

Ref. No. MCL/SBP/CS/DOP/2016/ 9380

Date: 13.07.2016

OFFICE ORDER


Sub : Delegation of Powers (DOP) of Functional Directors & CMD, MCL

MCL Board in its 177th meeting held on 26.05.2016 has approved the DoP of Functional Directors and CMD to award the work to CMPDI directly under arm length relation as detailed below :-

FUNCTIONAL DIRECTORS	Upto Rs. 3 Crores
CMD	Beyond Rs. 3 Crores and upto Rs.15 Crore

As per directive given in 310th Meeting of CIL Board, work awarded to CMPDI under arm length relation shall not be treated as work awarded on 'nomination basis'.


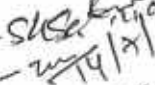
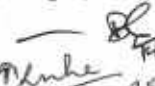
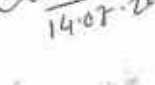
This issues with the approval of Competent Authority.


(A. K. Singh)
Company Secretary

Copy to:

1. GM(F), MCL.
2. All HoDs , MCL H.Q.

For kind information to:

1. CMD, MCL
2. Director(Tech/OP), MCL -  14/07/16
3. Director(Personnel), MCL -  14/07/16
4. Director(Tech/P&P), MCL -  14/07/16
5. Director(Finance), MCL -  14.07.2016

Ref. No. MCL/SBP/CS/DOP/2016/ 9300.

Date: 16.05.2016

OFFICE ORDER

Sub : Amendment of Delegation of Powers (DOP) of CMD, MCL

MCL Board, in its 176th meeting held on 05.04.2016, has approve the delegation of power of CMD, MCL for Grant and donations to Charitable, Research and Educational Institutions with effect from 05.04.2016 which is appended below:

E	OTHER FINANCIAL MATTERS	Revised DOP
4	Grant and donations to Charitable Research and Educational Institutions.	Upto a maximum of Rs. 2 Lakh in each case with a ceiling of Rs. 40 Lakh per annum.

(A. K. Singh)
Company Secretary

Copy to:

1. GM(F), MCL.
2. GM/TS to CMD, MCL
3. TS to D(T/Op), MCL
4. TS to D(T/P&P), MCL
5. TS to D(F), MCL
6. TS to CVO, MCL
7. TS to D(P), MCL
8. AFM, MCL HQ.
9. GM(EE/Welfare), MCL
10. P R O, MCL

For kind information to:

1. CMD, MCL
2. Director(Tech/OP), MCL
3. Director(Personnel), MCL
4. Director(Tech/P&P), MCL
5. Director(Finance), MCL

ମହାନଦୀ କୋଲ ଫିଲ୍ଡସ୍ ଲିମିଟେଡ୍
महानदी कोलफील्डस लिमिटेड
Mahanadi Coalfields Limited
(A subsidiary of Coal India Limited)

Office of the Company Secretary
At/Po. Jagruti Vihar, Burla, MCL
Dist. Sambalpur – 768020 (Odisha)
CIN: U10102OR1992GOI003038
TeleFax No. 06632542977
Email id: cosecymcl@gmail.com
Website: www.mcl.gov.in



Ref. No. MCL/SBP/CS/DOP/2015/ 8934

Date: 31.10.2015

OFFICE ORDER

Sub : Amendment of Delegation of Powers (DOP) of CMD, MCL

MCL Board, in its 171st meeting held on 27.10.2015, has approve the delegation of power of CMD, MCL against Repair of HEMM with immediate effect which is appended below:

Item	CMD, MCL	
	Existing DOP	DOP to be revised
Without Tender		
C) Approval for repair contract (HEMM Spares plus Services etc) in respect of repairs/ Recon of HEMM's Engine/FIP/ Injector and Transmission/ Torque converter on single enquiry basis through OEM/ OPM/ their authorized service agencies.	N/a	Upto Rs.1 Crore in each case

(A. K. Singh)
Company Secretary

Copy to:

1. GM(F), MCL.
2. GM/TS to CMD, MCL
3. GM(Excv), MCL
4. GM(TC), MCL
5. GM(MM), MCL
6. TS to D(F), MCL
7. TS to CVO, MCL
8. HOD(IA), MCL
9. AFM, MCL HQ.

For kind information to:

1. CMD, MCL
2. Director(Tech/OP), MCL
3. Director(Personnel), MCL
4. Director(Tech/P&P), MCL
5. Director(Finance), MCL



Ref. No. MCL/SBP/CS/DOP/2015/8544

Date: 04.04.2015

OFFICE ORDER

Sub : Amendment of Delegation of Powers (DOP) of CMD, MCL

MCL Board, in its 163rd meeting held on 06.12.2014, has revised the delegation of power of CMD, MCL against Purchase & Contracts with immediate effect which is appended below:

Item	Existing DOP	Revised DOP
On Limited Tender		
a) Single Tender	Upto Rs. 1 Crore	Upto Rs. 2 Crore
Without Tender		
b) Without tender through negotiation [Reasons to be recorded in writing]	Upto Rs. 20 Lakh	Upto Rs. 40 Lakh

(A. K. Singh)
Company Secretary

Copy to:

1. GM(F/T&TM), MCL.
2. Dy. GM(Vig), MCL
3. GM/TS to CMD, MCL
4. GM(Civil), MCL
5. GM(TC), MCL
6. GM(MM), MCL
7. TS to D(F), MCL
8. HOD(IA), MCL
9. AFM, MCL HQ.

For kind information to:

1. CMD, MCL
2. Director(Tech/OP), MCL
3. Director(Personnel), MCL
4. Director(Tech/P&P), MCL
5. Director(Finance), MCL

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ମହାନଦୀ କୋଲ ଫିଲ୍ଡସ୍ ଲିମିଟେଡ୍
महानदी कोलफील्ड्स लिमिटेड
Mahanadi Coalfields Limited
(A subsidiary of Coal India Limited)

Office of the Company Secretary
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CIN: U10102OR1992GOI003038
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Email id: cosecymcl@gmail.com
Website: www.mcl.gov.in



MCL

Ref. No. MCL/SBP/CS/DOP/2014/ 8369

Date: 19.12.2014

OFFICE ORDER

Sub : Amendment of Delegation of Powers (DOP) of Director(Personnel), MCL

The Power vested with CMD, MCL under Clause E-3 of Annexure-II of DOP as approved in 125th meeting of MCL Board held on 24th December' 2010 is hereby delegated to Director(Personnel), MCL with immediate effect as ^{revised} overleaf in **Annexure-A**.

This has been approved by Competent Authority vide Notesheet No. IR-1624 dated 27.09.2014 and will come into force with immediate effect.

(A. K. Singh)
Company Secretary

Copy to:

1. Director(Personnel), MCL
2. GM(F/T&TM), MCL.
3. GM(F/CA), MCL.
4. GM(F/HQs), MCL. / AFM, HQ
5. TS to D(F), MCL
6. Dy.GM(Vig). MCL

For kind information to :

1. CMD, MCL
2. Director(Tech/OP), MCL
3. Director(Tech/P&P), MCL
4. Director(Finance), MCL
5. TS to CMD, MCL

P.T.O

**MAHANADI COALFIELDS LIMITED
SAMBALPUR**

E	OTHER FINANCIAL MATTERS	
3	Ex-gratia payment other than in accordance with the Schemes	Upto Rs. 5000/- in each case.

- 1) **GENERAL PRINCIPLES GOVERNING THE DELEGATION OF POWERS :**
 - a) Delegation of powers is an effective instrument for expeditious decision making and efficient management
 - b) The delegation is made keeping in view of the objectives of the company and its accountability to the Government.
 - c) The delegation is aimed at securing for the company maximum autonomy consistent with financial and other proprieties.
 - d) Delegation of powers is aimed to be specific and unambiguous.
- 2) **ALL DELEGATION OF POWERS ARE SUBJECT TO :**
 - a) Provisions of the Companies Act, the Memorandum and the Articles of Association of the Company.
 - b) Manuals, instruction issued from time to time and Rules and Regulation in force at the time of exercising of powers and general policy as may be laid down by the Management from time to time.
 - c) Observance of the canons of financial propriety.
 - d) Allocations made for specific purpose in the approved budget.
 - e) Concurrence of finance in respect of financial powers or powers having financial implications.
- 3) **THE FOLLOWING SHALL PARTICULARLY BE KEPT IN VIEW :**
 - a) The powers will not be exercised for sanctioning the expenditure which directly or indirectly will be advantageous to the officers sanctioning such expenditure.
 - b) The expenditure shall not be split up with a view to bring it within the limit of delegated power
 - c) **Need for strict economy at every stage.**
 - d) The delegated powers shall be exercised in conjunction with well established practices like Tender committee, Purchase committee, Selection committee, Departmental Promotion Committee etc. with due regard to budget provision, financial concurrence, service rules etc. as the case may be.

MAHANADI COALFIELDS LIMITED

Delegation of Powers of Board of Directors

The Board shall exercise all powers within the provisions of Articles of Association of Mahanadi Coalfields Limited and powers delegated by Govt. / CIL from time to time.

MAHANADI COALFIELDS LIMITED**DELEGATION OF POWERS TO CHAIRMAN CUM-MANAGING DIRECTOR**

1. The Chairman-cum-Managing Director shall exercise full powers of the Board of Directors except those listed below, which will required the approval of the Board of Directors.
2. The exercise of these powers by the Chairman-cum-Managing Director will be subject to the provisions of the Companies Act, 1956, the Memorandum & Articles of Association of the Company and the policies laid down by the Board of Directors from time to time.
3. In Special circumstances, Chairman-cum-Managing Director may, within the ambit of operational necessity and efficiency or to meet an emergency, take decision on behalf of the Board after recording proper reasons and the circumstances compelling him to do so. However, the matter and a report thereon be placed before the next Board meeting for ratification.
4. The Chairman-cum-Managing Director may sub-delegate the powers conferred upon him to the Functional Directors, Executive Directors, CGMs/GMs, Heads of Divisions/Departments and other officers from time to time as he may deem fit.
5. The Chairman-cum-Managing Director shall have full powers to institute suits, defend, compound or abandon legal proceedings or refer the claims to arbitration and execute powers of attorney and sign vakalatnamas, plaints, written statements, pleadings and other documents and papers for and on behalf of the Company.

ITEMS REQUIRING SPECIFIC APPROVAL OF THE BOARD OF DIRECTORS

Sl.No.	Nature of power	Limit
(1)	(2)	(3)
A	COMPANY MATTERS	
1	Power to borrow	To borrow money for the purposes other than the working capital requirements on the hypothecation of the Company's current assets, subject to guidelines issued by CIL (Borrowing power for working capital requirement will be exercised by the CMD, subject to the guidelines and policies laid down by the Board), if any.
2	Formation of Joint Ventures, Subsidiaries, Overseas offices, Technology Joint Ventures & Strategic Alliances, Mergers and Acquisitions in India and abroad.	Require the sanction of the Board.
B	BUDGET	
1	Revenue/Capital Budget	Requires approval of the Board.
2	Re-allocation of Capital Funds	Any re-allocation of fund from one group to another group or from a new project to other project.
3	Advance action on capital expenditure	Other than contractually committed/spill over works.

(1)	(2)	(3)
C	CAPITAL WORKS	
1	New Project/ Scheme included in the approved Plan outlay and Budget.	Beyond Rs. 25 crores for each Scheme/Project.
2	Deviations in the approved Project Reports	Upward variations in Project cost in aggregate which exceeds 10% of the originally approved cost estimates as well as major technical deviations in respect of the Project Reports approved.
3	Advance action on capital expenditure included in the capital Budget awaiting approval.	Beyond 10% value of each scheme / project awaiting approval.
4	Capital expenditure in excess of sanctioned estimates of awarded work	Beyond 10% of the sanctioned cost in each case.

5	Capital expenditure in anticipation of inclusion in the budget.	Beyond Rs. 2 crores for each project.
D	PURCHASE AND CONTRACTS	
1	Purchase orders/ contracts	<p><u>(1) ON OPEN TENDER :</u> Lowest tender : Beyond Rs. 15 crores Single tender : Beyond Rs. 2 crores</p> <p><u>(2) ON LIMITED TENDER :</u> Lowest tender : Beyond Rs. 6 crores Single Tender : Beyond Rs. 1 crores</p> <p><u>(3) WITHOUT CALLING TENDER :</u> (a) Purchase of proprietary items from Original Equipment Manufacturers – Beyond Rs. 5 crores (b) Without tender through negotiation - Beyond Rs. 20 lakhs (Reasons to be recorded in writing).</p> <p><u>(4) REPEAT ORDER :</u> Repeat orders as per Manual – Total amount together with the original order exceed the above financial limits.</p>
2	Changes in the rates/quantities of approved contracts	Changes beyond 10% of the value of Contracts awarded by the Board.
3	Settlement of disputes with suppliers/ contractors	Beyond Rs. 50 lakhs in each case or beyond Rs.2 crores in an year.
E	OTHER FINANCIAL MATTERS	
1	Investment of Company's Funds	Except in emergency, subject to guidelines issued by CIL
2	Loans/advances to other than employees	Requires approval of the Board.
3	Ex-gratia payment other than in accordance with the Schemes	Beyond Rs. 5000/- in each case.
4	Grant and donations to Charitable Research and Educational Institutions.	Beyond Rs. 1 lakh in each case, and beyond a total of Rs. 25 lakhs per annum.

(1)	(2)	(3)
F	SALES	
1	Sale of coal and other products at negotiated prices	Exceeding such limits or norms as may be prescribed by the Board, subject to the limits as prescribed by the CIL Board or Government. Note: Sale of coal and other coal products relates only to sale at prices which have not been statutorily notified.
2	Sale of movable property	In case of pre-mature survey off.
G	OTHER EXPENDITURE	
1	Hiring of land, buildings and other infrastructure	Beyond Rs. 5 lakh in each case and beyond a total of Rs. 50 lakh per annum.
2	Hiring Consultants/ Experts (Firms and Institutions only)	Beyond Rs. 10 lakh in each case and beyond a total of Rs. 50 lakh per annum in all excepting foreign consultancy. (The appointment of an individual as consultant can be done only with the approval of Chairman, CIL or CIL Board as the case may be).
3	Other items	Any expenditure on an item which has not been recognized as an item fit for expenditure by the Company.
H	WRITE OFF OF LOSS:	
1	Write off of loss in coal stocks periodically due to deterioration.	Exceeding the limits or norms as may be prescribed by the Board, if any, subject to the limits as prescribed by the CIL Board.
2	Rate of write off of stocks	Exceeding the limits or norms as may be prescribed by the Board, if any, subject to the limits as prescribed by the CIL Board.
3	Write off of losses other wise than due to deterioration	Exceeding the limits or norms as may be prescribed by the Board, if any, subject to the limits as prescribed by the CIL Board.
4	Write off of loss of cash	Beyond Rs. 2500 in each case.
5	Write off of any items of stores, equipment, tools, plant, building and materials.	Beyond Rs. 5 lakhs in each case.
I	PERSONNEL MATTERS	
1	Manpower Budget	Requires approval of the Board.
2	Creation of posts	Beyond E-4 grades in case of executives.
3	Deputation abroad	Approval of business tour abroad beyond 5 days duration of Functional Directors, under intimation to the Secretary of the Administrative Ministry. In case of Chief Executive, tour abroad would continue to require the prior approval of the Minister of the Administrative Ministry/ Department.
J	OTHERS	
1	Procurement of staff cars	Except against replacement / PR provision subject to CIL/Government guidelines.
2	Deployment of Ex-Servicemen Security Agencies as per projected requirement in the Manpower Budget of the Company.	Beyond Rs. 5 crores. (Note: Proposals should be duly recommended by Committee constituted to examine and recommend proposal(s) referred to it.

The delegation of powers is also subject to the following and includes:

1. Delegation of Powers is an effective instrument for expeditious decision making and efficient management. The delegated powers shall be exercised in line with the established procedures.
2. The delegation is made keeping in view the objectives of the Company and its accountability to the Government.
3. All purchases and contracts should be concluded only on the recommendations of the Committee. In all cases of acceptance of tenders other than lowest and changes in approved rates, detailed reasons should be recorded in writing under the signature of the Chairman of the Committee.
4. All appointments are to be made through duly constituted selection committee and all promotions through Departmental Promotion Committees.
5. In respect of sale of moveable property, the prescribed procedures for survey-off reporting, condemnation of the article and subject to sale through public auction etc.