

Administrative Approval and Technical Sanction of Govt. Works

Public Works Department Code

167. There are four main stages in the project for a work, namely, administrative approval, expenditure sanction, technical sanction, and appropriation or re-appropriation of funds.

I. Administrative approval

168. (1) For every work (excluding repairs) initiated by, or connected with, the requirements of another department, it is first necessary to obtain the concurrence of the department concerned to the proposals. The formal acceptance by the department concerned is termed "administrative approval" of the work, and is, in effect, an order to execute certain specified works at a stated sum to meet the administrative needs of the department requiring the work. Such approval should not, however, be accorded until the professional authorities have intimated that the proposals are structurally sound and that the preliminary estimate is sufficiently correct for the purpose. In the case of works required to meet the administrative needs of the Public Works Department, the administrative approval should be accorded in that Department.

(2) No administrative approval is necessary in respect of works chargeable to repairs.

Explanation. No administrative approval is necessary in respect of works chargeable to repairs.

169. Application for administrative approval should be submitted to the authority competent to accord it accompanied by a preliminary report, by an approximate estimate and by such preliminary plans, information as to the site and other details as may be necessary fully to elucidate the proposals and the reasons therefore. The approximate estimate and preliminary plans should be obtained from the Public Works Directorate, when the work is proposed to be carried out through that Directorate. If, however, the work is not likely to cost more than Rs. 10,000 detailed plans and estimates may be prepared in the first instance and submitted to the authority competent to accord administrative approval.

Approved proposals-modifications of. In case of modifications of the proposals originally approved if such modifications are likely to necessitate eventual submission of a revised estimate, to material deviations from the original proposals even though the cost of the same may possibly be covered by savings on other items, and to cases where the detailed estimates, when prepared, exceed the amount administratively approved by more than 10 percent, the revised administrative approval of competent authority must be obtained to the increased expenditure without delay and in the case of modifications during construction, without awaiting the preparation of a detailed supplementary or revised estimate.

170. This procedure will also apply to modifications of the proposals originally approved if such modifications are likely to necessitate eventual submission of a revised estimate, to material deviations from the original proposals even though the cost of the same may possibly be covered by savings on other items, and to cases where the detailed estimates, when prepared, exceed the amount administratively approved by more than 10 per cent. In these cases, as also in cases in which it become apparent, during the execution of the work, that the amount administratively approved may be exceeded by more than 10 per cent, owing to increase of rates or other causes, the revised administrative approval of competent authority must be obtained to the increased expenditure without delay, and in the case of modifications during construction, without awaiting the preparation of a detailed supplementary or revised estimate.

171. In the case of works required not for a particular department but in the interests of the general public, such as communications, irrigation works, and miscellaneous improvements, preliminary designs and estimates should be submitted for scrutiny by and approval of the Administrative Department concerned.

II. Expenditure sanction

172. Expenditure sanction means the concurrence of the Government to the expenditure proposed in cases where this is necessary. In all other cases the act of appropriation or re-appropriation will operate as sanction to the expenditure concerned. The duty of obtaining expenditure sanction, where necessary, rests with the department requiring the work.

Expenditure sanction-meaning. Expenditure sanction means the concurrence of the Government to the expenditure proposed in cases where necessary. In all other cases the act of appropriation or re-appropriation will operate as sanction to the expenditure. The duty of obtaining expenditure sanction rests with the Department requiring the work.

III. Technical sanction

173. For every work proposed to be carried out, except petty repairs the cost of which is not likely to exceed Rs. 2,500, and annual repairs for which a lump sum provision has been sanctioned by the Superintending Engineer, a properly detailed estimate must be prepared for the sanction of competent authority; this sanction is known as the technical sanction to the estimate. Such sanction can only be accorded in respect of works to be executed through the Public Works Department by Government in the Public Works Department, or, where power has been delegated to them, by officers of that department.

Note: It is not essential that expenditure sanction should invariably be obtained before technical sanction is given; but, until funds for the work have actually been allotted or promised by competent authority, a Divisional Officer cannot be required, except by his departmental superiors, to prepare the detailed plans and estimates for the purpose of technical sanction.

Technical sanction-what is. The amounts are variable pursuant to the orders issued by the competent authority from time to time. For every work proposed to be carried out, except petty repairs and annual repairs, a properly detailed estimate must be prepared for the sanction of competent authority. This sanction is known as the Technical Sanction.

IV. Appropriation and re-appropriation

174. Appropriation or re-appropriation represents the allotment of a particular sum of money to meet expenditure on a specified object; it is operative only for the official year for which it is made.

Appropriation and re-appropriation-meaning. Appropriation or re-appropriation represents the allotment of a particular sum of money to meet expenditure on a specified object. It is operative only for the official year for which it is made.

175. It is fundamental that no work shall be commenced or liability incurred in connection with it until administrative approval has been obtained, a properly detailed design and estimate have been sanctioned, expenditure sanction has been accorded and allotment of funds made and orders for its commencement issued in writing by competent authority. Provision in the Budget Estimate for expenditure on a work convey no authority for the commencement of outlay.

Requirement of sanction. It is fundamental that no work shall be commenced or liability incurred until administrative approval has been obtained, properly detailed design and estimate have been sanctioned, expenditure sanction has been accorded and allotment of fund made and orders for its commencement issued in writing by competent authority. Provision in the Budget Estimate for expenditure on a work conveys no authority for the commencement of outlay.