

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
RAILWAY BOARD**

**NO. 2018/Trans/01/Policy**

**Dated: 21.01.2019**


The General Manager, All Indian Railways/PUs, NF(Con), CORE  
The DG/RDSO/Lucknow, DG/NAIR/Vadodara  
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/IROAF

**Sub: Corrigendum Slip no. 5 to Model SOP 2018: Delegation of power for issue of No Objection Certificate (NOC) in respect of Non-Gazetted (NG) staff for pursuing higher studies through correspondence course/part time course and applying for admission to different courses.**

1. Vide Railway Board letter No. 2018/Trans/01/Policy dated 24.07.2018 Model Schedule of Power (SOP) 2018 was issued. Corrigendum Slip No. 5 to Model SOP 2018 on the above subject, as approved by the Board (MS, FC & CRB) is enclosed for necessary action.
2. A new item S.No.-73 is added in the Model SOP 2018 at Sub-Part-II (Non-Gazetted) of Part F: Establishment Matters.
3. This issues with the concurrence of Associate Finance of Transformation Cell, Railway Board.

Kindly acknowledge the receipt and ensure compliance

DA- Corrigendum Slip No. 5 to Model SOP 2018


  
21.01.19

**(Umesh Balonda)  
Executive Director/S&T  
Transformation Cell**

**NO. 2018/Trans/01/Policy**

**Dated: 21.01.2019**

1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi.
3. The Director of Audit, All Indian Railways

  
**(Sanjeeb Kumar)**

**Executive Director/Accounts  
Transformation Cell**

**Copy to: As per list enclosed**

**Copy to:**


1. The ADAI (Railways), New Delhi
2. The Director of Audit, All Indian Railways
3. The Director, Indian Railway Institute of Civil Engineering, Pune.
4. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
5. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
6. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
7. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
8. The Director, Indian Railway Institute of Transport Management, Lucknow.
9. The Registrar, Railway Claims Tribunal, Delhi.
10. The General Secretary, IRCA, New Delhi.
11. The Chief Commissioner of Railway Safety, Lucknow.
12. The Secretary, Railway Rates Tribunal, Chennai.
13. The Chairman, Railway Recruitment Board, Ahmedabad, Ajmer, Allahabad, Bangalore, Bhopal, Bhubaneshwar, Chandigarh, Chennai, Gorakhpur, Guwahati, Jammu & Srinagar, Kolkata, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.
14. Managing Director, CRIS, Chanakyapuri, New Delhi

**Copy to:**

1. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D Rail Bhavan

**Copy to:**

1. PS to MR, MOS(S), MOS(G)
2. CRB, FC, ME, MTR, MRS, MS, MT, SECY, DG(S&T), DG (RHS), DG (RPF), DG (Stores), DG(Pers)
3. All AMs, Principal Executive Director & Executive Directors of Railway Board

  
21.01.19  
(Umesh Balonda)  
Executive Director/S&T  
Transformation Cell



**Corrigendum Slip No. 5 of Model SOP 2018.**

Part F: Establishment Matters  
Sub-Part-II (Non-Gazetted)

S.No.	Nature of Powers	PHOD/ CHOD/HOD	DRM/ ADRM/ SAG Officers in Field Units	Divisional Officers, Extra-Divisional Officers & Officers in Headquarters	REMARKS
1	2	3	4	5	6
73	Issue of NOC for Correspondence Course/Part Time Course and applying for admission to different courses	Full Powers	Full powers within division/workshop except those posts which are controlled by HQrs	Full power in respect of staff under their control for which they are appointing authority except those posts which are controlled by HQrs	1. Finance concurrence is not necessary. 2. The case will be processed by the bill drawing office (Personal/Security/Accounts) as the case may be and necessary approval may be obtained from the concerned officer of the controlling department and accordingly NOC will be issued. 3. Applicable except for any course in which course fee, is either partial or full is to be re-imbursed. 4. Applicable for courses recognized by Gov.

*Sandeep Kumar*

*SDE*  
21.01.19