

Safety (संरक्षा)

1.0 Safety Organization of WCR

Railway Safety Review Committee while reviewing the efficacy of the existing Safety organization on the railways had recommended that the Safety department should be made broad based and suitable officers from Traffic, Civil Engineering, Mechanical, Signaling & Electrical department should be posted as Safety officers at all levels. In pursuance, of the implementation of the above following organization has been set up in the Safety department of West Central Railway.

1.1 Gazetted officers at HQ:

The following officers are presently posted in the Safety department.

Sr No.	Name	Designation
1.	बी. के गुप्ता B.K.Gupta	मुख्य संरक्षा अधिकारी Chief Safety Officer
2.	राजेश शर्मा Rajesh Sharma	उप.मु.सं.अधि.(याता.) Dy. CSO (Tfc.)
3.	ए.के. जैन A.K. Jain	उप.मु.सं.अधि.(S&T) Dy. CSO (S&T)
4.	डी.डी. श्रीवास्तव D.D. Shrivastava	ई.ई.ई. (संरक्षा) EEE (Safety)
5.	एस.बी. शर्मा S.B. Sharma	एस.ई.एन. (संरक्षा) SEN (Safety)
6.	पी.निम्बालकर P.Nimbalkar	एस.एम.ई (संरक्षा) SME (Safety)
7.	रविन्द्र कुमार Ravindra Kumar	निजी सचिव-1 PS-1

Chief Safety Officer's consent is being taken before posting/transfer from or to the Safety department for both gazetted and non gazetted cadres. Safety counselor of Traffic, Civil Engineering, Mechanical, Signaling, & Electrical department are posted at HQ to assist in day to day working of Safety department.

**Brijesh Kumar Gupta
CSO**

**Rajesh Sharma
Dy.CSO (T)**

**A.K.Jain
Dy. CSO(S&T)**

**S.B.Sharma
SEN (Safety)/HQ**

**P. Nimbalkar
SME(Safety)HQ**

**D.D.Shrivastava
EEE (Safety)/HQ**

**Ravindra Kumar
PS-1 to CSO**

Divisions

**Surendra Yadav
Sr.DSO/JBP**

**Ravindra Sharma
Sr.DSO/BPL**

**Dr.R.N.Meena
Sr.DSO/Kota**

**Ravish Shukla
ADSO/JBP**

**V.K. Abhichandani
ADSO/BPL**

**R.L.Meena
ADSO/Kota**



पश्चिम मध्य रेल
West Central Railway

महाप्रबंधक कार्यालय, संरक्षा शाखा,
इंद्रा मार्केट, जबलपुर 482 001.
General Manager's Office,
Safety Deptt.
Indira Market,
Jabalpur 482 001.

No: WCR/JBP/HQ/Safety-360/A

Date:22.06.2018

Sub: Duty list of HQs "Safety Officers"
Ref.: This office letter of even no. dt.06.06.2011

In supersession of all earlier orders on the subject, the distribution works amongst HQ safety officers are as under:

1. Dy. CSO (Traffic)

- i. Upkeep of Policy letters, Codes, Manual, Rule Book etc. pertaining to Operating and Commercial department.
- ii. Reviewing daily FATO position issued by Operating headquarter and filtering safety issues for discussion in Weekly Safety Meeting.
- iii. Analysis of statistical position pertaining to assets failure of Operating and Commercial and suggest measures for system improvement in order to reduce them.
- iv. Establishment matters
- v. Follow up action on all D&AR cases related with train accidents including Foreign Railways.
- vi. Safety Agenda for Weekly Review meeting with GM
- vii. Railway Board Alert advice
- viii. Matters related to accidents and unusual cases
- ix. Safety issues brought out in Print and Electronic media for inclusion in Weekly Safety Agenda.
- x. PNM and PREM meeting
- xi. Portal to Monitor MP/MLA cases.
- xii. Nodal officer of RTI from Safety department.
- xiii. SAG officer's safety inspection over WCR and related records.
- xiv. Safety Shield and Railway Week Awards
- xv. राजभाषा के प्रचार प्रसार एवं राजभाषा की होने वाली बैठकों से संबंधित पत्राचार।
- xvi. Updation and monitoring in respect of areas pertaining to assigned duties in Safety Information Management System(SIMS).
- xvii. Leave and tour programme management of ministerial staff (Ch. OS, OS, Sr. Clerk, Jr. Clerk).
- xviii. **Notwithstanding the above, any other responsibility assigned by CSO.**

2. EEE/Safety or Dy. CSO/Electrical (Presently post downgraded from JAG to SS)

- i. Upkeep of Policy letters, Codes, Manual, Rule Book etc. pertaining to Electrical department.
- ii. Reviewing daily FATO position issued by Electrical headquarter and filtering safety issues for discussion in Weekly Safety Meeting.
- iii. All issues pertaining to Safety Action Plan of Electrical department.
- iv. Analysis of statistical position pertaining to assets failure of Electrical department and suggest measures for system improvement in order to reduce them.
- v. Correspondence on issues pertaining to CCRS/CRS and Railway Board including Safety Drives.
- vi. GMs Conference, CSOs conference, PPT presentation on Safety Performance.

- vii. Monitoring of 09/10 hrs., status of running staff.
- viii. Matter pertains to Running room and Lobbies etc.
- ix. Safety MCDO to Railway Board
- x. Statement-18 & 41
- xi. Parliamentary and VIP reference,
- xii. Railway Safety Review Committee (RSRC)
- xiii. Monitoring and compliance of inspection notes of Railway Board, GM and other PHODs.
- xiv. Updation and monitoring in respect of areas pertaining to assigned duties in Safety Information Management System(SIMS).
- xv. **Notwithstanding the above, any other responsibility assigned by CSO.**

3. SSTE/Safety or Dy. CSO/S&T (Presently post downgraded from JAG to SS)

- i. Upkeep of Policy letters, Codes, Manual, Rule Book etc. pertaining to S&T department.
- ii. Reviewing daily FATO position issued by S&T headquarter and filtering safety issues for discussion in Weekly Safety Meeting.
- iii. All issue pertains to Safety Action Plan pertaining to S&T department.
- iv. Analysis of statistical position pertaining to assets failure of S&T department and suggest measures to system improvement to reduce them.
- v. Matters related with SAG Safety Audits and follow up action.
- vi. Stations mini diagrams – Keeping soft and hard copies updated.
- vii. Matter related with Training of Officers and Staff.
- viii. Publicity/Safety Bulletins/printing of Brochures and posters.
- ix. Matters related with Vigilance.
- x. Technological development in Safety using IT.
- xi. Stores issues pertaining to computers, development of Software/Programme, Mobile App etc.
- xii. Updation and monitoring in respect of areas pertaining to assigned duties in Safety Information Management System(SIMS).
- xiii. Coordination with IT cell for updation of WCR website pertaining to Safety department.
- xiv. **Notwithstanding the above, any other responsibility assigned by CSO.**

4. SME/Safety or Dy. CSO/Mechanical (Presently post downgraded from JAG to SS)

- i. Upkeep of Policy letters, Codes, Manual, Rule Book etc. pertaining to Mechanical department department.
- ii. Reviewing daily FATO position issued by Mechanical headquarter and filtering safety issues for discussion in Weekly Safety Meeting.
- iii. All issues pertaining to Safety Action Plan of Mechanical department.
- iv. Analysis of statistical position pertaining to assets failure of Mechanical department and suggest measures to system improvement to reduce them.
- v. Disaster Management Policy : Publishing DMP of Headquarter and Division as per schedule and as per extent instructions.
- vi. Audit & Draft paras
- vii. Updation and monitoring in respect of areas pertaining to assigned duties in Safety Information Management System(SIMS).
- viii. ART/ARMV/SPARMV/Road ART: Policy, co-ordination with concerned PHODs for ensuring availability of tools and plants as per guidelines. Ensuring movement, mockdrils, as per extent instructions.
- ix. Road vehicles attached to safety department etc.
- x. **Notwithstanding the above, any other responsibility assigned by CSO.**

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5. SEN/Safety

- i. Upkeep of Policy letters, Codes, Manual, Rule Book etc. pertaining to Engineering department.
- ii. Reviewing daily FATO position issued by Engineering headquarter and filtering safety issues for discussion in Weekly Safety Meeting.
- iii. Monitoring improvement of Safety Action Plan pertaining to Engineering department.
- iv. Analysis of statistical position pertaining to assets failure of Engineering department and suggest measures to system improvement to reduce them.
- v. General imprest
- vi. Store matters other than IT/Computer including matters pertaining to Dead Stock.
- vii. Record of all LCs
- viii. A-4 size yard plan of all stations of WCR in a booklet and also soft copy
- ix. Closing of attendance register
- x. Updation and monitoring in respect of areas pertaining to assigned duties in Safety Information Management System(SIMS).
- xi. Nodal officer for monitoring and updation of "Voluntary Safety Reporting System" from Safety department.
- xii. **Notwithstanding the above, any other responsibility assigned by CSO.**

Note:

1. General correspondence shall be done by the respective officer for the areas concerning to their duties
2. Focus areas, system improvement, innovation works shall be assigned separately by CSO from time to time.
3. Presentation on the issues related to Safety shall be prepared by the respective officers for their area of work.
4. The respective officers will take the pro-active action to deal with the issues related with their concerning department.
5. Safety Drivers other than ordered by Railway Board will be dealt by the officer concerned.
6. Monitoring and implementation of Safety Action plan
7. In absence of CSO, Dy. CSO/Traffic will attend meeting/Seminar etc.
8. TA and contingency bill of staff will be signed by concerned controlling officer.
9. In case of officer being on leave or absent a looking after arrangement is as under:

Officer on Leave/Absence	Looking after by
Dy. CSO/T	SSTE/Safety
EEE/Safety	Dy. CSO/Traffic
SSTE/Safety	SEN/Safety
SME	EEE/Safety
SEN/Safety	SME/Safety


22.11.18
(Brijesh Kumar Gupta)
Chief Safety Officer

Copy to

1. Secy. to GM : For kind information of GM pl.
2. DRM-JBP, BPL and Kota : For information please.
3. Sr. DSO-JBP, BPL and Kota : For information and necessary action pl.
4. All Safety Officer(HQ) : For information and necessary action pl.
5. All SCs and TI/Safety : For information and necessary action pl.
6. Ch. OS, OS and Stenos : For information and necessary action pl.

Contact Us (हमसे संपर्क करें):

Headquarters Safety Branch

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