

EAST CENTRAL RAILWAY

No. ECR/HQ/JPO/efile no. 261966

JOINT PROCEDURE ORDER (JPO) FOR UNDERTAKING EARTH WORK IN THE VICINITY OF ELECTRICAL, SIGNALLING & TELECOM CABLES/ ASSETS

Sub: Procedure for undertaking earth work/digging work/trenching work in the vicinity of Signaling, Telecom and Electrical cables/ other assets- preventative and post cable/ asset damage measures.

**Ref.: - (i) Rly. Bd's letter No. 2021/Tele/5(2)/3-Part(I)(3425647), NDLS dtd. 12.06.2023.
(ii) Rly Board letter no.- 2020/Tele/11(6)/1(3329554) dated 02.12.2023.**

Despite Railway Board circulars and JPOs, cuts in cables/ damage to the existing utilities due to construction activities such as multiple tracking, doubling, yard remodeling, additional loop/ longer loop work, station development, building construction, Tower/ Mast erection works, Electrification works, Drainage, water pipe line etc and such other works involving earth work/digging/ trenching work in vicinity of existing assets is a cause of concern. Directions were issued to prevent such cases from time to time including Railway Board JPO no. 2003/Tele/RCI1/1/Pt.IX, dated 24.06.2013 (Telecom Circular No. 17/2013). Vide above ref(i) in suppression to above JPO, Railway Board issued guidelines for protection of cables while doing working in vicinity and advised Zonal Railways to issue JPO based on these guidelines.

The JPO is issued to describe the mechanism for different use cases to prevent damage to working asset during the work.

(1).	Divisions will upload updated Cable Route diagram for all types of cable (block section wise) on Home page of internet website of ECR (www.ecr.indianrailways.gov.in). The Executing Agencies may refer to this while executing the work.
(2).	Leveraging Information Technology to permits cable cut using coordinated information system: (i) For all new/ existing works where trenching/ digging of soil/earth works is involved by any agencies of S&T, Electrical, Civil Engineering, RVNL, IRCON, DFCCIL, private sector firms, etc., "Call Before u Dig" (CBuD) scheme to be implemented as per direction of Railway Board issued in this regard (as amended time to time). To implement the "Call Before u Dig" (CBuD) mobile app, it is mandated to include the CBuD model of working as a part of the tenders of all departments. (ii) Subsequently a joint survey between all assets owners and executing body will be undertaken. Based on this survey a detailed joint sketch plan indicating the presence of cables and their distance from the OHE pole should be prepared and jointly signed. This joint sketch should be available with asset owner as well the executing agency before taking up the work.

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15/5/24
PCSTE/ECR

[Signature]
PCEE/ECR

[Signature]
15.5.2024
PCF/ECR 16 Com PCSE/ECR

(3).	<p>Where new works is being executed: For all new works involving trenching/earth work of any kind, system of providing information to be given as per details given in S.No-(2) above. Joint survey by S&T, Electrical and executing department indicating existing S&T, Electrical and other cable should be undertaken. On basis of this survey, a joint sketch indicating items for shifting of existing S&T & Electrical cables should be prepared and it should invariably be made part of DPR and estimate with adequate fund provisioning in it. Trenching/Earth work should only be started/ undertaken when shifting/ relocation of cable and other infrastructure is ensured.</p>
(4).	<p>For all ongoing works: For all ongoing/ existing works involving trenching/earth work of any kind, system of providing information to be given as per details given in S.No-(2) above. Further, provision of fund should be made either by sanction of work of cable shifting (if necessary) utilizing contingency/ supplementary/ revision of existing estimates where provision does not exist. Trenching/Earth works should only be started/ undertaken when shifting/ relocation of cable and other infrastructure is ensured. For this, following is to be ensured:</p> <ul style="list-style-type: none"> (i) Joint survey between S&T, Electrical and executing department indicating existing S&T, Electrical and other cable should be undertaken. This survey should also indicate the scope of earth work and area involved in the work. Based on this survey a detailed sketch plan indicating the presence of cables and their distance from the OHE pole should be prepared and jointly signed. (ii) On basis of this survey, cable/ asset shifting shall be done by executing agency and new cable should be kept ready in location box/relay hut/relay room for shifting. However, shifting of working circuits on new cable of Signal/ Telecom/ Electrical assets in location box/ Relay room/ OFC Huts, other location, etc. shall be responsibility of concerned Sr.DSTEs/ Sr.DEES in division. (iii) Approval to be obtained by exercising activity at S.No-2 (i) above.
(5).	<p>In case shifting of cable is not feasible (due to any reason),</p> <ul style="list-style-type: none"> (i) After the joint survey, detailed joint sketch plan as indicated in S.No.2 (ii) shall be prepared. (ii) In addition to this, lime marking or appropriate marker should be provided indicating presence of cables. (iii) The protection of cable shall be ensured by the executing agency taking all the precautions, preferably by manual method. The work should be carried out as per joint sketch taking care of exiting cables. (iv) However even upon taking all these precautions if cable gets damaged, due to any reason, it should be promptly informed to the concerned S&T/Electrical staff / respective Control. Under these circumstances, the contractor is expected to help Railways in restoration and there after he can make a request to ADRM for reduction of penalty.
(6).	<p>Precaution to be taken during commencement of work: All executing/ assets owners departments/ units should take precaution/ utmost care during execution of any work in vicinity of Railway Track. In this regard, Divisional control room of the respective deptt. shall inform all concerned about the ongoing works with its scope in the section by available means of communication to make them aware of the work being executed in section.</p>

K. Anand
15/5/24
PCSTE/ECR

A. P. P.
PCE/ECR

A. M. J. Ram
15-5-2024
PCE/ECR

16. Com P. C. S. C. / ECR

(7).	For trenching work on Railway land by agencies of Government (other than Railways) i.e NHAI, State Govt, Private Companies/ agencies, etc., the system as elaborated in CBuD should be followed. Engineering department will be coordinating department with these agencies/ units.												
(8).	Penalty for cutting/ damaging the Railway cable by firm/ contractor/ agency:												
(i)	Penalty should be levied on the contractor when they work without permission or resort to careless working without making proper arrangements for protecting cables and other utilities. Level of Penalty to be imposed for damages to cable/ utilities shall be as under: <table border="1"> <thead> <tr> <th>Cable Damaged</th><th>Penalty per location (Rs.)</th></tr> </thead> <tbody> <tr> <td>Only Quad cable or Signaling cable</td><td>1.0 Lakh</td></tr> <tr> <td>Only OFC</td><td>1.25 Lakh</td></tr> <tr> <td>Both OFC & Quad</td><td>1.5 Lakh</td></tr> <tr> <td>Electrical Cable</td><td>1.0 Lakh</td></tr> <tr> <td>Telecom PIJF Cable</td><td>0.5 Lakh</td></tr> </tbody> </table>	Cable Damaged	Penalty per location (Rs.)	Only Quad cable or Signaling cable	1.0 Lakh	Only OFC	1.25 Lakh	Both OFC & Quad	1.5 Lakh	Electrical Cable	1.0 Lakh	Telecom PIJF Cable	0.5 Lakh
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(ii)	Necessary debit in this regard will be raised by the cable/utility owing department on the executing agency undertaking the work, who shall levy and recover the penalty from the defaulting contractor. The executing agency may make necessary provision in the contract to enforce the penalty.												
(iii)	For penalty to be imposed for each cable cut, a joint report should be prepared on the same day at the level of supervisors of executing unit and affected unit. Responsibility of unit to be fixed based on the joint note and joint sketch. If supervisor of executing unit refrain from signing of the joint note then DAR action may be initiated by concerned department against the associated supervisor.												
(iv)	The defaulting contractor/ agency/ unit (on basis of penalty imposed based on joint report) may appeal against the penalty. For this, they may apply to ADRM of the division through proper channel within one month of receiving the penalty notice along with complete documents and detailed justification. ADRM may enquire over the matter and decide on the appeal after consulting all concerned department/ documents. In case where defaulting contractor has extended help in restoration, the penalty can be reduced to an extent as deemed fit by ADRM. Decisions taken by ADRM shall be final and also be binding on all parties.												
(v)	In case of cable cut/ damage due to miscreant activity or anyone working without permission then an information to be given by divisional Control of affected department to Security Control in division for instant preventive action followed by formal complaint by concerned SSE/JE of affected unit to concerned RPF Post for registration of criminal case. Thereafter, joint report should be prepared on the same day at the level of supervisors of RPF and affected unit (owner unit of asset). Case registered by RPF, being a legal procedure at disposal of the Court, would not be withdrawn.												
(9).	Penalty not to be imposed in case of following:												
	Where works are executed by authorized contractors of Railways/ department who have been allowed/ permitted to work in the location & firm is obeying all the prescribed Rules framed by Railways and as per joint sketch but it is found that incorrect cable marking is given by concerned affected department as per initial joint survey.												

(Savita Gedam)
PCSTE/ECR

(Dr. Amit Garg)
PCE/ECR

(Rajendra Kumar Choudhary)
PCEE/ECR

(Amresh Kumar)
IG cum PCSC/ECR