

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

**Notification No: 04 (Secy.) of 2014
Dated : 28-01-2014**

As recommended by Board of Management in its 22nd meeting held on 23.09.2013, approved by University Council in its 10th meeting held on 14.10.2013, assented to by the Hon'ble Chancellor (Hon'ble Governor, J&K) and the assent conveyed vide Dy. Secretary to Governor vide No. GS-1 (Amend-AUJ)2014/336 dated. 10.01.2014, I, Dr. D.K.Arora, Vice-Chancellor, SKUAST-Jammu, in exercise of powers vested in me under Section 40 of SKUAST, Act, 1982 (Amended upto July, 2005), do hereby notify addition/amendment in SKUAST-Statutes as contained in the Annexure-I, II & III to this Notification.

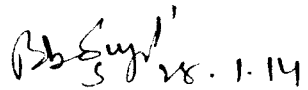
This shall come to force with immediate effect.

Sd/-
Prof. D.K.Arora
Vice-Chancellor

No. AUJ/Secy./13-14/2564-92
Date: 28-01-2014

Copy for information to the:

- Principal Secretary to Govt., Planning and Development Department, J&K Govt., Civil Secretariat, Jammu.
- Principal Secretary to Govt., Finance Department (Financial Advisor, Universities), J&K Govt., Civil Secretariat, Jammu.
- Principal Secretary to Hon'ble Chief Minister of J&K and Pro-Chancellor, SKUAST-Jammu for the kind information of Hon'ble Chief Minister, J&K, Civil Secretariat, Jammu.
- Principal Secretary to Hon'ble Governor, J&K and Chancellor, SKUAST-Jammu for kind information of Hon'ble Governor, J&K, Raj Bhawan, Jammu.
- Commissioner/Secretary to Govt., Agriculture Production Department, J&K Govt., Civil Secretariat, Jammu.
- All Officers of SKUAST-Jammu
- Registrar, SKUAST-Kashmir.
- All Deputy/Asstt. Registrars.
- All Deputy/Asstt. Comptrollers.
- SVC for kind information of Hon'ble Vice Chancellor of SKUAST-Jammu.
- SVC for kind information of Hon'ble Vice-Chancellor of SKUAST-Kashmir.
- File concerned (w.3.s.c).


Prof. B.B. Gupta
Registrar

SCHEDULE I TO CHAPTER IX
Delegation of Administrative Powers to the Officers and Employees of University

S.No.	Nature of power	To whom delegated		Extent
		3	4	
1				
2.	To sanction deputation of University employees to other parts of India outside the State for purpose of training / meeting / conferences/ seminars etc. in the interest of University and to sanction advance T.A. for this purpose	i. ii.	Vice-Chancellor Officers of the University	i. ii.
4.	To constitute Committees for purchase /auction/survey etc	i. ii.	Vice-Chancellor Officers	i. ii.
7.	To grant all kinds of leave but excluding study leave and casual leave and to sanction acting arrangements	i. ii. iii	Vice-Chancellor Officers of the University Heads of Divisions/ Regional Stations	i. ii. iii
8.	Permission to purchase movable and immovable property by the employees of the University	i. ii. iii	Vice-Chancellor Officers of the University Heads of Div./Regional Stations	i. ii. iii.
19	To permit acceptance of fee/honorarium for work outside the University by the University employees provided that the University work does not suffer on this account	i. ii.	Vice-Chancellor Officers of the University	i. ii.

SCHEDULE II TO CHAPTER IX
Delegation of Financial Powers to the Officers and Employees of the University

S.No	Nature of power	To whom delegated	Extent	
			In each case	For items which are not covered under rate contract or are not supplied by the supplier with whom rate contract is sanctioned on the recommendations of the purchase committee
3.	To allow to make purchase of stationery articles after inviting quotations	i. Vice-Chancellor	Upto ₹1,00,000	
		ii. Officers of the University	Upto ₹20,000	
		iii. Heads of Divisions/ Regional Stations	Upto ₹6,000	
4.	To allow to make local purchase of stationery for use in case of urgency without inviting tenders	i. Vice-Chancellor	Upto ₹50,000 in a year	
		ii. Officers of the University	Upto ₹6,000 in each case subject to maximum of ₹15,000 in a year	
		iii. Heads of Divisions/ Regional Stations	Upto ₹1500 in each case subject to maximum of ₹10,000 in a year	
6	To give printing work to a private press	i. Vice-Chancellor	Full powers	
		ii. Officers of the University	₹12,000/- 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	₹6,000/- in each case subject to maximum of ₹15,000/- 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 incharge of a section/unit	i. Vice-Chancellor	Upto ₹10,000/- in each case	
		ii. Comptroller	Upto ₹5,000/- in each case after keeping in view the average expenditure of the units	
8	To authorise 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. Heads of Divisions/ Regional Stations	Upto ₹10,000/- at a time but not exceeding maximum of ₹50,000/- in a year, subject to availability of funds.	

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9.	To accord sanction to purchase of store articles i.e. equipments, instrument, machinery, tools, live stocks, chemicals and glass wares etc.	i.	Vice-Chancellor	i.	Full powers	In respect of furniture, the officers can accord sanction for the value upto ₹1,00,000/- subject to the availability of funds. However, the Vice-Chancellor have the full powers for purchase of furniture
		ii.	Officers of the University	ii.	Upto ₹2,00,000/- in each case	
		iii.	Heads of Divisions/ Regional Stations	iii.	Upto ₹1,00,000/- in each case	
13.	To declare stores surplus or un-serviceable excluding farm produce	i.	Vice-Chancellor	i.	Full powers	
		ii.	Officers of the University/ Heads of Divisions/ Regional Stations/ Estates Officer	ii.	Upto book value of ₹50,000/- in each case subject to maximum of ₹3,00,000/- in a year. Provided that the stores before being declared as un-serviceable are survey reported by the survey committee to be constituted in this behalf	
15.	To write off University money lost by fraud or negligence of individuals or other causes which are irrecoverable	i.	Vice-Chancellor	i.	Upto ₹1,00,000/- in each case, subject to a limit of ₹5,000/- in a year	
		ii.	Officers of the University	ii.	Upto ₹300/- in each case, subject to a ceiling of ₹1,500/- 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		Committee to be constituted by Vice-Chancellor - for the value above ₹1,00,000/- & Officers of the University - upto the value of ₹1,00,000/-	
18.	To sanction expenditure on demonstration of implements, improved seed, fertilizers etc	i.	Vice-Chancellor	i.	Full powers	
		ii.	Officers of the University	ii.	Upto ₹ 5,000/- in each case	
		iii.	Heads of Divisions/ Regional Stations	iii.	Upto ₹2000/- in each case subject to maximum of ₹10,000/- in a year	
21.	To sanction payment of demurrage charges	i.	Vice-Chancellor	i.	Full Power	
		ii.	Officers of the University	ii.	Upto ₹1,000/- in each case	
		iii.	Heads of Divisions/ Regional Stations	iii.	Upto ₹500/- in each case	
22.	To sanction expenditure on book binding including other binding work	i.	Officers of the University/Heads of Divisions /Regional Stations	i.	Full powers	Subject to the conditions that the authority is satisfied that the amount payable is unavoidable and is not caused due to negligence of any person and is not recoverable from any employee
		ii.	Librarian	ii.	₹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	

24.	To sanction employment of skilled or un-skilled labourers on daily wages except for ministerial and orderly posts		Officers of the University, Estates Officer, Heads of Divisions/Regional Stations		Subject to the conditions that the work is carried out through job contract basis/ outsourcing/ bilateral engagement.
26.	To sanction contingent expenditure of extraordinary nature	i. Vice-Chancellor ii. Officers of the University iii. Heads of Divisions/ Regional Stations		i. ₹50,000/- in each case ii. Upto ₹15,000/- in each case iii. Upto ₹5,000/- in each case under intimation to Comptroller and the Director concerned	
28.	To dispose of by burning, seeds, fruits, plants, and agricultural and animal products, unsuitable for public use	i. Vice-Chancellor ii. Officers of the University iii. Heads of Divisions/ Regional Stations		i. Full powers ii. Upto ₹10,000/- in each case under intimation to Comptroller iii. Upto ₹3,000/- in each case subject to a maximum of ₹5,000/- in a year under intimation to the Comptroller	
30.	To declare animals, agricultural produce, nursery plants, fruit trees, farm yard manure etc. as un-serviceable, surplus, un-economical	i. Vice-Chancellor ii. Officers of the University iii. Heads of Divisions/ Regional Stations		i. Full powers subject to the recommendations of Survey Committee ii. Upto ₹20,000/- in each case subject to recommendations of the Survey Committee under intimation to Comptroller iii. Upto ₹10,000/- 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 ii. Officers of the University iii. Heads of Divisions/ Regional Stations		i. Full powers on the recommendations of the Survey committee ii. Upto ₹20,000/- in each case on the recommendations of the Survey Committee iii. Upto ₹10,000/- 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 ii. Officers of the University, Heads of Divisions/ Regional Stations		i. Full powers on the recommendations of the Survey Committee ii. ₹3000/- book value in a year on the recommendations of the Survey Committee	
34.	To sanction expenditure on ordinary postage stamps for official communication in special case and foreign correspondence	i. Vice-Chancellor ii. Officers of the University, Heads of Divisions/ Regional Stations		i. Full powers ii. ₹10,000/- at a time and ₹50,000 per annum for officers of the University iii. Upto ₹5000/- per annum for HoDs	
36.	To sanction expenditure on entertainments, official functions, meeting etc	i. Vice-Chancellor ii. Officers of the University iii. Heads of Divisions/ Regional Stations		i. Full powers ii. Upto ₹3,000/- in each case and maximum of ₹25,000/- in a year subject to the conditions that expenditure per head does not exceed ₹30/-. However for KVKs /projects, the expenditure on refreshment shall be as per guidelines of scheme / project iii. Upto ₹1,000/- in each case and maximum of ₹6000/- in a year subject to the conditions that expenditure per head does not exceed ₹25/- and availability of budget.	

44.	To sanction expenses connected with shows, exhibition, fairs	i. Vice-Chancellor ii. Director Extension	i. Full powers ii. Upto ₹20,000/- in each case subject to budgetary provisions
49.	To sanction expenditure in connection with the suits instituted by or against the University	i. Vice-Chancellor ii. Registrar	i. Full powers ii. Upto ₹10,000/- in each case excluding lawyer's 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/-

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Annexure-III
to

Notification No. 04 (Secy.) of 2014 Dated 28.01.2014

Schedule-I to Chapter-II
(Appointment of Officers and Teachers of the University)

Para (ii) of proviso "Essential" in the column (3) under "Qualification for direct recruitment" for the posts of Professor/Chief Scientist/Associate Director & equivalent and Associate Professor/Senior Scientist/Deputy Director Research/Extension & equivalent at Sl. No. 8 and 9 respectively of Schedule-I to Chapter-II (Appointment of Officers and Teachers of the University) of SKUAST Statutes shall be replaced as follows:

Sl. No (1)	Designation of the Post (2)	Qualification for direct recruitment (3)
8.	Professor/Chief Scientist/Assoc. Dean/Assoc. Director and equivalent (Pay Band of ₹37400-67000 with Academic Grade Pay of ₹10000)	Essential ii. Ten (10) year's experience in the relevant subject out of which at least eight years should be as Scientist/teacher or equivalent position in the pay band-III of ₹15600-39100 + GP of ₹5400/6000 /7000/8000 and two year as a Associate Professor/Sr. Scientist or equivalent in the pay band-IV of ₹37400-67000 with grade pay of ₹8700/9000 (The period spent in obtaining Ph.D degree will not be counted as teaching/research and/or extension experience)
9.	Associate Professor/Senior Scientist /Deputy Director Research/Extension and equivalent (Pay Band of ₹37400-67000 with Academic Grade Pay of ₹9000)	Essential ii. Eight (8) year's experience in the relevant subject as Scientist/teacher or equivalent position in the pay band-III of ₹15600-39100 + GP of ₹5400 /6000 /7000/8000 (The period spent in obtaining Ph.D degree will not be counted as teaching/research and/or extension experience)

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