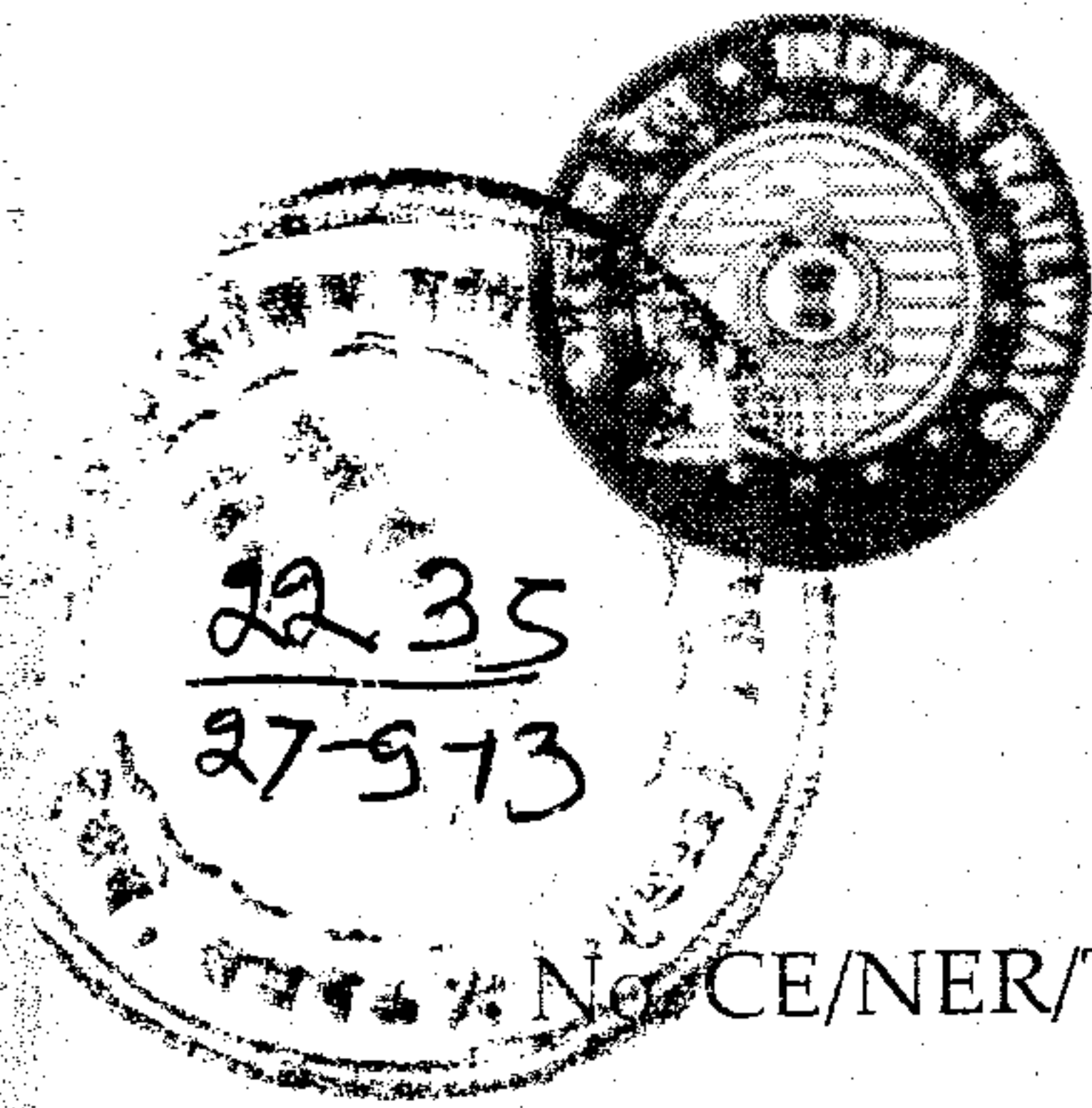




यू.एस.एस.यादव
मुख्य रेलपथ इंजीनियर,
U.S.S.Yadav
Chief Track Engineer

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Dated: 24.9.2013

Sr. DEN/Co-ord.,
N.E.Railway,
IZN, LJN & BSB.

Sub: CE Circular No.99 (P.Way) of 2013.

Please find enclosed herewith the CE's Circular No. 99 (P.Way) of 2013 on the subject "**Minimum Inspection Schedule of P.Way Officials**". This Circular is hereby circulated to all concerned for ready reference & guidance with instructions to followup and take action accordingly.

Please ensure that a copy of this Circular is available with all P.Way officials upto JE/P.Way level.

DA-11 pages


(U.S.S.Yadav)
Chief Track Engineer

Copy to:

- DRM, N.E. Railway, IZN/LJN/BSB - for information please.
- CPDE, CBE, CGE & CE/TMC - for information please.
- CSO - for information and necessary action please.
- Secretary to CAO/Con - for kind information of CAO/Con.

North Eastern Railway
(Engineering Department)

CE's Circular No. 99

Sub: Minimum Inspection Schedule of P.Way officials.

The Minimum Inspection Schedule of field officials regarding track activities is mentioned in various Manuals/ Circulars/ Codes/ Board's Orders etc. For ready reference and guidance to field officials, a summarized list of inspection schedule for various track components/activities is given below:-

(A) Inspection Schedule of Sr. Divisional Engineer (Co-ord.) :

[Part-C (page-12) of 'Manual of Inspection Schedules for Officials of Engineering Department (January 2000)' issued by Railway Board]

- 1) Wherever Sr.DEN/Co-ord. has a territorial jurisdiction, the minimum schedule of inspection as stipulated below for Sectional Sr.DENs/DENs is to be observed by Sr.DEN/Co-ord. also.
 - 2) As many as possible, inspections of different kinds especially related to safety should be conducted for verification of reported data/information.
 - 3) Review of inspection of SSE/P.Way, SSE/Works, AEN, Sr.AEN & DEN/Sr.DEN – Every month.
 - 4) Need based inspections for which he has to have sensitivity through day-to-day working and feed back from Control / Engineering Control.
 - 5) Accident Relief Trains & other emergency management measures are in order & readiness.
-

(B) Inspection Schedule of Sectional Sr. DEN / DEN :

(Board's letter No. 2013/CE-II/CS/1 dated 20/6/2013)

- 1) **Push Trolley / Motor Trolley Inspection –** Once in 4 months.
On double / multiple line sections closely running parallel - Once in 4 months on all individual lines separately. (CTE's letter No.W/275/0/A/Gen/Pt-VI/4A dated 20/9/2013).
For unimportant branch lines having less than 2 GMT traffic – Once in 6 months.

- 2) **Footplate / Brakevan / Rear Window** - Once in 3 months to cover his entire section either by footplate, rear window, TRC or OMS.
- 3) **Curves** - Minimum of one curve in each AEN's section every 4 months.
- 4) **Points & Crossings** - As often as possible during push / motor trolley inspection at least one important points & crossing on a passenger running line.
- 5) **Night Footplate** - Once a month.
Inspection should preferably be done between 00.00 hrs to 04.00 hrs.
- 6) **Level Crossings** - Minimum of one per SSE/P.Way every 4 months.
- 7) **LWR / SEJs** -
 - During routine motor trolley / push trolley or foot inspection.
 - Scrutinize LWR/CWR Registers - Every year in February
[LWR Manual - Para - 9.1.8(iv)]
- 8) **Monsoon Patrolling** - Minimum of one inspection in 2 months to evaluate adequacy of safety.
- 9) **Hot Weather Patrolling** - As and when required.
- 10) **Inspection of ongoing works of Construction and other organization e.g. RVNL etc.** - As much as possible during footplate / trolley inspections to check quality and safety.
- 11) **Land Boundary Verification** - During trolley inspection at vulnerable locations.
- 12) **Private Sidings** - When referred.
- 13) **Review of inspection done by subordinate** - Routine checking during trolley inspection.
- 14) **TRC/OMS Run** - Accompany each TRC run and alternate OMS run.
- 15) **Gangs** - Minimum one gang per SSE/P.Way every 6 months.
- 16) **Night / Surprise Inspection** - Minimum of once in 3 months. More intensive during monsoon.

- 17) **AT Welding Site** – As much as possible during trolley inspections.
- 18) **Track Renewal / Deep Screening Site** - As much as possible during trolley inspections.
- 19) **Track Machines** -
(Board's letter & Correction Slip No. 14 to IRTMM)
 - (i) CSM, BCM, FRM, Points & Crossing Tamper, DTS – Once in 2 months when working in section.
 - (ii) T-28, PQRS – Atleast once in a month when working in section.
 - (iii) Worksite tampers UT, UNO, DUO, BRM and Sleeper Changer, UTV and all other machines not included above – As per need.
- 20) **Small Track Machines** – During regular inspection of SSE's Offices & Stores.
(Para 1.5.1 of IRSTMM).
- 21) **Joint Inspection of Entire Accident Relief Machinery by Divisional Officers**
(Sr.DSO, Sr.DEN, DMS, Sr.DEE, Sr.DSTE) – Once in 3 months.
(Accident Manual Para-28 of Chapter-X)

C) Inspection Schedule of Sectional ADEN / Sr. ADEN :
(IRPWM Para-107 & 108)

- 1) **Trolley Inspection** – Once in 2 months.
 - Unimportant branch lines having <2GMT traffic – 3 months.
 - Minimum one gang in each SSE/P.Way jurisdiction – Every quarter.
 - On sections having multiple lines running closely parallel – Once in 2 months on all individual lines (CTE's letter No.W/275/0/A/Gen/Pt-V/4A dated 14/5/2013).
- 2) **Fast Train Inspection** – Once in a month by Engine/Rear Window or by TRC/OMS.
- 3) **Level Crossings** – All manned level crossings, once in 6 months.
- 4) **Curves** – One curve every quarter in each SSE/P.Way jurisdiction.

- 5) **Points & Crossings -**
 - (i) Passenger lines – Once a year.
 - (ii) Other lines – 10% every year.
[To inspect P&C in detail as per para-237/5 (Annexure-2/6) of IRPWM – Board's letter No. 2013/CE-II/CS/1 dt. 3.6.2013]
- 6) **Monsoon Patrolling** – To check the work of patrolman once in a month (by train or by push trolley or motor trolley).
- 7) **Track on Bridges** – Track on girder bridges should be inspected as a part of the annual bridge inspection, besides normal track inspections.
- 8) **Test Check of USFD Testing -**
 - Once in each round of testing in his jurisdiction [Para-107(8) of IRPWM].
 - To spend at least few hours (min. two hours) each month during routine trolley inspection with USFD team (Para-4.3 of USFD Manual).
- 9) **LWR/CWR Track -**
 - SEJs/Buffer Rails – Once in every 6 months.
 - Creep Records – Regularly.
 - Inspection of gaps at SEJ & creep/movement at centre of LWR/CWR – Once in 6 months (Para-8.1.5 of LWR Manual). Such inspections may be done preferably in the coldest months i.e. December/January and hottest months i.e. May/June.
- 10) **Night Footplate Inspection** – Once in a month (between 00.00 hrs to 04.00 hrs).
- 11) **AT Welding Site** – Once in a month.
- 12) **Track Renewal / Deep Screening Site** – Once in a month.
- 13) **Ongoing Works of Construction & Other Organization e.g. RVNL etc.** – As much as possible during footplate / trolley inspection.
- 14) **TRC/OMS Runs** – Accompanying each TRC & OMS Run.
- 15) **Office & Stores of Inspectors** – Each Inspectors Office & Stores, Once a year.
- 16) **All Small Machines** (including light duty tampers) under the charge of Inspectors – Once in 6 months.

- 17) **Steel Channel Sleepers** – Once in a year by rotation with SSE/P.Way.
[IRPWM Para-273(b)(7)]
- 18) **Joint Inspection of all RAW/RAT (Railway Affecting Works/ Railway Affecting Tanks) with Civil Authorities** – Once a year before monsoon
[IRPWM Para-726(3)(b)].
- 19) **Track Machines -**
(Para – 5.3.3 of IRTMM)
- (i) CSM, BCM, FRM (SBCM), P&C Tamper, DTS, 09-3X Tamping Express – Once in a month when working in section.
 - (ii) T-28, PQRS, RGM, TRT – Once in a fortnight.
 - (iii) Worksite Tampers (UT/UNO/DUO/WST etc.), BRM, Sleeper Exchanger, UTV and all other machines not included above – Once in a period of working in their section.
- 20) **Private Sidings** – Once in 12 months.
(Manual of Inspection Schedules for officials of Engineering Department)
- 21) **Verification of Land Boundaries -**
(Manual of Inspection Schedules for officials of Engineering Department)
- In Station Yard - Once a year.
 - In Section – Once a year to check encroachment register.
- 22) **Review of Inspection by PWI, IOW, Mates, Keyman -**
(Manual of Inspection Schedules for officials of Engineering Department)
- PWI, IOW Routine Inspection – 100% during trolley inspection.
 - Other Staff – Once in 3 months.
- 23) **Joint Inspection of AEN & ASTE of points & crossing** – All interlocked points once in a year.
(Joint Engineering and Signal Circular No.1 of 2007 issued vide letter No. CE/NER/Track Circular/2007/275/Pt-II/4A dated 25/10/2007).
-

D) Inspection Schedule of Sr. Section Engineer/P.Way (in overall charge) :
(IRPWM Para-123, 124, 126, 127, 129)

- 1) **Inspection of Gangs / Trolley Inspection -**
 - By Push Trolley / Motor Trolley – Once in a month.
 - In sections where no. JE(P.Way) – Every fortnightly.
 - Gang tools – Once in two months.
 - Safety rules to be examined of every man in a gang – Once in two months.
 - Routine check and review of inspection done by subordinates.
- 2) **Level Crossings** – Once in a month during push trolley inspection in a systematic manner by rotation with JE/P.Way.
- 3) **Points & Crossings -**
 - (i) Passenger and Running Lines – Once in 3 months by rotation with JE/P.Way.
 - (ii) Other lines and yard lines - Once in 6 months by rotation with JE/P.Way.
 - Points & Crossings laid on PSC Sleepers – Detailed inspection once in a year as per Annexure- 2/6 of IRPWM; All other in between inspections as per Annexure 2/6(A) of IRPWM para-237(5).
 - Detailed inspection of P&C may be done either by SSE/P.Way (overall incharge) or his assistant as per their turn (Board's letter No. 2013/CE-II/CS/1 dt. 3.6.2013).
- 4) **Curve** – Once in 6 months by rotation with JE/P.Way.
- 5) **Foot Inspection** – Once a year on prorata basis so as to cover entire section.
- 6) **Night Footplate Inspection** – Once in a month (between 00.00 hrs to 04.00 hrs).
- 7) **Travel on foot place of Engine / Rear Brake Van / Last Vehicle** – Once in a month.
- 8) **Track Recording / Oscillograph Car / OMS-** Each run.
- 9) **Check on Night Patrolling** – Once a fortnight by train and by trolley during the monsoon.
- 10) **Check Execution of Works Affecting Track** - Once in a month on quality & quantum of work.

- 11) **Quality of AT Welding** – Once in a month.
- 12) **Ongoing Works of Construction & Other Organizations e.g. RVNL etc.** – As much as possible during footplate / trolley inspection, to check quality and safety of the running trains.
- 13) **LWR/CWR Track** -
Inspection of gaps at SEJ & creep/movement at centre of LWR/CWR (Para-8.1.5 of LWR Manual) –
 - Once in a fortnight during 2 coldest (December & January) & 2 hottest (May & June) months of the year at about maximum & minimum temperatures.
 - Otherwise once in 2 months by rotation with JE/P.Way.
- 14) **Steel Channel Sleepers** – Once a year by rotation with ADEN.
[IRPWM Para – 273(b)(7)]
- 15) **Joint Inspection of Insulated Steel Channel Sleepers** – Every 6 months with SSE/S&T. [IRPWM Para – 273(b)(7)]
- 16) **Testing of Detonators** – Once a year.
(IRPWM Para – 820)
- 17) **Side drains, catch water drains & bridge water ways** – Once in a year prior to monsoon. (IRPWM Para – 223)
- 18) **Inspection of Glued Joint & Fittings** –
(CE's Circular No.98)

(i) On CC+6+2 routes – Once a month. (ii) On other routes – Once in 3 months.	}	By rotation with JE/P.Way.
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- 19) **Private Sidings** – Once in 3 months.
(Manual of Inspection Schedules for officials of Engineering Department)
- 20) **SWR – Creep / Gap Survey** – Once a year
(IRPWM Para- 510)
- 21) **Monsoon Patrolling** – Atleast one inspection a fortnight.
(Manual of Inspection Schedules for officials of Engineering Department)

- 22) **Hot Weather Patrolling** – Frequently need based during hottest temperature.
(Manual of Inspection Schedules for officials of Engineering Department)
- 23) **Land Boundary Verification in block section and at unimportant stations** -
Once a year. Unimportant stations where land boundaries are to be maintained by the PWI should be specified by the administration (IRPWM Para – 219) and here Sr.DEN/Co-ord. will specify such unimportant stations.
- 24) **Joint Inspection of Points & Crossings with SSE/S&T** -
(Manual of Inspection Schedules for officials of Engineering Department)
 - (i) Interlocked points on passenger running lines – Once in 3 months if not done by sectional JE/P.Way.
 - (ii) Interlocked points on other than passenger running lines – Once in 6 months if not done by sectional JE/P.Way.
- 25) **Review of inspections done by JE, Mate, Keyman & Patrollers, etc.** - During each inspection atleast once a month.
(Manual of Inspection Schedules for officials of Engineering Department)
- 26) **Track Machines** -
Inspection of pre-tamping, during tamping & post-tamping operations during working of track machines – Once at the time of tamping.
(Para – 5.3.3 of IRTMM)
- 27) **All Small Track Machines / Tools** – Once in 3 months.
(Para 1.5 of IRSTMM)
- 28) **Inspection of Break – Down Specials** – Once in a month either by SSE/P.Way or JE/P.Way. [Para -20(E)(i) of Chapter-X to Accident Manual]

To be inspected monthly by the following officials jointly:-

- a) Station Manager/Station Superintendent
- b) Loco Foreman
- c) SE/JE (C&W)
- d) Electrical Foreman, in case of generator plant
- e) SE/JE(P.Way), if there is an Engg. Tool Van
- f) SE/JE(S&T)
- g) ADMO, if there is Medical Relief Equipment
- h) Chief Traction Foreman/OHE, in case of traction break-down vehicles

E) Inspection Schedule of Junior Engineer/P.Way (not in overall charge) :
(IRPWM Para-136 to 145)

- 1) **Push Trolley Inspection** - Once in a fortnight.
 - Inspection of all gangs – Within a fortnight.
 - Examine tools & equipments – Every fortnight.
- 2) **Level Crossings** – Once in a month during push trolley inspection in a systematic manner by rotation with SSE/P.Way.
- 3) **Points & Crossings** -
 - (i) Passenger and Running Lines – Once in 3 months by rotation with SSE/P.Way.
 - (ii) Other lines and yard lines - Once in 6 months by rotation with SSE/P.Way.
 - Points & Crossings laid on PSC Sleepers – Detailed inspection once in a year as per Annexure- 2/6 of IRPWM; All other in between inspections as per Annexure 2/6(A) of IRPWM para-237(5).
 - Detailed inspection of P&C may be done either by SSE/P.Way (overall incharge) or his assistant as per their turn (Board's letter No. 2013/CE-II/CS/1 dt. 3.6.2013).
- 4) **Curve** – Once in 6 months by rotation with SSE/P.Way.
- 5) **Foot Inspection** – Once in 6 months (on prorata basis so as to cover entire length of running track).
- 6) **Night Inspection** – Once in a month (between 00.00 hrs to 04.00 hrs).
- 7) **Loco / Brake Van / Rear Window** – Once in a month.
- 8) **TRC / OMS** - Accompany alternate run of TRC/OMS.
- 9) **Check on Night Patrolling** – Once in a fortnight by train/trolley.
(IRPWM Para 141, 1012)
- 10) **Check Execution of Works Affecting Track** - Once in a month on quality & quantum of work.
- 11) **AT Welding Site** – Two inspections in a month.

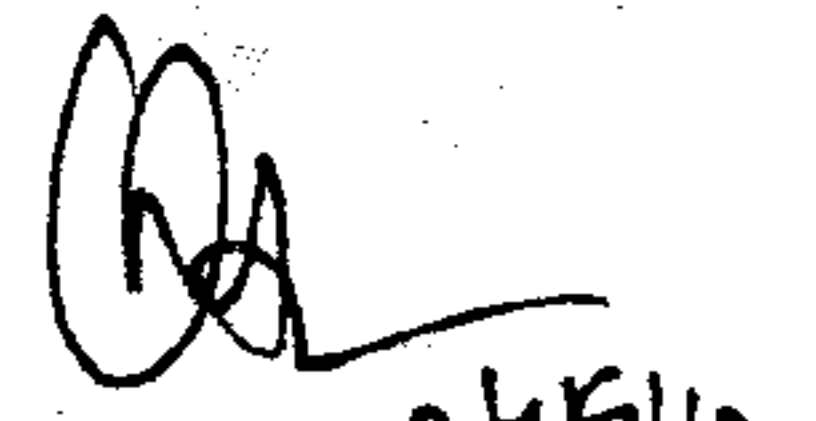
- 12) **Ongoing Works of Construction & Other Organizations e.g. RVNL etc.** – As much as possible during footplate / trolley inspection, to check quality and safety of the running trains.
- 13) **LWR/CWR Track -**
Inspection of gaps at SEJ & creep/movement at centre of LWR/CWR (Para-8.1.5 of LWR Manual) –
 - Once in a fortnight during 2 coldest (Dec/Jan) & 2 hottest (May/June) months.
 - Otherwise once in 2 months by rotation with SSE/P.Way.
- 14) **Side drains, catch water drains & bridge water ways** – Once in a year in the month of April prior to monsoon. (IRPWM Para – 223)
- 15) **Inspection of Glued Joint & Fittings –**
(CE's Circular No.98)

(i) On CC+6+2 routes – Once a month. (ii) On other routes – Once in 3 months.	}	By rotation with SSE/P.Way.
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- 16) **Private Sidings** – Once in 3 months.
(Manual of Inspection Schedules for officials of Engineering Department)
- 17) **Monsoon Patrolling** – One inspection a week by rotation with SSE/P.Way.
(Manual of Inspection Schedules for officials of Engineering Department)
- 18) **Hot Weather Patrolling** – Need based during hottest temperature – Minimum of once a week.
(Manual of Inspection Schedules for officials of Engineering Department)
- 19) **Land Boundary Verification in block section** - Once in 6 months.
(Manual of Inspection Schedules for officials of Engineering Department)
- 20) **Joint Inspection of Points & Crossings with JE/S&T -**
(Manual of Inspection Schedules for officials of Engineering Department)
 - (i) Interlocked points on passenger running lines – Once in 3 months if not done by SSE/P.Way.
 - (ii) Interlocked points on other than passenger running lines – Once in 6 months if not done by SSE/P.Way.

- 21) **Review of inspections done by Mate, Keyman & Patrollers** - During various day and night inspections to ensure safety rules & equipment.
(Manual of Inspection Schedules for officials of Engineering Department)
- 22) **Witnessing Payment** – Once in a month if required.
(Manual of Inspection Schedules for officials of Engineering Department)
- 23) **Track Machines** -
Inspection of pre-tamping, during tamping & post-tamping operations during working of track machines – Once at the time of pre-tamping, during tamping & post-tamping. (Para – 5.3.3 of IRTMM)
- 24) **Inspection of Break – Down Specials** - Once in a month either by SSE/P.Way or JE/P.Way. [Para -20(E)(i) of Chapter-X to Accident Manual]

To be inspected monthly by the following officials jointly:-

- a) Station Manager/Station Superintendent
- b) Loco Foreman
- c) SE/JE (C&W)
- d) Electrical Foreman, in case of generator plant
- e) SE/JE(P.Way), if there is an Engg. Tool Van
- f) SE/JE(S&T)
- g) ADMO, if there is Medical Relief Equipment
- h) Chief Traction Foreman/OHE, in case of traction break-down vehicles

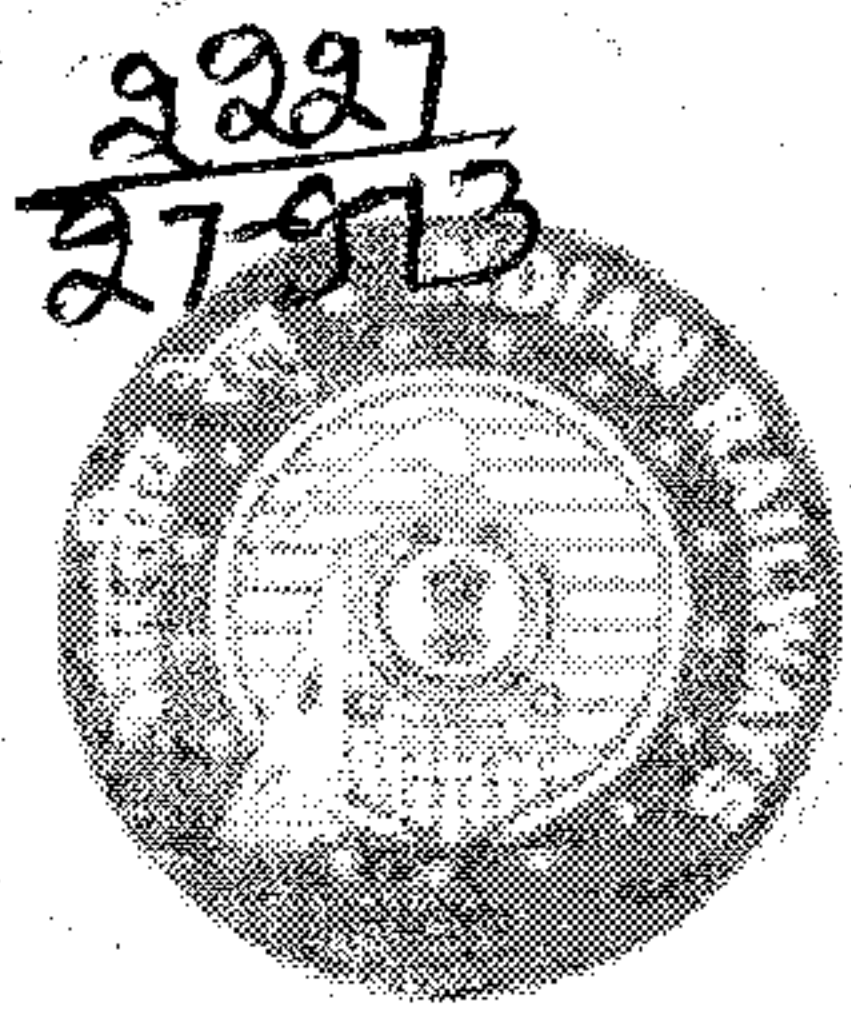


(O.P. Agrawal)

Principal Chief Engineer

(No. CE/NER/Track Circular/2007/275/Pt-II/4A

Gorakhpur dated 24.09.2013)



यू.एस.एस.यादव
मुख्य रेलपथ इंजीनियर,
U.S.S.Yadav
Chief Track Engineer

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No. W/275/0/A/Gen/Pt-VI/4A

Dated: 20.9.2013

Sr.DEN/Co-ord.,
N.E.Railway,
IZN, LYN & BSB.

Sub: Inspections to be carried out by Sr.DEN/DEN.

Ref : Board's letter No. 2013/CE-II/CS/1 dated 20.6.13 circulated vide
this office letter No. W/275/0/A/Gen/Pt-V/4A dt. 28.6.2013.

At S.No.1 of Annexure-I to Board's referred letter, the revised inspection
schedule of Sr.DEN/DEN with regards to push trolley/motor trolley inspection is
given below:

*"Once in four month. In case of double / multiple line sections closely
running parallel, trolleying on any one line shall be adequate. For unimportant
branch lines having less than 2 GMT traffic once in 6 months."*

On safety considerations, the above stipulations are lacking in the assessment
of condition of parallel line especially with regards to condition of fittings, girder
bridges, curves, general condition of SEJ, etc. and is practically not possible by
trolley inspection of only one line. Moreover, at many locations such as diversion of
bridges, etc. the distance between parallel lines are quite large also which require
separate inspection.

Hence, following is the revised schedule of Push Trolley / Motor Trolley
Inspection of Permanent Way to be carried out by the Sr.DEN/DEN:-

*"Once in four months. In case of double / multiple line sections closely
running parallel, trolley inspection should be carried out on all individual lines
once in four months separately. For unimportant branch lines having less than 2
GMT traffic once in 6 months."*

The unimportant branch lines on this Railway should be taken as Salempur –
Barhaj Bazar, Indara – Dohrighat, Maharajganj – Masrakh & Hathua – Bhatni.

Other duties of Sr.DEN/DEN as provided in referred Board's letter will remain unchanged.

Divisions are requested to implement the above directives of HQs and ensure that Sr.DEN/DENs are doing trolley inspection as per the above schedule.

This is issued with the approval of PCE.


(U.S.S. Yadav)
Chief Track Engineer

Copy to:

- CE/TMC, CBE, CGE & CPDE for information please.