

**Government of West Bengal**  
**Finance Department**  
**Audit Branch (Group T)**  
**"NABANNA" 325, Sarat Chatterjee Road, Howrah-711102**  
**(E-1128804 - Gr B)**

No: 4395 - F(Y)

Date: 12.12.2025

**MEMORANDUM**

In continuation of this Department Notification No. 4411-F(Y) dated 04.06.2015, the Governor is pleased to delegate financial powers to the hierarchy of the officers under the Technical Education, Training and Skill Development Department, Government of West Bengal, as per the Annexure enclosed, for inclusion in Schedule "B" annexed to Rule 18 of Delegation of Financial Powers Rules, 1977.

Necessary amendment to Delegation of Financial Powers Rules, 1977 shall be made in due course.



(P K Mishra, IAS)

Additional Chief Secretary to the  
Government of West Bengal

Date: 12.12.2025

No. 4395/1(300) -F(Y)

**Copy forwarded for information and necessary action to:**

1. Pr. A.G. (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata-700001.
2. Pr. A.G. (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata-700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3<sup>rd</sup> MSO Building, 5<sup>th</sup> Floor, Block DF, Sector I, Salt Lake, Kolkata - 700064.
4. Additional Chief Secretary / Principal Secretary/ Secretary,.....Department requesting to circulate concerned offices/autonomous bodies/Parastatals under the administrative control of his Department.
5. Special Secretary / Additional Secretary / Commissioner/ Joint Secretary / Deputy Secretary, Finance Department.
6. The General Manager, Reserve Bank of India, Banking Department, 15-N.S. Road, Kolkata-1.
7. Financial Advisor, \_\_\_\_\_ Department.
8. Director, \_\_\_\_\_
9. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3<sup>rd</sup> Floor, Kolkata - 700001.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-1, Old Khadya Bhavan, 3<sup>rd</sup> Floor (East side), 11A Mirza Ghalib Street, Kolkata - 700 087.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, Old Khadya Bhavan, 2<sup>nd</sup> & 3<sup>rd</sup> Floor, (West side), 11A Mirza Ghalib Street, Kolkata - 700 087.
12. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, Salt Lake, Kolkata - 700064.
13. Commissioner, \_\_\_\_\_ Division,
14. District Magistrate/District Judge/ Superintendent of Police, Commissionerate of Police
15. Sub-Divisional Officer, \_\_\_\_\_
16. Treasury Officer, \_\_\_\_\_
17. Block Development Officer, \_\_\_\_\_
18. Group \_\_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.
19. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.



**OSD & Ex- Officio Spl. Secy. to the  
Government of West Bengal**

**Annexure to FD Memo No. 4395 - F(Y) dated 12.12.2025**

<b>Schedule – B (See Rule 18 of DFPR, 1977)</b>								
<b>Technical Education, Training and Skill Development Department</b>								
<b>Sl N o.</b>	<b>Items of Expenditure</b>	<b>Object head of Budget</b>	<b>Delegation to</b>					<b>Remarks</b>
			<b>Principal /Principal in Charge of Polytechnics</b>	<b>Principal/Pri ncipal in Charge of ITIs</b>	<b>District Officer of Regional Office(DVET)/ Nodal Officer of Nodal Polytechnic (DVET)</b>	<b>Director of Technical Education &amp; Training/ Industrial Training/ Vocational Education &amp; Training</b>	<b>Secretary/ Principal Secretary/ Additional Chief Secretary</b>	
1	i) Local purchase of Stationeries Items including Computer Stationeries for Office use. ii) Urgent procurement of books iii) Combating dengue virus iv) Etc	13 /0 4	Rs 1,00,000/-	Rs 1,00,000/-	Rs 1,00,000/-	Rs 5,00,000/-	Full Power	(i) All financial rules must strictly be maintained. (ii) Expenditures may be incurred subject to the Budget Provisions of the current financial year.
2	Urgent minor maintenance works relating to civil/ electrical and IT.	19	Rs 1,00,000/-	Rs 1,00,000/-	Rs 1,00,000/-			
3	Fund for purchase of materials/ equipments for laboratories, etc	21 /0 4	Rs 1,00,000/-	Rs 1,00,000/-	Rs 1,00,000/-			
4	i)Fund for emergency expanses for student's Hostel ii)Incidental expenses for hiring of cars. iii) Conducting seminars/ workshop on educational purposes/ student credit card programme / management of different occasion including refreshment. iv) Fund for urgent legal services. v) Medical emergency expanses for student vi) Maintenance of photocopiers/ water coolers or any other incidental expenses. vii) Clearance of jungle around the Institute premises viii) Organizing Job Fair/ Apprenticeship Mela ix) Etc.	50	Rs 1,00,000/-	Rs 1,00,000/-	Rs 1,00,000/-			

*[Signature]*  
12/12/25

**Amit Kr. Mondal**  
OSD & EO Special Secretary  
Finance Department  
Govt. of West Bengal