

NORTHERN RAILWAY

Headquarters Office
Baroda House
New Delhi.

No. 98-G/M-SOP/A: Works Matters/2024-25

Dated:-09.09.2024

All PHODs, CAO/Const., CAO/FOIS
All DRMs, Northern Railway
Officers Incharge, All Rly. Workshops
& other Extra Divl. Offices, Northern Railways
Sr.DFM of all Divisions & WAOs of all Workshops,
FA&CAO/F&G, Constn. and B&B.
Dy.FA&CAO-I, Dy.FA / FX, Baroda House, New Delhi.
Principal Director of Audit, Baroda House, New Delhi.

Correction Slip No. 16 on Part-A: Works Matters.

SUB:- Amendment in Model SOP 2018 (NR) (Part-A: Works Matters),Item No. 1
regarding delegation of powers for sanction of projects.

General Manager, Northern Railway in consultation with finance has accorded approval for amendment in item no. 1 in NR-Model SOP-2018. The correction slip No. 16, dated: 09.09.2024 is enclosed as **Annexure**.

Existing powers on Part-A:Works Matters available on railnet NR's web page: <http://10.2.2.19> are being updated by this office, therefore, the relevant item of Works Matters existing in Model SOP 2018, may please be amended as per **Annexure**.

DA/As above



(Gunjan Bhardwaj)
Dy. General Manager (G)

S. N.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	Remarks
1	2	3	4	5	6
1.	To accord administrative approval to (A) Lump sum				
	1. Works Plan Heads:				Authority:
	i. Track Renewal (PH 31), Bridges (PH 32)	<u>PHOD/CHOD</u> Up to ₹ 2.5 Crore	<u>DRM</u> Up to ₹ 2.5 Crore	Nil	1. Railway Board's Letter No. F(X)II-2015/PW/7 dated 12.06.2017
	ii. Customer Amenities (PH 53), Traffic Facilities-Yard remodeling and others (PH 16), Road Safety Works - Level Crossings (PH 29)	<u>PHOD/CHOD</u> Up to ₹ 2.5 Crore	<u>DRM</u> Up to ₹ 5 Crore	Nil	2. 2017/Trans/01/Policy dtd. 18.10.2017 3. Finance Concurrence required
	iii. Road Safety Works(ROB/RUB) PH 30	<u>PHOD/CHOD</u> Up to ₹ 1 Crore	<u>DRM</u> Up to ₹ 5 Crore for all works related to construction of ROB/RUB in lieu of LC & other associated works. *All works (RUB/FOB) at non LC location costing more than ₹ 2.5 Crore - With Board's approval.	Nil	4. Railway Board's letter No. 2020/CE-IV/ROB/155 dtd 11.11.2020 5. Railway Board's Letter No. 2022/F(X)II/PW/6 dtd. 01.03.2023 6. Railway Board's Letter No. 2022/F(X)II/PW/6 dtd. 21.04.2023 7. Railway Board's Letter No. 2023/I&Trans.Cell/SO P-Pt A/ Works/PH16 & PH53 dated 16.02.2024
	iv. Staff Welfare (PH 51), Other Specified Works (PH 64), Training/HRD (PH 65) including works related to CTIs	<u>PHOD/CHOD</u> ₹ 1 Crore	<u>DRM</u> Up to ₹ 2.5 Crore (₹ 1 Crore for PH 65) ₹ 20 lakhs in each case for existing Railway Schools, Institutes, Officers Club, Rest Houses and Holiday Homes <u>CMD/DRM</u> ₹ 20 lakhs in each case for existing Railway Hospitals & Dispensaries.		8. Railway Board's Letter No. 2022/F(X)II/PW/6 dtd. 20.02.2024 9. Railway Board's Letter No. 2024/F(X)II/10/6-Part(1) dtd. 08.05.2024 10. Railway Board's Letter No. 2024/F(X)II/10/6-Part(1) dtd. 05.06.2024 11. Railway Board's Letter No. 2024/F(X)II/10/6-Part(1) dtd. 09.08.2024
	v. Signaling and Telecommunication Works (PH 33), Other Electrical Works including TRD works (PH 36), Workshops including Production Units (PH 42)	<u>PHOD/CHOD</u> ₹ 1 Crore	<u>DRM</u> Up to ₹ 5 Crore <u>CWM (In SAG)</u> ₹ 2.5 Crore for PH 42 only		

S. No.	Nature of Powers	PHOD/CHOD/ HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	Remarks
1	2	3	4	5	6
	(vi) Railway Research (PH-18) (For RDSO only)	ADG ₹ 1 Crore PED/ED (Coordinating) ₹ 30 lakhs			

Notes for Item 1(A)-1

- Lump Sump Grant (LSG) will be distributed by PCE in consultation with plan head coordinator and approval of GM. Total LSG not to be exceeded.
- Proper guidelines will be issued by respective PHODs to all Branch Officers for adequate scrutiny of the proposals, fixing priority of work, margin to propose new works etc.
- Monthly reports in specified format to be submitted by divisions to HQ to ensure close monitoring.
- The powers delegated to PHODs/ DRMs/ CWMs are subject to availability of adequate permissible cost under each plan head for consideration of any proposal. Permissible cost is to be worked out as follows. Permissible Cost i.e., $PC = \{ \text{Ceiling (C)} \times \text{Norms (N)} \} - \text{Throw Forward (TF)}$, C = The lumpsum grant allocated to a particular Division. If grant is yet to be allocated, the grant of the previous year can be taken as the ceiling till the actual grant is allocated. N = Likely period of completion of works as per the norms stipulated by the Board for PWP. TF = Throw forward of ongoing works under each Plan Head.
- For Divisional Officers - Administrative approval shall be obtained by the Sr.DEN/Co-ordination of the division for item no. 1(A). On administrative approval, the Sr.DEN/Coordination shall be responsible for the publication of the DRM's MINI LAW BOOK. It shall be seen at the time of according administrative approval that administrative approval is not accorded for more than PC (Permissible Cost) available to the DRM under a particular plan head. Any item of work that features in the MINI LAW BOOK for 2 years or more without sanction of the detailed estimate must be dropped from the MINI LAW BOOK.
 - For Headquarters Officers - Administrative approval shall be obtained by the CE/P&D for item no. 1(A). All the items of work proposed to be included in the LAW BOOK should have been concurred by the divisional Finance and approved by the DRM. On administrative approval, the CE/P&D shall be responsible for the publication of the LAW BOOK. It shall be seen at the time of according administrative approval that administrative approval is not accorded for more than PC (Permissible Cost) available to the GM. To calculate PC, above formula will be used with 'Ceiling' = budgetary ceiling available to the GM minus budgetary ceiling delegated to the DRMs, under a particular plan head and the TF= throw forward under that plan head for works sanctioned by GM. Any item of work that features in the LAW BOOK for 2 years or more without sanction of the detailed estimate must be dropped from the LAWBOOK.
- Whenever any work originally included under category of lumpsum works is subsequently found to cost more than the power of authority who sanctioned it, fresh sanction of higher authority has to be obtained as per the current sanctioning power.
- Approval to projects/works under PH 53 and PH 16** shall be based on Initial report (on justification, scope, including abstract layout/design/drawings, and outcomes) furnished by the User Authority mentioned against the plan head:

Plan-head (PH)	User Authority
PH-53	Commercial Branch (PHOD/CHOD) and / or Sr. DCM / DCM in-charge)
PH-16	Operating Branch (PHOD/CHOD) and / or Sr. DOM / DOM in-charge)

Delegation of powers to GMs : Extent of powers for sanction of itemized works under Umbrella/Lump sum

PH	Description of Plan-Head	Extent of powers for sanction of itemized works under Umbrella/Lump sum
16	Traffic facilities-Yard remodeling and others	₹ 50 Crore
18	Railway Research	₹ 5 Crore
29	Road Safety Works – Level Crossings	₹ 10 Crore
30	Road Safety Works – ROB/RUB	₹ 50 Crore for all works related to construction of ROB/RUB in lieu of LC & other associated works. All works (RUB/FOB) at non LC location costing more than ₹ 2.5 Crore – With Board's approval
31	Track renewals.	₹ 50 Crore
32	Bridge works, tunnel works and approaches	₹ 50 Crore
33	Signaling and Telecommunication works.	₹ 10 Crore
35	Electrification projects.	₹ 10 Crore
36	Other Electrical works including TRD works	₹ 10 Crore
42	Workshops including production Units.	₹ 10 Crore
51	Staff Welfare	1. Works of Railway Schools, Dispensary - ₹ 5 Crore 2. Institutes, Officer club, Rest Houses and Holiday Homes - ₹ 2.5 Crore 3. Other activities of PH 51 - ₹ 5 Crore
53	Customer Amenities	₹ 20 Cr (Works involving FOB, lift and escalators which are covered under the existing policies of delegation may be dealt with by GMs and only exceptions to be sent to Rly. Board for sanction)
64	Other specified works.	1. Works of Railway Schools, Dispensary - ₹ 5 Crore 2. Institutes, Officer club, Rest Houses and Holiday Homes - ₹ 2.5 Crore 3. Other activities of PH 64 - ₹ 5 Crore
PH-65	Training/HRD	₹ 5 Crore

Authority:

1. Railway Board Letter No. 2024/F(X)II/10/6 –Part(1) dtd. 08.05.2024
2. Railway Board Letter No. 2024/F(X)II/10/6 –Part(1) dtd. 05.06.2024
3. Railway Board Letter No. 2024/F(X)II/10/6 –Part(1) dtd. 09.08.2024

S. No.	Nature of Powers	PHOD/CHOD/HOD	DRM/ADRM/SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	Remarks
1	2	3	4	5	6
1.	(A) 2. Machinery & Plant costing not more than Rs. 50 lakhs each (PH 41)	PCME Up to ₹ 50 lakhs	DRM/CWM (In SAG) Up to ₹ 20 lakhs in each case subject to the annual ceiling limit granted for the division	SG/JAG Up to ₹ 10 lakhs	Authority: 1. Railway Board's Letter no. F(X)II-2015/PW/7, dated 12.06.2017. 2. Railway Board's Letter no. 2017/Trans/01/Policy dated 18.10.2017

Note for item 1(A)-2:

These powers will be exercised by PCME up to ₹ 50 lakhs in each case.

1. Total LSG should not be exceeded
2. LSG will be distributed by CME under PH 41 to various divisions/workshop. The limit of Rs.50 lakhs is for the entire proposal and not for the individual machine as per Rly. Bd's letter No. 2008/M/ M&P/ 1063/GL dtd. 20.02.2008.
3. Prior associate finance concurrence should be obtained
4. Proper guidelines will be required to be issued by respective PHODs to all Branch Officers for adequate scrutiny of the proposals, fixing priority of work, margin to propose new works, fund control/utilization, etc.
5. Monthly reports in specified format be submitted by divisions and workshops to HQ to ensure close monitoring

Note: Definition of M&P for tools and plants-The limit for tools and plants enhanced from ₹ 1 lakh to ₹ 10 lakh (tools and measuring equipment costing above ₹ 1 lakh was procured as M&P earlier). The machinery/tools costing more than ₹ 10 lakhs will be covered under category of M&P and such items costing upto ₹ 10 lakhs will be treated as T&P chargeable to Revenue (Authority: RB Ltr.No.2017/Trans/01/Policy dt.18.10.2017)

Note: Sanctioning of procurement of two wheelers under M&P-GMs-Full powers to sanction two wheelers for RPF Post Incharge (Authority: RB Ltr. No.2017/Trans/01/Policy dt.18.10.2017)

Delegation of powers to GMs : Extent of powers for sanction of itemized works under Umbrella/Lump sum

PH	Description of Plan-Head	Extent of powers for sanction of itemized works under Umbrella/Lump sum
41	Machinery and Plant	₹ 10 Crore

Authority:

1. Railway Board Letter No. 2024/F(X)II/10/6 -Part(1) dtd. 08.05.2024

S. No.	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	Remarks
1	2	3	4	5	6
1.	(A) 3. Computerisation (PH 17)				Authority:
i.	New works and replacement related works of over aged IT assets	<u>PHOD/CHOD</u> Up to ₹ 1 Crore per case with finance concurrence	<u>DRM</u> ₹ 25 lakhs per case with finance concurrence	Nil	2017Trans/01/Policy dtd 18.10.2017
ii.	Procure equipment like computer, printer etc for new UTS/PRS	<u>PCCM</u> ₹ 50 Lakh per case with finance concurrence	<u>DRM</u> Up to ₹ 50 Lakh per case with finance concurrence	Nil	1. Officer nominated by GM in HQR and nominated by DRM in Division shall be the Nodal Officer and coordinate this PH 17
iii.	Extension/Up gradation/ Strengthening works for LAN	<u>PHOD/CHOD</u> Upto ₹ 20 lakhs per case with finance concurrence	<u>DRM/CWM</u> Up to ₹ 20 lakhs per case with finance concurrence	Nil	
iv.	Software development	<u>PHOD/CHOD</u> Upto ₹ 50 lakhs per case with finance concurrence with annual ceiling of ₹ 2 Crore	<u>DRM</u> Up to ₹ 10 lakhs per case with finance concurrence with annual ceiling of Rs. 50 lakhs <u>CWM (in SAG)</u> up to ₹ 5 lakhs per case with finance concurrence with annual ceiling of ₹ 25 lakhs	<u>JAG/SG</u> up to ₹ 5 lakhs per case with finance concurrence with annual ceiling of ₹ 10 lakhs	
Delegation of powers to GMs : Extent of powers for sanction of itemized works under Umbrella/Lump sum					
PH	Description of Plan-Head	Extent of powers for sanction of itemized works under Umbrella/Lump sum			
17	Computerisation	₹ 5 Crore			
Authority:					
1. Railway Board Letter No. 2024/F(X)II/10/6 -Part(1) dtd. 08.05.2024					

This has the approval of General Manager/NR

CS No. 16, Issued vide Dy.GM/G Letter No. 98-G/M-SOP/A: Works Matters/2024-25, dated 09.09.2024



(Gunjan Bhardwaj)
Dy. General Manager (G)