

भारत सरकार Government of India
रेल मंत्रालय Ministry of Railways
(रेलवे बोर्ड Railway Board)

2024/CE-I/CT/IRPSM Issues/Pt.1

New Delhi, dated 18.11.2024

The General Manager,
All Zonal Railways.


Sub: Flow Chart for Umbrella Distribution

Ref: Board's letter No. 2024/F(X)II/10/6-Part (1) dated 08.05.2024

Railway Board vide letter under reference has enhanced the powers of General Managers to sanction projects.

2. Accordingly, the flow chart for Umbrella Distribution to be followed on IRPSM is enclosed as **Annexure-A**.
3. Zonal Railways are requested to take further necessary action as accordingly.

DA: Flow Chart for Umbrella Distribution.


18.11.24
(गौरव)

निदेशक सिविल इंजी.(जी)/रेलवे बोर्ड

[Rly No. 030-47598, MTNL No. 011-23047598]

e-mail address: dceg@rb.railnet.gov.in

ANNEXURE-A

Process Flow-Umbrella distribution

Here's the detailed process flow for the distribution of umbrella works by Zonal Railways and Railway Board, including the generation of UWID (Umbrella work Identification Number) as per the guidelines contained in RB's circular No. 2017/CE-1/WP/2018-19/1pt. dated 20.12.2023

Brief Summary

This detailed process flow outlines the critical steps involved in the distribution of umbrella works by Zonal Railways and the Railway Board. It emphasizes the importance of ceiling limit management, the generation of UWIDs for tracking sanction works, and the necessary system checks to ensure compliance with budgetary provisions. The entire work flow is designed to facilitate smooth, efficient and transparent financial management within the Indian Railway, ensuring that all sanctioned works are carried out within the approved budget.

Details Process Flow

1. Budget date Preparation and Entry

1.1 Budget Data and Umbrella Works Entry in IRPSM

- The budget data, along with details of Umbrella works, is entered into the IRPSM (Indian Railways Project Sanctions Management) Application software.
- This data serves as the foundational input for the distribution of funds and the subsequent sanctioning of works under various umbrella works.

1.2 Enable Directorates for Ceiling Limit Entry

- Presently, distribution of cost under umbrella is communicated to Zonal Railways by issue of an order by Railway Board (In terms of Para 2(B) of RB's Letter no. 2017/CE-1/WP/2018-19/1pt. dated 22.03.2018). Now as per the procedure order dated 23.12.2023 this ceiling limit will be updated in IRPSM directly by the Nodal Dte.
- The IRPSM system will enable the respective directorates to enter the ceiling limit for each Zonal Railway. This includes all the umbrella work that falls under their purview.
- The ceiling limit (Total Cost of Umbrella distributed among Rlys) is a maximum amount allocated to its Zonal Railways for various works, ensuring that expenditure doesn't exceed the budget.

2. Distribution Process for Zonal Railways and Railway Board

2.1 Initiation of Distribution

- The distribution for Zonal Railways and railway board can only begin after the ceiling limits have been entered into the IRPSM system (in terms of para 4.1 of RB's Letter no. 2017/CE-1/WP/2018-19/1pt. dated 21.12.2023).
- This ensures that all allocation of cost and outlays are within the prescribed limit and adhere to budgetary provisions.

2.2 LAW Book Works Sanctioning in IRPSM

- The General Manager(GMs) and Divisional Railway Managers(DRMs) are empowered for sanctioning LAW (List of Approved Works) book items within the ceiling limit set for their respective Zonal Railways in IRPSM.
- The sanctioning process must follow the schedule of power(SOPs) defined by the Railway Board.
- AT the time of sanctioning of LAW book items, the system generates a unique UWID (Umbrella Work Identification Number) for each sanctioned item. This UWID is crucial for tracking and managing sectioned works under the umbrella works scheme.

2.3 Sanction Order Generation

- Once LAW book items are sanctioned by the competent authority, a sanction order is issued communicating sanction of that particular work.
- The sanction order is a critical document for the further action on the work and allocation of funds. The same alongwith relevant document/file like approval of competent authority etc. should be forwarded to FA&CAO(Budget).

3. Post-Sanctioning Workflow

3.1 Data Transfer to IPAS

- After the LAW book items are sanctioned, the IRPSM system will automatically transfer the relevant data (Plan Head, Name of Project, UWID, Allocation, Sanctioned Cost, Outlays etc.) to the IPAS (Integrated Payroll and Accounting System) application software.

3.2 Issuance of Umbrella Distribution Order

- The Gazetted User of IPAS Budget Module of the respective Zonal Railways will issue an Umbrella distribution order, after approval from competent authority, from IPAS based on the data received from IRPSM.
- Upon issuance of the distribution order, the system will automatically update the ceiling limit in IRPSM against the respective Umbrella Work.
- The distribution order will be the basis for further financial processing, including budgeting, expenditure & accountal.

4. Distribution by Railway Board

4.1 Umbrella Work distribution for Works Costing Rs 50 crores or more.

- For works with a project cost Rs.50 crores or more, the distribution of funds and the sanctioning process are handled at the Railway Board level, rather than by individual Zonal Railways.
- A UWID is generated after sanction of works in Railway Board by Competent Authority and uploading of sanction letter on IRPSM by concerned ED's office for these high - value works.
- During sanctioning it will be ensured in IRPSM that work is sanctioned and UWID is generated within the updated balance ceiling limit of concerned umbrella work.
- After generation of UWID, the IRPSM system will automatically transfer the relevant data (Plan Head , Name of Project, UWID, Allocation, Sanctioned Cost, Outlays etc.) to the IPAS (Integrated Payroll and Accounting System) application software.

4.2 Issuance of distribution order by budget Directorate

- The Budget Directorate of the Railway Board issues the Umbrella Distribution order based on the sanction order and relevant document/file like approval of competent authority etc. from the concerned directorate.
- Upon issuance of the distribution order, the system automatically updates the ceiling limit in IRPSM against the respective umbrella work and will transfer the allotted Pink Book Number etc to IRPSM for all the concerned works.
- The distribution order will be the basis for further financial processing, including budgeting, expenditure & accountal.

5. System Checks and Balance Validation

5.1 Balance Amount Validation

- When Zonal Railways or the Railway Board issue a Distribution order, the system performs an automatic check of the remaining balance available within the ceiling limit.
- The validation step ensures that the amount required for the Umbrella Distribution order is less than the remaining balance in the ceiling limit for the respective Zonal Railway.

5.2 Ceiling limit compliance

- The system enforces compliance with the ceiling limit, preventing any distribution that would exceed the budgetary allocation.
- This step ensures financial discipline and the adherence to the approved budget, safeguarding against sanctioning over ceiling.

5.3 Work Distribution Detail

- The work wise distribution details of an umbrella work in Pink Book or Law Book will be available as MIS/Data report in IPAS and IRPSM.
