

Government of Jammu and Kashmir
Development Department
Civil Secretariat, Jammu

The Managing Director,
Kashmir Power Distribution Corporation Limited (KPDCL)
Srinagar

No: PDD/Gen/42/2020

Dated: 17 -04-2020

Subject: Board of Directors of Kashmir Power Distribution Corporation Limited (KPDCL)- Delegation of Administrative Powers at various levels.

Sir,

I am directed to refer your letter No. MD/KPDCL/3312 dated 18-03-2020 regarding the above captioned subject and to convey approval for delegation of Administrative Powers at various levels with some modifications as per the enclosed statement for further necessary action at your end.

Encl: Two Lvs.

Yours faithfully,

(Sanjay Kumar Tickoo)

Under Secretary to the Government,

DELEGATION OF ADMINISTRATIVE POWERS

S. No.	Nature of Power	Non-Gazetted	Gazetted						Managing Director (MD)
			Assistant Engineer (AE)	Assistant Executive Engineer (AEE)	Executive Engineer (EE)	Superintending Engineer (SE)	Chief Engineer (CE)	Executive Director (ED)	
1	Sanctioning of new posts	All the new creations in future for KPDCL shall be made by Board of Directors.							Administrative Department
2	Selection Authority	JKSSRB	JKPSC/Regular Promotions from JE.	Through regular promotions.					-
3	Appointing Authority	MD	MD	--					-
4	Probation confirmation	1. MD for Corporate Office Staff. 2. MD after recommendation of CE for subordinate offices		--	--	--	--	--	-
5	Acceptance of Resignation	(i). Administrative department for existing Govt. employees who are on deputation to KPDCL from JKPDCL. (ii) Board of Directors for employees borne on the establishment of KPDCL.							-
6	Waival of Notice Pay	MD	Board of Directors for employees borne on the establishment of KPDCL.					-	
7	Transfer within Corporation	1. MD for within the Corporation 2. CE for within the wing.	1. MD for within the Corporation. 2. CE for within the wing.	MD			MD with the approval of Chairman	Admin Department	-
8	Sanction of leave	i. In respect of deputationists from PDD , as per Jammu and Kashmir Civil Service (Leave) Rules, 1979, as amended from time to time. ii. In respect of Corporation borne employees, as per Rules of the Corporation as and when framed.							As per rules applicable to the incumbent holding the post.
	a. Casual Leave								
	b. Earned Leave								
	c. Study leave								
	d. Maternity/Paternity/Child care leave								
	e. Any other type of leave								
9	Sanctioning of GP Fund Advance	As per the existing G.P. Fund Rules of the U.T. However, the Managing Director shall exercise the powers of Major HoD in terms of the said rules.							
10	Partial Withdrawal of NPS Fund	As per the existing NPS Rules. However, the Managing Director shall exercise the powers of Major HoD in terms of the said rules.							
11	Sanctioning of Leave Encashment	i. In respect of deputationists from PDD , as per Jammu and Kashmir Civil Service (Leave) Rules, 1979, as amended from time to time. ii. In respect of Corporation borne employees, as per Rules of the Corporation as and when framed.							As per rules applicable to the incumbent holding the post.
12	Pay anomaly Issues	The committee comprising of following members will recommend to MD to get approval from Adm. Deptt. for State Govt. Employees:- 1. SGM (Director Finance (Head) 2- CAO, 3. Adm. Officer.			Administrative Department				

13	Pay fixation	DDO Concerned	
14	Sanctioning of Charge allowance	Appointing authority as per J&K CSR Vol-II	As per rules applicable to the incumbent holding the post.
15	Passing of TA Bills	1. In respect of PDD borne employees, as per J&K CSR Vol-I and amendments made from time to time. 2. In respect of Corporation borne employees, as per the Corporation Rules as and when framed.	As per rules applicable to the incumbent holding the post.
16	Sanctioning of L.T.C.	Administrative Department on the recommendations of the Managing Director	As per rules applicable to the incumbent holding the post.
17	Sanctioning of Welfare fund (Immediate Relief/Full payment)	As per existing Government Rules.	
18	SRO-43 cases	As per existing Government Rules.	
19	Electrical Accident Cases	MD	--
20	Air Journey (if not eligible)	MD	Administrative Department/ Competent Authority
21	Travel outside State	MD	Administrative Department/ Competent Authority
22	NOC for Pass port	As per the Passport Act 1967 as amended from time to time.	
23	Allotment of Quarter	MD	
24	Retention of Quarter (Beyond eligible period upto 6 months)	MD	
25	Retirement Notification	(i). Administrative department with the recommendation of MD for existing Govt. employees who are on deputation from JKPDD. (ii) MD for employees borne on the establishment of KPDCL.	Administrative Department/ Competent Authority
26	NOC for further study.	1. MD will recommend the case to Administrative Department for existing Govt. Employees on deputation to KPDCL. 2. MD for employees borne on the establishment of KPDCL.	-
27	Correction of date of birth	1. Administrative Department with the recommendations of MD in respect of deputationists from PDD. 2. MD for employees borne on the establishment of KPDCL.	-
28	APR Initiating Authority	1. For J&K PDD employees on deputation to KPDCL as per the existing APR rules applicable to Government employees. 2. For KPDCL employees as per the rules of the Corporation as and when framed.	As per rules applicable to the incumbent holding the post.
29	APR Reviewing Authority		
30	APR Accepting Authority		
31	Appeal against Adverse Remarks in APRs		
32	Approval for taking medical treatment outside J&K	MD	Administrative Department
33	Engaging Panel of Advocates for defending court cases	Law Department, J&K	

Abbreviations used:

1. DF- Director Finance 2. CAO- Chief Accounts Officer. 3. TO- Technical Officer.
4. AO- Administrative Officer. 5. DDO- Drawing and Disbursing Officer.