S No. 13

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2013/TMS/Netbooks/Policy New Delhi, dated: 03.11.2014

Principal Chief Engineer,
All Zonal Railways

Sub: Replacement of Netbooks provided to P.way officials for implementation of TMS in Indian Railways.

Ref: Board's letter of even no. dated 15.05.2014 — S No. 13/1

The existing policy guidelines for the replacement of Netbooks (mini laptops) after completion of their codal life have already been circulated vide Board's letter under reference.

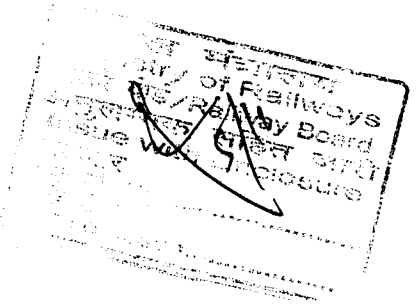
Copy of the same is attached herewith for information and necessary action.

Encls: As above

3/11/14

(Surinder Pal)
Executive Director Civil Engg. (P)

Issue with Encls. to all PCEs/CE. Pal 05/11/14



13/1

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2013/TMS/Netbooks/Policy New Delhi, dated: 15.05.2014

Principal Chief Engineer,
ECoR, NCR, SCR, SECR, SR & SWR.

Sub: Replacement of Netbooks provided to P.way officials for implementation of TMS in Indian Railways.

Ref: (i) Board's letter no. 2011/C&IS/Committee/Laptops/Pt.II dtd 23.01.12 – SN 7
(ii) Board's letter no. 2002/AC-II/10/Vol.II dated 14.03.2012
(iii) Board's letter no. 2006/C&IS/OTH/Delegation of Powers/36-P dated 11.9.2012

For implementation of TMS in 6 pilot Divisions (Agra Cantt., Salem, Bilaspur, Secunderabad, Waltair & Bangalore) in the year 2010, Netbooks were provided to JE/SE/SSEs(P.way), JE/SE/SSEs(Bridge) & ADENs working in the field. Replacement of these Netbooks (mini laptops) after completion of their codal life will be guided by the policy guidelines issued vide Board's letter under Ref (iii).

For ADENs in JS or SS, Laptop/Netbook should now be provided as per Railway Board's letter under Ref (i). However, while selecting the model for ADENs, field requirement should be kept in mind and the criteria and specifications issued by Board on Netbooks for TMS users may be adopted. (Copy enclosed)

Encls: Three

15/5/14
(Surinder Pal)
Executive Director Civil Engg. (P)

Pl. issue to all PCEs of IR Regd & Postal copies 16/5/14

Copy : All PCEs (except above) of Indian Railways for information.

16/5/14

GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

No. 2006/C&IS/OTH/ Delegation of Powers/36-Pt **Dated 11/09/2012**

The General Managers
All Indian Railways,
CORE & Production Units

CAO
COFMOW,DMW/Patiala

Director General
RSC, Vadodara
RDSO, Lucknow

Directors,
All Centralised Training Institutes

Sub: Delegation of Powers on Information Technology related matters

Ref: (1) This office letter no 2006/C&IS/Oth./Delegation of Powers/36 dated 10-12-2008
(2) This office letter no 2011/C&IS/Committee/ Laptops/Pt.II dated 23-01-2012

Requests for enhancement in the Delegation of Powers to the Zonal Railways in Information Technology related matters, had been received in Board's office. After considering the same, it has now been decided with the approval of the Board to delegate the following Powers to the Railway units.

The powers delegated under this policy for procurement of Laptops supercedes Para 6.1 of policy referred at (2) and shall be in addition thereto. This policy supercedes Para 1(i), 2, 3 of letter under reference (1) also.

1. **Procurement of computers on additional account per financial year:**

Item(s)	**Authority delegated with the Powers**	**Delegation (Qty)**
Desktop PCs, Thin Clients, each costing upto Rs. 40,000/- (Any CPU and any type of monitor)	GMs and equivalents/ DGs/ Heads of CTIs	No limit on numbers
	PHODs/ DRMs/ CHODs/ SAG officers handling independent establishments	Maximum 10 nos
	Other SAG officers/ JA Grade officers handling independent establishments	Maximum 5 nos
Laptops, each costing upto Rs. 25,000/-	GMs and equivalents/ DGs/ Heads of CTIs	Maximum 10 nos
Workstations/ Servers for specialized applications like training and IT security etc, each costing upto Rs. 1,50,000/- (including CPU and monitor etc)	GMs and equivalents/ DGs/ Heads of CTIs	Maximum 10 Nos

2. Procurement on replacement account:

The authorities competent to sanction new equipment on additional account as per this policy are also competent to sanction them on replacement account on completion of their codal life as notified from time to time. Full powers are delegated in this regard.

3. Following shall be applicable:

i. Adequate justification may be ensured while sanctioning Laptops where desktop PCs do not serve the purpose, subject to ceiling mentioned in this policy.

ii. The term 'Laptops' includes Laptops, Notebooks, Net books and Tablet Computers. Further, in this regard, the officer nominated to offer technical clearance may take into consideration any future technical advances in the field.

iii. Procurement of Laptops over and above those specified herein and under reference (2), shall require the sanction of Railway Board.

iv. Officers already covered in the policy under reference (2) for the purpose of providing Laptops, shall not be provided with Laptops under this policy.

v. As Laptops are mobile, their safety and upkeep, implying careful handling, protection from damage & theft etc, shall be the responsibility of the official to whom they have been issued. Cost of insurance to be done, if any, shall be borne by the official concerned personally. Further, in case of its loss etc its depreciated value as per the following formula, shall be recovered from the official concerned. The depreciated/ residual value of the Laptop over and beyond the codal life period shall be as under:

Depreciated, i.e. Residual Value after the end of year(s)				Residual value at any point of time beyond end of 4th year	Reference for calculating residual value
Year 1	Year 2	Year 3	Year 4		
50%	25%	15%	10%	10%	% of purchase price

a) For the purpose of calculation of residual value of the Laptop, its actual purchase price including Licensed OS shall be considered.

b) This depreciation formula does not include any packaged utility software which is bought along with the machine as separate item.

c) For calculating depreciation for a part of the year, proportionate depreciation prescribed for that year can be divided by 12 for arriving at a value for a particular month within that year. This shall be proportionally added to the cumulative depreciation prior to that year, to arrive at the final depreciation.

d) The codal life of such laptops shall also be as stipulated in Board's letter 2002/AC-II/2/10/Vol. II dated 15-03-2012 or as amended from time to time.

vi. The disposal of such laptops shall be similar to the current provisions for desktop PCs procured for office use.

vii. Associated accessories and peripherals required for optimal utilization of the Desktop PCs, Thin Clients, Laptops etc (i.e. UPS, Printers including laser printers, Scanners, card readers, docking stations, bluetooth dongles etc.) may be procured as per extant provisions for standard non stock items circulated by Railway Board (Stores dte) from time to time.

viii. The cost of accessories, peripherals & software etc may be over and above the cost ceiling prescribed for Desktop PC, Thin client, or Laptops and are not subject to any ceiling.

ix. As far as possible equipments & peripherals may be purchased with minimum three years warranty so as to take life cycle cost into account.

x. The practice of providing every PC (including Desktop PC, Thin client, Laptops etc) with a separate printer may be discouraged and Duplex Laser Printers may preferably be provided on the network which may be shared by a number of users, especially amongst the non-gazetted users or where confidentiality is not an issue.

xi. In pursuance of the extant laws and guidelines of Government of India, pirated software should not be used. Only licensed copies of software should be procured for each PC. This shall include licences for Antivirus and firewalls which may be procured as a standard non-stock item.

xii. As far as possible, free software such as "Open Office" etc. should be used. However, this does not preclude or forbid Railways from procurement of any 'priced' software, which may be done as per specific requirements in accordance with extant guidelines.

xiii. All procurements to be done preferably on DGS&D rate contract and by local Stores officer or officer nominated to look after stores functions in accordance with the extant guidelines for procurement procedures. Procurement of hardware & software in accordance with this policy shall be chargeable to revenue.

xiv. Above shall be applicable, unless the hardware or software have been sanctioned under any specific estimate, wherein the extant guidelines including those indicated in Board's letter F(X)II-2009/PW/3 Dated 16/03/2009 or as amended from time to time, may be adhered to.

xv. No standard configurations are being circulated from Railway Board due to frequent change in technology and rapid fall in prices (higher technical specification being available at lower rates) and also because field units have sufficient technical capabilities to workout specifications based on their requirements. Railways may decide upon the specification of the equipments to be procured subject to the ceiling limits prescribed.

xvi. Finance concurrence should be obtained as per extant provisions.

4. The powers already delegated for AMC of hardware and software under reference (1) shall remain the same.

5. No additional funds shall be provided to operate the enhanced delegation indicated herein.

This issues with the concurrence of Finance Directorate of Ministry of Railways.

Please acknowledge receipt.

(Suyash Narain)
Director ME(C&IS)

No. 2006/C&IS/OTH/ Delegation of Powers/36-Pt **Dated 11/09/2012**

Copy to :

1. The FA & CAOs, All Indian Railways, PUs, CORE, COFMOW, CTIs, RSC/ Vadodara, RDSO/ Lucknow.
2. Principal Directors of Audit, All Indian Railways/PUs (as per standard list).
3. The Dy. Comptroller and Auditor General of India (Railways), Room No. – 224, Rail Bhawan, New Delhi.
4. Pay & Accounts Officer, Railway Board.
5. Finance(X), Budget, Cash Branches, Railway Board.

For Financial Commissioner/Railways

Copy to :

1. PSs to MR, MSR(B) & MSR(M).
2. PSOs/ Sr. PPSs/ PPSs/ PSs to CRB/Board Members, Secretary, DG/RHS, DG/RPF, Additional Members, OSDs, Advisors, JSs, Executive Directors, DIP, Editor/Indian Railways, Editor/Bhartiya Rail, All Other Officers & Directorates/ Sections Railway Board.
3. All Associations (as per standard list)

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD

No. 2018/Trans Cell/S&T/Go Digital **Dated: 03.10.2019**

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

Sub: Delegation of Powers regarding IT related matters.
Ref: (i) Railway Board's letter no. 2006/C&IS/OTH/Delegation of Powers/36-Pt dated 11.09.2012.
(ii) GM/SER's letter no. GM/Trans.Cell/72/Genl/2019/MSOP-Misc./Laptop/3211 dated 16.09.2019.

With reference to Board's letter at (i) and GM/SER's letter at (ii) above, Board (FC & CRB) have approved the following:

1. Power to procure Laptop each costing upto Rs 40,000/- on additional account and upto a maximum 10 (ten) numbers per financial year is delegated to GMs and Equivalents/DGs/Head of CTIs/DRMs/CWMs.

2. Other extant instructions/guidelines issued from Board on the subject shall remain unchanged or as modified from time to time.

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

Kindly acknowledge the receipt and ensure compliance.

03.10.19
(Umesh Balonda)
Executive Director/S&T
Transformation Cell

No. 2018/Trans Cell/S&T/Go Digital **Dated: 03.10.2019**

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 Cell

Copy: As per list attached.