



Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu

Notification No: 12 (Secy.) of 2022

Dated: 29-07-2022

Sub: Addition/Amendments in SKUAST-Statutes-thereof.

- Ref:**
- Minutes of 33rd Meeting of Board of Management held on 19th March, 2021*
 - Minutes of 19th Meeting of University Council of SKUAST-Jammu held on 13th November, 2021*
 - Concurrence of Finance Department, J&K Govt conveyed vide no. FA/Uni/54/SKUAST-J/revision/F/P/2022/827 dated 25.04.2022*
 - Assent of Hon'ble Chancellor Conveyed vide no's LGS-113(Assent)/ (SKUAST-J)/22/3011 dated 12th July, 2022 from Deputy Secretary, Governor's Secretariat, J&K, Raj Bhavan, Srinagar.*

As recommended by Board of Management of SKUAST-Jammu (at its 33rd meeting held on 19th March, 2021, respectively), approved by University Council at its 19th Meeting (held on 13th of November, 2021) and assented to by the Hon'ble Chancellor (Hon'ble Governor, J&K), I Dr. J.P.Sharma, Vice-Chancellor, SKUAST-J, in exercise of powers vested in me under Section 40 of SKUAST-Act do hereby notify the amendment/addition to SKUAST-Statutes as contained in **Annexure-I** to this notification.

By Order

No. AUJ/Secy./22-23/F-101(IInd)/ 3566-3633

Date: 29-07-2022

Cc:

- Financial Commissioner (Additional Chief Secretary), Agriculture Production and Farmer's Welfare Department, UT of J&K, Civil Secretariat, Jammu/Srinagar (Member).
- Financial Commissioner (Additional Chief Secretary), Finance Department, UT of J&K, Civil Secretariat, Jammu/Srinagar (Member).
- Principal Secretary to Hon'ble Lieutenant Governor (Hon'ble Chancellor, SKUAST-Jammu), Lieutenant Governor's Secretariat, Raj Bhavan, Srinagar.
- Secretary to Govt., Planning Development and Monitoring Department, UT of J&K, Civil Secretariat, Jammu/Srinagar (Member).
- All Members of University Council of SKUAST-Jammu.
- All Members of Board of Management of SKUAST-Jammu.
- All Officers of SKUAST-Jammu.
- Dean, FoA/FBSc/Student Welfare, Chatha/FVSc., R.S.Pura.
- Registrar, SKUAST-Kashmir, Shalimar Campus, Srinagar.
- Deputy Secretary, Lieutenant Governor's Secretariat, Raj Bhavan, Jammu/Srinagar. This has in reference to the copy of the assent of Hon'ble Chancellor conveyed vide above quoted reference.
- Private Secretary to Hon'ble Lieutenant Governor for kind information of Hon'ble Lieutenant Governor, J&K and Chancellor, SKUAST-Jammu, Lieutenant Governor's Secretariat, Raj Bhavan, Jammu/Srinagar for kind information of Hon'ble Chancellor.
- All Joint/Deputy/Asstt. Registrars of SKUAST-J.
- All Joint/Deputy/Asstt. Comptrollers of SKUAST-J.
- SVC for kind information of the Hon'ble Vice-Chancellor, SKUAST-Jammu.
- SVC for kind information of the Hon'ble Vice-Chancellor, SKUAST-Srinagar.
- File concerned (w.3.s.c).
- University website www.skuast.org.

Sd/-
(Dr. J.P.Sharma)
Vice-Chancellor

(Dr. Sushil K. Gupta)
Registrar

SKUAST
Jammu

Chatha, Jammu-180009, INDIA

"An institution for sustainable agriculture for food and nutritional security"
"Healthy soils for a healthy life"

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Annexure-I

to

Notification No. 12 (Secy.) of 2022 dated. 29.07.2022

The Financial Powers delegated to the Officers and Employees of the University under Schedule-II TO CHAPTER-IX are amended to the extent as under:

S. No	Nature of power	To whom delegated	Extent
1 (a)	To purchase books, periodicals, Maps etc. of scientific and technical nature for routine official use	i. Vice-Chancellor	Full powers
		ii. Directors, Registrar, Comptroller and other officers of the University	₹10,000/- a year
		iii. Heads of Divisions/ Regional Stations /AICRIPs /KVKs /Adhoc Research Projects	₹ 5,000/- a year
1 (b)	To purchase books, directories, dictionaries and maps etc. for use in the University Libraries	i. Vice-Chancellor	Full powers
		ii. University Librarian	Upto ₹30,000/- in a year on the recommendations of the Heads of Divisions/Officers of the University Full powers on the recommendations of Library Advisory Committee approved by Vice-Chancellor
		iii. Heads of Divisions/ Regional Stations /AICRIPs/KVKs/Adhoc Research Projects	Upto ₹25,000/- in a year in respect of Regional Stations and ₹50,000/- in a year in case of Faculties Full powers on the recommendations of Library Advisory Committee
1 (c)	To purchase Journals/ Periodicals / reviews/ bulletins of technical and scientific nature	University Librarian/ Heads of Regional Stations /AICRIPs /KVKs/Adhoc Research Projects or Faculties	Full powers on the recommendations of Library Advisory Committee approved by the Vice-Chancellor
2.	To sanction rate contract for purchase of stationery articles	Vice-Chancellor	Full powers on the recommendations of purchase committee. In determining the rate contract, the rate and quality fixed by the Government for similar articles shall be kept in view.

3.	To allow make purchase of stationery articles after inviting quotations	i.	Vice-Chancellor	Upto ₹2,00,000
		ii.	Officers of the University	Upto ₹30,000
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹10,000
4.	To allow make local purchase of stationery for use in case of urgency without inviting tenders	i.	Vice-Chancellor	Upto ₹1,00,000 in a year
		ii.	Officers of the University	Upto ₹10,000 in each case subject to maximum of ₹30,000 in a year
		iii.	Heads of Divisions/ Regional Stations/AICRIPs /KVKs /Adhoc Research Projects	Upto ₹5000 in each case subject to maximum of ₹10,000 in a year.
5.	To sanction purchase of Engineering Stationery		Estates Officer	Full powers on the recommendations of Purchase Committee
6.	To give printing work to a private press	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University	₹50,000/- in each case after following codal formalities provided that the Government Press is not in a position to undertake the job
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	₹15,000/- in each case subject to maximum of ₹30,000/- in a year subject to observance of all codal formalities.
7	To sanction permanent advance to the Officers/Heads of Divisions/ Regional Stations and other employees in- charge of a section/unit	i.	Vice-Chancellor	Upto ₹20,000/- in each case
		ii.	Comptroller	Upto ₹10,000/- in each case after keeping in view the average expenditure of the units
8	To authorize repairs of University buildings	i.	Estates Officer	Full powers upto the extent funds are available in consultation with the Officers of the University/Heads of Divisions/ Regional Stations / Units
		ii.	Officers of the University	Upto ₹2,00,000/- through a committee of Senior Officer as provided under SKUAST-Jammu Memorandum No. AUJ/Adm/11-12/1458-11518 dated 04.11.2011

		iii.	Heads of Divisions/ Regional Stations /AICRIPs /KVKs/ Adhoc Research Projects	Upto ₹20,000/- at a time but not exceeding maximum of ₹1,00,000/- in a year, subject to availability of funds.
9.	To accord sanction to purchase of store articles i.e. equipment's, instrument, machinery, tools, live stocks, chemicals and glass wares etc.	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University	Upto ₹2,50,000/- in each case
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹1,50,000/- in each case
		iv.	Nodal Officer of the Units other than Officers /HODs	Upto ₹50,000/- in each case
10.	To make purchase of stores, equipments, machinery, tools etc. sanctioned by the Competent Authority		University Officers/Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects Estates Officer	Full powers subject to the availability of funds and on the rates, terms and conditions recommended by the Purchase Committee
11.	To sanction contracts for sale of farm or garden produce		Heads of Divisions/Regional Stations /AICRIPs/KVKs/Adhoc Research Projects	Full powers on the recommendations of the Auction committee and subject to the conditions that the bid accepted is not less as compared to the average bid of the last three years. Where the average bid is less than average of the last three years, approval of the Vice-Chancellor through Comptroller should be sought
12.	To sanction refund of revenue		Comptroller	Full powers subject to admissibility under rules.
13.	To declare stores surplus or un-serviceable excluding farm produce	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University/Heads of Divisions/ Regional Stations /AICRIPs /KVKs/Adhoc Research Projects Estates Officer	Upto book value of ₹50,000/- in each case subject to maximum of ₹5,00,000/- in a year. Provided that the stores before being declared as unserviceable are surveyed reported by the survey committee to be constituted in this behalf

14.	To write off storage losses in farm produce due to dryage, damage by weevils, rats, fires, white ants, rains etc. and plants and grafts	i.	Vice-Chancellor	Full powers
		ii.	Directors	Upto 3% of the total value of the stock in respect of farm produce and 10% in case of plants and grafts
		iii.	Heads of Divisions/ Regional Stations /AICRIPs/KVKs/Adhoc Research Projects	Upto 2% of the total value of the stock in case of farm produce and 5% in case of plants and grafts
15.	To write off University money lost by fraud or negligence of individuals or other causes which are irrecoverable	i.	Vice-Chancellor	Upto ₹1,000/- in each case, subject to a limit of ₹5,000/- in a year
		ii.	Officers of the University	Upto ₹300/- in each case, subject to a ceiling of ₹1500/- in a year provided that :- Serious negligence on the part of some individual employee or employees which might possibly call for disciplinary action requiring the order of a higher authority and in case of any fraud or negligence, disciplinary action is taken against the defaulting official or officials concerned before the loss is written off
16.	To fix sale rate of perishable agriculture and animal produce of farms		Heads of Divisions/ Regional Stations /AICRIPs /KVKs/Adhoc Research Projects	Committee to be constituted by Vice-Chancellor – for the value above ₹1,00,000/- & Officers of the University upto the value of ₹1,00,0000/-
17.	To sanction re-appropriation of grants except in the following cases:		Vice-Chancellor	Full powers
	a) From funds under the revenue head of Account of Capital account or vice versa.			
	b) From plan to non-plan			
	c) To restore or to increase the expenditure on items the provision for which has been specifically omitted or reduced at the time of passing of the budget.			

	d) To meet expenditure on a new service not contemplated in the budget			
	e) After the close of the financial year			
	f) To meet any expenditure which has not been approved by the competent authority			
	g) From the primary unit (pay of Estt.) to any other unit			
	h) From lump sum provision made in the budget for some specific purpose pending sanction to details			
	i) To increase provision under temporary establishment except when engagement of the establishment has been approved by the competent authority; and			
	j) From grants specifically earmarked for execution of works to any other object of expenditure			
18.	To sanction expenditure on demonstration of implements, improved seed, fertilizers etc	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University	Upto ₹1,00,000/- in each case subject to availability of funds duly adhering to the guidelines of the Funding Agency.
		iii.	Heads of Divisions/ Regional Stations /AICRIPs /KVKs/Adhoc Research Projects	Upto ₹20,000/- in each case subject to maximum of ₹50,000/- in a year subject to availability of funds duly adhering to the guidelines of the Funding Agency.
19.	To sanction expenditure for prizes and awards		Vice-Chancellor	Full powers subject to rules to be framed
20.	To sanction scholarships, stipends etc.		Director Education	Full powers subject to provisions of statutes and regulations in respect of Resident Instruction Programme
			Director Extension	Full powers in respect of Extension Education Programme subject to provisions of funds for the purpose

21.	To sanction payment of demurrage charges	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University	Upto ₹2,000/- in each case subject to not caused due to negligence of any person
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹1,000/- in each case subject to not caused due to negligence of any person
22.	To sanction expenditure on book binding including other binding work	i.	Officers of the University/Heads of Divisions /Regional Stations /AICRIPs /KVKs /Adhoc Research Projects	Full powers
		ii.	Librarian	₹10,000/- in each case subject to a maximum of ₹1,00,000/- in a year and beyond that with the approval of Vice-Chancellor
23.	To sanction supply of liveries to the eligible employees		Officers of the University/Heads of Divisions /Regional Stations /AICRIPs /KVKs/Adhoc Research Projects	Full powers as per Government rules till the University rules are framed
24.	To sanction employment of skilled or un-skilled labourers on daily wages except for ministerial and orderly posts		Officers of the University/Heads of Divisions /Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Full powers subject to the condition that the rates are the same as in vogue in Government Departments not more than three months at a time
25.	To fix limits of security deposits of University employees and prescribe methods thereof		Vice-Chancellor	Full powers
26.	To sanction contingent expenditure of extraordinary nature	i.	Vice-Chancellor	₹1,00,000/- in each case
		ii.	Officers of the University	Upto ₹50,000/- in each case
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹15,000/- in each case under intimation to Comptroller and the Director concerned
27.	To sanction waiving in part or whole of recoveries of charges pointed out by audit or otherwise in extraordinary cases where chances of recovery are remote		Vice-Chancellor	Upto ₹5000/- in each case

28.	To dispose of by burning, seeds, fruits, plants, and agricultural and animal products, unsuitable for public use	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University	Upto ₹20,000/- in each case under intimation to Comptroller
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹5,000/- in each case subject to a maximum of ₹10,000/- in a year under intimation to the Comptroller
29.	To laid down scale for the issue of concentrates and feed for livestock and poultry		Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Full power in consultation with scientist I/c Animal Nutrition
30.	To declare animals, agricultural produce, nursery plants, fruit trees, farm yard manure etc. as un-serviceable, surplus, un-economical	i.	Vice-Chancellor	Full powers subject to the recommendations of Survey Committee
		ii.	Officers of the University	Upto ₹50,000/- in each case subject to recommendations of the Survey Committee under intimation to Comptroller
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹20,000/- in each case subject to recommendations of the Survey Committee under intimation to Comptroller and concerned Officer of the University
31.	To sanction sale by public auction of animals, Agricultural Produce, nursery plants, fruit trees and other stores declared surplus/un-serviceable by competent authority	i.	Vice-Chancellor	Full powers on the recommendations of the Survey committee
		ii.	Officers of the University	Upto ₹50,000/- in each case on the recommendations of the Survey Committee
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹30,000/- in each case on the recommendations of the Survey Committee
32.	To sanction write-off of books, periodicals and maps etc. other than those maintained in the Library rendered un-serviceable in fair use	i.	Vice-Chancellor	Full powers on the recommendations of the Survey Committee
		ii.	Officers of the University, Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects.	₹3000/- book value in a year on the recommendations of the Survey Committee

33.	To write-off the value of animal died, destroyed		Vice-Chancellor	Full powers
			Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Of the average annual stock 2% in case of Live-Stock and 5% in case of poultry provided that the full case history is recorded and it is not other-wise recoverable on account of negligence of any official
33-A	To write-off difference between book value and sale proceeds of Live-Stock/ Stock and Stores declared surplus, un-productive, un-economical or un-serviceable by Culling/Survey Committee		Vice-Chancellor	Full powers
34.	To sanction expenditure on ordinary postage stamps for official communication in special case and foreign correspondence	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University, Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects.	10,000/- at a time and ₹50,000 per annum for officers of the University
		iii.		Upto ₹5,000/- per annum for HoDs
35.	To fix stock reserve limit for the Estates Division		Vice-Chancellor	Full powers in consultation with Financial Advisor
36.	To sanction expenditure on entertainments, official functions, meeting etc	i.	Vice-Chancellor	Full powers
		ii.	Officers of the University	Upto ₹10,000/- in each case and maximum of ₹ 50,000/- in a year subject to the conditions that expenditure per head does not exceed ₹150/-. However for KVKs /projects, the expenditure on refreshment shall be as per guidelines of scheme / project
		iii.	Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects	Upto ₹5,000/- in each case and maximum of ₹10,000/- in a year subject to the conditions that expenditure per head does not exceed ₹150/- and availability of budget.
37.	To accord technical sanction to detailed estimates of cost of original works or parts thereof including special repairs, renovation, additions or alternations and improvements not chargeable to maintenance		Estates Officer	Full powers on concurrence of the Standing Works Committee to the detailed estimates of the University works.

38.	To accord technical sanction to detailed estimates chargeable to the maintenance of repairs		Estates Officer	Full powers
39.	To permit excess expenditure over originally technically sanctioned estimates without revision of technical sanction		Estates Officer	Upto 5% and beyond that Vice-Chancellor in consultation with Chief Engineer concerned
40.	To accord administrative approval for execution of works		Vice-Chancellor	Full Powers
41.	To sanction payment of rent for accommodation for official purpose		Officers of the University, Heads of Divisions/ Regional Stations/AICRIPs/KVKs /Adhoc Research Projects.	Upto ₹2,000/- P.M. on the recommendations of the University Rent Committee, beyond that with the approval of the Vice-Chancellor
42.	* To sanction fluctuating expenditure in meeting allowances of sweepers *Restrictions: The powers may be exercised on with the prior approval of the Vice- Chancellor vide University Order No. 342 of 1985 dated 23-05-1985		Vice-Chancellor, Officers of the University, Heads of Divisions/ Regional Stations	Full powers subject to the conditions that the payments are of purely contingent character, are drawn on contingent bills and may be withdrawn at any time at the discretion of the appointing authority The allowance will not count for leave and pension or pensionary benefits That the allowance do not go to a mental or inferior servant in employ in receipt of a monthly rate of pay That the allowance granted do not exceed the minimum of the regular grade of such post, in case of whole time and 1/3 in case of part time
43.	To sanction expenditure on the supply of electric energy consumed in University Offices/Institutions/ Units		Officers of the University, Heads of Divisions/ Regional Stations /AICRIPs /KVKs/Adhoc Research Projects.	Full powers
44.	To sanction expenses connected with shows, exhibition, fairs	i.	Vice-Chancellor	Full powers
		ii.	Director Extension Education	Upto ₹1,00,000/- in each case subject to budgetary provisions

45.	To declare scientists and other dignitaries as University guests and sanction expenditure on their board, lodge and conveyance etc		Vice-Chancellor	Full powers
46.	To execute repairs to the vehicles of the University in the market		Officers of the University, Heads of Divisions/ Regional Stations/AICRIPs/KVKs/Adhoc Research Projects.	Full powers
47.	To sanction purchase of vehicle/ tractors		Vice-Chancellor	Full powers
48.	To execute agreements for individual works/supply orders on behalf of University			Any employee of the University nominated by the Vice-Chancellor
49.	To sanction expenditure in connection with the suits instituted by or against the University	i.	Vice-Chancellor	Full powers
		ii.	Registrar	Upto ₹10,000/- in each case excluding lawyers fee
50.	To sanction expenditure on the engagement of person for specialized job like preparation of projects, reports compilation work etc.		Vice-Chancellor	Full powers subject to the condition that the period does not exceed three months and total monthly expenditure on the engagement of each person does not exceed ₹10,000/-