

JOINT CIRCULAR NO. 107

Sub.:- LAW Book.

The preparation of the annual Works Programme of a Railway is an important work for effective improvement in operations or for providing adequate Passenger / Staff Amenities.

After receipt of Pink Book/ Green Book / Orange Book from Railway Board, it becomes imperative on the part of Zonal Railway to issue List of approved Works (LAW) costing up to Rs. 50 lakhs each.

It is observed that no fixed schedule is being followed, for submission of the proposals for the works to be included in the List of approved Works, resulting in considerable delay in its preparation and issue. Therefore, the following schedule is to be observed by all the divisions and HQ for timely issue of Law Book :-

1. Divisions are required to make out a list of proposals costing more than Rs. 15.00 lakhs indicating priority I, II, III etc. against all plan heads except Plan head 53. For PH-53, divisions should furnish list of proposals costing more than Rs. 30.00 lakhs. They should also furnish requirement of funds for new works to be sanctioned under DRM's power plan head wise and allocation wise so as to reach Engineering department by 15th April.
2. The list of works so received shall be put up to concerned PHODs/ CHODs for their approval by 21st April of every year by Engineering Department. The plan head –wise approval required from PHOD/ CHOD concerned is detailed below :-
 - (i) PH-16 – COM
 - (ii) PH-17- CCM & CSTE (as the case may be)
 - (iii) PH-29 to 32, 51, 52 & 64 (PCE)
 - (iv) PH-33- CSTE
 - (v) PH-36- CEE
 - (vi) PH- 42- CME
 - (vii) PH-53- CCM

Approval / Rejection / Modification in principle will be only PHODs/ CHODs mentioned above.

3. PHOD/ CHOD should send approved proposals to PCE office latest by 30th April of every year indicating priority.
4. Based on funds allotment and ceiling limit fixed (to be decided by PCE and FA& CAO); the list of works to be proposed for GM's approval will be forwarded to respective Divisions / Departments , by Engineering department by 7th May of every year.
5. Divisions / Units should submit vetted proposals of their associated finance of the listed items by 21st May of every year for further scrutiny & vetting in HQ before final approval of GM.
6. Proposal duly betted by local associated finance & approved by PHOD/ CHOD concerned should be sent by Engineering Department to FA & CAO by 31st May of every

year.

7. FA& CAO should concur in the proposals by 15th June every year.
8. PCE / Engineering Department should put up vetted proposal duly consolidated, by 21st June every year, to obtain sanction of GM.
9. After GM's approval, LAW showing allotment of funds for each work including lump sum allotments for works under DRM's power to be issued by 30th June every year.

(No. CE's Circular No. 03/07 dtd. 09.08.2007)

(Dr.P.R.Rathi)

FA& CAO

(D.D.dewangan)

PCE