



**OFFICE OF THE
GENERAL MANAGER (M)
N.E.RAILWAY
GORAKHPUR.**

No. M/CWE/Confid.

Dated 12/08/2022

**Chief Workshop Manager
NE Railway
Mechanical Workshop
Gorakhpur & Izzatnagar.**

**Sub: System improvement regarding Material being sent out of
Mechanical Workshops.**

**Ref: Dy.CVO/Electrical letter no. Z/13/V6/LJN/2022/04/01323/44
dated 03.08.2022.**

As per above referred letter during preventive checks conducted in shop some short comings in documentations are noticed while sending material outside of the workshop.

To overcome it, following system improvement based on Indian Railway Rolling Stock Code is suggested to implement.

1. The system of sending material out of workshops on "authorization letters" must be stopped immediately. As per Indian Railway Rolling stock code, material should go out of the workshop on material gate pass only.
2. 'The No. and date of the vendor or other authority on which the material is being sent' column and 'To whom sent and purpose for which sent' of the material gate pass(form no. G 13-B/S.1350) should be filled properly and completely.

**Copy to:
Dy.CVO/Elec.**


Chief Workshop Engineer

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5/8/22

पूर्वोत्तर रेलवे
NORTH EASTERN RAILWAY

कार्यालय
महाप्रबंधक/सतर्कता, गोरखपुर - 273012
Office of GM(Vigilance)
Gorakhpur - 273012

Z/13/V6/LJN/2022/04/01323/44

Date- 03.08.2022

Principal Chief Mechanical Engineer,
North Eastern Railway,
Gorakhpur

Subject: System Improvement regarding Material being sent out of Mechanical Workshops

During a preventive vigilance check of one of the Mechanical Workshops of North Eastern Railways, it was found that certain railway materials are being sent out of the workshop based on an "authorisation letter". The said authorisation letter is being made by the concerned SSE of the shop and RPF Gate incharge. During check, one such authorisation letter was found by Vigilance in which material was sent out of the workshop without taking approval from the concerned officer. Also, no records of the said material was being maintained by RPF officials in the outgoing register.

According to Para 330 of Indian Railways Rolling Stock Code, "When material is required to be sent out of the shops, a (machine numbered) gate pass (M. 330) must be issued, with a complete list of the material passing out." Since the system of sending material out of the workshop on Material gate pass is already in practice, there is no justification to carry on the dual system of sending material out of workshop on "authorisation letter" along with the system of Material gate pass.

In addition to this, during the check it was found that in the 'The No. and Date of the Voucher or other authority on which the material is being sent' column of the material gate pass, "अधिकारी के मौखिक आदेशानुसार" was written. Also, the purpose of the material being sent was not mentioned in the material gate pass. It was found that writing this phrase is being practiced frequently. Such a material gate pass fails to identify the exact reason for which the material was being sent out of the workshop. Also, writing "अधिकारी के मौखिक आदेशानुसार" in authority puts complete onus of material being sent on the concerned officer.

In light of these two facts discussed above, following system improvements are being suggested to be implemented across the Mechanical workshops of North Eastern Railway-

1. The system of sending material out of the workshops on "authorisation letters" must be stopped immediately. As per Indian Railways rolling stock code, material should go out of the workshop on material gate pass only.
2. 'The No. and Date of the Voucher or other authority on which the material is being sent' column and 'To Whom sent and purpose for which sent' of the material gate pass (form no. G.13-B/S.1350) should be filled properly and completely.

This has the approval of SDGM.

CWM/GMS 2/2022

CWE

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हस्ताक्षर

5/8/2022
PCMR

03/08/22
(Sagar)

Dy CVC/Electrical