

**OFFICE OF THE PRINCIPAL CHIEF MATERIALS MANAGER  
CHITTARANJAN LOCOMOTIVE WORKS  
CHITTARANJAN**

No. PCMM/CRJ/Policy

Dated 24.12.2019

All CMMs of CLW

Subject: **Expenditure reduction measures.**

**Reference:** Railway Board's letter No. 2019/RS(IC)/168/1Pt.1 dated 20.12.2019.

1.0. As you are aware that inventory balance at CLW is Rs.1033 crores on date as against the target of Rs.420 crores to be achieved as on 31.03.2020. We have already deferred the high value purchase orders by reviewing our requirement upto 31.03.2020 including buffer earlier.

2.0. Please refer Railway Board's letter as above, indicating the acute financial crisis faced by railways. To cut the expenditure during current financial year, following instructions are issued for strict compliance:

(a). All DP extensions should be granted only after reviewing requirement including buffer upto 31.03.2020. While reviewing the requirement, other pending purchase orders to be taken into account including possibility of supplies during current financial year.

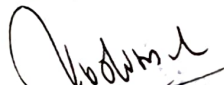
The buffer may be taken as one month for A category item, two months for B category item and three months for C category item

(b). Depots have already submitted a list of items where inventory balance is more than 50 lakhs to respective CMMs. All These items should be reviewed with a view to defer the existing covered dues to avoid supplies more than the requirement as above.

3.0. Above exercise should be completed by 10<sup>th</sup> of January 2020 and report indicating action taken with number of purchase of orders deferred along with the value of deferred amount may please be submitted to undersigned. The above exercise is to be carried for all stock items dealt by you with the help of officers under your control.

It is not out of place to mention that if it is found that purchase officer has not exercised control as advised above; the responsibility for carrying higher inventories will be fixed accordingly.

DA: NIL

  
Principal Chief Materials Manager

C/- DyCMM/Depot/CLW and SMM/DKAE – It was already advised to submit the list of all items where closing balance is more than Rs. 50 lakhs to respective CMMs. If in case this information is not submitted; the same should be submitted by 26.12.2019 to respective CMMs without fail.

C/- AMM/HQ-II for information and necessary action.