


Model SOP Misc Matters Item No 48 (A) Correction slip No. 002 Dated 30.01.2018

S.N	Nature of Powers	PHOD/ HOD	DRM/ADRM, SAG officers in field unit	Divisional Officers ,Extra Divisional Officers & Officers in Head Quarters.	Remarks
48	Incurrence of expenditure.				
	(A) On light refreshments and working lunches at formal inter departmental and other meetings and conferences.	Full Powers Rs.30.00 per head per meeting for light refreshment ,working lunch Rs. 175/-per head per meeting.	Full Powers Rs.30.00 per head per meeting for light refreshment ,working lunch Rs. 175/-per head per meeting.	JAG Rs. 30.00 per head per meeting for light refreshment subject to an annual ceiling limit of Rs. 4,500/- Sr DCM Annual ceiling of Rs. 20,000/- for DRUCC/SCC meeting.	<ol style="list-style-type: none"> 1. Finance concurrence is not necessary 2. The actual incurrence of expenditure is to be consistent with austerity standards and number of such meetings should also be kept to the barest minimum. 3. a) The ceiling of expenditure for the Offices/Departments viz. COM,CCM,CME,CEE,COS,CSTE,PCE,CAO/C- Rs.1.40 lakhs per annum. b) for other Departments ,viz FA&CAO,CPO,CSC,CSO SDGM,CMD is Rs. 70,000/- per annum. c) For each Division -Rs. 3 lakhs per annum d) Chairman RRB -Rs. 35,000/- per annum . e) Each CWM -Rs.35,000/- per annum 4. The balance amounts out of the total ceilings of Rs. 35 lakhs for the Zonal Railway will be under the control of AGM. 5. The concerned Associated Accounts officer has to monitor the progressive expenditure to ensure that the expenditure is within the prescribed ceiling limit. <p>Note: Lunch-on parties,dinners& receptions on Railway can be arranged only the personal sanction of the General manager with prior financial concurrence.</p> <p>Authority: Railway Board's letter No. F(X)II-2004/Exp/4 dated 14.05.04, 04.06.07,13.09.2012 & 22.06.2016</p>

चेक नोट:- रूपये 1.40 लाख से ऊपर के मामले में वित्तीय सहमति आवश्यक होगी।


30/1/2018
Dy Gm/A


30/1/18
Sr RFA/FE