

Government of Jammu and Kashmir
Development Department
Civil Secretariat, Jammu

The Managing Director,
Jammu Power Distribution Corporation Limited (KPDCL)
Jammu.

No: PDD/Gen/41/2020

Dated: 17-04-2020

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

Madam,

I am directed to refer your letter No. MD/JPDCL/TO/1921 dated 20-03-2020 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

Sl. 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 JPDCL 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 JPDCL from JKPD. (ii) Board of Directors for employees borne on the establishment of JPDCL.							-
6	Waival of Notice Pay	MD	Board of Directors for employees borne on the establishment of JPDCL.					-	
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							

F2	Sanctioning of Charge allowance	Appointing authority as per J&K CSR Vol-II	As per rules applicable to the incumbent holding the post.
	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 JPDCL.	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 JPDCL. 2. MD for employees borne on the establishment of JPDCL.	-
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 JPDCL.	-
28	APR Initiating Authority	1. For J&K PDD employees on deputation to JPDCL as per the existing APR rules applicable to Government employees. 2. For JPDCL 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.