



भारत सरकार GOVERNMENT OF INDIA  
रेल मंत्रालय MINISTRY OF RAILWAYS  
(रेलवे बोर्ड RAILWAY BOARD)



New Delhi, dated: 19.10.2022

No. 2021/Stn.Dev.-I/08/18

The General Managers,  
All Zonal Railways.

**Sub: Major Upgradation of Railway Stations on Indian Railways- Design, inspection and audit of the projects reg:**

Ref: 1) Railway Board letter No.2021/Stn.Dev.-I/08/24/EPC dated 22.11.2021

2) Railway Board letter No. 2022/CE-I/CT/3/PMS dated 05.05.2022

3) Railway Board letter No. 2022/Trans cell/Civil/CRS dated 01.06.2022 &  
21.06.2022

4) Railway Board letter No. 2022/CE-I/ACS-11/IRWM dated 30.09.2022

5) Railway board letter No. 2021/Stn.Dev.-I/08/18 dated 03.10.2022

Model documents for execution of Station Development Projects on Engineering, Procurement and Construction (EPC) mode has been issued vide ref (1) above. The EPC document referred above, defines 'Authority', 'Authority Engineer' and 'Contractor' and the same meaning shall be used in the following paras.

2. The Authority Engineer (AE) may be a Project Management Services (PMS) agency as per model document issued by Railway board vide its letter No. 2022/CE-I/CT/3/PMS dated 05.05.2022 or it may be a Railway engineer nominated as per clause No. 16.1.1 of the EPC agreement. Copy of every communication made by the AE to the Contractor is also to be given to Authority. The JAG/SG officials of the Authority handling the EPC/PMS contracts should keep a watch on the correspondences made by EPC contractor and AE and take necessary actions to ensure compliance of the provisions of the contracts.
3. The EPC document envisages preparation and proof checking of designs by the Contractor and review by the Authority Engineer (AE). For all works, the authority for review/approval of the document/drawing/design submitted by the contractor shall lie with the Authority Engineer to the extent permitted by the EPC contract or as laid down by the instructions given by the Authority. In order to guide the designer/ proof checker regarding

Authority's requirements and terms of contract, Design Basis Report or Preliminary Design Report, as defined in the contract clarifying the codes/standards and design criteria to be adopted, should invariably be prepared and approved by Authority to ensure good progress of works and avoid later date conflicts.

4. The EPC agreement also envisages the Authority Engineer to advise to the contractor regarding certain works requiring prior sanction of Commissioner of Railway Safety (CRS). In view of Railway Board's letter No. 2022/Trans cell/Civil/CRS dated 21.06.2022 and 2022/CE-I/ACS-11/IRWM dated 30.09.2022, the works of subways, FOBs including roof plaza, ROBs etc shall require sanction of Principal Chief Engineer (PCE). Accordingly, the approval of relevant authorities shall be obtained as per the laid down process. For all such works, the relevant design criteria shall also be got approved from the design office of PCE at an appropriate stage and the General Arrangement Drawings shall be approved by the SAG officer handling the contract.
5. Other than items requiring specific approval of Authority as per the EPC/PMS contracts, approval of drawings/designs/documents or test checks of bills is not envisaged by the Authority in cases where a PMS agency is nominated as Authority Engineer. Wherever a Railway engineer is nominated as the Authority Engineer, the existing instructions for drawing/design approval and test checks shall be applicable.
6. Whether the nominated AE is a PMS agency or a railway engineer, the JAG/SG officer handling the EPC/PMS contracts shall carryout regular inspections of sites and contract related drawings/designs/documents and submit monthly reports to CE/CPM handling the contract. Such reports should be comprehensive and inter alia detail the inspections carried out by them, quality of works at the site, progress of the works against contractual milestones, compliance of contractual obligations by the EPC/PMS contractors, any other important item coming to their notice etc. The CE/CPM handling the contracts shall also carryout his own inspections and submit similar report every two months to his controlling officer. Zonal Railways may modify the instructions in this para with approval of PCE/CAO(C).
7. The Zonal Railways are also required to evolve quarterly audit system (departmental and/or third party) for engineering, procurement and construction related items apart from compliances ensured above. The audits/inspections shall be within the Authority's right to inspect/audit the site/works/documents/progress as per the EPC/PMS contracts and should be so implemented that the execution of EPC/PMS contracts is not adversely

affected. The audit team should also refer a few randomly selected designs for check by design office of PCE/CAO(C)/third party.

8. It should be ensured that the communications to the EPC/PMS contractors by Zonal Railways are routed through the concerned JAG/SG officer or above handling the contract except cases involving emergencies like safety of trains/passengers etc.
9. This is issued with approval of Board(MI).

DA/- as above ref.

019.10.22  
(Rakesh Choudhary)  
Executive Director/ SD&T  
Railway Board  
Mob. 9717643650  
Email: [edsdtrs@rb.railnet.gov.in](mailto:edsdtrs@rb.railnet.gov.in)

Copy to:

1. Advisor to MR, EDPG to MR, OSD to MR, EDPG to MOS(D), EDPG to MOS (J)
2. PSO/Sr PPS CRB & CEO, Member (Finance), Member (Infra), Member (TRS), Member (O&BD), Secy, DG(RHS), DG(RPF)
3. PCEs, CCMs, CEEs, CAO/Cs, CSTEs and DRMs, all zonal railways.
4. Vice Chairman, Rail Land Development Authority, DMRC Building, Ajmeri Gate, New Delhi for adopting suitable system for the projects being handled by RLDA.