

590

SOUTH WESTERN RAILWAY
Office of the Principal Chief Materials Manager,
1st floor, East Block, Zonal Head Quarter,
Gadag Road, Hubli - 580 020
Phone 0836 - 2326647 E Mail ID:salsmm@yahoo.in

=====

Lt.No: S/XIII/22/Sales Policy Correspondence/2018-19

Dated: 21.02.2019

DRM/UBL, SBC & MYS

Sub : Process Reforms-Disposal of Low value Divisional Scrap-reg.
Ref : Railway Board letter No. 2018/RS (S)709/16 dated 05.01.2018, 02.01.2019
& 22.01.2019.

1. The 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 get accumulated over years and get rusted, damaged and their utility/sale value (if any) also gets lost. It has been decided by Railway Board that such items can be disposed off at the supervisor's level with the approval of his controlling officer.
2. Following is an indicative list of scrap items, which can be disposed off at the supervisor 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 and buckets.
 - e. Printer cartridges.
 - f. Old rubber stamps
 - g. Old cash bags (leather/canvass)
 - 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 pipes (water pipes)
 - q. Vacuum guage
 - r. Pressure guage
 - s. Wooden handles.
 - t. Released tyres/tubes of vehicles.
 - u. Condemned Mattresses.
3. The limit for lot value which can be disposed of at the Senior supervisor's level is Rs. 2500/- per lot. It has observed that the powers given to the supervisors for disposal of low value scrap is not being utilized and such scrap is getting accumulated at various places/being uneconomically transported to Stores Depot. For complete procedure Railway Board letter dated 05.01.2018 may kindly be referred. (copy enclosed)

22/2/19

do the
convs

4. In terms of SOP Part 'C' Misc Matters Sl. NO. 15 for Condemnation and disposal of Petty articles, T&P, Instruments etc other than office equipment, PHOD/HOD, DRM/ARDM/CWM/SAG officers in Field Units and CWM(JAG) are having full powers. JAG, SS, JS/Asst. officers are having powers upto Rs. 25000/-, Rs. 10000/- and Rs. 5000/- per item scrap value respectively.
5. Apart from the above, a Divisional Survey Committee has also been constituted for disposal of scrap available in divisions instead of transporting to scrap depots. (copy enclosed).
6. Further, the composition of delivery/supervising team for disposal of low value scrap upto Rs. 5 lakhs, as per Railway Board shall be as under:-

S.N	Lot Value	Witnessing/Supervising Team Members
1	Up to Rs. 2 Lakh	Two member team (In case custodian is other than Stores Department): (i) Custodian of the Scrap/Senior Supervisor level of executive (ii) Stores Supervisor of rank not less than Depot Material Supervisor (D.M.S) (Note: When both are of same department then committee at SN-2 below shall be applicable.)
2	Above Rs. 2 Lakh and upto Rs. 5 Lakh	Three member team (In case custodian is other than Stores Department): (i) Stock Verifier (ii) Custodian of the Scrap/Senior Supervisor level of executive. (iii) Stores Supervisor of rank not less than D.M.S. (Note: When custodian is of stores department, committee will include (i), & (iii) above as two member committee)
3	Above Rs. 5 Lakh	As per existing guidelines.

In this context, it is requested that necessary instructions may be issued down the line to utilize this power for quick disposal of low value scrap and thereby avoiding to send it to nominated scrap depot.

This is for kind information please.

Encl: Railway Board letter dated 05.01.2018.

(R. C. Punetha)

Chief Materials Manager/Sales
For Pr. Chief Materials Manager/SWR/UBL

Copy to:

Secy. To GM : For kind information of GM.
Secy. To PCMM : For kind information of PCMM
Sr. DMM/UBL, SBC & MYS : For information and necessary action.

5/2
less
comus/s