

To grant authority to the Managing Director, GOA-FDC in the matter of legal issues to protect the rights and interests of the Corporation.

The Board approved the same and the following resolution was thereafter passed unanimously.

Resolution No.7/2012.

1. Resolved unanimously that the proposal to authorize the Managing Director to act/take actions in the following matters:-
 - (i) Issue notices including show cause notices to the lessees and their agents in default;
 - (ii) Conduct enquiries, investigations and hearings in relation to breaches;
 - (iii) To take appropriate steps and action in relation to any breach including to cancel a lease, and to institute and defend legal proceedings;
2. Resolved unanimously that the Managing Director be and is hereby authorized to sign, file Applications, Written Statements, Affidavits, Rejoinders, Sirjoinders and other related documents, lead evidence in the cases to be or may be filed under the Goa, Daman and Diu Public Moneys Recovery of Dues Act, 1986, the Goa Land Revenue Code, 1968 and/or the Rules made thereunder as stated in the agenda note.
3. Resolved unanimously that the Managing Director be and is hereby authorized further to sign, file Applications, Written Statements, Affidavits, Rejoinders, Sirjoinders and other related documents, lead evidence in the case to be or may be filed under the Goa Public Premises Eviction of Unauthorised Occupants Act, 1988 and/or the Rules made thereunder, as stated in the agenda note.
4. Resolved further that the Managing Director be and is hereby authorized to Sub-delegate any of the powers mentioned as at 1 to 3 above to his sub-ordinate officials, as stated in the agenda note.
5. Resolved that the actions/decision taken by the Managing Director, Dy. GM (Adm.), OM(A), OM(N) & OM(S) till date of issuing Show Cause Notices, conducting hearing and issue of termination orders, etc., to the defaulted Companies, as mentioned in the agenda note be and is hereby ratified and approved.
6. The decision taken hereunder is in supersession of all the earlier decisions/resolutions of the Corporation taken in this respect.
7. Resolved further that the Managing Director be and is hereby authorized to take all further necessary action in the matter.

Goa Industrial Development Corporation

A Government of Goa Undertaking

SHREE SARASWATI MANDIR BUILDING, 18TH JUNE ROAD, PANAJI - GOA 403 001.
TEL. :91-832-224807, 91-832-226201 - 05 (FIVE LINES) FAX#: 91-832-220012/226477



NO. IDC/PSI/4116

Feb. 26, 1999.

Goa. (19)

ORDER

Subj: Delegation of powers to General Manager (Admin.) of GOA IDC.

Vide resolution No.956 in the 99th Board Meeting held on 6.10.81 certain powers has been delegated by the Board to the undersigned which has been amended and subject to amendment by the Board from time to time.

The undersigned is pleased to delegate the powers as listed in following serial numbers of the same list to General Manager (Administration) of this Corporation.

A.

1. Postage, Telegram, Telex, Telephone etc. (including residence telephones where provided) and M.O. commission
2. Rent of office buildings
3. Electricity, Water, sewage charges for office buildings
9. Maintenance & repairs of passongers Vehicles
10. Maintenance & repairs of transport Vehicles
13. Purchase of Bicycles for peons & Dak Messengers.
14. Maintenance & repairs of Bicycles.
19. Purchase of uniforms for peons and drivers
22. Repairs & Maintenance of room air Conditioners coolers for office buildings.



- 25. Books Periodicals for office use/ Library
- 26. Newspapers & priced publications for Office use
- 27. Subscription & admission charges of Membership to various Associations Bodies etc. other than clubs and similar Institutions
- 28. Compensation under workmen's Compensation Act or such other similar Acts/Provisions.
- 33. Advances to the staff of pay and transfer & travelling allowances. LTC.

B.


- 5. Grant of leave of all kinds except extraordinary leave exceeding 3 months to all officers & staff except self under CCS (Leave) Rules, 1972.
- 10. Reimbursement of Medical claims
- 11. Grant of conveyance allowance to physically handicapped officials on the recommendations of the Medical Authorities on Government sanctioned Sides.
- 13. Powers of controlling officers for T.A. purposes and all other powers under T.A. Rules and orders.
- 14. Payment of LTC claims of officers and Staff and all other powers under the Order of LTC.

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Concerned Section shall take sanction/approval of G.M.(A) in respect of the abovesaid matters so delegated. Accounts Section shall send all such bills/vouchers to General Manager(Administration) for sanction in respect of all such matters. However, payment shall be made by Accounts Section with the approval of G.M.(A) in respect of Group 'B' and Group 'A' employees only after necessary approval of the undersigned is obtained in respect of matters as listed in the 'B' of the abovesaid list.

This order shall come into effect immediately.


(D. C. Salunke)
MANAGING DIRECTOR

To,
Shri A. D. Naik,
General Manager(Administration),
GOA IDC,
Saraswati Mandir Building,
Panaji-Goa

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Extract of the minutes of the 255th B.M.

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The Board discussed the agenda item. It was decided that since new liberal Industrial Policy of Goa is in the offing, more projects are likely to be attracted in Goa and hence it was decided to acquire land admeasuring 70,000m² at Pissurlem. The following resolution was thereafter passed unanimously:

Resolution No. 183/2001.

Resolved unanimously that the proposal to acquire the land admeasuring 70,000m² at Pissurlem in Sattari Taluka as discussed in the meeting be and is hereby approved.

Resolved further that the Managing Director be and is hereby authorized to take all further action in the matter.

Item No. 10.

A) Termination/discontinuation of service contract of Technical Advisor/Financial Powers to be given to the General Manager(Engg.)/Reconstitution of Technical Advisory Committee (T.A.C.).

B) The amendment of delegation of powers to the Officers/T.A.C. of the Corporation delegated by resolution no. 2283 in the 231st Board Meeting held on 29.12.98 and under resolution no. 25/99 in the 233rd meeting held on 08.02.99.

The Board of Directors perused the agenda item about the termination of service contract, amendment of delegation of powers, as mentioned above. The B O D were of the firm opinion that for the smooth functioning of the Corporation and to avoid criticism, the services of Technical Advisor to be retained. However, it was decided to appoint Shri Prakash S. Khandeparkar, retired Additional Chief Engineer of Irrigation Department, Government of Goa in place of Shri J.F.F. De Albuquerque from 1st November, 2001. It was also decided to enhance the powers of present GM(Engg.) being the Officer of the rank of Superintending Engineer, PWD/Department of Water Resources of Goa State, about according of technical sanctions to estimates and grant of extension of time and completion of works and levy of compensation, accord of technical sanctions to extra items in the award of additional quantities, etc., from present Rs. 7.50 lakhs to Rs. 20.00 lakhs.

It was also decided to refer the bills to the Technical Advisor pertaining to the works costing above Rs. 10.00 lakhs as against the prevailing practice of referring the bills costing above Rs. 2.00 lakhs for needful certification. The following resolution was thereafter passed unanimously:

Resolution No. 184/2001.

Resolved unanimously to appoint Shri Prakash S. Khandeparkar, retired Additional Chief Engineer of Irrigation Department, Government of Goa as Technical Advisor to the Corporation in place of Shri J.F.F. De Albuquerque on the same terms and conditions with effect from 1st November, 2001, as discussed in the agenda note be and is hereby approved.

Resolved further to enhance the powers of GM(Engg.) about according of technical sanctions, extensions, levy of compensation, etc, from Rs. 7.50 lakhs to Rs. 20.00 lakhs as mentioned above and as discussed in the meeting be and is hereby approved.

Resolved further to refer the bills to the Technical Advisor pertaining to the works costing above Rs. 10.00 lakhs as against the prevailing practice of referring the bills costing above Rs. 2.00 lakhs for needful certification as discussed in the meeting be and is hereby approved.

No. GOA IDC/GM(A)/

26.2.1999

CIRCULAR

Sub: DELEGATION OF POWERS TO THE OFFICERS OF THE CORPORATION.

Powers were delegated to the officers of the Corporation under Resolution No. 956 in the 99th Board Meeting held on 6.10.1981. However, the said powers delegated being very limited, it was decided to revise the powers and accordingly under resolution no. 2283 in the 231st Board Meeting held on 29.12.1998 and under resolution no. 25/99 in the 233rd Board Meeting held on 8th February, 99 the powers were revised by the Board for better functioning of the Corporation. The spread over have now been comprehensively complied and copies of which are enclosed at Annexure 'A' (page 1 to 8) for perusal and knowledge of the concerned Officers and Section Heads.


(A. B. Naik)
GENERAL MANAGER (ADMN.)

- To,
- 1) CAO.
 - 2) GM(S).
 - 3) CM@.
 - 4) All Dy. GM's.
 - 5) All AM's.
 - 6) All FM's.

c.c. to: MD for information.

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ANNEXURE 'A'

**DELEGATION OF POWERS TO THE OFFICERS OF
THE CORPORATION.**

Sr. No.	Nature of Power	Officers to whom delegated	Extent of powers delegated
<u>A. Incurring expenditure on the following items:-</u>			
1)	Postage, telegram, telex, tele- phone, etc. (including resi- dence telephones where pro- vided) and M.O. commissions.	Managing Director,	Full.
2)	Rent of office buildings.	-do-	Full.
3)	Electricity, water, sewage charges for office buildings.	-do-	Full.
4)	Purchase of office furniture.	-do-	Rs. 1,00,000/- per year.
5)	Purchase of office equipments like typewriter, calculating machines, elect. Call bells, etc.	-do-	Full.
6)	Electrical fans & light fittings fixtures for office buildings.	-do-	Full.
7)	Purchase of cars, jeeps & other passenger vehicles.	-do-	Full on the specific approval of the same by the Corporation.
8)	Purchase of transport vehicles, such as trucks, tankers, dumpers, etc.	-do-	-do-
9)	Maintenance & repairs of passenger vehicles.	-do-	Full.
10)	Maintenance & repairs of transport Vehicles.	-do-	Full.
11)	Stationery & printing including Office requirement of other similar Items such as rubber stamps etc.	-do-	Full.
12)	Advertising & publicity.	-do-	Full.
13)	Purchase of bicycles for peons & dak messengers.	-do-	Full.
14)	Maintenance & repairs of bicycles.	-do-	Full.
15)	Hire charges of passenger vehicles.	-do-	Full.



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- 16) Hire charges of transport vehicles. -do- Full.
- 17) Purchase of stores for construction works. -do- Full.
- 18) Purchase of stores for maintenance works. -do- Full.
- 19) Purchase of uniforms for peons and drivers. -do- Full.
- 20) Minor works of partitions, additions, etc. in office premises. -do- Full.
- 21) Purchase of Room Air-conditioners Coolers for Office Buildings. -do- Full subject to specific approval of the Corporation.
- 22) Repairs & Maintenance of Room Air-conditioners, Coolers, etc for Office buildings. -do- Full.
- 23) Water Coolers – purchase and maintenance and repairs. -do- Full.
- 24) Rent of residential buildings/flats for employees of the Corporation. -do- Full subject to approval of the Corporation to take on lease the premises & to provide the residential accommodation for the specific officials.
- 25) Books/periodicals for office use/Library. -do- Full.
- 26) Newspapers & priced publications for office use. -do- Full.
- 27) Subscription & admission charges of membership to various Associations bodies etc. other than clubs and similar institutions. -do- Full subject to approval of the Corporation for enrolment as member or subscriber etc.
- 28) Compensation under workmen's compensation Act or such other similar Acts/Provisions. -do- Full subject to the ex-post facto approval of the Corporation.

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29)	Deposits for Telephone, Water, Electricity, Sewage, renting of Office and residential buildings/ Premises & other services.	-do-	Full.
20)	Advance payments with Public Ltd. companies and Govt. Corporation's and other reputed manufacturers for supply of controlled items allotted by Government, etc.	-do-	Full.
21)	Hire of pendals, conference hall, decoration items including lighting public address system, chairs, etc. in connection of inauguration ceremonies, conferences, etc.	-do-	Full.
22)	Refreshment and entertainment charges.	-do-	Full.
23)	Advances to the staff of pay and transfer & travelling allowances, L.T.C.	-do-	Full.
24)	Advances for purchases, etc.	-do-	Full.
25)	Investment of surplus funds in term deposits with nationalised banks and any schedule banks.	-do-	Full.
26)	Any special items of expenses not specified in connection with the office dealings.	-do-	Rs. 15,000/- in each case.
27)	Payments of work bills and supply bills of contractors.	-do-	Full.
28)	Payment of reward, fees, remuneration and any other such payments, except those covered as Honorarium to staff covered under service rules.	-do-	Full.
29)	Payment of fees, remuneration, to Consultant, Auditors or any persons bodies, institutions.	-do-	Full subject to the prior approval of the Corporation taken for the engagement.

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- 40) Write off of losses of revenue. -do- Rs. 500/- in case subject to the annual ceiling of Rs. 10,000/-.
- 41) Write off of losses of funds by misappropriations, etc. -do- Rs. 100/- in each case.

B. Staff Matters:-

- 1) Creation of post/s and prescribing scales of pay. Managing Director. Full subject to prior approval of the Corporation.
- 2) Appointment of Officers and staff except MD and CAO. -do- Full subject to adherence to the B.R.'s.
- 3) Grant of advance increments. -do- Full subject to prior approval of the Corporation.
- 4) Grant of special pay to cashiers and Gestetner Operator on Govt. scales. -do- Full.
- 5) Grant of leave of all kinds except Extraordinary Leave exceeding 3 months to all officers and staff except self under CCS (Leave) Rules 1972. -do- Full.
- 6) Conversion of any absence into any kind of leave, etc. -do- Full subject to the ceilings as in item 5.
- 7) Regularisation of excess joining time. -do- Full.
- 8) Transfer of officers and staff except CAO. -do- Full.
- 9) Sanction of Air Travel to non-eligible Officers not below the level of GM's and CAO. -do- Full.
- 10) Reimbursement of Medical Claims. -do- Full.
- 11) Grant of conveyance allowance to physically handicapped officials on the recommendations of the Medical authorities on Government sanctioned scales. -do- Full.

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| 12) | Passing of T.A. claims of officers & Staff for tour, transfer, training, etc. | -do- | Full. |
| 13) | Powers of controlling officers for T.A. purposes and all other powers Under T.A. rules and orders. | -do- | Full. |
| 14) | Payment of LTC claims of officers and staff and all other powers under the order of LTC. | -do- | Full. |
| 15) | Allowing to draw pay of officers & staff without medical fitness certificate upto 3 months. | -do- | Full. |
| 16) | Grant of actual travelling expenses Claims on tour journeys. | -do- | Full. |
| 17) | Powers of investigation of claims of T.A., LTC, Medical reimbursement and allowing the same in relaxation of time limit for its presentation for reimbursement /payment. | -do- | Full. |

E. Works Expenditure.

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| 1) | To accord administrative approval and expenditure sanction for minor works and additions and alterations to sheds, maintenance works, including street lights, tree planting & purchase of store, etc. | Managing Director | Rs. 7,50,000/- |
| 2) | Accord of technical sanction to detailed estimates. | GM(E) | Rs. 7,50,000/- and thereafter sanction of of TAC has to be obtained. |
| 3) | Acceptance of lowest tender
- d o - | Managing Director
T. A. C. | Rs. 7,50,000/-
Full. |
| 4) | Award of work by negotiations with the lowest tenderer.
-d o - | Managing Director.
T.A.C. | Rs. 7,50,000/-
Full. |

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5) To grant extension of time for completion of works. GM(E)

D) Full powers in respect of individual contract amounting to Rs. 7,50,000/-

II) Full powers in respect of individual contracts amounting to more than Rs. 7,50,000/- and upto Rs. 15,00,000/- provided the delay is not more than 1/3 of the stipulated period.

To grant extension of time limit for completion of works. T.A.C.

Full powers

6) Powers to levy compensation in case of delay in completion of works. GM(E)

D) Full powers in respect of individual contracts amounting to Rs. 7,50,000/-

II) Full powers in respect of individual contracts above Rs. 7,50,000/- and upto Rs. 15,00,000/- provided the delay is not more than 1/3 of the stipulated period.

- do - T.A.C.

Full powers subject to the conditions that the quantum of compensation once levied by TAC shall not be changed without Corporation approval.

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7)	Accord of sanction to extra items.	GM(E)	Rs. 50,000/- in respect of Schedule & Agreement items. In respect of other items, 25% of the contract value subject to a ceiling of Rs.25,000/-. Beyond this sanction of TAC would be necessary, who will have full powers.
8)	Award of additional quantities against abnormally high/low items variations being more than 25% compared to the estimated rates.	GM(E)	Rs. 25,000/-
	- d o -	T.A.C.	Full powers.
9)	To pass excess over estimates.	GM(E)	Officer may pass excess over estimates provided the excess is not more than 5% of the amount sanctioned.
	- d o -	T.A.C.	TAC may pass such excess upto 10% in case of works costing upto Rs.7,50,000/- lakhs and 7.5% in all other cases.
10)	Passing of first and final bill and running account bill.	GM(E)	Full powers.
11)	Passing of bills of works charged establishment.	GM(E)	Full powers.
12)	Acceptance of substandard work and determination of rates.	T.A.C.	Full powers.

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D. Redelegation:

All or any of the above powers can be delegated either to C.A.O. or any GM's for the following items by the authorities to whom it is delegated as above.

- i) A – item No. 7, 8, 21, 29 & 31;
- ii) B – item No. 1, 2, 3, 4, 6, 7, 8, 9, 15, 16 & 17;
- iii) C – item No. 1, 2, 3 & 4.

These Officers are however not empowered to redelegate the same to their subordinates. The Corporation is having the powers to incur the expenditure from its funds vide Section 23(1) of the GDDIDC Act, 1965. The powers can be redelegated vide Section 14 (1) of the said Act subject to the previous permission of the State Government.


GENERAL MANAGER (ADMIN.)

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