

**GSFDC LIMITED**  
**VADODARA-07**

**LIST OF POWERS DELEGATED TO**  
**SR.MANAGER (MFP)**  
**(amended on 9.02.2026)**

Sr. No.	Nature of power	Extent of delegation	Board Item No.
<b>ADMINISTRATION</b>			
1	Taking disciplinary action	For staff drawing basic salary below Rs. 650/- per month with report to the Managing Director	11.8 (30-9-77)
2	Change of headquarters and jurisdiction	- do -	11.8 (30-9-77)
3	Execution of agreement, signing of documents, agency authorisations on behalf of the Corporation as authorised by the Managing Director	Full powers	11.8 (30-9-77)
4	Opening and organising collection centres and depots as per the approved programme of work	Full powers	11.8 (30-9-77)
5	Authorising subordinate staff to proceed on duty outside their jurisdiction, but within the State	Full powers	11.8 (30-9-77)
6	Inviting and accepting tenders of conducting open auction for sale of MFP	Full powers with upsets approved by the Managing Director	11.8 (30-9-77)
7	Extending time limit for work let out	Full powers subject to necessary provisions in sale notice / agreement with report to the Managing Director	11.8 (30-9-77)
8	Issue work orders on approved rates	Full powers	11.8 (30-9-77)
9	Sale of forest produce at the depots at the rates approved by the Managing Director	Full powers	11.8 (30-9-77)
10	To sanction casual leave of staff	Full powers	96.17 (11-11-94) 214.9 (9-2-26)



FINANCIAL			
1	To impose penalty as per terms and agreement of contract	Full powers	11.8 (30-9-77)
2	To sanction refund of security deposit for works let out on contract	Not exceeding Rs.50,000/- in each case	11.8 (30-9-77) 214.9 (9-2-26)
3	To sanction payment to contractors for accepted tenders or contracts	Full powers	11.8 (30-9-77)
4	Hiring of godowns and buildings for storage of forest produce	Rs. 20,000/- per month in each individual case	11.8 (30-9-77) 214.9 (9-2-26)
5	To sanction expenditure on repairs, alterations / additions of godowns buildings etc. Minor repairs of rented godowns	Upto Rs. 50,000/- (Maximum limit Rs.2 lakh per annum) Upto Rs. 5,000/-	11.8 (30-9-77) 214.9 (9-2-26)
6	Power to sanction development expenditure for programme and activities as per approved project reports	Full powers	11.8 (30-9-77)
7	Incurring of expenditure for entertainment of visitors	Rs. 2500/- per year	11.8 (30-9-77) 214.9 (9-2-26)
8	Repairs of allotted vehicles by inviting quotations as per procedure laid down by the Corporation from time to time	For vehicles like Truck / Car /Jeep For 1 <sup>st</sup> & 2 <sup>nd</sup> year Rs.2000/- Per annum For 3 <sup>rd</sup> & 4 <sup>th</sup> Year Rs.5000/- Per annum For subsequent year Rs.10,000/- Per annum  For vehicles like Motor-cycle etc. For 1 <sup>st</sup> & 2 <sup>nd</sup> year Rs.1000/- Per annum For 3 <sup>rd</sup> & 4 <sup>th</sup> Year Rs.2500/- Per annum For subsequent year Rs.5,000/- Per annum	62.11 (26-4-91) 214.9 (9-2-26)
9	To sanction hiring of vehicles during Timru Collection season for maximum period of three months at the rates approved by the Government Circular/Resolution, with <i>in principal</i> approval from Managing Director	Full powers	214.9 (9-2-26)

