

IMPLEMENTATION OF RIGHT TO INFORMATION ACT 2005 CIVIL ENGINEERING DEPARTMENT

Clause 4 (1) (b)

i. **The particulars of its organization, functions and duties-**

Civil Engineering Department of the Railway deals with construction and maintenance of Civil Engineering structures of the Railway e.g. track including bridges, tunnels etc. Railway buildings, sheds, steel structures, water supply & sewerage disposal systems etc.

The connected responsibilities also include preparation of Works Programme for track and other works, procurement of various track items etc. Management of Civil Engineering Contracts and Land Management etc.

The maintenance wing of Civil Engineering Organization is headed by the Principal Chief Engineer and the construction wing, by Chief Administrative Officer (Constn.). Both the officers are assisted by Chief Engineers in the Headquarters. The Chief Engineers in turn are assisted by Dy. Chief Engineers, Executive Engineers and Assistant Engineers etc. at the officers' level.

These officers are responsible for getting the instructions of Railway Board implemented in their jurisdiction by framing action plans and monitor their implementation.

Organization chart

The brief particulars of the duties and functions of Chief Engineers' in Principal Chief Engineer's office are as follows:

- **Chief Track Engineer**
Over see maintenance of track by divisions for safe and smooth running of trains including welding of rails, Level Crossings etc. Preparations of Works Programme for track replacement works and monitor their progress.
- **Chief Bridge Engineer**
Oversee maintenance of bridges including Road-Under-Bridges, Road-Over-Bridges, Foot-Over-Bridges etc. by divisions. Preparation of action plan and monitor execution of major repairs and rehabilitation works for bridges. Fabrication of steel work for bridges and other structural items.
- **Chief Engineer (Track Machine)**
Maintenance and operation of track machines, concrete sleeper matters, procurement of track fittings.
- **Chief Engineer (Planning)**
Works Programme for items other than track, budget/funds control.
- **Chief General Engineer**
Land Management, Contract Management including Arbitration etc. deposit works, quarters, private sidings etc., Training of Civil Engineering Technical Staff.

ii. **Power and Duties of its officers and employees**

The duties of Sr. Officers are enumerated above. Those of the middle level and assistant level officers are as decided by the Sr. Officers. The powers are also delegated internally according to the level of officers for speedy disposal of cases. Since the department does not have direct interface with the public, elaborate statement of duties/powers of Officers are not relevant.

iii. **The procedure followed in the decision making process, including channels of supervision and accountability**

The decisions which have wider implications are taken at the highest level as mentioned above, in the line with the Railway Board's guidelines/instructions. The decisions for local issues are taken by middle and Sr. middle management levels i.e. up to Chief Engineers' level. The facts collected at Assistant levels are investigated, compiled and analyzed at the middle/Sr. middle management levels and the decisions are taken at Chief Engineer's/Principal Chief Engineer's level. The officers and staff are accountable to their superior officers and also to the extent as laid down in Codes and Manuals on some technical and financial subjects.

iv. **The norms set by it for the discharge of its functions**

The basic norms are speedy disposal/processing of cases to monitor and maintain efficient working of the Civil Engineering Wing in the divisions and the establishment in Headquarters so as to ensure the Railway's objective of ensuring safe and smooth running of trains and to monitor inspection of Civil Engineering structures as laid down in

- Codes and Manuals at various levels and to confirm schedules of action plan assigned to the department.
- v. **The rules, regulations, manuals and records dealt by it or under its controls or used by its employees for discharging its functions.** 1) Engineering Code. 2) Indian Railway Finance Code. 3) Indian Railway P. Way Manual. 4) USFD Manual. 5) LWR Manual. 6) Track Manual Vol. I &II. 7) Thermit Welding Manual. 8) Track Machine Manual. 9) Indian Railway Bridge Manual. 10) Schedule of dimension. 11) Concrete Bridge Code. 12) Steel Bridge Code. 13) Bridges Rules. 14) Indian Railway Works Manual. 15) Schedule of Rates. 16) General Conditions of Contract and Standard Specifications.
- vi. **A statement of the categories of document that are held by it or under its control**
Records/files pertaining to inspections at various levels and remedial actions, finalization and execution of contracts related to Civil Engineering Works. The policy guidelines and instructions from Railway Board, correction slips to various Codes and Manuals. Internal correspondence to carry out official jobs, which is not relevant to public at large.
- vii. **The particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formation of its policy or implementation thereof:**
This being a technical department, supporting the business of Railway indirectly, there are no direct mechanism/arrangements for consultation with the public in formulation of its policy or implementation thereof.
- viii. **A statement of boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise and as to whether meetings of those boards, councils committees and other bodies are open to the public or the minutes of such meetings are accessible for public:**
There are no boards, councils and other bodies for giving any advice to the Department. The working has been already well defined by various Codes and Manuals, annual budget and action plans of Ministry of Railway and Railway Board's instructions issued from time to time. Only committees are formed consisting of 1, 2 or 3 members as and when required in internal discharge of functions/duties e.g. Works contracts, Arbitration etc.
- ix. **A Directory of its officers and employees:**

Telephone Directory of officers of Civil Engineering Department

Sl No	Name	Desgn	BSNL Telephone No		Rly. Telephone No		Mobile No	Fax No
			Office	Residence	Office	Residence		
1	R. Venkadasamy	PCE	2385071	2303544	50020	50021	8455885200	2385087
2	J.N. L .Das	CTE	2385103	2303921	50120	54021	8455885201	2385103
3	S.P. Samantaray	CGE	2302377	2303706	50420	50221	8455885204	2302377
4	V.P. Srivastav	CBE	2385079	2302476	50220	54035	8455885202	2385079
5	A.B. Khare	CETM	2303880	2301009	50320	50521	8455885023	2303880

6	P.S. Brahmanadam	CE/ PLG	2303210	2303165	50420		8455885205	2303210
7	K.G.Agrawala	Dy.CE/ Gen	2385086	2300341	50422	53033	8455885206	2385086
8	Dr.A.K.Shukla	Dy.CE /B&F	2303872	2302421	50224	50123	5455885207	2303872
9	T.M.Rao	Dy.CE/TP	2300558	2303573	50124		8455885208	2300558
10	R.K.Swain	Dy.CE/ Track	2385066	2302497	50122	54431	8455885209	2385066
11	B.S.Rao	Dy.CE/ TM	2303871		50322		8455885211	2303871
12	G.N.Rao	Dy.CE/Br	2303981	2303979	50232	54023	8455885210	
13	Vacant	Dy.CE/PLG			50522			
14	S.K.Achrya	Secy to PCE			50022	54137	8455885213	2385087
15	Manish Kumar	XEN/Br.			50226	50325	8455885214	
16	S. Tarai	SEN/CSP			50324		8455885215	
17	S.Sahu	SEN/TP	2303535		50128	52229	8455885217	2303635
18	B.K.Sahu	SEN/ Track			50126		8455885216	
19	R.K.Mohanty	AEN/Plg			50524		8455885218	

20	P. Sankaraih	AEN/Gen			50424	50327	8455885220	
21	B.K.Tripathy	AEN/TM	2301211		50328		8455885221	2301211
22	S.K.Mishra	AEN/ Track			50326		8455885219	
23	S. Naik	AEN/Br.			50228		8455885223	
24	U.C. Botham	AEN /Land			50426			
25	P .Panda	PS to PCE			50024	54237	845588207	

- x. **The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.**
As per Central Government VIth Pay Commission .
- xi. **The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditures and reports on disbursements made:**
Works are executed as per Works Programme which includes new works sanctioned based on the throw forward liabilities of old works. The funds available are specified by Railway Budget every year. It is not possible to furnish details and plans of all works sanctioned. Reference to Works Programme booklets (various volumes) can be mentioned for those who are desirous of knowing allocations and expenditure work-wise. The budget allocations for revenue as well as capital expenditure are published every year after the Railway Budget.
- xii. **The manner of execution of subsidy programme, including the amounts allocated and the details of beneficiaries of such programmes:**
There are no subsidy programmes.
- xiii. **Particulars of concession, permits or authorization granted by it:**
Not applicable.
- xiv. **Details in respect of the information available to or held by it, reduced in an electronic form:**
Links will be provided as and when the documents are available in electronic form.
- xv. **The particulars of facilities available to citizens for obtaining the information, including the working hours of library or reading room is maintained for public use.**
Not applicable.
- xvi. **The names, designations and other particulars of the public information officers:**

Sl No	Name	Designation	BSNL Telephone No		Rly. Telephone No		Mobile No	Fax No
			Office	Residence	Office	Residence		
1	Dr.A.K.Shukla	Dy.CE /B&F and Public Information Officer	2303872	2302421	50224	50123	5455885207	2303872
2	S. Naik	AEN/Br. & Asst. Public Information Officer			50228		8455885223	

- xvii. **xvii. Such other information as may be prescribed and thereafter update these publications ithin such intervals in each year as may be prescribed.**
NIL
