

SIL/12/2023

EAST CENTRAL RAILWAY



**Office of the,
General Manager (vig)
Hajipur**

Date: 14.08.2023

No. ECR/Vig./System Improvement/50

**PCME,
E.C. Railway,
Hajipur.**

Sub: - System improvement regarding proper documentation and introduction of "Biometric Attendance System" for deployed contractual manpower.

During investigation of a case, it is observed that proper documentation i.e. material receipt register, work distribution register, police verification of deployed manpower, authority card, ID card and attendance register are not being implemented as per contract conditions. In this way there may be malpractice in execution of manpower based contract.

It is, therefore, for prevention of similar lapses in other ongoing contracts which require deployment of manpower and related documentation as mentioned above, a system improvement measure regarding introduction of "Biometric Attendance System" of all deployed contractual manpower may be issued.

Action taken in this regard may kindly be intimated to this office at the earliest.

This has approval of SDGM/ECR

(Signature)
(Ashutosh Jha)

**Dy. Chief Vigilance Officer/Elect
East Central Railway, Hajipur**

[File no. ECR/Vig/V-5/PC/NG/DNR/20230701347]

o/c
(141)
(Signature)
14/08/23

SIL No: 08/2022

Confidential

East Central Railway

Office of the
General Manager(Vig)
Hajipur

No. ECR/VIG/S&T/System improvement/50

Date: 19.09.2022

PCSTE,
East Central Railway,
Hajipur.

Sub: System improvement regarding elaboration of the definition of similar nature of work for S&T works.

During investigation of a vigilance case it is found that there is ambiguity regarding definition of similar nature of work under serial number 10 of earlier issued letter No. ECR/S&T/Policy/200(SNW) Part-I dated 03.03.2021 from East Central Railway headquarter Hajipur. This raises matter of further elaboration of definition of similar nature of work for S&T work. In order to eliminate any doubt in interpretation of definition of similar nature of work, there is a need to issue system improvement letter regarding this.

Therefore, it is requested to issue necessary guidelines regarding ambiguity in definition of similar nature of work for S&T work and a copy of instructions issued may be sent to this effect for information and record please.


(Santosh Kumar)

Dy.Chief Vigilance Officer/Elect.
For SDGM/ECR

No. ECR/Vig./V-5/GAZ/SPJ/12-21/35/CVO-II

252
Rashed
22/09/2022

East Central Railway



**Office of the
General Manager (Vig.)
Hajipur**

No. ECR/VIG/System Improvement/50

Date: 20.04.2022

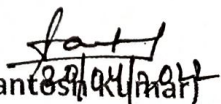
**Principal Chief Personal Officer
East Central Railway,
Hajipur.**

Sub: - System Improvement regarding recording of entry of Punishment in Service Record.

During investigation of a case, it is observed that recording of entries of Punishment in Service Record Book is being not done even after issue of NIP by more than two years. There appears irregularity in maintaining the register of DAR cases also. There was lack of adequate information such as Employee number and Fathers Name were not recorded in the entry of Name and Designation of Charge Officials in DAR cases register and it creates confusion among staff having same Name & Designation. In order to avoid these irregularities, the following system improvement measures are suggested to issue to all concern.

- (i) Disciplinary Authorities may record the Punishment in SR concurrently, when NIP issued to Charge Official. Implementation of Punishment must be ensured within stipulated time.
- (ii) There should be a mechanism of internal checks as per Para no. 7 of Master Circular No.05, on Service Record. It should be implemented on the same line of Railway reforms Committee recommendation no.151 that welfare Inspectors to be assigned to look into the DAR register of their Beat and ensure that Punishment given to official concern is recorded in SR and SR must be updated up to the current position.
- (iii) In DAR case Register of Charge Officials, the details of Employee No. Fathers Name, date of Birth, date of appointment in Railway and Aadhar No should be recorded, which will eliminate the ambiguity in identification of employees in case of same name of Charged officials found in DAR case Register.

A copy of instruction issued may be sent to this office for information and record.


(Santosh Kumar)

**Dy. Chief Vigilance Officer (Elect.)
For General Manager (Vig.)**

पूर्व मध्य रेल



SIL No - 13/21

[Ref. P-303]

NOTE. 2

कार्यालय
महाप्रबंधक(एसएण्डटी)
हाजीपुर - 844101

No.ECR/S&T/S/115

Dated : 05/10/2021

CSTE/Con/South
CSTE/Con/North - ECR/MHX.


Sr.DSTEs - DHN, DNR, MGS, SEE & SPJ.
Dy.CSTEs/W - HJP, DNR, DDU & DHN.
E.C. Railway.

Sub : System improvement regarding upkeep of material and ledger maintenance.

During a recent preventive check conducted by Vigilance department, it has been found that in Stores ledgers have not been maintained properly, transactions are not recorded on daily basis. As a result ground balance and the ledger balance are not matching.

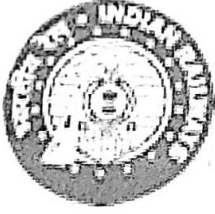
In this regard, following instructions should be followed rigidly :

1. All transactions in Stores receipt/issue should strictly be updated on UDM on daily basis and no manual transactions shall be done. This will ensure daily instant updation of ledger balance as well.
2. Consignee inspection of materials should be done very carefully. It should be done preferably in the premises of OEM against manufacturer's test report.
3. All necessary tests as per facility available shall be conducted and recorded in the inspection report. Inspection report should be signed by the supervisor and counter signed by the officer concerned.


(Rajesh Kumar)
P.C.S.T.E.

Copy to : SDGM/ECR/HJP - for information please.

ECR/vig/v-5/PC/MISFE/2021 0400314.



पूर्व मध्य रेल
EAST CENTRAL RAILWAY

SIL No.15/2020

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कार्यालय
महाप्रबन्धक/सतर्कता
हाजीपुर - 844101

No. ECR/Vig/System Improvement/50

Dated: 16.09.2020

**Principal Chief Signal & Telecom Engineer,
East Central Railway Board,
Hajipur.**

Subject : - Issue of System Improvement.

**Reference : - (i) RB letter no.2020/V3/EC/S&T/04-Comp,dated:11.09.2020
(ii)Case No.ECR/Vig/V5/PC//N/DHANBAD/ECR20191101431**

During Preventive Check conducted by Vigilance department in one of the Works Contract, it is found that stock item has been taken in cash portion of the schedule but during rate analysis for rate reasonableness of this item, tender committee didn't taken store rate in consideration which resulted in higher rate of procurement of 16/0.2 mm cable (PL No.- 56391092) against LOA No.SG-664-30-Sig.-2018-19, dated: 16.04.2019.

In view of above, it is kindly requested to issue suitable instruction as "**Whenever any stock item is included in Works Contract then rates of stores procurement shall also be considered for rate reasonableness of that item**".

A copy of instruction issued may be sent to this office for information and record.


16/9/2020
(Santosh Kumar)
Dy.CVO (Elect.)
For General Manager(Vig.)

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SIL/05/2020

EAST CENTRAL RAILWAY



Office of the,
General Manager (vig)
Hajipur

No. ECR/Vig./System Improvement/50

Date: 05.03.2020

PCEE, PCE, PCSTE, PCME,
E.C. Railway, Hajipur.

CAO/Con/South & North,
E.C. Railway, Mahendrughat, Patna.

CWM/HRT.

CAO/RWP/Bela.

Sub:- System improvement regarding finalization of works tender.

Ref:- Rly. Board letter no. 2017/V3/EC/Elect./Misc./49-PC (B)

Dated 10.02.2020.

During investigation of a case of works tender some procedural lapses observed in finalization of works tender, which are as follows:-

- (i) The tender document was not approved by competent authority through noting.
- (ii) The authenticity of submitted deed in TC proceeding was not checked and
- (iii) The rate reasonability has been derived taking into general escalation of 5% per annum in reference to only one LAR (04 years old).

It is, therefore advised to issue suitable guidelines, so that above procedural lapses as mentioned above can be avoided during finalization of works tenders. The complete action taken report may be sent to this office within 15 days.

This may be treated as urgent.


(Neeraj Agrawal)

Sr. Dy. General Manager

[Case File no. ECR/Vig/V-5/PC/Con/2018.]

EAST CENTRAL RAILWAY

SIL/01/2020



Office of the,
General Manager (vig)
Hajipur

No. ECR/Vig./System Improvement/50

Date: 21.01.2020

PCEE, PCE, PCSTE, PCME, PFA, PCOM, PCCM,
E.C. Railway, Hajipur.
CAO/Con/South & North,
E.C. Railway, Mahendrugat, Patna,
CAO/RWP/Bela.

**Sub:- System improvement regarding implementation of Price variation clause
on negative side as per GCC.**

During investigation of a works tender case it is observed that Price variation clause as per GCC is not being implemented. It has resulted into excess payment to the contractors. Despite awareness of the fact that general price of commodities have reduced after implementation of GST, deduction of amount as per GCC has not been done by railway unit for those tenders whose payment has been done after implementation of GST. It is a systematic failure in observing general condition of contract regarding PVC.

It is, therefore advised to issue suitable guidelines for implementation of PVC clause and recovery as per GCC for those tenders in which bill has been paid after implementation of GST and complete action taken report may be sent to this office within 15 days.

This may be treated as urgent.

Neeraj Agrawal
21.1.2020

(Neeraj Agrawal)
Sr. Dy. General Manager

[File no. ECR/Vig/V-5/Gaz/DNR/05-18/13 (CVO-II)]

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21/1/2020