

पत्र सं./स्था/पे.बिल./यात्रा भत्ता/2023

दिनांक 01.06.2023

समस्त शाखा अधिकारी
पूमरे / दानापुर

विषय- यात्रा भत्ता के संबंध में।

संदर्भ- 1. ADRM(Operation)/DNR Letter no ADRM(OP)Co-ordination
meeting/4/23 dt: 12-05-2023

2. व.म.वि. प्रबंधक/दानापुर का पत्रांक: 46/ले0/स्था0/विविध दिनांक 24.05.2023

उपरोक्त संदर्भित पत्र के आलोक में आपसे अनुरोध है कि यात्रा भत्ता पिछले वित्तीय वर्ष मार्च- 2023 तक का आपके कार्यालय में उपलब्ध हो उसे कार्मिक शाखा में 15.06.2023 तक निश्चित भेजवाने की व्यवस्था की जाये ताकि व.मं.वि.प्रबंधक/दानापुर के द्वारा दिया गया अंतिम तिथि 30.06.2023 तक विधिक्षा हेतु लेखा विभाग को भेजा जा सके।

इसे अति आवश्यक समझें।


01/06/23

(अतुल कुमार)
मंडल कार्मिक अधिकारी
पूर्व मध्य रेल/दानापुर

प्रतिलिपि- कर्मचारी यूनियन इ.सी.आर.के.यू. दानापुर को सूचनार्थ।

कृते व.मं.कार्मिक अधिकारी
पू.मं.रे./दानापुर

SCANNED

पूर्व मध्य रेलवे
दानापुर मंडल

R
21/05/2023

कार्यालय
वरि०म०वि०प्र०
दानापुर

पत्र० :-46/ले०/स्था०/विविध

दिनांक:- 24.05.2023

वरि० मंडल कार्मिक अधिकारी / वरि० मंडल सुरक्षा आयुक्त
पू०म०रे०/दानापुर ।

विषय:- यात्रा भत्ता के संबंध में।

संदर्भ:- ADRM(Operation)/DNR's letter no- ADRM(OP)/Co-
ordination Meeting/4/23 , dated- 12.05.2023

संदर्भित पत्र का अवलोकन किया जा सकता है जिसमें यात्रा भत्ता जो पिछले वित्तीय वर्ष मार्च 2023 तक आपके कार्यालय में उपलब्ध हो या अन्य कार्यालयों में उपलब्ध हो उसे यथाशीघ्र लेखा कार्यालय में 30.06.2023 तक भेजवाने की व्यवस्था की जाए ताकि पिछले वित्तीय वर्ष का बकाया यात्रा भत्ता का यथाशीघ्र भुगतान कराने के व्यवस्था की जा सके।

संलग्नक:- संदर्भित पत्र (एक पेज)



वरि० मंडल वित्त प्रबंधक
पू०म०रे०/दानापुर।

ALL ch.os and D/c.
PL Noted.

Sanjay
01/06/

200
01/06/2023.

- ① Chanda Kumar
- ② Shri 1/1/23
- ③ 01/06/23
- ④ Sanjay 01/06/23
- ⑤ Deepthi

Minutes of "Co-ordination Meeting" on 12.05.2023

S.No	Description of item
1	Travelling expenses more than 06 months old are being sent to finance with cases of more than 15 days without case approval. All TA bills to be submitted after 1st of July '23 should not include old bills and a certificate signed by the concerned BOs that all bills upto Mar'23 have been created must be sent to Sr DPO by 15th June without fail. Any submission of old bills after that shall not be permitted and all TA more than 15 days should be routed through the concerned ADRM for approval on case to case basis in terms of the Rly. Bd's DO No. 2015-B-235, dtd. 27.11.2015. Before forwarding the case, BOs must be personally satisfied that cross-bookings and preferred bookings of individual has not been done.
2	All proposals of work review and critical works was reviewed with finance and the current 29 files, estimates under vetting is attached as Ann.-A. All BOs to reconcile the position. Further the detail checklist has been issued by finance as Ann.-B for sending the estimates. Sample check revealed that most of the finance queries are purely based on non-compliance of the check list items. The concerned BOs should ensure the same so that the vetting can be expedited and ensured within a weeks time.
3	Case of detailed estimate - 22% above the abstract and it was found that current LAR was not taking during sanction of the work. Such tendency should be curbed so that final award does not vitiate the original sanction.
4	Fund transferred from construction against detailed estimate vetted by construction finance needs not be vetted again by the divisional finance. This should be strictly followed to avoid unnecessary delays.
5	Closure of POL siding at HPCL, Bihta, work was discussed and from the records, it was observed that a contract was awarded in haste without any preparatory exercise and then after a gap of more than 05 years it was proposed to be dropped. It shows very poor contract management. Suitable measures should be adopted to avoid this kind of mismanagement, especially when outside organization and funds are involved.
6	The case of S&T with West Bengal Electronics Ltd. (WBEL) has been discussed and as briefed to the party and discussed with DRM, 6% increase in GST will be on part of Railways. BO should familiarize themselves with the basic norm of GST and study the JPO issued in this regard. Pending bills and giving wrong information to outside agencies apart from keeping the work on hold for more than 03 years is not acceptable.
7	Approx. 600 employees are there, whose PF account is incomplete (Nomination detail etc). List of the same may be obtained from Divisional Account office. All BOs to ensure that nomination in attached format is submitted to Sr.DPO/DNR not later than 15 th June '23.
8	Issue of frequent disconnection of power supply at LC Gates / Station due to non-payment of prepaid energy meter of SBPDCL. One time imprest has been created for 16.00 lacs. Sr.DEE(G) will further submit the voucher/bill and keep recouping the same. It must be ensured that the issue of power disconnection and this critical condition does not happen.

Digitally Signed by:

Aadhar Raj
 Additional Divisional Railway Manager
 Danapur Division / E.C. Railway
(Aadhar Raj)
 ADRM (Operation)/DNR
 Date: 12.05.23

No. ADRM(OP)/Co-ordination Meeting/4/23

Copy to: -

- DRM/DNR for kind information.
- All BOs for information & necessary action. Compliance to minutes shall precede next meeting.