

EAST CENTRAL RAILWAY

Office of the
General Manager
Hajipur

No:- ECR/ADM/ORH/Facility/Modification/2025

Date:- 19.03.2025

**All PHODs, E.C.Railway.
DRM/ECR/DHN, SEE, SPJ, DDU & DNR.
CWM/CRW-HRT, WS/SPJ & PD/DDU**

Sub:- Incorporation of new item no. xi in Para 37 A (ii) of MSOP Part A Works matter pertaining to outsourcing of activities for ORH.

Please find enclosed herewith introduction of a new item no. xi under para 37 (A) ii of Part A works Matter of MSOP-18 pertaining to "Outsourcing of the Housekeeping/cooking & Catering and Horticulture activities in ORH" with immediate effect.

The existing and amended paras are attached herewith as annexure I & II respectively.

This issues with the concurrence of PFA and approval of General Manager.

Encl:- As above.

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19/03/25

(Abhishek Kumar)
Dy.General Manager/G

Copy for information and necessary action to:-

1. Secy to GM for kind information to GM.
2. PS-I to AGM for kind information to AGM.

Existing Para 37 A (ii) of Part A Works Matter

Annexure I

S/no.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officer, Extra Divisional Officer & Officers in HQ	Remarks
37.	A) ii Sanction of the proposals for Outsourcing of the following:	<u>PHOD</u> Full Powers	<u>DRM/CWM</u> Full Powers	Nil	Auth:- Board, letter no 2017/Trans/01/Policy dated 18.10.2017 & 10.02.2022
	<ul style="list-style-type: none"> i. Upkeep and Maintenance of running rooms/ Crew Lobbies including CTR data entry. ii. Manning of waiting halls, retiring rooms, operation of PA system, passenger information systems and face-to-face enquiry. iii. Upkeep/ Housekeeping including Cooking in Camp Coaches of Track Machines. iv. Supply of subsidized food in running rooms. v. Maintenance activities of various assets of technical departments. vi. Maintenance/upkeep of non-core assets. vii. Manning/ upkeep of non-core electric traction assets such as sub-stations, PSI/OHE and non-traction assets like pump house lifts escalators etc. viii. Provision of AC coach attendants and AC coach mechanics. ix. Provision of Box Boy, sand filling in locomotive. x. Manning of power car. 				<p>Preferably, all these should be on 'Outcome and activity' based outsourcing. Any contract which is required to be on "Manpower basis" should be an exception with specific reasons to be recorded in writing.</p> <p>It should also be ensured that there is no overlap/conflict with AMC/Repair of assets, Core or non-core, under any provision of the SOP or any other Estimate/Contract.</p> <p>For Outcome and activity based contracts, the Estimate and Bids would also be required to be made on Outcome basis under SOP (Works Matters) item 2 and SOP item 44.</p>

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19/09/25
(DGM/G/ECA)

Modified Para 37 A(ii) of Part A Works Matter
Corrigendum slip no. 01/2025/Part A/Works Matter dt. 19.03.2025

Sno.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officer, Extra Divisional Officer & Officers in HQ	Remarks
37.	A) ii Sanction of the proposals for Outsourcing of the following:	PHOD Full Powers	DRM/CWM Full Powers	Nil	Auth:- Board, letter no 2017/Trans/01/Policy dated 18.10.2017 & 10.02.2022 & This office correction slip no. 01/2025/Part A/Works Matter dt. 19.03.2025
	i. Upkeep and Maintenance of running rooms/ Crew Lobbies including CTR data entry. ii. Manning of waiting halls, retiring rooms, operation of PA system, passenger information systems and face-to-face enquiry. iii. Upkeep/ Housekeeping including Cooking in Camp Coaches of Track Machines. iv. Supply of subsidized food in running rooms. v. Maintenance activities of various assets of technical departments. vi. Maintenance/upkeep of non-core assets. vii. Manning/ upkeep of non-core electric traction assets such as sub-stations, PSI/OHE and non-traction assets like pump house lifts escalators etc. viii. Provision of AC coach attendants and AC coach mechanics. ix. Provision of Box Boy, sand filling in locomotive. x. Manning of power car.				<p>Preferably, all these should be on 'Outcome and activity' based outsourcing. Any contract which is required to be on "Manpower basis" should be an exception with specific reasons to be recorded in writing.</p> <p>It should also be ensured that there is no overlap/conflict with AMC/Repair of assets, Core or non-core, under any provision of the SOP or any other Estimate/Contract.</p> <p>For Outcome and activity based contracts, the Estimate and Bids would also be required to be made on Outcome basis under SOP (Works Matters) item 2 and SOP item 44.</p>
New Item	xi. Sanction of the proposals for outsourcing of the Housekeeping/cooking & Catering and Horticulture activities in ORH.				Note for New item xi:- Catering/Fooding cost shall be based on the standard prevailing rates of Commercial Catering IRCTC

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 19/03/25
 (DGM/GE/ECR)