

GOVERNMENT OF INDIA/BHARAT SARKAR
MINISTRY OF RAILWAYS/RAIL MANTRALAYA
(RAILWAY BOARD)

.... (RBE.NO.231/88) *pad*

No.E (G) 87/AL4-17.

New Delhi, dated: 4.10.88

The General Manager,
All Indian Railways and
Production Units and all
Centralised Institutions,
RDSO, Lucknow.

Sub: Replacement of Staff Cars.

Ministry of Railways desire that the procedure for obtaining their approval for replacement of staff cars, which have outlived their normal life should be streamlined. It has been decided that all proposals for replacement of staff cars should be sent to this office giving the following information:

- a) Registration number of the staff car to be replaced.
- b) The date of purchase alongwith authority therefor.
- c) Whether replacement can be met from Construction Organisation?
- d) Condemnation report of three Mechanical Officers.
- e) A certificate that the vehicle will be condemned and sold by auction within six months.
- f) Views of Finance.

2. It may kindly be noted that transfer of vehicles from construction organisation to open line is not to be effected without prior approval of the Railway Board. Transfer of such vehicles from one project to another is, however, permissible.

3. For facility of reference the contents in brief of some of the important letters issued by Board on the subject of purchase of staff cars are enclosed in the Annexure.

K. L. Dhawan
(K. L. Dhawan) *1/10/88*
Director, Establishment
Railway Board.

DA:Annexure.

Purpose

Letter No. & Date

1. No. 70M (M&P) / 1063/42
Dt. 9.7.70

Defines Staff Car as vehicle which are used for the inspection of various offices and installations by officers and also required for maintaining an effective liaison with the trade and industry.

2. No. E(G) 69AL4/31
Dt. 29.5.70

Board's prior approval to be obtained for replacement of the Staff Cars.

3. No. 77-B-220
Dt. 24.11.77

Vehicles rendered surplus to be disposed off and not retained in the organisation and also disposal of condemned vehicles as per prescribed procedure.

4. No. E(G) 79AL4-13
Dt. 22.6.79

No new Staff car should be purchased except in the case of the new organisations which may be set up in the future. The question of meeting the requirement with a three-wheeler vehicle instead of staff car should be examined. When a staff car becomes due for replacement the question of purchasing a three-wheeler vehicle should be examined. The decision whether a staff car can be replaced by a three-wheeler should be taken at GM's level.

5. No. E(G) 84AL4-9
Dt. 15.10.84

Cash flow chart as in the prescribed proforma is required. The old car requiring replacement should be screened by a Committee of Mechanical Engineers duly constituted for the purpose and a report of this Committee together with the cash flow chart should accompany such proposals.

6. No. E(G) 83AL4-13
Dt. 2.1.1986

Contessa Cars should not be purchased for use as Staff Cars on the Railways. Procurement of Maruti Vans/Gypsy for use as staff cars on the Railways in addition to Ambassador/Fiat cars may also be considered, for which necessary quota has been provided by the Government.

7. No. E(G) 87AL4-14
Dt. 6.8.87

Maruti Vans (with high/flat roofs) and Gypsies can also be purchased to be used as staff cars. However, airconditioned vehicles for use as staff cars is not permissible.

8. No. 87-B-260
Dt. 9.10.87.

Economy in purchase/hiring and running of staff cars.