

Materials Management Department

East Central Railway

Welcomes

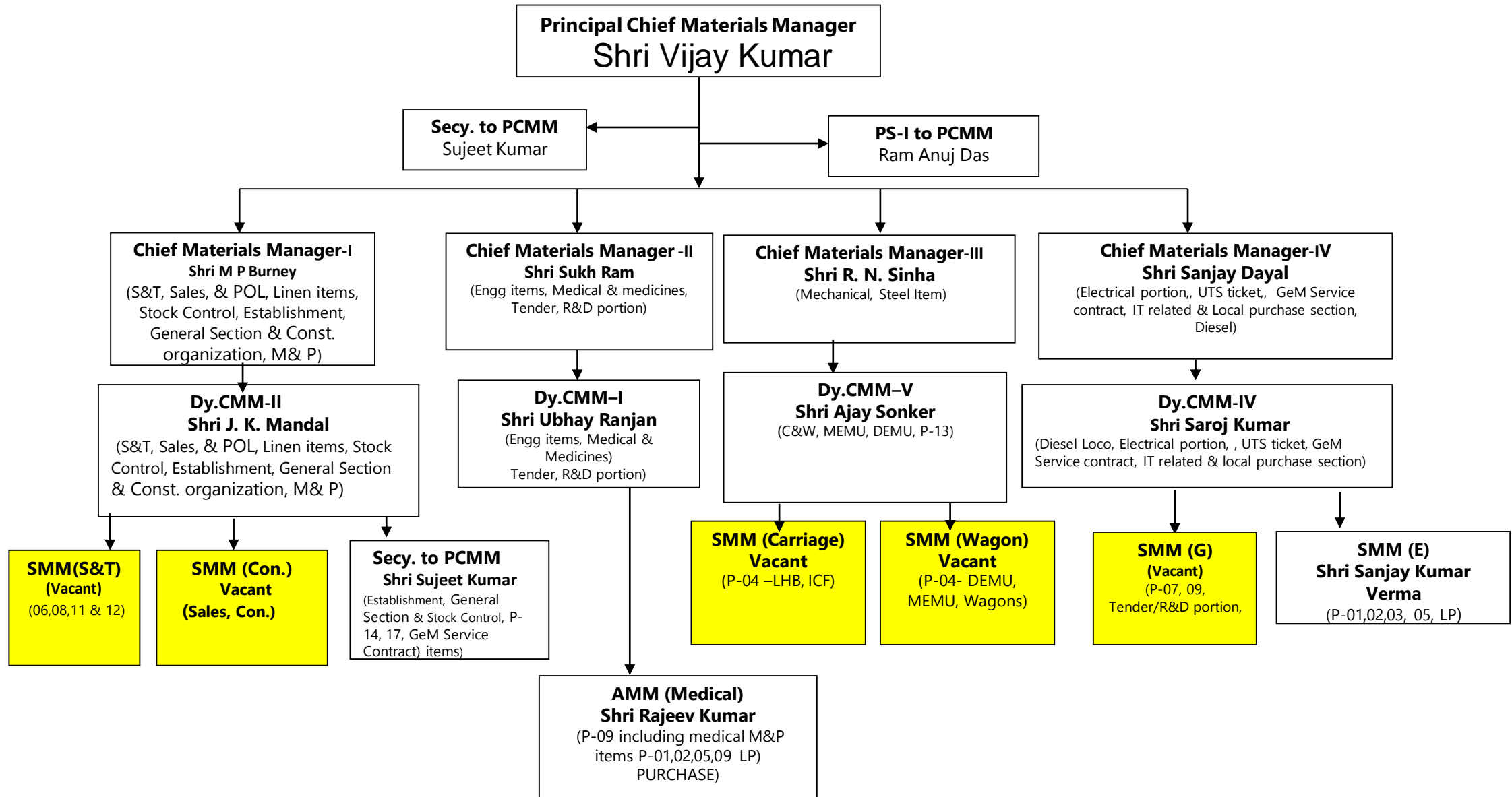
Shri P. B. Ninawe

Addl. Member Railway Stores

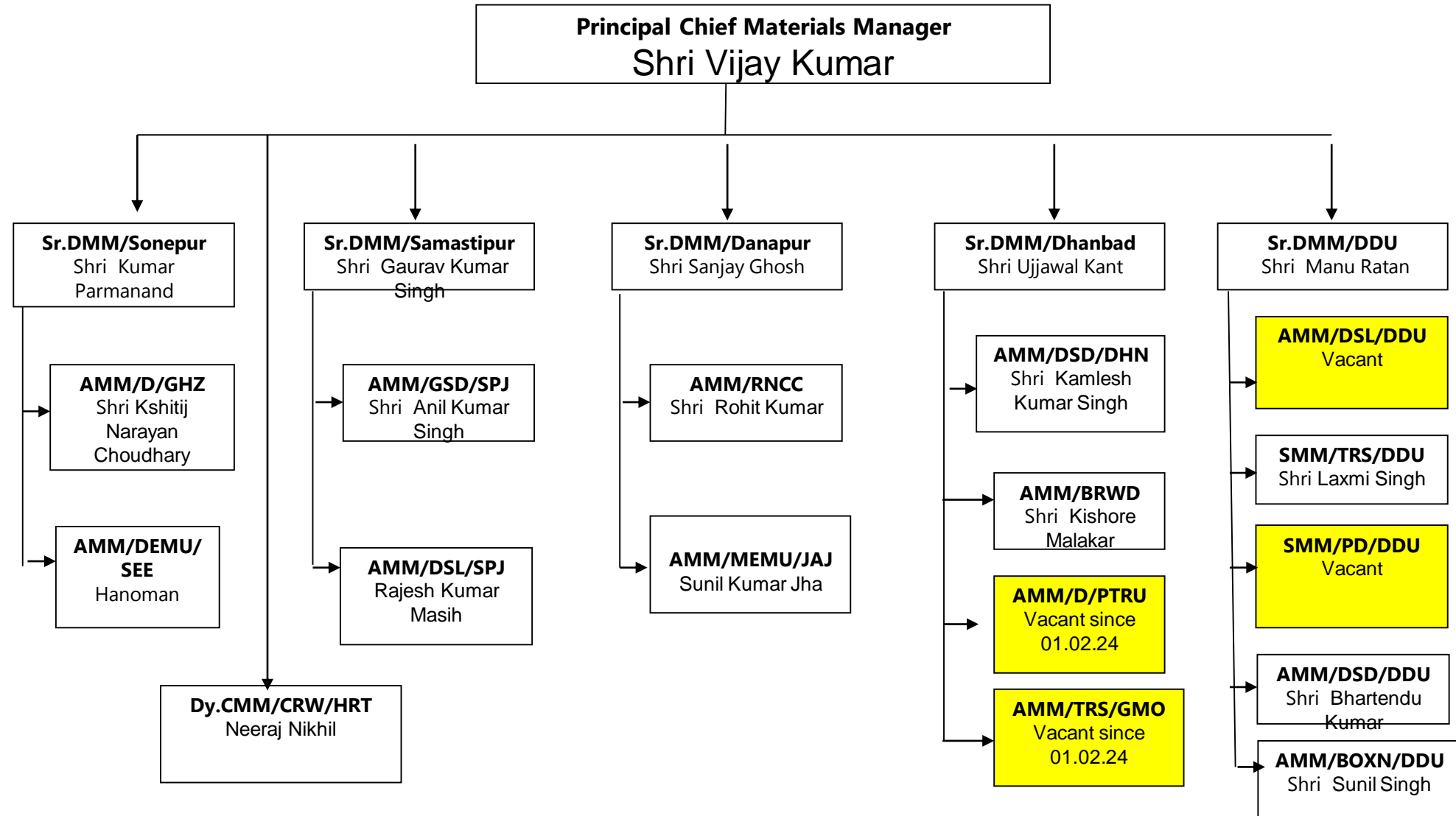
Place :- Hajipur

Date :- 10.05.24

ORGANIZATION STRUCTURE OF STORES DEPARTMENT (HQ)



ORGANIZATION STRUCTURE OF STORES DEPARTMENT (DIVISIONS)



Details of Gazetted Cadre

Grade	No. of Sanctioned Posts			No. of Officers posted			Remarks, if any
	WC	Rev.	Total	Direct Officers	Promotee Officers	Total Vacancy	
HAG	--	1	1	1	-	0	
SAG	--	4	4	1	3	0	
SG/JAG	--	10	10	08*	3	0	*(One JAG officer is under suspension)
SS	2	8	10	0	3	-7	01 SS officer will retire in July'24
JS (Gr. A)	--	--	5	2	--	-3	
JS (Gr.B)	--	--	8	---	9	1	
Total	2	23	38	13	17	-9	

Details of NG Staff

Grade	Sanctioned Strength	On Roll	Total Vacancies
CDMS	125	88	37
DMS	76	54	22
Ch.OS	59	54	5
OS	144	68	76
Senior Clerk	37	26	11
Junior Clerk	35	35	0
Assistants in Level-1 (Erstwhile Helper/Khalasi)	340	265	75
All other staff of Stores Deptt. Not included elsewhere	33	18	15
Total:-	849	608	241

- We will Start conversion of post of OS to DMS shortly.

- **Inventory Management and Expenditure control (2023-24) (All values in Rs Cr rounded off to Rs. Cr)**

SN	Major Groups	Concerned Dy. CMM	OB	Receipt	Issue	CB	Physical TOR % (23-24)
1	0-9	NIL	0	0	0	0	
2	10-19	DY. CMM-IV	26.02	5.29	9.63	21.68	225.16
3	20-29	DY.CMM-IV	18.34	127.88	92.09	54.14	58.7
4	30-33-36	DY.CMM-V	25.74	87.74	75.54	37.73	49.8
5	31-35	Dy CMM-V	4.82	6.97	5.51	6.29	114.2
6	37-39	Dy CMM-V	19.07	123.47	108.79	33.75	31.02
7	32,40,49	DY.CMM-IV	2.73	51.05	39.62	14.16	35.74
8	50-59	DY.CMM-II	4.51	36.07	28.77	11.81	41.07
9	80	DY.CMM-II	0.24	29.81	25.35	4.7	18.53
10	90	DY.CMM-V	2.84	32.28	31.09	4.03	12.96
	Overall TOR						41.05

- **Purchase Grant and Expenditure**

Year	Purchase Grant(Original)	Actual Expenditure	% utilization
2022-23	491 Cr.	358 Cr.	72.95%
2023-24	541 Cr. (BG) 700 Cr. (RG)	498 Cr.	92.18%
2024-25 (upto 06/05/24)	531 Cr. (BG) (upto Aug. 2024) 750 cr.	435 Cr. (Booking done)	58 %

Inventory Management and Expenditure Control (2024-25)

Action Plan to control Expenditure and reduce Receipts and Inventory

- 1) Continuous revision of AAC commensurate with consumption.
- 2) Consideration of UDM stock (> 2months requirements) at the time of procurement to regulate excess purchases.
- 3) Receipt of material on staggered delivery & deferment.
- 4) Keeping NR/other flagging in IMMS for Surplus/ Inactive / Overstock / Slow moving items.

Inventory Management and Expenditure control (2024-25)

Action plan and projections to control inventory of Diesel loco items

1) ALCO Locomotive

- Default AAC is zero for all ALCO items.
- Before procurement compulsory scrutiny to get the material from other Railways.
- Procurement is only done by the AMM/SPJ for the items required, if can not be arranged by any other means.
- Offering of all excess material to other railways where ALCO loco is still running.
- Condemnation of Alco items which can not be used by Railways. Available ALCO spares are also offered for **Direct Sale** through publication in auction catalogue.

2. HHP Locomotives

- About 79 Locomotives are in Service in ECR holding, all are attached with PTRU shed.
- Fixation of realistic EAC based on ensuing programme for overhauling schedule.
- Material stock position of Adjacent Zonal Rlys is explored first before any procurement action, so that separable stock (is any) can suitably adjusted.
- Indents are placed only with approval of PCEE.
- Offer of all excess material to other railways where HHP loco is still running.

Inventory Management and Expenditure control (2024-25)

- **Action plan and projections to control inventory of ICF Coach items**

1. Compulsory review of all items by March Every Year both by depot and HQ to make it commensurate with POH targets and holdings, accordingly AAC has been reduced.
2. Normally procurement is being done considering the actual consumption of previous year.
3. At the TC stage also, the quantity is again reviewed critically.
4. Continuous monitoring of inventory and offer of excess materials to other railways.

- **Availability of Items (as on 07.05.24)**

Items	No of items	Item out of stock	Target	% availability
Safety items	264	0	100 %	100%
Passenger Amenity items	7	0	100 %	100%
Overall Availability	4619	185	99 %	96.19* %

* It is being monitored to achieve the target.

- **Adequacy of Coverage (as on 07.05.24)**

Srl No.	Pl. Group	No. of Items	Stk+	Stk+	Adequacy of coverage(In %)
			Dues<=6	Dues>6	
			Months	Months	
1	10-19	821	185	636	77.47
2	20-29	1202	274	928	77.20
3	30-36	1412	515	897	63.53
4	37-39	377	110	267	70.82
5	40-49	537	183	354	65.92
6	50-59	87	34	53	60.92
7	60-69	61	18	43	70.49
8	70-79	303	86	217	71.62
9	80-89	241	88	153	63.49
10	90-93	47	11	36	76.60
	TOTAL	5088	1504	3584	70.44

- Average Tender **Settlement** Time In Days (01.04.23 to 31.03.24)

	Avg. time in days in FY 23-24	Avg. of ECR for FY 24-25 (till 07.05.24)	Avg of IR for FY 23-24
TC	61	77*	52
DA	12	16	8

- % age of Retendered cases

Sl No	FY	Target	Total %
1.	22-23	15 %	30.51 %
2.	23-24	15 %	29.69 %
3.	24-25 (Till 08.05.24)	15 %	*

- Monthly percentage = Total No. of cases re-tendered in a month X 100/Total No. of cases decided (incl. re-tendered) during that month.
- Medical items (Group : 82) excluded.

- **Timely Publishing of Non-Stock Demand**

SI No	FY	Target	Avg. Time Taken	IR Avg.
1.	22-23	40 Days	70 days	40.29 days
2.	23-24	40 Days	28 days	20.79 days
3.	24-25 (Till 08.05.24)	40 days	26.6 days	23 days

- **Coverage of Non-Stock Demands within 6 months**

SI No	FY	Target	Monthly Avg.	IR Avg.
1.	22-23	100 %	85 %	92.57%
2.	23-24	100 %	85 %	92.79 %
3.	24-25 (Till 08.05.24)	100%	82.65 %	90.48 %

- **Slow Moving Items - In terms of No**

SI No	FY	Target	Avg. monthly %	IR Avg. %
1.	22-23	10 %	43.56	22.45
2.	23-24	10 %	39.78	20.79
3.	24-25 (Till 08.05.24)	10 %	66.14	55

- Slow Moving Items for a month = Cumulative Issue value from 1st March upto the month < 25% of (O.B. as on 1st March + Cumulative Receipt value from 1st March upto the month)

- **Slow Moving Items - In terms of value**

SI No	FY	Target	Total %	IR Avg.
1.	22-23	10 %	33.03 %	19.55 %
2.	23-24	10 %	28.51 %	15.78 %
3.	24-25 (Till 08.05.24)	10 %	71.37 %	62.22 %

- **Percentage Clearance of Rejection Cases (Number)**

Sl No	FY	Target	Total %	Avg. of IR
1.	22-23	03 %	84.43%	50.84 %
2.	23-24	03 %	63.16 %	30.11 %
3.	24-25 (Till 08.05.24)	03 %	53.6 %	22.72 %

- Monthly percentage = Total No. of rejection cases pending for more than 60 days at the end of month X 100/Total No. of rejection cases pending at the end of that month.

- **Percentage Clearance of Rejection Cases (Value)**

Sl No	FY	Target	Total %	Avg of IR
1.	22-23	03 %	96.79 %	88.5 %
2.	23-24	03 %	63 %	49.97 %
3.	24-25 (Till 08.05.24)	03 %	63.28 %	38.27 %

- Monthly percentage = Total Value. of rejection cases pending for more than 60 days at the end of month X 100/Total Value. of rejection cases pending at the end of that month.

- **Timely grant of R note (Stock Item)**

Sl No	FY	Target	Total	Avg. of IR
1.	22-23	07 days	22 days	9.73
2.	23-24	07 days	17 days	8.1
3.	24-25 (Till 08.05.24)	07 days	130 days	15.06

- Monthly Average = Total No. of days for ROs done in a month/Total No. of ROs done during that month.
- Total Average = Total No. of days for ROs done since March /Total No. of ROs done since March

- **Average time taken in release of PO after settlement**

Sl No	FY	Target	Total	Avg. of IR
1.	22-23	For rank 1 - 100 marks For every drop in rank - deduction of 6 marks	7.98 days	5.4
2.	23-24		10 days	5.88
3.	24-25 (Till 08.05.24)		12 days	5.2

- **Inventory Balances (Figures in Cr)**

FY	OB	Reciept	Issues	Closing	TOR
22-23	173.57	428.31	433.00	107.50	24.83
23-24	257.88	582.57	489.22	200.84	41.05

- **Stock Sheet**

Parameter	Plus Value Stock Sheets				Minus Value Stock Sheets				Combined	
	OB	New Accrued	Cleared	CB	OB	New Accrued	Cleared	CB	OB	CB
Count	<u>5</u>	<u>1</u>	<u>0</u>	<u>6</u>	<u>25</u>	<u>1</u>	<u>0</u>	<u>26</u>	<u>30</u>	<u>32</u>
Value	79,162	2124	0	81,286	34,65,931	2124	0	34,68,055	35,45,093	35,49,341

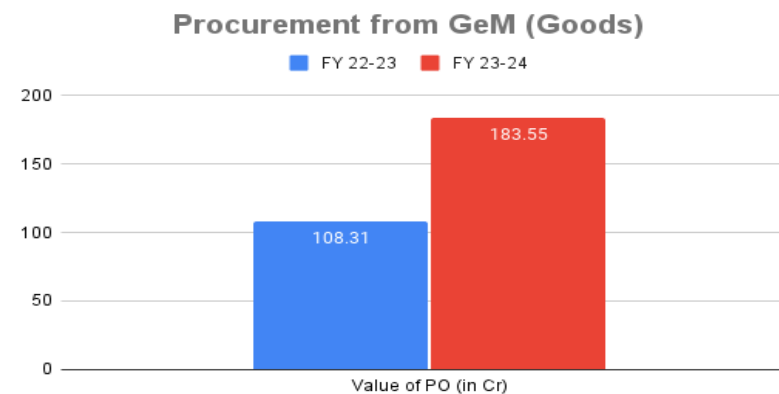
- **PO e-modification Request Pendency Time** (Daily Pendency = Total No. of days of all pending MA requests / Total No. of pending MA requests)

FY	Target	Days	Avg IR days
23-24	10 days	111.5	74.14

GeM Procurement

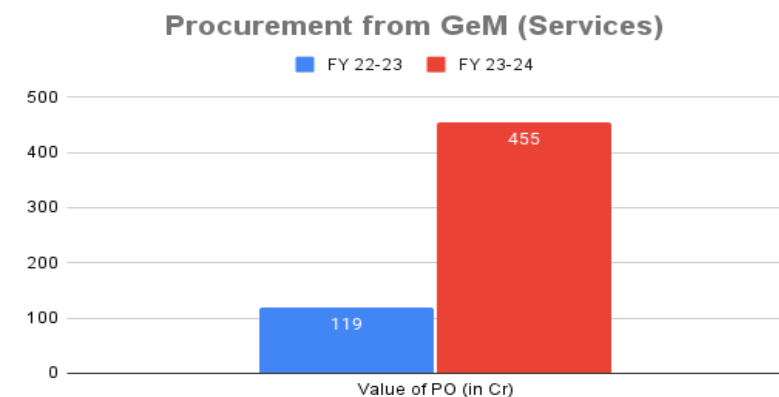
- Procurement of Goods through GeM

	FY 22-23 (cr)	FY 23-24	Increased by
Total Value of PO	108.31	183.55	69 %



- Procurement of Services through GeM

	FY 22-23 (cr)	FY 23-24	Increased by
Total Value of PO	119	455	282 %



Progress of Vivad Se Vishwas -I

Claims Received	Claims Value	Claims Pending	Decision		Fulfilment		Approval Type				Approved Value	Fulfilled Value
			Finalized	Pending	Fulfilled	Pending	Full	Partial	Rejected	Total		
489	3,73,22,903.22	1	488	1	345	0	316	29	143	451	2.4 Cr.	2.4 Cr

* Status of 01 pending Cases :- case is in correpondance with CRIS.

Progress of Vivad Se Vishwas –II

Claims Received	Claims Value	Claims Pending	Decision		Fulfilment		Approval Type				Settlement offer value Value
			Finalized	Pending	Fulfilled	Pending	Claim Verification	Settlement offer	Settlement offer accepted by firm	Withdrawal of Court Case	
02 Stores	49,51,722.10	01	1 (Rejected)	1	NIL	01	Done	Offered to firm	Yes	Pending	38,13,848.35
16* Other Deptt	Detail mentioned below.	13	3 (Rejected)	13	Detail mentioned below						

*Stages	Nos.
Claim Rejected	3
Claim Verification In Draft	3
Settlement Agreement uploaded by Proc. Entity Settlement Agreement Pending (Contractor)	3
Settlement Offer Accepted	6
Pending For Contractor Acceptance Last date of Acceptance : 02/06/2024	1

- **Online Supplier Bills Status**

- **FY 22-23**

Zone	Unit	Bills Submitted	Current IPAS Status (Nos)					Time Taken for Payment (Days)				Pending For (Days)			
			CO6	CO7	Paid	Returned	Pending	≤7	≤14	≤21	>21	≤7	≤14	≤21	>21
ECR	STORES	9040	0	0	7495	1549	0	2486	4176	495	338	0	0	0	0

- **FY 23-24**

Zone	Unit	Bills Submitted	Current IPAS Status (Nos)					Time Taken for Payment (Days)				Pending For (Days)			
			CO6	CO7	Paid	Returned	Pending	≤7	≤14	≤21	>21	≤7	≤14	≤21	>21
ECR	STORES	11962	0	0	9495	2466	1	3879	5021	486	109	0	0	0	1

Scrap Disposal

YEAR	Annual Target	Actual Achieved
2022-2023	240.00 Crore	343.19
2023-2024	320.00 Crore	276.56
2024-2025	300 Crore	14.49* (Till 03.05.24)

Road Map for further Scrap Sale

ITEMS	QUANTITY EXPECTED DURING THIS FY 24-25	RATE	VALUE
RAIL (MT)	36,000	35,000	1,26,00,00,000
P.WAY (MT)	5650	35000	19,77,50,000
PSC SLEEPERS	0	0	0
FERROUS(MT)	13000	32,000	41,60,00,000
NON FERROUS (MT)	1000	1,00,000	10,00,00,000
WAGONS (Nos)	244	3,40,000	8,29,60,000
COACHES (Nos)	200	5,50,000	11,00,00,000
DIESEL LOCO (Nos)	100	82,00,000	82,00,00,000
OTHER MISC SCRAP (MT)	750	18,000	1,35,00,000
		Total	3,00,02,10,000

Scrap Disposal

Scrap identification, mobilization & expected arising in next 3 months.

(A) RAIL & P.Way

	In Pipe Line (MT) as per TMS as 03.05.24						
	Returned Cases for Clarification (Lying with PWIs)	Under Stock Verifi- cation	Under Test Check by ADENs	With Sr.DEN for acceptance/ forwarding	Pending with Dy.CE/ Track at HQ	Pending with CTE for approval	TOTAL IN PIPELINE in MT
DHN	258	72	395	728	395	202	2050
DNR	441	0	167	15	133	0	756
DDU	801	264	557	69	330	5	2025
SPJ	664	420	167	309	114	0	1674
SEE	494	328	0	99	0	0	921
TOTAL	2658	1083	1286	1220	972	207	7426

- **Procurement of Engg. Items.**

Total requisitions received in FY 23-24	386 Nos.
PO placed	156 nos.
Total Value	574.68 Cr.

- All pending demands/requisitions have been cleared.
- Planning to stock all P. Way material required in ECR.

Depot Place	Total items to be stocked	Items	Div. Covered
GHZ	90 items	50 % of the yearly requirement of all items	This depot will cater requirements of 03 divisions. i.e. SEE, SPJ AND DNR
DHN		30 % of the yearly requirement of all items	This depot will cater requirement DHN division.
Gaya		20 % of the yearly requirement of all items	This depot will cater requirement DDU division.

- Planning to cover all major items through RgC.

Major Initiatives

Initiative- 1

Procurement of Signalling, Engineering & Electrical Items through Running Contract

- a) Long Term Contracts through Running Contracts (RGCs) for all S&T items, all Engineering items & Electrical (TRD) Items have been processed.
- b) Planning is being done so that all S&T items for Open Line (project & revenue) is provided through stock at the beginning of the year itself for next 1 year requirement.
- c) This will ensure that no project gets delayed for want of material.
- d) This innovation will increased the efficiency as Purchase Order will be issued within 7 days of receipt of Non-Stock Demand.

Initiative - 2: Utilization of UDM: Great Tool for expenditure Control

1. User Depot Module (UDM) has been fully implemented by ECR.
2. Following Orders have been Issued: to be read with
 - a. **NPQ** is arrived after deducting excess UDM stock (> 2 month consumption level) (**prevent excess purchases**). [Stores Instruction no 119- Effective use of UDM.pdf](#)
 - b. **Issues** based on stock available with consignees on the date of issue. If excess stock is available with one consignee > 1 Month, that item is not issued to them. (Hoarding of items have been stopped).
3. Benefits: Savings in procurement cost/ Prevention of Hoarding of Items.

Initiative-3

Training of Staff

1. This is one of the **key activities** of PCMM office.
2. **Offline Training of Staff:** Monthly training calendar is being formulated and accordingly staff will be nominated for induction/refresher training over all existing and emerging areas of Material Management and public procurement.
3. All the existing staff including erstwhile gr D, will be imparted updated knowledge of rules & regulations, resulting in effective and correct working.

Initiative-4

Issue of Working Procedure Orders on various Stores matters

1. Over last 2-3 months, **detailed procedure orders** on few of the critical areas has been formulated & issued. Staff are regularly being trained.
2. Instructions are written in simple language with a view to cut delays, proper accounting, enhance efficiency & simplify procedures.

Good Works Undertaken In The Last 3 Months for System Improvement.

- General Conditions of Supply Contract has been updated and implemented.
- CP/IP rationalization has been done for better monitoring. [Stores instruction No-116- Rationalisation of IP-CP & Buffer.pdf](#)
- Monitoring of System strengthening.
- FNS system is being implemented.
- Streamlining of procedure for EAC approval and updation has been done. [Stores instruction No-118- Updation of AAC in IMMS.pdf](#)

Good Works Undertaken In The Last 3 Months for System Improvement.

- RB guidelines for UDM implementation and its effective use have been implemented and emphasized at all levels. For effective enforcement of UDM, policy instruction shall be issued with endorsement from GM/ECR. [Stores Instruction no 120- Effective use of UDM by users.pdf](#)
- Consignee-wise updation of EAC on iMMS: 75% completed.
- Comprehensive Orders for Mapping Mopping of Scrap Issued. [Stores Instruction No- 117-Procedure for Mapping and Mopping of Scrap.pdf](#)

Suggestions For Process Simplification..

- Simplification of procedure of PO placement on other Railways for material assistance.
- Revisiting the need of officer's DSC for ISL authorization.
- Discussion on arresting concentration of clerical works at officer's level.
- Procurement of low value Items (C-2 Cat.) items for 2 years. There is a shortage of Sr.Scale / Jr.Scale post at HQ. Further due to low Value many firms do not participate in tender for 1 year. The proposal will help in managing the low value procurements efficiently.
- Provision of D&G charges for our M&P and infrastructure needs in sales estimate, other works estimate like track renewal etc and M&P estimates which were erstwhile being procured by COFMOW. As all procurement has been shifted to stores , the need of infrastructure improvement is continuously required. So such arrangement will provide continuous annual funding.

ASSISTANCE REQUIRED

- One additional JAG post at HQ/ECR.
 - During Cadre restructuring one post of JAG and 9 post of SS have been surrendered.
 - Now at present total JAG post and SS post available is only 10 nos. each.
 - Recently procurement work of Medical, Engg, M& P (after closure of COFMOW) and items related with CORE have been assigned to Stores deptt/ECR for procurement.
 - With the current set of officers it is very difficult to manage work.

	ECR	SER	NCR	CR	NR
JAG DA	746	1241	1842	1682	1432
JAG TC	158	221	163	232	325
Rationalisation of DA cases in terms of TC cases (6 DA case = 1 TC case)	$158 + (746/6) = 282$	428	470	512	564
No of JAG Post	3*	9	8	7	7
TC Case/ Post	94	48	59	73	81

- Filling up of Sr. Scale vacancies.
 - With the sanctioned post of 10 nos. only 03 SS officer available.

THANK YOU

