

NORTH CENTRAL RAILWAYS
NORTH CENTRAL RAILWAYS

GOO 02/2023

Office of the Sr.Divl. Finance Manager

N.C. Railway Prayagraj

Date-23/01/2023

Distribution of work among Gazetted Officers under Sr. DFM/PHYJ would be as given in the table below w.e.f. 23-01-2023. This is in supersession of GOO no. 09/2022 dated 21/09/2022

SR DFM (Ashutosh Sharma)	DFM (Ashish Sharma)	ADFM II (K. K Singh)	ADFM I (Pradeep Mishra)
<ol style="list-style-type: none"> 1. Overall in-charge of Accounts, Cash and Pay Office 2. All Policy matters and general administration 3. All Finance except specifically Delegated to DFM 4. Stock Verification 5. TC as per powers delegated in the SOP 	<ol style="list-style-type: none"> 1 Administration and legal cell 2 Audit/Inspection 3 Efficiency 4 Books & Budget, Record 5 Fuel 6 RTI 7 Suspense 8 All Sr scale TCs related to all departments as per delegation in SOP 9 Vetting of agreement of TC finalized by Sr. DFM Finance cases: 10 Medical reimbursement requiring approval of CMS will be done by DFM itself. 11 scrutiny of hospital empanelment cases to be routed through DFM. 12 imprest, AAC, Store imprest requiring ADRM approval will be finalized by the DFM itself. 	<ol style="list-style-type: none"> 1. Expenditure 2. All finance cases except delegated to DFM and ADFM I 3. Junior scale tenders of SR DEN IV, DEN /Estate/PRYJ, DEN /ESTATE /CNB, GSU/PRYJ, Mechanical and Electrical Depts, Commercial, Medical as per delegation in SOP 4. Vetting of agreement of TC as finalized by ADFM-I 5. Any other work assigned by SR/DFM/PRYJ 6. Establishment (Gazetted and Non-Gazetted) 7. Any other work assigned by SR DFM/PRYJ 8. Estimates/Proposals of Revenue 	<ol style="list-style-type: none"> 1. Pension 2. Non-Payment Meetings, Disposal of Staff Grievances, 3. Catering 4. RCT 5. Bills Recoverable 6. PF 7. NPS 8. Cash & PAY 9. Books-Cheque Signing 10. Vetting of Agreement of TC finalized by DFM and ADFM-II and direct acceptance cases 11. Junior Scale tenders of Sr. DEN I/II/III, DY.CE/Bridge Line/PRYJ, DY. CE/Br/HQ/PRYJ, , S&T, and other miscellaneous departments as per delegation in SOP 12. Finance cases pertaining to Establishment matters, LOA Vetting and Misc matters. 13. Indent/PO vetting 14. Any other work assigned by SR DFM/PRYJ

NORTH CENTRAL RAILWAYS

13 Estimate /
Proposals of deposit
works
14 Vetting of all
detailed
estimates/Revised
estimates of all
capital works
15 Miscellaneous
proposals such as
electricity
connection payment
to SEBs, insurance
payment, payment
to regulatory bodies
will be done by DFM
itself.
16 Computer, IT,
EDPM
17 Fixing of reserve
prices of earning
cases will be done
by DFM itself.
18 Any Other work
assigned by Sr DFM
19 Earning contracts

1. All the proposals requiring sanction of PHOD/DRM/GM will be routed through Sr DFM/PRYJ
2. All the finance cases of ADFM-I & ADFM-II shall invariably be routed through SR DFM
3. ADFM-II will look after the work of DFM in his absence
4. ADFM-I will look after the work of ADFM-II in his absence and vice versa.
5. DFM will look after the work of Sr DFM in his absence
6. All the officers shall collect their respective action plan targets/efficiency shield items & achieve them.

Copy to:

1-PFA/N.C. Railway

2-DRM/PRYJ: for kind information please

3-ADRM/infra/OP/GEN/PRYJ :-for kind information please

4-All Concerned officers.


Sr. Divisional Finance Manager

N.C. Rly/Prayagraj