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भारत सरकार GOVERNMENT OF INDIA  
रेल मंत्रालय MINISTRY OF RAILWAYS  
रेलवे बोर्ड RAILWAY BOARD

DGM/3 → Dr.  
New Delhi, dated: 02-02-2018  
06/02  
copy

No. 2017/Trans/01/Policy/Pt-S

NCR  
The General Manager, All Indian Railways/PUs, NF(C), ~~DORE~~  
The DG/RDSO/Lucknow  
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela

DRM/AED, JH & AEC  
All PKADs, AEM  
OGM/G

Sub: Model SOP Document for Zonal Railways

Ref: (i) RB letter No. 2017/Trans/01/Policy dt. 26-10-2017  
(ii) DGM SCR's letter no. 203/Policy/Vol.XII dt. 14-11-2017  
(iii) PCME NR's letter no. 3-M-3-M G dt. 29-01-2017

Vide letter under reference (i), Board has issued model SOP document to be followed by Zonal Railways with the twin objectives of increased delegation to field units as well as bringing uniformity of practices. Some Railways have sought clarifications regarding parity of powers between CHODs vis-à-vis PHODs and powers of ADRMs in NF-SAG vis-à-vis regular ADRMs.

Board (CRB) has approved the following clarifications:

- a. All powers delegated to PHODs in the model SOP are also delegated to CHODs.
- b. All powers delegated to ADRMs in the model SOP are also delegated to ADRMs in NF-SAG.

This issues with the concurrence of associate finance of Transformation Cell of Railway Board.

(V. Arun Kumar)  
Director / Transformation Cell

No. 2017/Trans/01/Policy/Pt-S

New Delhi, dated: 02-02-2018

- 1. PFAs, All Indian Railways & Production Units
- 2. The ADAI (Railways), New Delhi
- 3. The Director of Audit, All Indian Railways

(Sanjeeb Kumar)  
Executive Director Accounts  
Transformation Cell

Copy – As per list enclosed