The Statute Governing Delegation of Administrative and Financial Powers, 2021



Karnataka State Law University

(Accredited with 'A' Grade by NAAC)

Navanagar, Hubballi -580025

Karnataka, India.

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STATUTE GOVERNING DELEGATION OF ADMINISTRATIVE AND FINANCIAL POWERS, 2021

In exercise of the powers conferred under Section 46 (20) read with Section 53 of the Karnataka State Law University Act, 2009 (Karnataka Act No: 11 of 2009), the Syndicate of Karnataka State Law University hereby makes the following Statute, namely: -

1. Title and Commencement -

- (a) This Statute shall be called as "Statute Governing Delegation of Administrative and Financial Powers, 2021".
- (b) This Statute shall come into force from the date of assent of the Chancellor

2. Extent and Application -

- (a) This Statute contains the details of powers which have been delegated to the various officers in the Karnataka State Law University.
- (b) The provisions of this Statute shall extend to the University.

3. Definition -

- (a) 'Act' means the Karnataka State Law University Act, 2009.
- (b) 'Allowance' means the allowance payable as per existing financial rules of the Government.
- (c) 'Authority' means any authority of the University as specified in Section 28 of the Act.
- (d) 'Chancelior' means the Governor of the State of Karnataka.
- (e) 'Delegation' means, with its cognate expression, delegation of financial and administrative powers as specified in the Schedules of this Statute.
- (f) 'Director' means the person appointed under Section 6 of the Statute relating to the Establishment of Karnataka State Law University's Law School.
- (g) 'Financial year' means unless otherwise specified by the Syndicate the financial year of the State of Karnataka i.e., the year beginning with 1st day of April and ending with 31st March of every year.
- (h) 'Officer' means officers of the University as specified in Section 11 of the Act.
- (i) 'Registrar' means the officer appointed by the State Government under Section 17 of Act.
- (j) 'Registrar Evaluation' means the officer appointed under Section 19 of the Act.
- (k) 'Schedule' means the Schedule appended to this statute.
- (l) 'University' means the Karnataka State Law University as constituted under the Act.
- (m) 'Vice-Chancellor' means the person appointed by the Chancellor to be the Vice-Chancellor of the Karnataka State Law University.
- (n) The Words & Expressions used in this statute, but not defined shall have the same meaning as assigned in the Act.
- 4. Source of the scheduled power The Karnataka State Law University has full authority to perform functions and exercise powers as may be considered necessary to the attainment of the objects enunciated under Section 5 of the Act. The Syndicate constituted under Section 29 of the Act shall have the power to pursue and carry out the objects and in doing so shall set forth the policy directions and guidelines. The affairs and funds of the University are managed,

administred, directed, controlled, and utilized subject to the Statutes, Regulations, Rules, and Bye-laws of the University and Orders issued by the university from time to time.

- **5.** Powers of the Chancellor The Chancellor shall exercise such powers and perform such functions as may be conferred upon him by or under the Act.
- **6.** The Pro-Chancellor The Pro-Chancellor shall exercise such powers and functions of the Pro-Chancellor as may be conferred upon on him by or under the Act or the Statutes.
- 7. Powers of the Vice-Chancellor The Vice-Chancellor shall exercise such powers as specified in Section 15 of the Act. He shall also exercise powers as delegated to him under this Statute
- **8. Powers of the Syndicate** The Syndicate shall exercise such powers as specified under section 30 of the Act.
- **9. Powers of the University Officers** Each Officer shall exercise all the powers as delegated to him/her under this Statute. He/she shall also exercise the powers conferred on him/her under the Act and other relevant Statutes.

Provided that, the delegation of powers specified in the Schedules shall not be exercised by any *adhoc* or outsource officers or employees.

- 12. Powers of the Director of Law School The Director of Law School shall exercise such powers as delegated in the Statute.
- 13. Residuary Financial and Administrative Powers The financial and administrative powers which have not been delegated to any Officers under this Statute shall be vested with the Syndicate of the University.
- 14. Financial Matters not specifically covered under this Statute shall be governed by the relevant principles of the Karnataka Financial Code, KCSR, Karnataka Treasury Code, the Karnataka Contingency Manual, Karnataka Pension Manual and other financial rules of Government of Karnataka. The Administrative / Service matters not specifically covered under this Statute shall be governed by the Karnataka Civil Services (Classification, Control and Appeal) Rules, 1957, the Karnataka Civil Services (conduct) Rules, 2021 and any other rules, in *mutatis mutandis*, framed in this regard by the Government of Karnataka issued from time to time.

SCHEDULE I
ADMINISTRATIVE POWERS DELEGATED TO THE OFFICERS OF THE UNIVERSITY

SI. No.	Description of the power	Vice-Chancellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
I.	To-Sanction arrears claims of university employee (vide Article 20(a) of KFC)	Full Power	5 Years	2 Years	l Year		-2
2.	To sanction promotion, Permanent or officiating and other arrangements involving alterations in the pay of University employee not sanctioned by them within one year from the earliest date on which they could be sanctioned (vide Article 20(d) of KFC and Rule 20 of KCSRC)	Group A & B	Group C & D	7 00	. - ₹	AST	
3.	To sanction payment of arrears claim on account of contingent charge (including supplies and services) TA to non officials for attending meetings and monthly recurring grant in aid not exceeding Rs.	Full Power	3 Year	l Year			

SI. No.	Description of the power	Vice-Cha	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	3000 in each case preferred one year after their becoming due (Vide Article 21 Note 1 of KFC)				± ±		3	
4.	To refund of revenue including fees, fines, etc, admissible under rules (vide Articles 142 to 144 of KFC)	Full Po	wer	Rs.5.0 Lakhs	Rs. 2.5 Lakhs	- 067	-	ā
5.	To declare stores as obsolete surplus or unserviceable and dispose them of subject to fixing responsibility for the loss where they have become obsolete surplus	i) Unusable goods like sports materials / toys / education al equipment etc	Full Power	Rs 1 lakh in one case subject to Rs 10 lakhs per annum	Rs. 50,000 in one case subject to Rs. 5.00 lakhs per			_
	or unserviceable owing to negligence of fraud etc, on the part of individual employee (vide Articles 168 of KFC)	ii) Perishable items like plant, Food material, consumab les, drugs, fertilizers, etc	Full Power	Full Power	2% of the Value of the item, subject to Rs. 5.00 lakhs per annum	2% of the Value of the item, subject to Rs. 1.00 lakhs per annum	e e	-
		iii) unusable books and periodical	Full Power	Full Power	Rs. 5.0 Lakhs	Rs.2.5 Lakhs	3 2	•
6.	To sanction house building, house purchase, and house repairs, advances, Tour advances and	(i) Advances To Sanction tour advance	Full Power	Rs. 1.00 lakh	Rs. 1.00 Lakh	- -	.ce	9 1
	Vehicle purchase	(ii) To	Full	Full Power A	Full Power		э	199

SI. No.	Description of the power	Vice-Cha		Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	advances to subordinate University employee (Vide Article 216 of KFC))	Recomme ndation for loan house building with in the permissibl e limit house building advance as per rules and subject to Budget allotment	Power	& B	C&D Group Employees			5
	· ·	(iii) To recommen dation vehicle purchase advance as per rules within permissibl e limit	Full Power	Rs. 5.00 Lakhs	Rs. 2.00 Lakhs			(met
7.	To sanction write off of the following subject to quarterly statement of such wide off being submitted to Vice Chancellor through proper channel. 1. Values of stores or University	Write off losses to sanction writing off in respect of the following. I. Govern ment goods or money lost	Full Power	Rs. 20,000 in individual case subject to Rs. 10.00 lakhs per annum	Rs. 10,000 in individual case subject to Rs. 4.00 lakhs per annum		4	
	money list other than by fraud or negligence of	2. Irrecov erable depart mental	Full Power	Rs. 20,000 in individual case subject to Rs. 10.00 lakhs	Rs. 10,000 in individual case subject to Rs. 4.00 lakhs		24=1	Per .

SI. No.	Description of the power	Vice-Char	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	individual employee	revenu		per annum	per annum			
	employee 2. Irrecoverable items of departmental revenues 3. Irrecoverable amounts of loans and advances (Vide Article 306 of KFC)	es 3. Irrecov erable loans and advanc es (In all such cases, the authori sed officer shall record that the loss has not been caused becaus e of fraud or neglige nce)	Full Power	Rs. 20,000 in individual case subject to Rs. 10.00 lakhs per annum	Rs. 10,000 in individual case subject to Rs. 4.00 lakhs per annum	Rs. 4,000 in individual case subject to Rs. 1.00 lakhs per annum		
	-	Writing off goods To sanction writing off or disposal of the following 4. Unusab le goods in govern ment store	Full Power	Rs. 50,000 in one case subject to Rs. 5.00 lakhs per annum	Rs. 30,000 in one case subject to Rs. 3.00 lakhs per annum	:=:		

SI. No.	Description of the power	Vice-Chancell	or Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		5. Perisha ble items like plant, food materia l, consu mables , drugs, fertiliz ers, etc.	I Rs. 2.0 lakh	2% of the Value of the item, subject to Rs. 1.00 lakhs per annum	2% of the Value of the item, subject to Rs. 50000 per annum		(# °
	47	6. Unusab le books and periodi cals	Judjeet to Rs.	Rs. 25,000 in one case subject to Rs. 2.00 lakhs per annum	124	3 /	-
		7. Obsole te or unservi Fu ceable Pov equipm ent	Subject to Its.	Rs. 25,000 in one case subject to Rs. 2.00 lakhs per annum		/	æ ^s
		8. Vehicl es beyond econo mic repair. subject to certific ation by the RTO (Subjec t to certific ate by the	1 Rs 2 D lakhs	Rs.1.0 lakhs			7.5

Sl. No.	Description of the power	Vice-Chancellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		compet ent authori ty that the conditi on of obsoles cence, expiry, or unservi ce ability has not been caused by neglige nce in plannin g, procure ment of mainte nance))					
8.	To sanction re appropriation from one head of account to another within the same major head in the University budget provided it does not involve a) A diversion of provision from the plan to nonplan items. b) Diversion of provision from the plan to nonplan arians	Rs. 10.00 lakhs between two units of appropriat ion under same major head and within same demand	2	50		jee :	ΑH

SI. No.	Description of the power	Vice-Chancellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	c) The undertaking of a recurring liability d) An increase in the allotment for secret service expenditure e) Expenditure on a new service f) An increase on an item the provision for which has been specifically reduced by a competent authority g) From charged item to vote of the University authorities h) Diversion of funds for purposes other than that provided in the Budget (Article 308 to 314 of KFC)						
9.	To prescribe in the case of subordinate staff security for the custody of University cash or stores and fix the amount in cases not covered by the specific provision in the rules of Govt, Order (Vide ARTICLE 353 of		Rs. 5.0 lakh	Rs.2.5 lakh			

Sl. No.	Description of the power	Vice-Cha	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
10.	KFC) To sanction permanent advances for contingent expenditure to drawing officers subordinate to them (Vide Rule 24 of MCE)		Full Power	Rs. 5.0 lakh	Rs.2.5 lakh		:= :	-
	To Sanction expenditure on publication of official advertisement in newspaper (Vide Rule 55(1) of MCB	Advertisem ent 1. To sanctio n publish ing of official adverti sement s subject to guide lines from Depart ment/D irectora te of Inform ation and Publicit y, and also subject to availab ility of grants for this purpos e	Full Power	Rs. 50000	Rs. 25,000	Rs. 10,000		

SI. No.	Description of the power			Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		2. To sanctio n printin g of publicit y materia l under govern ment progra mmes	Full Power	Rs. 2.0 lakh	Rs. 1. lakh	32 4	3	
12.	To sanction the employment of unskilled part time menials payable out of contingencies in the offices for a total period not exceeding 3 years vide not 2 below Rule 7 and 55 (2((b) of (MCE)	Hiring manpower subject to guidelines from DPAR/FD and subject to Vacancy of posts or availabilit y of grants for service outsourcin g	Full Power	Not exceeding 3 months			a a	55
13.	To sanction charges, for repairs to office motor cycles (Vide Rule 55 (7) of MCE	0	Full Power	Rs. 5.0 lakh	Rs. 2.5 lakh	Rs. 1.0 lakh	±	2
14.	To sanction to the purchase of books of reference relating to the special work including periodicals like magazine and journals and books for their	Books and periodical s: To sanction purchase of reference books and journals for	Full Power	Rs. 5.0 lakh	Rs. 2.5 lakh	Rs. 1.0 lakh	- B	a

Sl. No.	Description of the power	Vice-Cha	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	departmental libraries and for granting prize, and to sanction the free supply of purchases of Government publications required for reference in office under their control from the govt book Dept (vide	facilitatin g official work				A)		enc.
	Rule 55(9) and 45 of (MCE)							11
15.	To purchase if absolutely necessary for official purposes, Govt. Of India publications and copies of administrative copies of administrative reports and the like issued by corresponding department of other state Govt., if they are not supplied free or on exchange basis (Vide Rule 55(9) (d) of MCE)		Fuil Power	Full Power		W	0 34	
16.	To sanction the purchase of Furniture (Vide Rule 55(11) & 28 of MCE)	Furniture	Full Power	Rs. 5.0 lakh	Rs. 3.0 lakh		-	
17.	To sanction the purchase of office equipments	Office equipment	Full Power	Rs. 5.0 lakh	Rs. 3.0 lakh	/53:	Sept. S	:
18.	To Sanction for		Full	Rs.1.0 lakh	Rs. 50000/-	· · · · · · · · · · · · · · · · · · ·	課(6	

SI. No.	Description of the power	Vice-Chai	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	conveyance of office records in excess of according to local circumstances (Vide Rule 55 (17) of MCE)		Power					
19,	To Sanction charges for Typing DTP by piece work (Vide Rule 55(18) of MCE)		Full Power	Rs. 1.0 lakh	Rs.0.5 lakh	Rs. 25000	/B	*
20.	To sanction repairs of calculators furniture and other articles of office equipment (Vide Rule 55(28) of MCE)	Repair and AMC of office equipment and furniture	Fuil Power	Rs. 2.5 lakh	Rs.1.5 lakh	-	₩ 2 3	
21.	To sanction charges for insurance on Special goods of Government such as mathematical and scientific instruments, articles made of glass and other fragile articles when such insurance is a condition of transport (Vide Rule 55(32) of MCE)		Full Power	Rs. 2.0 lakh	Rs. 1.0 lakh	₹ Ĉ ≼	æ:	-
22.	To sanction the purchase of top- sheets and maps for use in office (Vide Rule 55(37) of MCE)		Full Power	Rs. 2.0 lakh	Rs. 1.0 lakh	(4)	8	ā.

SI. No.	Description of the power	Vice-Cha	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
23	To permit in special circumstances the remittance at the expense of University to pay travelling allowance and contingencies to the University servants employed out of way places even when the M.O. Commission exceeds the travelling allowance payable to a peon (Vide rule 55(39) of MCE)		Full Power	Rs. 2.0 lakh	Rs. 1.0 lakh			
24.	To Sanction the hiring of private building including lands for departmental use in consultation with the Executive Engineer of the University (Vide rule 55 (46) of MCE)	Hiring of building in consultati on with PWD/Ren t	Full Power	1. Rs. 2.00 lakh for a building for a month (except Bangalore Urban) Rs. 5.00 lakh for a building in Bangalore Urban for a month)	er.	414	X HEY	:220
25.	To Sanction local purchase of stationery articles in offices (Vide rule 55 (48) of MCE)	Stationery	Full Power	Rs. 2.0 lakh per annum	Rs. 2.0 lakh per annum	Rs. 20,000 per annum	-	
26.	To sanction charges for shifting telephones from office		Full Power	Rs. 1.0 lakh per annum	Rs. 1.0 lakh per annum		es.	=

Sl. No.	Description of the power	Vice-Cha	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	building to another (Vide rule 55 (53) or MCE)							
27.,	To sanction repairs of tents Government (Vide rule 55(54) of MCE)	Repair of vehicles	Full Power	Rs. 1.0 lakh	Rs. 1.0 lakh	S e S	*	ā
28.	To sanction repairs to computers, printer, UPS, typewriters including duplicators of officers (Vide rule 55(56) of MCE)	Computer s and peripheral s (Subject to the Governme nt Orders from e- Governan ce (DPAR)	Full Power	Rs. 2.0 lakh	Rs. 1.0 lakh	Rs. 25000 per annum	3	e≅.
29.	To sanction expenditure for participating important state exhibition within the state		Full Power	Rs. 2.5 lakh	Rs. 1.00 lakh pen annum	U (##)	ide.	- 22
30.	To sanction expenditure for participating in District and other exhibitions within the state		Full Power	Rs. 1.00 lakh pen annum	Rs. 50000		4.	N#
31.	To sanction charge in connection with the publications of hand books, invitations, letters etc.		Full Power	Rs. 2.0 lakhs	Rs.1.0 lakhs	Rs. 50000	*	,
32.	To sanction refund of wrong or excess credits provided (Vide Article 142 of KFC)	Refund to sanction refund of revenue including fees, fines	Full Power	Rs.2.0 lakh	Rs. 1.0 lakh	12	-	-

SI. No.	Description of the power	Vice-Cha	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	1. Each claim is supported by certificate of original credit and its non payments 2. The claim is preferred within 3 years of original credits 3. It is clearly established that it was a case of wrong of excess credits	etc. And to refund wrong of excess credit subject to the claim being establishe d with authentica ted document						e= 140 E
33.	To authorise University employees to proceed on duty beyond the limits of their charges but within the State (Vide rule 16(a) of KCSRs)	KCSRs: To authorize Subordina te Governme nt servants to proceed on duty beyond the limits of their charges but within the State (Vide rule 16 (a) of KCSRs)	A & B group emplo yees	C & B group employees	C & B group employees			ш 1
34.	To authorize subordinate University employee to proceed on duty beyond the limits of their charges outside the State within India (Vide rule 16 (b) of	To authorize subordinat e Governme nt servant to proceed on servant to proceed on duty	A & B group emplo yees	C &D group employees	C & D group employees	e:	<u>u</u>	

SI. No.	Description of the power	Vice-Chan	cellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	KCSRs)	beyond the limits of their charges outside the State within India (Vide rule 16 (b) of KCSRs)			2			
35.	To sanction the acceptance of remuneration by University employees under their control for work as examiners for various Government Departments or Bodies set up by Government or Universities within the State in accordance with the scales sanctioned (Vide rule 28 (d) of KCSRs)	To sanction the acceptanc e of remunerat ion by Governme nt servants under their control for work as examiners for various examinati ons conducted by Governme nt departmen ts or bodies set up by Governme nt of Universiti es within the State in accordanc	Full Power	Rs.1.0 lakh	er:		e e e e e e e e e e e e e e e e e e e	

St. No.	Description of the power	Vice-Chancello	r Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	25	e with the State in accordanc e with the State in accordanc e with the scales sanctioned (Vide Rule 28 (d) of KCSRs)					
36.	To sanction the acceptance of fees by University employees under their control from a private person a private body of a public body whose funds are administered by government when not covered by any rules, special of local law or orders of Government (Vide rules 28 and 29 of KCSRs)	To sanction the acceptanc e of fees by Governme nt servants under their control from a private person a private body whose funds are administer ed by Governme nt when not covered by any rules, special or local law of orders of Governme	RelOlakh	Rs. 1.0 lakh		**)	

SI. No.	Description of the power	Vice-Chancellor		Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		nt (Vide Rules 28 and 29 of KCSRs)						
37	To Sanction in charge arrangement for posts which are vacant because the incumbents of said post are absentees and the filling up of which required the sanction of a higher authority (Vide rule 3268.192 & 196 of KCSRs) University employees who are in the scale of pay of 1. Group A – 67550 – 1046000 and above 2. Group B – 43100 – 83900 and above but below the scale of 67550-	To Sanction in charge arrangeme nts in posts which are vacant for the reason that incumbent s of which are absentees and the filling up of higher authority (Vide Rules 32,68,192 & 196 of KCSRs) Governme nt servants who are in the scale of pay of.	Full Power					*1
	104600 3. Group C -	i) Gr - 'A' Services	Full Power	4 months	3 months	2 months	24	**
	37900-70850 and above but	ii) Gr - 'B' Services	Full Power	6 months	4 months	3 months	2	
	below the scale of pay 43100- 83900 4. Group D - 18600-32600 and above but below the scale of pay 37900-	iii) Gr - 'C' & 'D' Servic es	Full Power	Full Power	Full Power	Fuli Power	ž	æ

SI. No.	Description of the power	Vice-Chancel	lor Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	70850						
38.	To sanction, the extension of Joining time to University employees (Vide rule 62 of KCSRs)	Delaw I	all C & D group employees	C & D group employees			

SI. No.	Description of the power	Vice-Chai	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		KCSRs)						
39.	To sanction maternity leave to married female University employees (Vide rule 135 if KCSRs) 1. Gazetted 2. Non-gazetted	To sanction maternity leave to married female University servants (Vide		8.1	-			
		Rule 135 of KCSRs)	A & B group emplo yees	C & D group employees		(E)	. Sec	
	*#:	2.Non- gazette d			9	3	9	
40.	Sanction of leave other than special disability leave to Subordinate University employees (Vide rule 192 and 196 of KGSRs) University employees who are in the scale of pay of	university servants	Full Power					
	67550 - 1046000 and above 2. Group B - 43100 - 83900 and above but below the scale of 67550- 104600	A - 67550 - 104600		4 months	3 months	2 months) e	

SI. No.	Description of the power	Vice-Chancellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	3. Group C 37900-70850 and above but below the scale of pay 43100-83900 Group D - 18600-32600 and above but below the scale of pay 37900-70850 Note: The powers to sanction leave as above includes the powers to retirement but does not include the power to refuse earned leave applied as leave preparatory to retirement	2. Group B - 43100 83900 and above but below the scale of 67550- 104600 3. Group C - 37900- 70850 and above but below the scale of pay 43100- 83900 Note: The powers to sanction leave as above includes the powers to sanction leave preparator y to retirement but does not include	6 months	4months 6 months	3 months 4 months		

SI. No.	Description of the power	Vice-Chancellor		Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		to refuse earned leave applied as leave preparator y to retirement						
41,,	Sanction of encashment of earned leave once in a calendar year in accordance with rule 118 of KCSRs	Sanction of encashme nt of earned leave one in block period of two years in accordanc e with rule 118 of KCSRs	Full Power	As per KCSR	72			
42.	Encashment of earned leave at the time of retirement or at the time of death while in service in accordance with rule 118 (A) of KCSRs	Encashme nt of earned leave at the time	Full Power	Rs.10.0 Jakh	Rs.5.0 lakh	4 N		-
43.	To sanction disbursement to University employees of arrears of leave	To sanction disbursem ent to subordinat	Full Power	As per KCSR	*5	:#:	÷	(6)

SI. No.	Description of the power	Vice-Chancello	r Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	salary arising as a result of the sanction or communication of leave more than one year from the date of relief (Vide rule 198 of KSCSRs)	e non- gazetted Governme nt Servants of arrears of leave salary arising as a result of the sanction or communic ation of leave more than one year from the date of relief (Vide rule 198 of					
44.	To order the retirement on invalid pension of University employees appointed by them or by a lower authority, who by bodily or mental infirmity are permanently incapacitated from the public service (Vide rule 273 of KCSRs)	The order the retirement on invalid pension of non- gazetted Governme nt servants appointed by them or by bodily or mental infirmity are permanent ly incapacita ted from	I As ner K (°SR				

SI. No.	Description of the power	Vice-Chancellor		Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
		the public service (Vide rule 273 of KCSRs)						
45.	To sanction in exceptional cases road mileage both ways for road journeys made by University employees between places connected by rail vide (rule 462 (h) of KCSRs)	To sanction in exception al cases road mileage both ways for road journeys made by subordinat e Governme nt servants between placed connected by rail vide (rule 462 (h) of KCSRs)	Full Power	A&B group employees	C & D group employees	•••	₩	
46.	To sanction daily allowance for halts on tour exceeding 10 days at a place to University employees (Vide rule 516 of KCSRs)	To sanction daily allowance for halts on tour exceeding	Full Power	As per KCSR	As per KCSR			
47.	To allow	To allow	Full	Rs.1.0 lakh	Rs. 50000	-	577	*

SI. No.	Description of the power		· 1		Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	University employees on transfer, the actual cost of transport by rail or other craft of their conveyance at owner's risk (Vide rule 532 (3) (A) (1) (4) (2) of KCSRs)	University employees on transfer, the actual cost of transport by rail or other craft of their conveyanc e at owner's risk (Vide rule 532 (3) (A) (1) (4) (2) of KCSRs)	Power		× _			
48.	To accord administrative approval to works to be executed by the engineering section against funds provided in the budget NOTE: In the case of major works estimated to cost Rs. One lakh and above, the powers approved to only works for which there is specific provision in the budget	Administr ative approval of works	Up to Rs. 2.5 crore each work	Upto Rs. 10.Lakhs	e e		; ≆ ≇1	
49,	To order the casual and emergent purchase of stores which should normally be purchased through		Full Power	Rs. 5.0 lakh	Rs.2.5 lakh	20		

SI. No.	Description of the power	Vice-Char	ncellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	the stores purchase							
50.	department To accept for purchase of stores ordered directly by the departments 1. Where the lowest tender is accepted and the prescribed terms of tenders are followed 2. In other cases 3. Major overhauls or vehicles (rule 55 (40) (A) 3(C) of MCE) 4. Minor overhauls of vehicles (rule 55 (40) (A) 3(C) of MCE) 5. Petty repairs including replacement of missing or worn out parts except tyres and tubes (rule 55(40) (A) (3) (d) of MCE)	Repair of vehicles	Full Power	Rs.1.0 lakh	Rs. 0.5 lakh			
51.	Rule 55 (42) of MCE states that government prescribe from time to time the periodicals and journals to be subscribed for by	Full Power	Full Powers	Rs.50000	Rs.20000	***	**	

SI. No.	Description of the power	Vice-Chancellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
No.		Vice-Chancellor	Registrar	/ Finance			1
ě	their own office and one newspaper / periodical to each subordinate						

SI. No.	Description of the power	Vice-Chancellor	Registrar	Registrar (Evaluation) / Finance Officer	Director of Law School	Deputy Registrar	Assistant Registrar
	offices. The supply of news papers and periodicals as specified above shall be restricted to only heads of offices and the officers who are not heads of offices shall not be entitled to get news papers / periodicals.						
52.	The powers have been delegated to the heads of departments to accord sanction for payment of advance deposits in respect of university employees for undergoing treatment in the hospitals recognised by Government of Karnataka subject to fulfilment of the conditions stipulated in Karnataka Civil Service (Medical attendance) rules 1963. (all empanelled medical institution recognised by government of Karnataka from time to time)	Full Power	Up to Rs. 1.00 Lakh	Rs. 50000-00	Rs. 25000-00		n === n

SCHEDULE - II

ADMINISTRATIVE POWERS DELEGATED TO THE OFFICERS OF THE UNIVERSITY

Sl. No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
I	To effect transfer of officer and other sub-ordinate officials within the University	Full power	C & D group employees	C & D group employees	-	
2	To permit University teachers to accept the examination work of other Universities b) Within the State c) Outside the State University	Full Powers for all Categories of teachers	15 days	<u>e</u> .		10 days
3	To confirm employees against sanctioned post and sanctioned scales after the period of probation subject to eligibility by passing prescribed tests and departmental examinations	Full Powers	A&B group employees	C & D group employecs		
4	To remit late fees, fines etc	Full Powers	Full power	Full Powers		54
5	To impose penalties on teachers in connection with the examinations work in case of debar of teacher from the University examinations for malpractices, dereliction of official duty examinations shall recommend such teachers after conducting enquiry as per rules by giving equal opportunity to defend himself in the matter	Full Powers		e e		
6	To appoint tabulators, coding officers, custodian, dispatch officers, Chief superintendent and the deputy chief superintendents and exam.	Full Powers	×	Full Powers	4	

SI. No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
	Hall reviewers (Invigilators clerical assistants laboratory Asst. Typists etc as per rules.					
7	To sanction remuneration to the various Officers/ Officials involved in coding, tabulating, invigilation typing supervision, clerical, job, laboratory asset, as per rules	Full Powers	=	Full Powers	5	a.
8	To execute and conclude all the agreements and contracts with the approval of the appropriate authorities	- X.	Full Powers	Full power (related to examination)	·	
9	Power to sign on behalf of the University bills, notes, receipt, acceptances, endowments, cheques realize agreement contracts and documents (power to authorizes signing acceptance)		Full Powers	Full power (related to examination)		
10	To permit the University Employees to accept remuneration, consultation fee etc, and to serve to accept the membership of the organizations.	Full Powers	Full Powers	-	-	
11	Sanction of subsistence allowance as per rules during the suspension of the University employees pending approval of the University authority.	Full Powers	Group C & D working under him Full Powers	Group C & D working under him Full Powers		×
12	To decide in the case of University employees who are selected to undergo to a course of training or study shall count for service qualifying them for increment or pay as per rules	Full Powers	Group C & D	-	-	

SI. No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
13	To sanction leave preparatory to retirement or leave refusal	Full power	Group C & D	20	S	·.
14	To permit extra cost by way of travelling allowance under special circumstances	Full power				
15	To order retirement of the University employees who attained the age of superannuation	Full Powers	Group C & D	-	2	
16	To sanction retirement benefit to the University employees	Professor & Associate Professor	Group C & D			
17	To make temporary appointment against leave Vacancy	Full Powers	Group D	Group D	123	
18	To sanction daily allowance for halts not exceeding 30 days and to declare the shortest route within the state	Full Powers	Group C & D	Group C & D		
19	To sanction D.C.R.G / Gratuity to the families of University employees as per rules	Full power	Group C & D	e.		
20	According administrative approval to Annual Maintenance estimates in respect of Water supply and sanitary, Electricity, Roads	Full Power	Rs. 3.00 lakhs	Rs. 1.5 lakhs	5	
21	To accord administrative approval and technical sanctions to the revised or modified estimates	Upto 25% over the original sanctioned estimates	Upto 10% over the sanctione d estimates	Upto 10% over the sanctioned estimates	2	8
22	To sanction expenditure on urgent repairs to University buildings, road, water supply, electricity installations etc., subject to the budget provisions	Full Powers	Upto 1,00,000/- at a time and max 10,00,000 Per Annum	- ,	1	

SI. No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
23	Power to authorities signing and acceptance of the works by charging it to the works concerned	Full Powers		*:	-	
24	To sanction charges for taking photographs of the works by charging it to the works concerned	*	Full Powers	Full Powers	.	
25	To sanction purchase of blue printing sapper ammonia, ink, etc by charging it to the sanctioned works	Full Powers	Full Powers	Full Powers		2
26	To sanction purchase of stationary or works against provisions made in sanctioned estimates	Full Powers	Up to Rs. 25,000 each time up to 1,00,000 Per Annum	Up to Rs. 25,000 each time up to 1,00,000 Per Annum	-	
27	To sanction advertisement charges for tender notification in news papers by charging it to the works concerned	Full Powers	Full Powers	-	-	
28	To order for the disposal stores articles by public auction or otherwise surplus stores articles like empty cement bags etc not less than their book value and unserviceable status	Full Powers	Full Powers			9
29	To sanction purchase of schedule of rate books from the P.W.D / B.W.S.S.B. PHE, the electricity board and other authorities	Full Powers	Full Powers			
30	To conduct negotiations for entrustment of work as per rules	Up to Rs. 2.5 Crore	In respect of work costing up to Rs. 10 Lakhs	-		
31	Entrustment of work to piece work contractors at	Full Powers	Upto Rs. 5.00 lakh	Rs. 2.5 lakh) * .	

SI. No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener	
	not more than sanctioned estimated schedule of rates.						
32	To pass and admit excess over the original estimate of both original works and repairs works including AM. Works due to deviations in quantities and rates etc.	Full Powers	5		5	\$1	
33	To authorize utilization under the saving under any estimate for the same work	Full Powers	-	-	-		
34	Granting of extension of time as per terms and conditions of agreement as per rules	contr respe b) Howe	contract agreement for completion of works in respect of all contracts in normal condition. b) However in special circumstances granting of extension time full power				
35	Approval of dates and sanctioning of estimates	a !	Full Powers	-	2		
36	'I'ermination of the agreement as per the terms and conditions	Up to Rs. 2.5 Crore	Upto Rs. 10 Lakhs	~	H		
37	Repairs to tools and plant and machineries	Full Powers	Full Powers	5 lakh	i i		
38	Approval of Technical sanctions and estimates i. Irrigation, road, bridge and buildings works (for irrigation works all estimates over Rs. 50.00 lakhs to be cleared by TSC) ii. Works of electrical installations of Government buildings against, lumpsum provision in the sanctioned estimate. iii. Component parts of a project against lumpsum provision in the sanctioned estimate for specialized and skilled works.		tion of pow Karnataka S	ver limited to			

SI.No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Director
39	Maintenances and Development up-to Rs. 5,00,000-00	Full Power	Full Power	Full Power Rs. 50,000	Ē	3
40	Advance for Students Participating in Inter Universities, Inter Collegiate, etc. competition	Full Power	Upto 5.00 Lakhs per annuam	· · · · · · · · · · · · · · · · · · ·	9	Rs. 50,000
41	Maintenance of grounds and related works	Full Power	Upto 5.00 Lakhs per annuam		-	Η.
42	Purchase of sport equipments and other materials	Full Power	Upto 5.00 Lakhs per annuam	-		-
43	Purchase or Maintenance or Repairs of Material	Full Power	Up to Rs. 1 Lakhs	Up to Rs.1 Lakhs	ч	-

SCHEDULE III
FINANCIAL POWERS DELEGATED TO THE OFFICERS OF THE UNIVERSITY

Sl. No.	Description of the power	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
1.	To sanction temporary advances from the University contributory provident fund or G.P.F as per rules	22	Full Powers			
2.	To Sanction partial advances, permit withdrawals from the University General provident fund as per rules		Full Powers	1 551		
3	To sanction to get new Telephones	68	Full Powers		25	-
4.	To sanction Laboratory Equipments and chemicals to University Departments	Full Powers	Rs. 5.00 lakhs	-		24
5.	To sanction an annual and special expenditure in case of emergency not provided in the budget recording reasons in writing or if it is excess of provision made in the budget subject to ratification by the appropriate authority	Full Powers	Upto Rs. 50,000/-	Upto Rs. 25,000/-	Upto Rs. 25,000/-	
6.	To accord acceptance of bills in respect of all claims sanctioned by the University	Full Powers	Rs. 2.00 lakhs	2	1	
7	To sanction A.C. bills as per rules	Full Powers	Rs. 2.00 lakhs	-	_	**
8.	To drawn money on A.C. bill is respect of advance sanctioned by the University and render accounts to the Finance Officer within the stipulated periods as per rules	Full Powers	Rs. 2.00 lakhs	٤	=	==
9.	To sanction refund of examination fees wrongly paid or in excess towards issue of duplicate marks card, eligibility, migration certificates and degree certificates relating to the examinations.	Full Powers	Rs. 2.00 lakhs	Rs. 3.00 lakhs	-	
10.	To draw, endorse of	Full Powers	Rs. 5.00 lakhs		Full powers	

SI. No.	Description of the power	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
	countersign cheques of the University including deposit accounts.	(Joint signature of Vice-Chancellor and Finance Officer for the cheques above Rs. 5.00 Lakhs)	(Joint signature of Registrar and Finance Officer for the cheques up-to Rs.5.00 lakhs)		(subject to the joint signature requirement as stipulated in the Statute)	
11,	To sanction refund of EMD and other security deposits, as per rules	Full Powers	Rs. 5.00 lakhs	Rs. 2.5 lakhs		57 4
12.	To sanction payment of claims preferred by other departments regarding supply and service	Full Powers	Upt to 1,00,000/- within 3 yrs. each case			
13.	To sanction the destruction of time barred records as per rules	Full Powers	10 lakh	5 lakh	72	E.
14.	To permit the remittances of salaries, allowances and other supply and services by money orders and D.D. at University expenses	Full Powers	Rs.10.0 lakhs	Rs.5.0 lakh		8 998
15	To sanction purchase of diaries and other table equipments to officers of the University not below the rank of Assistant Registrar or equivalent cadre	Full Powers	Rs. 1.00 Lakh	Rs. 1.00 Lakh	*	=
16.	a) To sanction conveyance charges within the city for the distance not less than 2 K.M. on office work as per rules b) To sanction conveyance charges for examination related works	Full Powers	Full Powers	Full Powers		
17,	To sanction legal charges like court fee and other charges	Full Powers	Rs. 2.5.lakh /per annum	Rs. 1.5.lakh /per annum		A :-
1827	To sanction awards other than research awards to the University employees where	Full Powers	Rs. 5000.00 in each case & 50000.00 Per	Rs. 5000.00 in each case & 50000.00 Per	Rs. 5000.00 in each case & 50000.00	<u> </u>

Sl. No.	Description of the power	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
	due, delegations & discretion were used in order to protect the University property.		Annum	Annum	Per Annum	
19.	To sanction expenditure towards purchase to dictionaries, reference books etc., for office use at prevailing rates.	Full Powers	Rs. 50000.00 Per Annum	Rs. 5000.00 at a time & max, 25000.00 Per Annum	Rs. 5000.00 at a time & max, 25000.00 Per Annum	
20.	To sanction remuneration / honorarium / royalty to authors / reviewers / Teachers.	Full Powers	Rs. 50000.00			
21.	To sanction expenditure in connection with manufacture of blocks, art work etc.,	Full Powers	Up to Rs. 50000.00 at a time & Max 5,00,000.00 Per Annum	-		- (##
22.	Towards purchase of different paper / special paper boards and other printing materials as per rules	Full Powers	Rs. 50000.00	π.		
23.	To sanction payment of honorarium to speakers' guest lecturers etc.	Full Powers	Rs. 25000.00	2==:	20	99
24.	To sanction contingent expenditure towards soap, towels, washing powder etc., to the University press	-	Full Powers	Full Powers	ua.	
25	To sanction raw material of various description to the University employment and guidance bureau as per rules for hobby workshop	Full Powers	Full Powers		- 925-	H=:
26.	To sanction Air Fare to the members of the board of examiners board of appointment / board of studies extra moral studies/ student welfare others.	Full Powers				201
27.	To sanction drugs, minor equipment's and other medicines to the University health centre	Full Powers	Rs. 50000.00 Per Annum	227	থাকে:	ce i

SI. No.	Description of the power	Vice- Chancellor	Registrar	Registrar (Evaluation)	Finance Officer	Principal / Director / Convener
28.	To sanction contingent amount in connection with the University examination as per rules.	Full Powers		Full Powers	++	.**:
29.	To sanction deputation allowance to the deputed officers other than the statutory officers Foreign service as per rules	Full Powers	-	HH	**	一卷:
30.	Sanction of travelling allowance to the members of the various boards as per rules	Full Powers	Rs. 1 Lakh	Rs. 1 Lakh	٠	÷
31.	To sanction contingent amount in connection with the University as per Rules	Full Powers	Rs. 20000.00 at a time and max Rs. 2,00,000.00 Per Annum	Rs. 10000.00 at a time and max Rs. 1,00,000.00 Per Annum	**	122
32.	To sanction retirement benefits to all categories of University employees in case of death or attain the age of superannuation (including DCPGs)	Full Powers	Group C & D		**	He:
33.	To sanction reimbursement of medical charges as per rules	Full Powers	Upto Rs. 1.00 lakh in each case			**
34.	To sanction the investigation of arrears claim of pay and allowance of all the employees provided the claims are over 6 years	Full Powers	Within 6 Years	=		÷*
35.	To sanction refund of admission / tuition fee and other fees paid by the students and refund of registration fees, affiliation fees, etc.,	Full Powers	Rs. 2 Lakhs Per Annum		**	.
36.	To sanction expenditure on binding of books journals, periodicals register etc.,	Full Powers	Rs. 1,00,000.00 in each case & 3,00,000.00 Per Annum	Rs. 20000.00 in each case & 1,00,000.00 Per Annum	Rs. 20000.00 in each case & 1,00,000.00 Per Annum	

SCHEDULE IV

FINANCIAL POWERS DELEGATED TO THE OFFICERS OF THE UNIVERSITY

SI. No.	Nature of Powers	Vice- Chancellor	Registrar	Registrar (Evaluation) /Finance Officer	Principal / Director / Convener	Deputy Registrar	Assistant Registrar
1	To sanction uniforms to Drivers Laboratory Attenders and other class IV employees	-	Full power	Full Powers			
2	To countersign bills AC / DC / NDC and others bill		Full Powers	Full Powers			
3	To sanction time scale increment to all classes of teaching and non-teaching staff	Full Power for Group A & B	Full power for Group	¥.			
4	To sanction special casual leave to the University teachers as per rules	Full Powers	Group C & D				₹5.
5	To sanction advances of pay to an employee on transfer	c	Full Power	-	-		District Control of the Control of t
6	To sanction of T.A. Bills	=	Group A & B			A	-
7	Annual property statement	-	Group A, B and C				-
8	Accord of permission of purchases or acquire movable and immovable properties	Group A & B	Group C & D			-	
9	To sanction of HTC and LTD	Group A & B	Group C & D			Е.	
10	To sanction time bound advancement	Page 6	Full Power	2		+:	=
	1. Notification of UG / PG /PG Diploma / Ph.D. courses	Full Power				=	-
11	2. Admission approval of UG Courses	Full Power	4:	12	(S)		-
	3. Admission approval of PG & PG Diploma Courses	Full Power	2	•	7	-	-
	4. Issue of migration certificate	Full Power	=	.ee	ke:	-	-
	5. Issue of eligibility	Full Power	•	3=-	9=	2	

	certificates to UG & PG students			77			
	6. Issues of permission letter to UG & PG Students	Full Power	2	-		1975	
	7. Issues of medium of instruction certificate	Full Power	*	*	===	79	•
	8. Issue of transfer certificate	Full Power		*		6	
	9. Issue of equivalence certificate	Full Power	2	4.	=	1.0	•
	10. Approval of Ph.D. research centres	Full Power	3	*	-	7	-
	11. Approval of Ph.D. Guides	Full Power	2:	=	3 :	*:	-
	 Ph.D. provisional registration 	Full Power		ia i	(*)	-	-
	13. Ph.D. confirmation registration	Full Power				-	e₹:
	14. Fee Reimbursement bill of UG & PG students	Full Power			-	Ħ:	
	15. Action taken information of syndicate & AC meeting	Full Power	= -			-	•
ĸ	16. Provisional affiliation certificate issued to Foreign students	Full Power	=	· ***	æ	•	<u>.</u>
	17. Approval of calendar of events of UG & PG certificates	Full Power			-		• ·
	18. Revision of fees structure of UG & PG course	Full Power)E	-	-	4	*
	19. Institution of Gold medals & Cash Prizes	Full Power	-		P	*	e .
	20. Monthly progress report to Governor office.	Full Power	1 6		#		-
12	Issue of no objection certificate to the staff (to go abroad)	Full Power	-	7.5°	•		-
13	According of permission to go on other duties (within the state)	Group A& B	Group C & D		-	1	* V
14	To sanction stagnation	Group A&	Group C &	E .			*

	increment	В	D				
15	Fixation of Pay	Group A&	Group C & D	3	-	¥	
16	Sanction of charge allowance	Group A & B	Group C &				
17	Approval of panel of Guest Lecturer / part time Lecturer	Full Power		-		*	
18	To sanction of casual leave	Group A& B	Group C & D	-	: -);	-	W.
19	To sanction of festival advance	Group A& B	Group C & D	•			-
20	To sanction Encashment of earned Leave	Group A& B	Group C & D	i	(e)	- 4	•
21	To sanction of Maternity leave & paternity leave as per rules	Group A&	Group C & D	*	-		•
22	Declaration of probationary period	Group A& B	Group C & D	•		Fa-F	*
23	To sanction of Telephone Electricity, Rent, Water supply petrol, Diesel & courier bills as per rules	-	Full Power		-	:#:	
24	To sanction and to draw money on A.C. Bills and render accounts to the Finance Officer within the stipulated periods as per rules.	Full Power	Rs. 1 Lakh	-	*	-	•
25	To claim and to disburse supplementary salary T.A. and other establishment claims to the concerned as per rules	Group A& B	Group C & D	5	Ľ	-	-
26	To sanction expenditure on Dry-Cleaning and Pressing of Convocation Dresses and Polishing of Mace & Wooden Stand			Full Power			

1) Group A - 67550-104600 and above

2) Group B -43100-83900 and above but below the scale of pay 67550-104600

3) Group C = 37900-70850 and above but below the scale of pay 43100-83900

4) Group D - 18600-32600 and above but below the scale of pay 37900-70850

REGISTRAR Registrar

Karnataka State Law University Navanagar, Hubballi-580 025. John that

VICE-CHANCELLOR

Vice-Chancellor Karnataka State Law University Navanagan, Hubli-580025 20.8.22

CHANCELLOR

THAAWARCHAND GEHLOT CHANCELLOR