

(i) Related provisions acts, rules etc.

For the convenient transaction of business of the government the following rules are framed.

1. Government of India (Allocation of business) rules.
2. Government of India (Transaction of business) rules.

The transaction of business rules defines the authority, responsibility and obligation of the Department in the matter of disposal of business allotted to it. The rules and regulations formulated by the Government of India in the form of fundamental Rules, Supplementary Rules, General Financial Rules, Delegation of Financial Powers Rules, etc., are followed with suitable modifications, wherever required. The following are the general rules/manuals used by its employees for discharging functions:-

1. FR &SR, 1922
2. General Financial Rules 1972
3. CCS (Conduct Rules), 1964
4. Establishment Manual
5. DOS Employees' (CCA Rules), 1976
6. DOS Study Leave Rules
7. DOS Allotment of Residence Rules
8. DOS Book of Financial Powers, 2003
9. Receipt and Payment Rules
10. Civil Accounts Manual
11. CPWD Manual
12. IT Rules
13. DOS Purchase Manual
14. DOS Stores Procedure
15. Contract Labour (Regulation & Abolition) Act, 1970
16. Foreign Trade (Development & Regulation) Act
17. Foreign Exchange Management Act
18. FEMA Rules
19. Goods & Service Tax Act
20. CVC Guidelines
21. Manual for Procurement of Goods 2017
22. Manual of Procurement of Consultancy Services 2017
23. Employment Exchanges (Compulsory Notification of vacancies) Act, 1959
24. Employees Provident Funds and Miscellaneous provisions Act, 1952.
25. Central Government Employees Group Insurance Scheme 1980
26. HBA Rules
27. Leave Travel Concession Rules
28. Children Education Allowance Rules

29. Central Services (Medical Attendance) Rules
30. The customs Act 1962
31. Carriage by Air Act 2016
32. Carriage of goods by Sea Act 1925
33. Carriage by Road Act 2007
34. Customs Tariff Act 1975
35. Customs Manual 2018
36. Sale of Goods Act 1930
37. Arbitration Act 1940
38. Arbitration & Conciliation (Amendment) Act 2015
39. ICC Rules of Arbitration
40. Indian Contract Act 1872
41. Negotiable Instruments Act 1881
42. Information Technology Act 2000
43. Disaster Management Act
44. Professional Tax Act
45. Employees State Insurance Act
46. Apprentice Act