Allotment of Consignee code in ECR

1. As a result of Stores Mechanisation, it is necessary to allot a five digit unique numerical code to each of the consignees for the purpose of raising debits/credits, who are authorized to draw material from the Stores Department.

In this connection, it is relevant to mention here that a lot of consignees of ECR have frequently been complained that their consignee code no./consignee's name are conflicting with each other. It is happening because of not proper system has been adopted for generation of consignee code in Stores department. Earlier, this issues was also raised by then Dy.CMM/C&W vide C/30.

2. Efforts were made to find out any codal provision/instruction of board in this regard. But, could not find and it has come to notice that provision of allotment of consignee code is decided by local level for identification of a particular consignee. In this connection, a rough copy of SWR received (placed at C/31) and on the basis of the same the following proposal has been prepared.

3. The first digit signifies the accounting unit, i.e. Hq./Divisions/Workshops/Construction etc. The second digit signifies the department of that particular accounting unit. The First & Second digit may be allotted as proposed in below Table - I & Table - II :-

Table - I

Allotted First digit of consignee code will indicate	Hq./Divisions/Workshops/ Construction organisation
0	Construction organisation
1	Workshops
2	SPJ Division
3	SEE Division
4	DHN Division
5	DNR Division
6	MGS Division
7	Headquarter unit
8	CAO/GELF/DMH & CAO/DLF/MEW
9	Foreign Railways, Chief Audits, Railway Service Commission etc, if any

Table – II

Allotted Second digit of consignee code will indicate	Departments
0	Accounts
1	Commercial & Operating
2	Electrical
3	Engineering
4	Mechanical
5	S&T
6	Stores
7	Medical & Security
8	Administration
9	Personnel

3. The 3rd and 4th digit will represent simply consignee sr. no. of that particular department. It may be started with 00, 01 ------- 99.

4. The 5th digit in all the consignee codes calculated by modulus 11 method i.e. 5th digit will be check digit.

For avoiding above mentioned sr. no. 1 Problem (i.e. confliction of consignee code to each - other), it is quite necessary to adopt a systematic process for allotment of further new consignee code. Hence If approved, the above system may be implemented from 01.04.2019 for further generation of new consignee code.

Submitted for kind perusal & approval please

S.C. Section

SMM/C&W – II

Dy.CMM/IC

CMM/1

CMM

May pl be seen

System for allotting Consignee code by SWR vide C/(31) appears to be correct and systematic. Although no any authentic document has been provided by the SWR despite effort. E.R adopting the same system also not agree to provide any document but this system may be adopted w.e.f. from 01.04.19

Scanned with OKEN Scan

Scanned with OKEN Scanner

318

East Central Railway

Office of the
Controller of Stores,
6th Floor,
Biscoman Tower,
Patna- 800001

No. ECR/SMM/S.Control/C.Code

Date: 12/09/2005.

Office Order

Sub: Allotment of consignee code

Following policy has been adopted for allotment of consignee code:

(1) Opening of new consignee code for issue of materials from E. Railway depots will be done in consultation with COS/E. Rly. For this purpose proposal should be approved by SAG officer of concerned deptt. and should be concurred in by associated accounts.

(2) Similarly, request of consignee code at SPJ depot should also be approved by SAG officer and should be concurred in by associated accounts.

This has approval of competent authority.

(D. JHA)
AMM-IC
for Controller of Stores

Copy to: All deptt. HODs
All DRMs

(1) CELE/HJP.
(2) SDGM/HJP.
(3) CSC/HJP.
(4) CSTE/HJP.
(5) CAM/Coord/MHX.
(6) DGM/C/HJP
(7) A.D/HJP.
(8) DFM/SCE
(9) DRM/DNH.
(10) DRM/MAS
(11) DRM/SPJ.
(12) COM/HJP.
(13) CCM/HJP.
(14) CPO/HJP.
(15) FA&CAO/HJP.
(16) CEE/HJP.
(17) CE/HJP.
(18) CME/HJP.
(19) CFSt/HJP.

01-14-95 00:06 FROM: