

Introduction

Brief About Store Department

The Stores Department is the procurement and disposal agency for entire Central Railway. The entire activity of procurement, inspection, accounting, stocking and distribution of stores is looked after by the Stores Department. Stores are procured for the maintenance of rolling stock (locomotives , coaches , EMU Coaches and wagons) and infrastructure (track , signalling systems, building etc .), operation of assets (lubricating oils etc.) and repairs in workshops. Procurement of stores is being done on-line through IREPS website: www.ireps.gov.in

There are 9 Depot spread over entire Railway for storage, custody and distribution of various items, besides this, Divisional store organization is associated with each Divisional Head Quarter.

Head Quarter Unit:

Headquarter Office is responsible for overall control and specifically deals with Purchase and Sales functions along with Inventory Control and General Administration. Headquarter Unit includes a Scrap Sale Monitoring Unit. The Principal Chief Materials Manger, who is assisted by a team of 1 HAG, 2 SAG officers' 6 JAG, 2 senior scale and 5 junior scale officers, is discharging Materials Management functions at HQ.

Stores are purchased in the headquarters office and about 7500 items are stocked in 23 stocking depots situated at 5 divisions i.e. Katihar, Alipurduar, Rangiya, Lumding and Tinsukia. These depots cater to the requirements of five divisions, 2 workshops, 3 loco sheds.

Depots:

Some depots are attached to Diesel/ Electric Loco Sheds. Rest of the Depots are attached to Workshops. These also cater to requirements of nominated divisions. PNO & NJP are general stores depot, which is not attached to any workshop or shed, but serves the Divisional Indentors. Hajibunder depot is an exclusive Scrap depot.

Divisional Set-up:

Sr. Divisional/Divisional Materials Mangers heads the Divisional Stores Units and assists DRM on stores matters. Sr Divisional/Divisional Materials Mangers attends to procurement of petty non-stock items, stock materials during emergencies and also monitor scrap mobilization in the Divisions. They work as an interface between the Divisional set up and rest of the Units of Stores Department.