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Item No.	Nature of Power	Authority	Head Quarters				Divisional/Workshop					REMARK
			SAG	SG/JAG	SS	JS/AS	DRM/CWM	ADRM	SG/JAG	SS	JA/AS	
1	Creation, Surrender and extension of Revenue posts.	Rule 120 of IREC Vol I 85 & Rly Bd's No. F (X) II - 2001/ Pw-16 dated 09.05.01 & No. E/G/98 FC 2-3 dt 3.8.98	PHOD - Full Powers Power to Surrender and Extend Currency of Revenue posts	Nil	Nil	Nil	Full Powers in respect of posts controlled by them	Nil	Nil	Nil	Nil	<p>I) Concurrence of associate finance is necessary.</p> <p>II) No new category can be introduced without prior sanction of the Rly Board.</p> <p>III) Subject to provision of matching surrender (except running cadre)</p> <p>IV) The instructions contained in JPO No.WCR/P.HQ/Cadre/1260 /Vacancy Bank Dated: 26.05.2005 shall strictly be adhered to.</p>
2	Creation, abolition and extension of Work charged posts.	Rly Bd's 93 E(GC) 3-20 dt.19.01.94	PHOD - Full Powers Other HOD Full Powers upto 5500-9000 (RSRP)	Nil	Nil	Nil	Full Powers	Nil	Nil	Nil	Nil	<p>i) Finance concurrence is necessary except where posts are specifically provided in the sanctioned estimates and justification therefore has been accepted at the time of vetting of the estimates.</p> <p>ii) For any variation in the sanctioned estimates i.e. in number, duration, category or scale of pay, fresh concurrence of associate finance shall have to be obtained.</p>

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3	Transfer and Pinpointing of posts in their same grade.	Rule 120 and 124 of IREC Vol. I 1985 Edition.	Full Powers for Cadre Controlling HOD only.	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	<p>i) Finance concurrence is required if it is for more than 6 months.</p> <p>ii) Such changes in the duties/responsibilities of the post should solely be in Public interest (not in the interest of individual)</p> <p>iii) The number of sanctioned posts in time scale of a unit as per the prescribed percentage shall not be altered except on the occasion of annual review.</p>
4	Down grading/ holding in abeyance of posts.	-	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	Dy CMM & Dy CME in workshop has full Powers in this regard.
5	To make initial appointment to non-gazetted posts	Rule 215 of IREC Vol. I 1985 edition. Rule 103 (33)	Full Powers.	Full Powers	Full Powers upto posts in grade Rs.5000-8000	Full for Group D and Skilled Artisan in grade upto Rs.4590	Full Powers	Full Powers	Full Powers	Full powers in respect of post upto 5000-8000	Full for Group D and Skilled Artisan in grade upto Rs. 4590	i) The appointment/promotion shall be subject to rules for recruitment/promotion of Rly servant as contained in IREM Vol I 89 ed (Authority Rule 217 of R I -85).
6	To approve promotions to non-gazetted posts.	Chapter II Sec B & Rule 216 B of IREM Vol I	Full Powers	Full Powers	Full Powers upto posts in grade 5000-8000	Full Powers Gr.D & skilled artisan in grade upto Rs. 4590	Full Powers	Full Powers	Full Powers	Same as in Col. 6	Same as in Col. 7	

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7	Adhoc promotion.	Rule 216 of IREM Vol 89 & Rly Bd's No. E/NG/11/81/R G-1/1 dated 01.04.81 MC No 31	Full Powers to be exercised by CPO for all dept.	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	<p>i) CPO's sanction is necessary for Ad hoc promotions given in field units by DRM/ADRM/CWMs.</p> <p>ii) In case of Ad-hoc promotions against regular vacancies of selection posts, conditions in Rule 216 (b) of IREM Vol 1989 should be followed.</p> <p>iii) It shall be the responsibility of Cadre Controlling officer to inform of ad-hoc promotion by a formal letter to Personnel Deptt.</p>
8	Transfer of staff outside the railway	Rule 103 (51), 226 & Appendix VI of IREC Vol I	Full Powers.	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Such applications should be sent to CPO (except Accounts and Security) through proper channel and not dealt directly by with other Rlys. Application of A/Cs /Security will be sent to FA & CAO/CSC
9	Transfer of staff within the railway – 1) Within same seniority unit 2) Inter Divisional	Rule 103 (51), 226 & Appendix VI of IREC Vol.I 1985 Edition.	Full Powers.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	<p>i) These powers are to be exercised only in respect of Staff Gr. 'C' & 'D' under control of respective authorities.</p> <p>ii) The Powers of JA/S Grade officers can be exercised by Independent Senior Scale officers in the field.</p>
			Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	
			Full Powers	Nil	Nil	Nil	Full Powers	Nil	Nil	Nil	Nil	

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	3) Inter Dept							for Gr D staff only					iii) The extant rules of the Rly Board on Inter Departmental transfer has to be followed.
10	Treating the period of handing/ taking over charge as duty in case where several scattered works or stores have to be inspected before completing transfer of charge.	Govt. of India's decision FR 107(2138) Appendix XXX-R-II	Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Full Powers only in case of Independent charge	Nil	Nil	Approval of PHOD / DRM / CWM / ADRM should be taken if time exceeds 3 days giving a copy to Personnel and Accounts Dept.
11	To permit staff to proceed on duty to any part in India outside his own railway	-	Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	Nil	These Powers are to be exercised by competent authorities in respect of staff working under their respective control.
12	Permission to travel by road between station connected by rail and grant of Mileage	Rly Bd. No.F/E/1/85/A 1-7/3 dated 23.08.85	Full Powers	Nil	Nil	Nil	Full Powers in respect of staff under their control.	Same as Col 8	Nil	Nil	Nil	Nil	
13	To be controlling Officer for TA/DA	Chapter 16, section XXVI of IREC, Vol II 90. & F/E/I/2003/AL /8/3 Dt. 20.11.03	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	These Powers are to be exercised by authorities in respect of staff working under their control
14	Grant of TA/DA for continuous halt (Not more than	Rule 1618 of IREC, Vol II 90 edition.	Full Powers only upto 180 days.	Full Powers only	Full Powers only	Nil	Full Powers only upto 180 days.	Full Powers only	Full Powers only	Full Powers only	Full Powers only	Nil	i) The Powers are to be exercised by competent authorities in respect of

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	180 days).	Rly Bd's No. PC/IV /86 1NP/A1-7 dated 09.02.87	Further No TA	upto 45 days.	upto 30 days.		Further No TA	upto 180 days. Further No TA	upto 45 days.	upto 30 days.		staff working under respective control. (Rly Bd's No. F(E) I-68/PW5 Dt. 12.05.69)
15	To sanction dual charge allowance for holding charge of more than one post.	Rule 645 to 649 of IREM Vol'89 Ed. ACS No.33	Full Powers.	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	i) Prior concurrence of the associate finance is necessary. ii) Such arrangement shall be subject to conditions laid down in Rule 645 to 649 of IREM Vol I 89
16	Grant of leave including CL except Special Disability Leave, Study Leave and Leave out of India.	Rule 503 of Chap.5 of IREC Vol' 85 & Schedule 1(503 or below 557) of Rly Services (Liberalised Leave) Rules 1949. Chap. 5 of IREC Vol '85 & MC No.15 dt.24.1.91	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	Full Powers for staff under them	i) Senior supervisor in the grade 7450-11500, 6500 & 5500-9000 (Independent charge) can sanction leave upto 15 days in a calendar year to staff working under them. ii) Leave can be sanctioned as due and a register will be maintained. The leave application should be sent to the office maintaining the leave account.
17	Grant of special casual leave for various activities.	MC No.10 Dt. 22.5.91 & its Annx.	Full Powers for staff under them	Full Powers for staff under them	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	SG/JAG Officers can only sanction upto a max'm of 30 days.
18	Grant of Hospital leave and Special disability leaves	Rule 552, 553 & 554 of IREC Vol I 85 & RB E (P&A) I-89/ JCM/ DC X/5 dt 14.01.93 (RBE 6/93)	Full Powers upto 120 days	Nil	Nil	Nil	Full Powers upto 120 days.	Full Powers upto 120 days	Nil	Nil	Nil	Special disability Leaves can be sanctioned subject to conditions specified in Rule 552,553 & 554 of IREC Vol I 85 edition.

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19	Grant of Maternity and Paternity Leave	Rule 551 of IREC Vol.I '85 edition.	Full Powers.	Full Powers.	Full Powers	Full Powers	Full Powers.	Full Powers.	Full Powers.	Full Powers	Full Powers	Paternity leave shall be sanctioned subject to Rly Bd. Letter no E (P&A) I-97/CPC/LE-6 dated 10.11.1997.
20	To grant extraordinary leave	Rule 530 & 544 (4) of IREC Vol I 85 edition	Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	i) Extra ordinary leave to permanent Rly servants should be sanctioned subject to conditions laid down in Rule 530 of IREC Vol I'85 edition. ii) Extra ordinary leave to temporary Rly staff should be sanctioned subject to conditions laid down in Rule 530 (2) & Note 4 (Rule 530) of IREC Vol I 85.
21	Passes/PTO on Foreign & home lines including for Retired Staff	Railway Servant (Pass) Rule 86	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Family declaration must be taken from every employee before issue of passes for each calendar year.
22	Duty Card Passes	Railway Servant (Pass) Rule 86 RBE No. 175/02 Dt. 26.09.02	Full Powers to CPO	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	i) Duty card passes are not to be issued as a matter of routine but only in very rare cases where frequent travel at short notice is required. ii) Duty Card Pass of Indian Rly. Will require approval of GM.
23	Passes to Staff of DOT.	Rly. Servant (Pass) Rules 86	Full Powers	Full Powers	SSTE - Full powers	Nil	Full Powers	Full Powers	Full Powers	DSTE - Full powers	Nil	-
24	Passes to Contractor	Rly. Servant (Pass) Rules 86	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	As per terms of contract & in consultation with CPO in HQ and WPO/DPO/ Sr

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												DPO in field.
25	Grant of advance of TA/DA	Rule 1109 & 1110 of IREM Vol I 89	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	<p>i) These Powers shall be exercised by CA for staff under their respective control.</p> <p>ii) These Powers are subject to conditions laid down in Para 1109 & 1110 of IREM Vol I 89</p>
26	Grant of Adv on transfer.	Rule 1113 of IREM Vol 89	Full Powers	Full Powers	Full Powers	Full Powers (Only for Gr. D Staff)	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	-
27	Grant of advance to Rly. Servant proceeding on deputation or transfer abroad.	Rule 1119 (A) & 1119 (B) of IREM Vol I 89	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	-
28	To sanction advance for Motor Cycle/ Scooter/ Moped	Rule 1104, 1106 & 1108 of IREM Vol I 1989 Rly. Bd. No. F/E/Spl/97/Adv/2/2 Dt. 26.12.97 (RBE 190/97)	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	Conditions mentioned in Rly. Bd L.No. F/E/Spl/97/Adv/2/2 Dt. 4.3.98 to be followed.
29	To sanction advance of Cycle.	Rule 1107 & 1108 of IREM Vol I' 89 RB No. F/E /Spl/ Adv /2/2 Dt. 26.12.97 (RBE 190/97)	Full Powers	Full Powers.	Full Powers	Nil	Full Powers.	Full Powers.	Full Powers.	Full Powers	Nil	-
30	To sanction advance of Personal	Rule 1105 (A) of IREM Vol I 89 edition.	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	Employee drawing Basic Pay Rs. 10500/- or more are eligible.(RB No. F/E/

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	Computer.												Spl./97/Adv./2/2, Dt. 26.12.97 & MFOM.No. 16(i) EII A/97 Dt. 11.12.97
31	To grant advance for purchase of Fan.	Rule 1131 of IREM Vol.I'89 edition Rly. Bd L.No. F/E/Spl/ Adv/2/2 Dt. 26.12.97	Full Powers	Full Powers.	Nil	Full Powers for Group D staff only.	Full Powers.	Full Powers.	Full Powers.	Full Powers.	Full Powers	Full Powers for Group D staff only.	It should be sanctioned subject to conditions laid down in Para 1131 of IREM Vol.I'89 edition & Rly Bd letter No F (E) Spl.97/ Adv.2/2 dated 04.03.98.
32	To sanction Festival Advance.	Rule 1125 of IREM Vol.I'89 Rly. Bd L.No. F/E/Spl/ Adv/2/2 Dt. 29.12.97	Full Powers	Full Powers.	Nil	Full Powers for Group D staff only.	Full Powers.	Full Powers.	Full Powers.	Full Powers.	Full Powers	Full Powers for Group D staff only.	It should be sanctioned subject to conditions laid down in Rule 1125 of IREM Vol I 89 & Rly Bd letter No E (LL) /97/FA/I dated 06.01.98 pay in revised scale up to 8300/-
33	To sanction House Building Advance.	Para 1132 of IREM Vol I 89 & Rly Bd's No F/E/Spl /97/ Adv/3 /6 Dt. 29.12.97	Full Powers to CPO	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	Nil	For Accounts these Powers will be exercised by FA&CAO and CSC for RPF.
34	To condone break in service	Rule No. 918 of RI	Full Powers. Upto 12 months.	Nil	Nil	Nil	Full Powers for staff under their control up to 12 months.	Full Powers for staff under their control up to 12 months	Nil	Nil	Nil	Nil	Subject to provision in Rule 918 RI.
35	To alter recorded date of birth in Service Records	MC No. 12/90 Rly. Board. No. E (NG) // 90 /SR/4 dated 19.11.90	Full Powers to only CPO for all Depts.	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	
36	Forwarding of	Rly. Bd's No.	PHOD	Nil	Nil	Nil	Full	Full	Nil	Nil	Nil	Nil	

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	Application for Deputation in India or to Foreign service such as corporate bodies etc.	E/NG/I/96AP/2/2 Dt. 16.8.99 MC No. 30	have full Powers					Powers	Powers			
37	To permit staff retain quarter - 1) On permanent transfer. 2) During deputation in India or on foreign service. 3) On Retirement. 4) To heirs on death of Rly servant 5) Resignation/ Dismissal/ Removal	(*) Please See Remarks	SDGM – Full Powers Full Powers Full Powers Full Powers for 24 months on normal rent Full Powers for 1 months on normal rent	Full Powers Full Powers Full Powers Full Powers for 24 months on normal rent Full Powers	Nil Nil Nil Nil	Nil Nil Nil Nil	Full Powers Full Powers Full Powers Full Powers for 24 months on normal rent Full Powers for 1 month on normal rent	Full Powers Full Powers Full Powers Full Powers for 24 months on normal rent Full Powers for 1 month on normal rent	Full Powers Full Powers Full Powers Full Powers on normal rent Full Powers on normal rent	Nil Nil Nil Nil Nil	Nil Nil Nil Nil Nil	(*) Rly Bd letter Nos E (G) /99 / QR/1/06 dated 20.04.00, 01.06.01, 14.02.02 & 20.8.02 E/G/93/RNS/2 dated 08.07.93 E/G/85 QR/1 /9 dated 15.01.90 E/G/92/RN2/7 dated 27.08.93 E/G/98/QR1-11 dated 22.01.99 E/G/92/RN2/7 dated 27.08.93 E/G/98/QR1-11 dated 22.01.99
38	Ex-Gratia Relief Payment 1) In case of injury	Para 715 of Accident Manual 1992, Amendment	Full Powers	Full	Full	Nil	Full Powers	Full	Full	Full	Nil	In case of – - Death - Rs. 15000/-, - Serious injury - Rs. 5000/-

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	or to kin of dead bonafide passenger 2) In case of road users on manned LC gate.	Slip No. 5 dated 13.12.99	Full Powers	Powers Full Powers	Powers Full Powers	Nil	Full Powers	Powers Full Powers	Powers Full Powers	Powers Full Powers	Nil	- Simple injury - Rs. 500/-. No Ex-gratia payment is Admissible to trespassers, persons electrocuted by OHE and road users at unmanned LC gate.
39	Accident Free Service Award to Running/ Train Passing Staff specified by Rly. Board.	Rly. Board No. 086/Safety/ 1/24/35 Dated 06.07.98.	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	Amount will be as under: <u>For Drivers/Motormen</u> Service Basic pay (in yrs.) (Without any allowance) Upto 7 Yrs - 20 days Upto 15 Yrs - 40 days Upto 23 Yrs - 60 days Above 23 Yrs - 90 days <u>For ASM/SMs/Pointmen/ Cabinmen/ Switchmen</u> Service Basic pay (in yrs) (Without any allowance) Upto 7 Yrs - 15 days Upto 15 Yrs - 30 days Upto 23 Yrs - 45 days Beyond 23 Yrs - 60 days
40	Claims for arrear of Pay & allowance not drawn over 3 years.	Para 1001, 4, 5, 6 & 8 of IREM.	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	Prior Accounts certification is necessary.
41	Claims for arrear of Pay & allowance not drawn for more than one year.	- do -	Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	No Accounts concurrence is necessary for less than one year.
42	To sanction	Rly. Board's	Full Powers	Nil	Nil	Nil	Full Powers	Full	Nil	Nil	Nil	This is subject to the

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	Advance Pay in exceptional circumstances such as floods/ cyclones and other natural calamities of exceptional severity	letter No E(G) 97/ADI/7 dated 13.01.98 Para 1123 of IREM 89	to HODs to sanction an advance of three month's pay or Rs. 10000/- which-ever is less				to sanction an advance of three month's pay or Rs. 10000/- which-ever is less	Powers to sanction an advance of three month's pay or Rs. 10000/- which-ever is less				condition that they will exercise these Powers only when the State/Central Government has declared a particular natural calamity as one necessitating the grant of concession of exceptional severity.
43	To permit Staff holding recognized qualifications to undertake medical practice in spare time on purely charitable basis without detriment to official work	Rly. Bd's No. E (D&A) 64/GI-5 dated 30.05.64	Full Powers to PHOD	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	
44	Grant of permission for transaction in respect of acquisition or disposal of immovable property	Para 18 of Service Conduct Rule 1966	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	
45.	To waive the cost of training of staff who has received training on Rly expenses and is required to serve the Rly for a min'm prescribed period provided the cost to be waived is not in	Rly. Bd. Letter No. F(X) II/ 2001/6 dated 09.05.01	CPO Full Powers upto Rs. 2000/-.	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	This is subject to prescribed conditions and finance concurrence

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	excess of cost proportionate to the service rendered.											
46	To sanction Educational Assistance/Re-imbursment of tuition fee to staff.	Chapter XXII of IREM vol. I *	Full Powers.	Full Powers.	Full Powers	Full Powers	Full Powers.	Full Powers.	Full Powers.	Full Powers	Full Powers	* & Rly Bd's No E(W) 2001/ED/Mis/87 dated 25.06.01-
47	To sanction Temp/final withdrawal/PF Advance from PF account.	Chapter IX of IREC Vol.I'85 edition. Para 922.	Full Powers.	Full Powers.	Full Powers .	Full Powers for Staff in scale 5000-8000	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers for Staff below in scale 5000-800	These Powers shall be exercised by officers of personnel department for all staff and by Accounts officers for accounts staff.
48	To grant temporary exemptions from the limitation of Hours of work and periodic rest.	Chapter XIV of Rly Act 1989.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	-
49	To issue service Certificate to staff who has put in 12 or more months of qualifying service.	Rly Service (Pension) Rules 1993	Full Powers.	Full Powers.	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	To be issued by Personnel Department only except for A/C & RPF with prior vetting of qualifying service.
50	To sanction for payment of Compensation under WC Act. 1923	Rly Bd No F (X) 1186/PW// 6 Dated 05.05.67	Full Powers.	Full Powers.	Full Powers	Nil	Full Powers.	Full Powers.	Full Powers.	Full Powers	Nil	-
51	To accept resignation, voluntary retirement of non-Gazetted staff including powers to waive	Rule 66 & 67 of Rly. Services Pension Rules' 93, Rule 1802, 1803, 1804 of	Full Powers	Full Powers	Full upto Rs. 5000-8000	Full for Group 'D' staff.	Full Powers	Full powers	Full powers	Full upto Rs. 5000-8000	Full for Group 'D' staff.	1. These powers are to be exercised in respect of staff under their respective control. 2. Prior DAR / Vigilance Clearance is required.

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	prescribed notice period	IREC Vol. II 90 (rep) & Chapter III Vol.I'85 edition & Rly. Bd's No. E(P&A) I-77/RT/46 Dt. 12.09.80 & 10.02.81										3. Acceptance of Notice period of less than 3 months for Vol. Retirement in deserving cases is subject to the personal approval of HOD/DRM for staff under their control. 4. Finance concurrence is necessary if the prescribed notice period is to be waived off.
52	Payment of Deposit of decretal amount as per decree passed by the Court under Payment of Wages Act.	Rly. Board's letter No F(X) II/2001/6 dated 09.05.01	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	
53	Issue of Kit Pass on transfer account by Pass Train	Rly. Board's letter No E/W/96/PS-59 dated 20.06.02	SDGM/CPO /FA&CAO Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	
54	Conveyance allowance to handicapped Rly employee	Para 1618 of R II	Full Powers	Dy. CPO/ Dy. FA & CAO	Nil	Nil	Full Powers	Full Powers	Full Powers to Sr. DPO/ Sr. DFM	Nil	Nil	
55	To sanction the undertaking of work for which an Honorarium/ Fee is offered and the grant or acceptance of an honorarium to/by a non-gazetted Rly servant	Rly.Bd's letter No F (X) II/97 / PW/4 dated 16.09.97 Item No 10 (a) of F/X/II/94/ PW/3 dated 26.03.96	CPO/FA&C AO have full Powers. Upto Rs.10000/- in each individual case and if Honorarium /Fee is of recurring nature upto	Nil	Nil	Nil	Full Powers. upto Rs.5000/- in each individual case and if Honorarium /Fee is of recurring nature upto Rs.5000/- in a financial	Full Powers . upto Rs. 5000/- in each individual case and if Honora-rium /	Nil	Nil	Nil	i) Prior financial concurrence is necessary except in cases falling under Note (2) below. ii) Principal of technical training school, officers-in charge of St.John brigades, Civil Defense Officers and CMS shall have authority to sanction honorarium at the prevalent rates prescribed

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			Rs.10000/- in a financial year to an individual employee				year to an individual employee	Fee is of recurrin g nature upto Rs. 5000/- in financi al year to an individu al employ ee					by the Rly.Board and competent authority.
56	To Sanction payment of Advocate's fee from the Rly Panel within the scales fixed by the Rly Board in court cases.	Rly. Bd's No. F/X/II/2001/P W/6 Dt. 9.5.01.	Full Powers according to rates prescribed by the Board	Full Powers to rates prescrib ed by the Board	Nil	Nil	Full Powers as in Col. 4	Full Powers as in Col. 4	Full Powers as in Col. 4	Nil	Nil		<p>i) Where no scales have been fixed, same Powers will be exercised with finance concurrence.</p> <p>ii) Law Officer to be consulted in each case.</p> <p>iii) To engage an Advocate outside the Rly Panel, Rly Board's prior approval is required. Fees payable to Rly.Adv. are prescribed in Rly.Bd. No. 90/LC/14/5(CVP) Dt. 18.1.95 & 99/LC/17,Dt.21.3.00</p>
57	Conveyance charges of Advocates engaged on lump sum fee to undertake journeys outside HQs for court cases where the Rly Admn is a		Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil		

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	party											
58	To grant payment of TA to a person not in Rly service when called upon to attend Commission of Inquiry/Conferences/ Meeting of Committee or Departmental Inquiry /to perform any other public duty in honorary capacity including tendering evidence for the Rly in Court of Law.	Rly. Bd's No. F/X/II/2001/P W/6 Dt. 9.5.01	Full powers according to rates prescribed by the Board.	Nil	Nil	Nil	Full Powers as in Col.4	Full Powers as in Col.4	Nil	Nil	Nil	
59	Sanction of pensionary benefits, commutation of pension and ordering recovery of dues.	Rule 89 of Rly Services Pension Rules, 93	Full Powers.	Full Powers	Full Powers	Nil	Full Powers.	Full Powers	Full Powers	Full Powers	Nil	These Powers are to be exercised by authorities in respect of staff whom they are competent to appoint.
60	Sanction payment of the amount in SRPF of a Staff on cessation of service	Chapter IX of IREC Vol I 85 edition.	Full Powers	Full Powers.	Full for Group D Staff	Nil	Full Powers	Full Powers	Full Powers	Full for Group D Staff	Nil	These Powers are exercised by Personnel Officers for all staff excluding Accounts/RPF
61	Grant of Cash payment in lieu of unutilized LAP/LHAP	Rules 549, 549-A, 550 of IREC Vol.I'85 edition.	Full Powers	Full Powers	Full powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	Full Powers	i) The Powers are to be exercised by JAG/ SS/JS Bill drawing officers. ii) While sanctioning & payment, conditions in following rules are to be adhered to: Death; Rules 549, 549-A,

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												Superannuation; 550A, Premature / Voluntary Retirement 550 B, DAR cases 550C,, Resignation / Quitting of service 550D. iii) LHAP encashment shall be subject to conditions laid down in Rly Bd letter No F (E) III/ 90/ CE/-1/1 dated 11.2.93, 20.5.93, 12.10.93, 27.5.94, 8.5.95 & 18.12.95.
62	Issue of settlement passes between 6 months and twenty-four months after retirement (in deserving cases)	RB's letter No E/W/74 P/85-9/1 dated. 22.06.74	Full Powers to CPO & FA & CAO	Nil	Nil	Nil	Full Powers upto 12 months	Full Powers upto 12 months	Nil	Nil	Nil	
63	To grant advance of leave salary.	Rule 548 of IREC Vol.I'85 edition.	Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	i) The powers are exercised subject to conditions in Rule 548 of IREC Vol. I 85 ii) These Powers shall be exercised by authorities for staff under their respective control.
64	To sanction rewards for meritorious work of outstanding nature to individual case (including RPF staff)	Item No. 10(b) of Rly. Bd's No. F(X)II/97/PW/4 dated. 16.09.97	Full Powers of PHOD upto Rs. 750/- in each case subject to annual ceiling limit of Rs. 30000/- For other SAG powers up to Rs. 500/- in each case	Full Powers up to Rs. 300/- in each case subject to annual ceiling limit of Rs. 5000/-	Full powers upto Rs. 200/- in each case subject to annual ceiling limit of Rs. 2000/-	Nil	Full Powers up to Rs. 750/- in each case subject to all over ceiling limit Rs.100000 & availability of Fund	Full Powers up to Rs. 750/- in each case subject to all over ceiling limit Rs. 100000 & availability of	Full powers Rs. 300/- in each case overall limit Rs. 5000/- PA and sub. to availability of Fund	Full power Rs. 200/- in each case over all limit Rs. 2000 PA and sub to availabilit	Nil	1. Expenditure should be met within the sanctioned Budget allotment of the department concerned. 2. Mukhya Rajbhasa Adhikari for Hindi organization Rs. 500/- in each case subject to ceiling limit Rs. 3000/-PA. 3. Max./Min. Annual limit KTT - Rs. 100000/- BPL - Rs. 100000/- JBP - Rs. 100000/- KTT W/Shop - Rs. 30,000/- BPL W/Shop - Rs. 30,000/-

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			subject to ceiling limit Rs. 15000/- P.A.					Fund		y of Fund		
65	Ex India Leave	Rly Bd's No E/P&A/I 86/CPC/LE/9 dt. 15.03.92	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	
66	Study Leave	Para 551 of RI	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	
67	Incentive for Promoting Small Family Norms (Family Planning Allowance)	Rly Bd's No. 80/H/FW/7/1 dt. 07.02.80 and Rly Bd's No PC/IV/99/1/76 /2 dt. 21.07.99 (RBE No 180/99)	Full Powers	Full Powers	Nil	Nil	Full Powers	Full Powers	Full Powers	Nil	Nil	
68	To permit non-Gazetted Railway servants to collect subscription from non-Gazetted railway servants for celebrating religious festivals only.	Rule 12 of Rly Services Conduct Rules 1966 Rly. Ministry decision No. 2	Full Powers	Nil	Nil	Nil	Full Powers	Full Powers	Nil	Nil	Nil	