GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.2007/W-1/Genl/Estimates-Pt

New Delhi, dt.14.09.2009

General Managers,
All Indian Railways.

Sub: Traffic facility works.

Zonal Railways have been delegated powers for sanction of estimates of works included in Budget upto a cost of Rs. 100 crore. Although estimate upto 100% increase in cost and 20% increase in scope from the originally envisaged and approved work can be sanctioned at Zonal level, a number of estimates particularly of traffic facility plan head are coming to Board for sanction.

During scrutiny of these estimates, it is observed that despite the total estimated cost of the work being much less than powers delegated to Zonal Railways, sanction of Board is required due to increase in scope of work. One of the reasons for this is poor drafting of proposal at initial stage. One other important reason is the tendency to provide additional facilities at detailed estimate stage which were not envisaged while proposing work.

This is causing delays in sanctions of estimates and execution of works it has been decided that the following procedure is to be adopted for processing and executing the traffic facility works proposed for inclusion in 2010-11.

1) Proposals in Works Programme should clearly specify scope of work (not the name of work only) and the estimate accompanying the proposal must be confirming to the scope of proposed work duly cross referenced to the scope of work and should be based on latest rates.

2) Works Programme proposal must invariably be accompanied with an A-4/A-3 size Plan (prepared on Autocad) indicating the scope of work including approximate length of loop line/overrun etc. proposed and number of turn outs planned. This plan must be signed by Officers of Executive user Department at Field level and at Head Quarter level.

3) Before proposing work, feasibility of execution of proposed work as per proposed scope must be ascertained in the field. A certificate must be given by Officers signing the A-4 size plan that site feasibility has been assessed and proposal is executable without modification in scope of work.

4) After sanction of the proposal execution of work should be planned only as originally envisaged. In case, additional facilities are required for some reasons, the same may be processed separately for sanction either as new work or material modification to the sanctioned work. These additional facilities should only be taken up after getting sanction of Competent Authority.

In order to avoid delay in execution of important traffic facility works, concerned officers may please be directed to follow the above mentioned directives.

(Rajiv Chaudhry)
Executive Director Works (Planning)