

# **Jammu and Kashmir Forest Development Corporation Limited**

CIN: U02000JK2020SGC011920

Gladni Forest Complex || Silk Factory Road  
Transport Nagar, Jammu, 180 006 || Rajbagh, Srinagar, 190 008  
0191 – 2490067, 2490065 (Fax) || 0194 – 2313553, 2312672 (Fax)

**Subject: Delegation of powers to the Managing Director, J&K FDCL.**

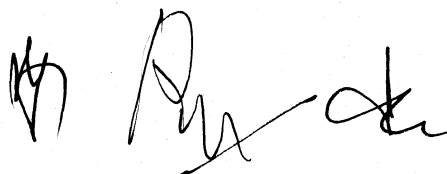
**Reference: Resolution 2.38 passed in second meeting of Board of Directors held on 25 August 2021**

**JKFDCL Order: 376 of 2021**

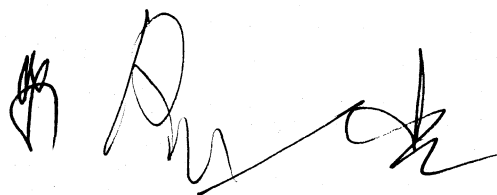
**Date: 14.09.2021**

Resolved that in pursuance of Article 24 read with Article 22(ii) of the Articles of Association of Jammu and Kashmir Forest Development Corporation Limited (hereinafter referred to as the Corporation), the consent of the Board of Directors be and is hereby accorded to the Managing Director of the Corporation to exercise such powers and perform such functions as specified hereinafter:

1. To enter into any contract with-
  - (a) any person who is not a Director of the Corporation or his relative;
  - (b) any firm in which such Director or his relative is not a partner; or
  - (c) any private company of which any Director of the Corporation is not a member or Director.
2. To change wage structure in respect of casual labours of the Corporation in accordance with orders issued by Government from time to time.
3. To change the norm rates/schedule of rates for lumbering activities based on the corresponding change in 12 monthly moving average of Consumer Price Index (Industrial Workers) for Srinagar centre notified by the Labour Bureau, Ministry of Labour and Employment, with the approval of the Steering Committee of the Corporation.
4. To grant concession or provide benefits in accordance with the rules and regulations.
5. To sanction deputation of Officers and other staff of the Corporation within the state and with the previous approval of the Chairman outside the State.
6. To impose minor and major penalties upon the employees of the Corporation working on posts carrying grade pay upto ₹ 1820 in pay band – 1 (5,200 – 20,200), and to impose minor penalties upon rest of the employees.
7. To transfer or suspend any employee of the corporation below the rank of Divisional Manager, and with the approval of the Chairman other employees of the Corporation.
8. (i) To make appointment by direct recruitment on the recommendations of the Selection Committee constituted by the Board-
  - (a) against any post carrying grade pay upto Rs. 1820 in pay band – 1 (5,200 – 20,200) with the previous approval of the Chairman after fulfilment of procedural requirements under rules and regulations;
  - (b) against any other post with the approval of the Board; and
- (ii) to make appointment by promotion on the recommendations of the Corporation Promotion Committee.



9. To write off losses of stores etc. to the extent delegated to Major Heads of Departments under SO 226 of 09 July 2021 issued by Finance Department, Government of Jammu and Kashmir.
10. To sanction extraordinary expenditure including expenditure on entertainment of guests, visits in connection with the functioning of the Corporation to the extent delegated to Major Heads of Departments under SO 58 of 31 December 2019 issued by Finance Department, Government of Jammu and Kashmir.
11. To carry out the scheme and programmes for further development of the forests and better exploitation of forest produce subject to the directions issued by the Board or the Chairperson.
12. To open any account or accounts with the concurrence of Finance Department with such bank or banks as the Board of Directors may select or appoint, to operate on such accounts to make, sign, draw, accept endorse or otherwise execute cheques, promissory notes, drafts, hundies, orders, bills of exchange, bills of lading and other negotiable instruments. To make and give receipts releases and other discharges for moneys payable to the Corporation and for claims and demands of the Corporation.
13. To prepare and maintain proper accounts/ annual statements and have the same audited annually by a qualified Chartered Accountant in accordance with the provisions of the Companies Act 2013.
14. To prepare and submit the annual report along with the financial statements to the Government pursuant to the applicable provisions of the Companies Act 2013.
15. To sub-delegate such of his administrative power as he may think fit to other officers of the Corporation subordinate to him, and such sub-delegation of powers made by the Managing Director shall be reported at the meeting of the Board immediately following the date of each sub-delegation.
16. To determine from time to time who shall be entitled to sign on the Corporation's behalf bills, notes receipts acceptances, endorsements, cheques, dividend warrants releases, contracts, and documents and to give the necessary authority for such purpose.
17. To appoint any Advocate, Chartered Accountant/ Company Secretary or any other legal professional and to issue any power of attorney or authority letter for the purpose of instituting, defending, any legal proceedings by or against the Corporation in accordance with the guidelines of Law Department and Provisions of the Companies Act 2013.
18. To institute, conduct, defend, compound, or abandon any legal proceedings by or against the Corporation or its officers, or otherwise concerning the affairs of the Corporation and also to compound and allow time for payment or satisfaction of any debts due and of any claims or demands by or against the Corporation and to refer any differences to arbitration, and observed and perform any awards made thereon in consultation with the Finance/Legal wing of the Corporation.
19. To act on behalf of the Corporation in all matters relating to bankrupts and insolvents.

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20. To blacklist a contractor who,
- is a repeat non-performer of the work or contract allotted to him; or
  - causes any loss or damage to any timber or any other forest produce in any area falling within his operational activities; or
  - by his direct and /or indirect conduct is responsible for any theft, loss or fire etc. to the timber or any Forest produce in any area falling within his operational activities.
21. To accord administrative approval to expenditure on individual works not exceeding Rs. 5 crores in each case.
22. To accord technical sanction to estimates for lumbering operations and allied purposes provided that the amount technically sanctioned does not exceed the amount administratively approved.
23. To sanction contingent expenditure and miscellaneous expenditure to the extent as indicated in table below, provided that the purchases are made on the recommendations of the Purchase Committee/ Tender Opening Committee.

#	Nature of Power	Extent	Remarks
1	Unspecified items (recurring).	Up to Rs. 5.00 lakhs per annum	Subject to the rules laid down in GFR – 2017
2	Unspecified items (non-recurring).	Up to Rs. 2.5 lakhs per annum in each case.	Subject to the rules laid down in GFR – 2017
3	Conveyance Hire.	Up to Rs. 50,000 per month within budgetary limit.	
4	Reimbursement of conveyance charges.	Up to Rs. 2,000 per month per person.	
5	Electricity water charges, Gas other than LPG.	Full powers within budgetary limit.	
6	Purchase of furniture.	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
7	Repair of furniture.	Full powers within budgetary limit.	Subject to codal formalities
8	Freight and demurrage/ wharfage charges.	Full powers within budgetary limit.	
9	Legal charges.	Full powers within budgetary limit	Subject to the principles and rates laid down by Law Department
10	Maintenance upkeep and repair of vehicles.	Full powers within budgetary limit	
11	Condemnation of vehicle.	Full powers with the approval of Chairperson	Subject to fulfilment of norms
12	Municipal rates and taxes.	Full powers within budgetary limit	
13	Execution of repairs and day to day maintenance of Corporation buildings.	Full powers within budgetary limit if works are executed through public works department	In exercising these powers, the provisions of rule 132 and 140 of the General Financial Rules, 2017, shall be observed.
14	Postal and telegraph charges.	Full powers within budgetary limit	
15	Printing and Binding through Government press.	Full powers within budgetary limit	
16	Printing and Binding through local private agencies.	Up to 5 lakh per annum and with the approval of the Chairperson up to Rs. 20,00,000 per annum.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017

#	Nature of Power	Extent	Remarks
17	Publications.	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
18	Advertisements in Newspapers.	Full powers within budgetary limit	Through Information Department only.
19	To sanction rent for accommodation of offices in private buildings and land for depots.	Full powers.	Subject to the condition that the rent is recommended by the District Level Rent Assessment Committee.
20	Repair to and removal Of Machinery (where the expenditure is not of capital nature).	Full powers within budgetary limit.	
21	To sanction fluctuating expenditure in meeting allowances of sweepers for part time service.	Full powers within budgetary limit	Subject to the rates approved by the Government from time to time.
22	Purchase of stationery articles.	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
23	Local purchase of petty stationery stores.	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
24	Stores required for petty works (repairs etc).	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
25	Other Stores i.e. stores required for working of an establishment, instruments, equipment and apparatus.	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
26	Supply of uniforms.	Full powers within budgetary limit.	As per the guidelines issued by the Finance Department from time to time
27	To sanction telephone connections, internet connections and telephone/ internet charges.	Full powers within budgetary limit.	As per sanction of competent authority and to the extent of limit issued by Finance Department from time to time.
28	Tents and camp furniture.	Full powers within budgetary limit.	
29	Purchase of office automation equipment photocopier, fax machine, telephone apparatus, computer, laptop, printer etc.	Full powers within budgetary limit.	Subject to the rules laid down in chapter 6 'Procurement of Goods and Services' in GFR – 2017
30	Sanction of G.P Fund Advance.	Full power (Ordinary, Special & Non-refundable GPF withdrawal)	According to provisions laid down in General Provident Fund (Central Services) Rules 1960
31	To incur expenditure on service postage stamps for use in office.	Full powers within budgetary limit.	
32	Cost of Petrol, Oil & Lubricant for Corporation Vehicles.	Full powers within budgetary limit.	
33	To sanction expenditure on Account of refreshment charges in favour of Corporation employees in connection with Corporation work.	Full powers within budgetary limit.	In accordance with guidelines issued by Finance Department from time to time.
34	To sanction compensation under the Workmen's Compensation Act and Payment of Wages Act.	Full powers within budgetary limit.	In pursuance of award passed by the competent authority.
35	To sanction refreshment charges in favour of employees on following occasions: i) During sessions of Legislature. ii) Budget Formation. iii) Plan formulation. iv) During Board Meetings	Full powers within budgetary limit.	As per guidelines issued by Finance Department from time to time

24. To place orders, or approve placing of orders, for incurring of any expenditure when the project, activity or purchase has been sanctioned.
25. To sanction all kinds of contracts for construction of roads, buildings etc. not exceeding rupees five crores in each case provided that the works are executed through PW(R&B) Department.
26. To sanction contracts for lumbering operations like extraction, transportation, and depot handling upto rupees seven crores in each case.
27. To sanction contracts on negotiated rates for such works where single bid is received after e-tendering subject to the rules laid down in Chapter-6 "Procurement of Goods and Services" in GFR – 2017 and to the extent delegated to Major Heads of Departments under SO 10 dated 08.01.2021 and SO 15 dated 09/01.2020.
28. To accord sanction for procurement of tools, equipment and machinery required for the operational works of the Corporation within budgetary limits on the recommendation of the Corporation Purchase Committee.
29. To sanction increase in the sanctioned estimates up to 10% of the sanctioned estimated cost subject to the rules laid down in GFR – 2017 in this regard.
30. To exercise such administrative and supervisory control as may be necessary for management of the whole of the affairs of the Corporation as well as for smooth discharge of the functions by the employees of the Corporation.
31. To exercise and perform such other powers and functions as the Government or the Chairman or the Board of Directors may from time to time direct.

By order of the Board  
For: Jammu and Kashmir Forest Development Corporation Limited

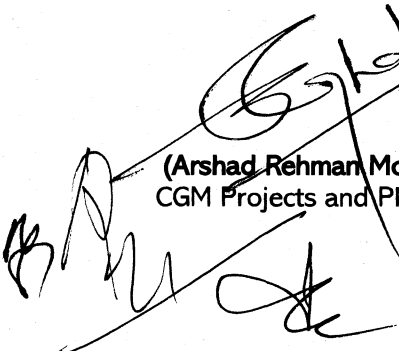
  
(Vasu Yadav)  
Managing Director

No. JKFDCL/BM/2021/1/2293

Date: 14-09-2021

Copy for information and necessary action to the:

1. Commissioner/ Secretary to Government, Forest, Environment and Ecology Department [Chairperson/Director, J&K FDCL].
2. Chief General Manager, P&P, J&KFDCL.
3. Chief Accounts Officer/Chief Pay and Accounts Officer, J&K FDCL
4. All General Managers, J&K FDCL.
5. Regional Incharge, Audit.
6. Pay and Account Officers, J&K FDCL.
7. All Divisional Managers.
8. Order file.
9. Incharge website.

  
(Arshad Rehman Moughal)  
CGM Projects and Planning  
14/9/2021