

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

No. 2000/RS(G)/379/2

New Delhi, dated: 13-3-2009

The General Manager, All Indian Railways & PUs including NF(C).  
The General Manager, CORE, Allahabad.  
The General Manager, Metro Railway, Kolkata.  
The Director General, RDSO, Lucknow & Railway Staff College, Vadodara.  
The MD, RITES, RITES Bhavan, Sector-29, Gurgaon.  
The MD, KRCL, Belapur Bhavan, 4<sup>th</sup> Floor, Sector-11, CBD, Belapur, Navi Mumbai.  
The MD, MRVC, 2<sup>nd</sup> Floor, Church Gate Station Building, Mumbai.  
The MD, CRIS, Chanakyapuri, New Delhi.  
CAO/Workshop Projects organisation, 1<sup>st</sup> Floor, Chamber Bhawan, J.C. Road, Patna -800001.  
CAO/DMW, Patiala and COFMOW, New Delhi.  
CAO/MTP, NBCC Place, Bhishma Pitamah Marg, Pragati Vihar, New Delhi.  
CAO/MTP, Mumbai and Chennai

**Sub: Procedure to be followed for rejection of material by consignee and for its clearance.**

During an investigation of a case relating to supply of items, it was observed by the Vigilance that after the pre-inspected material was rejected by the consignee, neither rejection advice was sent to the paying authority nor any joint inspection was held with the pre-inspecting agency. Further, the replacement supply in lieu of the defective/rejected supply of goods was accepted without pre-inspection. On this, CVC has advised to take necessary steps to streamline the existing procedure to deal with such irregularities.

In view of the above, it is advised that in addition to the system being followed by the Railways on the subject matter, following guidelines may also be incorporated in the existing system wherever non-existent:

1. In case of rejection of pre-inspected supply of goods at consignee end, the material rejection advice/ rejection memo should be sent to all concerned i.e. firm, purchaser, pre-inspecting agency, paying authority as per the contract, associate bill paying authority etc. without fail.
2. The concerned paying authority as per contract and associate bill paying authority should note the rejection advice details in its recovery register for effecting recovery of payments made, as the case may be.

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3. Joint inspection of rejected lot of goods should be held with pre-inspecting agency and firm. In case of failure of the firm to associate with joint-inspection, the same should be held with pre-inspecting agency.
4. Firm may be permitted to rectify the rejected goods in its premises, only after the firm has deposited the payments already made against the same or equivalent amount has been withheld for this purpose.
5. In case of replacement supply against the rejected lot of goods, the same should be pre-inspected by pre-inspecting agency prior to acceptance of the same by consignee.
6. In case of acceptance of replacement supply/ rejected supply after rectification, the material rejection advice/ rejection memo issued earlier should be withdrawn under advice to all concerned.

The issues with the concurrence of the Finance Directorate of Ministry of Railways.

*Aruna Jain*  
(Aruna Jain)  
DDRS(G)-II  
Railway Board

No. 2000/RS(G)/379/2

New Delhi, dated: 13-03-2009

Copy to:

1. FA&CAOs, All Indian Railways & Production Units.
2. FA&CAO/Workshop Projects organisation, 1<sup>st</sup> Floor, Chamber Bhawan, J.C. Road, Patna -800001.
3. PCEs, All Indian Railways & Production Units.
4. CMEs, All Indian Railways & Production Units.
5. CEEs, All Indian Railways & Production Units.
6. CSTE, All Indian Railways & Production Units.
7. CCMs, All Indian Railways & Production Units.
8. The ADAI(Railways), New Delhi (with 10 spares copies)
9. The Director of Audit, All Indian Railways.

*A. B. Shrivastava*  
for Financial Commissioner / Railways

No. 2000/RS(G)/379/2

New Delhi, dated: 13-03-2009

Copy to:

1. The COSs, All Indian Railways & PUs including NF(C).
2. The COS, Metro Railway, Kolkata.
3. The COS, COFMOW, New Delhi.
4. The COS, CORE, Allahabad.

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5. The COS, Konkan Railway Corporation Ltd., Belapur Bhavan, 4<sup>th</sup> Floor, Sector-11, CBD, Belapur, Navi Mumbai-400614.
6. The COS, Mumbai Rail Vikas Corporation, 2<sup>nd</sup> Floor, Church Gate station Building, Mumbai-400020.
7. The Directors-
  - a. Indian Railway Institute of Sig. Engg. & Telecom, Secunderabad.
  - b. Indian Railway Institute of Mech. & Elec. Engg., Jamalpur.
  - c. Indian Railway Institute of Elect. Engg., Nasik.
  - d. Sr.Prof. (Material Management), Railway Staff College, Vadodara.
  - e. Indian Railway Institute of Civil Engg., Pune.
  - f. Indian Railway Institute of Logistics & Materials Management, IDA House, Sector IV, R.K.Puram, New Delhi
8. Chairman, Railway Rates Tribunal, Chennai.
9. Director, Iron & Steel, 3, Koila Ghat Street, Kolkata.
10. Executive Director (Stores), RDSO, Manak Nagar, Lucknow.
11. Chief Commissioner, Railway Safety, Lucknow.
12. ED(QA)/RITES, RITES Bhavan, Sector-29, Gurgaon, Haryana.
13. CPM, CRIS, Chanakya Puri, New Delhi.
14. GM(Proj)-V, CRIS, Chanakya Puri, New Delhi.
15. Dy.CMM / Workshop Projects organisation, 1<sup>st</sup> Floor, Chamber Bhawan, J.C. Road, Patna -800001.

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DDRS(G)-II  
Railway Board

No. 2000/RS(G)/379/2

New Delhi, dated: 13-03-2009

Copy to :

1. The General Secretary , AIRF, 4 State Entry Road , New Delhi.
2. The General Secretary , NFIR, 3 Chelmsford Road, New Delhi.
3. The Secretary General, IRPOF, Room No. 268, Rail Bhavan, New Delhi
4. The Secretary General, FROA, Room No. 256-D, Rail Bhavan, New Delhi.
5. The Secretary General, AIRPFA, Room No. 256-D, Rail Bhavan, New Delhi

*Aruna Jain*  
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Railway Board

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- (ii) All AMs and Advisors of Railway Board.
- (iii) All Executive Directors of Railway Board.
- (iv) All Directors of Electrical, Engineering, Finance, Mechanical, Stores, Signal & Telecom Dte. & All Branches of Electrical, Engineering, Finance, Mechanical, Stores, Signal & Telecom Dte.

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