

ELECTRONICS CORPORATION OF TAMIL NADU LIMITED – CHENNAI – 600035.

ELCOT/HR/Delegation of Powers

Date: 19.07.2023

OFFICE ORDER- 14/ 2023

Sub: ELCOT – Delegation of Powers – Revised Sub Delegation of powers to General Manager (HR) & General Manager (Finance & Accounts) –Reg.

Ref: 1. Office Order of even No. dated: 13.04.2018.

2. Office Order No: 10, dated: 13.06.2023.

3. MD's Note approval dated: 13.06.2023.

4. MD's Note approval dated: 19.07.2023

Based on the powers of MD,

1. The following powers are sub delegated to GM (HR).

(I) Sanction of rent based on agreements executed by MD.

(II) Sanction of conveyance expenses up to Rs.5,000/-.

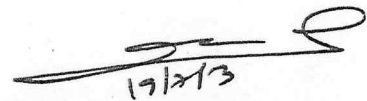
2. The following powers are sub delegated to GM (F&A)

(I) Sanction of bills (Telephone, EB, Tour & Travel, House Keeping, Insurance, Texco, all refreshments, car hire & maintenance charges, Petrol, Medical, General Maintenance, Property & Water Taxes).

(II) For expenses up to Rs.50,000/- including release of withheld/balance payment, reimbursement of Expenses.

(III) For release of payment of refund of EMD and return of unspent amount (irrespective of value).

This order comes into force with immediate effect.



MANAGING DIRECTOR

To:

All HODs, MD Table & ED Table.