

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

No.TC-I/2019/201/6 (3298964)

New Delhi, dt.16.07.2021

Pr. Chief Commercial Manager
 All Zonal Railways

Sub: Waiver of Demurrage/Wharfage - Schedule of Power

Ref: (i) Rates Master Circular/Demurrage-Wharfage-Waiver/2016/0 and its corrigenda/addenda
 (ii) Board's letter No.2017/Trans/01/Policy dt.18.10.2017
 (iii) Board's letter No.2018/Trans/01/Policy dt.24.07.2018
 (iv) Board's letter No.2018/Trans/01/Policy dt.17.10.2018

One of the Zonal Railways has requested to create an additional level of HOD between CHOD and DRM under guidelines regarding waiver of Demurrage/Wharfage.

The matter has been examined. It is to state that schedule of power for waiver of Demurrage/Wharfage has been revised vide Board's letters under reference (ii) to (iv). The level of HOD has already been prescribed vide Board's letter under reference (iv).

Extant Schedule of Power regarding Waiver of Demurrage/Wharfage duly incorporating the Board's circular/letters under reference are given below:

S.No.	Designation of officer	Maximum amount of Demurrage per wagons which can be considered by an officer	Maximum amount of Wharfage per consignment which can be considered by an officer
1	AGM	Full powers	Full powers
2	CCM (Co-ordinating HOD in Commercial Department)	Rs.1,00,000/-	Rs.1,00,000/-
3	HOD (CCM/FM or CCM/FS)	Rs.50,000/-	Rs.50,000/-
4	DRM	Rs.25,000/-	Rs.25,000/-
5	CTM/Sr.DCM/DCM working as Branch officer	Rs.10,000/-	Rs.10,000/-
6	DCM/DTM/Area Officer in senior scale	Rs.600/-	Rs.1200/-
7	ACM/ATM/Area Officer in junior scale	Rs.300/-	Rs.300/-

16 July 2021

(K K Mishra)

Director Traffic Commercial(Rates)

Railway Board

kk.mishra@gov.in

011-23047359

CHAPTER-III

Sub: Guidelines regarding Waiver and Write off

(refer Rates Circular No.39 of 2004)

1.0 Power of officers to waive Demurrage or Wharfage charge

	Designation of officer	Maximum amount of Demurrage per wagons which can be considered by an officer	Maximum amount of Wharfage per consignment which can be considered by an officer
1	GM	Full powers	Full powers
2	CCM (Co-ordinating HOD in Commercial Department)	Rs.1,00,000/-	Rs.1,00,000/-
3	DRM	Rs.25,000/-	Rs.25,000/-
4	CTM/Sr. DCM/ DCM working as Branch Officer	Rs.6,000/-	Rs.6,000/-
5	DCM/DTM/Area Officer in senior scale	Rs.600/-	Rs.1,200/-
6	ACM/ATM/Area Officer in junior scale	Rs.300/-	Rs.300/-

- 1.1 The powers of waiver of Wharfage indicated in the table above will be on consignment basis except in the case of trainload consignment where it will be applicable on per wagon basis. In the case of trainload consignment, the application for waiver of Wharfage for a particular rake will be considered by the authority who is competent to deal with the highest amount of Wharfage accrued per wagon of that rake.

(refer Rates Circular No.47 of 2009)

- 1.2 Where Demurrage cases are being handled by Officers of Operating Department, CCM/Sr.DCM etc. will mean COM/Sr.DOM etc.

- 1.3 The cases for waiver should not be dealt by an officer below the level of an officer competent to deal with the case as per the schedule of powers given in the above table. Say, CCM will not deal with such case where GM is the competent authority. Since waiver of Demurrage/Wharfage is discretionary power, CCM cannot recommend percentage of waiver. instead, he will only put up facts of the case and give his remarks on the customer's application/appeal.

(refer Board's letter No.TC-I/2004/201/9 dt.22.09.2009)

- 1.4 Prior Finance concurrence will be required for waiver of Demurrage/Wharfage charges above Rs.25,000/- per wagon/per consignment respectively. Cases submitted to General Manager should be routed through the Co-ordinating HOD of the Commercial Department and FA&CAO of the Zonal Railways, irrespective of the amount involved.

(refer Board's letter No.TC-I/2004/201/9 dt.22.09.2009)

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19/5/16

भारत सरकार GOVERNMENT OF INDIA

रेल मंत्रालय MINISTRY OF RAILWAYS

रेलवे बोर्ड RAILWAY BOARD

No. 2017/Trans/01/Policy

New Delhi, dated: 18-10-2017

The General Manager, All Indian Railways/PUs, NF(C), CORE
 The DG/RDSO/Lucknow
 CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela

Sub: Delegation of Powers to GMs and DRMs

Ref : 1) Minutes of the Meeting of the Board with General Managers (open line) through Video Conference held on 16-09-2017, circulated vide No. 2017/E&R/8(1)/3, New Delhi, Dated 21-09-2017.

2) PED/Transformation's D.O. letter no 2017/Transf.Cell/CRB Review dated 16.09.17 written to General Managers

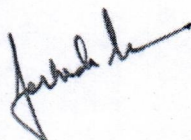
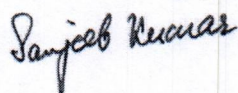
As directed by Board (CRB), a review of the Schedule of Powers (SOP) delegated by Railway Board to the General Managers and by the General Managers to their subordinate units has been carried out by Transformation Cell.

2. Vide letter under reference 2 above, suggestions were invited from GMs for making changes in SOP of GM with regard to financial and administrative powers with a view to improve efficiency in train operations and overall service delivery.

3. Full Board in its meeting held on October 13, 2017 has approved the enhanced delegation of powers on different subjects including Medical matters as detailed in paras A to G below. This revised delegation will supersede earlier instructions on the subjects to the extent indicated below.

A. Delegation of Powers to General Managers

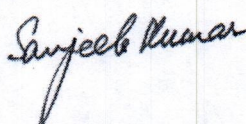
SN	Item & Reference	Existing delegation	Revised delegation
1	Sanctioning of works under PH-17 (Computerization) Ref: Rly Bd letter no F(X)II-2015/PW/7 dtd 12-06-2017 item no. 39-a-iv-a	GM can sanction new works up to Rs 1 Crore per case for replacement of the over aged IT System. These powers shall be exercised with personal concurrence of FA&CAO and personal approval of GM.	(a) GM can sanction new works and replacement related works of over aged IT assets up to Rs 1 crore per case with finance concurrence. These powers are also delegated to PHOD/CHOD/DRM/CWM as under: PHOD/CHOD - Full Powers DRM/CWM - Rs 25 Lakh per case (b) Zonal Railway are permitted to procure equipment like computer, printer etc for new UTS/PRS as under: GM – Full Powers upto Rs 1 Crore per case with finance concurrence DRM – Full Powers upto Rs 50 Lakh per case with finance concurrence
2	Work for strengthening of LAN under PH-17	GM can sanction Extension/ Up gradation/ Strengthening works up to Rs. 20 Lakh per case.	GM can sanction Extension/ Up gradation/ Strengthening works up to Rs. 20 Lakh per case.

Sr	Item & Reference	Existing delegation	Revised delegation
	(MC)/Misc Dt: 27.09.2017	finance concurrence. • DyCE/TMC/TM dealing with Track Machine - Rs 4 Lakh per case with Annual ceiling of Rs 1 Crore • Senior Scale Rs 2 lakhs (Annual ceiling limit Rs 50 lakhs) • CE/TM/CTE dealing with Track Machines- More than Rs 4 Lakh upto Rs 10 lakh per case with finance concurrence with annual ceiling limit of Rs 1 Crore. • Full powers to PHOD/CHOD 2-Emergent Hiring of Road crane, Vehicle/Truck for break down maintenance of Track Machines without finance concurrence • JAG/SG upto Rs 50,000/- per case with annual ceiling limit of Rs 6 lakh per annum 3- Scheduled overhauling/repairs to Machines and for purchase of spare parts incidental to such repairs with Finance Concurrence as per the Works Contracts.	
11	Licensing of Railway Land for Sidings and giving connectivity to sidings to increase Railway earnings Ref: Railway Board's letter No. 2005/LML/18/8 dated 10.02.2005 (Master Circular)	Existing - No powers Revised: Full powers to DRM with recommendation of three member standing committee on land Matters comprising Sr DEN (Co), Sr DCM & Sr DFM	

C. COMMERCIAL MATTERS

Sr	Item & Reference	Existing Delegation	Revised Delegation
1	Powers to waive Demurrage or Wharfage charges Ref: Rly bd letter TC-1/2004/201/9 dtd 11.10.2004	GM - Full Powers but cannot be delegated further as per clause 1.3	AGM Full Powers
2	Guidelines for provision of Passenger Amenities at Railway stations through Individuals/ NGOs/ Trusts/ Charitable Institutions /Corporate etc. has been circulated. Ref: RB letter No: 2012/LM(PA)/03/08/Policy dated 26.09.2014 & amended instructions issued vide letter dated 21.10.2015	Permission to execute the works by sponsoring party itself. GM can sanction with PFA's concurrence	DRM - Full Power with Finance Concurrence

भारत सरकार GOVERNMENT OF INDIA

मंत्रालय MINISTRY OF RAILWAYS

रेलवे बोर्ड RAILWAY BOARD

923138/2021/O/o DD(R)-

No. 2018/Trans/01/Policy

New Delhi, Dated: 24.7.2018

The General Manager, All Indian Railways/PUs, NF(C), CORE

The DG/RDSO/Lucknow, DG/NAIR

CAOs, DMW/Patiala, COFMOW/NDLS, RWP/Bela, IROAF

Sub: Model Schedule of Powers 2018

Ref: This office letter No 2017/Trans/01/Policy dated 26.10.2017

Vide reference above, Model Schedule of Powers (SOP) was issued in October, 2017.

2.

The document has been revised with the approval of Board (FC & CRB) and "Model

SOP 2018" is being issued. It supersedes the Model SOP of October 2017. A copy of the Model

SOP 2018 has been uploaded on website <http://www.indianrailways.gov.in/railwayboard/> for

implementation.

3.

This issues with the concurrence of Associate Finance of Transformation Cell.

Kindly acknowledge receipt and ensure compliance.

(Jeetendra Singh)

Executive Director/ Transformation

No. 2017/Trans/01/Policy

New Delhi, dated: 24-7-2018

1. PFAs, All Indian Railways & Production Units

2. The ADAI (Railways), New Delhi

3. The Director of Audit, All Indian Railways

Sanjeeb Kumar

(Sanjeeb Kumar)

Executive Director Accounts/Transformation

Copy: As per list enclosed



S.No	Nature of Power	PHOD/HOD	DRM/ADRM	Divisional Officers & Officers in Headquarters	REMARKS
1	2	3	4	5	6
1.	(A) Waiver / Refund of wharfage and demurrage charges	PHOD /CHOD up to Rs. 1 Lakh	DRM up to Rs. 25,000/-	Sr.DCM up to Rs. 10,000/- Sr. Scale up to Rs. 600/- in case of demurrage per wagon. Up to Rs. 1,200/- in case of wharfage per consignment Asst. Officers Up to Rs. 300/-	1. AGM has full power. 2. These power are delegated on per wagon/ per consignment basis. 3. The powers of waiver of wharfage charges will be on consignment basis, except in case of train load consignments, where it is applicable on per wagon basis. 4. Where demurrage cases are being handled by officers of operating department, CCM/Sr.DCM etc will mean COM/Sr.DOM etc. 5. Finance concurrence is necessary for cases above Rs. 25,000/-. Authority: 1. Rates Master circular/Demurrage-Wharfage-Waiver/2016/0 Chapter III dtd.19.05.2016 and further modifications, if any, to be followed. 2. Rly Bd's Letter No.2017/Trans/01/Policy dt.18.10.2017
923138/2021/O/o DD(R)-I	(B) Waiver/Refund of storage and lost property charges	PHOD Full Power HOD up to Rs. 50,000/-	DRM up to Rs. 25,000/- ADRM up to Rs. 20,000/-	Sr.DCM up to Rs. 6,000/- DCM up to Rs. 3,000/- ACM up to Rs. 1,500/-	1. Finance concurrence is necessary for cases above Rs. 25,000/- 2. Power are delegated on a per case basis. Authority: 1. Para 2739 of Indian Railway Commercial Manual (IRCM)/Vol. II.
	Write off of irrecoverable freight charges in respect of the consignments not taken delivery of and subsequently disposed off by auction. (remaining uncovered after setting off of the sales proceeds realised from the auction sale)	PHOD Full Power	DRM/ Full power ADRM – Full Power upto 1 lakh per case	JAG Upto Rs. 25000/- per case SS Upto Rs. 10000/- per case	1. Finance concurrence is necessary for cases above Rs. 5,000/-. Authority: 1. Board's letter No.TCI/3036/60/2 dt.26.11.69.
	(A) Write-off of the amounts due to the railway when they are not	PHOD up to Rs. 20,000/-	DRM / ADRM up to Rs. 10,000/-		1. Finance concurrence is necessary for cases above Rs. 5,000/- 2. Power are delegated on a per case basis.

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रेल मंत्रालय MINISTRY OF RAILWAYS
रेलवे बोर्ड RAILWAY BOARD

No. 2018/Trans/01/Policy

New Delhi, dated: 17.10.2018

The General Manager, All Indian Railways/PUs, NF(C), CORE
The DG/RDSO/Lucknow
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela

Sub: Corrigendum Slip No 1 to Model SOP 2018

1. Vide Railway Board letter No 2018/Trans/01/Policy dated 24.07.2018 Model SOP 2018 was issued. Corrigendum Slip No 1 to Model SOP 2018 approved by Board (MT, FC & CRB) is enclosed for necessary action.
2. This issues with the concurrence of Associate Finance of Transformation Cell.

Kindly acknowledge receipt and ensure compliance.

DA - Corrigendum Slip No 1 to Model SOP 2018

(Jeetendra Singh)

Executive Director/Transformation

No. 2017/Trans/01/Policy

New Delhi, dated: 17.10.2018

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

Copy - As per list enclosed

Corrigendum Slip No 1 to Model SOP 2018

S.N	Model SOP 2018 – Part/Item No	Corrigendum
1	Preamble	Following is added in Preamble to Model SOP – “Chief Medical Officer (CMO) of Metro Railway/PUs/RDSO will have the same powers as available with Principal Chief Medical Director (PCMD) of Zonal Railways in Model SOP 2018”.
2	Preamble	Date in first line may be read as October 26, 2017
3	Part C (Miscellaneous) Item 37 - Sanctioning of Procurement & signing of Non- Stock demands for procurement of Rolling Stock maintenance spares and maintenance spares for other assets connected with train operation (including linen) & other departmental assets, consumable for other M&P	Remark no 1 is deleted and following remark is added - “Vetting of non-stock requisitions is necessary beyond Rs 2.5 lakhs for non safety items and Rs 10 lakhs for safety items”
4	Part E (Commercial) Item 1 (A) – Waiver / Refund of wharfage and demurrage charges	Following is added under column 3 – “Power of HOD to waive/refund wharfage and demurrage charges – upto Rs 50,000/-”
5	Part E (Commercial) Item 5 - Refund of fares and freight otherwise than in accordance with the relevant tariff rules (A) Fares	Existing entries under column 3, 4 and 5 are deleted and following is added: “As per IRCA Coaching Tariff – Part – I (Vol-I) in force from January 2007 monetary powers of different levels of Commercial officers for grant of refund of fare on tickets are as under: ACM – Rs 750/-; SCM – Rs 2,000/-; DyCCM – Rs 10,000/-; CCM(SAG) and AGM/GM – Full Powers

Page 1 of 4

Ranjeet Kumar

Jalendra Singh

I/21816/2021

SOUTH EAST CENTRAL RAILWAY



Office of the
Principal Chief Commercial Manager
Bilaspur 495004 (C.G)

Rates Circular No. 159G)/2020

No. C/SECR/BSP/WC& DC /Policy

Date: 22.07.2021

All SMs/CSMs, CCs/CGSs & Siding Clerks, Weigh Bridge Clerks. All CCI, CI of SECR.

Copy for information and necessary action to:**DRM:** SECR/BSP, NGP, RAIPUR.**Sr. DCMs, Sr.DOMs:** SECR/NGP, BSP, RAIPUR. **Commercial Control:** SECR/BSP:**ARMs:** SECR/BIA, KRBA, SDL, BRJN. **Principal Director of Audit/SEC Railway/Bilaspur.****PFA,PCOM, CFTM, PCME, PCE, PCEE, SDGM and CPRO:** SECR/BSP.**FA&CAO(T), Dy.FA&CAO(T), Sr. AFA(TA):** SECR/BSP.**Sub:** Waiver of Demurrage/Wharfage - Schedule of power.**Ref:** Railway Board's letter no. TC-I/2019/201/6(3298964) dated 16.07.2021

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उपर्युक्त विषयक रेलवे बोर्ड के पत्र संख्या TC-I/2019/201/6 (3298964) दिनांक 16.07.2021 आपके सूचनार्थ एवं आवश्यक कार्यवाही हेतु संलग्न है।

All concerned staff please note and act accordingly.

Encl:as above.

Signed by S.m. Gondane

Date: 22-07-2021 17:39:48

Reason: Approved