

OFFICE OF DEPUTY DIRECTOR (OPERATIONS)

IITD/DDO/Stores/2012/L12.i

Dated: 13th November, 2012


Subject: Disposal of unserviceable items under Permanent Assets (PA)

A circular was recently issued on the above subject. The powers of the Director and other functionaries to write off/disposal of stores rendered unserviceable due to normal wear & tear of individual item have been enhanced as under:

| CFA | Normal wear & tear of individual items costing Rs. | |
|--------------|--|---|
| | Existing | Revised/ modified |
| HOD/PI | Upto Rs.20,000/- Total amount not to exceed Rs.2.0 lac | Upto Rs.1.0 lac Total amount not to exceed Rs. 5.0 lac |
| DD (O) /DIRD | Upto Rs. 2.0 Lac Total amount not to exceed Rs.10.0 lac | Upto Rs.5.0 Lac Total amount not to exceed Rs.25.0 lac |
| Director | Upto Rs.5.0 lac Total amount not to exceed Rs.25.0 lac | Upto Rs.25 lac Total amount not to exceed Rs.1.0 crore |
| BOG | Full Powers | Full Powers |

Hence in the circular sent, the Heads of Departments/Centers/Sections/Unit are eligible to dispose old items at their own level, if the assessed value by the survey board is less than Rs.5 lac for Permanent Assets:

Please take note of the above change.


(Prof. S.N. Singh)

Deputy Director (Operations)

All Heads of Depths/Centres/Sections/Units