



# FOREST DEVELOPMENT CORPORATION OF MAHARASHTRA LIMITED

(A Govt. of Maharashtra Enterprise)

CIN: U45200MH1974SGC017206

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No. Adm/Estt-3/53/399

Nagpur. Dtd. 10<sup>th</sup> May, 2023

## ORDER

- Ref:-
1. This Office Order No. ADM/Estt-3/53/4321 Dtd. 28<sup>th</sup> March, 2022
  2. This Office Order No. ADM/Estt-3/53/2977 Dtd. 15<sup>th</sup> November, 2022
  3. This Office Order No. प्रशा/आस्था-३/प्र.क्र.५३/२०२२-२३/३६६३ दि. १३.०१.२०२३

The Board of Directors, as per powers vested with it under Article 91(1) and Article 93(1) specifically and as per other Articles of the Articles of Association and the Companies Act, 1956 and the Companies Act 2013 as the case may be, has delegated certain powers from time to time to the Managing Director. Further, the Managing Director, in exercise of powers delegated to him by the Board of Directors under Article 95, has sub-delegated some of his powers to certain extent to the other officials of the Company from time to time.

- 2.00 The last major revision in the aforesaid delegation and sub-delegation of powers was brought in place vide this office Order under reference 1.
- 3.00 Subsequently as per the Order under reference No. 2 , it was clarified that certain powers sub-delegated to General Managers/Regional Managers, vide this office communication No. प्रशा/आस्था/४०४/४०७९ दि. १५.०२.२०१५ shall continued to be exercised by the Divisional Manager, Gorewada. The said sub-delegation has been extended till further Orders vide reference No. 3 above.
- 4.00 The extent of sub-delegation of powers to the General Manager/Regional Managers/Divisional Managers has been further deliberated and discussed to facilitate the field functionaries for smoother and expeditious execution of works entrusted to them without unnecessarily referring such matters to this office.
- 5.00 In view of the foregoing background, it is expedient to further amend the extent of sub-delegation of powers to the officials of the Company. Accordingly, in partial modification to the Orders issued under reference 1 to 3, powers are hereby sub-delegated by the Managing Director to the officials of the Company.
- 6.00 For the sake of administrative convenience and brevity, powers delegated by the Board of Directors to the Managing Director and those sub-delegated by the Managing Director to the officials of the Company have been brought in the same Chart. Revised sub-delegations is enclosed herewith as **Annexure**. Modifications, wherever made are highlighted in **BOLD**.

- 7.00 It is reiterated that the Divisional Manager, Gorewada shall continue to exercise powers sub-delegated to the GM/RMs in respect of powers mentioned at Sr. No. 8(a), 10, 16(a), 21 (iv), 21(v), 21 (vii), 21 (viii), 21 (ix), 23 (ii), 25, 26, 28(a), 36 (a), 36 (b), 39, 44, 50, 55, 62, 63 (i), 63 (ii), 63 (iii), 63 (iv), 66 and 75.
- 8.00 The aforesaid delegation and sub-delegation of powers shall be subject to-
- 8.01 Provisions of the Companies Act, 2013, Memorandum of Association and Articles of Association of the Company.
- 8.02 The general policy as may be laid down by the Board of Directors from time to time.
- 8.03 Observance of canons of financial proprieties namely:-
- The expenditure should not be prima-facie more than the occasion demands.
  - The officer exercising the powers is expected to exercise the same vigilance in respect of expenditures as a person of ordinary prudence would exercise in respect of his own money
  - None should exercise the power of sanctioning expenditure to pass an order which will be directly or indirectly related to his own advantage,
  - The funds should not be utilized for the benefit of a particular person or section of the community unless-
    - The amount of expenditure involved is insignificant.
    - A claim for the amount could be enforced by the recipient in a Court of Law, or
    - The expenditure is in pursuance of a recognized policy or custom.
- 8.04 Provision made for the specific purpose in the approved budget.
- 8.05 Relevant laws and agreements as also the general policy of the Government and without conflict to and not overriding the specific powers that have been or may be vested in the various officers by the Government under the Indian Forest Act, 1927 (in its application to the State of Maharashtra), the Wild Life (Protection) Act, 1972 and other relevant legislations.
- 9.00 It is reiterated that officers sub-delegated with the powers as per **Annexure** enclosed, shall exercise the same without fear and favour. If an officer is found shirking his own responsibility in taking decisions in respect of sub-delegated powers and makes needless references to the superior officers for decision, the same shall be treated neglect of duty and a note of the failure on the part of the concerned officer should be taken by the concerned official superior and such instances should be reflect in the Confidential Record of the Concerned Officer.
- 10.00 This Order shall come into force with immediate effect.
- Encl:- **As above**

  
(Vikas Gupta)  
Managing Director

To,  
The General Manager, Nagpur  
Regional Managers (all)  
Divisional Managers (all)  
Section Heads in the MD Office (all)  
Official Website of FDCM([www.fdcem.nic.in](http://www.fdcem.nic.in))

## ANNEXURE

[Order of the MD vide No. ADM/Estt-3/53/ 399 Dated 10<sup>th</sup> May 2023]

S.no.	Nature of Power	Extent of Powers delegated by the Board of Directors to the Managing Director	Extent of Powers sub-delegated by the Managing Director to the officials of the Company		
			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
1	Creation of new Posts upto and including grade of Range Forest Officer	Full Powers	-----	-----	-----
2	Appointments	Full Powers	Appointing authority up to the grade of Accountant & Forester	Appointing authority up to the grade of Forest Guard , Clerk & Group D employee	-----
3	Posting and Transfers	Full Powers	Full powers in respect of posts up to and including the grade of Accounts Assistant and Forester.	Forest Guard, Clerk, Driver & Group D employees within the Division	-----
4	Granting longer period of joining time than admissible within the maximum of 30 days in case of transfer	Full Powers	Full powers in respect of employees under his administrative control	Full powers in respect of employees under his administrative control	-----
5	To permit charge being made over elsewhere than at head quarter.	Full Powers	Full powers in respect of employees under his administrative control.	Full powers in respect of employees under his administrative control.	-----
6	To permit Officers or staff to visit places in India outside Company's sphere of activities	Full Powers	Full powers in respect of employees under his administrative control.	Full powers in respect of employees under his administrative control.	-----
7	To decide or approve head quarter and sphere of duty of all officers and staff	Full Powers	Full powers in respect of employees under his administrative control	Full powers in respect of employees under his administrative control	-----
8 (a)	To sponsor/nominate officials of the Company for conference/ seminar/ training programmed in India	Full Powers	Up to Rs 25,000/- to employees under his administrative control	-----	Up to Rs 25,000/- to employees under his administrative control
8 (b)	To conduct conference / seminar /training / workshop etc. within the organization	Full Powers	Upto Rs. 1,00,000 per case [As per rates approved by Government of Maharashtra for Government Training Institutes]	Upto Rs 50,000 per case [As per rates approved by Government of Maharashtra for Government Training Institutes]	-----
9	To grant leave other than special disability leave.	Full Powers	Full powers including the Assistant Manager. GM (Hq) : Full powers upto and including the level of Accountant and equivalent cadres. (Field as well as ministerial)	Full powers in respect of posts up to and including the grade of RFO	-----
10	To sanction special pay for holding additional charge of current duties of another post.	Full Powers	In respect of employees to which they are Appointing Authority. GM (HQ): Full powers upto and including the level of Accountant and equivalent cadres. (Field as well as ministerial)	In respect of employees to which they are Appointing Authority i.e. upto the grade of Forest Guard , Clerk & Group D employee	-----



S.no.	Nature of Power	Extent of Powers delegated by the Board of Directors to the Managing Director	Extent of Powers sub-delegated by the Managing Director to the officials of the Company		
			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
11	Promotions to posts	i. Full powers upto and including the DM Grade ii. Upto a period of 3 months above DM grade	Full powers up to and including the grade of Forester and Account Assistant.	-----	-----
12	To impose penalty as per Service Rules.	i. Full powers upto and including the DM Grade ii. Only minor penalty in respect of above DM Grade	1. Full powers upto and including the grade of RFO 2. Minor penalty in respect of Assistant Manager	Full powers upto and including the grade of Forester and minor penalty in respect of the grades of Account Assistant and RFO.	-----
13	1) Passing Pay, T.A. and medical bills Bills forself.	Full Powers	Full powers	Full powers only in respect of passing pay.	-----
	2) Casual leave	Full Powers	<b>Full powers in respect of employees under his administrative control</b>	<b>Full powers in respect of employees under his administrative control</b>	Full powers in respect of employees in his/her administrative control.
	3) Visit to places outside State	Full Powers	<b>Full powers in respect of employees under his administrative control</b>	-----	-----
14	Fixation of pay on promotion	Full Powers	Full powers as per Rules. *GM (Hq) : Full powers upto and including the level of Accountant and equivalent cadres. (Field as well as ministerial)	Full powers as per Rules.	-----
15	To fix installment for recovery of over payment or dues.	Full Powers	Full powers *GM (Hq) : Full powers upto and including the level of Accountant and equivalent cadres. (Field as well as ministerial)	Full powers	-----
16 (a)	To write off advances or any other amounts paid to an employees, excluding House Building Advance and Motor Vehicle Advance	Full powers upto Rs. 20,000/- in each case in respect of advances or other amount paid within his powers when the amount has been paid in good faith and recovery is either not possible or when it would cause undue hardship to the employee or his/her legal successors.	Up to Rs. 10,000/- in each case.	Upto Rs. 5,000/- in each case.	-----
16(b)	To write off House building Advance & Motor Vehicle Advance	Full power in case of death and permanent disability of the employee through obtaining the insurance by the Company.	-----	-----	-----
17	Grant of honorarium	Full powers upto Rs. 25,000/- in each case	Upto Rs.5,000/- in each case.	Upto Rs.3000/- in each case.	Upto Rs.3,000/- in each case
18	Acceptance of resignation	Full powers in respect of employees for whom he is appointing authority	Full powers in respect of employees for whom he is appointing authority.	Full powers in respect employees of whom he is appointing authority.	



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			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
19	Termination of service of employees in accordance with terms of employment	Full powers in respect of employees for whom he is appointing authority	Full powers in respect of employees for whom he is appointing authority.	Full powers in respect of employees of whom he is appointing authority.	-----
20	Payment to employees arising out of statute / specific enactments and other Government orders applicable to the Company.	Full Powers	Full powers	Full powers	-----
20-A	Medical Reimbursement to employees	Full Powers	Upto Rs, 5,00,000/- in each case	Up to Rs.3,00,000/- in each case	-----
<b>PART III : ADMINISTRATION</b>					
21	To accord technical sanction for i) Road excluding bridges.	Full Powers	Full powers-	Up to Rs.1,00,000/- in each case	-----
	ii) Bridges & culverts	Full Powers	Rs.5,00,000/-	Up to Rs.1,00,000/-	-----
	iii) Building as per approved type plan	Full Powers	Full powers	Full powers	-----
	iv) Building without type plan	Upto Rs. 5.00 crores	Up to Rs.25,00,000/- lakh in each case	Up to Rs.5,00,000/- in each case	-----
	v) Wells and tanks including ancillary items	Full Powers	Up to Rs.10,00,000/ in each case	Up to Rs.3,00,000/- in each case	-----
	vi) Sanitary fittings	Full Powers	Rs.3,00,000/-	Up to Rs.1,00,000/-	-----
	vii) Electrical installations	Full Powers	Up to Rs. 4,00,000/- in each case	Up to Rs. 1,00,000/- in each case	-----
	viii) Fencing	Full Powers	Rs. 25,00,000/- in each case	Rs. 2,50,000/- in each case	-----
	ix) Other civil and engineering works such as anicuts, water holes	Full Powers	Rs. 15,00,000/- in each case	Rs. 2,00,000/- in each case	-----
	<b>Technical sanction shall be accorded after obtaining technical approval from the competent authority in Government or Government / PWD empannelled engineer</b>				
22	To accord administrative approval in respect of items under 21 above	Same extent as under 21 above.	Same extent as under 21 above.	Same extent as under 21 above. Subject to the budgetary provision.	-----
23	i) Acceptance of tender	Full powers in respect of administratively approved works.	To the extent of his powers of administrative approval subject to maximum upto Rs. 25,00,000/-	To the extent of his administrative approval given by the competent authority subject to maximum upto Rs. 5,00,000/-	-----
	ii) To sanction excess over approved estimates including deviations.	Full powers upto 20% of approved estimates	Upto 20% of of the tender amount duly approved by the competent authority but not exceeding the amount of Administrative Approval	Upto 20% of of the tender amount duly approved by the competent authority. If the accepted tender amount is more than the approved estimate amount, then in that case the amount sanctioned shall not exceed 20% of the approved estimates	-----



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1	2	3	4	5	6
24	To appropriate provisions for contingencies in estimates of works to new items not provided in estimates.	Full Powers	Full powers within his power of administrative approval	Full powers within his power of administrative approval	-----
25	Write off of stores, tools plants, vehicle, live stock, timber and other stocks as per book value.	Upto Rs 10,00,000/- in each case	Rs.2,00,000/- in each case	Rs.1,00,000/- in each case.	-----
26	Repairs to Motor-cycles, typewriters, office equipments including computer and its accessories and appliances, electrical installations and other fittings and fixtures.	Full Powers	Full powers	Full powers	
27	Hiring of residential building, office and other accommodation including depot lands and open space	Full powers subject to the reasonableness of the rent being certified by the Executive Engineer of Public Works Department.	Rs.40,000/- per month in each case subject to the reasonableness of the rent being certified by the Executive Engineer of Public Works and Housing	Rs. 10,000/- per month in each case subject to the reasonableness of the rent being certified by the Executive Engineer of Public Works Department and admissibility of floor space	
28 (a)	i) Incurring expenditure on maintenance, upkeep and repairs of buildings including temporary interior decoration, partition in owned or hired buildings.	Full Powers	Up to Rs. 10,00,000/- in each case	Up to Rs. 5,00,000/- in each case.	-----
	ii) Incurring expenditure on maintenance, upkeep and repairs works of roads.	Full Powers	Up to Rs.10,00,000/- in each case	Up to Rs. 5,00,000/- in each case	
28 (b)	<b>Incurring expenditure on maintenance, up keep and repairs of plant and machinery, store, tools, implements &amp; other items of fixed assets.</b>				
	a) Running expenses on fuel and oil etc. for motor vehicles.	Full Powers	Full powers	Full powers	Full Powers in respect of Vehicle assigned to them.
	b) Repair including labor cost and spares.	Full Powers	Full powers	Rs.60,000/- for each petrol vehicles and Rs 75,000/- for each diesel vehicle per year. i) Truck: Rs.200000/-per truck per year ii) Tractor : Rs.1,50000/- per tractor per year.	Rs.60,000/- for each petrol vehicle and Rs 75,000/- for each diesel vehicle per year, in respect of Vehicle assigned to them.



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			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
	c) Other spares including tyres and tubes.	Full Powers	Full powers	Rs. 25,000/-per year on purchase of spares for each vehicle i) Replacement of tyres- After 32,000 kms.	Full Powers in respect of Vehicle assigned to them.
29 (a)	To write off, dismantle and sell whole or in part of temporary building and structures as per book value in each case	Full Powers	-----	-----	-----
29 (b)	To write off, dismantle and sell whole or in part of permanent / semi permanent building and structures *(as per book value in each case).	Full Powers upto Rs. 1,00,000/-	-----	-----	-----
30	Refund of excess receipt or amounts received bona -fide but not entitled to.	Full Powers	Upto Rs 5,00,000/- in each case	Upto Rs 2,00,000/- in each case	
<b>All cases of shall be reported forthwith to the official superior</b>					
31	Appropriation and re - appropriation of funds provided for within detailed heads.	Full Powers	Full power [excluding the budget head of salary] All such cases shall be reported forthwith along with copy of the Order to that effect to the MD and CAFA	-----	-----
32	Write off of all kinds of irrecoverable works advances	Rs. 5,000/- in each case	Rs. 2,000/- in each case. (Power not sub-delegated to CGM)	Rs. 500/- in each case.	-----
33	Write off of all kinds of irrecoverable revenue	Rs. 25,000/- in each case to be reported forthwith to the Board	-----	-----	-----
34	To award works for which fees are payable	Upto a fee Rs. 5,00,000/-	Upto a fee Rs. 2,00,000/-	Upto a fee Rs. 1,00,000/-	-----
35	Purchase of books, publications, including subscription to periodical, news papers for office use.	Full Powers	Full powers[Including G.M(H.qr)]	Full power Subject to limit of Rs. 10,000/- during accounting year of the Company.	Full power Subject to limit of Rs. 50,000/- during accounting year of the Company.
36	a)Purchase of stationary stores, forms, office appliances & printing	Full Powers	Up to Rs. 5,00,000/-	Up to Rs 2,00,000/-	Up to Rs.1,00,000/-
	b) Provision of computers, consumables such as floppy, discs,compact disc, printer ribbon, cartridges (including refilling) and ancillary articles	Full Powers	Up to Rs 3,00,000/- per year	Up to Rs 2,00,000/- per year	Up to Rs. 50,000/- per year
37	Payment of wharfage, demurrage etc.	Rs. 50,000/- and powers to pay actual beyond Rs.50,000/- to avoid further increase but subject to report to the Board.	-----	-----	



S.no.	Nature of Power	Extent of Powers delegated by the Board of Directors to the Managing Director	Extent of Powers sub-delegated by the Managing Director to the officials of the Company		
			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
38	To sanction office and residential telephone	Full powers.	-----	-----	-----
39	Advertisement and publicity charges	Full Powers	Upto Rs 5,00,000/- GM(H.qr): Full Powers subject to budget provision	Upto Rs. 2,00,000/-	-----
40	To issue notices to persons to vacate land houses or other precincts and premises belonging to the Company	Full powers to be exercised, if necessary, in consultation with Company's Legal Adviser.	Full powers to be exercised, if necessary in consultation with Company's Legal Adviser.	Full powers to be exercised, if necessary in consultation with Company's Legal Adviser.	-----
41	Forfeiture of earnest money/security deposits.	Full powers according to terms of tender/ contracts.	Full powers according to the terms of tender/contract [Including G.M(H.qr)]	Full powers according to the terms of tender/contract.	-----
42	To declare stores machinery, live stock and vehicles as obsolete / unserviceable or scrap	Full Powers	Full powers. All such matters shall be reported forthwith to Head Office as per book value for each case	<b>Upto Rs. 5,000/- as per book value for each case.</b>	-----
43	Disposal of obsolete and or unserviceable items, materials and scraps.	Full Powers	Full powers subject to prescribed procedure	Full powers subject to prescribed procedure	-----
44	i) To hire out / off plant and machinery, premises buildings and to fix charges thereon.	Full Powers	Up to Rs. 6,00,000/- per annum	Up to Rs. 3,00,000/- per annum	-----
	ii) To hire Vehicles	Full Powers	<b>Upto Rs. 3,00,000/- per annum</b>	<b>Upto Rs. 1,00,000/- per annum</b>	Upto Rs. 1,00,000/- per annum
45	To institute, conduct and defend any legal proceedings by or against the Company or its officers in connection with the affairs of the Company	Full Powers	Full powers	-----	-----
46	Registration under the Central and State Sales Tax Act and other Acts under which it is obligatory on the Company to register as an undertaking, employer or in any other capacity	Full Powers	Full powers	Full powers	Full Powers
47	Expenditure on staff welfare	Full Powers	Full powers	Upto Rs. 10,000/- in each case.	-----
48	Power to execute lease deeds, contract deeds, agreements, instrument and assurances of property and other documents which do not require the common seal of the Company to be affixed.	Full Powers	Upto Rs.20,00,000/-	Upto Rs. 5,00,000/-	-----
49	To make and give receipts and release money payable to the Company and for claims or demands of the Company	Full Powers	Full powers	Full powers	-----





S.no.	Nature of Power	Extent of Powers delegated by the Board of Directors to the Managing Director	Extent of Powers sub-delegated by the Managing Director to the officials of the Company		
			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
50	To give rewards to employees for outstanding and meritorious works	Rs 50,000/- in each case	Upto Rs 25,000/- in each case	Upto Rs 10,000/- in each case	-----
51	To decide upon additional local and special holidays.	Full powers in addition to holidays, declared by Govt. under Negotiable Instruments Act by State Govt. or local authorities in case of any emergency if in the opinion of the Managing Director it is necessary or desirable to declare such holidays, or under any other circumstances/ grounds as may be considered fit by him.	Full powers in addition to holidays, declared by Govt. under Negotiable Instruments Act by State Govt. or local authorities in case of any emergency if in the opinion of GM / RM, it is necessary or desirable to declare such holidays, or under any other circumstances/ grounds as may be considered fit by him	-----	-----
52	To invest sums as share capital or seed money in co-operative societies, consumer stores etc, set up for the benefit of the Company's employees.	Upto Rs. 25,000/- in each case.	-----	-----	-----
53	To invest sums in Govt. securities, such as National Defense Certificate, National Saving Certificate, Postal Saving Certificates etc. where such investment is required to be made as a condition for a particular act or thing to be done by the Company.	Full powers up to the limit prescribed or required.	Full powers up to the limit prescribed or required.	-----	-----
54	Expenditure on legal expenses including inter-alia pleader's fees, professional fees, legal & professional consultation charges.	Full Powers	Rs. 25,000/- excluding the prescribed statutory levies like court fee, stamp duty etc. in each case.	Rs. 10,000/- excluding the prescribed statutory levies like court fee, stamp duty etc. in each case.	Rs. 50,000/- excluding the prescribed statutory levies like court fee, stamp duty etc. in each case.
55	Grant of rewards to village officers and other persons not being Company employees who assist in extinguishing forest fires or furnish information leading to the detection of cause of forest fires	Rs. 5,000/- in each case	Up to Rs. 5,000/- in each case.	Up to Rs. 2,000/- in each case.	-----
56	Grant of rewards to persons contributing to detection of a case compounded under Section 68 of Indian Forest Act 1927	Rs. 5,000/- in each case or sum realized whichever is less	-----	-----	-----



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			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
57	Grant of rewards in forest offences when the punishment consists of imprisonment only or imprisonment coupled with fine and confiscation	a) Upto Rs. 5,000/- when punishment consists of imprisonment only b) When imprisonment is coupled with fine and confiscation, rewards upto the same limit as under (a) plus half the proceeds of the fine and confiscation	a) Upto Rs. 5,000/- when punishment consists of imprisonment only b) When imprisonment is coupled with fine and confiscation, rewards upto the same limit as under (a) plus half the proceeds of the fine and confiscation	-----	-----
58	To sanction distribution of rewards out of the proceeds of fine and confiscation under Indian Forest Act, 1927 to informers and detectors of forest offences when more than one person are concerned.	Full Powers	Full powers	-----	-----
59	Payment of all claims decreed by Court of Law or authority constituted under any law.	Full powers subject to report to the Board.	Full powers subject to report to M.D. for reporting to Board.	Full powers subject to report to G.M. & M.D. for reporting to Board.	-----
60 (a)	a) Ex-gratia payments to dependants of deceased employees who died in harness	Rs. 5,00,000/- in each case	-----	-----	-----
60 (b)	b) Ex-gratia payments to dependants of deceased labourer who died while actually working or to the labourer who receives grievous injuries while at Company's work.	Upto Rs. 5,00,000/- in each case of death and upto Rs. 2,00,000/- to meet expenses of medical treatment in case of injury in each case.	-----	-----	-----
61	Payment for utility services like telephone, telegram, electricity and power etc.	Full Powers	Full powers	Full powers	Full Power
62	Research and development and expenses on promotional activities	Upto Rs. 2,00,000/- in each case	Up to Rs. 1,00,000/- in each case.	Up to Rs. 50,000/- in each case.	-----
63	i) Expenditure on revenue items of contingent nature not specially provided for	Upto Rs. 1,00,000/- in each case	Upto Rs 25,000/- in each case	Upto Rs.10,000/- per annum	-----
	ii) Filing fees for statutory return	Full powers	Full powers	Full Powers	Full Powers
	iii) Miscellaneous expenses	Full powers	Upto Rs 50,000/- per annum	Upto Rs. 20,000/- per annum	-----
	iv) Hospitality per annum	Upto Rs. 1,00,000/- in each case.	Up to Rs 2,00,000 per annum	Upto Rs. 50,000/- per annum	Rs. 50,000/- per annum
64	Payment of rates and taxes levied by local authorities.	Full Powers	Full powers	Full powers	-----



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			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
<b>PART IV : CAPITAL EXPENDITURE</b>					
65 (a)	Purchase of plant and machinery, tools, equipments, furniture, live stock including air conditioners, coolers and room heaters, (projectors, cameras, computers, laptops, wireless batteries etc.).	Full powers within budget limit.	Upto Rs 5,00,000/- in each case	Upto Rs 5,00,000/- per annum	Upto Rs 1,00,000/- per annum
65 (b)	Purchase of accommodation and / or open space for residential or non residential purpose of the company.	Full powers subject to prior approval from the Board.	-----	-----	-----

**PART IV A : REVENUE EXPENDITURE OTHER THAN INCLUDED IN PART III ADMINISTRATION**

66	Expenditure on forestry works including regeneration and SMC works	Full Powers	<b>Technical sanction</b> Upto 500.00 Lakh <b>Administrative sanction</b> Upto 200.00 Lakh	<b>Technical sanction</b> RFO-Upto 10.00 Lakh AM-Upto 50.00 Lakh DM-Upto 100.00 Lakh <b>Administrative sanction</b> AM- Upto 10.00 Lakh DM-Upto 50.00 Lakh	-----
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**PART V : SALE**

67	i) Sale of Company's produce by auction or tender	Full powers provided commitment does not exceed 2 year	Full Powers	Upto 10% above or below upset price.	
	ii) Annual lease by auction or tender	Full powers provided commitment does not exceed 2 years.	Full powers provided commitment does not exceed 2 years	-----	-----
	iii)*Sale of compost, seeds, plants, seedlings / stumps, bud grafts, clonal plants or any kind of Nursery product of different tree species, + (bamboos with or without value addition, Musali or other medicinal species) produced by the company, in any manner other than those specified in clauses (i) and (ii) above and to fix and sanction selling rates / sales prices for wholesale or retail sales, to decide the terms and conditions of such sales which may include provisions for credit, discount, commission or any margin on trade.	Full Powers	-----	-----	-----



S.no.	Nature of Power	Extent of Powers delegated by the Board of Directors to the Managing Director	Extent of Powers sub-delegated by the Managing Director to the the officials of the Company		
			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6
	iv)*Sale of firewood, poles, bamboo and small timber to Ashram Schools / Hostels under the control of Govt. in Tribal Development Corporation, Zilla Parishad and Other Govt. Departments subject to condition that such Ashram Schools / Hostel shall not resale the same and to fix selling rates / sale prices thereof and also to fix depot wise scheduled selling rates for such supplies.	Full Powers	-----	-----	-----
68	Sale by Negotiation	Upto Rs. 10.00 lakhs (But full powers in respect of sale to Forest Department / Forest Corporations subject to report to the Board. Sales above Rs. 10.00 Lakhs other than to Forest Department as per procedure laid down (subject to the condition that the negotiation should not result in incurring financial losses to the FDCM)	-----	-----	-----
69	i) Acceptance of tender for sale	Full Powers	Full Power	Rs. 1,00,000/- in each case	-----
	ii) Execution of contract	Full Powers	Full Power	Full Power	-----
70	Sanctioning the upset prices.	Full Powers	Full powers	<b>Upto Rs.10,00,000/-</b>	-----
71	Revision of contract rates	Upto 20% of the agreed rates.	Upto 20% of the agreed rate	-----	-----
72	Levy of penal charges like penal interest, ground rent, damages etc.	Full Powers	Full powers	-----	-----

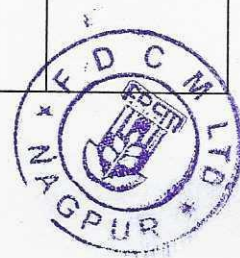
**PART – VI : WFP MATTERS**

73

\*(Omitted)

**PART – VII : TURN KEY PROJECT**


74	To explore, undertake and accord technical and administrative approval to the Afforestation / Plantation proposals/Projects on Turn-key basis and to execute contract deeds, agreements for that purpose, which do not require the common seal of the Company to be affixed.	Full Powers	Up to the project cost of Rs 50,00,000/- for each project subject to the directives / orders / guidelines / instructions etc issued by the Managing Director.	-----	-----
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S.no.	Nature of Power	Extent of Powers delegated by the Board of Directors to the Managing Director	Extent of Powers sub-delegated by the Managing Director to the officials of the Company		
			GM / Regional Manager	Divisional Manager	CA&FA and Company Secretary
1	2	3	4	5	6

**PART – VIII : ECO TOURISM**

75	Repairs, maintenance, upkeep alteration and improvements etc. of rest house under Eco tourism projects [The administrative should have technical sanction and administrative approval from the competent authority]	Full Powers	Upto Rs 10,00,000/- in each case	Upto Rs 5,00,000/- in each case	-----
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**(Vikas Gupta)**  
**Managing Director**

