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RAIL WHEEL FACTORY
Yelahanka, Bengaluru – 560 064
Phone 080-28460556 Fax: 080-28460367
Web add: www.rwf.indianrailways.gov.in

No:RWF/S/370/P.

November 7,2015.

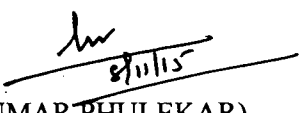
Chief Vigilance Officer.

Sub: Revised Joint Procedure Order for accounts of
despatched by zonal railways.
Ref: Railway Board letter no.2006/RS(S)/709/1 Pt.
dated 08.09.2015.

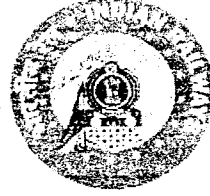
In reference to the above, JPO has been further revised duly incorporating points raised by you in your letter under reference and the same has been concurred by FA&CAO and cleared by CVO.

A copy of the JPO is send herewith for your information and necessary action.

Encl: as above.


(RAJKUMAR PHULEKAR)
Dy.Chief Materials Manager/I.
For Controller of Stores.





926

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No:RWF/S/370/P.

November 7,2015.

Sub: Revised Joint Procedure Order for accountal of scrap rails
despatched by zonal railways.
Ref: Railway Board letter no.2006/RS(S)/709/1 Pt.
dated 08.09.2015.

JPO between Stores department and Accounts department has been finalised at RWF for Accountal of Scrap Rails despatched by zonal railways. The JPO was issued vide this office letter of even no. dated 03.08.2015 with the concurrence of FA&CAO and approval of GM/RWF. However, certain points were raised by Vigilance, which has been subsequently modified and revised JPO is now issued with the concurrence of FA&CAO. Since the approval for operation of stock adjustment account has been taken earlier from GM/RWF, revised JPO is now being issued with concurrence of FA&CAO.

A copy of the same is enclosed for your information and necessary action please.

Encl: as above.

heere
07.11.15
(P. SETHI)

Dy.Chief Materials Manager/D.
for CONTROLLER OF STORES.

For Distribution: -

Secy.to GM - for kind information of GM/RWF.
COS/RWF, FA&CAO/RWF, CME/RWF.
CME/Plg. and CVO/RWF.
Dy.FA&CAO/II/RWF.
Sr.AFA/I, Sr.ISA.
All Stores Officers/RWF.

copy placed in RWF/S/SP

Revised Joint Procedural Order for accountal of Scrap rails sent by various Railways to RWF

A. On receipt of the trucks bringing the scrap rails, the trucks will be weighed on RWF's road weigh bridge and sent to Receipt branch-2. After entering the receipt details in the register, RB-2 personnel shall certify whether the material is required to be unloaded by the transporter or by the departmental staff and direct the truck to PC Bay for unloading.

B. Definition of terms:-

a)	Weight (sectional)	:	This is the weight arrived at the Consignor Railway by Multiplying the length of the rails dispatched by the Specific weight of the rails depending upon the type of Rail i.e. 60 kg, 50 kg, 90R etc. Wherever percentage of wear and tear is indicated by consigner Railway, the Weight (sectional) will be calculated by considering the wear and tear indicated by the consigner Railway or RWF if required depending upon circumstances.
b)	Weight(actual-consignor)	:	This is the actual net weight of the scrap rails dispatched by the Consignor Railway arrived by weighing the scrap Rails on a weigh bridge.
c)	Weight(actual - RWF)	:	This is the actual net weight of the scrap rails received at RWF and arrived at after weighing the gross and Tare weight of the truck carrying the rails.

C. There are **Three circumstances** prevailed at time of unloading by RB-2 Personal :-

- a. **Case-I:-**Transporter invoice & Delivery Challan duly mentioned of both detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc and Weight on delivery challan /Sale issue Note i.e. **Weight (sectional)** or **Weight(actual-consignor)**.
- b. **Case-II:-**Transporter invoice & Delivery Challan duly mentioned of only detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc.
- c. **Case-III:-**Transporter invoice & Delivery Challan duly mentioned of only Weight on delivery challan /Sale issue Note i.e. **Weight (actual-consignor)**.

Case-I:-Transporter invoice & Delivery Challan duly mentioned of both detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc and Weight on Delivery Challan/Sale issue Note i.e. **Weight (sectional)** & **Weight(actual-consignor)**.

- 1. At PC Bay the departmental staff shall count the number of pieces and measure the total length of the each type rails in metre. If the number of pieces with total length in each type of Rail matches with that of mentioned in sale issue Note/Delivery Chalan. Then

Prasad
15.10.2015

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225

Revised Joint Procedural Order for accountal of Scrap rails sent by various Railways to RWF

A. On receipt of the trucks bringing the scrap rails, the trucks will be weighed on RWF's road weigh bridge and sent to Receipt branch-2. After entering the receipt details in the register, RB-2 personnel shall certify whether the material is required to be unloaded by the transporter or by the departmental staff and direct the truck to PC Bay for unloading.

B. Definition of terms:-

a)	Weight (sectional)	:	This is the weight arrived at the Consignor Railway by Multiplying the length of the rails dispatched by the Specific weight of the rails depending upon the type of Rail i.e. 60 kg, 50 kg, 90R etc. Wherever percentage of wear and tear is indicated by consigner Railway, the Weight (sectional) will be calculated by considering the wear and tear indicated by the consigner Railway or RWF if required depending upon circumstances.
b)	Weight(actual-consignor)	:	This is the actual net weight of the scrap rails dispatched by the Consignor Railway arrived by weighing the scrap Rails on a weigh bridge.
c)	Weight(actual - RWF)	:	This is the actual net weight of the scrap rails received at RWF and arrived at after weighing the gross and Tare weight of the truck carrying the rails.

C. There are **Three circumstances** prevailed at time of unloading by RB-2 Personal :-

- a. **Case-I:-**Transporter invoice & Delivery Challan duly mentioned of both detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc and Weight on delivery challan /Sale issue Note i.e. **Weight (sectional)** or **Weight(actual-consignor)**.
- b. **Case-II:-**Transporter invoice & Delivery Challan duly mentioned of only detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc.
- c. **Case-III:-**Transporter invoice & Delivery Challan duly mentioned of only Weight on delivery challan /Sale issue Note i.e. **Weight (actual-consignor)**.

Case-I:-Transporter invoice & Delivery Challan duly mentioned of both detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc and Weight on Delivery Challan/Sale issue Note i.e. **Weight (sectional)** & **Weight(actual-consignor)**.

- 1. At PC Bay the departmental staff shall count the number of pieces and measure the total length of the each type rails in metre. If the number of pieces with total length in each type of Rail matches with that of mentioned in sale issue Note/Delivery Chalan. Then

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15.10.2015

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transporter. Then RWF will raise debit for value of short receipt i.e. amount to be recovered from transporter on Consigner Railway or RWF takes the credit directly by recovering amount from transporter in case of RWF transport contract. Receipt note shall be issued by RWF for W (sectional) for quantity received only and the difference between W(sectional) and W(actual-RWF) will be charged to stock adjustment account as a debit entry by generating suitable stock sheet. This stock sheet as debit entry shall be generated by the stocking ward i.e. Ward-22. The stock sheet will be generated once in a quarter for charging to the stock adjustment account for the difference in quantities.

Case-II:-Transporter invoice & Delivery Challan duly mentioned of only detail of scrap Rails with total length of each type of Rail i.e. 60 kg, 50 kg & 90R etc.

1. At PC Bay the departmental staff shall count the number of pieces and measure the total length of the each type rails in metre. If the number of pieces with total length in each type of Rail matches with that of mentioned in sale issue Note/Delivery Challan. That indicates that there is no theft/pilferage en route. Then gross weight is taken at RWF Weighing bridge & after unloading Tare weight of the truck is taken to find **Weight(actual - RWF)**. Then Weight (sectional) is calculated at RWF by multiplying the total length of each Rail dispatched i.e. 60 kg, 50 kg & 90R etc by specific weight in Kg/Mtr of each rails.
2. If the Weight (actual-RWF) is less or more than Weight (sectional) at RWF. Then the same procedure is to be followed as mentioned above in detail at Para 2 of Case I.
3. If the number of pieces with total length in each type of Rail does not match with that of mentioned in sale issue Note/Delivery Challan and shortage is noticed. The difference in total length for each type of rail will be shortage receipt which will be witnessed by transporter and will be advised to consigner railway for reconciliation. The acknowledgement to the transporter will be taken for the shortage quantity in weight based on Weight (sectional) only for the short quantity in mtr, worked out on pro-rata basis. The acknowledgement to transporter will be given for quantity of Weight (actual-RWF). Then the value of Short receipt based on average cost of rail as per the invoice/delivery challan /sale issue note by the Railway concluding the transport contract or the rate specified in the transport contract at RWF whichever is higher will be recovered from Transporter. Also Necessary action is to be taken in this regard for recovery from transporter. Accountal procedure is to be followed as mentioned above in detail at Para 3 of Case I.

Devesh
15.10.2015

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222

Case-III:-Transporter invoice & Delivery Challan duly mentioned of only Weight on delivery challan /Sale issue Note i.e. **Weight (actual-consignor)**.

1. In this case, Consigner Railway has not given detail of Rail with total length of each Rail & has only given total net weight by weighing the scrap rail on weigh bridge deducting tare weight of truck from gross weight.
2. On receipt of the trucks bringing the scrap rails without detail, the trucks will be weighed on RWF's road weigh bridge for taking gross weight. Then Gross weight at RWF is compared with gross weight at consigner end as mentioned in sale issue Note/Delivery challan/Transporter invoice. If Gross weight at RWF is more or equal to gross weight at consigner end. Then truck sent to Receipt branch-2 for unloading. After entering the receipt details in the register, RB-2 personnel shall certify whether the material is required to be unloaded by the transporter or by the departmental staff and direct the truck to PC Bay for unloading. After Unloading, Weight (actual - RWF) is found out.
3. If the Weight (actual-RWF) is more than Weight (actual-consignor) or less than Weight (actual-consignor) but within tolerance of RWF weigh bridge. RWF will prepare the Receipt note for Weight (actual-consignor) and invoice/LR/issue note to be acknowledged for this quantity as indicated in the delivery challan /Sale issue Note. The debit by RWF will be accepted for Weight (actual-consignor) quantity only and corresponding value. The deference quantity between the Weight (actual-RWF) and Weight (actual-consignor) will be charged to stock adjustment account as a credit entry, duly generating the departmental stock sheet. The stock sheets for charging to stock adjustment account will be generated once in a quarter.
4. If the Weight (actual-RWF) is less than Weight (actual-consignor) but beyond tolerance of RWF weigh bridge. RWF will prepare the Receipt note for Weight (actual-rwf) and invoice/LR/issue note to be acknowledged for this quantity in weight as found at RWF. RWF will prepare the Receipt note for Weight (actual-rwf). The debit by RWF will be accepted for Weight (actual-consignor) quantity only and corresponding value. The shortage in weight will be witnessed by transporter and will be advised to consigner railway for reconciliation. The acknowledgement to the transporter will be taken for the shortage quantity in weight based on Weight (actual-rwf) only for the short quantity in weight received. The acknowledgement to transporter will be given for Weight (actual-rwf) quantity. Then the value of Short receipt based on average cost of rail as per the invoice/delivery challan /sale issue note by the Railway concluding the transport contract or the rate specified in the transport contract at RWF whichever is higher will be recovered from Transporter. Also Necessary action is to be taken in this regard for

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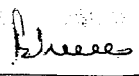
recovery from transporter. Then RWF will raise debit for value of short receipt i.e. amount to be recovered from transporter on Consigner Railway or RWF takes the credit directly by recovering amount from transporter in case of RWF transport contract.

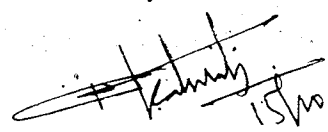
- 5. If Gross weight at RWF is too much lower than gross weight at consigner end considering Diesel Fuel in fuel tank & taking in to account of tolerance of RWF weigh bridge. These things should be brought to the Notice of CMM/RWF before unloading & will be unloaded in separate place. Then Weight (actual-RWF) is found out. The shortage quantity i.e difference between Weight (actual-RWF) & Weight (actual-consignor) will be found out. For the shortage quantity in weight, the same procedure will be adopted as mentioned above in detail at Para 4. Also Letter is to be issued to concerned Railway to give detail of Rail with total length of each rail to avoid theft en route.

As All Zonal Railway used to sell Rail through E auction, there is more chance of theft of Rail in Enroute if Detail of Rail like i.e. number of pieces and total length of the each type rails in metre has not mentioned in delivery challan. Hence It should be insisted to give detail of rail for dispatch by Road in delivery challan/Sale issue Note.

D. A cutting loss percentage of 1.3% shall be considered for Oxy-Cut Scrap rails as per memorandum issued vide letter No. RWF/S/15P Part file dated:13.06.15. This cutting loss should be debited from stock. Material shall be issued to shop floor after processing on actual weightment basis. The material issued to shop floor shall be debited to WMS and cutting loss shall be debited to stock adjustment account.

E. The procedure for the accountal of scrap rails received by wagons shall be as follows. The wagons received with scrap rails shall be weighed on the RWF rail weigh bridge and the gross weight print out taken. The marked tare weight available on the wagons shall be deducted from the gross weight and the nett weight arrived at. These wagons shall be placed in the PC Bay/Yard for unloading . C& F section shall then issue a handing over memo to Receipt Baranch-2 indicating the nett weight of the rails received in the wagons alongwith other details. Receipt branch-2 shall account the scrap rails on the basis of the net weight indicated in the handing over memo duly releasing the receipt note. The nett weight indicated in the handing over memo only shall be considered for accountal irrespective of whether the quantity is less or more than the quantity indicated in the sale issue note for that particular wagon.


15-10-2015
(PURUSOTTAM SETHI)
DY CMM/DEPOT/RWF


(PRAVEEN KATARAKI)
DY FA&CAO/RWF