

"ഭരണഭാഷ-മാതൃഭാഷ"



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**കേരള പ്രിസൺസ് &
കറക്ഷണൽ സർവീസസ്**

ഇണ്ടാസ് നം: A3-12555/2015/PrHQ ; തീയതി : 25-10-2021

21.10.2021 തീയതിയിലെ അഭ്യന്തര വകുപ്പിൽ നിന്നുള്ള ജയിൽ സ്ഥാപന മേധാവികൾക്കുള്ള സാമ്പത്തിക അധികാരം പുന:നിർണ്ണയിച്ചുകൊണ്ടുള്ള G.O.(Ms)No.175/2021/HOME നമ്പർ സർക്കാർ ഉത്തരവിന്റെ പകർപ്പ് താങ്കളുടെ അറിവിലേക്കായി ഇതോടൊപ്പം ഉള്ളടക്കം ചെയ്യുന്നു.



എസ് സന്തോഷ്
ഡയറക്ടർ ജനറൽ ഓഫ് പ്രിസൺസ് & കറക്ഷണൽ സർവീസസ് വേണ്ടി

സ്വീകർത്താവ്: ഡി.ഐ.ജി (ജയിൽ ആസ്ഥാനകാര്യാലയം)/സീനിയർ ഫിനാൻസ് ഓഫീസർ/ അഡ്മിനിസ്ട്രേറ്റീവ് ഓഫീസർ/ ചീഫ് വെൽഫെയർ ഓഫീസർ/ പ്രോഗ്രാം ഓഫീസർ/ ചീഫ് ഓഡിറ്റ് ഓഫീസർ/ പി.എ. ടു ഡി.ജി.പി/ അക്കൗണ്ടന്റ് ഓഫീസർ/ സി.എ. ടു ഡി.ജി.പി/ എല്ലാ സെക്ഷൻ സൂപ്രണ്ടുമാർക്കും.

പകർപ്പ് : 1. ജയിൽ ആസ്ഥാനകാര്യാലയത്തിലെ എല്ലാ ജീവനക്കാർക്കും.
2. വെബ്സൈറ്റ്.
3. കരുതൽ ഫയൽ.



A3-12555/2015/PrHQ



1390fc



GOVERNMENT OF KERALA

Abstract

Home Department -Prisons & Correctional Services Department - Delegation of Enhanced Financial Powers to the Officers below the rank of Director General of Prisons & Correctional Services - Orders issued.

HOME (B) DEPARTMENT

G.O.(Ms)No.175/2021/HOME Dated,Thiruvananthapuram, 21/10/2021

Read 1 G.O(P) No.102/2017/Fin dated 07.08.2017

2 Letter No. A3-12555/2015/PrHQ dated 14.12.2020 from the Director General of Prisons & Correctional services Department.

3 Minutes of the Empowered Committee held on 22.07.2021.

ORDER

As per Government Order read as 1st paper above, Government orders were issued on delegation of Financial Powers of Administrative Department of the Secretariat and the Head of Departments. The Director General of Prisons & Correctional Services as per letter read as 2nd paper above has forwarded proposals for delegation of financial powers to the Officers below the rank of Director General of Prisons & Correctional Services in view of the administrative convenience in Kerala Prisons & Correctional Services Department. The proposal was considered by the Empowered Committee constituted for the purpose in its meeting held on 22.07.2021.

2. The Empowered Committee Meeting decided to examine item No.V **Refreshment Charges for Seminar/Workshop etc at a time** coming under - 3(a) Petty Expenses in the proposal separately. Orders regarding this item will be issued later.

3. Government have examined the matter in detail and are pleased to revise the financial powers of delegation to the officers under the Director General of Prisons & Correctional Services such as IG/DIG (Headquarters), DIG (Zonal offices), Superintendent (Central Prison/High Security Prison/Open Prison), Superintendent (District Jail/Women's Prison), Superintendent (Special Sub Jail/Borstal School), Superintendent (Sub Jail) as detailed in Annexure. Orders regarding the aforesaid item No.V will be issued separately.

4. The Director General of Prisons & Correctional Services will exercise

the financial powers delegated to the Head of the Department as per the Government Order read as 1st paper above. Further delegation of financial powers to the officers below the rank of the Head of the Department will be made subject to the observance of all relevant rules and regulations while exercising the financial powers delegated to each of them and also on condition that such extended powers shall not exceed the financial powers delegated to the Head of the Department.

(By order of the Governor)
T K Jose
Additional Chief Secretary

To:

The Director General of Prisons and Correctional Services,
Thiruvananthapuram.

The Principal Accountant General (Audit/A&E) Kerala, Thiruvananthapuram

The Finance Department

The Personnel & Administrative Reforms Department

The Information Officer, Web & New Media Wing, I& PRD(For publication in
website)

The Stock file / Office Copy

Forwarded /By order

Signed by Jijimon.r

Date: 22-10-2021 11:01:03

Reason: Approved

Copy to :- Private Secretary to Chief Minister

Delegation of Financial powers to officers below the rank of Director General of Prisons & Correctional Services in Prisons & Correctional Services Department

SL No.	Items	IG/DIG (Headquarters)		DIG (Zonal offices)		Superintendent (Central Prison/High Security Prison/Open Prison)		Superintendent (District Jail/Women's Prison)		Superintendent (Special Sub Jail/Borstal School)		Superintendent (Sub Jail)	
		Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised	Existing	Revised
		Rs		Rs		Rs		Rs		Rs		Rs	
1	Correctional Function												
	Expenditure for Correctional function in each case	5,000	20,000	4,000	15,000	3,000	10,000	2,000	8,000	Nil	5,000	Nil	Nil
2	Disposal in auction/Scrap Disposal												
	(i) Sanction to disposal in auction other than vehicles at a time	2,00,000	12,00,000	1,00,000	8,00,000	50,000	2,00,000	25,000	1,00,000	10,000	50,000	5,000	25,000
	(ii) Auction sale of unserviceable building, structures etc. As per survey report prepared by PWD/KPHCC/Nirmithi Kendra	2,00,000	2,50,000/- Subject to the Survey Report of PWD	1,00,000	2,00,000	50,000	1,50,000	25,000	1,00,000	10,000	50,000	5,000	25,000

3	(a) Petty Expenses												
	(i) Petty Expenses where no specific rules	4,000	20,000	4,000	15,000	3,000	10,000	2,000	7,500	1,500	6,000	1,500	5,000
	(ii) Contingencies (non-recurring) other than stores, stationery, computer furniture & (vi) Non-recurring contingent expenditure in each case.	30,000	80,000	20,000	75,000	10,000	50,000	5,000	25,000	Nil	20,000	Nil	Nil
	(iii) Purchase of Stores under contingencies, other than recurring supplies	30,000	80,000	20,000	75,000	10,000	50,000	5,000	25,000	Nil	20,000	Nil	Nil
	(iv) Purchase of medicines & Sanitary Napkin and bandages	40,000	90,000	30,000	80,000	20,000	75,000	10,000	60,000	5,000	40,000	5,000	40,000
	(vii) Photographic charges when departmental photographer is not available	30,000	80,000	25,000	75,000	10,000	60,000	10,000	25,000	2,500	25,000	2,500	15,000
	(viii) Expenditure on purchase of kerosene, Gas for Emergency light & Diesel for Generator	30,000	80,000	25,000	75,000	10,000	60,000	5,000	25,000	3,000	15,000	2,000	10,000

	(ix) Conveyance charges for taking injured persons in accidents, natural calamities in exceptional cases when departmental vehicle is available etc. requiring immediate medical attention in hospitals.	2,500	20,000	2,500	15,000	2,000	10,000	2,000	10,000	2,000	10,000	1,000	7,500
	(xi) Awarding rewards to prison personnel	7,500	10,000	7,500	10,000	nil	7,000	Nil	5,000	Nil	Nil	Nil	Nil
	(xii) Sale by auction of fallen and dead trees in each case	30,000	85,000	25,000	75,000	20,000	60,000	10,000	50,000	5,000	25,000	3,000	10,000
4	Petty Construction, repair and maintenance of Government Buildings												
	(i) Construction, repair and maintenance of Prison Buildings as per estimate of PWD/KPHCC / Nirmithy etc. and subject to availability of funds.*	3,00,000	4,50,000	2,00,000	4,00,000	1,00,000	2,50,000	20,000	1,50,000	Nil	Nil	Nil	Nil
	(ii) Expenditure for electrical installation and re-wiring to Prisons Buildings subject to estimate of	3,00,000	4,50,000	2,00,000	4,00,000	1,00,000	2,50,000	50,000	1,50,000	Nil	Nil	Nil	Nil

	<i>Stationery</i> (i) Local purchase of stationery at a time subject to availability of funds. Stock certificate from Stationery Department to be obtained for procuring from outside observing store purchasing rule.	50,000	2,00,000	40,000	1,00,000	20,000	75,000	10,000	50,000	Nil	Nil	Nil	nil
	(ii) Purchase of computers accessories	1,00,000	2,50,000	1,00,000	2,00,000	20,000	70,000	10,000	60,000	5,000	20,000	5,000	20,000
	(iii) Electronic & Electrical Equipment.	50,000	1,25,000	50,000	1,00,000	30,000	80,000	20,000	75,000	5,000	20,000	5,000	20,000
	(iv) Purchase of books and maps	50,000	1,25,000	50,000	1,00,000	30,000	80,000	20,000	75,000	10,000	40,000	10,000	40,000
	(v) Purchase of surgical & medical equipment for prison Hospitals at a time	50,000	1,25,000	50,000	1,00,000	30,000	80,000	Nil	Nil	Nil	Nil	Nil	nil
	(vi) Purchase/repairs of cooking utensils	50000	1,25,000	50000	1,00,000	30,000	80,000	20,000	75,000	5,000	20,000	5,000	20,000
	(vii) Purchase of Non. Govt. publications for official use per annum (journal)	50000	1,25,000	50000	1,00,000	30,000	80,000	20,000	75,000	5,000	20,000	5,000	20,000
	(viii) Purchase of periodicals and newspapers for	50000	1,00,000	40000	90,000	30,000	80,000	20,000	75,000	5,000	20,000	5,000	20,000

	official purpose per annum												
	(ix) Sanitary stores and other appliances	50,000	1,00,000	40,000	90,000	30,000	80,000	20,000	75,000	10,000	30,000	5,000	20,000
*Explanatory Note:- Purchases as per appendix-XXII of store purchase manual and subject to availability of budget provision													
7	Burial Charges for claimed/unclaimed bodies of inmates	3,500	7,500	3,500	7,500	3,500	7,500	3,000	5,000	3,000	5,000	3,000	5,000
8	Charges of handing over of dead bodies to the relatives of the deceased prisoner, conveyance etc.	6,000	10,000	6,000	10,000	6,000	10,000	6,000	10,000	6,000	10,000	6,000	10,000
9	Government Vehicles repair and replacement of Spare parts												
	(i) (a) Purchase of MT spare parts from MT workshop (b) Repair charges of Dept. Vehicles including spare parts, retreading charges	15,000 in each case with annual limit of Rs.50,000	25,000 in each case with annual limit of Rs 75,000/-	15,000 in each case with annual limit of Rs. 50000	25,000 with annual limit of Rs 75,000/-	15,000 in each case with annual limit of Rs 30,000	20,000 with annual limit of Rs 60,000/-	10,000 in each case with annual limit of Rs 20,000	15,000 in each case with annual limit of Rs 40,000/-	10,000 in each case with annual limit of Rs. 20,000	10,000 in each case with annual limit of Rs 40,000/-	10,000 in each case with annual limit of Rs. 20,000	10,000 in each case with annual limit of Rs 40,000/-
	(ii) Upholstery and Electrical works in Motor vehicles in approved workshops in each case	15,000 in each case with annual limit of Rs 50,000	30,000 in each case with annual limit of Rs 1,00,000/-	15,000 in each case with annual limit of Rs. 50,000	30,000 in each case with annual limit of Rs 1,00,000/-	15,000 in each case with annual limit of Rs.30,000	30,000 in each case with annual limit of Rs 75,000/-	10,000 in each case with annual limit of Rs. 20,000	15,000 in each case with annual limit of Rs 50,000/-	10000 in each case with annual limit of Rs. 20,000	15,000 in each case with annual limit of Rs 50,000/-	10000 in each case with annual limit of Rs. 20,000	15,000 in each case with annual limit of Rs 50,000/-

	(iii) Renewal of third party insurance to the Department vehicles	Full	Full	Full	Full	Full	Full	Full	Full	Full	Full	Full	full
10	Write off												
	(i) To write off stores in each case (ii) To waive off recoveries in case of death, desertion etc.	25,000 with annual limit of Rs.1,00,000	90,000	Rs.20,000 with annual limit of Rs. 50,000	80,000	Rs.20,000 with annual limit of Rs. 50,000	70,000	Rs.10,000 with annual limit of Rs. 30,000	50,000	Nil	Nil	Nil	Nil
	Explanatory note: Should be done subject to the strict compliance of KFC Article 300-303 and Article 161 of KFC Vol.I.												
11	Condemnation												
	(i) Condemnation of Department vehicles in each case at a time subject to compliance of guidelines and norms fixed in G.O. (MS) No. 45/2019/PWD dated 16.10.2019	75,000	1,50,000	50,000	1,00,000	30,000	75,000	20,000	50,000	Nil	Nil	Nil	Nil
	ii) Disposal of unserviceable articles and stores I auction up to the book value in each case	75,000	1,50,000	50,000	1,00,000	30,000	75,000	20,000	50,000	Nil	Nil	Nil	Nil
12	Demolition of old & dilapidated building												

	(i) Demolition of Old & dilapidated buildings subject to availability of survey report of PWD and other concerned Department	20,000	2,00,000	20,000	1,50,000	10,000	1,00,000	Nil	50,000	Nil	Nil	Nil	Nil
13	Annual Maintenance Contract for computer, equipment, AC & all other electronic & functioning of the offices as per conditions stipulated in G.O. (P) 110/13/Fin. Dated: 01-03-2013	1,50,000	2,50,000	1,50,000	2,00,000	1,00,000	1,50,000	20,000	50,000	Nil	Nil	Nil	Nil
	(i) Repair charges including cost of spare parts to the machinery and equipment subject to rules and procedures of PWD and other Department	1,50,000	2,50,000	1,50,000	2,00,000	1,00,000	1,50,000	50,000	75,000	10,000	50,000	5,000	25,000
14	Leasing out in auction of the right to collect usufructs from the trees in the land/property of the Department subject to the condition in G.O.(P) No.	10,00,000	12,00,000	5,00,000	7,00,000	2,00,000	5,00,000	Nil	Nil	Nil	Nil	Nil	Nil

	101/2018/Fin dt 03.07.2018												
15	Shifting of Office												
	(i) Expenses for shifting of office in each case Loading and unloading charges will be at the rate fixed by Labour Department	4,000	40,000	4,000	30,000	3,000	20,000	2,000	15,000	1,000	10,000	1,000	10,000
16	Furniture												
	(i) Repairing, cleaning, painting and varnishing of furniture	1,00,000	2,00,000	1,00,000	1,50,000	1,00,000	1,50,000	50000	1,00,000	20000	50000	10000	50,000
17	Procurement for commercial Production												
	(i) Procurement of items for commercial productions from the prisons such as chapatti, Biryani and other eatables where 50% of profit are remitted to treasury	20,00,000	25,00,000	10,00,000.	15,00,000	8,00,000	10,00,000	5,00,000	7,00,000	2,00,000	4,00,000	1,00,000	2,00,000
Explanatory Note: Procurements as per conditions of Store Purchase Manual and subjected to availability of Budget provision													

18	Training	50,000	1,00,000	25,000	50,000	20,000	25,000	Nil	Nil	Nil	Nil	Nil	Nil
19	Treatment of Prisoners	Nil	75,000	Nil	50,000	Nil	25,000	Nil	10,000	Nil	10,000	Nil	10,000