

EAST CENTRAL RAILWAY

Office of the
General Manager
Hajipur

No. ECR/ADM/Part 'C'/Modification/Para 48/MSOP-18

Dated. 11.12.18

All PHODs/CHODs, E.C.Railway,
All CAOs, E.C.Railway,
All DRMs, E.C.Railway,
Chairman, RRB/Patna & Muzzaffarpur.
All CWMs, E.C.Railway.

Sub:- Distribution of Annual Ceiling limit of Fund for individual departments/divisions in Zonal Railways & enhancement of stipulated rates of expenditure for light refreshment, working lunch, lunch/dinner & Modification of Para 48 (A &) of Part 'C' Misc Matter of MSOP 2018.

Ref:-1) Railway Board's letter no. 2018/Trans. Cell/S&T/Refreshment dt. 19.11.2018.
2) Para 48 (A&B) of Part 'C' Misc matter of MSOP-2018.

In terms of referred letter dt. 19.11.18, Railway Board with approval of FC & CRB has increased the ceiling limits for light refreshment, working lunches. The enhanced rates in comparison to the earlier ceilings are stipulated as under:-

Sl no.	Item	Existing ceiling per head per meeting.	Revised ceiling per head per meeting (Rs.)	Existing overall annual ceilings for Zonal Railways	Revised annual overall ceilings for Zonal Railways.
01	Tea + Snacks(Light refreshment)	30/-	75/-	35 Lakh	60 Lakh.
02	High Tea/Working lunch	175/-	200/-		
03	Lunch/Dinner (new item added)	Nil	350/-		

As per item no. 04 of remarks column of para 48 (A&B) of Part 'C' Misc Matter of MSOP 2018, General Manager is empowered to decide annual ceilings limit of fund for individual departments/divisions of Zonal Railways towards incurrence of expenditure for light refreshment & working lunches.

Accordingly General Manager has decided and approved the following annual ceiling limits for distribution of fund among departments & divisions:-


1. For offices/departments viz. PCE, PCME, PCSTE, PCCM, PCOM, PCMM, SDGM, PCEE:- Rs. 1.5 Lacs per year.
2. For offices/departments viz. PFA, PCMD, PCPO, PCSC, PCSO:- 1.0 Lac per year.
3. For each divisions, CAO/South & CAO/North:- Rs. 3.0 Lacs per year.
4. For Chairman/RRB:- Rs. 1.0 Lac per year.
5. Each CWM:- Rs. 1.0 Lac per year.

In light of the above facts, General Manager has also approved the proposed modification in para 48(A&B) of Part 'C' Misc matter of MSOP-2018. The correction slip no. 01/2018/Part 'C' dt. 11.12.18 for modification in para 48 (A&B) of Part 'C' Misc matter of MSOP-2018 is also enclosed herewith.

It is requested to kindly arrange to send half-yearly data of expenditure made against the above para to concerned accounts deptt as well as this office for proper monitoring.


This is for information and necessary action please.

Encl:- As above.


(Alok Kumar Jha)
Dy.General Manager/G
E.C.Railway, Hajipur.

**Correction Slip no. 01/2018/Part 'C'
Modified Para 48 of Part 'C' Misc Matter of MSOP-2018**

Sl. No.	Nature of Powers	PHOD/HOD	DRM/ADRM/CWM/ SAG Officers in Field Units	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
48.	Incurrence of expenditure (A) On entertainment for meetings involving outsiders or organised labour, formal inter departmental and other meetings & conferences.	PHOD/HOD Rs 20,000/- per year @ Rs 75/- per head. HOD Rs 18,000/- per year @ Rs 75/- per head.	DRM/ADRM/CWM ADMs of Central Hospitals & other SAG officers in field Unit:- Rs 20,000/- per year @ Rs 75/- per head.	JAG Rs 7500/- per year @ Rs 75/- per head.	<p>1. Finance concurrence is not necessary up to the stipulated rate.</p> <p>2. The actual incurrence of expenditure is to be consistent with austerity standards and number of such meetings and participants should also be kept to the barest minimum.</p> <p>3. Zonal Railways to evolve method of distribution and accountal.</p> <p>4. Overall annual ceiling limit shall be Rs. 60 Lakh for ZR and Rs. 15 Lakh for PU. Limits for individual Departments/ Divisions in ZR/PUs fixed by GM are as under:-</p> <p>i. For offices/departments viz. PCE, PCME, PCSTE, PCCM, PCCOM, PCMM, SDGM, PCEE, :- Rs. 1.5 Lacs per year.</p> <p>ii. For offices/departments viz. PFA, PCMD, PCPO, PCSC, PCSO:- 1.0 Lac per year.</p> <p>iii. For each divisions, CAO/South & CAO/North:- Rs. 3.0 Lacs per year.</p> <p>iv. For Chairman/RRB:- Rs. 1.0 Lac per year.</p> <p>v. Each CWM:- Rs. 1.0 Lac per year.</p> <p>5. After distribution, the balance amounts out of the total ceilings of Rs. 60 lakhs for the Zonal Railways & Rs 15 lakh for PUs, will be under the control of ACGM</p> <p>6. The concerned Associated Accounts Officer has to monitor the progressive expenditure to ensure that the expenditure is within the prescribed ceiling limit.</p> <p>7. Lunch-on parties, dinners & receptions on Railways can be arranged only with the personal sanction of the General Manager with prior financial concurrence</p> <p><i>Authority:</i> 1. Para 1005 of Financial Code Vol I 2. Bd's letter No. F(X)II-95/Exp/1 dt.14.09.98 3. Bd's letter No. F(X) II-2003/PW/1 dt.12.06.03 4. Bd's letter No. F(X)II-2004/EXP/4 dated 14.05.04. 04.06.07.13.09.12. 22.06.2016. 5. Bd's letter no. 2018/Trans Cell/S&T/Refreshment dt. 19.11.18</p>
(B)	Tea/Working lunch	@ Rs 200/- per head per meeting	@ Rs 200/- per head per meeting		
(ii) Lunch/Dinner		@ Rs. 350/- per head meeting.	@ Rs. 350/- per head per meeting.		


 DyGM/G
 FCR/IIIP.