<u>"ഭരണഭാഷ-മാതഭാഷ"</u>



ആസ്ഥാന കാര്യാലയം ജയിൽ വകുപ്പ്, കേരളം പൂജപ്പുര, തിരുവനന്തപുരം-12 ്⊾:0471-2342532 ⊠:keralaprisons@gov.in

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

21.10.2021 തീയതിയിലെ അഭൃന്തര 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 സർവീസസ്ത വേണ്ടി

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

പകർപ്പ് : 1. ജയിൽ ആസ്ഥാനകാര്യാലയത്തിലെ എല്ലാ

ജീവനക്കാർക്കും. 2. വെബ്സൈറ്റ്. 3. കരുതൽ ഫയൽ.









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 considered by Department. The proposal was the Empowered Committeeconstituted 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), Prison/High offices), Superintendent (Central DIG (Zonal Security (District Jail/Women's Prison/Open Prison), Superintendent 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

File No.HOME-B2/280/2020-HOME

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

SRegion: Operaved

Copy to :- Private Secretary to Chief MInister

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

Superintendent Superintendent Superintendent IG/DIG (Central Prison/High (Special Sub **Superintendent** (District DIG (Zonal offices) **Security** (Headquarters) Jail/Women's Jail/Borstal (Sub Jail) Prison/Open Prison) School) Prison) SL Ite **Existing** Existing Existing Existing No. Revised Revised Revised Revised Existin Revise Existin Revise ms g d g d Rs Rs Rs Rs Rs Rs 1 **Correctional Function** 5,000 20,000 4,000 15,000 3,000 10,000 2,000 8,000 Nil 5,000 Nil Nil Expenditure for Correctional function in each case Disposal in auction/Scrap Disposal (i) Sanction to 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 2,00,000 disposal in auction other than vehicles at a time (ii) Auction sale of 2,00,000 2,50,000/-1,00,000 2,00,000 50,000 1.50,000 25,000 1,00,000 10,000 50,000 5.000 25,000 unserviceable Subject to building, structures the Survey Report of etc. As per survey report prepared by PWD PWD/KPHCC/Nirm ithi Kendra

(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	2,500	20,000	2,500	15,000	2,000	10,000	2,000	10,000	2,000	10,000	1,000	7,500
	when departmental vehicle is available etc. requiring immediate medical attention in hospitals.												
	(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,	renair and n	naintenance	of Governme	nt Buildings	<u> </u>	-						
	(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

PWD/KPHCC/ Nirmithy etc.						

*In the event of emergency construction/repair/maintenance/relating to electrical, drainage work etc., the construction/repair can be resorted to by raking the help inmates of prisons, if the expenditure is below Rs.75,000/-, after obtaining approval from DGP

5	Printing												
		1000 with	5000 with	750 with	5,000	750 with	2500	500 with	2,500	Nil	Nil	Nil	nil
	(i) Printing &	annual	annual	annual	with	annual	with	annual	with				
	Building charges in	limit Rs.	limit	limit	annual	limit	annual	limit	annual				
	private presses in	10000	Rs.20,000/	Rs.7,500	limit	Rs.7500	limit	Rs.5,000	limit				
	emergent cases		-		Rs.20,00		Rs.10,000		Rs.10,000/				
					0		/-		-				
	(ii) Printing forms,	30,000	50,000	20,000	40,000	15,000	30,000	10,000	25,000	Nil	Nil	Nil	nil
	when the												
	Superintendent of												
	Govt. Presses and												
	Kerala Govt. Books												
	and Publications												
	cannot meet the												
	requirements subject												
	to scrutiny of bills												
	by Superintendent												
	of Govt. Presses and												
	availability of funds												
						-	·	·					

6 Purchases*

Stationery (i) Local purchase of stationery at a time subject to availability of funds. Stock certificate from Stationery Department to be obtained for	50,000	2,00,000	40,000	1,00,000	20,000	75,000	10,000	50,000	Nil	Nil	Nil	nil
procuring from outside observing store purchasing												
rule.												
(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

(ix) Sanitary stores and other appliances *Explanatory Note:- Purchases as per appendix-XXII of store purchase manual and subject to availability of budget provision		Γ		Ī	1	1	1	1	1					
annum		official purpose per												
(ix) Sanitary stores and other appliances *Explanatory Note:- Purchases as per appendix-XXII of store purchase manual and subject to availability of budget provision		1 1 1												
#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 8 Charges of handing over of dead bodies to the relatives of the deceased prisoner, conveyance etc. 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 of Dept. Vehicles including spare parts, retreading charges 15,000 in 30,000 in 15,000 in 1			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 8 Charges of handing over of dead bodies to the relatives of the deceased prisoner, conveyance etc. 9 Government Vehicles repair and replacement of Spare parts 9 Government Vehicles repair and replacement of Spare parts 15,000 in Gi) (a) Purchase of MT spare parts from MT workshop (b) Repair charges of Dept. Vehicles including spare parts, retreading charges 15,000 in 10,000 in 15,000 in 15,000 in 10,000 in 10,000 in 15,000 in 10,000 in 10,0	\sqcup			<u> </u>				<u> </u>		<u> </u>				
Claimed/unclaimed bodies of inmates Section Comparison Compari		*Explanatory Note:- I	urchases as	per appendix-	XXII of store	purchase ma	anual and su	bject to avail	lability of b	udget provisio	n			
Bodies of inmates Charges of handing over of dead bodies to the relatives of the deceased prisoner, conveyance etc. 9 Government Vehicles repair and replacement of Spare parts	7	Burial Charges for	3,500	7,500	3,500	7,500	3,500	7,500	3,000	5,000	3,000	5,000	3,000	5,000
S Charges of handing over of dead bodies to the relatives of the deceased prisoner, conveyance etc. 9 Government Vehicles repair and replacement of Spare parts 15,000 in each case MT spare parts from MT workshop (b) Repair charges of Dept. Vehicles including spare parts, retreading charges 15,000 in 10,000														
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of Dept. Vehicles including spare parts, retreading charges Rs. 50,000 75,000/- Rs. 50000 75,000/- Rs. 30,000 Rs. 30,000 Rs. 20,000 R		MT workshop	annual	annual	annual		annual	limit of	with	annual	with	with	with	with
including spare parts, retreading charges 30,000 Rs 20,000 20,000 40,000/ 20,000 40 40,000/ 20,000 40,000/ 20,0			l	1				1						annual
parts, retreading charges 20,000 20,000 40,000/ 20,000 40 40 40 40 40 40 40 40 40 40 40 40			Rs.50,000	75,000/-	Rs. 50000	75,000/-	1	60,000/-		40,000/-	1		I .	limit of
charges - - - 15,000 in 30,000 in 15,000 in 30,000 in 15,000 in 10,000 in 15,000 in 10,000 in 15,000 in 10,000 in 15,000 in 10,000 in 10,00							30,000							Rs
15,000 in 30,000 in 15,000 in 30,000 15,000 in 30,000 in 10,000 15,000 in 10000 15,000 10000 15									20,000		20,000	40,000/	20,000	40,000/
	\vdash	charges	15.000:	20.000:	15.000	20.000	15.000	20.000:	10.000	15,000:	10000	15.000	10000	-
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		(ii) Unhalstery and						1						annual
			l			1		1						limit of
			13.50,000	1,00,000/-	163. 50,000		1 ′	1		30,000/-				Rs
						-		, 5,000						50,000/
in each case - 20,000 -		1 11										-		-

	(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.1,00,0	90,000	Rs.20,000 with annual limit of Rs. 50,000	80,000	Rs.20,00 0 with annual limit of Rs. 50,000	70,000	Rs.10,00 0 with annual limit of Rs. 30,000	50,000	Nil	Nil	Nil	Nil
11	Explanatory note: Sho	ould be done	subject to the	strict complia	nnce of KFC	Article 300-	303 and Art	icle 161 of K	XFC Vol.I.				
	(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							-				7	
	(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 con	nmercial Pro	oduction			•				•			
	(i) Procurement of items for commercial productions from the prisons such as chapatti, Biryani and other eatables where 50% of profit are remitted to	20,00,000	25,00,000	10,00,000.	15,00, 00	8,00,000	10,00,000	5,00,000	7,00,000	2,00,0	4,00,00	1,00,0	2,00,00

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