



पूर्व तट रेलवे/East Coast Railway

महाप्रबंधक का कार्यालय/General Manager's Office

रेल सदन, चन्द्रशेखरपुर, भुवनेश्वर/Rail Sadan, Chandrasekharpur, Bhubaneswar-751017

Memorandum

Sub: Modification of Annexure – 'A-2' to SOP on Works Matters i.e. Part-A of Model SOP-2018 of E. Co. Railway.

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Sanction of General Manager is hereby communicated to modification of Annexure – 'A-2' to SOP on Works Matters i.e. Part – A of Model SOP – 2018 of East Coast Railway. Accordingly, Annexure – 'A-2' to SOP on Works Matters i.e. Part – A of Model SOP – 2018 of East Coast Railway may be read as enclosed herewith.

This issues with the concurrence of FA&CAO(F&B)/ECoR/BBS.

Encl: As above in 1 page.

[Signature]
3/12/2018
(ए. के. सिंह देव)

व.स.उ.महाप्रबन्धक / Sr.ADGM

कृते महाप्रबन्धक / For General Manager

Dated 03.12.2018

No.ECoR/GA/MSOP-2018/Works/2130

Copy to Secretary to GM for kind information of the General Manager. Copy to PS to AGM for kind information of the Addl. General Manager.

Copy forwarded for kind information, necessary action and guidance to:-

All PHODs/CHODs/ECoR/BBS, Dy.GM/ECoR, FA&CAO(CON)/ECoR/BBS, FA&CAO(F&B), FA&CAO(WST), FA&CAO(G)/ECoR/ BBS, All DRMs, ADRMs, Sr.DFMs of E.Co.Rly., CWM, Sr. AFA/CRW/MCS, Pr. Director of Audits ECoR/BBS, CPRO, Dy.CVO, Dy. Secy(PG), Sr.RBA, Sr.LO/ECoR/BBS.

Copy to Sr. System Manager (IT)/ ECoR/BBS: He is requested to upload the same in the ECoR Website.

[Signature]
3/12/2018
(ए. के. सिंह देव)

व.स.उ.महाप्रबन्धक / Sr.ADGM

कृते महाप्रबन्धक / For General Manager



पूर्व तट रेलवे/East Coast Railway

Enclosure to Lr. No. ECoR/GA/MSOP-2018/Works/2130 dated 03.12.2018

ANNEXURE 'A-2' of SOP on Works Matters**Sister departments for association in the Tender Committees as Third Member for works for Annexures 'A-1' & 'F' of Works Matters.**

Sl.No.	The Executive Department	The Sister Department	
1.	Civil Engineering	(i)	Commercial: For Passenger Amenity Works only both at Divisional and Headquarters level. (Authority: RB'sLr. No. 2007/TG.IV/10/PA/Works dated 25.05.2007, Commercial Circular No. 5 of 2007)
		(ii)	Electrical: For works related to Service Buildings and residential works.
		(iii)	Mechanical: For Civil Engineering Works under Plan Head 4200 (Workshops) and Revenue where Mechanical department is the user department.
		(iv)	S&T: For works other than (i), (ii) & (iii) above.
2.	Mechanical including Workshops. (a) AMCs of M&P in Workshops or elsewhere. (b) Other Workshop matters. (c) Cleaning of stations, sheds, washing of Linen, OBHS and setting up of BOOT laundries etc.		Electrical Electrical Civil Engineering
3.	Electrical including Workshops	(i)	Commercial: For Passenger Amenity Works only at Divisional and Headquarters level.
		(ii)	Mechanical: Works related to Plan Head 4200 only.
		(iii)	Civil Engineering: For works related to all Plan Heads except Passenger Amenities.
4.	S&T		Commercial: For Passenger Amenity Works (PH 5300) Civil Engineering: For Works related to other Plan Heads.
5.	Operating		Commercial
6.	Commercial	(i)	Medical: For cleaning contracts.
		(ii)	Civil Engineering: Outsourcing contracts like manning of waiting hall contracts.
		(iii)	Operating: (a) For provision of surveillance cameras. (b) Outsourcing of face-to-face enquiry contracts. (c) Outsourcing of parcel office activities (loading/unloading)
7.	Medical		Commercial
NOTE :			
01.	In the event of an Officer from the Sister Department is not available, DRM/CHOD/PHOD/GM may nominate an Officer of the same scale from other department to associate in the Committee.		
02.	Proposal for provision of Passenger Amenities should be initiated by Sr.DCMs/DCMs at the Divisional level and coordinated by CCM(PS) at the Headquarters level.		

कृते महाप्रबंधक /For General Manager