



पूर्व तटरेलव / East Coast Railway  
महाप्रबंधककाकार्यालय / General Manager's Office  
रेलसदन, चन्द्रशेखरपुर, भुवनेश्वर / Rail Sadan, Chandrasekharpur, Bhubaneswar-751017

**Memorandum**

Sub: Modification of Sl. No. 6(A) of SOP on Misc. Matters i.e. Part – C of Model SOP – 2018 of East Coast Railway.  
<<O>>

Approval of General Manager is hereby communicated to the modification of Sl. No. 6(A) to SOP on Miscellaneous Matters i.e. Part – C of Model SOP – 2018 of East Coast Railway towards sanction of expenditure on Ceremonial Occasions. Accordingly, the said SOP may be read as enclosed herewith.

This issues with the concurrence of FA&CAO/F&B/ECOR/BBS.

Encl: As above in 1 page.

  
( R. R. Panda )

व.स.उ.महाप्रबन्धक / Sr.ADGM

कृतेमहाप्रबन्धक / For General Manager

Dated 21.09.2021

**No.ECOR/GA/MSOP-2018/Misc./377**

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(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, Dy.CVO, CPRO, DGM(Law), Dy. Secy(PG), Sr.RBA/ECOR/BBS.

Copy to Sr.System Manager (IT)/ECOR/BBS to upload the same in the ECoR Website.

  
( R. R. Panda )

व.स.उ.महाप्रबन्धक / Sr.ADGM

कृतेमहाप्रबन्धक / For General Manager



पूर्व तटरेलवे/East Coast Railway

Enclosure to Lr. No.ECoR/GA/MSOP-2018/Misc./377 dated 21.09.2021

Sl. No. 6(A) 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
6	Sanction of expenditure on				
	A) Ceremonial occasions.	<u>CAO/C</u> Up to Rs.1,00,000/- per occasion.  <u>PCSC</u> Up to Rs 25,000/- per occasion.  <u>PCME</u> Up to Rs 25,000/- per occasion, with Annual ceiling limit Rs.2,00,000/-.	<u>DRM</u> Up to Rs.50,000/- per occasion. Annual ceiling limit Rs. 5,00,000/- .  <u>CWM</u> Up to Rs. 50,000/- per occasion. Annual ceiling limit Rs. 2,00,000/- .  <u>Chairman/RRB</u> Up to Rs. 50,000/- per occasion. Annual ceiling limit Rs. 1,00,000/- .	<u>Extra Divisional Officers</u> Up to Rs. 20,000/- per occasion. Annual ceiling limit Rs. 50,000/-  <u>Officer in charge of Training Institutions</u> Up to Rs. 10,000/- per occasion. Annual ceiling limit Rs. 30000/- .	1. Finance concurrence is necessary. 2. Stipulation of annual ceiling for various units/offices shall be done by DGM/G of the Zonal Railways as prescribed by Board from time to time. 3. Power of PCME be utilized for sanction of expenses on Environment & Swachhata related Events by EnHM Wing of HQ & Field Units. 4. Annual Ceiling limit of Zonal Railway i.e. Rs. 75 lakhs not be exceeded. <u>Authority:</u> 1. Para-775 of Financial Code Vol. I. 2. Item No. 29(a) of GM's delegation. 3. Powers of General Managers stands revised as under: Each ceremonial function – up to Rs 5 lakh MR/MOSR functions – up to Rs 15 lakh in each case PM/President functions – up to Rs 20 lakh in each case 4. Rly Board No.2017/Trans/01/Policy, New Delhi dated 18-10-2017 . 5. Rly Bd. No. F(X)-II/2015/PW/7/Pt.2 Dt. 29.12.2017 6. Rly Board Lr. No. 2018/Trans/01/Policy dated 25-01-2019

  
 कृते महाप्रबंधक/For General Manager