

In terms of the resolution passed by the Apex Council and under the powers conferred upon the undersigned, the following Committee(s) is hereby constituted for the purposes enumerated thereunder:

| FINANCE COMMITTEE | |
|--------------------------|-------------|
| Mr. Harish Singla | Chairperson |
| Mr. Shyam Sharma | Member |
| Mr. Vikas Katyal | Member |
| Mr. Anand Verma | Member |
| Mr. T.V. Raman | Member |
| Mr. Untak Goel | Member |
| Mr. Manan Gupta- CFO | Member |

Quorum:

The quorum for the meetings of the Committee shall be four (03) members which shall mandatorily include the Chairperson. In the event of non-availability of the Chairperson, the CFO shall convene the meeting with the permission of the President.

Any member of the Apex Council may attend the meeting, however, only the members of the Committee may vote on any issue.

Role & Responsibilities

The Committee shall:

- i. All discussions and decisions in relation to the Tender and Purchase shall be necessarily made during the meeting of the Committee which shall be held either physically or through Video Conferencing. Members are requested to refrain from indulging in discussions, deliberations, or decisions on social media platforms such as whatsapp etc.
- ii. Finalise the Annual Budget and the Revised Budget of the DDCA and recommend the same for approval of the Apex Council.
- iii. Sanction the re-appropriation of expenditure from one budget head to the other, both major and minor, within the approved budget.

- iv. Sanction 10% of the additional budget in respect of any approved head of expenditure to meet contingent and emergent situations subject to ex post-facto ratification by the Apex Council.
- v. Review the financial position of the DDCA from time to time and suggest measures for augmentation of revenue and regulation of expenditure.
- vi. Streamline and approve all financial processes including the payment process.
- vii. Lay down norms for approval of pending payments and also scrutinise and clear such cases as and when directed by the Apex Council.
- viii. Recommend appointment of Internal and Statutory Auditors to the Apex Council.
- ix. Examine reports of Internal and Statutory Auditors and recommend appropriate action thereon for consideration of the Apex Council.
- x. Delegate, with the approval of the President, financial powers to CEO and other officers, as required, for smooth functioning of day-to-day affairs.

New Delhi

Sd/-

ROHAN JAITLEY
PRESIDENT