

EAST CENTRAL RAILWAY

General Manager's office,
Rail Niketan, Hajipur, Vaishali.

No. ECR/ADM/MSOP/Delegation/2022

Date: 10-03-2022

All PHODs, E.C. Railway, Hajipur.
CAO/Con/South & North/ECR/MHX.
DRM/ECR/DNR, SEE, SPJ, DDU & DHN
CAO/GLP
CWM/CRW/HRT, WS/SPJ, PD/DDU

Subject: Delegation of Powers of General Manager.

1. **Background**

- 1.1. A need was felt to revisit the delegation of powers by the General Manager, East Central Railway in context of some existing delegations that need to be modified.
- 1.2. Further, since an enabling provision exists in the Preamble of the MSOP – 2018 vide which “Proposals submitted for GM’s sanction will be cleared by AGM, unless GM’s personal sanction/approval is required as per extant rules”, it was felt that many items could be approved directly by AGM.

2. **Specific Powers to be exercised by General Manager**

- 2.1. Accordingly, following delegations of power are being issued with the personal concurrence of PFA and the approval of General Manager.
- 2.2. All items listed below shall be put up to General Manager for approval or sanction:
 - 2.2.1. Part A “Works Matter”

Para 1(A) Lumpsum.

1: - Works Plan Heads.

3 (i) and (ii) (Computerization) PH 17.

Para 1(B): - Out of turn works.

1: Works Plan Heads

2: M&P items.

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Para 2 (A) (i) Note 2: -

Technical sanction to sub estimate/detailed estimates/revised estimates for all works including those sanctioned by higher authorities (GM/Railway Board).

(A): Works itemized in the works programme/ RSP/ M&P/ LAW/ LSWP/ Mini Law Deposit/ Composite works (chargeable to both Railways and party).

(i): -All works in (A) above except RSP and M&P items and chargeable to Capital, Capital fund, RRSK, Depreciation Reserve Fund, Development fund, and open line works revenue.

Note 2: - *For open line works, costing more than ₹ 500 Cr. Vetting by PFA and for construction works costing more than ₹ 500 crore vetting by FA&CAO/Construction is required for obtaining personal sanction of GM.)*

Para 2(A) iii: - M&P as per sanctioned works.

Para 2(A) iv Note 2: -

Survey estimates.

Note 2: - *Final location survey chargeable to preliminary expenditure of the work requires GM's personal sanction.*

Para 3(A) (i): -

Sanction to excess over estimates (Including those sanctioned by higher authority at the time of preparing revised/completion estimates.)

(A): - For itemized works, and LAW/ MiniLAW items Other than M&P and surveys.

(i): -Increase in cost due to escalation.

Para 3(C) Note 3: -

M&P estimates.

Note 3: - *Personal approval of GM with the personal concurrence of PFA is required in cases of material modification costing above ₹ 10 lakh each.*

Para 4 Note 3: -

Material Modification in works estimated to cost at least ₹ 2.5 Cr. and above.

Note 3: - *For material modification estimated to cost more than ₹50 lakh but below ₹2.5 crore, personal sanction of GM with PFA or FA&CAO/Con's concurrence is required.*

Para 5(A) (i) Note 4 and Note 9: -

Works Contract for approved and sanctioned works or supplies related to sanctioned works or zonal contracts.

(A): - Calling of tenders.

(i): - Open tenders.

Note 4: - *The minimum eligibility/qualifying criterion/criteria in the Tender document for selecting the Tenderer should be precisely defined as per Railway Board guidelines. In case of any modification to Railway Board's standard minimum eligibility criteria, concurrence of PFA/FA&CAO/C (Associate finance) and approval of GM/CAO/C should be taken.*

Note 9: - *Eligibility criteria need not be stipulated for open tenders up to ₹ 50 lakh each. For relaxation the prescribed eligibility for open tenders costing above ₹ 50 lakh, personal approval of GM is required with PFA's concurrence in case of open line. In cases of Construction organization, personal approval of CAO/C is required with personal concurrence of FA&CAO/C. However, for inserting eligibility criteria in specialised tenders, decision of PHOD shall be final in all cases.*

Para 5(B): - Consultancy.

Para 5(C) (i) Remarks 3 and Remarks 6: -

Single Tender

(i): - In case of accidents, breaches involving dislocation to traffic.

Remarks 3: - *Works of specialized nature pertaining to construction organization to be personally approved by CAO/CN with prior concurrence of the FA&CAO/CN. This power is not to be redelegated to any other authority. For works of specialized nature pertaining to Open line, personal approval of GM is required with prior concurrence of PFA.*

Remarks 6: - *For any other situations only GM has full powers to award work on single Tender basis with PFA's concurrence including award of work on single quotation basis. (Personal sanction of GM is required).*

Para 5(C) (iii): -

Single Tender

(iii): - Any other situation.

Para 9 (A) Note 6: -

Variation in quantities specified in contracts.

(A) Increase in quantities specified in the Contract.

Note 6: - *Execution of quantities beyond 150% of the overall agreement value should not be permitted and if found necessary, should be only through fresh tenders or by negotiating with the existing contractor, with the personal concurrence of PFA and personal sanction of GM.*

Para 14(C): - Re-appropriation of funds from one work to another under same plan head and same source of fund for itemized works under Demand No. 16.

Para 14 (D): - Re-appropriation of funds from one plan head to another plan head/from one source to another source of fund in respect of itemized works under Demand no. 16.

2.2.2. Part B “Medical Matter”

Para 59: - Engagement of doctors as contract medical practitioners (including part-time dental surgeons and part-time lady doctors).

Para 60: - Engagement of doctors as Honorary Visiting Specialist(HVS).

Para 63: - Empanelment of Private Hospitals for referral

2.2.3. Part C “Miscellaneous Matter

Para 6 (A): -

Sanction of expenditure on

(A) Ceremonial Occasions.

Para 26 (A): -

Write-off of losses of stores, tools and plant.

Para 34: - To sanction of rewards to persons other than Railway Employees, who have done exemplary work in averting accidents and saving passengers life.

Para 39 Remarks 9: - Technical books/ Newspapers and Training centres.

Remarks 9: - *Items which require foreign exchange require personal sanction of GM.*

Para 47 H: -Air travel on duty.

Para 48 Remarks 7: - Incurrence of Expenditure.

Remarks 7: - *Lunch on parties, dinners and receptions on Railways can be arranged only with the personal sanction of the General Manager with prior finance concurrence.*

2.2.4. Part D “Stores Matter”

Para 9 (D) Remarks 3: - Powers to permit air lifting of Railway Stores in each case.

Remarks 3: -*These powers are to be exercised personally by GM and PCMM, with the personal concurrence of PFA. These powers are not to be delegated downwards.*

2.2.5. Part E “Commercial Matter”

Para 18 Remarks 1: - Payment of compensation claims for goods lost or damaged when

(i) suit barred

Remarks 1: - *Full powers are vested with GM to settle suit barred compensation claims, subject to receipt of a valid notice, as per the provision of section 106 of the Railways Act, 1989.*

2.2.6. Part F “Establishment Matter”*

Para 1 E (ii)

Study Leave within India

***Note for Part F “Establishment Matter:**

All cases which require personal sanction/ sanction/ approval of GM shall continue to be put up to GM for his sanction/approval.

2.3 All items requiring the approval of General Manager, not mentioned in para 2.2 above shall be sanctioned/approved by AGM exercising the powers of the General Manager.

3. All proposals which are not covered under provisions of MSOP-2018 but involve the use of GMs’ delegations (popularly known as negative list of powers of General Manager) shall be put up for GM’s personal sanction only with personal concurrence of PFA.

4. All items that are put up for sanction of GM should have the vetting or concurrence of PFA unless there is a specific mention in the MSOP-2018 that the matter did not require Finance concurrence.
5. The items which require to be sent to Railway Board for sanction/ approval should be put up to General Manager and where required, with vetting/ concurrence of Associate Finance.
6. The delegations made above shall be subject to revisions made in Codes, further guidelines of the Railway Board or further delegations made in GMs' Delegation of Powers (popularly known as negative list of powers of General Manager).
7. Any further delegations will be dealt on case-to-case basis.

This issues with the concurrence of PFA and approval of General Manager.

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(Nitin Kumar)
Dy. General Manager
E.C. Railway, Hajipur.

Copy for information and necessary action to: -

1. Secy. to GM for kind information to GM.
2. Dy. Secy. to AGM for kind information to AGM.