

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.2006/C&IS/Oth./Delegation of Powers/36

New Delhi 10-12-2008

General Managers, All Indian Railways & Production Units,
DG/RDSO, DG/RSC,
CAO/COFMOW and DLMW/Patiala,
Directors, Centralised Training Institutes other than RSC,
DRMs, All Divisions of the Indian Railways,

Sub: Delegation of Powers on Information Technology related matters.

Ref: Railway Board's letter No. 2001/C&IS/Comp./Policy dated 07/12/2001.

1. The issue of enhancement of the Powers of the zonal railways on Information Technology related matters, which had been circulated vide above referred letter, had been under consideration of Board for sometime now. It has now been decided to delegate the following powers to various Railway officers:-

(i) **Procurement of PCs**

Powers of

- GMs No limit on numbers
- PHODs/DRMs/CHODs 10 nos. per financial year on additional account.
- SAG officers handling independent establishments 05 nos. per financial year on additional account.

Note:

- a. For procurement of PCs on replacement account after completing their codal life as prescribed in Board's letter no.2002/AC-II/1/10 dated 24.05.2006 (ACS F-I no.62) as amended from time to time, full powers may be exercised by the above officers.
- b. Total per PC cost including CPU and TFT Monitor etc. should not exceed Rs. 40,000/- (Rupees Forty Thousand Only) which is chargeable to revenue. Use of thin clients may be encouraged as they are cheaper and also easy to maintain.
- c. All procurements to be done preferably on DGS&D rate contract and by local Stores officer or officer nominated to look after stores functions.
- d. While procuring equipment it should be ensured that as far as possible IT equipment is purchased with minimum three years warranty so as to take life cycle cost into account.
- e. Peripherals (UPS, Printers, Scanners, Laserjet printers, card readers, bluetooth dongles etc.) to be procured as per norms for standard non stock items circulated by Railway Board (Stores dte) from time to time.
- f. Separate copies of licensed software should only be procured for each PC alongwith licences for Antivirus and firewalls as a standard non-stock requisition in terms of (e) above.

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g. Finance concurrence should be obtained in the usual manner.

(ii) **Procurement of Local Area Network Infrastructure (Preferably secured wireless LAN)**

Powers of

- GMs Full powers
- PHODs/DRMs/CHODs Full Powers
- SAG officers handling independent establishments Full Powers

Note:

- a. This does not apply to PRS/UTS/FOIS or other IT application networks for which proposal should be sent to C&IS Dte of Railway Board for sanction.
- b. Where RailNet connectivity is provided, efforts should be made to use the RailNet Network.
- c. Expenses incurred on LAN infrastructure would be chargeable to revenue.
- d. Finance concurrence should be obtained in the usual manner.

(iii) **AMC of hardware and software**

Powers of

- GMs Full powers
- PHODs/DRMs/CHODs Full Powers
- SAG officers handling independent establishments Full Powers

Note:

- a. While procuring equipment it should be ensured that as far as possible IT equipment is purchased with minimum three years warranty so as to take life cycle cost into account.
- b. The AMC of hardware and software shall be chargeable to revenue.
- c. Finance concurrence should be obtained in the usual manner.

2. The restrictions placed on procurement of laser printers vide para 3 of Board's letter No. 98/C&IS/Comp./Policy dated 29.12.98 have been liberalized due to steep fall in the prices and superior printing speed at low cost per print. However, practice of providing every PC with a separate printer may be discouraged and Duplex Laser Printers may preferably be provided on the network which may be shared by a number of users, especially amongst the non-gazetted users or where confidentiality is not an issue.

3. No standard configurations are being circulated from Railway Board due to frequent change in technology and rapid fall in prices (higher technical specification being available at lower rates) and also because field units have sufficient technical capabilities to workout specifications based on their requirements. Railways may decide upon the specification of the PCs to be procured subject to the ceiling limit of

Rs.40,000/- (Rupees Forty Thousand Only) (for CPU and TFT monitor etc.). As far as possible, free software such as "Open Office" etc. should be used. As has been reiterated vide Railway Board's letter No.2006/C&IS/PRS/Audit/4/Pt-1 dt. 16/04/08, no pirated software may be used. In case specific software is required for any officer/staff, the same may be purchased keeping in view the instructions contained in Railway Board's letter no. 2006/C&IS/Oth/Laptop/14 dt. 26/05/2008 (copy enclosed).

4. For purchase of non-stock consumables (viz. storage media (including Pen drives)/cartridges/batteries etc.) the provisions contained in Finance Code as also the directives given in Rule 145 of General Financial Rules 2005 reproduced below may be followed as amended by Ministry of Finance from time to time:

"Rule 145. Purchase of goods without quotation : Purchase of goods upto the value of Rs. 15,000/- (Rupees Fifteen Thousand) only on each occasion may be made without inviting quotations or bids on the basis of a certificate to be recorded by the competent authority in the following format. "I, _____, am personally satisfied that these goods purchased are of the requisite quality and specification and have been purchased from a reliable supplier at a reasonable price."

5. It may be ensured that all PCs are connected to the Railnet unless for security reasons or otherwise they have to be kept away from RailNet, for which specific approval of the GM/DRM may be taken. The powers for sanctioning procurement and setting-up Local Area Network Infrastructure (preferably secured wireless) are also fully delegated to GMs/DRMs/SAG officers (Independent charge). The cost for these is to be charged to revenue.

6. Full Powers for planning and awarding of AMC contracts are delegated to GMs/DRMs/SAG officers (Independent charge). The cost for this is to be charged to revenue.

7. The powers for replacing the overaged PRS/UTS/UTS-cum-PRS and FOIS equipment such as monitors, terminals, keyboards, printers, UPS etc. after their codal life and/or age-cum-condition basis are now delegated to the GMs of the Zonal Railways subject to a ceiling of Rs. 50 lakh (Rupees Fifty Lakh Only) per case. They may plan all such works and ask for funds under lump sum allocation in the law book in PH-17 under DRF and OLWR.

8. IT equipment must be maintained in running conditions on 24X7 basis especially in case of 'on-line critical' and 'flagship' applications (PRS/UTS/FOIS) and any breakdown in these systems and their associated datacom networks etc. may be treated at par with the breakdown in through communication of Railway traffic and may be got attended to with the same seriousness and urgency by the GMs/DRMs/Unit Heads, under the provisions of the instructions already issued for the purpose of restoration of through communication.

9. The following officers are nominated to ensure that necessary technical standards/guidelines as and when issued by C&IS Dte are always adhered to and to

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ensure that the plant holders maintain full record of the systems and their components within their jurisdiction:

S.No.	Jurisdiction	Officer nominated
1.	Zonal HQ	Sr. EDPM
2.	Divisions	Sr. EDPM or, in his absence, any other suitable office so nominated by DRM / ADRM in charge
3.	PUs/Independent Units	Sr. EDPM or, in his absence, any other suitable office so nominated by the unit in-charge.
4.	Traffic Commercial related projects like PRS/UTS/PRScum-UTS, NTES, PMS etc.	CCM/PM or, in his absence, any other suitable office so nominated by CCM.
5.	Traffic Operations related projects like FOIS, ICMS, CMS & COA etc.	CFTM or, in his absence, any other suitable officer, so nominated by COM.

10. With this, instructions issued vide Board's letter no.2001/C&IS/Comp/Policy dated 07.12.2001 stand superceded.

11. This issues with the concurrence of Finance Directorate of Ministry of Railways.

12. Please acknowledge receipt.



(Chhatrasal Singh)
Director(C&IS)

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New Delhi 10-12-2008

Copy forwarded for information to:

1. FA&CAOs, All Zonal Railways.
2. Deputy Comptroller and Auditor General of India (Railways), Room No.224, Rail Bhavan, New Delhi (with 46 spares).


for Financial Commissioner/Railways

Copy to : 1. FX(II) and Budget Branch of Railway Board.

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