



भारत सरकार **GOVERNMENT OF INDIA**
वित्त मंत्रालय **MINISTRY OF FINANCE**
राजस्व विभाग **DEPARTMENT OF REVENUE**

केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS

सीमा शुल्क आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS

सीमा शुल्क गृह, विल्लिंगटन आईलैंड, कोच्चिन
CUSTOM HOUSE, WILLINGDON ISLAND, COCHIN-682009

Sevottam Compliant



An IS 15700 certified Custom House

Website: www.cochincustoms.gov.in
E-mail: commr@cochincustoms.gov.in


Control Room: 0484-2666422
Fax: 0484-2668468
Ph: 0484-2666861-64/774/776

F. No. S44/46/O7 Admin. Cus.

Dated: 06.08.2019

Sub:- Delegation of Financial Powers to Head of Office-Reg.

In terms of Rules 14 of Delegation of Financial Powers Rules 1978, I, the undersigned, hereby delegate the powers as appended in the annexure to Head of Office, Joint Commissioner, Cochin Custom House and the other officers as mentioned therein.


(मु. यूसफ़/MOHD. YOUSAF)
आयुक्त/ COMMISSIONER

Encl: As referred above.

To

1. Joint Commissioner, Custom House, Cochin
2. DC/AC (Prev.)
3. DC/AC (Admin.)

Copy submitted for information and necessary action to:-

1. The Principal Chief Commissioner of Central Tax, Central Excise and Customs, Thiruvananthapuram Zone, C. R. Building, I. S. Press Road, Cochin-18.
2. All Deputy / Assistant Commissioners of Custom House, Cochin.
3. The CAO/ Administrative Officer (DDO) / PAO / Supdt. (Vig.) / PRD / Supdt. (EDI) - for uploading in the Website

ANNEXURE**Rule 14 of Delegation of Financial Powers Rules the powers to be delegated in Custom House, Cochin**

<u>Sl. No.</u>	<u>Name of the Expenditure /Subject</u>	<u>Rule Applicable</u>	<u>Competent Authority</u>	<u>Delegation of Powers</u>		<u>Remarks</u>
				<u>ADC / JC</u>	<u>DC/AC</u>	
1	2	3	4	5	6	7
1	Electricity, Gas and Water Charges	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	HOD Full Power	Full Powers	NIL	<u>ADC / JC (Prev.) and JC (Admn.)</u>
2	Fixtures and Furniture Purchase and Repairs	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	HOD Full Power	Rs. 2,00,000/- per annum subject to maximum of Rs. 50,000/- in each case	Rs. 50,000/- per annum subject to maximum of Rs. 10,000/- in each case	<u>ADC / JC (Prev.) and JC (Admn.)</u> <u>AC/DC (Prev)</u>
3	Hire of Office Furniture, Electric Fans, Heaters, Coolers, Clocks and Call Bells	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	HOD Full Power	Rs. 50,000/- per annum	NIL	<u>ADC / JC (Prev.) and JC (Admn.)</u>

4	Motor Vehicles (I) Purchase (II) Maintenance, upkeep and repairs	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	(I) NIL (II) Full Powers	(I) NIL (II) Rs. 25000 in each case and for single vehicle	NIL	<u>ADC / JC (Prev.) and JC (Admn.)</u>
5	Municipal, Rates and Taxes	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	HOD Full Power	Full Power	NIL	<u>ADC / JC (Prev.) and JC (Admn.)</u>
6	Postal and Telegraph Charges	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Powers to incur expenditure on this item subject to following the existing govt instructions. Through e-governance activities, electronic mode is to be increasingly adopted.	Same as Heads of Department	NIL	<u>ADC / JC (Prev.) and JC (Admn.)</u>
7	Printing and Binding	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt.	Full Powers to HOD in case printing is done in Govt. press or through			

		15.09.2011	Directorate of Printing. Rs. 1 Lakh p.a through private party including cost of paper and binding following GFRs 2005 provisions & Govt instructions on the subject.			
8	Publications	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Powers			
9	Purchases of Stationery	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Rs. 10 Lakhs p.a	Rs. 2,00,000/- p.a limited to Rs. 50,000/- in each case	Rs. 25,000/- p.a limited to Rs. 5,000/- in each case	<u>ADC / JC (Prev.) and JC (Admn.)</u> <u>AC/DC (Admin)</u>
10	Telephone Charges	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Powers	Full Powers		<u>ADC / JC (Prev.) and JC (Admn.)</u>
11	Miscellaneous Expenditure	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt.	Recurring:- Rs. 10,000/- p.a in each case.			

		15.09.2011	Non-Recurring:- Rs.20,000/- p.a in each case			
12	Freight and Demurrage Charges	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Powers			
13	Supply of Uniform	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Powers			
14	Annual Maintenance Contract (EPABX, Franking Machine, Gestetner Machine)	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Powers	Full Powers		<u>ADC / JC</u> <u>(Prev.) and</u> <u>JC (Admn.)</u>
15	Legal Charges	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Powers delegated under DFPR's will be applicable. The position of allocation of financial powers to HODs (alongwith restrictions, conditions etc.) from the powers available with the Department, as			

			prevailing before the issue of Dept. of Exp. Notif No. I (II) E- II(A)/2003 dtd: 16.09.03 will continue			
16	Computer Hardware (only repairs & purchase of peripherals and consumables)	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Power			
17	Rubber Stamps	As per Annexure of Ministry's letter F. No. 15/6/2008-IFU III Dt. 15.09.2011	Full Power	Rs. 25,000/- p.a	Rs. 5,000/- p.a	<u>ADC / JC (Prev.) and JC (Admn.)</u> <u>AC/DC (Admin)</u>

18	All office equipment including typewriter, electronic typewriter, dedicated word processors, intercom equipments, calculators, electronic stencil, cutter, Dictaphones, type recorders, photocopier, copying machine, franking machine, filling and indexing system etc	As per the rules of Delegation of Financial Powers dated 06.11.2015	Full Powers	Upto Rs. 50,000/- p.a and limited to Rs. 10,000/- in each case	Upto Rs. 10,000/- p.a and limited to Rs. 2,500/- in each case	<u>ADC / JC (Prev.) and JC (Admn.)</u> <u>AC/DC (Admin)</u>
19	Other items of Contingent Expenditure	As per the rules of Delegation of Financial Powers as dated 06.11.2015	Recurring:- Rs. 1,00,000/- p.a in each case Non-Recurring:- Rs. 1,50,000/- p.a in each case	NIL Non-Recurring:- Rs.50,000/- p.a limited to Rs. 20,000/- in each case	NIL	<u>ADC / JC (Prev.) and JC (Admn.)</u> <u>AC/DC (Admin)</u>