F. No.6-2/2025-FA(P)

Government of India
Ministry of Communications
Department of Posts
(Integrated Finance Wing)

Dak Bhawan, New Delhi – 110001 Dated: 08 September, 2025

Addendum II

Subject: Delegation of Financial Powers to Heads of Circles (HOC), Heads of Department (HOD), Independent Directors and Divisional Heads of Department of Posts

The undersigned is directed to refer to this Department's Office Memorandum of even number dated 28th March, 2025 and Addendum dated 22.05.2025, delegating the financial powers to Heads of Circles (HOC), Heads of Department (HOD), Independent Directors, Sr. DDG (PAF), GM (F), DsAP, and Divisional Heads in four different Schedules (i.e. Schedule II.A, Schedule II.B, Schedule II.C and Schedule III).

- 2. After a thorough evaluation of the requests from various Functional Divisions and Circles regarding modifications to the items of expenditure listed in the OM dated 28.03.2025 and the addendum issued on 22.05.2025, it has been felt necessary to revise/add/ remove certain items of expenditure.
- 3. In view of the above, the following items of expenditure listed in the various Schedules issued vide OM dated 28.03.2025 and addendum dated 22.05.2025 are hereby replaced/added/removed as follows.

(A) Schedule – II.A (Financial Powers of HOC and HOD)

Item of Expenditure	Extent of Financial powers delegated	Rules, Orders, Remarks Authority, Restrictions or Scales to which the Expenditure shall be Incurred
Object Head - 13 (Office	Expenses)	

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Page 1 of 24

Sl No. 10(v) of the Schedule II. A

10 (v) - Purchase of fixtures Full power is Furniture and IFA subject to the fixtures not consultation is and furniture. prescribed exceeding the required. scale or other threshold limit of beyond conditions one lakh rupees or Rs.75,000/- in that may bethree years of useful each case. prescribed bylife, either of the two, as decided by Government the Government from time to from time to time time. can only procured in this Object Head-13-Office Expenses.

Sl No. 10(ix) of the Schedule II.A

10(ix) - Purchase of office Full Powers.	(i) Office IFA
equipment not exceeding	Equipment does not consultation is
threshold limit of one lakh	include any item required.
rupees or three years of useful	defined under beyond
life, either of two, as decided by	Object Head -19 Rs.75,000/- in
the Government from time to	each case.
time.	(ii) The office
	equipment
	exceeding the
	threshold limit as
	decided by the
	Government from
	time-to-time should
	be classified as
	'Capital'
	expenditure under
	the relevant Object
	Head '52-
	Machinery and
	Equipment'

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Sl.No. 10(xi)(a) of the Schedule II.A

10(xi)(a) - Outsourcing of HOC - (i)(i) The expenditure IFA services for Postal/RMS/MMSRs. 20 crores should be within the consultation is Operations and for Securityper annumallotment of funds required. and Housekeeping services for for only 7 to the Circles by the **beyond** operative and administrative (seven) Directorate. In no Rs.2,00,000/office. the in each case. Heads ofcase Circles expenditure should be incurred without [Delhi, Karnataka. corresponding Maharashtra, budget allotment. Tamil Nadu, (ii) Outsourcing of services should be Telangana, UP and West regulated as per the Bengal Postal workload not Circles exceeding the (ii) number of Rs.10 Crorevacancies for which annuma proper review per for should remaining conducted at circle Head oflevel and approval of CPMG, with the Circles. consultation of HOD - Rs. 5 CIFA, should be crores per obtained for manpower required annum. to be deployed. (iii) proper A manuscript record of outsourced manpower, deployed as per (ii) above is to be maintained to regulate and monitor the trend of expenditure and fund availability/ budgetary exercises.

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Sl.No. 10(xviii) of the Sched	ule II.A			
	powers up to the ceiling limit prescribed by the Government	rules/ instructi issued by any No Department/ Do	ons odal P.	required.
Object Head - 19 (Digital Eq	uipment)			
Sl No. 14 of the Schedule II.	Δ			
-			.1.	
14. Procurement of Digital I	Full Powers.	(i) Expenses in		
Equipment as defined in Object		Object Head		
Head-19 of DFPR, 2024.		classified		required.
Head-19 of DFPR, 2024.		revenue		beyond
Head-19 of DFPK, 2024.		revenue expenditure		beyond Rs.2,00,000/
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of	the	beyond Rs.2,00,000/
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite	the ems	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed	the ems the	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit	the ems the of	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees	the ems the of	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use	the ems the of s or eful	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of	the ems the of s or eful the	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided	the ems of or eful the by	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Government	the ems the of sor eful the by	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Government	the ems the of sor eful the by nent e.	beyond Rs.2,00,000/ in each case.
Head-19 of DFPK, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governm from time to tim (iii) The thresh	the ems the of s or eful the by nent e. nold	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governm from time to tim (iii) The thresh limit will, howe	the ems the of sor eful the by nent le. nold ver,	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governm from time to tim (iii) The thresh limit will, howe not apply to	the ems the of s or eful the by nent le. nold ver, the	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governme from time to tim (iii) The thresh limit will, howe not apply to consumables	the ems the of sor eful the by nent e. nold ver, the like	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governm from time to tim (iii) The thresh limit will, howe not apply to consumables toner and cartri	the ems the of sor eful the by nent le. hold ver, the like idge	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governm from time to tim (iii) The thresh limit will, howe not apply to consumables toner and cartri for printer. The	the ems the of sor eful the by nent e. nold ver, the like idge nese	beyond Rs.2,00,000/ in each case.
Head-19 of DFPR, 2024.		revenue expenditure (ii) Cost of individual ite does not exceed threshold limit one lakh rupees three years of use life, either of two as decided the Governm from time to tim (iii) The thresh limit will, howe not apply to consumables toner and cartri	the ems the of sor eful the by nent le. hold ver, the like idge nese fied	beyond Rs.2,00,000/ in each case.

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Object Head - 28 (Profession	onal Service	<u>s)</u>	e best tarific
Sl No. 19(iii) of the Schedu	le II.A		
19(iii) — Payment to the Ld. Law Officers/ Government counsels/ Barristers/ Advocates/ Pleaders/ Arbitrators/ Umpires.	subject to the ceiling limit/	rules/ instructions issued by any Nodal Department/ DoP.	consultation i required
Object Head - 49 (Other Re		nditure)	ng Politica (1886) Politica (1886)
Sl No. 24(i) of the Schedule	e II.A		
24(i) - Freight Charges	Full Powers	Condition: Sanction for airlifting should be accorded by the Secretary (Posts) only in consultation with Financial Adviser	consultation i not required.
Object Head - 52 (Machine	ry and Equi	pment)	li endell fei sei leemaun
Sl.No. 26(ii) of the Schedul	le II.A		
26(ii) – Procurement of machinery and equipment (other than motor vehicles and ICT equipment), electrical & electronic equipment etc.	medical control	Machinery and equipment, the cost of which exceed one lakh rupees or three years of useful life, either of the two, need to be booked under this head. Full Powers are subject to any rules/instructions issued by any Nodal Department/ DoP.	required beyond Rs.2,00,000/- in each case.

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Sl.No. 27(i) of the Schedule II.A		
(i) Purchase of Desktop Rs. 5 Lakh in Computers and peripherals each case for official use under non-scheme	Subject to any rules/ instructions issued by any Nodal Department/ DoP	_
Sl.No. 27(ii) of the Schedule II.A		
(ii) Purchase of Desktop Up to Rs.20 Computers and peripherals Lakh in each for replacement to be incurred case. under non-scheme		
Object Head - 74 (Furniture and Fixture) Sl.No. 30 of the Schedule II.A	<u>res)</u>	
30 - Procurement of furniture Full Powers and fixture for official/functional use		beyond Rs.2,00,000/- in each case.

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33 (i) - Permanent Advance	Full powers	Conditions:	IFA
		(i) To be regulated	Consultation
		in accordance with	is required.
	Witosan .	Rule - 322 of GFR	
	spot firms	2017 read with Rule	
	der a.e.l.	342 and 343 of FHB - Vol I.	
	ndo em	Amount of Advance	
	el ma	will be based on the	
	Hamro	average monthly	
	A FEMALE	contingent	
	Larada	expenditure of the	
	e but take	office for the	
	The Jane	preceding 12	
	nger frame	months.	
	Signary.		
		(ii) Subject to any	
	w.sula-	rules/instructions	
		issued by Nodal	
	Access to a second	Donortmont/DoD	
Other Financial Powers of	HoC/HoD	Department/DoP	
State of Sta	to tace	Department/ Dor	
sl.No. 36(b) of the Schedu	lle II.A		
sl.No. 36(b) of the Schedu	to tace	Conditions: Full	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following:	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following:	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face value of: (a) Unused but spoilt postage	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face value of: (a) Unused but spoilt postage stamps, both	
l.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face value of: (a) Unused but spoilt postage stamps, both ordinary and	
sl.No. 36(b) of the Schedu	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face value of: (a) Unused but spoilt postage stamps, both ordinary and service, subject to a	
Other Financial Powers of Sl.No. 36(b) of the Schedu (6(b) - Postage Charges	lle II.A	Conditions: Full Powers subject to the following: (i) May sanction at his discretion the refund of the face value of: (a) Unused but spoilt postage stamps, both ordinary and	

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considered in respect of any but complete sheets of such stamps, and

- (b) Unused but spoilt postal stationery subject to a reduction of 20% provided that the claim relates to not less than a complete ream of such stationery Note. Refunds shall not be granted in respect of unused and serviceable postage stamps tendered by the face value in cash.
- (c) Refund of the value of postage stamps found loose in letter boxes or at post office counters.
- (d) May sanction refund of postage on account of impressions of the framing machine made in error (less a deduction of 5% **on** the face value) on the surrender of the envelops or the wrappers provided that impression is legible, the envelope or wrapper is produced and that the claim is preferred within

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three months of the date of the first impressions.

(e) May sanction refund in respect of unused units of postage in a franking machine which has been condemned or the use of which has been discontinued before the full value of the postage for which the machine has been set by the Post Offices has been exhausted.

Note: The powers at clause (c) and (d) above may be delegated by the Heads of Circles to the Senior Superintendents of Post offices and first-class Postmaster (including Presidency Postmasters and Supdt. of POs) subject to the terms and conditions as laid down in these clauses.

ii.May sanction:(a) Refunds of postage on articles,



which have been maliciously sent unpaid for the purpose of annoying the addressee.

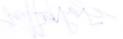
Note:- Every application for the refund of postage on article should be accompanied by the original cover or wrapper except in the case of article addressed to a foreign country.

- (b) Refund of commission on money orders wrongly accepted by the post offices for transmission to a place where there is no money order exchange.
- (c) Refunds of unused postcard, empty unused embossed envelopes, current coin or currencynote found in letter boxes or at post office counters, the value of which has been credited in the account of the post office concerned.
- (d) Refund of amount overpaid by or short paid to a member of the

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public while transacting business with the post office and found in excess in the account.

- (e) Refund to the addressee of a value payable article of the sum of money recovered from him, if the PMG is fully satisfied after enquiry that the article was sent with the intention of defrauding the addressee.
- (f) Refund of amount on account of the value of perishable and dead articles sold by Returned letter Office.
- (g) Refund to the public for loss caused by money having been misappropriated by a Postal official or fraudulently obtained from the post office by an outsider (vide clause I Rule-223 of P&T Manual Vol. V).
- (h) Refund of amount of a money order (including the commission when



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the refund is made to the remitter instead of the payee) in case where money received for the issue of the money order has been misappropriated by a Postal official (Vide clause (2) of Rule 222 ibid)

- (i) Refund in each case (up to the amount which the Head of the Circle can write off in the case of loss of cash or stamps) of losses caused to the remitter of an ordinary or a telegraphic money order in consequence of deception having been practiced upon such.
- (j) Refund of commission on telegraphic or ordinary money orders which cannot be paid owing to the fault of service. Such refunds should be granted in very exceptional circumstances and not in cases of ordinary loss or delay.

chapter

(k) Refunds to the sureties of a Postal official of any amount recovered from them to adjust losses caused to Government, when the amount of loss is subsequently recovered. (1) Refunds of supplementary fee of a telegraphic Money Order in cases where the telegraphic charges is refunded to the remitter due to the fault of the service. (m)Refunds of value and poundage of lost British Postal Orders to the Postal official or officials from whom the same were recovered in the first instance subject to the conditions laid down in Article 319 P&T Initial account Code Vol. I. (n) Refunds of air surcharges or the difference between the Airmail fee cum- hostage and surface postage. (o) Full refund of

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postage on account of impressions of Franking Machines

made on postal article when such articles cannot either be posted or if posted are returned to the licensee due to suspension of service in that area provided that: (i) Sufficient prior notice to the public about suspension of the postal service was not given; and (ii) That the entire envelopes, wrapper of the address labels are produced and surrendered, the impressions are legible and the claim is preferred with three months of the date of impression. [Financial powers mentioned at clause (o) above may be delegated by the Heads of Circles under the same terms and conditions to Suptd. Post Offices and 1st Class Postmasters.1

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(B) Schedule – II.B (Financial Powers of Directors of Postal Services having Independent charge in Department of Posts)

Item of Expenditure	Extent o Financial powers delegated	Restrictions or Scales to which the Expenditure shall be Incurred
Object Head - 13 (Offic	e Expenses)
Sl. No. 10(vi) of the Sc	hedule-II. B	
10(vi) – Purchase of furniture and fixtures.	Rs.2 Lakh in each case.	(i) The financial power delegated is subject to the prescribed scale or other conditions that may be prescribed by the Government from time to time.
Pormer et e-ze .ec. in cack tese.		(ii) Furniture and fixtures not exceeding the threshold limit of one lakh rupees or three years of useful life, either of the two, as decided by the Government from time to time can only be procured in this Object Head-13-Office Expenses.
Sociaper et oc	indhesos.	IFA consultation is required beyond Rs. 75,000/- in each case.
Sl.No.10(x) of the School 10(x) - Purchase of office equipment not exceeding threshold limit of one lake rupees or three years of useful life, either of two, a decided by the Government from time to time	Up to Rs.2 Lakh in each case.	(i) Office Equipment does not include any item defined under Object Head – 19 (ii) The office equipment exceeding the threshold limit as decided by the Government from time-to-time should be classified as 'Capital' expenditure under the relevant Object Head '52-
		Machinery and Equipment' IFA consultation is required beyond Rs.75,000/- in each case.

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Object Head - 19 (Digital Equipment) Sl.No.14 of the Schedule II.B 14 - Procurement of Digital Rs.2 Lakh(i) Expenses in this Object Head are definedlin each classified as revenue expenditure Equipment as under Object Head-19 ofcase. (ii) Cost of the individual items does not exceed the threshold limit of one lakh DFPR" 2024 rupees or three years of useful life, either of the two as decided by the Government from time to time. (iii) The threshold limit will, however, not apply to consumables like toner and cartridge for printer shall be classified under revenue expenditure consultation is required beyond Rs.75,000/- in each case. Object Head - 74 (Furniture & Fixtures) Sl.No.22 of the Schedule II.B of Rs. 2 Lakh IFA consultation is required. 22 Procurement furniture and fixture forlin each official/functional use case. Conditions; (i) Furniture and fixtures exceeding threshold limit of one lakh rupees or

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three years of useful life, either of the two can only be procured in this Object

(ii)Subject to any rules/ instruction issued by any Nodal Department/ DoP

Head-74 [Furniture & Fixture]

(C) Schedule II.C {Financial Powers of Sr. DDG (PAF), GM (F) and DAP}-

Item of Expenditure		of Delegate	Financia d	lRules, Orders,	Remarks
include auron a definici required er Objectbeyend de 19 fix 7,000 fix 6,000 fix 6,	Sr. DDG (PAF)		DAP	Authority, Restrictions or Scales to which the Expenditure shall be Incurred	hepigeh
Object Head - 13 (Of	fice Expe	enses)			
	1-1-1-	п.с			
Sl. No. 10(v) of the S	10/11				
10(v) – Purchase o	of Full	Full	Up to	(i) Furniture	IFA
fixtures and furniture.	power i	spower is	Rs.2.5	and fixtures not	consultati
	subject to	osubject to	Lakh per	rexceeding the	on i
	the	the	annum	threshold limit	
	prescribe	prescribe			beyond
	d scale o	rd scale or	approval	rupees or three	Rs. 75, 000
	other	other		years of useful	
		condition		life, either of the	•
	.,			two, as decided	
			-		
		emay be		by the	
	_	-		Government	1-1-1
		ed by the		from time to	
		Governm	1	time can only be	
		nent from		procured in this	
	time to			Object Head-13-	- 1
	time.	time.	In Asiry	Office Expenses.	
		em	10.07	130	
	TA TEXAS	all all a	to a trade	(ii) Subject to	
	155011	Bossill	3536910	any rules/	
		d prepare	b4H0 \$	instructions	
	I PV G	William II	Timo (1	issued by any	
		ME N	100	Nodal	
		960 t	16 T	Department/	
	7555	900 OUTSU	ens silits	DoP	
		1.6	1.14		- 1
		1	1		
			1		

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Sl. No. 10(ix) of the S	chedule l	II.C			a a
10(ix) -Purchase of office equipment not exceeding threshold limit of one lakh rupees or three years of useful life, either of two, as decided by the Government from time to time	Powers		Lakh in each case.	(i) Office Equipment does not include any item defined under Object Head - 19 (ii) The office equipment exceeding the threshold limit as decided by the Government from time-to-time should be classified as 'Capital' expenditure under the relevant Object Head '52-Machinery and Equipment'	consultati on is required beyond Rs.75,000 /- in each case.
Sl. No. 10(x) of the Sc	hedule I	I.C			
	10,000/- on any occasion at rates not exceedin g those paid by PWD or State Govt concerne	Rs.10,000 /- on any occasion at rates not exceedin g those paid by PWD or State Govt concerne	/- on any occasion at rates not exceedin g those paid by PWD or State Govt	instructions issued by any Nodal Department/ DoP	consultati on is not

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Sl. No. 10 (xiv) of the Schedule II C - Deleted

Sl. No. 10(xv) of the Schedule II.C

					and the second s
10(xv) - Refreshments,	Full	Full	Full	Subject to any	IFA
books and periodicals,	financial	financial	financial	rules/	consultati
hospitality expenses	powers	powers	powers	instructions	on is
including gifts/	up to the	up to the	up to the	issued by any	required
souvenirs and	ceiling	ceiling	ceiling	Nodal	beyond
conferences/	limit	limit	limit	Department/	Rs.2 Lakh
seminars/workshops/m	prescribe	prescribe	prescribe	DoP	in each
eetings convened by	d by the	d by the	d by the		case.
office including all	Governm	Governm	Governm		
related expenses on	ent of	ent of	ent of		
study material/ kits,	India.	India.	India.		
study tours, etc.					
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Object Head - 19 (Digital Equipment)

Sl. No. 14 of Schedule II.C

14-Procurement of Full	Full	Rs. 2(i) Expenses in IFA
Digital Equipment as Powers	Powers	Lakh in this Object Head consultati
defined in Object Head-		each case are classified as on is
19 of DFPR, 2024		revenue required
ACBU -		expenditure beyond
All artifold		(ii) Cost of the Rs.75,000
20 20 20 20 20 20 20 20 20 20 20 20 20 2		individual items/- in each
Vicinity and Company		does not exceed case.
and the second second		the threshold
The state of the s		limit of one lakh
		rupees or three
		years of useful
C. C. 2D second contract		life, either of the
		two as decided
		by the
		Government
		from time to
		time.
		(iii) The
		threshold limit
Williams all the second of the second		will, however,



				not apply to consumables like toner and cartridge for printer shall be classified under revenue expenditure	
Object Head - 27 (Min Sl.No.16 of Schedule I		and Elect	rical Wo	orks)	
16. Minor Civil and Electrical works - Government Buildings	Lakh in	each	Lakh in	Department/Do	consultati on is required
Object Head - 28 (Pro		l Service	<u>s)</u>		
17(vi) - Engagement/ Hiring of Professionals such as Chartered Accountant, Artists, GST Consultants etc.	Lakh per	Lakh per		3	required.
Object Head 71 (Infor Equipment Sl No. 23 (i) of Schedu		Compute	er, Teleco	ommunications	s (ICT)
(i) Purchase of Desktop Computers and peripherals for	Rs. 5 Lakh in	Lakh in	Lakh in		IFA consultation is required.

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office use under non- scheme	dingi di tu	i te item in des	ers ers ers	ever og ti	left Milita Free	HEAT	issued Nodal Departm DoP	81/		(F) Schollends or Heads or PSDs and
Sl No. 23 (ii) of Sched	916 91		lsi				9710	fibrie	NG Z	d la mail
(ii) Purchase of Desktop	Rs.	20	Rs.	20	Rs.	10	Subject	to a	any	IFA
Computers and	Lakh	in	Lakh	i in	Lakh	in	rules/			consultation
peripherals for	each	case	each	case	each o	case	instructi	ons		is required.
replacement to be				6	:0 1.1	m 9	issued	by a	any	(Thouset 11)
incurred under non-							Nodal	-		
scheme							Departm	ent/		
					8.0		DoP			and Abrah

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(D) Schedule III - (Financial Powers of Heads of Postal Divisions, Heads of RMS Divisions, Chief Postmaster (GPO) Superintendent PSDs and Senior Postmaster in the Department of Posts) -

Item of Expenditure	Financial powers delegated	Rules, Orders, Authority, Restrictions or Scales to which the Expenditure shall be Incurred				
Object Head - 13 (Office Expenses)						
Sl.No.8(ix) of the Schedule III						
8(ix) - May sanction expenditure on carriage of mails by modes other than rail and air transport.	10,000 per	Subject to any rules/ instruction issued by any Nodal Department/ DoP				
Sl.No.8(xi) of the Schedule III – <u>New item.</u>						
8(xi) – Police escort charges for carriage of cash.	_	Subject to any rules/ instruction issued by any Nodal Department/ DoP				
Object Head - 19 {Digital Equipment} - It will include expenses to be classified as revenue expenditure on procurement or development of hardware and software where the cost of individual item does not exceed the threshold limit of one lakh rupees or three years of useful life, either of the two as decided by the Government from time to time. The threshold limit will, however, not apply to the consumables like toner and cartridge for printer shall be classified under revenue expenditure.						
Sl.No. 15 of the Schedule III – <u>New item.</u>						
15 - Procurement of Digital Equipment as defined in Object Head-19 of DFPR" 2024	Rs.20,000/- in each case.	i.Expenses in this Object Head are classified as revenue expenditure ii.Subject to any rules/ instruction issued by any Nodal Department/ DoP				

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Object Head - 24 [Fuels and Lubricants] - It will include expenditure on petrol, oil, lubricants and other fuels like CNG, diesel, etc.

Sl.No. 16 of the Schedule III - New item.

16 - Expenses on petrol, oil, Full Po	wers. Subject to any rules/
lubricants and other fuels like CNG,	instruction issued by any
diesel, etc.	Nodal Department/ DoP

Object Head - 26 [Advertising and Publicity] - It will include expenses including commission to agents for sale and printing of publicity material on advertising and publicity through various media such as print media, TV media or outdoor media or Internet or mobile network or other audio-visual publicity or fairs and exhibition.

Sl.No. 17 of the Schedule III – New item.

17 - Expenses on advertising and Upto	Rs. Subject to any rules/
publicity through various media 20,000/-	in instructions issued by any
such as print media, TV media or each case.	Nodal Department/ DoP.
outdoor media or Internet or mobile	107207 - 1232 - 1232 - 123 TV PA
network or other audio-visual	Grand State of State of the Sta
publicity or fairs and exhibition	N. D. State J. P. S. P. L. S.

Object Head – 29 [Repair and Maintenance] – It will include expenses on repair and maintenance (including all maintenance contract) of equipment such as machinery and equipment, office equipment, equipment for other functional use, digital equipment for office use, digital equipment for functional use, furniture and fixtures for office, furniture and fixtures for other functional use, vehicles (including motor vehicles and non-motor vehicles like bicycle, rickshaw, carts, trolleys and boat, etc., for office or functional use), infrastructural assets (It will include expenses on preventive, operating maintenance of Infrastructural assets other than minor civil and electrical works like lines, bridges, rolling stocks of railways, roads, highways, ports, ships, aircraft, helicopters, radars, hovercrafts, airports or other infrastructures), tools and plants, arms and ammunitions, etc., but exclude expenditure on upgradation, midlife rehabilitation, retrofitting and or reconditioning.

Sl.No. 18 of the Schedule III – New item.

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18 -	Repair and maintenance for Upto	Rs. Subject to any rules/
officia	al or functional use: 10,000	/- in instructions issued by any
i.	Office equipment including each ca	se. Nodal Department/ DoP.
	computers	
ii.	Digital equipment for office	
	use,	
iii.	Furniture & Fixtures	
iv.	Tools & Plants	
v.	Vehicles (including motor	
	vehicles and non-motor	
	vehicles like bicycles,	
	rickshaws, carts, trolleys and	
	boats, etc.)	

4. This issues with the approval of the Secretary (Posts) in consultation with AS&FA under Rule 12(2) of the Delegation of Financial Power Rules, 2024.

Director (FA)

Copy to:

- 1. All Members of the PSB
- 2. All Senior DDsG/ DDsG in Postal Directorate
- 3. CGMs (PD/BD/PLI)
- 4. All Chief PMsG
- 5. Principal Director (F&C Audit)
- 6. Director, RAKNPA
- 7. Secretary (PSB), All PMsG, All GMs/ GM CEPT
- 8. All DsAP
- 9. Director (Budget)/ T&C/ IA/ Accounts/ PA (Admn.)/ F-PMU
- 10. SO (C&A/PB) & DDO, Department of Posts
- 11. SO (Admin) for uploading in eoffice
- 12. Office Copy/ Guard File.

Copy for information to:

- 1. Sr. PPS to Secretary (Posts)
- 2. PSO to DG (Posts)
- 3. Sr. PPS to AS&FA