

महाप्रबंधक का कार्यालय GM's OFFICE

मेट्रो रेलवे METRO RAILWAY

कोलकाता KOLKATA

No.MR/DGM (G)/SOP

Date: 03.11.17

All PHODs  
Metro Railway  
Kolkata

Sub: Model Schedule of Power (SOP) document for Zonal Railways

Ref: ED(Elect.), Rly Bd's letter no. 2017/Trans/01/Policy, dated 26.10.17

Railway Board vide their letter above; have circulated Model Schedule of Power (SOP) document (385 Pages) delegating Financial and Administrative powers across Zonal Railways.

After obtaining finance concurrence and GM's approval, the same has been uploaded in the Metro Railway official website w.e.f. 03.11.17, under section "**About Us**" and sub-section "**Schedule of Powers**".

**This Model SOP supersedes all the existing SOPs, the reviews, correction slips and delegation issued thereto of the existing SOPs of Metro Railway.**

Railway Board have advised that the delegation under this Model SOP shall be to the extent applicable. Wherever, the delegation of Power requires enhancement / modification, the same can be proposed by PHODs / CHODs, in their respective matter, as referred in this office letter of even no. dated 2/3.11.17, to DGM(G) for obtaining finance concurrence and approval of General Manager.

Corrigendum to this Model SOP, if any, received from Railway Board will be issued as and when they are received. Such corrigendum will be applicable with prospective effect from the date of implementation of corrigendum on this Railway.

This issues with the concurrence of PFA and approval of GM.

(प्रत्यूष कुमार घोष Prottyush Kr. Ghosh)

उप महाप्रबंधक (सामान्य) Dy. General Manager (G)

कृते महाप्रबंधक for GENERAL MANAGER

Copy to:

- i) Appellate authority
- ii) Competent Authority
- iii) Dy. CVO
- iv) Sr. Security Commissioner/RPF
- v) DGM/ Rajbhasa
- vi) CPRO
- vii) Law Officer

(प्रत्यूष कुमार घोष Prottyush Kr. Ghosh)

उप महाप्रबंधक (सामान्य) Dy. General Manager (G)

कृते महाप्रबंधक for GENERAL MANAGER