

No.A-36011/2/2009-Ad.I
Government of India
Ministry of Corporate Affairs

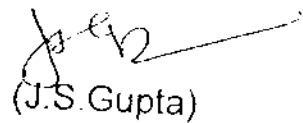
5th Floor, 'A' Wing, Shastri Bhawan
New Delhi, 23rd July, 2009

OFFICE ORDER

In terms of Rule 3(f) of Delegation of Financial Power Rules, 1978 and with the approval of Competent Authority, it has been decided that the Director/Deputy Secretary, in-charge of Administration will function as the "**HEAD OF DEPARTMENT**" for all Administrative and Financial matters relating to the concerned sections under his/her charge.

Further, in terms of Rule 14 of Delegation of Financial Powers Rules, 1978, the Under Secretary, in-charge of Administration will function as the "**HEAD OF OFFICE**" for all Administrative and Financial matters relating to the concerned Sections under his/her charge.

However, the matters pertaining to relaxation of rules would continue to be submitted for approval of Joint Secretary/ Additional Secretary/ Secretary, as the case may be.


(J.S. Gupta)

Under Secretary to the Govt. of India.

1. Pay & Accounts Officer Ministry of Corporate Affairs, Paryavaran Bhavan, Lodhi Road, New Delhi.
2. Sr. PPS to Secretary/PS to AS(PDS)
3. PS to JS(S)/ PS to JS(R)/DS(SP)
4. Cash/ Vigilance/ Budget /General/E-Governance Cell.
5. All Officers/ Sections in the MCA.
6. CA Branch, Bikaner House, New Delhi.
7. R&A Division, New Delhi House, New Delhi.
8. Guard File.