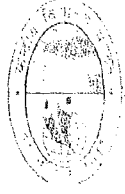


केन्द्रीय विद्यालय संगठन
१८ संस्थागत क्षेत्र, नई दिल्ली ११०६०२
KENDRIYA VIDYALAYA SANGATHAN
18, INSTITUTIONAL AREA,
SHAHEED JEET SINGH MARG
NEW DELHI 110 602



No.F.110240/(6)/2009-KVS(HQ)(Budget)

Dated: 13th Oct., 2011

The Deputy Commissioner,
Kendriya Vidyalaya Sangathan/ZIET,
All Regional Offices.

Subject: New Norms of Expenditure & delegation of powers under VVN -
implementation thereof.

Sir/Madam,

This is with reference to the subject cited above and to say that a proposal for regarding revision of norms of expenditure & delegation of powers under VVN was put up before Finance Committee in its meeting held on 16.3.2011. The recommendations of Finance Committee were placed for approval of BOG of KVS. The BOG of KVS has approved the recommendation of Finance Committee of KVS in its meeting held on 30th August, 2011.

You are requested to circulate revised norms of expenditure to all Kendriya Vidyalayas functioning under your jurisdiction for information and necessary action. These revised norms take effect from the date of issue.

Yours faithfully,

(M. Arumugam)
Joint Commissioner (Fin.)

Copy to:

1. The Finance Officer, KVS, All Regional Offices.
2. P.S. to Commissioner, KVS, New Delhi.
3. P.S. to Additional Commissioner (Admn.), New Delhi
4. Gen. Secy, all recognized Associations.
5. All Branch Officers/Section Officers, KVS (HQ).

✓ B. A. C. (EDP Cell) for uploading in KVS website.

So (EDP)
ND 24/11/2011

ANNEXURE -A

NEW NORMS OF EXPENDITURE UNDER VVN

Enhancement of powers of Deputy Commissioner

*** No change in the existing limit prescribed at Vidyalaya level**

S. No	Item	Existing Financial Limit (In Rs.)		Financial limit proposed to Now Deputy Commissioner	Remarks
		At Vidyalaya level	Powers of Deputy Commissioner (Called earlier Asstt. Commissioner)		
1	Engagement of Part time teachers (Including Instructors/Teachers/ Art & Craft/Coaches/Spoken English etc.) on contract basis	Actuals	Actuals	Actuals	Computer Instructor is shifted to Sl.No 14
2	Petty construction work concerning the school viz: Toilets, Sewerage Tank, Overhead Tank, Stage/Activity Room etc.	4,00,000 pa	5,00,000 pa	10,00,000 pa	
3	Repairs and maintenance of :				
3 (A)	School Building, its toilets, Septic and overhead tanks, including playground and campus. School Building: 1. White Wash/Enamel Paint/Oil Bond (Internal & External) 2. Electrical work 3. Civil Works: Patch work, repairs of floor, plastering of walls, roof seepage (minor) repair & replacement of doors & windows, black board etc. Up to 2 Section Up to 3 Section Up to 4 Section Up to 5 Section Up to 6 Section Up to 7 Section Up to 8 Section	3,00,000 4,00,000 5,00,000 6,00,000 7,00,000 8,00,000 9,00,000	7,00,000 pa	A-1 Type (01 Section) Rs.4,00,000 A Type (02 Sections) Rs.6,00,000 B Type (03 Sections) Rs.8,00,000 C Type (04 Sections and above) Rs.9,00,000	Internal & External white wash to be done once in two years * Note : for double shift School, Internal White wash to be done every year.
3 (B)	Repair and maintenance of classroom furniture & fixtures: (Per Shift)		5,00,000 pa	5,00,000 pa	
	i) 1 Section school	35,000			
	ii) 2 Section School	60,000			
	iii) 3 Section School	70,000			
	iv) 4 Section School	80,000			
	v) 5 Section School	90,000			
	vi) 6 Section School	1,00,000			
	vii) 7 Section School	1,10,000			
	viii) 8 Section School	1,20,000			

3 (C)	Repair & maintenance of Lab Equipments	35,000	5,00,000 pa	5,00,000 pa	
3 (D)	Repair of P.A System and Musical Instrument	20,000 p.a	5,00,000 pa	5,00,000 pa	
3 (E)	House Keeping/ Conservancy Services (Per shift)	1,50,000 p.a	5,00,000 pa	10,00,000 pa	
4	Purchase of Class room furniture & fixtures	2,00,000 p.a	5,00,000 pa	10,00,000 pa	
5	Purchase of Lab equipments/ Consumable and also upkeep of the laboratories	2,00,000 p.a	5,00,000 pa	10,00,000 pa	
6	Purchase of Audio-visual aids and musical Instruments	50,000 p.a	5,00,000 pa	10,00,000 pa	
7	Purchase of sports good and kits, Prize to winners in school sports and inter-class or inter-house matches: entry fee of the school teams for tournaments, photography and providing of refreshments, TA/DA of Students.	3,00,000 p.a #	5,00,000 pa	10,00,000 pa	
8	Pupils societies, Annual function, other school function (e.g Republic Day, Independence day, Teachers Day etc.)	2,00,000 p.a	5,00,000 pa	5,00,000 pa	
9	School Excursions	1,00,000 p.a	5,00,000 pa	5,00,000 pa	
10	Conduct of Examinations (Per Shift)	3,00,000 p.a	7,00,000 pa	10,00,000 pa	
11	Incidental expenses connected with visits to the school by dignitaries like Hon'ble Ministers, Parliamentary Committee etc.	30,000 p.a	5,00,000 pa	5,00,000 pa	
12	Beautification & horticultural development of the school campus including tree plantation. 1. Upto 5 acres of land 2. More than 5 acres of land	1,00,000 p.a 2,00,000 p.a	5,00,000 pa	5,00,000 pa	
13	Development of facilities for library such as purchase of books, educational technology aids (CDS, teaching learning packages etc.) and printing of magazine students diary, newsletters etc. (Per Shift)	1,50,000 p.a	5,00,000 pa	5,00,000 pa	Furniture be deleted.
14	Procurement, Maintenance and development of computer and computers related technologies hardware as well as software including broadband connectivity for	Limited to actual collection of Computer Fund.	5,00,000 pa	10,00,000 pa	

	Internet for students/teachers and Principal, interactive white boards and similar technological aids which can be very useful for enhancing effectiveness of teaching-learning process for the students. Computer Instructor, AMC of Computers, Stationary etc.				
15	Provision of medical facilities of emergent nature during school hours:				
	a) for medical facilities of emergent nature during school hours	20,000 p.a	5,00,000 pa	5,00,000 pa	
	b) for two medical check ups per child	40 p.a			
16	Security of School: Expenditure on outsourcing agencies:	3,50,000 p.a	5,00,000 pa	10,00,000 pa	
17	Misc. office expenses: A. Taxes. B. Electricity/Water charges, C. Other expenditure (Telephone charges, toner cartridge, office stationary etc.)	On actual basis On actual basis 50,000	5,00,000 pa	5,00,000 pa	
18	Misc. Printing as per direction of KVS • Study Materials • Split of Syllabus etc.	On actual basis	On actual basis	On actual basis	

NOTE:

1. In respect of items at serial Numbers 4,5,6,7,8,9,10,13,14 and 17 schools having more than two sections with an average students strength exceeding 1000 can incur expenditure with pro-rata increase.
2. In respect of other items schools having more than two sections can incur expenditure as per actual requirement upto a maximum 20% in excess of prescribed ceiling proportionate to the increase in the students' strength.
3. There will not be any upper ceiling for incurring expenditure on the above approved activities in those cases where the expenditure has been incurred on the authority/directives of the Sangathan.
4. Sanction of Deputy Commissioner may be accorded for any of the items subject to the availability of funds at Vidyalaya level.

Atleast 25% of the amount should be utilized exclusively for primary section of the school. (SI No.7)

ANNEXURE - B
DELEGATION OF POWERS UNDER VVN

The expenditure out of VVN shall be incurred in the Vidyalaya as per the following delegated powers:

Sl. No.	Level of Delegation	Financial Limits	
		Existing	proposed
1	Principal	Rs.25,000/- per annum on each item of expenditure of the ceiling prescribed for each item whichever is less.	Rs. 0.50 Lakh per annum on each item of expenditure or the ceiling prescribed for each item whichever is less.
2	Executive Committee	Rs.1.00 lakh per annum for each item or the ceiling prescribed for each item, whichever is less.	Rs. 2.00 lakh per annum for each item or the ceiling prescribed for each item, whichever is less.
3	Vidyalaya Management Committee	a. Up to the ceiling prescribed for each item. b. In respect of Maintenance & Repair. (i) Schools having up to two Sections - Rs.3.00 lakh per annum. (ii) Schools having three and above Sections - Rs.4.00 lakh per annum.	a) Up to the ceiling prescribed for each item. b) In respect of Maintenance & Repair. i) Schools having up to two Sections - Rs.3.00 lakh per annum. ii) Schools having three and above Sections - Rs.4.00 lakh per annum.
4	Deputy Commissioner	Rs.5.00 lakh per annum per KV for each item except for the following items. (1) In respect of maintenance & repair up to Rs.7.00 lakh per annum per KV. (2) For conduct of examination upto Rs.7.00 lakh per annum per KV.	Rs. 10 lakhs per annum per KV for each item except item 3(B), 3(C), 3(D), 8, 9, 11, 12, 13, 15 & 17 for which the existing limit of Rs.5 lakhs per annum shall continue. In the case of Sl No 3(A) the financial power is as under:- A-1 Type (01 Section) - Rs.4,00,000 A- Type (02 Sections) - Rs.6,00,000 B- Type (03 Sections) - Rs.8,00,000 C- Type (04 Sections & above) - Rs.9,00,000
5	Addl. Commissioner (Admn.)	Rs.10.00 lakh per annum per KV for each item except for the following items: i) In respect of maintenance & repair up to Rs.12.00 lakh per annum per KV. ii) For conduct of examination up to Rs.10.00 lakh per annum.	Rs.15.00 lakh per annum per KV for each item.
6	Commissioner	Full powers with the concurrence of Dy. Commissioner (Fin.), KVS.	No change.