



वसुधैव कुटुम्बकम्
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CENTRAL COALFIELDS LIMITED

A Miniratna Company
(Govt. of India Undertaking)

Company Secretariat

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Ref. No. CCL/CS/DOP/2022/ 353

Date: 17.11.2022

To,

All Area GMs

All GMs/HODs of CCL HQ.

Sub: Implementation of Revised DoP (Delegation of Powers) in CCL w.e.f. 17-11-22.

Dear Madam/Sir,

The Revised Delegation of Powers (DOP) of CCL has been duly approved by the ECFD in its 34th meeting held on 15-11-2022 for implementation in CCL with immediate effect.

We are enclosing herewith the above referred Revised DOP of CCL Board, CFDs and CMD of CCL as **Enclosure-I** including **Annexure I to V** and DOP of Functional Directors, CVO and HOD/GMs at CCL HQ & Area GMs as **Enclosure-II**.


This DOP will supersede all other DOPs issued hitherto.

This is for implementation at CCL with immediate effect (w.e.f. 17.11.2022).

Thanking you,

Encl.: As above.

Regards,


(Amaresh Pradhan)
Company Secretary

Copy to :

1. Company Secretary, CIL- for information.
2. TS to FDs.
3. GM(System) for uploading in Company's website.

Revised Delegation of Powers

This DOP having Ref No. CIL:XI(D): 04027:2022:28171 dated 15th March 2022 (along with modifications on 16th March, 23rd March 2022 and 21st April 2022) will supersede all other DOPs/Circulars issued earlier having following Ref. Nos.

Ref: No.CIL:XI(D):04027:2021:26914 dated 20th July 2021

Ref: No.CIL:XI(D):04027 :2021:27015 dated 10th August 2021

Ref: No.CIL:XI(D):04027:2021:27212 dated 22nd September 2021

Ref: No. CIL:XI(D):04027:2021:27394 dated 5th November 2021

Ref: No. CIL:XI(D):04027:2021:27403 dated 8th November 2021

Ref. No. CIL:XI(D):04027:2022:27840 dated 5th January 2022

Revised DOP

Ref No.CIL:XI(D) :04027 :2022:28171 dated 15th March 2022

Ref No.CIL:XI(D):04027 :2022:28182 dated 16th March 2022

Ref No.CIL:XI(D):04027 :2022:28232 dated 23rd March 2022

Ref No.CIL:XI(D):04027 :2022:28399 dated 21st April 2022

Ref No.CIL:XI(D):04027 :2022:28605 dated 1st June 2022

Ref No.CIL:XI(D):04027 :2022:28663 dated 10th June 2022

Clarification from CIL via email dated 20.06.2022

Ref No.CIL:XI(D):04027 :2022:22872 dated 25th July 2022

Ref No.CIL:XI(D):04027 :2022:22873 dated 25th July 2022

Ref No.CIL:XI(D):04027 :2022:28946 & 28949 dated 3rd August 2022

Ref No.CIL:XI(D):04027 :2022:28946 & 29230 dated 25th August 2022

Important Points of DOP	
1	CFDs of Subsidiaries/ CMDs of Subsidiaries will have around 75% of power of CFDs, CIL/CMD, CIL subject to rounding off. (Point no. 9 of CMDs Letter dated 15.03.2022)
2	CMDs of Subsidiaries are authorised to delegate power to FDs/CVO and GMs with the suggestion that FDs of Subsidiaries will have around 50% and GMs/HoDs around 25% of the power of the CMDs subject to rounding off. (Point no. 10 of CMDs Letter dated 15.03.2022)
3	CMDs of Subsidiaries are authorised to sub-delegate administrative power to the FDs/CVO /GMs/HoDs as per extant requirements. (Point no. 11 of CMDs Letter dated 15.03.2022)
4	Area GMs / Heads of Establishments are authorized to exercise the same powers as delegated to GMs/HODs of CIL/Subsidiaries unless stated otherwise (Note no. 1 before Annexure 1)
5	CFDs are authorised to delegate the powers of Area GMs/ GMs/ Heads of Establishments to other HODs, if deemed fit. (Note no. 2 before Annexure 1)
6	Financial powers can be exercised by officials as stipulated in the DOP and cannot be sub-delegated. (Note no .3 of revised DOP)
7	Powers for procurement of goods and award of works and services have been delegated upto the level of GMs/HODs (Note no. 6 of Annexure II)
8	Enhanced power has also been given to GMs/HoDs, Project Officers and Area GMs of Subsidiaries for sanction of Estimate for Revenue Works & Services. Separate power has been given for approval of Indent for procurement of Goods. (Note no. 5 of CMDs Letter dated 15.03.2022)
9	For the delegation of powers mentioned in Enclosure II but not specifically mentioned in Enclosure I, CMD of subsidiaries have full powers to exercise and sub-delegate the same as per requirements. (Amendment vide Ref. No. CIL: XI(D): 04027:2022:28232 dtd. 23.03.2022)

Sl No	General Guidelines on Revised DOP
1	Delegation of Powers is an effective instrument for expeditious decision making and efficient management.
2	The delegation is made keeping in view the objectives of the company and its accountability to the Government. The Board of Directors of the Company shall be entitled to exercise all such powers and to do all such acts and things as the company is authorised to exercise and do. Hence any proposal which are beyond the delegated powers be placed to the Board for its consideration.
3	Certain guidelines are issued by the Government from time to time and they are applicable to all public sector undertaking and have the same force as if incorporated in the Articles of Association. All delegated powers are circumscribed by these guidelines. In particular, the guidelines issued by the Government are binding in matters like wage and salary structure, perquisites, gratuity, dearness allowance, ex-gratia payments, encashment of leave, etc, which have major financial implications. Any departure from these guidelines or introduction of new schemes have necessarily to be got approved by the Government as they might have repercussions in other companies.
4	It is an accepted principle in the administration of public funds that in all decisions involving financial implications or which entail departure from an agreed norm, the prior concurrence of the Finance shall be obtained. Financial concurrence can be at different levels, at the colliery, in the area, in the company or at the apex, as the case may be.
5	The delegated powers shall be exercised in line with the established procedures.
6	CIL as the holding company is responsible for policies, planning and co-ordination while the subsidiary companies are responsible for all operations. Hence, the decision of the Boards of the subsidiary companies in exercise of their powers shall be final. If in exceptional cases, the CMD, CIL for good and sufficient reasons, considers that a review is necessary for uniformity in all subsidiary companies or otherwise he may place any decisions of the subsidiary companies' Boards for review by CIL Board and the decision of the CIL Board shall be final.
7	The powers in regard to amendment of Articles of Associations, change in share capital, floating of shares and debentures and other company matters are reserved for Government.

Enclosure-I

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
1	Company Matters: -				
i.	To Borrow Money	Full Powers in terms of Section 179(3) (d) of Companies Act, 2013 read with first provision subject to rules and regulations framed by the Central Government in this regard from time to time.	-	-	
ii.	To Invest Company's funds and deal with investments other than those invested in accordance with CIL's Uniform Deposit Policy	Full Powers in terms of Section 179(3) (e) of Companies Act,2013 read with first provision subject to rules and regulations framed by the Central Government in this regard from time to time.	-	-	
iii.	To grant loans or give guarantee or provide security in respect of loan.	Full Powers in terms of Section 179(3) (f) of Companies Act,2013 read with first provision subject to rules and regulations framed by the Central Government in this regard from time to time.	-	-	
iv.	To open accounts with Banks and draw money	Full Powers		Subdelegated to CMD with concurrence of D(F), CCL	Through Board Resolution in 515 th Meeting dated 14.05.2022 vide Item No 515.4(12)

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
2	Financial Matters: -				
i.	Re-allocation of Capital Budget		Full powers within the approved Budget	Within 15% of the approved Budget	CFDs of CIL/Subsidiaries be and is hereby authorised for reappropriation of head-wise CAPEX from one head to another or within the same head subject to total capital provision of PR is not exceeded. Amendment as per Ref No: CIL: XI(D): 04027:2022:22872 Dated 25.07.2022
ii.	Re-appropriation of Revenue Budget		Full powers within the approved Budget	Within 15% of the approved budget from one head to another.	
iii.	Capital & Revenue Expenditure either in excess or savings of sanctioned estimates / Deviation in estimates		Upto 10% of total cost: Authority limited to Beyond 10% of total cost: One step higher limited to Committee of FDs of CCL.	Same as Tender Approving to CMD CCL	
iv.	Foreclosure/ termination and cancellation of Capital & Revenue Contracts including purchase orders		For Capital Contracts: Authority limited to Committee of FDs of CCL For Revenue Contracts: Authority limited to Committee of FDs of CCL	Same as Tender Approving to Committee of FDs of CCL	Amendment as per Ref No: CIL: XI(D): 04027:2022:28232 Dated 23.03.2022
v.	Sanction for Statutory Payments		-	Full powers	<i>Including interest.</i>

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
vi.	Sanction for payment of fines and penalties imposed by Statutory Authorities	-	Full powers with reasons to be recorded and subsequent information to Board.	Upto ₹2,50,000/- in each case, subject to a limit of ₹25 lakhs per annum for reasons to be recorded and subsequent information to Board.	<p>1. In respect of payment of fines and penalties, accountability is to be fixed</p> <p>2. Details of such fines and penalties paid by Subsidiary Company/CIL shall be placed in its Audit & Board meeting for information. Thereafter, Subsidiaries should send such details to CIL for placing a quarterly consolidated report to CIL Audit Committee and Board for information.</p> <p>(Amendment Ref No. CIL:XI(D):04027:2022:29230 dated 25.08.2022)</p>
vii.	Advance/deposit against work (subject to the underlying condition that no cost escalation is allowed on such job): - a) Central/ State Government authorities /bodies, Central/ State PSUs like Railways, RITES, IPRCL etc.	-	-	Full Powers	<i>Including issuance of Bank Guarantee by the Company.</i>
	<i>b) Other than above</i>	-	<i>Full Powers</i>	Upto ₹25 Lakhs in each case	

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
3	Sanction of Capital Works: -				
i.	New projects/schemes included in the approved budget but Project Report / Scheme is yet to be approved.	Beyond ₹200 Crores in each case	Beyond ₹75 Crores and upto ₹200 Crores in each case	Upto ₹75 Crores in each case	
ii.	Capital expenditure in anticipation of inclusion in the budget	Beyond ₹75 Crores in each case	Beyond ₹4 Crores and upto ₹75 Crores in each case	Upto ₹4 Crores in each case.	
4	Procurement of Goods and Award of Works & Services :-				
i.	For CIL		<i>Refer Annexure-I</i>		
ii.	For Subsidiaries of CIL		<i>Refer Annexure-II</i>		
5	Sanction of Estimates / Indents for Procurement of goods / works / services :-				
i.	Sanction of Indents for Procurement of goods		<i>Refer Annexure-III</i>		
ii.	Sanction of Estimates for award of works & services		<i>Refer Annexure-IV</i>		
6	Award of Work to CMPDI on nomination basis				
i.	Award of Work to CMPDI on nomination basis	-	-	Full powers	-
7	Write off of Assets: -				
i.	Write off of Assets	Full powers with the recommendations of respective Audit Committee			
8	Survey off :-				
i	Survey off buildings /railway sidings & corridors/ other mining infrastructure/ office furniture / fixtures/				

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
	equipment / vehicles /aircraft / plant & machinery / telecom equipment / other assets				
a.	Premature Survey Off	Full Powers			
b.	Other than premature survey-off			Full powers	
9	Sale of coal, rejects and other allied products: -				
i	Sale of Non-Coking Coal	Full powers to CIL Board			
ii	Sale of Washed Coking Coal, Washed Non-Coking Coal, Coking Coal, rejects and other allied products	Full powers to the respective Subsidiaries' Board.			
10	Sale / Disposal of other moveable items including scrap: -				
i.	Sale / disposal of any acquired moveable property other than scrap			Full Powers	Should be in accordance with the following CIL Policies together with other Rules / Policies/ Guidelines framed by CIL/Gol from time to time: 1. Policy for disposal of Scrap 2. E-Waste Management Policy In case of incongruity, the Policies shall prevail over this DOP
ii.	Sale of Scrap			Full Powers	
11	Establishment Matters: -				
i.	Sanction for all kinds of leave as per rules			Full powers	Study Leave to be sanctioned by CMD, CIL
ii.	Sanction of all types of Loans & Advances to employees			Full powers	

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
iii.	Sanction of all types of employee allowances as per rules			Full powers	
iv.	Sanction of Miscellaneous advances to employees <i>for official purposes</i>			Full powers	
v.	Reimbursement of Medical Expenditure as per rules			Full powers	
vi.	Sanction overtime / pension / family pension / gratuity/ leave encashment / NPS / workmen's compensation etc.			Full powers	For Overtime: As per the extant policy/ rules/ guidelines.
vii.	Accept fitness certificate to join duty after leave on medical/ sick ground			Full powers	
viii.	Approve tour programme			Full powers	
ix.	Sanction continuous halt in excess of prescribed limit for drawal of full DA.			Full powers	
x	Allow travel by Rail/ Air in a class higher than entitled and by a route other than the shortest or cheapest for exigencies of work.			Full powers	
xi.	Allow stay at hotel in a class higher than entitled for exigencies of work.			Full powers	
xii.	Waive producing of money receipt, ticket no. etc., for TA/LTC			Full powers	

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
xiii.	Waive time limit for submission of all types of personnel claims			Full powers	
xiv.	Accept cancellation charges on Rail/ Air tickets in case of journeys on tour/ LTC/ transfer for exigencies of work			Full powers	
xv.	Sanction of subsistence allowance				As per the extant rules.
xvi.	Purchase general/ technical/ professional books/ periodicals/ magazines/ journals including soft copies & newspapers etc.			Full powers	
xvii.	Depute any employee of the Company to workshops, seminars, training programmes, etc.			Full powers	Foreign programmes to be sanctioned by CMD, CIL
12	Legal Matters: -				
i.	Reimbursement of legal and incidental expenses incurred in cases arising out of the official duties of the employees for attending legal cases.			Full powers	
ii.	Appoint Arbitrators on behalf of the company in case of any disputes with suppliers/ contractors etc.			Full powers	
13	Personnel and Welfare measures: -				
i.	Creation of Posts				

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
	(a) For Executives				Full Powers to CIL Board
	(b) For Non-Executives	Full Powers			
ii.	Executives: -				
	(a) Appointment				Full powers to CMD, CIL on recommendation of the Selection Committee.
	(b) Formation of Committee for selection of executives for E-7 Grade and above.				Full powers to CMD, CIL
	(d) Power of award and prizes to executives			Full powers <i>including on occasions like Foundation Day, May Day, Hindi Divas, etc.</i>	
	(e) Power of transfer of executives			<i>Within Company Transfers: Full powers Inter-departmental transfers: Full powers</i>	<i>Inter - company transfers: Full powers to CFDs, CIL</i>
	(f) Power of deputation on special or specific duties and accepting Resignation				Full powers to CMD, CIL
iii.	Approval for compassionate employment to dependents of deceased executives			Full powers	
iv.	Termination / compulsory retirement / voluntary retirement / demotion / compulsory proceeding on leave in accordance with rules for executives			Full powers	

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks	
v.	Suspension or taking disciplinary action or award punishment / termination of services for executives	As per CIL CDA Rules, 1978				
14	Consultants: -					
i.	Appointment of Consultants		Full powers in each case for Individual / Company / Partnership firm / LLPs	Upto ₹50 lakhs in each case for Company / Partnership firms / LLPs	As per Annexure-V	
15	Land Matters: -					
i.	Land compensation including: -		-			
	i) Compensation of Tenancy Land acquired under any mode, Govt land Compensation and NPV, penal NPV, cost of Compensatory Afforestation (CA), penal CA, miscellaneous cost as demanded by respective State Government for procedure of Forestry Clearance.			(i) Full powers if quantum of land is as per the PR and value of land is as per extant Acts, Rules, and prevalent rates.	<i>Other than point (i), the following powers are delegated</i> a) <i>CMDs of CIL/ Subsidiaries - Upto ₹20.00 Crores - Full powers</i> b) <i>CFDs of CIL/Subsidiaries -Beyond ₹20.00 Crores upto ₹100.00 Crores - Full powers</i> c) <i>CIL/Subsidiaries Board - Beyond ₹100.00 Crores - Full powers</i>	
	ii) Cost of R&R as per State Policy/RFCTLARR Act 2013/ CIL Policy Central/ State Govt Circulars			(ii) Full powers		

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
ii.	License / lease Company's Land	<i>As per approved policy</i>	<i>As per approved policy</i>	<i>As per approved policy</i>	
16	Miscellaneous: -				
i.	a) Purchase of accessories / spare parts for computers, laptops and other peripherals and software licence etc. other than those under the approved scheme if not available in GeM portal b) Repairing of computers, laptops, printers and other equipment and if not available in GeM portal		Full powers	Upto ₹5 Crores per annum	<i>[To be dealt as per provisions of extant guidelines and Manuals]</i> Amendment as per Ref No: CIL: XI(D): 04027:2022:28946 Dated 03.08.2022
ii.	Incurring expenses of contingent nature on meetings, conferences, workshops, knowledge day, debriefing sessions, seminars, exhibitions, ceremonies, celebrations, functions, sports & games, purchase of mementos etc.			Full powers	
iii.	Incurring expenses of contingent nature for production and other items		Full Powers	Upto ₹ 5 Crores in each case with a ceiling of ₹25 Crores in a year.	
iv.	Incurring expenses on entertainment for official purposes		Upto ₹2 lakhs in each case, subject to a limit of ₹1 Crore per annum	Upto ₹ 1 lakh in each case, subject to a limit of ₹50 lakhs per annum	

Revised Delegation of Powers

Sl. No.	Item	CCL Board	Committee of FDs headed by CMD CCL	CMD, CCL	Remarks
v.	Approval for Grants & Donations		Full powers	Upto ₹2.00 lac in each case, subject to a limit of ₹50 lakhs P.A.	
vi.	Sanction Financial Assistance /Grant-in-Aid to Colliery Institutions such as Canteen, Workers Institute, Recreation Club /Centre, Educational Institutions and other Social Service Institutions as per prevailing rules within the State/Coalfield Areas/HQ region		Full powers	<i>Upto Rs.5 lakhs in each case subject to a limit of Rs.1 Crore per annum</i>	<i>Amendment as per Ref No: CIL: XI(D): 04027:2022:29230 Dated 25.08.2022</i>

N.B:

- 1. Area GMs / Heads of Establishments are authorized to exercise the same powers as delegated to GMs/HODs of CIL/Subsidiaries.*
- 2. CFDs are authorised to delegate the powers of Area GMs/ GMs/ Heads of Establishments to other HODs, if deemed fit.*

Notes to Revised DOP	
Sl. No.	Notes
1.	DOP is to be exercised under the broad framework of all Rules, Manuals, Policies & Guidelines. In case of incongruity, the latter shall prevail over this DOP.
2.	This DOP is for CIL and its Subsidiaries.
3.	Financial powers can be exercised by officials as stipulated in the DOP and cannot be sub-delegated.
4.	In between the Board Meetings , CMD, CIL/Subsidiaries along with two Functional Directors, preferably one of whom is the Director (Finance), may within the ambit of operational necessity and efficiency, assume full powers of the Board provided that a Report is made to the Board soon after the ex-post-facto approval obtained wherever necessary.
5.	Empowered Sub-Committee of CIL can approve new projects upto ₹500 Crores . In case of projects above ₹500 Crores , the Project Report would be submitted to the Board with the recommendation of ESC. The Empowered Sub-Committee will consist of following members and they work within the above Delegation of Power. (1) Chairman, CIL (2) Director (Finance) (3) Director (Technical) (4) JS&FA (5) Four Independent Directors, one having financial background (6) CMD, CMPDI as Permanent Invitee and (7) CMDs of concerned subsidiaries whose project would be invited as Special Invitees. <ul style="list-style-type: none"> • Approved Project Reports act as an administrative approval. Approval of the competent authority is to be obtained for procurements made beyond the approved Project Reports.
6.	Functional Directors of Subsidiaries are authorised to exercise around 50% of the powers of CMDs of Subsidiaries on procurement of Goods and Award of Works & Services (subject to rounding off).
7.	Any proposal beyond the powers of concerned authority be referred to the next higher authority
8.	Irrespective of Grade, executives can exercise higher powers as per their job-profile, if they are acting as such.
9.	All policies are to be reviewed once in five (5) years. Till the existing Policies are reviewed, the same may be continued.
10.	For according approval to CSR projects , DoP as per CSR policy of CIL shall be applicable.
11.	DOP of CIAL Board & CMD, CIAL as amended by the competent authority from time to time shall continue
12.	Existing DoP for R&D Board and Apex Committee as amended by the competent authority from time to time shall continue.
13.	All financial limits stated in the DOP are excluding applicable taxes .
14.	CFDs of CIL/Subsidiaries are authorised to <ol style="list-style-type: none"> i. Approve change in the technology in the Project Report ii. Approve upto 20% of total project cost as approved by the Board to expedite implementation of projects. However, it should be within the financial limit permitted by DPE. (Modifications in Delegation of Powers ref no: Ref No. CIL:XI(D):04027 :2022: 28399 dated 21st April 2022)
15.	Committee of Functional Directors (CFDs) of CIL is empowered to approve Project Report with a capital investment upto Rs. 250 Crores
16.	Committee of Functional Directors (CFDs) of CIL/Subsidiaries be and is hereby authorised for re-appropriation of head-wise CAPEX from one head to another or within the same head subject to total capital provision of PR is not exceeded.
17.	Chairman CIL is authorised to make minor modification(s) in the Revised DOP for operational necessity with subsequent intimation to CIL Board.

Annexure-I

**DOP of CFDs, Chairman & FDs of CIL on
Procurement of Goods and Award of Works & Services**

(Amount in ₹ Crores - rounded off)

Item of Procurement	Committee of Functional Directors headed by Chairman	Chairman, CIL	Functional Directors (FDs)	Executive Directors (EDs)	General Manager/ HODs
1. Open tender					
a. Lowest tender					
i. Capital exp for goods	1,000.00	50.00	37.50	17.50	12.50
ii. Capital exp for works & services	1,000.00	20.00	15.00	7.00	5.00
iii. Revenue exp for goods	Full Powers	25.00	18.75	8.75	6.25
iv. Revenue exp for works & services		20.00	15.00	7.00	5.00
b. Resultant Single Tender			25% of DoP		
2. Single Tender for proprietary items					
i. Capital exp for goods	200.00	20.00	15.00	7.00	5.00
ii. Capital exp for works & services	100.00	5.00	3.75	1.75	1.25
iii. Revenue exp for goods	100.00	5.00	3.75	1.75	1.25
iv. Revenue exp for works & services	100.00	5.00	3.75	1.75	1.25
3. Single Tender for non-proprietary items and on nomination basis (except for appointment of consultants)					
i. Capital exp for goods	25.00	5.00	3.75	1.75	1.25
ii. Capital exp for works & services	20.00	5.00	3.75	1.75	1.25
iii. Revenue exp for goods	20.00	5.00	3.75	1.75	1.25
iv. Revenue exp for works & services	20.00	5.00	3.75	1.75	1.25
4. Limited tender					
i. Capital exp for goods	100.00	25.00	18.75	8.75	6.25
ii. Capital exp for works & services	75.00	10.00	7.50	3.50	2.50
iii. Revenue exp for goods	75.00	12.50	9.50	4.50	3.25
iv. Revenue exp for works & services	75.00	10.00	7.50	3.50	2.50
Resultant Single Tender			25% of DOP		

Notes: -
1. <i>In case of Revenue expenditure bundled with Capital expenditure, the Delegation of Power relevant to Capital expenditure would apply. Example: - Sourcing of spares under AMC/CMC along with Capital equipment whether delivery is immediate or not.</i>
2. <i>In case of Resultant Single Tender, the following points must be ensured: -</i>
a) <i>No splitting of the contract will be allowed</i>
b) <i>The reasons for the same are to be recorded in writing</i>
c) <i>The NIT was satisfactorily advertised and sufficient time was given for submission of bids.</i>
d) <i>The qualification criteria were not unduly restrictive, and</i>
e) <i>Prices are reasonable in comparison to market value.</i>
3. <i>In case of purchase from OEM at the time of purchase, efforts should be made to obtain upfront a list of original parts manufacturer/proven source as recommended by OEM. In case of existing equipment, a similar declaration/authorization may be obtained.</i>
4. <i>In case of Limited Tender for Procurement of goods and award of work & services, the following points must be ensured: -</i>
a) <i>The number of supplier firms in Limited Tender Enquiry should be more than three. Efforts should be made to identify a greater number of approved suppliers to obtain more responsive bids on competitive basis.</i>
b) <i>Copies of the bidding document should be sent directly by speed post / registered post / courier / email / e-portal / GeM to firms which are borne on the list of registered suppliers. Proof of delivery of the bidding document must be obtained.</i>
c) <i>Sufficient reasons to go for such limited tender must be recorded in writing by the competent authority.</i>
d) <i>Empanelment of suppliers and Limited Tender Enquiry from such empanelled suppliers must be encouraged.</i>
5. <i>For Single Tender (Without Proprietary Article Certificate) / On Nomination Basis: Approval of Director Concerned of CIL/Subsidiary should be obtained.</i>
6. <i>Powers for procurement of goods and award of works and services have been delegated upto the level of GMs/HODs</i>

Annexure-II

**DOP of ESC, CFDs, CMD & Other Executives of Subsidiaries on
Procurement of Goods and Award of Works & Services**

(Amount in ₹ Crores - rounded off)

Item of Procurement	Committee of Functional Directors headed by Chairman	CMD, Subsidiaries	Functional Directors (FDs)	General Manager/HODs
1. Open tender				
a. Lowest tender				
i. Capital exp for goods	750.00	37.50	18.75	9.50
ii. Capital exp for works & services	750.00	15.00	7.50	3.75
iii. Revenue exp for goods	Full Powers	18.75	9.50	4.75
iv. Revenue exp for works & services		15.00	7.50	3.75
b. Resultant Single Tender	25% of DOP			
2. Single Tender for proprietary items				
i. Capital exp for goods	150.00	15.00	7.50	3.75
ii. Capital exp for works & services	75.00	3.75	2.00	1.00
iii. Revenue exp for goods	75.00	3.75	2.00	1.00
iv. Revenue exp for works & services	75.00	3.75	2.00	1.00
3. Single Tender for non-proprietary items and on nomination basis (except for appointment of consultants)				
i. Capital exp for goods	20.00	3.75	2.00	1.00
ii. Capital exp for works & services	15.00	3.75	2.00	1.00
iii. Revenue exp for goods	15.00	3.75	2.00	1.00
iv. Revenue exp for works & services	15.00	3.75	2.00	1.00
4. Limited tender				
i. Capital exp for goods	75.00	18.75	9.50	4.75
ii. Capital exp for works & services	60.00	7.50	3.75	2.00
iii. Revenue exp for goods	60.00	9.50	4.75	2.50
iv. Revenue exp for works & services	60.00	7.50	3.75	2.00
Resultant Single Tender	25% of DOP			

<p>Notes: -</p> <p><i>* For areas having annual production in excess of 20 MT, Area GMs are authorised to exercise their delegated powers for procurement of goods and award of work and services for both capital and revenue items upto 1.50 times their delegated powers.</i></p> <p><i>** For projects having annual production in excess of 10 MT, Project Officers are authorised to exercise their delegated powers for procurement of goods and award of work and services for both capital and revenue items upto 1.50 times their delegated powers.</i></p> <p><i>1. In case of Revenue expenditure bundled with Capital expenditure, the Delegation of Power relevant to Capital expenditure would apply. Example: - Sourcing of spares under AMC/CMC along with Capital equipment whether delivery is immediate or not.</i></p> <p><i>2. In case of Resultant Single Tender, the following points must be ensured: -</i></p> <p style="margin-left: 20px;"><i>a. No splitting of the contract will be allowed</i></p> <p style="margin-left: 20px;"><i>b. The reasons for the same are to be recorded in writing</i></p> <p style="margin-left: 20px;"><i>c. The NIT was satisfactorily advertised and sufficient time was given for submission of bids.</i></p> <p style="margin-left: 20px;"><i>d. The qualification criteria were not unduly restrictive, and</i></p> <p style="margin-left: 20px;"><i>e. Prices are reasonable in comparison to market value.</i></p> <p><i>3. In case of purchase from OEM at the time of purchase, efforts should be made to obtain upfront a list of original parts manufacturer/proven source as recommended by OEM. In case of existing equipment, a similar declaration/authorization may be obtained.</i></p> <p><i>4. In case of Limited Tender for Procurement of goods and award of work & services, the following points must be ensured: -</i></p> <p style="margin-left: 20px;"><i>a) The number of supplier firms in Limited Tender Enquiry should be more than three. Efforts should be made to identify more number of approved suppliers to obtain more responsive bids on competitive basis.</i></p> <p style="margin-left: 20px;"><i>b) Copies of the bidding document should be sent directly by speed post / registered post / courier / email / e-portal / GeM to firms which are borne on the list of registered suppliers. Proof of delivery of the bidding document must be obtained.</i></p> <p style="margin-left: 20px;"><i>c) Sufficient reasons to go for such limited tender must be recorded in writing by the competent authority.</i></p> <p style="margin-left: 20px;"><i>d) Empanelment of suppliers and Limited Tender Enquiry from such empanelled suppliers must be encouraged.</i></p> <p><i>5. For Single Tender (Without Proprietary Article Certificate) / On Nomination Basis: Approval of Director Concerned of CIL/Subsidiary should be obtained.</i></p> <p><i>6. Powers for procurement of goods and award of works and services have been delegated upto the level of GMs/HODs</i></p>
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Annexure-III**DOP of CMD & Other Executives of CIL & Subsidiaries on Indent Approval***(Amount in ₹ Crores - rounded off)*

Indent for procurement of Goods	Functional Directors (FDs) of CIL/ Subsidiaries	Area General Managers of Subsidiaries*	Project Officers of Subsidiaries#	GMs/HODs of CIL/ Subsidiaries
Revenue Items	Full powers	1.00	0.25	0.25
Capital Items	Full powers *	0.20	0.10	0.10
<i>* FDs, CIL/Subsidiaries are competent to approve indent for new requirement of Capital Items as per sanctioned project reports / feasibility reports, schemes etc. and also for capital items required for office premises and other establishments like conference/training halls, guest house, official residences and bungalows etc and for day-to-day official works with respect to their respective Directorate. Deleted as per Ref No: CIL: XI(D): 04027:2022:29230 Dated 25.08.2022</i>				

Note: #Subject to availability of fund with concurrence of Area Finance Manager**Annexure-IV****DOP of CMD & Other Executives of CIL & Subsidiaries on Estimate Approval***(Amount in ₹ Crores - rounded off)*

Estimate for award of Works & Services	CMD Subsidiaries & D(T), CIL	Functional Directors (FDs) of Subsidiaries	Area General Managers of Subsidiaries	Project Officers of Subsidiaries#	GMs/HODs of CIL/Subsidiaries
Revenue Items	Full Powers	15.00	2.00	0.50	0.50
Capital Items	Full Powers	15.00	0.20	0.10	0.10

Note: #Subject to availability of fund with concurrence of Area Finance Manager

Notes to Annexure-III & IV

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| <p>1. This DOP for approval of Estimates for Capital & Revenue Works & Services includes the power of administrative approval also.</p> |
| <p>2. The Tender approving/accepting authority for award shall be as per Annexure-I & II and Sl. No. 3 & 4 of the following notes irrespective of the estimate approving authority.</p> |
| <p>3. Procurement of Goods: -</p> <ul style="list-style-type: none"> a) <i>For Centralised Procurement of Capital & Revenue items/ goods, approval of indent / requirement is to be obtained from concerned Functional Director, CIL/Subsidiaries as the case may be.</i> b) <i>For decentralised procurement of Capital & Revenue items/Goods, approval of indent/requirements is to be obtained from Area GM/Project / Project Officers/GMs/HODs as per the DOP.</i> c) DoP for approving the procurement for both capital and revenue items/goods would not be operated below the level of GM(MM)/HOD (MM) at CIL/Subsidiaries or administrative HOD of Materials Management function at Areas/ Central/Regional Stores, Workshops / Hospitals etc.
<i>(Amendment vide Ref. No. CIL: XI(D): 04027:2022:29230 dtd. 25.08.2022)</i> |
| <p>4. Award of Works & Services: -</p> <ul style="list-style-type: none"> a) <i>Sanction for Capital as well as Revenue Works/Services is to be obtained from Project Officer (or Sub Area Manager) / Area General Manager / GM/HOD/ Concerned FD / CMD of CIL / Subsidiaries as the case may be. In case the item exists in projected Capital / Revenue Budget, no further sanction to undertake the job is required. (Amendment vide Ref. No. CIL: XI(D): 04027:2022:28232 dtd. 23.03.2022)</i> b) DoP for approving the award of Capital as well as Revenue work /services would not be operated below the level of HOD of respective departments or administrative HOD at CIL or Subsidiary HQ/Areas/Project/ Central/Regional Stores, Workshops / Hospitals etc. |

ANNEXURE-V

Guidelines for Appointment of Consultants

1. These Guidelines shall include the appointment of entities as:
 - i. Technical Experts
 - ii. Auditors (except Statutory Auditors who are appointed by C&AG)
 - iii. Stock Verification Consultants
 - iv. Lawyers
 - v. Consultant for Company Secretarial matters
 - vi. Management Consultants
 - vii. Tax Consultants
 - viii. Company law consultants
 - ix. Any other consultants as may be decided by the competent authority#.
2. These guidelines shall not apply to full time/part time advisors for which appropriate guidelines have already been framed by the Company.
3. Efforts should be taken to design the eligibility criteria in such a manner that Indian consultancy firms are given priority over foreign counterparts.
4. International experience should be given preference in cases only when the Indian firm/Company is a subsidiary/associate/JV of the concerned foreign body. Care should be taken for such cases where Indian companies having similar names as of the foreign body having no or very less experience may take advantage.
5. The remuneration structure of the consultants must be framed before the appointment process is floated and the same must not be based on L1 criteria. It is important for the company to appoint good quality consultants and payment of reasonable remuneration will result in the appointment of quality consultants.
6. At least 33-50% points should be given for the presentation to be made by the consultants to be appointed before the appropriate Committee in respect of:
 - i. Infrastructure of Office
 - ii. Software / Hardware usage
 - iii. Approach towards the concerned job
 - iv. Proposed strategy and its implementation.
 - v. Detailed scope and understanding of the assignment.
7. While appointing, it must be made clear to the appointees that they are to remain accountable for their Report and Advice in all cases and shall give appropriate affidavit / declaration to the Company before taking the assignment.

8.	The appointed Consultant while accepting the assignment must specify the team members and must ensure in writing that at least 10% man-hours required for the assignment shall be devoted by the senior consultant/partner of the firm in letter and spirit. It is also important to ensure that such senior consultant/partner authenticate the report and is present during the time of presentation of final report.
9.	The appointment procedure shall generally be by way of open tender (Fee and selection criteria is to be pre-determined) except in cases of urgency when limited tender may be floated. Even in cases of such urgency, it shall be mandatory to publish the requirement adequately in advance in the CIL e-tender website/ eprocure.gov.in/GEM portal.
10.	The requirement of open tender shall not apply to Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament / Institutes of national or international repute and likewise as recorded in writing by the appointing authority.
11.	While appointing consultants, no preference of location or proximity to be given except in special cases where the same is justified and that too after proper justification and approval by the competent authority.
12.	<p>The appointment of consultants must adhere to the following limits:</p> <ul style="list-style-type: none"> a) Committee of Functional Directors headed by CMD: Full powers for Individual/Company/Partnership Firm/LLP b) Chairman / CMD: Upton ₹50 lakhs in each case for Company/Partnership Firm/LLP c) Functional Directors for respective functions: Upton ₹25 lakhs in each case for Company/Partnership Firm/LLP d) Executive Directors for respective functions: up to ₹10 lakhs in each case for Company/Partnership Firm/LLP e) GM for respective functions: up to ₹5 lakhs in each case for Company/Partnership Firm/LLP <p>Second engagement of the same person/entity will be subject to the approval of next higher level, in case appointment is made within a period of 12 months.</p> <p>The above limits are same for both CIL and its Subsidiaries.</p>
13.	While determining terms of appointment for specific assignments / jobs an expert committee can be constituted by the next hierarchy level together with equal number of external experts in the respective field so that the eligibility criteria, scope of assignment, reporting requirement, working papers and documentation and fees and remuneration may be decided.
14.	The competent authority may appoint a consultant without inviting any bid based on expertise/reputation of specific person /entity which may be brought on record. The delegated power in this regard for appointment on nomination basis is limited to 50% of delegated power as above. The reason for appointment on nomination basis will be recorded in writing.
<p><i># CIL vide clarification [ref : Ref No.CIL:XI(D):04027 :2022:28949 dated 3rd August 2022] clarified dated Consultants include Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliaments/Institutes of national or international repute and likewise.</i></p> <p><i>ECFD of CCL vide its 34th meeting (15.11.2022) agreed that engagements of Institutions of National repute like IITs, IIMs, ISM, ICAI, ICSI, ICMAI and similar bodies established under an Act of Parliament(s)/Institutes of national or international repute and likewise will be governed through (a) to (e) provisions listed above.</i></p>	

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Enclosure-II

DOP of Functional Directors, CVO, GMs/ HODs at HQ and Area GMs of CCL

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks	
1	Financial Matters (For departments and establishments under administrative control): -							
i.	Capital / Revenue Expenditure in excess or savings of sanctioned estimates / Deviation in estimates	Upto 10% of total cost: Same as Tender Approving Authority limited to CMD CCL Beyond 10% of total cost: One step higher limited to Committee of FDs of CCL						
ii.	Foreclosure/ termination and cancellation of Capital / Revenue Contracts including purchase orders	Capital Contracts: Same as Tender Approving Authority limited to Committee of FDs of CCL Revenue Contracts: Same as Tender Approving Authority limited to Committee of FDs of CCL						Amendment as per Ref No: CIL: XI(D): 04027:2022:28232 Dated 23.03.2022
iii.	Sanction for Statutory Payments	Full powers (Including payment of Interest)			Full powers	Full powers		
iv.	Sanction for payment of fines and penalties imposed by Statutory Authorities	Upto ₹25,000/- in each case, subject to a limit of ₹2.50 lakhs per annum for reasons to be recorded and subsequent information to Board.	Upto ₹25,000/- in each case, subject to a limit of ₹2.50 lakhs per annum for reasons to be recorded and subsequent	Upto ₹25,000/- in each case, subject to a limit of ₹2.50 lakhs per annum for reasons to be recorded and subsequent information to Board.	Upto ₹25,000/- in each case, subject to a limit of ₹2.50 lakhs per annum for reasons to be recorded and subsequent information to Board.	-	1. In respect of payment of fines and penalties, accountability is to be fixed. 2.Details of such fines and penalties paid by Subsidiary Company/ CIL shall be placed in its Audit & Board meeting for information. Thereafter, Subsidiaries should send such details to CIL for	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
			information to Board.				placing a quarterly consolidated report to CIL Audit Committee and Board for information. (Amendment Ref No. CIL:XI(D):04027:2022:292 30 dated: 25.08.2022
v.	Advance/deposit against work (subject to the underlying condition that no cost escalation is allowed on such job): - a. Central / State Government authorities/ bodies, Central / State PSUs like Railways, RITES, IPRCL etc.	Upto ₹ 5 Crores in each case	Upto ₹ 5 Crores in each case	Upto ₹ 5 Crores in each case	Upto ₹ 5 Crores in each case	For Area GMs only: Upto ₹ 10 lakhs in each case	<i>Including issuance of Bank Guarantee by the Company.</i>
	b. Other than above	Upto ₹5 lakhs in each case	-	-	-	-	
vi.	Financial concurrence and to fix the level of concurrence in regard to the quantum of expenditure involved	-	Full powers	-	-	-	<i>Existing practices to be continued till new guidelines are put in place.</i>
vii.	Concur proposal and render financial advice in all matters and transactions having financial impact	-	Full powers	-	-	-	
viii.	Payment of: - (i) Demurrage and claims including penalties.	Full powers* (In-charge of M&S dept.)	-	-	-	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	(ii) Staff salary, staff cost, land licence fee, electricity charges, loco hire charges and various miscellaneous claims of railways						
2	Capital Works: -						
i.	New projects / schemes included in the approved budget but Project Report / Scheme is yet to be approved.	Upto ₹37.5 crores in each case	Upto ₹37.5 crores in each case	Upto ₹37.5 crores in each case	-		<i>Upto ₹ 20 lakhs in each case under intimation to D(T/P&P), for works related with production and operation.</i>
ii.	Capital expenditure in anticipation of inclusion in the budget	Upto ₹2 crores in each case	Upto ₹2 crores in each case	Upto ₹2 crores in each case	-	-	
3	Procurement of Goods and Award of Works & Services (Capital & Revenue)						
i.	For CIL						<i>Refer Annexure-I</i>
ii.	For Subsidiaries of CIL						<i>Refer Annexure-II</i>
4	Sanction of Estimates / Indents for Procurement of goods / works / services: -						
i.	Sanction of Indents for Procurement of goods						<i>Refer Annexure III</i>
ii.	Sanction of Estimates for Award of works & services						<i>Refer Annexure IV</i>
5	Award of Work to CMPDI on nomination basis	Full powers	-	-	-	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
6	Other than pre-mature Survey off buildings /railway sidings & corridors/ other mining infrastructure/ office furniture / fixtures/ equipment / vehicles /aircraft / plant & machinery / telecom equipment / other assets pertaining to the respective Directorate	Full powers	Full powers	Full powers	Full powers	Rs. 5 lakhs in each case up to Rs 1 crore per annum.	
7	Sale & disposal of Assets /Scrap, Write-off and Survey off (For respective depts and estb. under administrative control): -						
i.	Sale / disposal of any acquired moveable property including scrap as per the Rules / Policies/ Guidelines framed by CIL/Gol from time to time	Upto ₹5 Crores per annum	Upto ₹5 Crores per annum	Upto ₹5 Crores per annum	Upto ₹5 Crores per annum	-	Should be in accordance with the following CIL Policies together with other Rules / Policies/ Guidelines framed by CIL/Gol from time to time:
ii.	Survey Off (other than pre-mature)	Full power	Full power	Full power	Full power	-	1. Policy for disposal of Scrap
iii.	Sale of Newspapers / other P.R. materials	-	-	-	-	Full power	2. E-Waste Management Policy In case of incongruity, the Policies shall prevail over this DOP
8	Supply Orders against Rate / Running Contracts and Depot Agreements provided the requirements and Price-list are approved by the competent authority	-	-	-	-	Full Powers to GM/HOD(MM) at HQ & SO(MM) at Area.	As per Purchase Manual/Guidelines.

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
g*	Marketing Matters: - NOT APPLICABLE AT CCL						
i.	Long term linkage of coal demand as per policy guidelines of MoC.	-	-	-	-	-	Full Power to D(M), CIL
ii.	Short term allocation to core/non-core consumers as per policy guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
iii.	Coal Supply Agreement as per policy guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
iv.	Lay down policy, procedure, system and commercial terms for sale of coal/coke and other coal products produced by CIL & its subsidiary coal companies and/or sourced through import as per guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
v.	Approve sale scheme for stock liquidation or sales promotion as per guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
vi.	Approve/accord priority for supply coal/coke and other coal products on short term basis in the event of exigencies as per policy guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
vii.	Initiate action for verification and measurement of quantity of coal/coke and other coal products lying at stockyards, coal blending and handling plants for the purpose of disposal or adjustment/write off in respect of valuation of stock as per policy guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
viii.	Initiate action for verification and measurement of quality of coal products lying in stock in colliery of CIL and its subsidiary coal companies for the purpose of quality assurance to the consumers	-	-	-	-	-	
ix.	Sale of coal/coke & coal products produced by CIL and its subsidiary coal companies through Regional Sales Offices, CIL as per policy guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
x.	Award contract for loading, unloading, transportation and other works connected with operating stockyards, sale centres, etc.	-	-	-	-	-	
xi.	Call and accept tender of appointment of retailers, dealers, traders etc at and	-	-	-	-	-	Full Power to D(M), CIL

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	around consumption centres in terms of approved sale schemes of CIL						
xii.	Approve long term marketing plan, short term off-take/ sales plan, annual sales budget etc., as per policy guidelines of the company	-	-	-	-	-	Full Power to D(M), CIL
xiii.	Approve plan for creation of infrastructure like railway siding, coal handling plant, coal beneficiation plant relating to loading or delivery of coal in respect of CIL and its subsidiary coal companies.	-	-	-	-	-	Full Power to D(M), CIL
xiv.	Approve/sanction expenditure on collection and analysis of coal sampling and other material relating to quality assurance programme.	-	-	-	-	-	
10	Settlement of Disputes as per Policy / Guidelines	Full powers in respect of supplies / contracts for which he is the sanctioning authority.					
11	Establishment Matters <i>(for employees working under dept. and estb. of respective directorates): -</i>						
i.	Sanction for all kinds of leave (excluding study leave) as per rules	Full powers	Full powers	Full powers. Child-care/ maternity / paternity to be centrally	Full powers	1. Full powers for employees working under their control. 2. GM/HOD (NEE): Full powers for Child-care/ maternity / paternity of	- Study Leave to be sanctioned by CMD, CIL. - Sanction Order/Record keeping excluding Casual Leave (CL) to be

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
				approved for executives only.		non-executives posted at HQ. (To be exercised by Project unit heads also)	done by NEE/EE/Area/Project Offices.
ii.	Sanction of all types of Loans & Advances to employees	Full powers	Full powers	Full powers	Full powers	Full powers.	As per rules & policy.
iii.	Sanction of all types of employee allowances as per rules	Full powers	Full powers	Full powers	Full powers	Full powers	
iv.	Reimbursement of Medical Expenditure as per rules/Policy/Guidelines.	Full powers	Full powers	Full powers	Full powers	Full powers	
v.	Sanction overtime / pension / family pension / gratuity/leave encashment /NPS / workmen's compensation etc.	Full powers	Full powers	Full powers	Full powers	<ul style="list-style-type: none"> - Full powers to GMs/HOD and Area GMs for Overtime as per approved policy/guidelines. - For Gratuity & Leave Encashment- Full Powers to GM/HOD(NEE) at HQ and Area GMs at Area for non-executives and GM/HOD(EE) for all executives. 	For Overtime: As per the extant policy/rules/guidelines and approved budget.
vi.	Accept fitness certificate to join duty after leave on medical/ sick ground (including self)	Full powers	Full powers	Full powers	Full powers	Full powers as per existing rules/guidelines. (To be exercised by Project unit Heads also)	As per company's guideline .
vii.	Approve Tour Programme	Full powers (Including self, under intimation to CMD, CCL)				Full powers (For self, approval to be taken from concerned FD)	For Tour outside company: Approval of

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
						(To be exercised by Project unit Heads: for non-executives)	concerned FDs to be obtained.
viii.	Sanction continuous halt in excess of prescribed limit for drawal of full DA.	Full powers	Full powers	Full powers	Full powers	Full powers up to 30 days	
ix.	Allow travel by Rail/ Air in a class higher than entitled and by a route other than the shortest or cheapest for exigencies of work.	Full powers	Full powers	Full powers	Full powers	-	
x.	Allow stay at hotel in a class higher than entitled for exigencies of work.	Full powers	Full powers	Full powers	Full powers	-	
xi.	Waive producing of money receipt, ticket no. etc., for TA/LTC (including self)	Full powers	Full powers	Full powers	Full powers	-	
xii.	Waive time limit for submission of all types of personnel claims – upto 3 years (including self)	Full powers	Full powers	Full powers	Full powers	Full powers upto a period of 1 year	
xiii.	Accept cancellation charges on Rail/ Air tickets in case of journeys on tour/ LTC/ transfer for exigencies of work (including self)	Full powers	Full powers	Full powers	Full powers	Full powers (For self, approval to be taken from concerned FD)	
xiv.	Purchase general/ technical/ professional books/ periodicals/ magazines/ journals including soft copies & newspapers etc.	Upto ₹2.00 lakhs in each case subject to a limit of ₹20 lakhs p.a.	Upto ₹2.00 lakhs in each case subject to a	Upto ₹2.00 lakhs in each case subject to a limit of ₹20 lakhs p.a.	Upto ₹2.00 lakhs in each case subject to a limit of ₹20 lakhs p.a.	Upto ₹25,000/- in each case subject to a limit of ₹2.50 lakhs p.a.	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
			limit of ₹20 lakhs p.a.				
xv.	Sanction liveries/uniform to non-executives as per entitlement	-	-	-	-	Full powers to GM/ HOD (Admin)/ GM(Security)/ CMS/ Area GM.	
xvi.	Sanction for payment of HRA to executives	-	-	Full Power	-	-	
xvii.	Sanction expenditure and approve advance in connection with JBCCI and its sub-committee meetings including sanction TA/DA to Union representatives in JBCCI	-	-	Full Powers	-	Full Power to GM/ HOD(MP&IR) under intimation to D(P) CCL.	
xviii	Sanction of other welfare activities	-	-	Full powers	-	<i>For Area GM only: Up to 20 lakh p.a.</i>	Consolidated expenses details to submitted to D(P) bi-annually.
12	Legal Matters (for depts and estb. under administrative control):-						
i.	Engage Advocates from among the approved panel to represent the Company before courts, Arbitrators/ judicial, quasi-judicial authorities, etc. <i>(Empanelment is to be reviewed annually)</i>	Full powers	Full powers	Full powers	Full powers	-	
ii.	Reimbursement of legal and incidental expenses incurred in cases arising out of the official duties of the	Full powers	Full powers	Full powers	Full powers	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	employees for attending legal cases.						
iii.	Approve engagement of advocates including senior engagements other than those on the panel including their fee and terms and conditions in special circumstances.	Full powers	Full powers	Full powers	Full powers	-	
iv.	Pleading, memo of appeals, vakalatnamas etc., power to sign and pay fee to lawyers and incur other expenses, issue notices, make references before Tribunal, Tax Authorities etc. including execution of documents, to submit affidavits, evidence and other papers and requirements in the interest of the Company.	-	-	-	-	For HQ- Full Powers to GM/HOD(Legal) For appeal related with Tax Matters: GM(Finance) with approval of DF. For Area- Area GMs under intimation to GM/HOD (Legal)	
v.	Approve legal bills for payment as per the approved rates. Rates are to be reviewed periodically	-	-	-	-	For HQ- Full Powers to GM/HOD(Legal) For Area- Area GMs under intimation to GM/HOD (Legal)	
13	Personnel Matters :-						
<i>i.</i>	Constitute Departmental Promotion Committee and to approve the recommendations of the DPC and fix pay on such promotion.						(NA at Subsidiary Level)
<i>a.</i>	<i>For executives upto E6 grade and all non-executives</i>	-	-	-	-	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
b.	<i>For executives of E7 grade and above (below Board level)</i>	-	-	-	-	-	
ii.	Constitute Selection Committee for recruitment and fix pay on such recruitment.						
a.	For executives upto E6 grade and all non-executives	-	-	Full powers for non-executives.	-	-	
b.	For executives of E7 grade and above (below Board level)	-	-	-	-	-	
iii.	Determining seniority for employees.						
a.	For executives upto E7 grade and all non-executives	-	-	Full powers for non-executives.	-	-	
b.	For executives of E8 grade and above (below Board level)	-	-	-	-	-	
iv.	Approval of recruitment processes and procedures	-	-		-	-	Full powers to CMD, CCL for non-executives.
v.	Confirmation of executives on completion of initial training or probation period on promotion.	-	-		-	-	
vi.	Inter-departmental transfer of executives and non-executives	-	-	-Full powers for Non-executives	-	Area GMs as per the requirements within their administrative control for non-executive only. GM(Security) for non-executive security cadre employees.	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks	
vii.	Inter-company transfer of non-executives	-	-	-	-	-	<i>Full powers to D(P&IR), CIL for Inter - company transfers.</i>	
viii.	Select/ appoint/ promote/ non-executives on the basis of recommendation of Selection Committee/ DPC as per Rules.	-	-	Full powers on recommendation of the Selection Committee.	-	Full power to Area GM- for employees posted at Area. Full powers to GM(NEE) for centralised cadre employees and employees posted at HQ. For Security and Fire personnel in non-executive cadre: Full Power to Chief of Security /GM(Security).	As per extant rules/policies of the company within the approved Manpower Budget.	
ix.	Fix pay for non-executive cadres	-	-	-	-	For HQ - Full powers to GM(NEE), HQ . For Area - Full Power to Area GMs For Security & Fire – GM(Security)	As per extant Rules/Policy of the Company.	
x.	Termination / compulsory retirement / voluntary retirement / demotion / compulsory proceeding on leave / suspension or taking disciplinary action or award punishment / termination of services for non-executives in accordance with rules for non-executives	As per Certified Standing Orders. For Security and Fire personnel in non-executive cadre: Full Power for suspension or initiating disciplinary action to Chief of Security.						

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
xi.	Confirmation of non-Executives on completion of initial training or probation period on promotion / accepting resignation.	-	-	Full powers	-	Full powers to GM(NEE) for HQ and Area GMs for Areas for confirmation of non-Executives on completion of initial training or probation period on promotion	
xii.	Award & prizes to non-executives	-	-	Full powers on recommendation of concerned FDs/CVO	-	-	
xiii.	Authorize settlement of Labour disputes by conciliation in respect of all employees in the Wage Board scales of pay.	-	-	Full powers with consultation of CMD, CCL.	-	-	
xiv.	Approval for employment under NCWA	-	-	Full powers	-	-	
xv.	Approval of change of hometown of the employees	-	-	Full powers for executives	-	Full powers to GM(MP&IR)/GM(NEE) for non-executives	
xvi.	Appointment of Wage Board Employees as per procedures	-	-	Full Powers	-	-	
xvii.	Forward application for outside employment	-	-	Full Powers	-	Full powers to GM(P/EE) for executives: Under approval from D(P). GM(MP&IR)/ GM(NEE) for non-executives: Under intimation to D (P).	As per rules & policy.
xviii.	Acceptance of declaration of property on acquisition	-	-	-	-	Full powers to GM(P/EE) for executives and GM(NEE)/	As per rules & policy.

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
						Area GMs for non-executives	
14	Management Development & Training Matters: -						
i.	Sanction of payments to various professional institutions / organisations /study-circles for organising workshops, seminar, programmes etc	Full powers	Full powers	Full powers	Full powers	-	
ii.	Depute any employee of the Company to workshops, seminars, training programmes, etc. excluding foreign programmes	-	-	Full powers for deputing / nominating employees for programmes (within India) subject to the recommendation of concerned GM/ HoD and approval of concerned FD/CVO.	-	-	
iii.	Initiate introduction of training course, departmental examinations, recruitment examinations and other related matters required for Management development.	-	-	Full powers	-	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
iv.	Incur expenditure towards running of staff colleges in company training programmes	-	-	Full powers	-	-	
v.	Approve payment of international air-fare as per Govt. Rules and TA, DA as per RBI Rules for employees deputed abroad for training as per the relevant rules.	-	-	Full powers	-	-	
vi.	Payment of registration fees to ICWA/ICAI/ICSI/Chapters /GATE as well as other institutions for campus selection /recruitment of executives	-	-	-	-	-	NA for CCL
15	Administrative matters (for depts and estb. under administrative control):-						
i.	Sanction payment of charges on account of rent, electricity, gas, water, insurance, maintenance, municipal rates, taxes, license fee and other incidental charges on company leased flats \ offices \guest houses\ vehicles.	-	-	-	-	Full powers to GM/HOD (Admin/ E&M/ E&T/ TA/Civil) for HQ and Area GMs for Area.	
ii.	Sanction payment of a. <i>postal charges</i>	Full Power	Full Power	Full Power	Full Power	a. Full powers to GM/HOD (Admin) for HQ and Area GMs for Area. (To be exercised by Project Unit Heads also.)	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	<i>b. Mobile charges / landline charges / Internet & Broadband bills etc.</i>	Full Power	Full Power	Full Power	Full Power	b. Full powers to GM/HOD (E&T) for HQ and Area GMs for Areas.	
iii.	Sanction purchase and repairs & maintenance of Office furniture & fixtures	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	<p>a) For Purchase: GM/HOD (Admin/TA) /Area GM - Upto ₹ 5 lakhs in each case subject to a limit of ₹ 25 lakhs per annum under intimation to concerned Director (If covered in PR/Scheme/ Survey off / Budget).</p> <p>b) Repair & Maintenance: To be dealt as per concerned DOP for revenue expenditure for works & services.</p>	
iv.	Sanction purchase and repairs & maintenance of electrical fittings, office equipment, AC, Generators, Water-pumps etc	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	₹10 lakhs in each case subject to limit of ₹50 lakhs per annum	<p>a) For Purchase: GM/HOD (Admin/TA/Civil/E&T/E& M) for HQ and Area GM for Area - Upto ₹ 5 lakhs in each case subject to a limit of ₹ 25 lakhs per annum under intimation to concerned Director (If covered in PR/Scheme/ Survey off/Budget).</p> <p>b) Repair & Maintenance: To be dealt as per concerned DOP for</p>	For purchase, intimation to concerned Director.

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
						revenue expenditure for works & services.	
v.	Sanction hiring of furniture and office equipment, building, P&M, vehicles etc.	Upto ₹50 lakhs per annum	Upto ₹50 lakhs per annum	Upto ₹50 lakhs per annum	Upto ₹50 lakhs per annum	GM/HOD (Admin / E&T / E&M/ Systems) for HQ and Area GMs for Area - Upto ₹5 lakhs per annum with approval of concerned Director Full powers to GM(Admin) - For hiring vehicles in case of non-availability of company vehicles and/or with respect to visit of VVIPs/VIPs administrative and emergent situations.	
vi.	Sanction printing, binding, stationery and courier expenses	Full powers	Full powers	Full powers	Full powers	Upto ₹10,000/- in each case, subject to limit of ₹2.50 lakh p.a. for all departments and establishments under his administrative control.	Regarding procurement of stationery: Non-availability of the respective item in stores to be taken.
vii	Sanction for granting Imprest	Full powers	Full powers	Full powers	Full powers	To operate imprest of their respective departments as approved by the concerned FDs. Existing imprest already approved shall continue.	
viii.	Sign lease agreement for acquiring residential flats, office and other service buildings	-	-	Full Power	-	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
ix.	Sanction purchase of stores, spare parts, other accessories, petrol, oil, lubricants required for repair, maintenance of company's vehicles, properties, plant & machinery, office, guest house and holiday homes, training institutes/college etc.	Full Power	Full Power	Full Power	Full Power	Full powers to GM(Admin)/(TA)/(E&M)/Area GM within approved budget.	As per the provisions of Purchase Manual.
16	Appointment of Consultants (Company / partnership firm / LLP) :-	As per Annexure- v					
17	License/ Lease Company's land	<i>As per approved Policy</i>			-	-	
18	Contingencies & Miscellaneous Matters (for depts and estb. under administrative control):-						
i. a.	Purchase of accessories / spare parts for computers, laptops and other peripherals and software licence etc. other than those under the approved scheme if not available in GeM portal	Upto ₹ 3.75 Crores in a year	Upto ₹ 3.75 Crores in a year	Upto ₹ 3.75 Crores in a year	Upto ₹ 3.75 Crores in a year	GM/HOD (System/E&T) for HQ and Area GMs for respective areas: Upto ₹25,000/- in each case, subject to a limit of ₹ 5 lakh per annum.	Amendment as per Ref No: CIL: XI(D): 04027:2022:28946 Dated 03.08.2022 <i>[To be dealt as per extant guidelines and manuals]</i>
b.	Repairing of computers, laptops, printers and other equipment and if not available in GeM portal						
ii.	Sanction for incurring expenses on entertainment for official purposes	Upto ₹50,000/- in each case, subject to a	Upto ₹50,000/- in each case, subject to a	Upto ₹50,000/- in each case, subject to a limit of ₹25 lakhs per annum	Upto ₹50,000/- in each case, subject to a	Upto ₹10,000/- in each case, subject to a limit of ₹1 lakh per annum.	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
		limit of ₹25 lakhs per annum	limit of ₹25 lakhs per annum		limit of ₹25 lakhs per annum		
iii.	(a) Sanction for incurring publicity expenses	Full powers	Full powers	Full powers	Full powers	-	
	(b) Sponsorship, advertisement in different programs, journals, magazines, souvenir, coffee table books, etc. and Expenses related to public relations, image and brand building activities in the society.	Full powers	Full powers	Full powers	Full powers	-	
iv.	Incurring expenses of contingent nature on meetings, conferences, workshops, knowledge day, debriefing sessions, seminars, exhibitions, ceremonies, celebrations, functions, sports & games, purchase of mementos etc.	Upto ₹5 lakhs in each case subject to a limit of ₹50 lakhs per annum	Upto ₹5 lakhs in each case subject to a limit of ₹50 lakhs per annum	Full Powers to D(P) for Arrangement of lunch, refreshments and other hospitalities in connection with Company's guests, meetings, conferences, workshops, knowledge sessions, debriefing sessions, seminars, exhibitions, ceremonies, celebrations, functions, sport &	Upto ₹5 lakhs in each case subject to a limit of ₹50 lakhs per annum	For HQ: GM/HOD (Admin):	<ol style="list-style-type: none"> 1. Full powers for Booking of air / rail tickets and hotel / guest-house accommodation for official purposes 2. Full powers for Arrangement of lunch, refreshments and other hospitalities in connection with Board and Board-level Committee Meetings, CMDs Meetings, CFDs Meetings, FDs Co-ordination Meetings. JBCCI Meetings and Safety Board Meetings.

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
				games, purchase of mementos etc. -		<p>3. Upto ₹2,50,000/- in each case subject to a limit of ₹50 lacs p.a. for arrangement of lunch, refreshments and other hospitalities in connection with company's guests, meetings, conferences, workshops, knowledge sessions, debriefing sessions, seminars, exhibitions, ceremonies, celebrations, functions, sports & games, purchase of mementos etc.</p> <p>For Area GMs: ₹ 50,000/- in each case subject to a limit of ₹ 5 lakhs per annum</p>	
v.	Incurring expenses of contingent nature for production <i>and other items</i>	Upto ₹ 5 lakhs in each case with a ceiling of ₹50 lakhs per annum	Upto ₹ 5 lakhs in each case with a ceiling of ₹50 lakhs per annum	Upto ₹ 5 lakhs in each case with a ceiling of ₹50 lakhs per annum	Upto ₹ 5 lakhs in each case with a ceiling of ₹50 lakhs per annum	<i>Upto Rs. 50,000/- in each case with a ceiling of Rs. 5 lakhs per annum</i>	Amendment as per Ref No: CIL: XI(D): 04027:2022:28663 Dated 10.06.2022
vi.	Operation of Secret Fund	-	-	-	Upto ₹ 5 Lakhs with adequate internal record as per	-	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
					the extant rules.		
vii.	Approval of Grants & Donations.	Upto ₹1.00 lakh in each case, subject to a limit of ₹5 lakhs per annum	Upto ₹1.00 lakh in each case, subject to a limit of ₹5 lakhs per annum	Upto ₹1.00 lakh in each case, subject to a limit of ₹5 lakhs per annum <i>Full powers for grants to schools and educational institutions.</i>	Upto ₹1.00 lakh in each case, subject to a limit of ₹5 lakhs per annum	-	
viii.	Payment of Honorarium as per guidelines	Full powers.	Full powers	Full powers	Full powers	<i>Full Powers to GM/HOD(HRD) as per the extant rules and guidelines</i>	
ix.	Using official vehicles on Saturday/ Sunday/holidays for official purpose.	Full powers	Full powers	Full powers	Full powers	Full powers	
x.	Functioning as Controlling Officer for self for submission of TA/DA, Medical claims & others	Full powers	Full powers	Full powers	Full powers	Full powers	
xi.	Decide, approve and sanction for all kinds of logistic support like vehicles, manpower, florist, catering, printing, etc to CIL, MOC and Hon'ble Minister's office/office cum residence	-	-	-	-		NA For CCL
xii.	Sanctioning of hiring/purchase, repair & maintenance of office equipment, electrical fittings	-	-	-	-		NA For CCL

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	fixtures and air conditioners etc at Ministry of Coal and Hon'ble Minister's office/office cum residence.						
xiii.	Sanction transport charges, loading, unloading charges for shifting of furniture, fixtures, equipment, files, documents etc.	-	-	-	-		NA For CCL
xiv.	Approve payment of bills of routine expenditure on tea/coffee for the employees of CIL and working lunch etc.	-	-	-	-		NA For CCL
xv.	Power to sanction Financial Assistance /Grant-in-Aid to Colliery Institutions such as Canteen, Workers Institute, Recreation Club/Centre, Educational Institutions and other Social Service Institutions as per prevailing rules within the State/ Coalfield Areas/ HQ region	-	-	Upto Rs.2 lakhs in each case subject to a limit of Rs.50 lakhs per annum	-	-	CFDs - Full Power CMD- Upto Rs.5 lakhs in each case subject to a limit of Rs.1 Crore per annum. [Amendment as per Ref No: CIL: XI(D): 04027:2022:29230 Dated 25.08.2022]
19	Medical Matters: -						
i.	Approval for cashless facility for annual health check-up of CIL HQ executives	-	-	-	-		NA For CCL
ii.	Approval for cashless facility for referral of CIL HQ employees to empanelled hospitals	-	-	-	-		As per existing rules and policy.

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
iii.	Approval for payment of medical bills as per CGHS rates in case of on-roll/retired employees, if taken treatment in non-empanelled hospital in emergency condition.	-	-	Full powers for non-executives	-		CMD: Full power for executives.
20	Secretariat Matters: -						
i.	Payment of Annual & other fees to Stock Exchanges & Depositories	-	-	-	-	Full powers to Company Secretary	
ii.	Issue instructions for arrangement of hotel booking and transportation for Govt./ Independent Directors / Permanent Invitees / Auditors / Consultants who are attending the Board Meetings / Committee Meetings / AGM / EGM as per their schedule.	-	-	-	-	Full powers to Company Secretary	
iii.	Sanction fees to be paid to ROC including fees to be paid to professionals for certifying / uploading the statutory forms / documents required as per the Companies Act/ LODR'2015	-	-	-	-	Full powers to Company Secretary	
iv.	Issue advertisements to newspapers required as per	-	-	-	-	Full powers to Company Secretary	

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	Companies Act and other Regulations through CC&PR Dept.						
21	Clearing & Forwarding Services: -						
i.	Sanction advance/payment for port charges, custom duty, payment of demurrage for wagon and detention charges for boats/ burges at prescribed rate and any other incidental expenses for clearance of cargoes from both Customs and Ports.	-	-	-	-		
ii.	Sanction advance /payment for other charges such as Truck/Tempo/hand cart hiring/Crane hire/Cooperage with appraisement, sealing /engaging casual labour etc. at actuals in connection with transport and clearance and dispatch of imported consignments including ocean freight, insurance, hire of lighters and steamer for towing etc.	-	-	-	-		
iii.	Sanction advance /Payment for underloading of truck/Trailer by volume or weight vis-a-vis contract due	-	-	-	-		

Revised Delegation of Powers

Sl. No.	Items	D(T), CCL	D(F), CCL	D(P), CCL	CVO, CCL	GMs/HODs at HQ & Area GMs of CCL	Remarks
	to necessary and emergency which should be recorded.						
iv.	Sanction / incur miscellaneous expenses towards pursuing of clearance at Customs/Port, purchase of Stamp/Bond papers, survey of cargo, other incidental expenditure related thereto and sanction, advance therefor.	-	-	-	-		
22	CC&PR Matters :-						
i.	Issue of official advertisement to newspapers & journals etc.					GM/HOD (PRO) – With empanelled agencies at approved rates with approval to DP.	Limits to be decided by D(P).
ii.	Sanction of expenditure on photography for official functions / occasions / meetings etc.					GM/HOD (PRO) – With empanelled photographers at approved rates with approval to DP.	Limits to be decided by D(P).

Note*: Clause No 1(viii) and 9 are the items related with Marketing and Sales, to be exercised by the Functional Director In-charge of Marketing and Sales Department.
