पूर्व मध्य रेल

Office of the
General Manager/S&T
Hajipur

No. ECR-HQ0SnT(Genl)/70/2020 (eFile: 38556) **Date: 22/04/2025.**

CSTE/Con/South & CSTE/Con/North/MHX,
CSTE/Works/ECR/HJP,
Sr.DSTEs-DHN/DNR/DDU/SEE & SPJ,
Dy.CSTE/Works- DHN/DNR, Dy.CSTE/Works/DDU-I, Dy.CSTE/Works/DDU-II,
Dy.CSTE/Works/HJP &Dy.CSTE/Works/HJP-II.
East Central Railway.

Signal Policy No. 04/2025

Sub:- Policy for Ensuring Quality in works- Quality Audit.

Ensuring quality installation goes a long way for asset reliability and maintainability. A system of quality audit shall therefore be implemented for all S&T works are detailed below:

(i) Independent quality audit of each work should be undertaken to ensure the quality of the work. It should be responsibility of the executing agencies to ensure quality audit of their work is undertaken before commissioning.
(ii) At least 3 quality audit of the work should be undertaken. More quality audits can be planned by the executing agencies for long duration work.
(iii) The officer in-charge of the section shall be the quality auditor for works being done in his section. In case, the work is being executed by division, ASTE/Signal/HQ shall be the quality officer. All but the last quality audit shall be done by officer In-charge of the section.
(iv) The last and the final quality audit shall be done by the Sr.DSTE of the section/division. For the works being executed by divisions, Dy.CSTE/Signal/HQ shall be quality officer for the last and final audit.
(v) The quality audit should be planned by the executing agencies in consultation with quality officer. The gap between each quality audit shall be at least 15 days. The quality officer shall also see the compliances of the observations of the previous quality audit done.
(vi) The last quality audit shall be planned at least 15 days prior to the commissioning of the work.
(vii) All the quality audit reports and compliances thereof shall also be sent to PCSTE's office for perusal and record. The sectional officer and ASTE/Sig/HQ shall send a copy of their audit report to the division as well

as to the officer who will undertake the last quality audit. They must also accompany the officer during the last quality audit.

(viii) The executing agency shall prepare a quality audit plan and submit the same to the quality officers clearly indicating the items that are proposed to be shown during the quality audit so that the quality auditor is well prepared before undertaking the audit. The quality auditor may ask for modification in the audit plan in consultation with the executing agencies.

(ix) A detailed quality checklist as circulated by Board is attached as guidance for preparing the quality plan for the work. The final quality audit shall take into account all the items of the checklists.

(x) The compliance statement of the quality audit check shall also be part of the application for NI preparedness approval by PCSTE.

(xi) This policy shall come into effect from 1st April'2025.

This shall be implemented with immediate effect. For those works that are planned to be commissioned in Apr'2025, only the final quality audit should be done as on one time exception.

DA: Board's guidelines.

Signed by
Rajiva Shekhar
Date: 24-04-2025 14:02:39

(Rajiva Shekhar)
ASTE/Signal/HQ