

Model SOP 2018 of Miscellaneous Matter item no. 48 (A) & 48 (B) Correction Slip NO. 01/2018 Dated- 24/10/2018

| S.N | Nature of Powers | PHOD/CHOD/HOD | DRM/ADRM/SAG | Div. Officers, Extra Div. Officers & Officers in HQ | Remarks |
|-----|--|---|--------------|--|---|
| | Incurrence of expenditure | | | | |
| 48 | <p>(A) & (B)</p> <p>On entertainment for meetings involving outsiders or organised labour, formal inter departmental and other meetings & conferences.</p> <p>(i) Light refreshment @ Rs.30/- per head per meeting.</p> <p>(ii) Working lunch @ Rs.175/- per head per meeting.</p> | <p>P/CHODs of following departments: PCOM, PCCM, PCME, PCEE, PCMM, PCSTE, PCE, CAO/C - with a ceiling limit of Rs. 1,40,000/- per annum.</p> <p>P/CHODs of other departments: PFA, PCPO, PCSC, SDGM, PCMD, CSO, मुख्य राजभाषा अधिकारी- with a ceiling limit of Rs. 1,00,000/- per annum.</p> <p>DRMs: with a ceiling limit of Rs. 3,00,000/-per annum.</p> <p>CWMs: with a ceiling limit of Rs. 50,000/-per annum.</p> <p>DGM (G): with a ceiling limit of Rs. 1 lakh per annum.</p> | | | <ol style="list-style-type: none"> 1. Finance concurrence is not necessary up to the stipulated rate. 2. The actual incurrence of expenditure is to be consistent with austerity standards and number of such meetings and participants should also be kept to the barest minimum. 3. Overall annual ceiling limit shall be Rs.35 lakh for Zonal Railway and Rs. 7 lakh for PU. 4. After distribution, the balance amount out of the total ceilings of Rs. 35 lakhs for the Zonal Railway will 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. 6. Lunche on parties, dinners & receptions on Railways can be arranged only with the personal sanction of the General Manager with the prior financial concurrence. <p>Authority:-</p> <ol style="list-style-type: none"> 1. Para 1005 of Financial Code Vol 1. 2. Bds letter No. F(X)-II-95/Exp/1 dt 14.09.98. 3. Bds letter No. F(X)-II-2003/PW/1 dt 12.06.03. 4. Bds letter No. F(X)-II-2004/Exp/4 dt 14.05.04, 04.06.07, 13.09.12, 22.06.2016 |

उद्योग विभाग
मुख्य कार्यालय अधीक्षक
24-10-18.

अनुमोदित
24/10/18
उप महाप्रबंधक (सा.)

अनुमोदित
24/10/18
S.A.F.A./FE