

SCHEDULE OF POWER

ON MEDICAL MATTERS

(w.e.f. 9th February 2011)

CHITTARANJAN LOCOMOTIVE WORKS

CHITTARANJAN

(AN ISO 9001, 14001 & 18001 UNIT)

DELEGATION OF POWERS IN RESPECT OF MEDICAL MATTERS REVISED ON 09.02.2011

S.No.	Nature of Powers	Powers are delegated to SAG Officers	Powers are delegated to JAG Officers	Powers are delegated to Sr.Scale Officers	Remarks
1	To admit non-railway patients in Railway hospitals subject to recovery of prescribed charges.	Full Powers	Full powers in emergent cases subject to post facto approval of CMS	Full powers in emergent cases subject to post facto approval of CMS NIL	1. Subject to a maximum of 10% of beds. 2. Provided further that spare accommodation is available after meeting the Railway needs. 3. FC is not required.
2	To sanction expenditure on conveyance charges for shifting of sick Rly. Employees and the members of their families to Hospitals in emergent cases when ambulance is immediately not available.	Full Powers Upto ` 5000/- in each case.	Full powers Upto ` 2000/- in each case, to Sr.DMO(A)/Sr.DMO(G) only.	` 200/- per trip	Mileage/Conveyance charges should be paid at the prescribed rate approved by the Railways. F.C is required beyond ` 2,500. Maximum no. of member to accompany the sick employee shall be two numbers.
3	Purchase of parts of X-Ray, Electro- medical & Physiotherapy apparatus and other medical equipments, whether they be of proprietary nature on single tender basis or otherwise	Upto ` 1,00,000/- in each case with prior FC.	Upto ` 50,000/- in each case with prior FC.	Nil	These items should not be DGS&D items or covered by Rate/Running Contract. Procurement to be made through COS/CLW.
4	Incurrence of expenditure on the installation, periodical overhauls maintenance & servicing of hospital equipments & appliances and medical instruments and appliances on tender/quotation basis. For repairs, please refer to Board's letter No.2002/FS-1/PW/7/1 dated 28.08.02	Upto ` 2,00,000/- in each case with prior FC subject to an annual ceiling of ` 20,00,000/-.	Upto ` 1,00,000/- in each case with prior FC subject to an annual ceiling of ` 10,00,000/-.	Upto ` 50,000/- in each case with prior FC subject to an annual ceiling of ` 1,00,000/- Nil	In normal cases normal procedure of tendering should be followed. In exceptional cases, procedure of obtaining quotations from reputed sources or to be executed by OEM/authorised dealers on Single Tender basis as per the situation demands. Restriction imposed by CLW/Admn/Rly. Bd's subject to budget provision.

S.No.	Nature of Powers	Powers are delegated to SAG Officers	Powers are delegated to JAG Officers	Powers are delegated to Sr.Scale Officers	Remarks
5	Direct purchase of medical stores in emergency	Upto ` 1,00,000/- in each case.	Sr.DMO/A & Sr. DMO/G upto 50,000/- in each case	Nil	FC is required.
6(a)	Purchase of medicines & drugs in emergency.	Upto ` 20,000/- in each case.	Nil	Nil	FC not required. Board's letter No.2002/FS-1/PW/7/1 dated 28.08.02
6(b)	Medical & Surgical instruments and appliances & BP or Ex-Pharmacopoeia preparations and X-Ray films chemicals and Film badges so urgently required that they cannot be obtained in time by the usual procedure for Railway Hospitals	Upto ` 5,000/- in each case	Nil	Nil	FC not required.
7	Purchase of vital non-stock items for cancer, kidney cardiac or as personally specified/certified by CMS in emergency and urgent essential costly medicine not in stock.	Upto ` 75,000/-in each case	Sr.DMO/A & Sr. DMO/G upto 35,000/- in each case	Nil	FC is not required.
8	Sanction for annual purchase of medicines, drugs and medical stores for hospital use only.	Upto ` 6,00,000/-in each case	Sr.DMO/A & Sr. DMO/G upto 3,00,000/- in each case	Nil	FC required for stock items on all cases & for NSR beyond ` one lakh as per Rly.Board contained in letter No. 2007/RS/G/779/1 dtd.16.2.09
9	Expenses on disposal of dead bodies in Rly.Hospital	Upto ` 1,000/- in each case.	Sr.DMO/A & Sr. DMO/G upto 1,000/- in each case	Nil	FC is not required.

S.No.	Nature of Powers	Powers are delegated to SAG Officers	Powers are delegated to JAG Officers	Powers are delegated to Sr.Scale Officers	Remarks
10	Acceptance (on behalf of the Medical Department) of such gifts for Railway Hospitals as are considered suitable.	Full powers subject to his advising the GM/CPO/FA&CAO of such gifts as forming part of the Hospital dead stock.	Nil	Nil	
11	The annual contract for supply of grains, vegetables, fish, meat etc. to hospital. For indoor patients	Full powers as per restrictions imposed by CLW/ Admn./ Rly.Board/Competent Authority from time to time subject to budget provision.	Nil	Nil	FC is required. Normal procedure for tendering to be followed.
12	To sanction free diet to eligible Railway employees and indigent passengers and trespassers in Railway hospital as indoor patients	Full powers upto the extent permissible	Nil	Nil	FC is not required
To condemn and destroy the following articles as indicated in item nos. 13, 14, 15 & 16 either by burning or otherwise instead of returning them to STORE DEPARTMENT					
13	Linen soiled with discharge from patients suffering from infectious diseases viz. Cholera, Leprosy etc.	Full powers	Full powers	Nil	FC is not required
14	Linen which are torn or damaged.	Full powers	Full powers	Nil	FC is not required
15	Scrap materials of no value viz., broken jugs, expired and used dry cells, broken torch light, basket, measuring glass etc.	Full powers	Full powers	Nil	FC is not required
16	Stationery and medical stores which are considered to be unserviceable and of no value.	Full powers	Full powers	Nil	FC is not required
17	Write off of unserviceable medical stores and appliances	Full powers	Full powers	Nil	FC is required. Usual procedure to be followed

S.No.	Nature of Powers	Powers are delegated to SAG Officers	Powers are delegated to JAG Officers	Powers are delegated to Sr.Scale Officers	Remarks
18	Write off of amounts towards medical attendance, treatment and diet charges	Upto ` 10,000/- in each case.	Upto ` 5,000/- in each case.	Nil	Each case of more than ` 500/- should be investigated and responsibility fixed up before proposal is sent to finance. FC is required.
19	Write off irrecoverable amounts in the case of medical services rendered to outsiders.	Upto ` 5,000/- in each case.	Upto ` 3,000/- in each case.	Nil	FC is required. Without FC upto ` 2000/- in each emergent non-rly.Cases brought to the hospital
20	Write off of “ expired drugs & obsolete drugs	Full powers	Full powers	Nil	FC is required Each case of more than ` 50/- should be investigated and responsibility fixed up before proposal is sent to Finance.
21	Sale of Waste fixer (Hypo solution waste) exposed X-Ray etc.	Full powers	Full powers	Nil	FC is required
*	Repair to Medical & Surgical equipment, including Audio Visual equipment and other office equipment used in hospitals. This includes Replacement/addition of petty item including spares & necessary of such items of hospitals and dispensary equipment to revenue.				
*New item to be incorporated in the revision of sop on works matters.					