

PROCEEDINGS OF THE REGISTRAR
CENTRE FOR DEVELOPMENT OF IMAGING TECHNOLOGY (C-DIT)

(Present : Sri. Jayadevanand A.K)

Sub : Assigning Duties and responsibilities of Finance Officer, C-DIT -reg
Read : GO (Rt) No.32/2023/ITD dated 14.02.2023

ORDER NO.136 /A1/ADMN/C-DIT/2023 DATED 08.03.2023

The Finance Officer appointed by the Government on deputation to C-DIT as per reference G.O. read above, is assigned the following duties and responsibilities.

1. All activities relating to Supervision of Financial Management, Budgeting and Plan proposals, Monitoring of Annual Plan Utilisation, Fund Management and Treasury accounts management, Demand / Collection (Projects and Plan), Bill Discounting.
2. Overall supervision of the functions of Finance & Accounts Division of C-DIT.
3. Other duties assigned from time to time.
4. Study and giving suggestions for appropriate and effective financial control systems in C-DIT.

The Finance Officer shall exercise cheque signing and other financial delegation of powers assigned to Sr. Manager (F&A), until further orders.

He shall report to the Registrar. HoD (Accounts) and Coordinator (Planning) shall report to the Finance Officer with respect to the specific matters related to the above functions assigned to the F.O.


REGISTRAR

To,

Binu Kumar.R. G, Finance Officer

Copy to

1. Director's Office
2. Registrar's Office
3. Administrative Officer
4. All DD's/ HoD's/ AM/ CM's
5. Office copy