



पश्चिम मध्य रेल
West Central Railway

General Manager's Office
General Admin Deptt.
Legal Cell
Jabalpur – 482001.

No. WCR/HQ/GA/Legal/Work Distribution/2026

Date: 07.05.2026

Duty List of staff of Legal Cell, General Administration Deptt. HQrs Office.

S No.	Name & Designation	Brief Description of Duties
1	Shri Sunil Kumar Gupta Chief Law Asstt 9329143614	1. Supervise the work of the Legal Cell. 2. Monitoring of all legal cases of HQrs, JBP, BPL Divisions, CRWS BPL and WRS Kota and associated work through LIMBS Portal and also by coordinating with CLAs concerned. 3. To deal cases referred by various departments of HQrs, JBP & BPL Divisions for legal opinion or as per SOP. 4. Legal vetting of all legal documents viz. Contract, Agreement, Lease, Bank Guarantee etc. pertaining to HQrs, JBP & BPL Divisions. 5. Monitoring of pending Contempt, Compliance and Execution cases of HQrs, JBP & BPL Divisions and, if required, bring into the notice of PHOD concerned about the urgency of taking decision in any individual case in order to avoid any untoward situation. 6. Maintain Liaison with Addl. Solicitor General, Dy Solicitor General and Government Advocates in connection with cases in High Courts and Supreme Court of India. To manage and to fix the conferences with Senior Officers. 7. To Assist the DGM (Law) to frame various panels of Railway Advocates and its related work. 8. Any other work as assigned by higher officials.
2	Shri Ashish Khare Chief Law Asstt 9425821390	1. Monitoring of all legal cases of Construction organization, GSU, Kota Division, CRWS & WRS and associated work through LIMBS Portal and also by coordinating with CLAs concerned. 2. To deal cases referred by Construction Organization, GSU, Kota Division, CRWS & WRS for legal opinion or as per SOP. 3. Legal vetting of all legal documents viz. Contract, Agreement, Lease, Bank Guarantee etc. pertaining to Construction Organization, GSU, Kota Division, CRWS & WRS. 4. Monitoring of pending Contempt, Compliance and Execution cases of Construction Organization, GSU, Kota Division, CRWS & WRS and, if required, bring into the notice of PHOD concerned about the urgency of taking decision in any individual case in order to avoid any untoward situation.

		5. Maintain Liaison with Solicitor General, Additional Solicitor General and Government Advocates in connection with cases in High Courts and Supreme Court of India. To manage and to fix the conferences with Senior Officers. 6. To Assist the DGM (Law) to frame various panels of Railway Advocates and its related work. 7. Compilation of court cases statements/PCDOs received from various Divisions, workshops and units of WCR and arrangements for monthly Legal Review meeting. 8. To compile and send various mandatory monthly, quarterly reports to Railway Board. 9. To Assist the DGM (Law) to frame various panels of Railway Advocates and its related work. 10. Any other work as assigned by higher officials.
3	Shri Kedarnath Mishra Office Supdt 9630362983	1. All Staff matters, ministerial work and administrative work of Legal Cell, HQ Office. 2. Work related to Empanelment of Railway Advocates for various Courts. 3. To assist CLAs in PCDO/MCDO/Monthly meeting work. 4. Preparation of reply to Parliament Questions, Audit Para etc and Railway Board references. 5. Coordination and correspondence with other departments and misc. work. 6. Maintenance of imprest. 7. Receipt & Dispatch work in Legal Cell. 8. Procurement of items including AMC for Computers of Legal Cell. 9. Work related to procurement of Law books & law journals and maintenance of library in Legal Cell. 10. Preparation of Budget of Legal Cell. 11. Maintenance of position for nomination of Rly Advocates. 12. Rajbhasha work and related reports. 13. Any other work as assigned by higher officials.

Link arrangement: In the absence of any of the above mentioned CLAs, the work shall be looked after by the other CLA.

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Date: 2026.05.07
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(Shabana Ali Khan)
DGM (Law)

No. WCR/HQ/GA/Legal/Work Distribution/2026

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Copy forwarded for information to:

1. Secretary to GM for kind information of General Manager.
2. PS to AGM for kind information of AGM.
3. All PHODS, DRM JBP, BPL & Kota, CWM CRWS & WRS
3. Sr. DPO JBP, BPL & Kota, APO CRWS, APO WRS-Kota
4. Genl Secy WCRMS.