



Indian Institute of Technology Bhubaneswar
Argul, Jatni -752050
www.iitbbs.ac.in

No.F.13-2/2026-BoG-54-8
February 23, 2026

OFFICE ORDER NO.523/2026

Subject: Revision of Delegation of Financial Power to different functionaries of the Institute. – Reg.

The undersigned is directed to convey that on the recommendation of the Finance Committee in its 53rd meeting held on dated 24.01.2026, the Board of Governors of the Institute in its 54th Meeting held on January 24 & 25, 2026 approved the revision of Delegation of Financial Power to different functionaries of the Institute.

A copy of the revised Delegation of Financial Powers is enclosed as Annexure to this Office Order. The same shall come into effect from the date of issue of this Office Order.


Registrar &
Secretary, BoG

To

1. All Concerned.

Copy to:

1. All Deans/ HoSs/ HoDs
2. All Faculty/ Officers / Staff
3. Secretary to Director/ Registrar
4. Guard File, BoG



Indian Institute of Technology Bhubaneswar

Delegation of Financial Powers

The Delegation of Financial Power to different functionaries of the Institute is as follows.

Sl no.	Designation of the Functionary	Delegation of Financial Power
1.	BoG	Full Power
2.	Director	Full Power
3.	Deputy Director	Rs. 10,00,000/-
4.	Deans/ HoSs/HoDs/ Registrar	Rs.2,00,000/-
5.	Dean (SRIC)	Consumables Rs. 5 Lakhs others Rs. 10 Lakhs
6.	a) Associate Warden b) Warden c) Chairperson, Warden Council d) Dean (Student Affairs)	a) Rs. 25,000/- b) Rs. 50,000/- c) Upto Rs. 2,00,000/- d) Upto Rs. 10,00,000/- (from Hostel funds)
7.	Librarian /Chairman/ President Gymkhana/ PIC/ SE	Rs. 1,00,000/-
8.	Dy. Librarian	Rs. 25,000/- (in the absence of Librarian)
9.	D.R./ E.E.	Rs. 25,000/-
10.	Registrar as Drawing & Disbursing Officer.	Registrar as DDO has full power with regard to payment of pay, Allowances, Wages, Medical Claims, Fellowships/Scholarships, including sanction of advances on account of TA, LTC, NPS/ Pension etc. in respect of approved personnel and students of the Institute besides payment on account of Office Contingencies like Rent, Electricity, Water, Telephone, Fuel and other bills for running of the Institute's establishment for which prior approval has been obtained.
11.	Temporary Contingent advance by Deputy Director	Upto Rs. 1,00,000/-
12.	Temporary Contingent advance by HoS/ Deans/ Registrar/ Chairman/ Chairperson Warden Council (from Hostel fund)	Upto Rs. 50,000/-


Registrar