

NORTHERN RAILWAY

Headquarters Office
Baroda House
New Delhi.

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

(E-office file No. [283545: NR-HQ0Engg\(GNRL\)/2/2025-O/o SR. CLERK/WA/NRHO](#))

Dated:-24.03.2025

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. 19 on Part-A: Works Matters.

SUB:- Amendment in Model SOP 2018 (NR) (Part-A: Works Matters), Item No. 34(A) regarding purchase of seedlings/saplings.

General Manager, Northern Railway in consultation with finance has accorded approval for amendment in Item No. 34(A) page no. A48 in NR-Model SOP-2018. The correction slip No. 19, dated: 24.03.2025 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)

CORRECTION SLIP No. 19, (Item No. 34(A), PART- A: WORKS MATTERS); NR-Model SOP-2018, Dated:-24.03.2025

SN	Nature of Powers	PHOD/CHOD /HOD	DRM/ADRM/ SAG	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
34	(A) Purchase of seedlings/saplings.	Full Powers	<u>DRM/ADRM/CWM</u> Full Powers <u>Chairman/RRB</u> Full Powers	<u>Sr. DEN/DEN/EnHM Officers in JAG</u> Up to Rs.1,00,000/- per year. <u>AEN/EnHM Officers in Sr. Scale/Jr. Scale</u> Up to Rs.1000/-in each case. Annual ceiling limit: Rs. 25,000/- <u>Officer in charge of Training/Institutions</u> Rs. 5000/- in each case. Annual ceiling limit: Rs. 50,000/-	Authority: 1. Railway Board Letter No. 2024/1&Trans. Cell/MSOP/Part-A dated 02.01.2025
	(B) Purchase of black/red soil, manure, flower pots, seeds etc., required for maintenance of Gardens including those within the workshop premises	Full Powers	<u>DRM/ADRM/CWM</u> Full Powers <u>Chairman/RRB</u> Full Powers	<u>Sr. DEN/DEN</u> Up to Rs.1,00,000/- Per year. AEN Up to Rs.1000/-in each case. Annual ceiling limit: Rs. 25,000/- <u>Officer in charge of Training/Institutions</u> Rs. 5000/- in each case. Annual ceiling limit: Rs. 50,000/-	

Notes for Item no. 34

- Finance concurrence is not necessary.
- All purchase of seedlings/saplings should invariably be made from District Forest Officers, Agriculture Department, Horticulture Department, or other Government agencies. **For purchases from other than government agencies the approval should be taken from an officer not below the rank of SG/JAG.**
- Where prepayment is insisted upon by the government agencies, the payment may be made by **cheque/Draft/NEFT** only.

Incorporation of this Correction Slip is subject to the following check notes:

- The exercise of the powers delegated shall be subject to existing Codal Provisions, Rules and regulations issued from time to time by Railway Board on specific subjects.

This has the approval of General Manager/NR
CS No. 19, Issued vide Dy.GM/G Letter No. 98-G/M-SOP/A: Works Matters/2024-25, dated 24.03.2025

(Gunjan Bhardwaj)

Dy. General Manager (G)