



जे.के.वर्मा,
J.K. VERMA,
 प्रमुख मुख्य इंजीनियर
 PRINCIPAL CHIEF ENGINEER

दक्षिण पूर्व मध्य रेलवे
 SOUTH EAST CENTRAL RAILWAY
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No. SECR/HQ/ENGG/EO/PCE/SAG Duty List/ 27

Bilaspur, Dtd. 18.11.2016.

All HODs and Dy.CEs,
Engineering Department (O/L),
S.E.C. Railway, Bilaspur.

Sub. : - Duty list of SAG, JAG & other officers of Engineering Department of Open Line Organization of SECR.

Ref.:- This office letter no. SECR/HQ/EO/PCE/SAG Duty List/17, dated 07.10.2016

In partial modification of duty list & looking after arrangements issued vide this office letter under reference, the duty list & looking after arrangements of Dy.CE/Track Planning, Dy. CE/Track & Dy. CE/TM have been revised as under:

1.0	Chief Track Engineer (CTE) - Shri Anand Prakash. :
2.0	Dy. Chief Engineer /Track Planning/HQ - Shri Bhavesh Pande:
1	Permanent Way Cadre – Manpower planning, Creation of Posts, Training i.e improvement in syllabus, meditation courses for enhancement of inner potential and output, promotions, transfers etc.
2	Upgradation of skills of Gr. C&D staff of P. Way.
3	Overall co-ordination of all track related subjects.
4	Budget and Works Programme – Plan Head : Track Renewals, sanction of Track Renewal estimates.
5	Monitoring progress of Track Renewal Works.
6	Assessment of requirement of P. Way materials, both under DRF & Revenue, forwarding the same to CE/TS & HQ for procurement.
7	Distribution of all P.Way materials excluding PSC sleepers.
8	Rails both new and second hand and their distribution, movement of EUR rakes and related co-ordination with Bhilai Steel Plant.
9	Level crossings – inspection, maintenance, CRS's sanction, upgradation of infrastructure at level crossings, re-opening of level crossings, provision of various sign boards, stop boards, warning boards, speed breakers, security fencing etc. at level crossings, detention of road traffick at level crossings.
10	G&SR, accident Manual, P. Way Manual, LWR Manual and other Rules, Acts, Codes and Manuals related with his duties.
11	Institution of Permanent Way Engineers (India).

12	Disaster Management of Engineering Department –Co-ordination.
13	MR/MP/MLA references in connection with Track Matters.
14	Assisted/Private sidings, Traffic Facility Works, Approval of DPR, ESPs & other track related drawings, Coordination with other HODs.
15	Plans of Traffic Facility Works.
16	Functions pertaining to Metro Rails.
17	Policy of welding AT/FBW etc., procurement of spares and consumables from stores.
18	Track Maintenance issues including drainage, formation treatment etc.
19	Monitoring of PCDO to be submitted to ME, related Annexures and other coordination between other Dy.CEs.
20	Yard Diagrams, Index Plans and Track Diagram.
21	Monitoring of performance of new material under trial and reporting to RDSO etc.
22	Unified Standard Schedule of Rates for P.Way.
23	Meetings, Seminars and Conferences of GM, PCE & Sr.DENs.
24	PNM & other Union matters pertaining to P. Way staff, RTI, Public Grievances etc.
25	Over all coordination of all track related subjects & keeping status of Railway Board/RDSO/GM references pertaining to track.
26	Any other works as assigned by CTE & PCE.

3.0 Dy. Chief Engineer/Track/HQ - Shri A. K. Tiwari:

1	Permanent & Temporary Speed Restrictions, CRS Sanctions except LC, Engineering Restriction Time and Working Time Table.
2	Co-ordination with Operating Department arranging Locomotives, Rolling Stocks, Traffic blocks etc.
3	Ballasting and Ballast Specifications, Hoppers and their movements.
4	Patrolling of Track.
5	Safety, Safety Drive, Safety Audit etc.
6	Asset Reliability.
7	Punctuality of Trains.
8	Uniform of P.Way Staff.
9	USFD – Including procurement of spares and coordination with divisions & stores.
10	Scrap.
11	Monitoring of P.Way Tools and Equipments.
12	Compliance of inspection note of ME/RDSO/RB/GM/PCE/HODs for items pertaining to Track.
13	TRC & OMS Run
14	Central Control,
15	Track Maintenance Issues
16	Surplus materials and inventory of all materials.
17	Track Standards Committee.
18	Trials of new developments.
19	Policy on opening of New Lines.
20	Monitoring of inspections of track by Engineering officials including inspections of depots of SSE(P. Way)s.

21	Accidents and Accident Enquiry Reports.
22	Raising of speed proposals etc.
23	Trimming of trees along the track.
24	Strike Manual.
25	Gate Meters at LCs.
26	Track Management System - Development, Maintenance and Monitoring co-ordination.
27	Tenders & AMCs related to Track at HQ.
28	Any other works as assigned by CTE & PCE

4.0 Dy.Chief Engineer/Track Machines/HQ – Shri D. Satyanayana:

- 1 Track Machine Cadre- Manpower planning, Creation of Posts, Training i.e improvement in syllabus, meditation courses for enhancement of inner potential and output, promotions, transfers etc.
- 2 Upgradation of skills of Gr. C&D staff of Track Machines.
- 3 Maintenance, Operation and control of all types of Track Machines.
- 4 Small Track Machines – Policy, Procurement (General maintenance will be with division).
- 5 Track Machines Manual.
- 6 Framing and initiation of proposals and carrying out detailed planning through CTE.
- 7 Arrangement of consumables, spares for track machines.
- 8 Condemnation of unserviceable machines.
- 9 Innovations and all related issues of Track Machines.
- 10 Any other works as assigned by CTE & PCE.

5.0 XEN/Track/HQ, Shri K. K. Singh will report Dy.CE/Track Planning/HQ, Shri Bhavesh Pande.

6.0 Looking after arrangements:

Sn.	Officer	Looking after arrangement		
		1st	2nd	3rd
1	Dy.CE/Track	Dy.CE/Tr.Plg	Dy.CE/TM	Dy.CE/Tr. Supply
2	Dy.CE/Tr. Plg	Dy.CE/Track	Dy.CE/Tr. Supply	Dy.CE/TM
3	Dy.CE/TM	Dy.CE/Tr. Plg.	Dy.CE/Track	Dy.CE/Tr. Supply

This has the approval of PCE.


(Bikram Das)
EO to PCE,
SECR/BSP

Copy to :-

CTE, CBE, CE/P&D, CE/TS&HQ

Dy.CE/Tr. Plg., Track, TM, Tr. Supply, P&D, G, Br, Br.Line & RSW.

XEN/Track/ HQ.

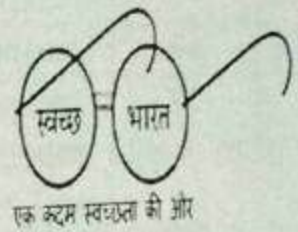
Sr.DEN/Co/BSP, R & NGP



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No. SECR/HQ/EO/PCE/SAG Duty List/ 17

Bilaspur, Dtd. 07.10.2016.

All HODs and Dy.CEs,
Engineering Department (O/L),
S.E.C. Railway, Bilaspur.

Sub. :- Duty list of SAG, JAG & other officers of Engineering Department of Open Line Organization of SECR.

Ref. :- This office letter no. EO/PCE/SAG Duty List, dated 08.10.2010, 14.05.2013, 25.05.2015, 22.07.2015, 14.08.2015 & 27.07.2016.

Duty list and looking after arrangements of SAG, JAG & other officers of Engineering Department of Open Line Organization of SECR were issued from time to time vide this office letters under reference. In supersession of all the previous orders on the issue, the duty list and looking after arrangements of officers of Engineering Department (O/L) are as under:

1.0	Duty List:
1.1	Common duties to all SAG & JAG officers pertaining to their respective functions:
1	Functional duties assigned in various Manuals. The functions assigned in manuals for THODs will be performed by functional HODs.
2	Carrying out inspections related to their functions.
3	Coordinations with the respective divisions as assigned vide note no. SECR/HQ/EO/PS/PCE/SAG Duty list, dated 20.07.2016
4	Attending accidents, emergencies, accompanying CRSs inspection and attending meetings as required as assigned by Principal Chief Engineer.
5	Sanction of various estimates for the works related to their functions.
6	MR, MP & MLA references. Public Grievance, CPGRAM
7	Replies to Audit Paras, Draft Paras etc.
8	Queries under RTI Act.
9	Compendium of Instructions.
10	Innovations, Modernization and Technological advancements.
11	Vision 2020.
12	Quality Audit of their functions.
13	Plans and Estimates of their functions.

14	Maintenance of APAR of non-gazetted staff working under respective HODs.
15	Compliance of inspection note of ME/RDSO/RB/GM/PCE/HODs, DIV and Construction Organisation for items related to their functions.
16	Meetings, seminars and conferences related to their functions.
17	Cadre – Manpower planning, Human Resource Development, Training i.e improvement in syllabus, meditation courses for enhancement of inner potential and output, promotions, transfers etc. of non-gazetted staff working under them.
18	Maintaining Library of Books, Codes, Manuals and important policy instructions related to their functions.
19	Budget Pronounce Items related to their functions.
20	Any other functions assigned by PCE.

1.2 Chief Track Engineer (CTE) - Shri Anand Prakash. :

1.2.1 Dy. Chief Engineer /Track Planning - Shri Bhavesh Pande:

1	Permanent Way Cadre – Manpower planning, Creation of Posts, Training i.e improvement in syllabus, meditation courses for enhancement of inner potential and output, promotions, transfers etc.
2	Upgradation of skills of Gr. C&D staff of P. Way.
3	Overall co-ordination of all track related subjects.
4	Budget and Works Programme – Plan Head : Track Renewals, sanction of Track Renewal estimates.
5	Monitoring progress of Track Renewal Works.
6	Assessment of requirement of P. Way materials, both under DRF & Revenue, forwarding the same to CE/TS & HQ for procurement.
7	Distribution of all P.Way materials excluding PSC sleepers.
8	Rails both new and second hand and their distribution, movement of EUR rakes and related co-ordination with Bhilai Steel Plant.
9	Surplus materials and inventory of all materials.
10	Track Standards Committee.
11	Level crossings – inspection, maintenance, CRS's sanction, upgradation of infrastructure at level crossings, re-opening of level crossings, provision of various sign boards, stop boards, warning boards, speed breakers, security fencing etc. at level crossings, detention of road traffick at level crossings.
12	G&SR, accident Manual, P. Way Manual, LWR Manual and other Rules, Acts, Codes and Manuals related with his duties.
13	Trials of new developments.
14	Institution of Permanent Way Engineers (India).
15	Policy on opening of New Lines.
16	Disaster Management of Engineering Department –Co-ordination.
17	Monitoring of inspections of track by Engineering officials including inspections of depots of SSE(P. Way)s.
18	MR/MP/MLA references in connection with Track Matters.
19	Assisted/Private sidings, Traffic Facility Works, Approval of DPR, ESPs & other track related drawings, Coordination with other HODs.

20	Plans of Traffic Facility Works.
21	Accidents and Accident Enquiry Reports.
22	Functions pertaining to Metro Rails.
23	Raising of speed proposals etc.
24	Policy of welding AT/FBW etc., procurement of spares and consumables from stores.
25	Track Maintenance issues including drainage, formation treatment etc.
26	Monitoring of PCDO to be submitted to ME, related Annexures and other coordination between other Dy.CEs.
27	Yard Diagrams, Index Plans and Track Diagram.
28	Monitoring of performance of new material under trial and reporting to RDSO etc.
29	Trimming of trees along the track.
30	Strike Manual.
31	Gate Mitra at LCs.
32	Unified Standard Schedule of Rates for P.Way.
33	Meetings, Seminars and Conferences of GM, PCE & Sr.DENs.
34	Any other works as assigned by CTE & PCE.

1.2.2 Dy. Chief Engineer/Track

1	Permanent & Temporary Speed Restrictions, Engineering Restriction Time and Working Time Table.
2	Co-ordination with Operating Department arranging Locomotives, Rolling Stocks, Traffic blocks etc.
3	Ballasting and Ballast Specifications, Hoppers and their movements.
4	Patrolling of Track.
5	Safety and Punctuality of Mail Express Trains.
6	Uniform of P.Way Staff.
7	USFD – Including procurement of spares and coordination with divisions & stores.
8	Scrap.
9	Monitoring of P.Way Tools and Equipments.
10	Compliance of inspection note of ME/RDSO/RB/GM/PCE/HODs for items pertaining to Track.
11	TRC & OMS Run
12	Central Control
13	Any other works as assigned by CTE & PCE

1.2.3 Dy.Chief Engineer/Track Machines – Shri D. Satyanayana :

1	Track Machine Cadre- Manpower planning, Creation of Posts, Training i.e improvement in syllabus, meditation courses for enhancement of inner potential and output, promotions, transfers etc.
2	Upgradation of skills of Gr. C&D staff of Track Machines.
3	Maintenance, Operation and control of all types of Track Machines.
4	Small Track Machines – Policy, Procurement, Consumables, Imprest and Monitoring of Maintenance (General maintenance will be with division).

5	Track Machines Manual.
6	Framing and initiation of proposals and carrying out detailed planning through CTE.
7	Track Management System - Development, Maintenance and Monitoring co-ordination.
8	Arrangement of consumables, spares for track machines and small track machines.
9	Condemnation of unserviceable machines.
10	Innovations and all related issues of Track Machines.
11	Any other works as assigned by CTE & PCE.

1.3 Chief Bridge Engineer – Shri Ranjan Yadav:

1.3.1 Dy.Chief Engineer/Br./HQ – Shri Saurabh Gupta:

A Design and Drawing activities :

1. Design and drawing of Railway Bridges.
2. Design and drawing of Road Over/Under Bridges.
3. Design and drawing of Railway buildings and other structures.
4. Suggesting the remedial measures of existing bridge defects.
5. Hydrological calculations for existing bridges.
6. Approval of GAD of other bridges. (ROB, RUB, LHS, Deposit works, canal crossings, cable/pipe line crossings, ROR etc.)
7. Steel channel sleepers design and drawings.
8. Design and drawings for strengthening of existing bridges.
9. Launching scheme of ROB and Railway bridges.
10. Development of computer programme for design including procurement, updating and safe custody of design software.
11. Collection and circulation of standard drawings.
12. Upkeep of existing tracing drawings of Railway bridges.
13. Collection of completion drawings from Construction Organizations.
14. Scanning of drawings.
15. Plotter handling and maintenance.
16. Technical library of Bridge Cell.
17. Position of pending drawings in bridge cell
18. Scrutiny of report of RDSO on technical matters.
19. Agenda and compliance of CBE's seminar, PCE/CBE's conference and BSC meetings, bridge related items of TSC.

B Matters pertaining to CRS :

1. For Rolling stock and locomotives.
2. For raising sectional speeds involving CRS sanction.
3. ODC movement on Railways.
4. CRS cases related to Divisions.
5. Inspection Note of CCRS and CRS.
6. CRS position to PCE.
7. Parliament, MP/MLA GM representations.

8.	CE's circulars related to bridges.
9.	Position of infringements to SOD.
C	Any other works as assigned by CBE & PCE

1.3.2 Dy.Chief Engineer/Br.Line/HQ – Shri B.V.S Subrahmanyam :

- 1 Bridge Cadre – Manpower planning, Creation of posts, Training i.e improvement in syllabus, meditation courses for enhancement of inner potential and output, promotions, transfers etc.
- 2 Upgradation of skill of Group "C" & "D" staff of Bridge.
- 3 Meetings related with RAW & RATs.
- 4 Audit and Accounts Paras related to Bridges.
- 5 Report on Instrumentation of Bridges, Non-Destructive Testing.
- 6 Monitoring of movement of ADENs annual bridge, flood and SSE(Br) Registers and their scrutiny on behalf of CBE at HQ level.
- 7 Execution of Repairs and Maintenance of Bridges and Monitoring of various repairs of steel works and other repairs of bridges.
- 8 Flood Management, NDMA guidelines and Monsoon arrangements.
- 9 Inspection of Bridges, execution of Spl. Bridge works related to SSE(Br) works, FOB works, Deposit works of bridges.
- 10 T&P Management.
- 11 Correspondence related with bridges from RB/RDSO/IRICEN and other Railways.
- 12 Quality control of bridge works of whole SECR.
- 13 Works Programme for Plan Head -32
- 14 MCDO for Bridge Works to Railway Board, Monitoring progress of Bridge Works, financial & physical.
- 15 Progress of works to PCE for Bridge Works (both Revenue and Capital)
- 16 He will be responsible for coordination of all bridge works between HQ, Division, Construction and other Organizations.
- 17 Aerial Videography.
- 18 Any other works as assigned by CBE & PCE.

1.3.3 Dy.Chief Engineer/ RSW – Shri M.K. Subuddhi:

A Road Over/Under Bridge (PH-30):

- 1 Sanction and Monitoring of Construction of Road Over/Under Bridges, Foot Over Bridges for General public, at places, not covered under Passenger Amenity Works, Elimination of Level Crossings.
- 2 Monitoring approval of GAD, Design and Drawing of ROB, RUB and Subways.

B Level Crossing (PH-29):

- 1 Sanction and Monitoring of works related to elimination of Level Crossings.
- 2 Creation/sanction of posts of gateman.

C Other Works:

- 1 Working as Co-Ordinator/Monitor/Nodal Officer for all infrastructure works related to Road Safety Works.
- 2 Monthly Co-ordination meeting with State Govt., National Highway Authority of India, Municipality, other Road Authorities, PSUs dealing with Road Safety Works

	Level Crossings.
3	Preliminary/Supplementary Works Programme of PH-30 & 29 (for works related to elimination of LC).
4	Implementation of Policy instructions, Advance Correction Slips, Engineering Code, IRPWM and Engineering Standarding Orders.
5	Standing Committee, Parliamentary Questions, CA-III, MP/MLA References in connection with L-xings.
6	Audit Cases.
7	Implementation of different systems of funding and construction – Single entity, Annuity based, PPP, BOT, NHAI, MPLADS, NREGA, other new policies.
8	Compliance of Budget Pronouncements, Indian Railway Vision 2020 related with RSW works.
9	Monitoring of execution of Agreements between Railways (Division or Construction organization) and sponsoring agencies in connection with ROB/RUB works on Deposit Terms.
10	Arrangement of Traffic Blocks, Speed Restrictions, Power Blocks related with Road Safety Works.
11	Use of Innovative methods/alternative technology, development of facilities in existing workshops for mass production of RCC boxes for Subway etc.
12	Statistics of level crossings of ROB, RUB, Subways and Analysis.
13	Technical Seminars, IRC, National Road Safety Committee.
14	Inspection and supervision of new infrastructure works, tools and gadgets for the same.
15	PCDO of Road Safety Works.
16	Quality control of execution of Road Safety Works.
17	Any other works as assigned by CBE and PCE.

1.4 Chief Engineer(TS & HQ) – Shri Sanjay B Nagbhidkar:

1.4.1 Dy. Chief Engineer/Track Supply -

1	All matters related to procurement of Track Materials except Rails.
2	Material management regarding procurement & supply from manufacturer.
3	All matters related to PSC sleepers including sleeper plants.
4	Inspection of ERC, metal liners etc.
5	Stock sheets and audit objections related with procurement of track items.
6	Procurement of new materials for trial.
7	Procurement of sleepers, movement of sleeper rakes and related intra-zonal & inter-zonal movements.
8	Obtaining vetted indent from Divisions for procurement of material.
11	Any other works assigned by CE(TS&HQ) and PCE.

1.4.2 XEN/HQ – Shri CH. Mohana Rao:

1	All matters related to land management including licensing and encroachment on railway land.
2	Land boundaries including custody of land plans.

3	All matters related to licensing/leasing of shop, plot, land etc.
4	Leasing of private houses, rent and other charges.
5	Non Fare Revenue
6	Tree Plantation.
7	Land matters of Railway sidings.
8	Assisted & Private sidings - issues related to land.
9	Any other works assigned by CE(TS&HQ) and PCE.
1.4.3	Dy. Chief Engineer/Track Supply & XEN/HQ will report to CE(TS & HQ).
1.4.4	CE(TS & HQ) will maintain close coordination with CTE for assigning priority for procurement of P. Way materials & their supply from manufacturer.
1.5	Chief Engineer(P&D) – Shri Vinod Kumar
1.5.1	Dy. Chief Engineer/P&D - Shri U. Venugopal:
1	Budget and Works Programme incharge for Zonal Railway.
2	Latest tools, methodology, concepts and solutions related to works.
3	Works Manual.
4	Standardization of plans for various utilities and uses.
5	World Class Stations, Development of stations to international standards, Development of stations having religious/tourist importance.
6	Expenditure control.
7	Revenue Budget of Engineering Department.
8	E-working in official functioning – availability of type plans on web (internet).
9	Unified Standard Schedule of Rates and Standar Specifications for Works and Materials.
10	Coordination regarding Unified Standard Schedule of Rates for P.Way.
11	Works Standards Committee.
12	Water supply and drainage plans at all stations and colonies including water supply complaints regarding passenger amenities.
13	ZRUCC Meeting.
14	Passenger Amenities – Model, Modern, Adarsh stations and Multi-functional Complex,
15	Water supply – Planning, Sanction, Execution and Monitoring Quality.
16	Vision 2020 – Coordination.
17	Drainage – Planning, Sanctions and Monitoring.
18	Horticulture.
19	Energy Efficiency.
20	Quality Control and Quality Audit of Works (as approved by PCE).
21	Works programme, LAW Book, MWP, PWP
22	Revenue and Capital Budgets and Monitoring expenditures of SEC Railway.
23	Plans and Estimates of various works other than track, bridges and level crossings and ROBs (PH-31, 30 & 29) & plans of Traffic Facility Works. (PH-16).
24	Museum, Heritage and Religious Structures.

25	Environmental issues, EnHM Wing (Engg. Deptt.) and works related to Corporate Social Responsibility (CSR).
26	Tourism development in Indian Railways.
27	Development under Public Private Partnership (PPP) mode.
28	All matters related to property development.
29	Coordination regarding compliance of Budget Pronouncement Items.
30	Any other works assigned by CE, P&D and PCE.
1.5.2 Dy. Chief Engineer/General - Shri P. K. Samant Roy:	
1	Works, Estimate, Drawing & Ministerial Staff (including Group-D) Cadre - Manpower planning, Creation of Posts, Training i.e improvement in syllabus, Meditation courses for enhancement of inner potential and output, promotions, transfers etc.
2	Upgradation of skills of Group "C" & "D" staff other than Track, Track Machine and Bridges.
3	Contract and Arbitration Policies, Implementation and Monitoring.
4	Utilization of Establishment provisions in Sanctioned Estimates.
5	Meeting of PNM, PREM, Federations etc.
6	Establishment matters of Ministerial staff.
7	RRC, Parliamentary and other Committees.
8	Coordination regarding compliance of Audit and Accounts Inspection Reports.
9	References from MR, MP, MLA, Railway Board and CA-III Co-ordination.
10	Coordination regarding Parliament Questions, Public Grievance, CPGRAM.
11	Maintenance of Colonies and Buildings.
12	Matters related to House/Quarter allotment including policy.
13	All legal matters and court cases.
14	Right to Information Act.
15	Computerization on Engineering Department.
16	Matters related to information and technology and MIS.
17	Provision of CUG phones.
18	Approved consultants and related works including policy, web uploading.
19	Work Study Reports.
20	Schedule of Powers.
21	Stores procurement through COS, PL No. Updation and Revision.
22	Membership of Institutes (National, International like IBC, IIBE, ICE, ASCE etc)
23	Interaction with other authorities - GRP, RMS, P&T, Associations etc.
24	Fixation of Rent of staff quarters and other staff complaints including of matters related to Water Supply in staff quarters (water charges fixation, monitoring staff complaints.)
25	Maintenance of Assets including vehicles (Both Railway and leased)
26	Rajbhasha.
27	General office management including cash imprest of PCE office.
28	Maintenance of Officers Rest Houses & its rental charges.
29	Cleanliness.
30	Coordination regarding compliance of inspection notes of

	ME/RDSO/RB/GM/PCE/HODs, Divisions and Construction Organization and sending consolidated compliance to issuing official.																																	
31	Any other works assigned by CE(P&D) and PCE.																																	
1.5.3	Dy. Chief Engineer/P&D and Dy. Chief Engineer/General will report to CE(P&D)																																	
1.6	EO to PCE – Shri Bikram Das:																																	
1	Gazetted Cadre position.																																	
2	Promotion & Transfer of Gazetted officers.																																	
3	Training of Gazetted Officers including Probationers.																																	
4	Organization Chart.																																	
5	Duty list of HQ Officers.																																	
6	D&A, APAR, IPR and other Confidential Matter (Gazetted).																																	
7	Running Shield, Railway Week Award & related Functions.																																	
8	Evaluating the performance of GMs & DRMs																																	
9	Any other duties assigned by PCE.																																	
1.7	Store matters will be dealt by Dy.CE/G (under control of CE(P&D)) but individual items will be handled by the officers as under :- <table><tr><td>Track material</td><td>Dy.CE/TP</td></tr><tr><td>Track Machines</td><td>Dy.CE/TM</td></tr><tr><td>USFD</td><td>XEN/Track</td></tr></table>	Track material	Dy.CE/TP	Track Machines	Dy.CE/TM	USFD	XEN/Track																											
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1.8	Attachment of all other SS/JS officers with JAG/SS officers with their respective duty list will be issued by respective HODs.																																	
2.0	Looking After Arrangements:																																	
2.1	Looking After arrangements of SAG Officers: <table><tr><th rowspan="2">S. No.</th><th rowspan="2">Officer</th><th colspan="3">Looking after arrangement</th></tr><tr><th>1st</th><th>2nd</th><th>3rd</th></tr><tr><td>1</td><td>PCE</td><td>CTE</td><td>CBE</td><td>CE(TS&HQ)</td></tr><tr><td>2</td><td>CTE</td><td>CBE</td><td>CE(TS&HQ)</td><td>CE(P&D)</td></tr><tr><td>3</td><td>CBE</td><td>CTE</td><td>CE(P&D)</td><td>CE(TS&HQ)</td></tr><tr><td>4</td><td>CE(P&D)</td><td>CE(TS&HQ)</td><td>CBE</td><td>CTE</td></tr><tr><td>5</td><td>CE(TS&HQ)</td><td>CE(P&D)</td><td>CTE</td><td>CBE</td></tr></table>	S. No.	Officer	Looking after arrangement			1st	2nd	3rd	1	PCE	CTE	CBE	CE(TS&HQ)	2	CTE	CBE	CE(TS&HQ)	CE(P&D)	3	CBE	CTE	CE(P&D)	CE(TS&HQ)	4	CE(P&D)	CE(TS&HQ)	CBE	CTE	5	CE(TS&HQ)	CE(P&D)	CTE	CBE
S. No.	Officer			Looking after arrangement																														
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1	PCE	CTE	CBE	CE(TS&HQ)																														
2	CTE	CBE	CE(TS&HQ)	CE(P&D)																														
3	CBE	CTE	CE(P&D)	CE(TS&HQ)																														
4	CE(P&D)	CE(TS&HQ)	CBE	CTE																														
5	CE(TS&HQ)	CE(P&D)	CTE	CBE																														

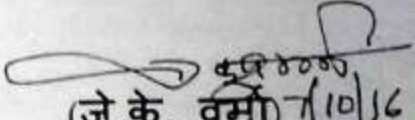
2.2 Looking After arrangements of JAG/SG Officers:

S. No.	Officer	Looking after arrangement		
		1st	2nd	3rd
1	Dy.CE/Track	Dy.CE/TM	Dy.CE/TP	Dy.CE/P&D
2	Dy.CE/TM	Dy.CE/Track	Dy.CE/TP	Dy.CE/G
3	Dy.CE/TP	Dy.CE/Br.	Dy.CE/Track	Dy.CE/TM
4	Dy.CE/G	Dy.CE/P&D	Dy.CE/TP	Dy.CE/TM
5	Dy.CE/P&D	Dy.CE/G	Dy.CE/TM	Dy.CE/TP
6	Dy.CE/Br.	Dy.CE/TP	Dy.CE/Br. Line	Dy.CE/P&D
7	Dy.CE/Br. Line	Dy.CE/Br.	Dy.CE/RSW	Dy.CE/Track
8	Dy.CE/RSW	Dy.CE/Br. Line	Dy.CE/Br.	Dy.CE/P&D

2.3 Looking after arrangement of EO to PCE:

Regular Incumbent	Looking after arrangement		
	1st	2nd	3rd
Bikram Das EO to PCE	Rakesh Prasad (AXEN/Br. Line-II)	Pankaj Choubey XEN/RSW/HQ	Yugantar Kumar (XEN/TP/HQ)

This will take immediate effect.


 (जे.के. वर्मा) 7/10/16
 प्रमुख मुख्य इंजीनियर

Copy to :-

CTE, CBE, CE/P&D, CE/TS&HQ
 Dy.CE/Track, TM, TP, P&D, G, Br, Br.Line & RSW.
 XEN/Track, HQ.