OFFICE ORDER

In terms of Rule 3(f) of Delegation of Financial Power Rules, 1978 and with the approval of Competent Authority, it has been decided that the Director/Deputy Secretary, in-charge of Administration will function as the "HEAD OF DEPARTMENT" for all Administrative and Financial matters relating to the concerned sections under his/her charge.

Further, in terms of Rule 14 of Delegation of Financial Powers Rules, 1978, the Under Secretary, in-charge of Administration will function as the "HEAD OF OFFICE" for all Administrative and Financial matters relating to the concerned Sections under his/her charge.

However, the matters pertaining to relaxation of rules would continue to be submitted for approval of Joint Secretary/ Additional Secretary/ Secretary, as the case may be.

Under Secretary to the Govt. of India

1. Pay & Accounts Officer Ministry of Corporate Affairs,
   Paryavaran Bhawan, Ludhi Road, New Delhi.
2. Sr. PPS to Secretary/PS to AS(PDS)
3. PS to JS(S)/PS to JS(R)/DS(SP)
5. All Officers/ Sections in the MCA.
6. CA Branch, Bikaner House, New Delhi.
7. R&A Division, New Delhi House, New Delhi.
8. Guard File.