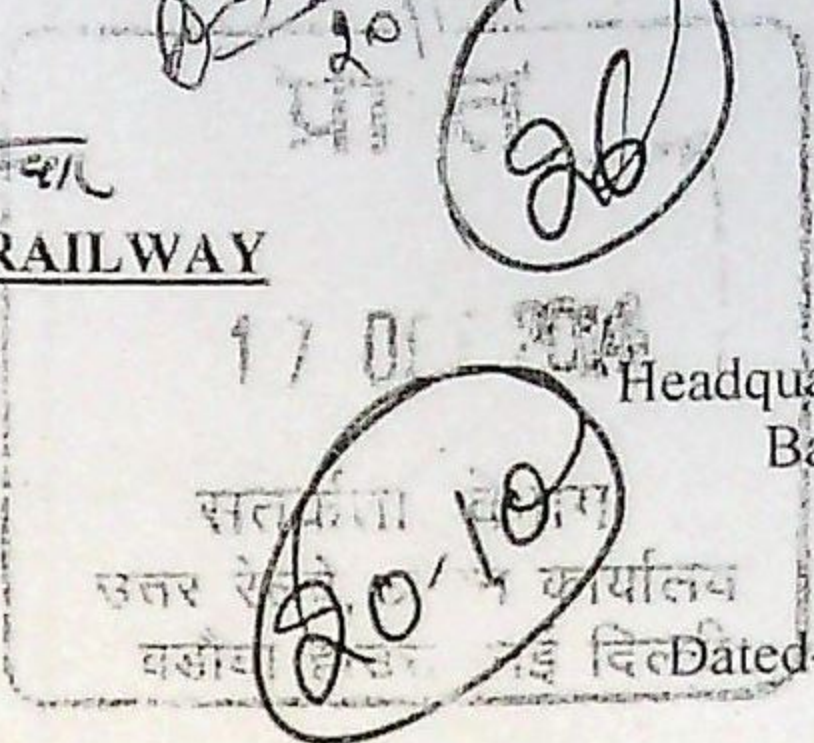


1. मुख्य सचिव, उत्तर रेलवे : .....  
 2. मुख्य सचिव, दक्षिण रेलवे : .....  
 3. मुख्य सचिव, पूर्व रेलवे : .....  
 4. मुख्य सचिव, पश्चिम रेलवे : .....  
 5. मुख्य सचिव, मध्य रेलवे : .....  
 6. मुख्य सचिव, भारतीय रेलवे : .....  
 7. सहायक सचिव, प्रशासन : .....  
 8. सहायक सचिव, प्रकल्प : .....  
 9. सहायक सचिव, प्रशिक्षण : .....  
 10. सहायक सचिव, प्रकल्प : .....  
 11. सहायक सचिव, प्रकल्प : .....  
 12. सहायक सचिव, प्रकल्प : .....

09/V-7

सं. एक दूर संचाल  
**NORTHERN RAILWAY**



Headquarters Office,  
Baroda House,  
New Delhi.

Dated- 16.10.2014

No. E-123/Sig/G

CSTE/Proj-East,  
Baroda House, NDLS.

CSTE/Proj-West,  
Baroda House, NDLS.

CSTE/Constn.,  
Baroda House, NDLS.

Sr.DSTEs,  
Northern Railway,  
DRM Office,  
DLI, FZR, LKO,  
MB & UMB.

Dy.CSTE/NMO,  
New Delhi.

**Sub- System Improvement (Availability of Contract Agreement).**

Please refer to this office earlier letter of even no. dated 25.09.2012 wherein instructions were issued to all divisions to ensure supply of copy of Contract Agreement to all supervisors in charge of works.

However, during a recent surprise check it has come to the notice of the Vigilance Department that copies of Contract Agreement of the works/AMCs were not available with a SSE/Signal in charge of the work. He was having a copy of LOA and tender schedule only. Due to Non availability of the copies of Contract Agreement the SSE had not maintained the required records and therefore it has lead to mistakes of improper execution, Contract Management and Quality of work. It also results in irregular payments. This is a serious lapse and therefore it is being reiterated that it should be ensured that Copy of complete Contract agreement including Technical specifications & Tender conditions are made available to the officers and supervisors in charge of the works. An Acknowledgement regarding the receipt of the Contract Documents should be taken and kept on record.

Please acknowledge receipt of this letter and ensure strict compliance of the above instructions in your units.

(Shobhana Bandopadhyaya)  
 C.S.T.E./Plg.

Copy to/- GM/Vig for information please in reference to his D.O. No. Vig/PC/V7/2014/09/0294 dated 09.10.2014

*Handwritten signature/initials at the bottom right corner.*