



पूर्व तट रेलवे/East Coast Railway

महाप्रबन्धक का कार्यालय/General Manager's Office

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

Memorandum

Sub: MSOP – 2018: Delegation of Powers to CAO/Con for Construction Projects with revocation of Correction Slip No. 30 of MSOP-2018 of East Coast Railway i.e. updating of Sl. No. 47(H) in SOP on Misc. Matters i.e. Part – C of Model SOP – 2018; Air travel on duty by Officers/Sr. Supervisors of Gati Shakti Unit in connection with Gati Shakti works, outside the Zonal Railway.
Ref: Railway Board's letter No. 2022/F(X)II/PW/1 dated 26.04.2023.

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Approval of General Manager is hereby communicated to the updating of Sl. No. 47(H) of SOP on Miscellaneous Matters with revocation of Correction Slip No. 30 of MSOP - 2018 of East Coast Railway towards Air travel on duty.

This issues with the concurrence of PFA/ECOR/BBS.

Encl: As above in 1 page.


(R. R. Panda)

व.स.उ.महाप्रबन्धक / Sr.ADGM

कृते महाप्रबन्धक / For General Manager

Dated 18.10.2023

No.ECOR/GA/MSOP-2018/Misc./583

Copy to Secretary to GM for kind information of the General Manager. Copy to Secy. 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, DGM(G)/ECOR, FA&CAO(Con), FA&CAO(F&B), FA&CAO(T), FA&CAO(G)/ECOR/ BBS, All DRMs, ADRMs, CPMs/GSU, Sr.DFMs of East Coast Railway, CWM, Sr. AFA/CRW/MCS, Pr. Director of Audits, ECoR/BBS, Dy.CVO, CPRO, DGM(Law), Dy. Secy(PG), RBA/ECOR/BBS.


(R. R. Panda)

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/Misc./583 dated 18.10.2023

Existing Sl. No. 47(H) of SOP on Miscellaneous Matters, Part-C of Model SOP – 2018 of East Coast Railway.

S.No.	Nature of Powers	PHOD/ HOD	DRM/ADRM/CWM/ SAG Officers in Field Units	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
1	2	3	4	5	6
47.	(H)(i) Air travel on duty				GMs may permit air travel on duty to not below JS Officers. 1. These are discretionary powers to be exercised with personal approval of GM. Personal concurrence of PFA shall be required for officers of NFSAG/SG and below Authority: 1. RB Ltr.No. 2017/Trans/01/Policy dt. 18.10.2017. 2. F(E)I/2017/AL-28/41 dt.24.04.2018 & 08.05.2018.
	(H) (ii) Air travel on duty by Officers/Sr. Supervisors of Gati Shakti Unit in connection with Gati Shakti works, outside the Zonal Railway.	Nil.	DRM: Full Powers	Nil	1. Finance concurrence is not necessary. 2. This power may be exercised only by DRM and not to be re-delegated further. However, it should be executed with due diligence. 3. Air travel will be permitted only in cases when the duration of journey one way is more than 12 hours by Rail. However, DRM may relax such condition based on merit of each case duly recording reason for granting such relaxation. 4. Considering the Air fare has surged considerably, sending by Air to be resorted to when it is extremely urgent and essential. 5. Due to surge in Air fare & dynamic pricing, as early the DUTY gets finalized, the fare is substantially lower/less. This cost aspect is to be kept in view by CPM/GSU/KUR, WAT & SBP. 6. Fund availability under the respective head of allocation is to be ensured. Authority: 1. Para 5.0 of Railway Board's letter No. 2021/W-I/Genl./ Gati Shakti dated 27.07.2022. 2. Railway Board's letter No. F(X)III-2003/PW-6 dated 04.04.03


18/10/2023

Updated Sl. No. 47 (H) of SOP on Miscellenous Matters

S.No.	Nature of Powers	PHOD/ HOD	DRM/ADRM/CWM/ SAG Officers in Field Units	Divisional Officers, Extra Divisional Officers & Officers in Headquarters	REMARKS
1	2	3	4	5	6
47. H	Air travel on duty	<u>GMs</u> Subject to note(i) and (iv) and (v) below: i) Full powers without Finance concurrence for officers in regular SAG and above. ii) Full powers for officers in NFSAG/SG and below upto Senior Supervisor level with finance concurrence.	<u>CAO/C, DRM for Gati Shakti works</u> Officers and senior supervisors (Finance concurrence not mandatory) subject to note below.		1. These are discretionary powers to be exercised with personal approval of competent authority. <i>Authority:</i> 1. RB Ltr.No. 2017/Trans/01/Policy, dt. 18.10.2017. 2. F(E)I/2017/AL-28/41 dt.24.04.2018 & 08.05.2018. 3. RB's Lr. No. 2022/F(X)II/PW/1 dated 26.04.2023.
Note: i) Conditions being fulfilled as prescribed in letter No. F(E)I/2021/AL-28/47 dated 13.08.2021. ii) The request for air travel is to be processed in E-office only. iii) The air travel of CAO/C and DRM/Gati Shakti office will be post audited by associate Finance and reported through MCDO to HQ and Board as the case may be. iv) The approving authority needs to make sure that the flight with lowest air fare is taken. v) Suitable check list duly filled in at the time of approval is necessary.					


 कृते महाप्रबंधक /For General Manager