



डेडीकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ़ इंडिया लि.

भारत सरकार (रेल मंत्रालय) का उपक्रम

Dedicated Freight Corridor Corporation of India Limited

A Govt. of India (Ministry of Railways) Enterprise

No. 2024/HQ/Admin/RTI-1096

New Delhi: 06.12.2024

Sh. Mukesh
Rajasthan

Subject: Providing information w.r.t. Original RTI Application received under the RTI Act 2005.

Reference: RTI application dated 11.11.2024 (Registration No. DFCCCL/R/T/24/00046) and received through DOPT portal.

Information as obtained from the concerned record holding office, is as under;

S. No	Point No.	Information sought	Information provided
1.	1 to 5	Refer to the original RTI application dt. 11.11.2024	Information is attached.
2	6.		Does not pertain to DFCCIL.

First Appeal if any may be made to the First Appellate Authority within 30 days of receipt of reply. The name, designation & address of the First Appellate Authority is as under;

Mr. Gaurav Sharma
GM/Administration DFCCIL,
5th Floor, Supreme Court Metro Station Building,
Pragati Maidan, New Delhi-110001

(S.K. Panda)
AGM/Admn.(PIO)
Mob.-9717636811
E-mail: skpanda@dfcc.co.in

No. HQ-OPBD(RTPQ)/1/2021 (27954)

Date : 02.12.2024

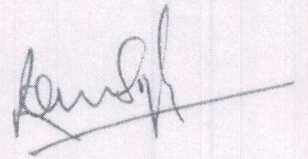
Sub : Providing information w.r.t. RTI Application received under the RTI Act 2005

Ref : JGM/Admin(CPIO) e-mail (RTI-1096), Dated - 11.11.2024

In reference to above, item wise reply is given below:

S. No.	RTI	Reply
1.	Work profile of Loco Pilot, Assistant Loco Pilot, Train Manager, Pointsman?	Work profile of Loco pilot, Assistant Loco Pilot, Train Manager & Pointsman are available in DFCR G&SR. Link is mentioned below: https://dfceil.com/Home/DynemicPages?MenuId=287
2.	Who is responsible for carrying crew line-box (petti)?	The responsibility for carrying crew line-box (Petti) are available in Duty list of MTS - DFC Letter No. HQ/HR/Duty-List/MTS dated 21.02.2020 (Annex-I)
3.	What is the process of load stable and load unstable?	The process of load stable and load unstable are available in the DFCR G&SR & Safety Circular No.-1/2024. (Annex-II).
4.	During load stable and load unstable works of LP, ALP, TM, Pointsman?	During load stable and load unstable, works of LP, ALP, TM & Pointsman are available in the DFCR G&SR.
5.	LP, ALP and TM work and responsibilities on DFC line during work on DFC track?	Work & Responsibility of staff including LP, ALP and TM on DFC line during work on DFC track are available in DFCR G&SR
6.	Option and process of complaint against LP/ALP/TM by a Civilian?	Pertain to Indian Railway.

This has the approval of GM/OP&BD.



AGM/OP&BD

AGM/Admin



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भारत सरकार (रेलमंत्रालय) का उपक्रम
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India (Ministry of Railways) Enterprise

No.HQ/HR/Duty-List/MTS.

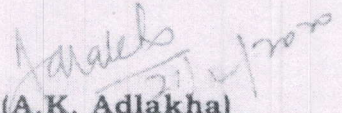
Dated: 21.02.2020.

Sub: Duty list of Multi-Tasking Staff (MTS).

In order to provide MTS with broader knowledge base across all disciplines so as to have versatile skills, it has been decided to adopt a common cadre and seniority for all Multi-Tasking Staff (MTS) posted across/recruited for various departments. Accordingly, the duty list of MTS is enclosed as Annexure-A.

2. This issues with the approval of the Competent Authority.

DA/As above.


(A.K. Adlakha)
Dy.General Manager (HR)

Copy to: 1. Secy. to MD for kind information of MD.

2. Director/PP, Director/Fin., Director/OP&BD, Director/Infra & CVO.
3. ED/EDFC, ED/WDFC.
4. All GGMs/GMs/CGMs/GM (Co-ord).
5. DGM/HR, All HR officials (CO & Units)
6. Manager/IT.
7. Cadre File.

Duties of MTS:-

Brief duties of MTS includes but not limited to the followings:-

1. Opening & closing of rooms. Cleaning of rooms/areas, fixtures & dusting of furniture etc. Cleaning including housekeeping of buildings at the stations, IMDs, IMSDs, staff quarters, service buildings, running rooms, etc.
2. Upkeep of parks, lawns, potted plants, etc., if required.
3. Carrying tools/plants from one place to another for attending maintenance work.
4. Minor digging & earthwork works during maintenance if required in case of exigencies.
5. Responsible for delivering of dak and Carrying of files & others papers from one place to other or delivering to someone in the office/unit or some other place outside the office/unit.
6. Assisting in routine office work like diary, dispatch etc. including working on computer.
7. Doing the Print, Photocopy & sending of FAX etc.
8. Proper upkeep of hard records of installations/sections/stations/office, if any.
9. Others non-clerical work in the Section/Unit.
10. Entertaining official and Visitors.
11. Driving of vehicles, if in possession of valid driving license.
12. Minor painting works if needed.
13. Oiling and greasing of mechanical part of signaling, LC gate, electrical, P-way fittings like switches, SSDs, SEJs etc. & other similar gears.
14. General lookout of the section from safety point of view and informing in case of any intrusion or outside interference or unusual to the reporting officer.
15. Regular patrolling during any season as directed by the superior authority so as to avoid any intrusion or outside interference.
16. Schedule patrolling of beat as per requirements of track, OHE, S&T cables, gears & installations etc.
17. General cleanliness & upkeep of the Track, Bridges, Stations, Colonies, IMDs, IMSDs, S&T and Electrical Installations, gears, equipment rooms, etc.
18. Work to the level of his/her ITI qualifications in areas of his/her duties.
19. Cleaning of equipment pertaining to S&T, Electrical and Civil and duly taking necessary precaution in regards to safety.
20. Cleaning, top up etc for batteries upkeep.
21. Changing of light fittings.

Handwritten signature and date: 21/2/2020

22. Attending to works pertaining to operation & maintenance of Civil Engineering Assets, OHE, TSS etc.
23. Operation of electrical equipment including DG sets & its related activities at stations and in between sections as per order of in charges.
24. Working with track & other testing machines.
25. Attending to maintenance sites, removal & recoupmnt of ballast, manual packing of track & turnouts, related earth works, recoupmnt of missing fittings, recouping of missing signage, replacement/maneuvering of sleepers, cess repair, etc.
26. Attending rail/weld fractures and distressing associated with it.
27. Drainage maintenance including improving drainage, cleaning of drains of Track including at RUBs.
28. Jungle cleaning and de-weeding, if needed.
29. Water supply and sanitation works.
30. Cleaning of water ways and attending structures of the bridge.
31. Keeping points & switches clean of obstructions & ballast.
32. Handing over paper authorities to train crew.
33. Cranking of points. Clamping & padlocking of switches.
34. Loco attachment/detachment, resumption of break power including related activities like connecting hose pipes, securing hanging parts, if any and any other rolling stock related activities.
35. Assisting in preparation of vehicle consists, taking numbers & assisting the executives in train operations.
36. Any other work assigned by the superior authority.

Final
21/2/20

Safety Circular No.01/2024

No. HQ/OP&Safety/Safety Circular/2024

Dated: 07/03/2024

All CGMs of DFCCIL

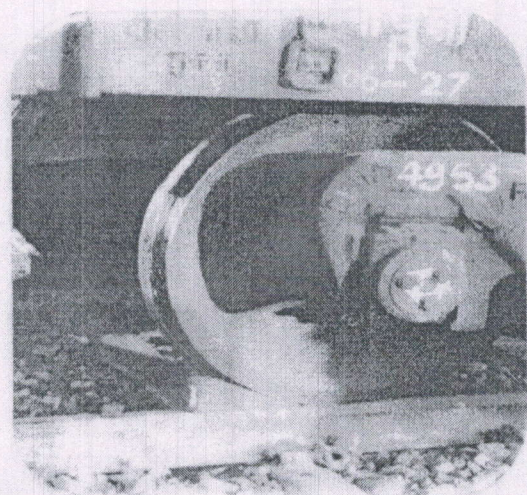
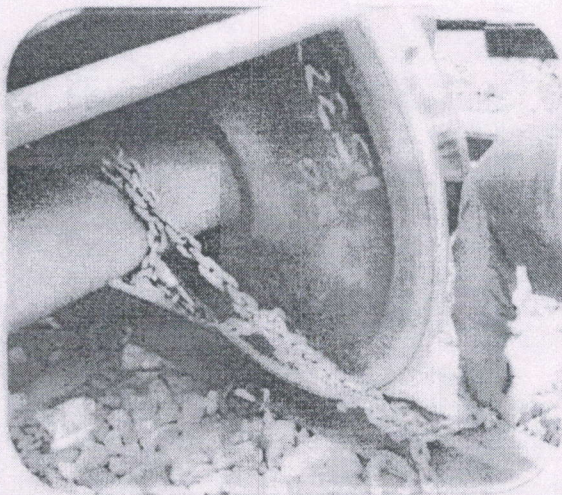
AGM OCC/PRYJ & ADI/Area Manager/DY PM(T)/EDFC&WDFC/Section incharge /All SMs

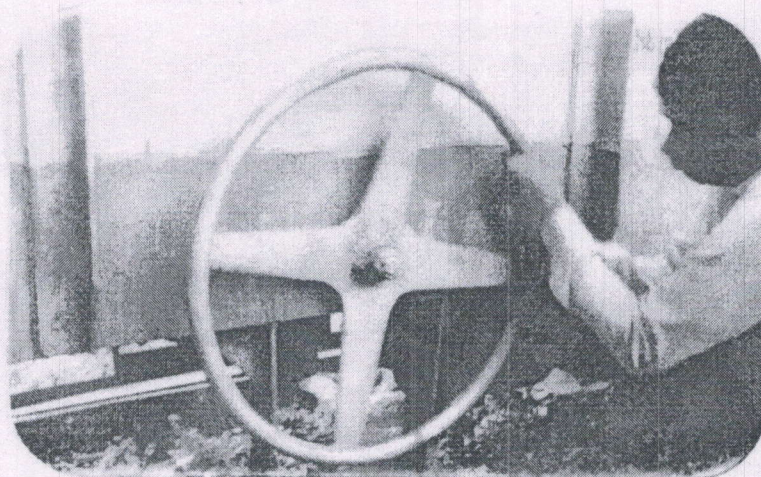
Subject: Stabling and Securing of Vehicles/Train/Load of the Train.

On 25.02.2024 a ballast DMT Load of 53 BOBYN started rolling down towards Pathankot from Line no. 3 UP main line of Kathua station of Northern Railway. This load was stopped at Unchibassi Station. This train travelled around 70 Km without Loco Pilot & Train Manager. This incident is very serious having hidden potential hazards. The incident could have resulted in a serious accident causing loss of life and damage to Railway & other properties.

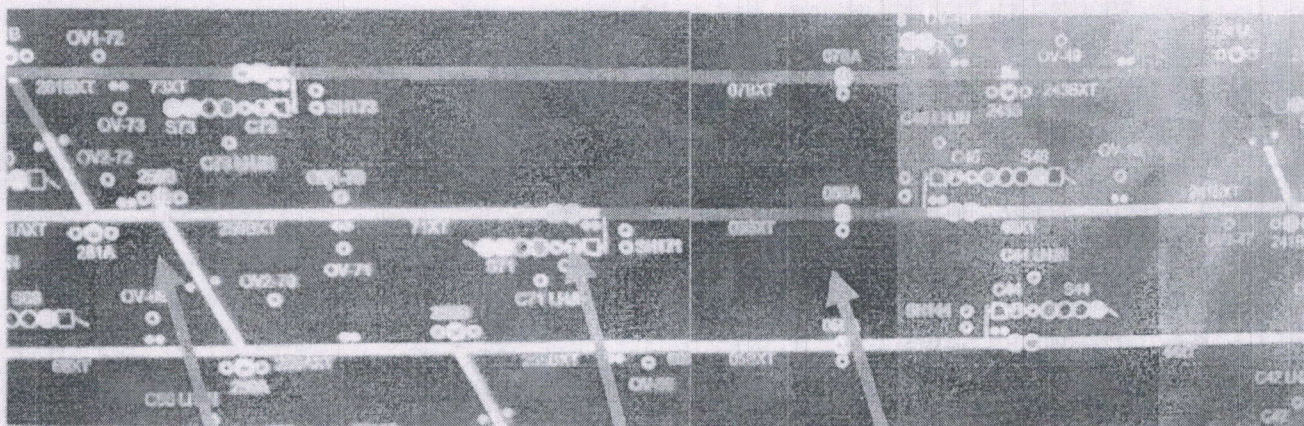
In this incident Railway has taken severe D&AR action against the staff found responsible (Station Master, Loco Pilot and Assistant Loco Pilot). To avoid occurrence of such incident on DFC routes, following instructions are being issued for strict compliance: -

- i) All station staff must read and refresh themselves about procedure of securing of vehicles mentioned in DFCR-GR 147
- ii) Station Master must ensure that each vehicle standing at their station are properly secured so that they cannot foul and obstruct other lines.
- iii) Whenever load is stabled on running line/siding it should be secured by placing wooden wedges (2 at either ends), hand brakes of at least 06 wagons from either ends must be tightened, or chained & pad locked at both ends. Hand brakes should be operated under the supervision of Train Manager/Guard/ALP/LP.
- iv) The safety chain must be passed twice through wagon body and rail and then tied and locked, so that no strain falls on the padlock.
- v) The Wagons/Vehicles should be coupled with each other, if cannot be coupled then each part should be treated as separate load for the purpose of securing.
- vi) Loco Pilot/ALP before leaving the loco in case load/train is stabled with locomotive attached or light engine is shut down or stabled then loco pilot shall apply both SA-9/A-9 brakes, apply hand brake and parking brake, Secure loco with at least 04 wooden wedges provided on loco (2 at outermost pair of wheels).





- vii) Station Master shall obtain signature of Loco Pilot/ALP & Guard/Train Manager in Load Stabling Register.
- viii) The points must be set, locked from VDU against the blocked line. If points cannot be set from VDU then it should be manually set, clamped and locked against the blocked line.
- ix) The signal protecting entry of train in blocked line should also be blocked from VDU.

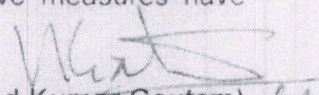


Points are blocked

Signal is blocked

Route is blocked

- x) Station Master will make a remark in TSR/e-TSR, Station Diary in red ink regarding load, securing time and line no. where the load has been stabled.
- xi) Whenever any vehicle/Train/Load is stabled, the station master shall inform OCC under exchange of private no. that all laid down precautions for stabling and securing the vehicles/train/load have been taken as prescribed under the rule.
- xii) All officials connected with inspection should ensure that above measures have been taken, whenever they visit the station.


 (Vinod Kumar Gautam)
 General Manager/Mech. & Safety 7/8/24

Copy to:

1. Secretary to MD- for information of MD.
2. Director/OP&BD, Director/infra and Director/PP- for kind information.

3 GGM/TS - for kind information & n/a please