



Office of the
Divisional Railway Manager

SOUTH EAST CENTRAL RAILWAY
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अंतर्राष्ट्रीय सहकारिता
वर्ष
सहकारी समितियाँ एक बेहतर
दुनिया का निर्माण करती हैं
सहकारिता मंत्रालय, भारत सरकार

No. DRM/NAG/Const/2026 | 53

Date: 30.4.2026

To,
CPM/GSU, CPM/Con,
Dy.CSTE/Project, Dy.CEE/Project,
Sr.DEN/Co, Sr.DEE/TRD , Sr.DSTE, Sr.DEE(RS&G)
SECR-NAGPUR DIVISION


Subject: Procedure for Submission, Processing and Approval of Method Statements under
GCC-2022

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1. All construction activities shall be executed only through approved Method Statements.
2. The Contractor shall submit detailed Method Statements sufficiently in advance before commencement of the concerned activity. The Method Statement shall include, but not be limited to:
 - a) Scope of work
 - b) Sequence of execution
 - c) Plant & machinery deployment
 - d) Material specifications
 - e) Quality control measures
 - f) Inspection & test plan (ITP)
 - g) Safety precautions
 - h) Traffic / block management plan, wherever applicable
 - i) Risk mitigation measures
 - j) Relevant drawings and calculations
3. The submitted Method Statement shall be processed through the following approval flow:

Contractor
↓
Submission to Engineer/Engineer Representative
↓
Technical scrutiny / observations
↓
Compliance by Contractor
↓
Review of revised submission
↓
Approval by Competent Authority/Engineer
↓
Permission for commencement of activity

4. No activity shall be commenced without written approval of the Method Statement by the Engineer/Competent Authority.
5. Approval of Method Statement shall be construed only as permission to proceed with the proposed methodology and shall not absolve the Contractor from responsibilities related to safety, quality, workmanship, specifications, design adequacy, statutory compliance, or contractual obligations.
6. Attention is invited to Clause 49 of GCC-2022:
"No certificate other than Maintenance Certificate, if applicable, referred to in Clause 50 of the conditions shall be deemed to constitute approval of any work or other matter in respect of which it is issued or shall be taken as an admission of the due performance of the contract or any part thereof."
7. Any modification in sequence, methodology, equipment, temporary works, or safety arrangements shall require resubmission and fresh approval of revised Method Statement before implementation.
8. All field officials and contractors shall ensure strict compliance of the above procedure.
9. During field inspection of officers, method statement available at site should be ensured and checked. The same needs to be reflected in inspection note.


20/4/26
(Deepak Kumar Gupta)
Divisional Railway Manager,
SECR-NAGPUR

Copy to:

1. ADRM/SECR/NAG for inf.