/3097190/2024

No. 2020/C&IS/Misc/Staff Matters/08

Sub.: **Revision of Channel of submission/Level of disposal of cases- Increasing efficiency in decision making in the Government.**

Ref.: JS's Note No.2024/O&M/22/1 dated 08.04.2024.

In reference to above, the revised/updated information pertaining to C&IS Directorate is as under:

SN	Details of subject	Dealing Officer	Channel of Submission	Level of final disposal
			Proposed	Proposed
1	**Sanctioning of works under PH-17**			
	a. Sanctioning of Umbrella	Programmer	DME(C&IS)/ED(C&IS)/EDF(X)/ AM(M&BD)/ M(O&BD)/MF/ CEO &CRB	MR
	b. Sanctioning of Works	Programmer	DME(C&IS)/ED(C&IS)/EDF(X)/ M(O&BD)/MF	CEO &CRB
	c. Closure of Works proposed by ZRs/CRIS	Programmer	DME(C&IS)/ED(C&IS)/EDF(X)	AM(M&BD)
	d. Nodal Office Nomination	Programmer	DME(C&IS)/ED(C&IS)/ AM(M&BD)	M(O&BD)
	e. Change in name of Work	Programmer	DME(C&IS)	ED(C&IS)
2	**VIP References**			
	a. CA-III 'A' Category	SO(C&IS)	DD(C&IS)/ED(C&IS)/ AM(M&BD)	MOSR/MR
	b.CA-III 'B' Category & other References	SO/C&IS	DD(C&IS)	ED(C&IS)
	c. CA-III 'C' Category	SO(C&IS)	DD/C&IS	DD/C&IS
3	**Parliament Question**			
	i. Starred	DD(C&IS)	ED(C&IS)/ AM(M&BD)/M(O&BD)	MOSR/MR
	ii. Unstarred	DD(C&IS)	ED(C&IS)/AM(M&BD)	MOSR/MR
4	Matters related to Consultative Committee/Standing Committee	SO(C&IS)	DD(C&IS)/ED(C&IS)/ AM(M&BD)	M(O&BD)
5	Formulation of Policy on IT matters for zonal Railways and other units & Delegation of powers on IT matters and their review	SSA(RBCC)	DME(C&IS)/ED(C&IS)/EDF(X)/ AM(M&BD)	M(O&BD)
6	Sanctioning of PRS	SO(C&IS)	DD(C&IS)/ED(C&IS)	AM(M&BD)
7	Audit Para Replies	DD(C&IS)	ED(C&IS)/AM(M&BD)	M(O&BD)
8	Procurement & maintenance of all computer equipments for Railway Board	Programmer	SSA(RBCC)/DME(C&IS)	ED(C&IS)
9	Condemnation of obsolete computer equipments and peripherals	Programmer	SSA/ DME(C&IS)	ED(C&IS)
10	Reply to RTI Cases	SO(C&IS)	DD/C&IS	DME(C&IS)
11	Reimbursement of Laptop/ DSC	Programmer	SSA	DME(C&IS)
12	e-Office & SPARROW	Programmer	Sr. Programmer/ SSA/ DME(C&IS)	ED(C&IS)
13	**Server Management/ software development in RBCC**			
	a. Content Management	Programmer	SSA/ DME(C&IS)	ED(C&IS)
	b. Policy Matter	Programmer	SSA/DME(C&IS)	ED(C&IS)
14	Website Management	Programmer	Sr. Programmer/ SSA/ DME(C&IS)	ED(C&IS)

This has the approval of ED(C&IS).

Signed by Bharat Bhushan Manjera DD(C&IS)
Date: 04-06-2024 17:42:48
Reason: Approved

US(O&M)