

West Central Railway

Office of CWM
CRWS/BPL

Date: 22.12.2023

No. CRWS/BPL/ODL/10

Sub:- Duty List of CRWS Officers.

Ref:- This office letter of even no. dated 14.08.2023.


Consequent to transfer of Dy.CME-III, in addition to the duty list mentioned under reference, the following duties are being appended to the duties of designated officers with immediate effect:-

S.no	Designation	Duties
1	Dy.CME-I	In addition to his present duties, he will look after the following:- 1. Incharge of ISO Cell, C&M Lab & Millwright Shop. 2. Any other work as assigned by CWM from time to time.
2	Dy.CME-II	In addition to his present duties, he will look after the following:- 1. He will look after the remaining works earlier assigned to Dy.CME-III. 2. Any other work as assigned by CWM from time to time.

1.CMT will report to Dy.CME-I.

Note:

1. In absence of Dy.CME-I, his work will be looked after by Dy.CME-II and vice versa.


(Amitoj Ballabh)
CWM/CRW/BPL

C/-

1. CWE/WCR- For kind information please.
2. Dy.CME-I, II- For information and necessary action.

West Central Railway

Office of the CWM
CRWS/BPL
14.08.2023

No. CRWS/BPL/ODL/10

Sub:- Duty List of CRWS Officers.

Ref.:- This office letter of even no. dtd. 11.08.2023.


In supersession of earlier duty list vide letter under references, duty list for Dy.CMEs of CRWS is being issued with immediate effect:-

S. N.	Designation	Duties
1	Dy.CME-I	<ol style="list-style-type: none">1. In-charge of Bogie Shop, Wheel Shop, Air Brake and Yard.2. Responsible for monitoring of material availability for shop under his control and AAC review and control.3. In-charge of MCC Cell, Drawing Office.4. In-charge of Budget section (Revenue & Capital Budget, WMS).5. Responsible for regular updation on WISE.6. NTXR Inspection.7. Safety Cell, Factory Manager under Factory Act.8. Contracts for items under his control.9. RSP Items pertaining to his jurisdiction.
2	Dy.CME-II	<ol style="list-style-type: none">1. Responsible for daily outturn from CRWS.2. In-charge of Body Shop, Shell Component Shop, ETL Shop, Transport Shop.3. PH-42 and Coordination of all Engineering activities in CRWS and Electrical Engineering related infrastructure development and maintenance activities including WPO and COFMOW project.4. In-charge of RRWI, TTC, TTC Hostel.5. Training need of staff and supervisors.6. In-charge of IED Cell, CSC Cell, Tender Cell, General Section and Railway Institute.7. In-charge of EnHM wing, Computer Cell including ISO & Officer Rest-House.8. Coordination for POH Feed.9. Monitoring of Cycle Time and regulation of Coach holding.10. Posting/transfer of supervisor and staff in consultation with CWM.11. MR for ISO organization.12. Responsible for monitoring of material availability for shop under his control.13. Contracts for items under his control.14. RSP Items pertaining to his jurisdiction.
3	Dy.CME-III	<ol style="list-style-type: none">1. In-charge of Furnishing Shop including Tool Room, Carpentry Shop, Paint shop, Final Shop and Mill Wright Shop, ER Shop and Sub station.2. In-charge of C&M Lab.3. In-charge of M&P Section, PH-41.4. Responsible for co-ordination of all S&T maintenance and security related issues.5. Responsible for monitoring of material availability for shop under his control.6. Contracts for items under his control.7. RSP Items pertaining to his jurisdiction.8. PIO under RTI Act, CPGRAM, Parliamentary matters, Arbitration.

1. WM/E will report to Dy.CME-II.
2. CMT will report to Dy.CME-III.
3. AWM will report to senior most Dy.CME.

Note:

1. In absence of Dy.CME-I, his work will be looked after by Dy.CME-II and vice verse.
2. In absence of Dy.CME-III, his work will be looked after by Dy.CME-I.


14.8.23

(Amitoj Ballabh)
CWM/CRWS/BPL

C/-

1. PCME/WCR – for kind information please.
2. CWE/WCR - for kind information please.