

NOTE

No.W-4/283/09/Duty List(GAZ)/Pt.-II / 1280

Dated :11.04.2016

Sub : Revised duty list of Dy.CE/Track Operation/HJP.

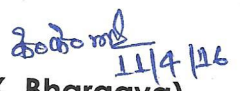
Following duty list of Dy.CE/Track from Sl. No.1 to 25 is assigned to Dy.CE/TO/HJP including his existing duty list.

1. Cadre control of P.way staff including creation, recruitment and surrender of posts.
2. Review of Gang strength.
3. Rail/Weld, Glued Joint, SEJ etc. failures, analysis and measures to control the same.
4. Upkeep of G&SR, Block working manual, Accident Manual, Operating Manual, other Codes & Manuals related with his duties.
5. Track patrolling viz summer, monsoon, winter and security patrolling including precautions to be taken during these patrolling/seasons.
6. Technical training of P.way cadre including functioning of Divisional P.way training schools.
7. Monitoring Periodical scheduled Inspection of track by officers.
8. All matters related to track recording like TRC, OMS etc.
9. USFD testing of rails and monitoring progress and performance of USFD machines.
10. Sectional speed raising, removal of PSR, working time table, Engg. recovery time.
11. Approval of LWR/CWR plans (nodal officer).
12. Formation rehabilitation including related soil investigation.
13. Monitoring supply of Thermit portions to the Divisions against works contracts of division.
14. Ballast policy, procurement and monitoring, supply, distribution and training of ballast to the Divisions including movement of hoppers & maintenance/overhauling.
15. Estimates, contracts, Variation statements etc. related with supply of ballast and court cases on ballast supply.
16. Co-ordination with State Govt. / Central Government authorities in connection with forest/ mining clearance etc. for ballast quarries.
17. All matters regarding mining activity near railway track and co-ordination with Coal Mining Adviser/other authorities.
18. Policy matter regarding taking over new assets from Construction Organization.

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- 19. Arrangement of forms and registers etc related with track maintenance.
- 20. Monitoring reclamation of P.way materials like crossing bodies, Switches etc.
- 21. Court cases pertaining to track matters.
- 22. PCDO of his unit.
- 23. He will report to CTE/PCE.
- 24. Any other items assigned by CTE/PCE.
- 25. He will be assisted by AEN or XEN/Track.

This has the approval of PCE.


 (K. K. Bhargava)
 Secy. to PCE

Copy to: -

- 1. CTE, CBE, CPDE, CGE, CE/TSP, CE/RSW & CE/TMC.
 - 2. All Sr. DEN/Co-ords.-DHN, MGS, DNR, SEE, SPJ, CWM/PD/MGS & Dy.CE/TMC/MGS.
 - 3. All Dy.CEs/HQ/HJP-Dy.CE/TO., Dy.CE/TP, Dy.CE/TMC, Dy.CE/Br./HQ, Dy.CE/Br./Line, Dy.CE/G, Dy.CE/TSP, Dy.CE/Plg & Dy.CE/Works.
 - 4. All XENs & AENs at HQ/HJP.
 - 5. Chief OS/OS : W-1, W-2, W-3, W-4, W-5, W-6, W-7, W-7A, W-7B, W-8 & W-9.
- ⑥ Track cell.