



कार्यालय महाप्रबन्धक
पूर्वोत्तर रेलवे, गोरखपुर-273 012 (उ०प्र०)
OFFICE OF THE GENERAL MANAGER
NORTH EASTERN RAILWAY
GORAKHPUR - 273 012 (U.P.)

CORRECTION SLIP NO.10 to Model Schedule of Powers-2018 (Model SOP-2018) adopted by NER

Sub.: Correction Slip No.10 to Model Schedule of Powers-2018 (Model SOP-2018) adopted by NER

- Ref.: (i) Railway Board's Letter No.2018/Trans/01/Policy dt.24.07.2018
(ii) DGM(G)/NER/Gorakhpur's Letter No.Z/548/Model SOP/2018 dt.30.07.2018
(iii) Railway Board's Letter No.2018/Trans.Cell/S&T/Refreshment dt.19.11.2018

Model Schedule of Powers-2018 (Model SOP-2018) circulated by Railway Board vide above referred letter dt.24.07.2018 delegating various Financial and Administrative powers across Zonal Railways/PUs has been implemented over NE Railway with immediate effect vide above referred letter dt.30.07.2018.

In terms of letter No.2018/Trans.Cell/S&T/Refreshment dt.19.11.2018 issued by ED/S&T/Transformation with the approval of Board (FC & CRB) with concurrence of Associate Finance of Transformation Cell i.e. ED (Accounts)/ Transformation; the provision contained in **Item No.48(A) & 48(B) of Part-C: Miscellaneous Matters (Page No.C48 / C49)** of above-mentioned Model SOP-2018 [regarding Incurrence of expenditure for meetings etc. and High Tea / Working Lunch / Lunch / Dinner etc.] stands modified / amended as per enclosed "**Annexure**" in place of the existing provision on date.

This is being issued with the concurrence of PFA & approval of the General Manager.

Enclosure: As above (in 01 Page)

No. Z/548/Model SOP/2018/CS

Copy forwarded for information & necessary action to:

AGM,	CAO/Con.	PCME,	PCE,	PCSTE,	PCMM,	PCEE,	PCCM
PCOM,	CSO,	PCPO,	SDGM,	PCSC/RPF,	PCMD,	PFA,	CPRO
Secy. to GM,	FA&CAO/Con.	Sr.AFA/PP,	Sr.DFM/IZN,	Sr.DFM/LJN,	Sr.DFM/BSB,	CWM/SWS-GKP	
DRM/IZN	DRM/LJN	DRM/BSB	CMW/IZN,	CWM/GKP,	CWM/BWS/GKP		
CMS/IZN,	CMS/LJN,	CMS/BSB,	MD/LNMRH/GKP				

(Rajesh Tiwari)
Dy.General Manager/G
for General Manager, NER/GKP

Dated: 16.01.2019

(Rajesh Tiwari)
Dy.General Manager/G
for General Manager, NER/GKP

Correction Slip No.10 dt.16.01.2019 to Model SOP-2018 implemented on NE Railway [Item at S.No.48(A) / 48(B) of Part-C: Miscellaneous Matters]

Annexure

S. No.	Nature of Powers	PHOD/ HOD	DRM / ADRM / CWM / SAG Officers in Field Units	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	Remarks
1	2	3	4	5	6
48	Incurrence of expenditure:				
	(A) On entertainment [i.e. Tea + Snacks (light refreshment)] for meetings involving outsiders or organised labour, formal Inter-Departmental and other Meetings & Conferences.	PHOD/CHOD Rs 20,000/- per year @ Rs.75/- per head per meeting HOD Rs 18,000/- per year @ Rs.75/- per head per meeting	DRM/ADRM/ CWM / MDs of Central Hospitals & other SAG officers in Field Unit Rs 20000/- per year @ Rs.75/- per head per meeting	JAG Rs 7500/- per year @Rs.75/- per head per meeting	1. Finance concurrence is not necessary up to the stipulated rate. 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. 3. 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 may be fixed by GM. On NE Railway, final ceiling limit is fixed for various Deptts./Divisions/Units (Distribution within the Deptt./Division/Unit is to be decided by concerned PHOD, DRM or Unit Incharge): • PCOM, PCCM, PCME, PCEE, PCMM, PCSTE, PCE & CAO/C: Rs.2 Lakh/Deptt. • PFA, PCPO, PCSC, CSO, SDGM, PCMD: Rs.1.50 Lakh/Deptt. • DRM/BSB, DRM/IZN, DRM/LJN: Rs.2 Lakhs per Division • CWM/MWS/GKP, CWM/MWS/IZN, MD/LNMRH/GKP: Rs.1 Lakh/Unit 4. After distribution, the balance amount of Rs.26 Lakhs out of the total ceilings of Rs.60 Lakhs for the Zonal Railways, will be under the control of AGM 5. The concerned Associated Accounts Officer has to monitor the progressive expenditure to ensure that the expenditure is within the prescribed ceiling limit. 6. Lunch-on parties, dinners & receptions on Railways can be arranged only with the personal sanction of the General Manager with prior financial concurrence.
	(B)(i) High Tea/ Working Lunch	@ Rs.200/- per head per meeting	@ Rs.200/- per head per meeting	--	<u>Authority:</u> 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. Transf. Cell, Rly. Bd's letter no.2018/Trans Cell/S&T/Refreshment dt.19.11.2018
	(B)(ii) Lunch / Dinner	@ Rs.350/- per head per meeting	@ Rs.350/- per head per meeting	--	

(Rajesh Tiwari)

Dy.General Manager/General
NE Railway/Gorakhpur

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