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अण्डमान तथा निकोबार प्रशासन
ANDAMAN AND NICOBAR ADMINISTRATION
सचिवालय
SECRETARIAT

Port Blair, dated the 19th June, 2004.

Office Memorandum

Subject: Procedure for Disposal of Business of Andaman & Nicobar Administration

1. The Business of A&N Administration shall be transacted in accordance with this Office Memorandum.
2. All contracts in connection with the administration of the Union territory of Andaman & Nicobar Islands shall be expressed, to be made by the President and shall be executed on behalf of the President by such person and in such manner as prescribed.
3. Where the person authorized to execute contracts is the Administrator, A&N Administration shall exercise that authority with the previous approval of the Central Government whenever it is beyond the delegated levels under the relevant rules, orders and instructions of the Central Government.
4. Any other person authorized to execute contracts shall exercise that authority upto such monetary limits and subject to such conditions as the Administrator may prescribe whether generally or in respect of specified classes of contracts to be executed by specified classes of officers.
5. Prior approval of the Central Government shall be obtained for authorization under para 4 above, if such approval is required in that case under para 3.
6. The rules and orders made by the Central Government to regulate the procedure in its departments and offices relating to sanctioning of expenditure, appropriation and re-appropriation of funds, public works and purchase of stores required for use in the public service shall subject to the rules governing the delegation of powers to the Administrators and any general or special orders of the Central Government, apply in relation to the departments and offices of the Administration.
7. Unless the case is fully covered by the power to sanction expenditure or to appropriate or re-appropriate funds conferred by any general or specific orders made by the Finance department, no department shall, without the previous concurrence of the Finance department, issue any order, which may -