



खण्ड सं-9, के० सं० का० परिसर/Block No. -9, C.G.O. Complex,  
लोधी रोड, नई दिल्ली/Lodhi Road, New Delhi-3  
दिनांक/ Dated: 10<sup>th</sup> April, 2026

### **कार्यालय आदेश / OFFICE ORDER**

The following officers of this Directorate are nominated as Budget Head Officers (BHOs) and Budget Officer (BO) for the Financial Year 2026-27 as mentioned against their respective Designation:

i.	<b>M&amp;E</b>	DD(MM)
ii.	<b>ICT</b>	DD(IT)
iii.	<b>Minor Works (MCEW), F&amp;F, OFA, OB, RB</b>	DD(L&B)
iv.	<b>MV</b>	VCO
v.	<b>ORE</b>	DD(PP)
vi.	<b>OE</b>	DDO
vii.	<b>Repair &amp; Maintenance</b>	DD(C)
viii.	<b>Digital Equipment</b>	DD(C)

2. Further, Joint Director (Establishment) shall continue as Budget Officer (BO) for the Financial Year 2026-27.

3. The Terms of Reference (ToR) / responsibilities of the Budget Head Officers (BHOs) are as under:

- Ensure that all demands received from functional wings/divisions for procurement/works are duly justified and approved by the respective Division Head.
- Compile the financial implications of proposed requirements/works.
- Submit consolidated or individual proposals, as applicable, through the proper channel to the Budget Officer, DCPW for approval of the Competent Authority/HoD.
- Maintain proper records/registers of fund utilization and proposed utilization.
- Ensure that all proposed procurements/works comply with the provisions of GFR 2017.

4. This issues with the approval of the Competent Authority.

5. Hindi version will follow.

*Mahesh Kumar Pachar*  
10.4.26

(Mahesh Kumar Pachar)  
Joint Assistant Director (Admn)

#### **Copy to:-**

- PS to Director.
- PA to Addl. Director (I)/ PA to Addl. Director (II).
- All JDs.
- Concerned Officers.
- DDO, DCPW: w.r.t. R/Note No. B.13013/1(Budget)/2025-26 ACCTTS dated 08.04.2026.
- AD(IT): with request to upload on the website of DCPW.
- Hindi Section:- For Hindi Version.