

Section 4 (1)(b) (ii) format A

The powers of officers & employees in the office of YASHADA

A

Sr. No.	Designation	Powers – Financial	Under which legislation/rules/orders/GRs./circulars	Remark
	Board of Governors	All financial powers are vested with the BoG for the following purposes. i) Capital Expenditure ii) Non-recurring Expenditure iii) Recurring Expenditure	Vide Para 11 of the minutes of the First meeting of the BoG	
	Executive Committee	To incur expenditure on day-to-day activities – Per Item a) Capital expenditure upto Rs. 15.00 lakhs. b) Non-recurring expenditure upto Rs. 12.00 lakhs. c) Recurring 08 lac expenditure upto	BoG (xxviii) dt. 3/11/2000 Agenda Item No. 06	
	Director General	For incurring expenditure on day-to-day activities of Academy (like action research projects, award of fellowships, consultancy jobs, preparation of audio-visual presentations, preparation of training software promoting documentation such as books, maps, case studies, reference material, purchase of training material etc., besides arranging maintenance,	42 nd Minutes No 2	a) Capital expenditure upto Rs. 25.00 lacs. b) Non-recurring expenditure upto Rs. 25.00 lacs c) Recurring expenditure upto Rs.

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Financial	Under which legislation/rules/orders/GRs./circulars	Remark
		contracts for mess, gardens, hostels, office machines etc.)		50.00 lacs
Director General				
		To exercise all the financial powers delegated to the Heads of Departments on various items.	1st BoG Para 11 of the Minutes	To the extend delegated to the heads of departments.
		Appointment of a Contractor for housekeeping services of the hostel etc.	1st EC Dated 12/8/1986 Para 15 of the Minutes	Only after calling for offers from various agencies / individual
		Appointment of a Contractor for handling development maintenance of YASHADA garden.	1st EC Dated 12/8/1986 Para 16 of the Minutes	Only after calling for offers from various agencies / individual
		Fixation of course fee per participation per day, in respect of courses not included in the calender but sponsored by the other department / public undertakings exclusively for their officers.	1st EC Dated 12/8/1986 Para 17 of the Minutes	Normally Rs. 300/- with an authority to levy higher charges where he feels it necessary.
		Power to reimburse travel expenses to the guest faculty on actual basis.	1st E.C. Dated 12/8/1986 Para 18 of the Minutes	Full powers Not exceeding Air fare
		Power to present mementos and sanction expenditure on entertainment of guests of the institute according to the	1st EC, Dated 12/8/1986 Para 20 of the Minutes	Full Powers

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Financial	Under which legislation/rules/orders/GRs./circulars	Remark
		importance of each occasion, at his discretion.		
		To grant temporary advance / loan of small amounts to the IAS Probationers for genuine purposes on account reasons like non receipt of LPC, clearance from A. G. etc.	2nd EC Para 12 of the Minutes	Full Powers

B

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
	Board of Governors	<p>A) the BoG is fully authorised to look after the "Management, Supervision and Control of the Institute."</p> <p>B) Full powers are vested with BoG under Rule No. 10 of MoA "To appoint committees and delegate to them powers as may deem necessary and expedient."</p> <p>C) Full powers are vested with BoG under Rule 11 of MoA "To create new classes of membership for specific period and fill them by co-option of members'.</p>	<p>Under Sr. No. 7 of the MoA</p> <p>Rule No. 10 of MoA</p> <p>Rule 11 of MoA</p>	
President, BoG				
		To nominate two secretaries to Govt. to be the members of the board.	(i) 09 (vi)	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		Power to commence special meetings for urgency or matter of special importance.	(ii) 21	
		Power to preside every meeting of the board.	(iii) 27	
		Power to invite any person other than a member to attend a meeting of the board.	(iv) 28	
		Power to exercise a casting vote in case of dispute and equality of votes.	(v) 29	
		Power to circulate any urgent matter for approval of the members (to be reported in the next meeting)	(vi) 30	
		Power to take decision in a case or matter of urgency to be recorded to be so in writing and to report it for satisfaction by the board in its next meeting.	(vii) 31	
		Power to nominate one member on Executive Committee a) from amongst head of State Government Directorates in Pune. b) One representative of a sister training institute. c) Two representatives from non-government organisations related to the activities of the society. d) One expert on financial matters of the institute.	(viii) 35	
		To delegate powers and functions to the Executive Committee	(ix) 43	
Executive Committee & Its Chairman				
		a) Full Powers to "Preside over the meetings of the	Rule 39 of MoA.	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		<p>Executive Committee" under Rule 39 of MoA.</p> <p>b) Full Powers to "Exercise a second casting vote in case of dispute and equality of votes" under Rule 40 of MoA.</p> <p>c) Full Powers to "Delegate any of its powers to the Chairman of the Executive Committee" under Rule 44 of MoA.</p> <p>d) Full Power to "Refer any question or matter of sufficient importance to justify such reference to the decision of the President". (The decision of the President shall be binding on the committee. Such decision to be reported to the Executive Committee in its next meeting.) under Rule 45 of the MoA.</p>	<p>Rule 40 of MoA.</p> <p>Rule 44 of MoA.</p> <p>Rule 45 of the MoA.</p>	
Executive Committee				
		To prepare and execute details plans and programmes for the establishment and development of the MIDA for carrying on its administration and management.	(i) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To receive Grants-In-Aid and	(ii) 1st BoG / Agenda	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		accept other grant of money, gifts, donations, securities, negotiable instruments and other forms of assistance from the State Govt. and GoI and from other sources, Indian and Foreign, Government and Private and enter into any agreement or agreements for receiving such assistance which are not inconsistent or in conflict with or repugnant to the objectives and purposes of the institute; provided that in respect of external sources of assistance; prior approval of the State Govt. or the GoI shall be obtained.	Item No. 7 read with Para 11 of the Minutes	
		To impose recover fees and charges for the services rendered by the Institute, raise moneys and funds as deemed fit and necessary to the purposes and objectives of the Institute.	(iii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To keep custody of and expand the funds and moneys; invest deal with appropriate, account for such funds and moneys and manage the income and properties movable and immovable according to the resolutions passed by the BoG.	(iv) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To receive, acquire, take over and hold movable and immovable property of any kind by means of purchase, transfer, hire, lease, gift, donation or other lawful means from government,	(v) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		public or private bodies or individuals, construct, build, alter, improve, maintain, repair, equip or furnish any building, develop lands and executive works necessary or convenient for purposes of the Institute and suitably manage and deal with property of any kind in the best interests and for purpose of the institute. Provided that no movable properties costing more than Rs. 1 lakh and no immovable properties shall be transferred by sale, mortgage or otherwise without prior sanction of the Board of Governors.		
		To enter into agreements, contracts with national and international organisations, foundations and research institutions and other agencies, for the development of sectors and undertaking projects on their behalf for training and development and research in the fields of management. Provided that in respect of arrangements with foreign governments or international organisations, prior approval of the State Govt. or Govt. of India as the case may be, shall be obtained.	(vi) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To pay all preliminary or incidental cost, charges and expenses incurred in the promotion, formation, establishment and registration of the Society.	(vii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		To prescribe, approve norms and guidelines for the conduct of courses of study, training and for undertaking research and consultancy in pursuance of the objectives enunciated in the Memorandum of Association.	(viii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To recommend to the Board of Governors the grant of diplomas, certificates, distinctions and prizes to students and participants, who have successfully completed the prescribed courses of study and training.	(ix) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To institute and award fellowships, scholarships, stipends, freships, loans and other forms of financial assistance to students to facilitate their study.	(x) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To approve the nomination of faculty for courses of higher studies training and teaching assignments, for participation in conferences, visiting fellowships etc. in India and abroad under such terms and conditions as may be laid down by the Board of Governors in this behalf provided that for tours outside India prior approval of the Board of Governors shall be obtained.	(xi) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To provide for and supervise the residence, health amenities, discipline and the general wellbeing of the students.	(xii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To produce, print, publish, issue, acquire and circulate	(xiii) 1st BoG / Agenda Item No. 7 read with	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		books, papers, periodicals, exhibits, films, slides, pamphlets and other audio-visual material dealing with or having a bearing upon the activities and programmes of the insitute.	Para 11 of the Minutes	
		Create academic, administrative, technical and other posts (other than the Director) in accordance with the resolutions passed by the Board of Governors.	(xiv) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To appoint, retain, engage for the time being professional and technical advisor, consultants, experts to work to further objectives and programmes of the institute and to pay them such honorarium, fees, remuneration or compensation as may be deemed fit and commensurate with performance, as fixed by the Board of Governors from time-to-time.	(xv) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To invite scholars and eminent professionals from any part of the country to take advantage of the facilities offered by the institute may benefit by their knowledge, wisdom and expertise.	(xvi) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To visit and depute officers of the Instiute to participate in programmes, projects, workshops, seminars, conferences etc. in any part of the country.	(xvii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To establish Contributory	(xviii) 1st BoG /	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		fund and Gratuity Scheme, Welfare Fund and other Financial assistance schemes for the benefit and welfare of the Staff of the institute and their families under the overall guidance of the Board of Governors and / or its committees.	Agenda Item No. 7 read with Para 11 of the Minutes	
		To prepare annual reports, financial statements of accounts, financial estimates of the Institute and submit them for the approval of the Board, approve expenditure withi the limits of sanctioned budget according to the By-laws and regulations framed in this behalf.	(xix) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To appoint sub-committee for the disposal of any business of the institute or for rendering advice in any matter pertaining to the conduct of the affairs of the institute and to delegate to such committee such powers as it may deem necessary and expedient.	(xx) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To enter into agreement for an on behalf of the insitute with any Government or authority, municipal, local or otherwise, and to obtain from such authority and rights, privileges, concenssions, fiduciary or otherwise, that the insitute may deem necessary and desirable to obtain and to carry out, exercise and comply with such arrangements, rights, privileges, concessions.	(xxi) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		To sue and defend all legal proceedings on behalf of the Insitute.	(xxii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		to make, frame and adopt, under the overall guidance of the Board of Governors and its Committees, Rules, Bye-laws and Regulations for the proper and effective administration and management of the affiars of the institute and amend, vary add or rescind such Rules, Bye-laws and Regulations from time-to-time as may be deemed necessary. Such Bye-laws or Regulations may provided for matters such as : Norms and guidelines for the conduct of courss of study and training and standards of proficiency. Norms and procedures for admission of students; Leavy of fees, commissions, and charges for service, Maintenance of Accounts, Audit and other Financial Regulations regarding custody and operation of funds; Budgeting; Recruitment; Discipline and Coe of Conduct; Maintenance of Library Purchase and maintenance of stores, stocks and ledgers; Delegations of Powers : Such other matters as may be necessary.	(xxiii) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	
		To all other lawful acts as may be appropriate, and necessary for the achievement of any or all of	(xxiv) 1st BoG / Agenda Item No. 7 read with Para 11 of the Minutes	

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		the objectives of the insitutes.		
		To Executive Committee is authorised to appooint persons to various posts, equivalent to pay scales of Class-II level in government.	(xxv) 1st BoG / Agenda Item No. 4 (ii)	
		While approving Recruitment Rules of teaching non teaching posts BoG has empowered the Executive Committee to amend Recruitment Rules whenever necessary.	(xxvi) BoG (xviii) dated 9/12/1993 Agenda Item No. 12	
		While approving service rules the BoG has empowered the Executive Committee to amend the service rules whenever necessary.	(xxvii) BoG xvii dated 21/11/92 Agenda Item No.11	
Director General				
		To exercise all the powers delegated to the heads of departments under Government	1st BoG Para 11 of the Minutes	To Extent delegate d to the Heads of Departm ents
		To increase the period of probation in respect of newly recruited employees. Powers to reduce the Probationary period not delegated.	3rd EC Para 2(1) (D) of the Minutes	Full powers
		Creation of post, minimum of the payscale of which is not more than Rs.500/- Not exceeding three months.	3rd EC Para 2(3) (B) of the Minutes	Full powers
		To waive the condition of one months notice or recovery of pay thereof in case of resignation of YASHADA employees	3rd EC Para 2(3) (C) of the Minutes	Full powers
		To appoint retired employees of Government or other	3rd EC Para 2(3) (E) of the Minutes	Full powers

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/orders/GRs./circulars	Remark
		insitutions / organizations to posts in MIDA equivalent to the Class-III and Class-IV posts under Government No exceeding two years.		
		Empowering D. G. to make appointments on contractual basis for senior faculty positions.	BoG XIX Dt. 24/12/94 Agenda Item No. 11	For 1 year
		To relax the provision of any rule after recording in writing, however such cases should be brought to the notice of Executive Committee	YASHADA Service Rule 27:01	
		The Director YASHADA is authorised to appoint persons with paycales equivalent to Clause III and IV levels in government.	1st BoG Agenda Item No. 4 (iii)	
		To sign the instruments of orders, agreements, contracts etc. on behalf of MIDA to give effect to the decisions of the Board of Governors and the various committees. To the extend approval by BoG and various committees.	2nd BoG Agenda Item No. 7	Full powers
		To accomodate additional courses, adjust existing courses or make variations in the training calender as and when it becomes necessary.	1st BoG Agenda Item No. 9 Para 13 of the Minutes	Full powers
		Opening a account in one of the Banks in the city area and also investing surplus funds in the fixed deposits. In a selected bank or Maharashtra State Co-operative bank, its subordinates or any other public sector undertakings following the procedure prescribed by the Charity	6th EC Agenda No. 6 of the Minutes	Full powers

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

Sr. No.	Designation	Powers – Administrative	Under which legislation/rules/ orders/GRs./circulars	Remark
		Commissioner.		

PROACTIVE DISCLOSURE UNDER SECTION 4 OF RIGHT TO INFORMATION ACT 2005

दिनांक १९.१०.२०१२ रोजी झालेल्या नियामक मंडळाच्या बैठकीमधील Resolutiono No 42BoG : २ नुसार खालीलप्रमाणे वित्तीय अधिकार प्रदान (**Delegation of Financial Powers**) करण्यात आलेल्या आहेत

Authority	Item of Expenditure (In Lakhs)		
	Capital	Non Recruitring	Recurring
Executive Committee	100.00	100.00	100.00
Director General	25.00	25.00	50.00
Additional Director General	15.00	15.00	15.00
Dy. Director General	06.00	06.00	06.00
Registrar	--	--	03.00 + Salary Bills independently.