

M.P. Council of Science & Technology
Bhopal.

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Sub:- Delegation of Administrative Powers to the
Director of M.P. Council of Science &
Technology by the Executive Committee.

Nature of Powers	Extent of Powers delegated to Director
2	3
To create and abolish posts	With the approval of Executive Committee
Appointments	Full powers in respect of Class IV, Class III & Class II Posts carrying the scales sanctioned by the Govt. from time to time.
To declare stores and other property as surplus or un-serviceable & to prescribe the mode of their disposal.	Full powers
Grant of annual increment, removal of efficiency bar.	To all officers/employees working under him.
Power to (i) institute, conduct defend or abandon any legal proceedings by or against the MAPCOST, or its officers or otherwise concerning the affairs of the MAPCOST and also to compromise and allow time for payment and (ii) to sanction legal expenses.	Full Powers.
Powers to prescribe the form of security bond to be executed by subordinates entrusted with the custody of cash, stores and limit of security.	Full Powers.
Leave	Full Powers for the employees working in the MAPCOST.
Retention of an employee of the MAPCOST beyond the age of 60 years.	Full powers.
Investigation of arrear claims	Full Powers.
Acceptance of resignation	Full Powers in respect of whom he is the appointing authority.

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to inflict punishment	Full powers excepting dismissal and removal from the service in respect of employees of whom the Executive Committee is the appointing authority.
to terminate the services of any employees of the MAPCOST in accordance with the terms of contract.	Full Powers.
reimbursement of pay and allowances on a day prior to the next working day of the month if the intervening days happen to be holiday.	Full Powers.
power to sanction work charged establishment on daily and monthly rates.	Full Powers.
sanction of losses or write-off loss of cash stores stocks and other property.	Full Powers.
power to prescribe form for execution of lease deed, contracts, agreements and other instruments on behalf of the MAPCOST.	Full Powers.
power to execute lease deeds contracts agreements and other instruments on behalf on the MAPCOST including signing of powers of attorney/vakalatnama, affidavit/written statement.	Full Powers
appointment of Advisors/consultants for particular projects.	Full Powers
appointment of Advisors/consultants for MAPCOST.	Full Powers with the approval of the Executive Committee.
power to appoint Committees for the smooth functioning of the council.	Full Powers
power to Co-opt members in Risk Forces.	Full Powers

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Sub:- Delegation of Financial Powers to the Director
of M.P. Council of Science & Technology by
Executive Committee.

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Nature of Powers	Extent of Powers delegated to Director.
2	3
Controlling Officer for purpose of TA and Medical Bills.	Full Powers (He will be controlling officer also for his own TA/ Medical Bills)
Grant of additional duty allowance in case of temporary vacancies.	Full Powers upto a period of 6 months as per Govt. Rules.
To restrict the pay of officiating or temporary employees.	Full Powers.
Grant of advance increments.	Full Powers.
Advance for conveyance.	To permanent employees or to officers on deputation from State Government according to rules sanctioned by the State Government.
Sanction of imprest or permanent advance.	Full Powers.
Power to sanction conveyance allowance.	Full Powers.
To pay TA and DA and consulting fee to technical officer invited for advice or consultation.	Full Powers.
To pay TA/DA to person called for interview for employment where such payment is considered necessary.	Full powers.
To fix instalments for recovery of overpayments of pay and allowances or instalments for recoveries of other dues.	Full Powers.
Purchase of office furniture/equipment/stationery/other contingent items.	Full powers after following the procedure laid down for such purchases.
Power to take buildings on rent	Full powers.

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Maintenance repairs and replace- Full Powers
 ment of machinery & other equip-
 ment.

Power to incur expenditure on Full Powers
 celebration of National
 festivals like independence/
 public day etc.

Advertisement Charges Full Powers

Reputation of employees of Full powers provided the period
 MAPCOST for training courses does not exceed 6 months as per
 in India and giving them Government rules.
 suitable allowance during the
 period of training.

Entertainment of officials and Full Powers
 non-officials in connection
 with the affairs of the MAPCOST.

Power to sanction ex-gratia Full Powers on Government
 payment of non-recurring pattern.
 nature

Power to sanction funds for Full powers after following the
 Mini Research Projects to procedure to get the projects
 Universities/Engineering assessed by the experts in order
 Colleges/Medical Colleges. of preference.

Powers to sanction funds for Full Powers for the topics
 organising Seminars/Symposia/ approved by Vice-Chancellor
 Workshops and Scientific in respect of Universities and
 Lectures through Universities/ in respect of proposals received
 Engineering Colleges/Medical from Engineering & Medical
 Colleges and other Professional Colleges and other organisations
 and Academic Organisations. after these are got assessed by
 the experts.

Purchase of reference books/ Full Powers on recommendations
 back journals/current journals of experts.
 on various disciplines.

Sanction of Travel Grant to Full Powers after scrutiny
 scientists enabling them to subject to availability of fund
 present their Research papers
 in India.