

**No.M-11019/1/2020-MS(O&M)**  
 Government of India  
 Ministry of Electronics and Information Technology  
 Electronics Niketan, 6-CGO Complex  
 MS(O&M) Section  
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**Dated: 24/09/2021**  
**New Delhi: 110003**

**Subject: Channel of Submission and levels of final disposal of different categories of cases in the M/o Electronics and Information Technology (MeitY) amendment regarding.**

In partial modification of this Ministry's circular of even number dated 23.07.2021 on the above subject, it has been decided to replace para 2 & 12 and to append Para 16 in respect of Personnel Division. Further Para 10 in respect of Technical Division is also replaced as under:

**Personnel Division**

Sl.	Class of cases with brief subject	Level through which cases to be submitted to decision making level	Decision making level	Remarks
2.	<b>Medical Cases</b>			
	Grant of Medical Advance for <b>Rs. 1 Lakh &amp; above</b> as per rates approved by CGHS & AMA Rules	SO->DD/JD(Pers.)	Dir(Pers.) or DS->JD posted in his place	
	Grant of Medical Advance <b>less than Rs. 1 lakh</b> as per rates approved by CGHS & AMA Rules	SO ->DD	JD(Pers.)	
12.	<b>NOC for obtaining Personal Passport for visit abroad:</b>			
	i) All officers of the rank of Director/ Scientist-E & above	SO->DD(Pers.)/JD(Pers.)->Dir(Pers.)	JS(Pers.)	
	ii) All Group 'B' officials /officers and up to Scientist-D & equivalent	SO->DD/JD(Pers.)	Dir.(Pers.)	
	iii) Group 'C'	SO	DD/JD(Pers.)	
16.	<b>Permission /NOC for pursuing higher education</b>			
	(i) Gazetted employees	SO->DD/JD->Dir(Pers.)	JS(Pers.)	
	(ii) Non-Gazetted employees	SO->DD/JD	Dir.(Pers.)	

**Technical Division**

10.	Release of funds within approved outlay of the project (Subject to recommendations of PRSG for 2 <sup>nd</sup> installment onwards. In emergent cases recommendation of Chairman (PRSG) to be obtained, subject to ratification by the PRSG in its next meeting)			
(a)	Upto Rs. 2 crores	Section>Dealing officer->HOD or officer/Officer (nominated by GC)->IFD	S&T or S&T	GC
(b)	Above Rs. 2 Crores	Section>Dealing officer->HOD or officer/officer (nominated by GC) ->GC->IFD	S&T	Secretary

This issues with the approval of Secretary, MeitY and come into force with immediate effect.



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To:

1. All Group Coordinators in MeitY
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3. PPS to (i) SS&FA (ii) AS
4. All Section/Divisions/Units of MeitY
5. Intra-MeitY Portal
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1. CEOs of All Organization of MeitY