

प्रथम तल, मेजर ध्यानचंद राष्ट्रीय स्टेडियम,

निकट इंडिया गेट, नई दिल्ली-110002

दिनांक: 28 सितंबर, 2026

विषय: प्रशासनिक और वित्तीय शक्तियों के प्रत्यायोजन में संशोधन

एन. एम. सी. जी. में प्रशासनिक और वित्तीय शक्तियों का मौजूदा प्रत्यायोजन परिपत्र सं. एफ-18/2012-13 0163/विविध दिनांक 19 नवंबर 2020।

- भारत सरकार के विभिन्न नियमों और दिशानिर्देशों के साथ-साथ एन. एम. सी. जी. में कार्य के वर्तमान आवंटन को ध्यान में रखते हुए, मौजूदा प्रतिनिधिमंडलों को संशोधित किया गया है।
- संशोधित "प्रशासनिक और वित्तीय शक्तियों का प्रत्यायोजन" इसके साथ संलग्न है। वित्तीय सहमति की प्रक्रिया पहले की तरह जारी रहेगी।
- प्रतिनिधिमंडल समय-समय पर जारी किए गए भारत सरकार के विभिन्न नियमों/दिशानिर्देशों और जल शक्ति मंत्रालय (एमओजेएस) के विशिष्ट निर्देशों के अधीन है। किसी भी विसंगति के मामले में, भारत सरकार और एम. ओ. जे. एस. मंत्रालय के नियम/दिशानिर्देश प्रबल होंगे।
- इसके अलावा, यह सुनिश्चित किया जा सकता है कि किसी भी व्यय को विभाजित नहीं किया जाए ताकि इसे कम अनुमोदन प्राधिकरण की प्रत्यायोजित शक्तियों के भीतर लाया जा सके।
- एन. एम. सी. जी. के महानिदेशक की मंजूरी से यह जारी किया जाता है।

संलग्न.: जैसा कि ऊपर बताया गया है

काशगुप्ता

(भास्कर दाशगुप्ता)

कार्यकारी निदेशक (वित्त)

To: DDG/ ED (Projects)/ ED(Technical)/ ED(Admin.)/ Director I (RHK)/ Director II (DJ)/ DS (Admin.)

Copy to:

Deputy Secretary (Finance)

All Consultants & Staff of Finance Wing

PS to DG, NMCG

File No G-25/1/2023-BUDGET NMCG (CF No. 283511)
Government of India
Ministry of Jal Shakti
Department of Water Resources, River Development & Ganga Rejuvenation
National Mission for Clean Ganga

1st Floor, Major Dhyan Chand National Stadium
New Delhi-110001

Dated: 29th September, 2026

Subject: Revision to the Delegation of Administrative and Financial Powers

The extant Delegation of Administrative and Financial Powers in the NMCG was issued vide circular No. F-18/2012-13/0163/Misc. dated 19 November 2020.

2. Keeping in view various Government of India Rules and Guidelines, as well as the present allocation of work in the NMCG, the extant delegations have been revised.
3. The revised "Delegation of Administrative and Financial Powers" is enclosed herewith. The process of financial concurrence will continue as before.
4. The delegation is subject to various Rules/ guidelines of the Government of India issued from time to time and specific directions of M/o Jal Shakti (MoJS). In case of any inconsistency, the GoI and MoJS Rules/ guidelines will prevail.
5. Further, it may be ensured that no expenditure is split so as to bring it within the delegated powers of a lower approving authority.
6. This issues with the approval of the Director General, NMCG.

Encl: As above

Yours faithfully

(Bhaskar Dasgupta)
Executive Director (Finance)

To: DDG/ ED (Projects)/ ED(Technical)/ ED(Admin.)/ Director I (RHK)/ Director II (DJ)/ DS (Admin.)

Copy to:

- (i) Deputy Secretary (Finance)
- (ii) All Consultants & Staff of Finance Wing
- (iii) PS to DG, NMCG

NATIONAL MISSION FOR CLEAN GANGA
REVISED DELEGATION OF ADMINISTRATIVE AND FINANCIAL POWERS

PART A: ADMINISTRATIVE POWERS

S.NO.	NATURE OF POWER	COMPETENT AUTHORITY FOR APPROVAL	EXTENT OF DELEGATION
A	B	C	D
1	Appointment of all categories of Employees & Consultants	Director General (DG)	Full Powers
2	Acceptance of resignations of all categories of Employees & Consultants		
3	Disciplinary action against all categories of Employees & Consultants		
4	Creation of posts of Short-term maintenance staff, Secretarial staff and communication staff like receptionist, telephone operator etc. on need basis		
5	Termination of service of consultants/ outsourced employees		
6	Authorization of Officer(s) to sign contracts on behalf of NMCG		
7	Approval for taking up a project for consideration of Executive Committee (EC)		
8	Acceptance of Monthly Project Reports/ Other Periodic Reports		
9	Administrative Approval & Expenditure Sanction (AA&ES) of Projects /Interventions		

S.NO.	NATURE OF POWER	COMPETENT AUTHORITY FOR APPROVAL	EXTENT OF DELEGATION
A	B	C	D
10	Appointment of Third-Party Appraisal (TPA) Agency		
11	Designation of Officials to sign AA&ES in respect of projects/ interventions		
12	Appointment of Lawyers /Advocates to represent NMCG before Hon`ble Court & Tribunals		
13	Hiring of vehicles for office use		
14	New Telephone / Internet Connection		
15	Domestic Tours for Official work	DG	DDG/ED/Dirs/DSs
		ED concerned	Staff under his/her control
16	Distribution of work amongst Consultants/ Contractual staff	DG	Full Powers
17	Leave for Gol Officials		
(i)	Ex-India Leave	As per Government rules	
(ii)	Sanction of Casual Leave with permission to leave station	DG	Director/DS & above
		ED(Admin)	US(SMD) & SO(Admin)
		DS(Admin)	ASO(Admin)
(iii)	Sanction of Casual Leave without Station Leave	ED/Director/DS concerned	Officials under his/her control
(iv)	Sanction of Station Leave on Holidays		

S.NO.	NATURE OF POWER	COMPETENT AUTHORITY FOR APPROVAL	EXTENT OF DELEGATION
A	B	C	D
(v)	Sanction of Earned Leave	DG - As Reporting Officer	DDG & EDs ¹
		ED concerned – As Reporting Officer	Director/DS under his/her control
		DG – As Reviewing Officer	
		DS(Admin)– As Reporting Officer	US(SMD)/SO(Admin)
		ED(Admin) – As Reviewing Officer	
		SO(Admin) – As Reporting Officer	ASO(Admin)
		DS(Admin) – As Reviewing Officer	
18	Leave for Consultants/ Contractual/ Outsourced staff		
(i)	Ex-India Leave	DG	Full Powers
(ii)	Sanction of Station Leave on Holidays	ED concerned	Officials under his/her control
(iii)	Sanction of leave	ED concerned	Consultants/ Contractual staff under his/ her control
19	Any matter not covered above	DG	Full Powers

¹ Will require approval of Secretary, DoWR,RD&GR as reviewing officer.

PART B: FINANCIAL POWERS

S.No.	NATURE OF POWER	COMPETENT AUTHORITY FOR APPROVAL	EXTENT OF DELEGATION
A	B	C	D
1	Opening of Bank Account of NMCG	Director General	Full Powers
2	Authorization of Officer(s) to operate Bank Accounts of NMCG		
3	Expenditure on fabrication of interiors or repairs to interiors in office premises	DS concerned	Up to Rs. 25,000/- per month
		ED concerned	Up to Rs. 1,00,000 per month
		DG	Full Powers
4	Contracts for other works/ services	Director/DS concerned	Up to Rs. 25,000/- per contract per month
		ED concerned	Up to Rs. 1,00,000 per contract per month
		DG	Full Powers
5	Payment of vehicle hiring charges	ED concerned	Within monthly kilometre limits
		DG	Full Powers (When monthly kilometre limits are exceeded)
6	Purchase of furniture & fixtures	DS(Admin)	Upto Rs. 25,000/- per case
		ED(Admin)	Upto Rs. 1.00 lakh per case
		DG	Full Powers
7	Purchase of equipment, computers & peripherals	Director/DS concerned	Upto Rs. 25,000/- per case
		ED concerned	Upto Rs. 1.00 lakh per case
		DG	Full Powers

S.No.	NATURE OF POWER	COMPETENT AUTHORITY FOR APPROVAL	EXTENT OF DELEGATION
A	B	C	D
8	Purchase of books for library	DS(Admin)	Upto Rs. 5,000/- per case
		ED(Admin)	Upto Rs. 10,000/- per case
		DG	Full Powers
9	Purchase of Newspapers & Magazines	DS(Admin)	Upto Rs. 25,000/- per case
		ED(Admin)	Upto Rs. 50,000/- per case
		DG	Full Powers
10	Procurement of Stationary & Printing	Director/DS concerned	Upto Rs. 25,000/- per month
		ED concerned	Upto Rs. 1.00 lakh per month
		DG	Full Powers
11	Procurement of cartridges and other computer consumables	Director/DS concerned	Upto Rs. 25,000/- per month
		ED concerned	Upto Rs. 1.00 lakh per month
		DG	Full Powers
12	Repair of Office furniture	DS(Admin)	Upto Rs. 25,000/- per month
		ED(Admin)	Upto Rs. 1.00 lakh per month
		DG	Full Powers
13	Repair of office equipment, computers and peripherals	Director/DS concerned	Upto Rs. 25,000/- per month
		ED concerned	Upto Rs. 50,000/- per month
		DG	Full Powers
14	Annual maintenance contracts for each category of equipment	Director/DS concerned	Upto Rs. 25,000/-
		ED concerned	Upto Rs. 50,000/-
		DG	Full Powers

S.No.	NATURE OF POWER	COMPETENT AUTHORITY FOR APPROVAL	EXTENT OF DELEGATION
A	B	C	D
15	Expenditure on Office Refreshments (including meetings & conferences)	DS(Admin)	Upto Rs. 25,000/- per month
		ED(Admin)	Upto Rs. 1.00 lakh per month
		DG	Full Powers
16	Any other expenditure and miscellaneous expenditure	Director/DS concerned	Upto Rs.25,000/- per month
		ED concerned	Upto Rs.1.00 lakh per month
		DG	Full Powers
17	Travelling Allowances (TA) bills	DS(Admin)	Under Secretary & below and all Consultants/ Contractual staff
		ED (Admin)	Director/ DS & above
18	Reimbursement of i. Newspaper bills ii. Telephone/ Broadband connection iii. Office Bag/ Briefcase cost	DS(Admin)	Full powers - For all Government Officers as per their entitlements
19	Payment of Lawyers/Advocates before Tribunals/HC/SC as per rates approved by Department of Legal Affairs, Ministry of Law & Justice	ED concerned	Upto 1,00,000 per case
20	Payment to PMCs etc as per approved Contract	ED concerned	Upto 50 lakhs monthly per case
21	Hospitality Allowances as per their entitlement	DS(Admin)	Director/DS/US & SO level Govt. officers
22	Any matter not covered above	DG	Full Powers

Note: "ED concerned" includes DDG, NMCG.
