

TAMIL NADU GREEN ENERGY CORPORATION LIMITED

(ABSTRACT)

TNGECL – Establishment – Delegation of powers for additional subjects vested with the Chairman/Secretary/TNPDCL (erstwhile TANGEDCO) to the Managing Director/TNGECL and other Officials of TNGECL in respect of Service Matters and Financial Matters of Class-I Officers – Orders – Issued.

(SECRETARIAT BRANCH)

(Per.) CMD TNGECL PROCEEDINGS NO. 03

DATED THE 27TH JUNE, 2025.

Aani-13, Visuvavasu Varudam,
Thiruvalluvar Aandu-2056.

READ:

1. (Per.) FB TNGECL Proc. No. 02, dt.26.12.2024.
2. (Per.) CMD TNPDCL Proc. No.92, dt. 22.04.2025.

PROCEEDINGS:

In the Proceedings first read above, certain powers were delegated to the HR wing/Secretariat Branch/TNGECL relating to the establishment matters of Class-I Officers.

2. In the CMD Proceedings second read above, the additional subjects relating to service matters of Officers and employees of TNGECL were allocated to the HR Wing/Secretariat Branch/Tamil Nadu Green Energy Corporation Limited as follows:

- (i) Pay and Allowances;
- (ii) Travel Re-imburements;
- (iii) Miscellaneous Bills;
- (iv) Printing & Stationery, etc.
- (v) All expenditure bills in respect of Managing Director & Directors/TNGECL.

3. Apart from the above, it is felt essential to delegate powers to the Managing Director/TNGECL and other Officials of TNGECL for certain subjects (apart from the subjects mentioned in (Per.) FB TNGECL Proc. No. 02, dt.26.12.2024) relating to Service matters and financial matters of Class-I Officers (Technical & non-Technical) as follows:-

- (i) Maintenance of Service Books of Officers and employees of TNGECL;
- (ii) Granting permission to Officials of TNGECL to Voluntarily Retire from service;
- (iii) Maintenance of Performance Assessment Report of Class-I Officials;
- (iv) Sanctioning of Selection Grade increment to Class-I Officers;
- (v) GPF Part-Final & temporary withdrawal, 90% Part-Final withdrawal;
- (vi) Bonus, Sanctioning of Leave Salary, Festival Advance of employees;
- (vii) Employees Co-operative Thrift Society, Income Tax Returns, LIC, PLI, Co-optex, LPC, Union Subscription Recovery;
- (viii) Maintenance of Ledger Cards (GPF, CPS) & Registers.

4. In view of the above the US/TNGECL is nominated as a Pay Drawing Officer and Pay Disbursing Officer to proceed the matters relating to financial commitments and it is hereby

ordered that the powers be delegated to the Managing Director/TNGECL and other officials' of TNGECL as detailed below:

DELEGATION OF POWERS FOR ADDITIONAL SUBJECTS:

Sl. No.	Subject	Existing Powers vested with	Proposed powers to be delegated to
1	Pay roll sanction for Managing Director/TNGECL, Directors'/TNGECL, Chief Engineers' and Superintending Engineers' of TNGECL and other Officials and Staffs in the O/o. Under Secretary/HR Wing/SB/TNGECL.	Under Secretary/General/TNPDCL	Under Secretary/HR Wing/TNGECL
2	Processing of Last Pay Certificate	Secretary/TNPDCL	Managing Director/TNGECL
3	Processing and Sanctioning of Expenditure bills, Travelling Allowance Bills, Travel Reimbursements and Miscellaneous bills in respect of Managing Director and Directors'/TNGECL.	Under Secretary/General/TNPDCL	Under Secretary/HR Wing/TNGECL
4	(i) Processing and Sanctioning of Printing and Stationary Bills (ii) Maintenance and Supply of Stationery	Under Secretary/General/TNPDCL	Under Secretary/HR Wing/TNGECL
5	Maintenance of Service Books	Under Secretary/TNPDCL	Under Secretary/HR Wing/TNGECL
6	Sanctioning of Extraordinary Leave	Secretary/TNPDCL	Managing Director/TNGECL
7	Permission for Voluntary Retirement of Class-I service	Chairman-Cum-Managing Director	Chairman/TNGECL
8	Maintenance of Performance Assessment Reports	Under Secretary/TNPDCL	Under Secretary/HR Wing/TNGECL
9	Sanctioning of Selection Grade Increment to Class-I Officers	Secretary/TNPDCL	Managing Director/TNGECL
10	Sanctioning of Loans and Advances (GPF Part-Final/Temporary, 90% Part-final withdrawal, Festival Advance, etc.)	Secretary/TNPDCL	Managing Director/TNGECL
11	Sanctioning of Yearly Bonus and Sanctioning of Surrender of Earned Leave (SLS)	Under Secretary/General/TNPDCL	Under Secretary/HR Wing/TNGECL
12	Processing and Sanction of monthly/yearly subscription to Employees Co-operative Thrift Society, Income Tax, LIC, PLI, Co-optex, Union Subscription Recovery.	Under Secretary/General/TNPDCL	Under Secretary/HR Wing/TNGECL

13	Processing and approval of Society Loan request of Head Quarters Employees.	Under Secretary/ Establishment/ TNPDC	Under Secretary/ HR Wing/ TNGECL
14	Filing of Income-tax returns	Under Secretary/ General/TNPDC	Under Secretary/ HR Wing/TNGECL
15	Maintenance of Ledger Cards (GPF & CPS)	Under Secretary/ TNPDC	Under Secretary/ HR Wing/TNGECL

5. In continuation to the above, monetary limits to sanction the bills are accorded to the Officials of Tamil Nadu Green Energy Corporation Limited as follows:

Sl. No.	Subject	Existing Powers vested with				Powers delegated to			
		Under Secretary/ General/ TNPDC	Deputy Secretary/ Admin/ TNPDC	Secretary/ TNPDC	CMD/ TNPDC	Under Secretary/ HR Wing/ TNGECL	Director/ Finance/ TNGECL	Managing Director/ TNGECL	Chairman/ TNGECL
1.	Pay and Allowances	-	-	-	-	Irrespective of limit	-	-	-
2.	Travelling Allowance Bill, Travel Reimbursements of Officers' of TNGECL.	-	-	-	-	As per norms	-	-	-
3.	(i) Expenditure bills and Miscellaneous bills of higher officers' of TNGECL (i.e., MD, Directors, etc.,) (ii) Re-imbusement of Telephone and CUG Cellphone bills. (iii) Printing and stationery Bills.	Upto Rs.10,000/-	More than Rs.10,000/- and upto Rs.30,000/-	More than Rs.30,000/- and upto Rs.4,00,000/-	Above Rs.4,00,000/-	Upto Rs.10,000/-	More than Rs.10,000/- and upto Rs.30,000/-	More than Rs.30,000/- and upto Rs.4,00,000/-	Above Rs.4,00,000/-
4.	Sanction of Loans and Advances (GPF Part-Final/ Temporary, 90% Part-final withdrawal, Festival Advance, etc.)	-	-	-	-	-	-	Irrespective of limit	-
5.	Sanctioning of Yearly Bonus and Sanctioning of Surrender of Earned Leave (SLS).	-	-	-	-	Irrespective of limit	-	-	-
6.	Processing and Sanction of monthly/yearly subscription to Employees Co-operative Thrift Society, Income Tax, LIC, PLI, Co-optex, Union Subscription Recovery.	-	-	-	-	Irrespective of limit	-	-	-
7.	Processing and approval of Society Loan request of Head Quarters Employees.	-	-	-	-	Irrespective of limit	-	-	-

(BY ORDER OF THE CHAIRMAN)

Dr.S.ANEESH SEKHAR,
MANAGING DIRECTOR/TNGECL.

To:

The Managing Director/TNGECL.

The Director/Finance/TNGECL.

The Director/Technical/TNGECL.

All Chief Engineers/TNPDC/TANTRANSCO/TNGECL/TNPGCL.

All Superintending Engineers/TNPDC/TANTRANSCO/TNGECL/TNPGCL.

The Senior Personnel Officer/Administration/TNGECL.
The Financial Controller/Accounts Wing/TNGECL.

Copy to:

- The Chairman-cum-Managing Director's Table/TNPDCL/Chennai-2.
- The Director General of Police/Vigilance/Chennai-2.
- The Managing Director/TNPGCL/TANTRANSCO/Chennai-2.
- The Joint Managing Director/TNPDCL/Chennai-2.
- All Directors/TNPDCL/TANTRANSCO/TNPGCL/Chennai-2.
- The Secretary/TNPDCL/Chennai-2.
- The Legal Adviser/TNPDCL/Chennai-2.
- The Chief Internal Audit Officer/Audit Branch/TNPDCL/Chennai-2.
- All Chief Financial Controllers/TNPDCL/TNPGCL & TANTRANSCO/Chennai-2.
- The Industrial Relations Adviser/TNPDCL, Chennai-02.
- The Company Secretary/TNPDCL/TNGECL/TANTRANSCO/TNPGCL & Udangudi Power Corporation Ltd.
- The Resident Audit Officer.
- All Deputy Secretaries/Secretariat Branch/TNPDCL/TANTRANSCO/Chennai-2.
- All Senior Personnel Officers/Administrative Branch/ TNPDCL/TANTRANSCO/TNPGCL/Chennai-2.
- All Under Secretaries/Secretariat Branch/TNPDCL/TANTRANSCO/TNGECL/TNPGCL Chennai-2.
- The Senior Private Secretary to Managing Director/TNGECL, Chennai-2.
- The Steno-Typist to Joint-Managing Director/Finance/TNPDCL/TANTRANSCO/Chennai-2.
- The Private Secretary to DGP/Vigilance/TNPDCL/Chennai-2.
- The Senior Private Secretary to Secretary/TNPDCL/Chennai-2.
- The Assistant Personnel Officer/Tamil Development for publication in TNPDCL/TNPGCL/TNGECL/TANTRANSCO and TNEB Ltd. Bulletin (2 copies).
- All Sections/Secretariat Branch/TNPDCL/TANTRANSCO/TNGECL/TNPGCL/Chennai-2.
- Stock File.

:: TRUE COPY :: FORWARDED :: BY ORDER ::

[Handwritten Signature]
30.6.2025

ASSISTANT BOARD SECRETARIAT OFFICER