a calendar year.</p>	
33.	Advance of T.A. and monthly		Power to grant advance of	

	fee to staff Artists on transfer		travelling allowance and advance of monthly fee on transfer to staff artists subject to the following conditions;- (i) The advance of T.A. should not exceed in any case the actual railway fare; (ii) the advance of fee granted on transfer from one station to another all not exceed fee for one month drawn by the staff Artists concerned; (iii) The advance of fee should be recovered from the fee of staff Artists is not more than 3 monthly installments, recovery commencing from the month of fee or/ and leave salary on joining his new station;	
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			<p>(iv) The advance granted on transfer should be adjusted from the final bill of the staff Artist concerned, and</p> <p>(v) The payment of the advances should be made on obtaining a surety from a permanent Govt. servant of a comparable or a higher status in the standard surety Bond form.</p>	
34.	Municipal rates & Taxes		Full powers to sanction the recurring payment of Municipal and other rates and taxes. This will be subject to the condition that the rates and taxes are duly assessed.	
35.	Purchase of Type Writers.		Full powers provided budget prevision has been specially	

			made.	
36.	Purchase of Cycles		Full Power	
37.	Declaring equipment as surplus or unserviceable		Power to declare equipment or stores as surplus or unserviceable upto a limit of Rs. 5000/- on each occasion. In the case of unserviceable equipment, this will be subject to recommendation of the condemnation committee.	
38.	Charges for issue of letters, telegrams etc.		Full powers subject to General conditions laid down in the Delegation of Financial powers Rules, 1978.	
39.	Rental of Telephone Limes		Power to sanction the maintenance and payment of rent for telephone lines required for Broad casting upto a limit of Rs. 1000/- on each occasion.	

40.	Write off/ strike off from records furniture etc. which are unserviceable.		<p>(i) Power to write off from, stock book, gramophone records and furniture etc, which have become unserviceable due to causes other than the normal wear & tear before the expiry of normal life upto a limit of Rs. 1000/- in each case.</p> <p>ii) Due to theft, fraud or negligence or individuals up to a limit of Rs. 100/- in each case.</p>	
41.	Custom Duty		Full Power	
42.	Petty works and repairs in cases of hired & requisitioned buildings.		Powers for repairs and alteration to hired and requisitioned buildings upto Rs. 2000/- per annum (non recurring expenditure is incurred only if the landlord refuses to meet the	

			charges himself and when the building is released, Govt. should have the right to remove any item.	
43.	Petty works and Repairs in case of buildings owned by Govt.		Rs. 2000/- in each case subject to the observance of provisions of Rules 137, 141, & 142 of GFRs.	
44.	Engagement of staff Artists.	Min. of I&B No. 1501/2/75-TV dated 3.1.78 circulated vide DG; DD No. 10(38)/ 75-S-VIII/FAC (Vol II) dated 6.1,98	Power to engage staff artists on approved scale whose starting fee less than Rs. 550/- per month	This is enhanced power. Previously in this power was available in the cases whose starting fee was less than Rs. 250/- The power is subject to the condition that appointments will be made against staff Artists posts duly

				sanctioned by the competent authority and this does not imply power to creates staff Artists posts.
45.	Other stores i.e. stores required for working of establishment including instruments, equipments and apparatus	DG; DD order No. 17012/10/84- FAC dated 9.7.84	Rs. 10,000/- in each subject to the conditions;- 1) In the schedule to the Delegation of Financial powers Rules - 13 1978 and other instructions issued by the Govt. from time to time. ii) Budget, Provision to meet the expenditure should be available in the sanctioned budget grant; and iii) General instructions issued by	

			the Govt. from time to time	
46.	Sanction of advance and part final withdrawal from GP Fund.	Min. of I&B's letter No 510/2/85/TV dated 30.7.85	Heads of Kendras in the scale of pay of Rs. scale of pay of Rs. 1500-2000/- pre-revised can sanction advances and part final with drawl under 12(2) and 15 of GP Fund rules 1960 subject to observance of procedures, checks and other instructions issued by the Govt. from time to time while exercising the delegated powers.	Delegation is subject to the usual conditions laid down under GP Fund Rules, 1960
47.	Remuneration to Artists	Min. of I&B's No. 1501/2/75- TV(iii) dated 15.3.1978	<p>i) Power to engage artists on casual basis for a period not exceeding a fortnight at a time and pay an amount not exceeding Rs. 1000/- per month in any case.</p> <p>ii) Power to sanction payment of fees as distinct from "Royalty" to casual Artists or a group casual</p>	The exercise of power will be subject to the condition that the fees paid will not exceed the approved fee scale and subject to the conditions laid

			Artists inclusive of TA/ DA on any one occasion up to Rs. 3000/- for an individual and Rs. 10000/- for a group of Artists.	down in Min. of I&B's letter No. 45011/29/77-B(A) dated 9.8.77
48.	Hiring of taxis for official use	Min. of I&B's letter No. G.17017/2/79- FAC dated 30th August, 1979	To Heads of DDKs to hire taxis and sanction expenditure.	<p>1) Subject to the condition that the number of eh Kendra's own vehicle in actual use plus the number of vehicle fired on a regular basis does not exceed the limits specified for them.</p> <p>2) The case of Taxis hiring beyond these powers will be referred to the Ministry for</p>

				<p>expenditure sanction.</p> <p>3) This power will be in addition to the existing powers enjoyed by them to hire two taxis for four days at a time, during emergencies.</p> <p>4) Hiring of vehicle should be respected to keeping in view the need for economy in expenditure consistent with efficiency of service.</p>
49.	All the Administrative and other powers which have been	Min. of I&B of I&B's letter No. 5/64/73-TV	All powers as in col.2 to heads of base production Units of the	With the following exceptions.

	<p>delegated to the Heads of offices of the TV Centres irrespective of the designation of the post held by them vide Min. of I&B's letter No. 5/40/72-TV dt. 17.6.1972.</p>	<p>dated 31.7.74</p>	<p>Satellite project at Delhi Hyderabad and Cuttack.</p>	<ol style="list-style-type: none"> 1) Hire of instruments & furniture; 2) Expenditure on publicity, propoganda, public Relations and Advertisements. 3) Write off of losses is cash and stemp, irrecoverable loans and advance and loss of revenues. 4) Power to sanction TA and DA to staff artists outside the jurisdiction of the particular base
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				<p>production Unit.</p> <p>5) Declaring equipment as surplus or unserviceable.</p> <p>6) Write off/ strike from stock books gramophones records, furniture, etc. which are unserviceable.</p> <p>The delegation of Financial powers is subject to the conditions mentioned in the DFPRS and other general restrictions/ban</p>
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				orders issued by Govt. from time to time. These powers are further subject to the condition that the expenditure will be met from the sanctioned budget grant.
50.	To Heads of all offices under DG: DDN. Power for appointment of Cashier and grant of special pay.	Min. of I&B's letter No. 1501/2/ 75-(vol.II)/ TV dated 18th July, 1980 Circulated vide DG: DDN. Memorandum No. G- 17012/3/79-FAC dated 29th August 1980	power to appoint one of the existing clerks as cashier and grant him special pay for handling cash in terms of Min. of Finance (Deptt. of Expenditure)'s OM No. 06(2)-E-III (8)/ 76 dt. 30.10.1976.	
51.	Power to make payment of royalty for telecast of films.	Min. of I&B's letter No. 510/2/83/TV dated 31.5.85.	Full powers in respect of payments at the rates prescribed by Govt. for films telecast from	

			the particular TV Center.	
52.	Power to make payment of royalty for telecast of feature films on National Network.	DG:DD'S No. G.17017/12/88/FAC dated 31.8.88 Min. of I&B's letter No. 510/2/83-TV dated 31.5.85.	Full power in respect of payment at the rates prescribed by Govt. for films telecast by the respective kendras on National Network, subject to budget provision and general restrictions issued by the Govt. from time to time.	
53.	Automatic head of office in the absence of declared Head of Office	DG:DD's No. G/17014/1/91-FAS dated 3.5.91 and 21.8.91.		
54.	Heads of Doordarshan's Kendras to function as their own controlling officers for purpose of travelling allowances.	DG:DD's No. G/23011/4/90-FAS dated 4.9.1990.		
55.	Power of Director(SG) to Director(OG) if posted	Vide DG:DD's No. G-17011/1/90-FAS dated		

	against the post sanctioned of Director(SG).	25.6.1991.		
56.	Issue of rain coats to all Categories of employees(including A&B) working at or required to visit the TV Relay Centre, Pune.	Ministry's approval conveyed through DG: DD's letter No. 2(2)/Pune/80-E-II dated 26.8.1961.		
57.	GP Fund advance and Part/Final withdrawal.	G/26018/1/88-Cash dated 31.10.88 Min. of I&B's letter No. 510/2/85-TV dated 30.7.85 circulated vide G-17012/5/85-FAC dated 16.9.85.		Heads of Doordarshan Kendras in the pay scale of Rs. 1500-2000/- (Corresponding revised pay scale of Rs. 3700-5000/-)
58.	Guidelines in respect of tour of the Engg. Heads of DDKs/ HPTs/ MCs.	Order No. Nil dated 6th Sept. 1993	1) The Engg. Heads with confine their movement within their jurisdiction/ Service area of their Centre.	

			<p>2) ZCEs concerned shall authorize the Movement of Engg. Heads within the Zone.</p> <p>3) All tours outside the Zone and or to the Head Quarters with the prior approval of E-in-C or the CE (Maintenance).</p>	
59.	<p>a) Act. as controlling Officers in respect of kendras under their respective region.</p> <p>b) Coordinate all programme matters concerning the region as per guidelines by the Directorate General Doordarshan.</p>	<p>Order no. 136/94/s-III no. A- 11019/13/94-S-III. Dated 9.8.84</p>	<p>Full powers to the DDG to various zones of Doordarshan</p>	
60.	<p>Power to incur expenditure on Advertisements put</p>	<p>DG:DD order No. G-17011/7/95- FAS dt.</p>	<p>Full Powers</p>	<p>Subject to observance of</p>

	through DAVP.	8.3.96		procedures checks and other instructions including those on economy and austerity issued by the Govt. from time to time and subject to availability of funds under the relevant budget head.
61.	Hiring of Studios, Editing & other post production facilities	DG:DD order No. G-17011/7/95/ FAS dt. 21.3.97	(1) Directors of Metropolitan Kendras (Delhi, Mumbai, Calcutta & Channai) - Rs 5 lakhs per annum (2) Directors of State Capital Kendras- Rs. 2 lakhs per annum (3) Directors of PGF kendras-	The power should be exercised only after obtaining the prior and express clearance about non-availability of facility/ spares capacity at the

			Rs. 75,000/-& per annum	Kendra from the Engg., wing of the Kendra.
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**ENHANCED FINANCIAL POWER AUTHORISED TO DIRECTORS OF DOORDARSHAN KENDRAS, SHINAGAR,
GUWAHATI, CALCUTTA, BHUBANESHWAR, MADRAS, HYDERABAD, BOMBAY, AHMEDABAD,
THIRUVANANTHAPURAM, BANGALORE, JAIPUR, JALANDHATR LUCKNOW AND
BHOPAL**

S.No.	Nature of Power	Reference:	Extent of Power	Enhanced Power
1	2	3	4	5
1.	Hiring of Cameras, musical instruments, TV Camera, recorder, light & other equipment, furniture, post production/ Studio facilities etc.	To 14 Kendras Memo. No. 16/6/93-p-I dt 4.11.93. To DDK Delhi vide dated 29.12.93	Rs. 50,000/- per annum. Rs. 10,000/- per programme and Rs. 5,000/- per transaction.	In case of 14 Kendras. 1) Rs. 1,00,000/- P.A. 2) Rs. 15,000/- per programme 3) Rs. 10,000/- per Transaction 1. Hiring only if equipment/ facilities are not available in the kendra and after joint

assessment by Director/
senior most programme
officer and Head of
Engineering wing.

2. Hiring by a
committee consisting of
Director Senior most
Engg. Officer and DDA/
Sr.A.O./A.O.

3. Hiring to be on
competitive basis by
obtaining rates from
open market and
through publicity
including use of
Broadcasting Media.
Hiring for emergent
requirement only with
long-term requirements

that cannot be met by in-house facilities to be got prior cleared by Directorate.

2. Commissioning programme as per Memo No. 16/6/93-P-I dt. Not exceeding Rs. Power relating to the guidelines issued vide min. of 4.11.93 1,00,000/- per episode commissioning I&B letter No. 901/29/91(P.I) dated subject to maximum of programme enhanced to 7.5.93 as amended vide Min. of twelve episodes and Rs. 2,00,000/- vide I&B letter No. 901/29/91-TV (P.3) programme duration of memorandum No. date 15/6/ 93 25-30 minutes. 16/1/97-P. I Dt. 20.2.97 schedule to the Memorandum enclosed). The power can be exercised subject to :
- 1) Guidelines referred to in column 2 are to be strictly observed.
- ii)
- a) Minutes of Costing Committee; I) Availability of budget provision,
- b) Copies of expenditure II) consulting their local financial advisers, i.e.
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sanction and;

the Senior most DDA/
Senior AO/ AO.

c) Schedule of completion of programme stagewise, i.e. likely date of script, rough cut and final print submission to be indicated also with tentative schedule of telecast and to be endorsed to Directorate CCU.

iii) Programme to be assigned to empanelled producers. Programmes may be assigned to producer with proven track record with approval of Directorate.

iv) Not more than twelve episode of programmes to

be assigned to the same producer at a time. Next assignment to be given after completion of assigned job.

v) Expenditure on the Programme proposed by the producer may not exceed the following limits to be observed as norms.

a) pre production cost including script: 10%

b) Payment to artists including the Director: 30%

c) Location expenses including Hospitality and transportation: 20%

**d) Raw stock, equipment
hire, post production
including music: 30%**

e) Miscellaneous: 10%

**3 Power to make advance payment To Delhi/CPC
for booking auditorium**

**Vide Memo No. 16/6/93-
p.1(1) and No. 16/6/93-p.I
(ii), dt. 29.12.93**

**a) Full powers in the
case of auditorium
belonging to Central
Govt., State Govt., State
Sector and Public
Undertaking etc.**

**b) Upto Rs. 2,500/- in
other cases.**

**4. Purchase and hire of films/ To Delhi and CPC
Programme on royalty basis.**

**Vide No. 16/6/93-P I(i) dt.
29.12.93 and No. 16/6/93-
P-I (ii) 29.12.93**

**i) Full powers in respect
of programmes hired
from films Division,
NFDC, other Central/
State Govt. agencies,**

PSUs and sources (Non Govt.) right holder. Private producers) with payment made at approved rates.

ii) Powers authorised vide Min. of I&B letter No. 1501/2/75- TV (iii) dated 15.3.78 will be restricted upto Rs. 15,000/- pertaining to procurement from other sources.

The exercise of this power under (i) and (ii) of Col. 3 subject to the condition that (a) the film to be screened is hired on the

recommendation of the Selection Committee set up for the purpose and (b) there is budget provision and the usual procedure has been observed in making purchase etc.

5 **Payment of Royalties on Scripts.** also to Delhi and CPC
vide Memo dated
29.12.93.

Full powers to sanction royalties to owners of copyright works in accordance with the condition that not more than Rs. 10,000/- per month is paid in any case.

6 **Misc. expenditure** To Delhi and CPC vide dt.
29.12.93.

Non- recurring Rs.
2500/- in each case.

7. **Hiring of taxis.** To CPC Memo. dt.

a) Expenditure is met

29.12.93.

from within the sanctioned budget grant under the appropriate Head. b) Taxis are engaged only when it is unavoidable only for official purpose and c) when normal transport can not be availed due to breakdown or being engaged on the essential assignment. A register should be maintained showing particulars of journeys made. Hiring of conveyance shall be subject to the orders of instructions issued by the Govt. of India from

time to time.

8. Hiring of outside locations

Vide Memo No. 16/6/93-P-I, dt. 5.5.94

a) Rs. 5,000/- per day per booking of concert halls.

b) For shooting of drama/ teleplay etc. up to Rs. 1000/- per day subject to the budget approved for this item by competent authority with ceiling of Rs. 5000/- for each production which is non serial.

The expenditure will have to be with in the approved budget for these item.

c) On account advance

shall be sanctioned to the producer as given to outside producers from time to time depending upon the stage of production

since the on account advance will be utilized for advance payment to hire accommodation the payment should be given only when first advance has settled

9 Entertainment of Artists --do--

Producers shall be entitled to entertain artists with Tea/ Lunch etc. up to a maximum of Rs. 50/- per had per day. if the time taken in

recording the programme is long or recording is delayed.

It will be discretion of the Director of the Kendras and subject to availability to funds, usually, Tea and snacks be served during short duration.

10 Hospitality and transport in --do--
respect of In-house production.

(The power vests with DG)

Upto Rs. 100/- for which vouchers shall not be required to be produced and only producers certificate shall be valid. The exercise of the power may be subject to the condition that a register inform 28 of

central Govt. received
and payment rules is
maintained.

11. Hiring of Cameras musical vide DG: DD order No. G-
instruments, TV Cameras, 17011/7/95-FAS dated
recorder light & other equipment, 19.12.95
furniture, post production/ studio
facilities, etc.

1) Rs. 24,00,000/- per
annum not exceeding
Rs, 2,00,000/- p.m.

ii) Rs. 25,000/- per
programme

Rs. 15,000/- per
transaction.

CHANGES IN PROCUREMENT PROCEDURES UNDER GFR 2005.

- (i) **In the new GFR, relaxation has been made in the procurement procedures and Chapter 6 deals about the same in detail. As per the new procedure procurement of the goods up to the value of Rs. 15,000/- on each occasion can be purchased without inviting quotations or bids. This limit was earlier of Rs. 2,000/- (Rule 145).**
- (ii) **Procurement of goods of cost above Rs. 15,000/- but less than Rs. 1,00,000/- can be made on the recommendation of the duly constituted local purchase committee. Committee may survey the market and decide (Rule 146).**
- (iii) **A new provision has been added to make the speedy delivery of the goods under Rule 147 that in a case a Ministry/Department directly procures the goods on the rate contract of the DGS&D from suppliers, the prices to be paid for such goods shall not exceed those stipulated in rate contract.**
- (iv) **Rule(149/150) Rule 151 clearly lays the limits for the limited tender and advertised tender, goods that is up to Rs. 25 lakhs by limited tender and Rs. 25 lakh and above by advertised tenders. The Rule 152 also elaborates about two bids system.**
- (v) **The procurement of services has also been elaborated under Rule 163,164 and 168 clearly stipulates that consultants upto Rs. 25 lakh can be hired based on the formal/informal inquiry by the Department and other Ministries involving such activities.**
- (vi) **(Authority ;- G/17011/1/2005-FAS dated 22.9.2005 of Directorate,Doordarshan,New Delhi)**

