

उत्तर पश्चिम रेलवे

मंडल कार्यालय
अजमेर

संख्या: एस.234/स्टोर/2017

दिनांक 02/01/2020

सर्व संबंधित,
अजमेर मण्डल

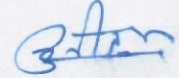
विषय : स्क्रैप, रद्दी, अनुपयोगी सामान का निपटारा

संदर्भ : रेलवे बोर्ड का पत्र संख्या 2017/Trans/01/Policy/Stores दिनांक 05.01.2018

रेलवे बोर्ड द्वारा उपरोक्त संदर्भित पत्र के अन्तर्गत स्टेशन/यूनिट पर पड़े स्क्रैप, रद्दी, अनुपयोगी सामान का निपटारा वरिष्ठ पर्यवेक्षक स्तर पर किये जाने हेतु आदेश प्रदान किये गये हैं। इस संबंध में बोर्ड द्वारा प्रति लॉट रु.2500/- की सीमा निर्धारित की गई है। बोर्ड के उक्त पत्र के पैरा 2.1 के अन्तर्गत ऐसी मदों की indicative/मार्गदर्शन सूची जारी की गई है जिसमें मंडल स्तर पर आवश्यकतानुसार बढ़ोतरी की जा सकती है।

अतः समस्त स्टेशनों/यूनिट प्रभारियों को निर्देश दिये जाते हैं कि बोर्ड के उक्त आदेश के परिप्रेक्ष्य में मदों का निपटारा स्थानीय स्तर पर किया जाये। बोर्ड के उपरोक्त पत्र की प्रतिलिपि आवश्यक कार्यवाही हेतु संलग्न है।

संलग्न :- यथोक्त



(अजीत कुमार मीणा)
कृते वरिष्ठ मंडल वाणिज्य प्रबंधक
अजमेर

भारत सरकार GOVERNMENT OF INDIA
रेल मंत्रालय MINISTRY OF RAILWAYS
रेलवे बोर्ड RAILWAY BOARD

No. 2017/Trans/01/Policy/Stores

New Delhi, dated: 05 -01-2018

The General Manager, All Indian Railways

Sub: Process Reforms – Disposal of Divisional Scrap

Ref: RB letter No. 2017/Trans/01/Policy/Stores dt. 29-12-2017

Policy instructions have been issued vide letter under reference for strengthening of stores functions in the divisions, which include setting up of Divisional Stores Depots. The problem of transportation of scrap to nominated stores depots has been highlighted by many divisions. It has now been approved by Board (CRB) that the Divisional Stores Depots should also have provision for collecting and disposing of Divisional Scrap.

- 1.0 For efficient handling of scrap, adequate provision may be made for unloading, weighment, sorting, storage, segregation, lot formation and security. Depending upon the quantum of scrap estimated to be handled by the divisional depot, necessary infrastructure may be created in a phased manner keeping in view the availability of funds. The model adopted by Matunga Depot of C. Rly. may be considered.
- 2.0 Despite the above provisions, there would be cases of very low value scrap items lying at remote locations in the division wherein it may not be worthwhile to either transport them to the divisional depot or even to dispose them of through the agency of Stores Department. Such items may be lying at the Stations, PWI / IOW depots, S&T Depots, Mechanical Depots, OHE Depots or with Commercial Supervisors. These items get accumulated over years and get rusted, damaged and their utility / sale value (if any) also gets lost. It has been decided that such items can be disposed of at the Senior Supervisor's level with the approval of his controlling officer.
- 2.1 Following is an indicative list of scrap items, which can be disposed of at the Sr. Supervisors level. Additional items of similar nature if considered necessary may be added with the approval of DRM.
 - a) Pad Locks.
 - b) Clamps.
 - c) Wooden wedges.
 - d) Small furniture stools, tumblers & buckets.
 - e) Printer Cartridges.
 - f) Old Rubber stamps.
 - g) Old cash bags (leather/canvass).



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- h) HS Lamps.
- i) Sealing Pliers.
- j) Notice Boards (old).
- k) Clocks (excluding wooden clocks or those which may have antique value).
- l) Broken / unserviceable stretchers
- m) Small utensils
- n) Plastic Torch
- o) Dustbins.
- p) Hose pipe (water pipes)
- q) Vacuum gauge
- r) Pressure gauge
- s) Wooden handles.
- t) Released tyres / tubes of vehicles
- u) Condemned Mattresses

- 2.2 The limit for lot value which can be disposed of at the senior supervisor's level is Rs 2500/- (Rupees Two Thousand Five Hundred only) per lot. Value of the items can be assessed by taking the values for the similar items sold by Railway from PCMM's Office. The information is also available in iMMS for all Railways and assistance can be taken from Sr.DMM/DMM's Office.
- 2.3 The mode of disposal will be direct sale based on the weight/number of pieces depending on the nature of items. Prior approval of Controlling Officer should be taken before sale. A record note containing details like description, quantity, rate at which sold and total sale proceeds realized may be prepared and signed by three persons - the Sr. Supervisor concerned, the purchaser and one witness who should be a Railway Staff of the concerned unit. The sale proceeds may be deposited under station earnings.
- 2.4 Under exceptional circumstances, it may be possible that material is unlikely to be sold or even the cost of processing for sale may be higher than likely sale proceeds, wherein material is permitted to be destroyed / ecologically disposed of. A certificate to this effect may be recorded by the concerned Branch Officer based on the recommendation of the Sr. Supervisor.
- 3.0 The above provisions are subject to the following:
- 3.1 It shall not be applicable to disposal of Non-ferrous scrap.
- 3.2 In the context of sale of e-waste and hazardous waste, Board's instructions as contained in letter no. 2007/RS(S)/709/10 dt. 06-07-2011 and 07-02-2012 should be complied with.
- 3.3 Sale / ecological disposal is permitted at a loss which may exceed Rs 200 from book value. The adjustment of difference in book value and sale value of such general petty scrap items should be

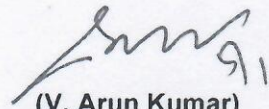
Sanjay Kumar

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done by the concerned executive branch officers, with associate accounts / finance for keeping record of such book adjustments, whose subordinate / Sr supervisor sells the material.

3.4 Prior concurrence of Stores Department is not required for such low value sales/disposal.

This is issued with the concurrence of Associate Finance Transformation Cell of Railway Board.

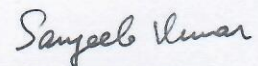


(V. Arun Kumar)
Director / Transformation Cell

No. 2017/Trans/01/Policy/Stores

New Delhi, dated: 05-01-2018

1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi
3. The Director of Audit, All Indian Railways



(Sanjeeb Kumar)
Executive Director Accounts
Transformation Cell

Copy – As per list enclosed