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Confidential

पूर्व तट रेलवे/EAST COAST RAILWAY
सतर्कता विभाग/ (Vigilance Branch)

महाप्रबंधक सतर्कता का कार्यालय
प्रथम तल, रेल सदन, चंद्र खरपुर, भुवने वर.१७
Office of the General Manager (Vig)
1st Floor, Rail Sadan, Chandrasekharpur, Bhubaneswar- 17.

No- GM/V3/ECOR/PC/447/19/ 2982

Dt :20.10.2022

To
The Divisional railway Manager
East coast Railway
WAT, KUR, SBP

Sub: Vigilance advisory for maintenance of Assets involving multiple departments.

During a preventive check on fixing of tiles at one of the stations, it was found that the tile surface was disturbed soon after fixing, by another department (other than the executive and owning department), resulting in to repetitive maintenance on the part of the executive department causing loss to the railway exchequer. To avoid such recurrences in future, the following system improvement/ advisory is issued.

1. For any works involving assets of multiple departments, for effective coordination, it is suggested that a scheme of work should be approved by all the involved departments, initiated by the executive department prior to commencement of work to avoid collateral damage to the assets. The related drawings if any, process of execution and laying, post work inspection should be listed out in detail in the approved scheme of work.
2. Works should commence only after the approval of the Scheme of work. At the close of work related to other departments, in case small amount of work is required, the same can be executed by the work executing department.
3. In case any major work is involved at the close of work related to other departments, provision to bring the assets back to the original standard condition should be available in the scope & provision of estimate,
(e.g., If cable is to be laid on a platform surface/ road, the lay out approval, process of execution and laying, inspection prior to closing of the work should be jointly approved from the concerned departments like engineering, electrical, S & T and other similar stake holders. After the cable is laid, in case leveling of surface and concreting work is involved, estimate may be provided to the department maintaining the road/platform to close the site to their satisfaction. Alternately if the cable laying department itself is leveling the surface and doing the concreting, the same should be certified from the department maintaining the road/platform).
4. If in case such closing works are planned to be executed by the work executing department, the same has to be certified satisfactory by the asset owner, else the

- provision of recovery for the repairs taken after close of work will be raised from the executing agency.
5. A local JPO should incorporate this provision of recovery (i.e. Repair cost) for damages to any structure caused during execution of the work by the user departments.
 6. The division may decide the level of the authority for approval of scheme of work, duly ensuring quick disposal and NIL hindrances/harassment to executing agencies. The above should be applicable to all types of sanctioned works. Time schedule for finalizing approved scheme of work should also be incorporated in the JPO in two categories- Minor & Major works.
 7. JPO should contain provisions for dealing such issues in emergent situations economically & collectively.
Note: - RB/ Telecom Circular No. 17/2013 don't contain provisions for damage of civil structures while cable laying. It needs revision.
 8. Parcel unloading Area may be demarcated specifically in all important stations (involving parcel) jointly by commercial & engineering officials. The same should be shown in station ESP for each Platform. This earmarked area should utilize a buffer material while unloading parcels to avoid impact on surfaces which could cause damage to the surface to avoid repetitive repairs.
 9. Alternately, Impact resistance hard surface can be planned in phase wise manner, gradually, at locations demanding repairs.

These issues with the approval of SDGM



(Pritiraj Panigrahi)
Dy.CVO/Engg.

East Coast Railway, Bhubaneswar

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