

**MINUTES OF CMEs' CONFERENCE HELD ON 22.04.216 & 23.04.16 at UAM.**

**1. Address by MM**

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
1.1	Railway Board has tried to set up pattern of CMEs conference - One just after budget frame targets. - Second around Oct to take stock of last 6 months performance. Minutes are issued with clear cut targets, stating by whom and by when	All CMEs	
1.2	Along with this, MM regularly has tele-conference with CMEs for follow-up on important issues.	All CMEs	
1.3	Taking stock of last year, MM congratulated all Railways and PUs for doing well. Most budget announcements were met or exceeded -Cleanmycoach app, Mahamana express, Gatimaan, Braille enabled coaches, Air-conditioned EMU rake from ICF, 146 trains added to OBHS, Non-AC coach of LHB cleared for 130 kmph, Good out-turn from PUs except DMW and MCF, Certification of IMS and also ISO-50001 by many units, ICF getting green building platinum rating, etc.- just to name a few.	All CMEs	
1.4	<b>Safety:</b>		
1.5	There has been 20% drop in total accident cases reported to Board. Despite this reduction we should not slacken our efforts and continue to look at all those cases where ART had to be called including the cases of yard derailments.  SIMS should be checked regularly to see the final logging and investigation done properly. Genuine cases where accident is the responsibility of Mechanical Engineering Department should be accepted, but unreasonable responsibility in accident cases should not be accepted.  It is seen in some cases that the enquiry leads to conclusion which are not properly backed up by data. In all such cases where enquiry has either not been done properly or accepted properly, CME should take up the issue at appropriate level.  Railways should aim for zero accidents.	All CMEs O/L	
1.6	Diesel Loco- Additional BP cut out cock modification was advised over one year ago, but is still not completed by two Rlys.	CMEs NER and ECR	31-05-16
1.7	Freight- In the area of CTRB maintenance, instructions regarding overhauling and checking of overhaul particulars	All CMEs	31-05-16



S. No.	Action	By	Time Schedule
	<ul style="list-style-type: none"> <li>Use of Dynamic brakes will help to conserving fuel.</li> <li>HOG has potential for saving non-traction diesel fuel.</li> <li>Efficiency in procurement of fuel by way of direct purchase of crude is also being attempted.</li> </ul>	AM/RS EDME/Tr.	
1.15	<ul style="list-style-type: none"> <li><b>Operational efficiency</b></li> </ul>		
1.16	<ul style="list-style-type: none"> <li>Introduction of twin pipe rakes needs to be followed up for further proliferation. Rakes turned out with twin pipe have not yet started coming back with twin pipe in most cases. Ensuring twin pipe connections should be made part of GDR checks. Running staff should be made aware that twin pipe rakes with both pipes not connected are not acceptable.</li> <li>Twin pipe conversion of BLC wagons for both new manufacture as well as retrofitment in old wagons should be pursued.</li> <li>More CC rakes are to be introduced to improve operational efficiency.</li> <li>For reducing the coupler forces and higher throughput, efforts should be made towards right powering complemented with distributed power. We have to aim at 1.5 hp per trailing tonne. DLW to confirm roll out of distributed power.</li> <li>Production target must be met by DLW for WDP4 locomotives.</li> <li>Trial of Push-pull train has been successful in which jerks have reduced. All coaches now being manufactured must be equipped with fibre-optic cables. Loco-end digital converters and interpreters must be Traction neutral. Specification to be framed for Coaches &amp; Locos.</li> <li>In GM's conference at Bhubaneswar it was decided that all MG freight operations are to be stopped forthwith. Freight rolling stock should be offered to RITES to explore for export or if not required, condemned.</li> <li>For Mission 25t, BOXNS wagon oscillation trials are to be completed by RDSO in SER.</li> <li>The running of embedded empties is to be brought down to near zero. While Railways have started increasing the repairs of unloadable wagons, there is need to follow up on strict implementation of JPO for avoiding damages that generate unloadable wagons.</li> </ul>	<p>All CMEs O/L</p> <p>EDME/Fr.</p> <p>EDME/Fr.</p> <p>CME/DLW</p> <p>EDME/Tr. EDME/Chg EDS-Carr. EDS-MP</p> <p>CMEs/ NFR, NER, SECR</p> <p>EDS-Wagon EDME/Fr.</p> <p>All CMEs O/L</p>	<p>1 month</p> <p>3 months</p> <p>30-06-16</p> <p>30-06-16</p> <p>30-06-16</p> <p>Immediate</p>
1.17	<ul style="list-style-type: none"> <li><b>Maintenance efficiency</b></li> </ul>		
1.18	<ul style="list-style-type: none"> <li>Allowed times in Workshops and Production units must be analysed and if need be work study/ time study should be carried out.</li> <li>The innovation of MGS/ECR regarding in-yard wheel</li> </ul>	<p>All CMEs</p> <p>CME/ER</p>	<p>3 months</p> <p>3 months</p>

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	<p>changing is to be followed by all Railways. JMP workshop should make the equipment required excluding hydraulic jacks for all important yards. Hydraulic jacks are already available in most of the yards which need not be provided by JMP.</p> <ul style="list-style-type: none"> <li>• Normally the cycle time for wagon POH should be 4 to 5 days. Even after accounting for corrosion or out of course repairs, cases of more than 30 days taken in workshop are still being seen. Railways should continue to monitor all cases of more than 30 days in repair.</li> <li>• XYZ figures should be maintained (X- shop marking to received back in the Base Depot, Y- shop in to out and Z- work start to end)</li> <li>• Rollout of FMM, CMM, LMS, WISE is to be planned.</li> <li>• SS1 schedule is to be done in open line. Railways to develop facilities</li> <li>• There is need to work towards introducing 2-year POH cycle for coaches. 6 years for wagons, with 2 years for ROHs till On-Board Condition Monitoring System (OBCMS) comes.</li> </ul>	<p>EDME/Fr</p> <p>All CMEs/ O/L</p> <p>All CMEs/ O/L EDME/Dev</p> <p>EDME/Dev EDME/Fr.</p>	<p>Immediate</p> <p>Immediate</p>
1.19	<ul style="list-style-type: none"> <li>• <b>Energy efficiency</b></li> </ul>		
1.20	<ul style="list-style-type: none"> <li>• All units must get ISO 50001 certification.</li> <li>• Railways to get done energy audit of all units</li> <li>• Increase use of Solar power, not only in electrical power but also heating water for canteens/laundries, water distillation etc.</li> <li>• There was a proposal from an engineering student of Reverse Rankine cycle use for recovering waste heat in diesel locomotives. It should be studied by RDSO.</li> </ul>	<p>All CMEs</p> <p>All CMEs</p> <p>EDS(MP)/ RDSO</p>	<p>6 months</p> <p>3 months</p> <p>3 months</p>
1.21	<p><b>Customer Focus:</b></p>		
1.22	<ul style="list-style-type: none"> <li>• ACCN for Model Rake has to be made on priority. The contractual issues may be resolved early.</li> <li>• ICF and WCR should turn out the remaining model coaches at the earliest. Hon'ble MR has instructed complete switchover to Mahamana type coaches in the next 2-3 years.</li> <li>• Remaining laundries to be put up expeditiously by Zonal Railways.</li> <li>• OBHS schemes to be proliferated and monitoring of their performance to be done through biometric attendance with GPS stamping etc.</li> <li>• CleanMyCoach should be rolled out Pan-India.</li> <li>• Twitter responsiveness of NR has been very good. Tweets of Railminindia and MM should be followed. CMEs should have Twitter accounts in the format "CME_organisation". While handing over/taking over charge, twitter, email accounts should also be handed</li> </ul>	<p>CME/WCR</p> <p>CME/WCR CME/ICF</p> <p>All CMEs</p> <p>All CMEs</p> <p>All CMEs All CMEs</p>	<p>3 months</p> <p>6 months</p> <p>9 months</p> <p>6 months</p> <p>30-06-16 Immediate</p>

S. No.	Action	By	Time Schedule
	<p>and taken over.</p> <ul style="list-style-type: none"> <li>• Provision of ladders in FAC should be completed quickly for the existing ICF and LHB rakes as per WR design.</li> <li>• Jerk on LHB coaches have to be eliminated. RCF to expedite procurement of CBCs and Board would distribute to Railways. Railways to give their requirements of CBCs (of Single Acting Draft gear to be replaced with Double Acting Draft gear) to RCF. Priority should be given to Rajdhani and Shatabdi trains</li> <li>• ICF has been assigned the responsibility of procuring soft side buffers for fitment on ICF coaches fitted with CBC.</li> <li>• Design of Water Level Indicator in coach water tanks to be finalized quickly.</li> <li>• CCTV rollout in other trains after the experience of the Shan-e-Punjab should be expedited. Face-detection and other software to be used to alert unusual occurrences. Sleep-wake up type cameras should be used to reduce the memory use and easy review.</li> <li>• Provision of water filtration system in coaches to be expedited.</li> <li>• Specification for Pillow and Blanket should be reviewed to make them washable.</li> <li>• Face towels to be made disposable.</li> </ul>	<p>All CMEs</p> <p>CME/ECoR CME/NFR CME/NR CME/SR</p> <p>CME/ICF</p> <p>EDME/Dev</p> <p>All CMEs O/L EDME/Dev</p> <p>CME/ RCF &amp; ICF EDME/Chg</p> <p>EDME/Chg</p>	<p>30-06-16</p> <p>6 months</p> <p>Immediate</p> <p>1 month</p> <p>6 months</p> <p>Immediate</p> <p>2 months</p> <p>2 months</p>
1.23	<b>Environment Issues:</b>		
1.24	<ul style="list-style-type: none"> <li>• Bio-toilet procurement and distribution to zonal railways needs to be expedited. We have to fit 50,000 bio-toilets during current financial year. Railway Board procurement &amp; distribution to be finalized in 3 months time. Some quantity should be distributed to Zonal Railways for parallel procurement so that fitment of bio toilets continues uninterrupted. Zonal railways to ensure strengthening of head stock in off-POH coaches.</li> </ul> <p>Technical issues to be resolved by RDSO within 30 days, and any design of Bio-toilet for the remaining stock must be issued.</p> <ul style="list-style-type: none"> <li>• Performance of bio-toilets should be monitored at Apex level in Zonal railways. CME's morning position should reflect working % of bio-toilets in their zones.</li> <li>• Rainwater harvesting to be done in all establishments.</li> <li>• Water re-cycling plants to be installed in all establishments like coaching depots, diesel sheds etc.</li> <li>• Proliferation of Automatic coach washing plants is to be done.</li> <li>• Waste to Energy plants are to be installed.</li> </ul>	<p>EDME/ Dev.</p> <p>All CMEs</p> <p>All CMEs</p>	<p>30-08-16 (for procurement by Rly Bd)</p> <p>31-05-16</p> <p>Immediate</p> <p>3 months for plans (new) Also for compliance of WTP</p>

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	<ul style="list-style-type: none"> <li>Railways should pursue formation of Housekeeping wing in HQs and Divisions. Instructions have already been issued by Railway Board</li> <li>Policy has been issued for mobilization of CSR funds by EnHM Dte. of Railway Board</li> <li>Planning to earmark 1% in most of the projects for Environment issues.</li> <li>Conversion of PET bottles to diesel technology should be considered for feasibility.</li> </ul>	All CMEs	30-06-16
		All CMEs	6 months
		Adv/EnHM	6 months
1.25	<b>Future Readiness:</b>		
1.26	<ul style="list-style-type: none"> <li>'Mission 350 plus' regarding development of coaches fit to run at 350 kmph and above may be given priority. Committee has been appointed to give report in 02 months.</li> <li>Feasibility of Maglev to be explored.</li> <li>Design and specification of On Board Condition Monitoring System (OBCMS) and roadside Condition Monitoring System (CMS) is to be frozen. Identification of parameters to be monitored and necessary transducers for the same is to be done. Use of existing systems to the fullest. REMMLOT. Failure data to be analysed in sheds by making core groups at SSE level.</li> <li>Use of knowledge portal of IRIMEE must be made for dissemination of information.</li> <li>Tender of Gas-turbine Locos by RDSO is to be expedited.</li> <li>EOTT tender to be floated for development &amp; deployment of system in freight operation.</li> <li>For Dual mode Diesel Locomotive, DLW should place PO within 1 month. RDSO should also be ready with specification for freight version.</li> <li>For High speed Diesel Train set from ICF, tender should be expedited.</li> <li>No more DC propulsion equipment to be manufactured in PUs.</li> </ul>	EDS(Carr.) / RDSO	2 months
		EDME/ Dev	3 months
		EDME/ Dev	2 months
		All CMEs	Immediate
		Sr. ED/ ED/ RDSO	3 months
		EDME/ Dev	3 months
		CME/ DLW	1 month
		EDSMP/ RDSO	2 months
		CME/ ICF	1 month
		All CMEs of PU	1 year
1.27	<b>Reliability:</b>		
1.28	<ul style="list-style-type: none"> <li>Failure-analysis must go into root cause.</li> <li>Quality of spares. New policy permitting long-term supply contracts must be made use of. Vendor rating system should be developed. RDSO should look at Taguchi loss method for categorization for vendors</li> <li>We must learn and absorb technology and understand the working instead of solely depending on vendors..</li> <li>LHB brake system, LCC/ TCC and brake systems of locomotives are not to be treated as blackboxes. Homegrown WSP is on the anvil.</li> <li>RFID- After finalization of specification of RFID, Railways to be given target of fitment of RFID tags in all</li> </ul>	All CMEs	Immediate
		All CMEs	3 months
		All CMEs	Immediate
		All CMEs	Immediate
		EDME/ Dev.	3 months

S. No.	Action	By	Time Schedule
	rolling stock in POH/ IOH/ ROH or in sick-lines. Letter to be issued in next 15 days.		
1.29	<b>Projects and M&amp;P:</b>		
1.30	<ul style="list-style-type: none"> <li>Last mile projects are to be targeted for completion. Railways must review projects that are old but no progress made and send feedback within 1 month. If no feedback was received, suo moto review will be done by Railway Board. Old projects sanctioned in DF/DRF must be converted to CAP/ EBR(IF), wherever feasible, by working out rate of return.</li> <li>Capacity augmentation projects must get priority.</li> <li>New workshops to be constructed must be with new processes and not replication of old workshops.</li> <li>New-line and Gauge conversion projects to have Disaster management infrastructure-ART, ARME, Cranes, built in the estimate itself, along with maintenance infrastructure.</li> <li>WPOs to improve delivery</li> <li>CMEs to review PH41 and PH42 progress every month with all concerned. Gantt chart should be made. At Railway Board level review should be done every quarter.</li> <li>New shops to take care of overhaul of Roller Bearings and Coupler/ draft gears.</li> <li>Multi gen set locomotives should be proliferated for shunting application.</li> </ul>	<p>All CMEs</p> <p>All CMEs</p> <p>All CMEs</p> <p>CAO/WPO All CMEs AM/PU</p> <p>EDME/Proj</p> <p>EDME/Tr</p>	<p>1 month</p> <p>Immediate</p> <p>Immediate</p> <p>Immediate Immediate Immediate</p> <p>Immediate</p> <p>3 months</p>
1.31	<b>New revenues:</b>		
1.32	<ul style="list-style-type: none"> <li>Centres of excellence in workshops and PUs to market training and retain part of the earnings as already permitted. Any change in provisions to be identified and processed.</li> <li>Specialized machinery hours and test labs to be marketed. Test labs, particularly of PUs should become accredited through NABL.</li> <li>Quality improvement and process audit of CLW's foundry must be done. Not many foundries have capacity for such large castings.</li> <li>PUs to look for new markets for their products, and try to develop products that are required by the market.</li> <li>RITES has been asked to step up efforts to market maintenance of assets.</li> <li>Hon'ble MoSR had remarked during JMP visit that can we make cranes for other users, like road users. Crane design capacity must be built.</li> </ul>	<p>All CMEs</p> <p>EDME/W</p> <p>All CMEs</p> <p>CME/ CLW</p> <p>CMEs of PUs</p> <p>CME/ ER EDS(MP)/ RDSO</p>	<p>6 months</p> <p>3 months</p> <p>6 months</p> <p>Immediate</p> <p>6 months</p> <p>1 year</p>
1.33	<b>Exports:</b>		
1.34	<ul style="list-style-type: none"> <li>PUs should look for marketing 10% of their production outside Indian Railways. RDSO, PUs must develop</li> </ul>	All CMEs of PUs	Immediate

S. No.	Action	By	Time Schedule
	<p>products for export. We must undertake new development for various Gauges prevailing in world-MG/CG/ SG. It is being planned to create Rs. 100 Cr. Corpus for DLW for developing new products for export markets.</p> <ul style="list-style-type: none"> <li>Quality upgrade of products for export is the need of the hour. Third party inspection should be done to improve the standard of acceptability of PU products.</li> <li>3 phase technology for MG Loco and MG DEMU should be developed.</li> </ul>	<p>EDME/ W</p> <p>All CMEs/PU</p> <p>EDS(MP)/ RDSO</p>	<p>6 months</p>
1.35	<b>Development:</b>		
1.36	<ul style="list-style-type: none"> <li>New generation Weighbridges must have no manual intervention. They should have automatic wake-up and self-diagnostic features, and have direct entry to FOIS.</li> <li>As a 100 t wagon would be difficult to move on IR track, Test wagons of flats with cast weights of 10 tonnes each with the seal of Weights &amp; Measure department should be made.</li> </ul>	<p>EDME/ Dev.</p>	<p>3 months</p>
1.37	<b>Budget items:</b>		
1.38	<ul style="list-style-type: none"> <li>Top priority is to be given to DeenDayalu coaches, UDAY, Hamsafar, Tejas, Gatimaan etc.</li> <li>Budget items are reviewed every 15 days in Railway Board. Railways should do review at least once in a month.</li> </ul>	<p>EDME/ Chg.</p> <p>EDME/ W</p> <p>All CMEs</p> <p>EDME/Proj</p>	<p>6 months</p> <p>Immediate</p>
1.39	<b>General Issues:</b>		
1.40	<ul style="list-style-type: none"> <li>CMEs must be aware of unutilised infrastructure and rolling stock lying in their Railway. Feasibility of leasing it should be explored.</li> <li>Loco Standards Committee (LSC), CMG, CrMG, WMG, DMG, DEMU MG should be done as per the periodicity to give direction to department regarding the maintenance of various rolling stock. All minutes of meeting must have What, Who, by When clearly specified</li> <li>No stock sheet should be more than one year old.</li> <li>Pending Audit observations must be disposed off on priority.</li> </ul>	<p>All CMEs</p> <p>EDME/ Tr</p> <p>EDME/ Chg</p> <p>EDME/ Fr.</p> <p>All CMEs</p>	<p>3 months</p> <p>Immediate</p> <p>Immediate</p>
1.41	<b>Cadre issues:</b>		
1.42	<ul style="list-style-type: none"> <li>IRCMS is not being updated regularly. It is used to know the past posting history, constraints and preferences of officers. If not filled, can create problems. We must also have option for preference for training/ area of posting as well.</li> <li>APARs must be filled up in time. Time frame is that all Self-appraisals by 15th April. Reporting by 15th May. Review by 30th May. Acceptance by 15th June.</li> </ul>	<p>All CMEs</p>	<p>Immediate</p> <p>Monthly</p>



S. No.	Action	By	Time Schedule
	<p>Status to be reported as Year, Total Due, Completed by previous week/ fortnight, completed during this period, Balance to be written.</p> <p>Part APARs to be written before an officer goes out of the zone/ PU or when the controlling officer is retiring.</p> <ul style="list-style-type: none"> <li>D&amp;AR cases to be monitored regularly.</li> </ul>		

## 2. Address by AM/ ME

S. No.	Action	By	Time Schedule
2.1	There have been improvements in statistics related to diesel loco, punctuality loss, coach detachments, wagon etc. Railways are complimented for that. Further concerted actions are required for quantum improvements.	All CMEs	Ongoing
2.2	Instructions were issued to diesel sheds to take IMS certification but many Railways are still to comply	All CMEs	06 month
2.3	Recently there have been three cases of locomotives catching fire. Engine room must be kept clean and dry to prevent fire	All CMEs	Immediate
2.4	This year fuel bill is pegged at Rs. 15000, which is a drastic reduction over last year. So, all efforts must be made for fuel conservation and proper accountal.	All CMEs	Immediate
2.5	APU utilisation is dismal, only 45-48%. This has to be increased through counseling of LPs.	All CMEs	Immediate
2.6	Health of engine blocks has deteriorated. DMW & GOC must not carry out rehabilitation of engine blocks after 3 <sup>rd</sup> rehab. They must purchase new engine blocks as per requirement.	DMW CME/ SR	01 year
2.7	REMMLOT must be used to evaluate performance of diesel locomotives. Many Railways have set up monitoring centres but they are not analyzing data to prevent failures.	All CMEs	Immediate
2.8	Chrome plated cylinder liners are giving problem. There is also an environmental issue with chromium. Explore feasibility of moving towards laser hardened ones.	RDSO	3 months
2.9	Tenders must be finalized in time bound manner and execution must be fast.	All CMEs	Immediate
2.10	16 years after introduction of HHP locos, many Railways are still reporting teething troubles. Even failures of large assemblies TM and powerpack have not stabilized.	DLW ED/MP/ RDSO	6 months
2.11	In Railways, 50 HHP power packs are waiting for repair. Southern Railway has done a great job by repairing 2 per month. Efforts must be made to increase it to 4 per month.	CME/ SR All CMEs CME/DLW	6 months

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
	Zonal Railways to provide necessary feed as demanded by SR. DLW to also chip in.		
2.12	Proper failure analysis must be done in sheds. CMEs during their shed inspection must check the tendency of sheds to put responsibility for failure on material or manufacturer and protecting poor workmanship by shed staff.	All CMEs	Immediate
2.13	Each case of punctuality loss must be thoroughly analysed.	All CMEs	Immediate
2.14	Guidelines for Service Contracts to be issued on priority.	Adv./EnHM EDME/Chg	01 month
2.15	Audit of Maintenance Facilities to be completed on priority.	ED/Carr./ RDSO	02 months
2.16	Painting of coaches needs improvement. The PU Paint Booths should be used to their full capacities.	All CMEs	Immediate
2.17	Condition of coaches needs immediate improvement. All efforts to be made to bring from 'C' to 'B' category. Necessary inputs to be planned and action taken.	All CMEs	03 months
2.18	Codal life of linen items needs to be reviewed	EDME/Chg	03 months
2.19	Pest and rodent control is a priority area	All CMEs	Immediate
2.20	Workshops are not doing routine maintenance of couplers. CMEs must ensure that this is done	All CMEs	Immediate
2.21	Placement of order is against RSP sanction and their execution must be monitored and expedited	All CMEs	Immediate
2.22	During the past year on an average every month 77 en-route detachment, 30 train partings and 62 hot axles have taken place. There is need for all Zonal Railways to work towards reducing these wagon failures drastically and bring down to near zero.	All CMEs	1 Year
2.23	Derailment of container flat wagons (BLC/BLA) are a cause of concern. Maintenance of these wagons by Zonal Railways and analysis of past derailments by RDSO needs more effort. Maintenance of slack less draw-bar and quick draw draft gear is not on strong footing in POH workshops. These, being critical components for train operation, need to be maintained adequately.	All CMEs	1 Year
2.24	Failures of Bolster Bottom Gusset Plate and Centre Sill in BOXNHL and BCNHL wagons are regularly being observed during POH in workshops. This shows that inspection during manufacture has not been rigorous enough. QA(Mechanical) Dte. should tighten up inspection. RDSO has already issued the repair procedure for these defects. Workshops should plan for providing manipulators so that proper repairs can be ensured.	All CMEs ED/Q&A ED/Wagon	3 Months
2.25	Based on trends of failures and Board's advise, QA (Mechanical) Dte. is required to take up audits of workshops in various areas of activities. Some of the audit reports brought out recently are lacking in technical content. ED (QA) and ED(Wagon), RDSO should look into the issue and ensure that auditors are properly equipped with all technical knowledge regarding the requirements of the activities.	ED/Q&A ED/Wagon	1 Month

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2.26	Workshops have been advised to ensure 100% dropping of draft gears during POH. In some workshops, dropping of draft gear is being done by cutting hole in the wagon body which is not an acceptable practice. Processes, tools and equipments as recommended by OEM/ RDSO should be used in all cases so that the quality as well as the productivity of the activity is achieved.	All CME's	6 Months
2.27	During the process of development of new designs of wagon, with various axle load and commodity capability, large number of different type of springs in bogies have been prescribed. The existing wagon bogies require 24 different type of springs which are to be provided under different wagons. Dimensionally some of these springs vary by as little as 1 mm in length or diameter which makes the task of segregation of different type of springs during ROH and POH nearly impossible. Rationalization of different type of springs to be used in bogies is called for so that the numbers of springs required are reduced in type, as well as, their segregation during repairs in service becomes fool proof.	EDS/Wagon/RDSO	6 Months
2.28	Some of the new wagon designs like BRN 22.9, BOST, BCNHL, BOXNHL have been coming up with serious problems in their under-frame like damage to cross members, sagging, failures of gusset plate/center-sill. Each of these issues need to be investigated properly and procedure for their repairs should be prescribed. If required, necessary changes in QAP to be followed during manufacture and method for enforcement, if any should be prescribed by RDSO.	EDS/Wagon/RDSO ED/QA/Mech./RDSO	3 Months
2.29	Maintenance of draft gear and couplers in POH shops and ROH depots needs improvement. Railways should plan for providing adequate number and type of gauges for inspection and for stocking of spares in adequate quantity.	CMEs	3 Months
2.30	In bogie mounted brake system earlier only one design of BMBS was being fitted. RDSO is likely to introduce new designs by different manufactures in near future. Railways should gear up for maintenance of BMBS system of different manufactures by planning for spares and skills.	CMEs	3 Months
2.31	25T axle load wagons are going to be rolled out in near future. Railways where their operation is planned should start preparations for maintenance of these wagons.	All CMEs	6 Months
2.32	RDSO has designed 25T axle load wagons with 840 mm diameter wheels. RDSO should also be prepared with a design of this wagon using standard diameter wheels.	EDS/Wagon/RDSO	6 Months
2.33	Connectivity of weighbridge with FOIS to be expedited.	All CMEs	Immediate
2.34	The test train should have a wagon with 100 T capacity to test overload condition.	All CMEs	6 Months
2.35	Zonal railways to ensure timely AMC of all weighbridges in their jurisdiction.	All CMEs	03 months

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
2.36	JMP was given target to manufacture nine 140 t cranes. ER should give PDC for same and stick to the schedule.	CME/ ER	1 month
2.37	Commissioning of machines must be done on time. Consignee should not later add new things which unnecessarily delays commissioning.	All CMEs	03 months
2.38	For last 8 months Railway Board has been issuing the minutes of meeting with clear cut time/ targets. CME's must review these minutes once in a month with CMPE's, CRSE's & adhere to target.	All CMEs CWM's	Immediate

## Discussion on Agenda Items

### 3. Budget Pronouncements 2016-17

S.No.	Budget para no.	Details	Target	Action by
3.1	28	Expand E-procurement. Switching over to paperless contract management system where not only the bids are invited online, but the entire process leading to award of a tender is also done electronically. intend to roll it out on a Pan-India basis.	15.06.16	Stores-Zonal Railways/ PU
3.2	56	Antyodaya Express - unreserved, second class, superfast	30.09.16	RDSO/Zonal Railways /ICF
3.3	57	DeenDayalu coaches	30.10.16	RDSO/Zonal Railways /ICF/RCF
3.4	58	Humsafar train services - 3AC	15.08.16	RDSO/ Zonal Railways /RCF/ICF
3.5	59	Tejas Train Service - speed 130 kmph and above for premium customers	30.06.16	RDSO/ Zonal Railways /RCF
3.6	60	UDAY Train Service - Double decker AC	31.12.16	RDSO/ Zonal Railways/ RCF
3.7	68(i)	Swachh Rail, Swachh Bharat - Clean my coach	Completed	Zonal Railways
3.8	68(ii)	Swachh Rail, Swachh Bharat - Audit to generate ranking of A1 & A classes of stations,	30.09.16	Zonal Railways
3.9	68(iii)	Swachh Rail, Swachh Bharat - Setting up waste segregation and recycling centres at A1 Stn - 5 centres to be commissioned in 16-17	31.03.17	Zonal Railways
3.10	68(v)	Swachh Rail, Swachh Bharat - Additional 30,000 bio-toilets	31.03.17	Zonal Railways /PUs
3.11	68(vi)	Swachh Rail, Swachh Bharat - Installation and maintenance of portable bio-toilets at major stations - Leverage advertising potential, CSR, and support from Voluntary organisations.	31.01.17	Zonal Railways
3.12	72	One divyang toilet per platform on A1 class station	31.01.17	Zonal Railways

S.No.	Budget para no.	Details	Target	Action by
3.13	75	Launch of JananiSewa - Provide changing boards in Toilets	31.12.16	Zonal Railways /PUs
3.14	76	Smart (Specially Modified Aesthetic Refreshing Travel) coaches - to ensure higher carrying capacity and provision of new amenities including automatic doors, bar-code readers, bio-vacuum toilets, water-level indicators, accessible dustbins, ergonomic seating, improved aesthetics, vending machines, entertainment screens, LED lit boards for advertising, PA system and more	31.01.17	RDSO/ RCF
3.15	78	Standardised Uniforms of all customer facing roles to be refurbished to clearly distinguish them.	30.09.16	Railways
3.16	79	GPS based digital displays (LED) to provide real time information	30.09.16	RDSO/ Zonal Railways /PU
3.17	86	FM Radio by installing PA system in Trains	31.10.16	Zonal Railways /RCF
3.18	103	Explore feasibility of opening up of General purpose wagons for leasing	15.06.16	Railways
3.19	104(f)	Generate annualised revenues of about Rs.4,000 Cr.	30.05.16	PUs
3.20	106	Performance output based contracts	30.07.16	Zonal Railways
3.21	121(a)	Mission 25 Tonne: freight loading through 25-tonne axle-load wagons	30.05.16 '- 10-20% freight loading - 31.03.17 '- 70% freight loading by 31.03.2020	Zonal Railways
3.22	121(c)	Mission Procurement and Cost optimisation	30.05.16	Zonal Railways/ PUs
3.23	123	Provision of toilets and air-conditioning in cabs for loco pilots.	28.02.17	DLW/DMW /RDSO
3.24	126	Centres of Excellence for Skill Development	31.12.16	Zonal Railways/ PUs

S.No.	Budget para no.	Details	Target	Action by
3.25	127	Appeal to NGOs to support Cleanliness, sanitation, skill development and Energy conservation initiatives in IR	30.05.16	Zonal Railways
3.26	129	Partnership with Khadi & Village Industries Commission to support employment creation for rural India	31.07.16	Zonal Railways /
3.27	134	Automatic coach washing plants in major coaching depots with a holding of more than 500 coaches, Water recycling plants-32 stations and 10 coaching depots.	31.12.16	Zonal Railways
3.28	135	Green industrial unit: by obtaining relevant certification, good energy management, sourcing energy from renewables, water conservation, improved green cover and environment friendly management of waste. (at least one in each ZR)	30.06.16	Zonal Railways /PUs

#### 4. Traction items

S. No.	Action	By	Time Schedule
4.1	<p>Overhaul of HHP Turbochargers, Traction Motors and Power Assemblies: DLW should place a rate contract for overhaul, which would be operated by Zonal Railways. DLW has asked Zonal Railways to give their arisings. Zonal Railways must furnish the same within 15 days. The division of responsibility for the various activities between DLW, RDSO and zonal Railways has already been issued by Board. DLW has floated EOI for TSC and Power Assembly (opening on 24<sup>th</sup> May 2016) and for Traction Motor specification is under finalization. For improvement in quality of in-house overhauling of HHP Turbo by DLW, TSC test stand will be ready soon. Further balancing of TSC rotor will be done through contract.</p>	<p>All CMEs  CME/DLW  EDS MP/RDSO</p>	<p>15 days  03 months  01 month</p>
4.2	<p>DEMU Planning on IR:</p> <ol style="list-style-type: none"> <li>Proposals submitted by Railways for maintenance infrastructure of DEMU were discussed. CR has to plan DEMU depot at Miraj and NWR at Phulera and Merta Road.</li> <li>NR and other established Railways must segregate DEMU links of 700 hp and 1400 hp into two categories- with and without toilet.</li> </ol>	<p>i, ii, iv and vii- All CMEs</p>	<p>03 months</p>

S. No.	Action	By	Time Schedule
	iii. For 1600 hp DEMU, RSP sanction of UTEX spares must be processed and distributed to Zonal Railways. iv. CMEs to take stock of defective assemblies lying in DEMU depots and take necessary action for their early repair. v. RDSO must plan trial for increasing speed of 1600 hp DEMU within one month. vi. NCR requested for 3 more rakes and CR for 1 more rake of DEMU. vii. Systems for watering, cleaning and maintenance of toilets of DEMUs at terminals must be in place in Zonal Railways.	iii.- EDME/Tr.     v.-EDS MP/RDSO	12 months     01 month
4.3	Fuel saving initiatives: APU: Zonal Railways were advised to educate Loco Pilots for proper utilization and devise effective monitoring mechanism. Utilisation of above 75 % of potential hours was targeted to be achieved by 31-03-16, but only 48% was achieved. Efforts are required to be intensified. DMW & DLW were advised to expedite the procurement and fitment of APU.	All CMEs   CME/DLW CME/DMW	03 months   03 months 03 months
4.4	Condemnation of overaged WDM2 locos: Fuel consumption by these locomotives is very high. No overaged WDM2 locomotive should be utilised for Shunting and other train operations by Railways from 01.04.2016 onwards.	All CMEs	Immediate
4.5	Bio-Diesel proliferation: Railways were advised to study the temperature graph of their geographical area to set up as system of cut off and cut on the use of B-100 Bio-diesel on their jurisdiction. Northeast Frontier Railway and North Central Railway have not identified depots for Phase-II implementation of Bio-diesel use. They were advised to identify the depots and process procurement of B-100 Bio-diesel for those.	All CMEs	01 month
4.6	Review of leakages: Each fuelling location must be inspected by at least a JA grade officer and confirmation must be given to Board that there are no physical leakages or accountal deficiencies.	All CMEs	02 months
4.7	Condition monitoring of Diesel Locomotives: Discussed condition monitoring of Diesel Locomotives in detail. <ul style="list-style-type: none"> <li>i. RDSO would be advising DLW and DMW within 15 days regarding additional sensors to be put on 10 locomotives each for trial, as already instructed by Board. Based on the report, further action will be taken by RDSO.</li> <li>ii. Zonal Railways were advised to form a team of</li> </ul>	EDS MP/RDSO   All CMEs	15 days   01 month



<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
	competent technical supervisors to analyse each failure to examine whether it could have been averted by formulating a REMMLLOT alert based on the existing sensors or providing additional sensors.		

### 5. Coaching items

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
5.1	Tenders for BOOT laundries to be finalized on priority.	CME/CR CME/ECOR CME/SR	03 months
5.2	Railway reported problems in pillow washing due to formation of lumps. Specification to be reviewed.	EDME/Chg	03 months
5.3	Quality of ACASH supplied blankets is not up to the mark. Inspection to be tightened up.	GM/ QA/ RITES	
5.4	There are large scale losses of hand towels. Possibility of giving "take away" hand towels to be explored.	All CMEs EDME/Chg	02 months
5.5	Bed roll items overdue condemnation should not be used in service. They should be replaced before passenger complaints.	All CMEs	
5.6	Railways should ensure that maintenance depots and yards are also covered under comprehensive pest and rodent control contracts in addition to coaches.	All CMEs	
5.7	Performance to pest and rodent control treatment done in coaches to be monitored to eliminate any complaints.	All CMEs	
5.8	Design, development and manufacture of DeenDayalu and Antyodya coaches should be done as per contract given by Railway Board	CME/RCF CME/ICF CME/MCF	
5.9	Porbandar, Bansdaliya section should be made human waste discharge free by fitment of bio-toilets in coaches by June 2016. WR should do retrofitment of bio-toilets in pantry car and other coaches on priority.	CME/WR	02 months
5.10	Railways should upgrade coaches from 'B' category to 'A' category and 'C' category to 'B' category by giving the necessary inputs in open line and POH workshops.	All CMEs	
5.11	Railways should be completely in readiness to undertake the maintenance of LHB coaches. The rakes planned for replacement by LHB coaches will be intimated to Zonal Railways.	All CMEs	
5.12	Coach maintenance module is being planned to be rolled out in 65 depots. Railways must give all necessary assistance to CRIS for implementation.	All CMEs	
5.13	Brake binding in single coach for punctuality loss cases on	ED/Carr./ RDSO	02 months

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
	C&W account – RDSO has done some pilot trials on NR and ECR. Railways confirmed satisfactory performance and also technical superiority of solution which will reduce the maintenance effort of brake block changing etc. However, due to higher initial cost of the product, it was decided to use the double acting BMBC on GS and SLR coaches which are also the most effective coaches.		
5.14	RCF should procure 1000 CBCs against the RSP sanction advised by Board on priority. Railways should give their requirement of balanced draft gear couplers to Board so that the allotment can be done.	CME/RCF All CMEs EDME/Chg	
5.15	ICF has been assigned the responsibility of procuring soft side buffers for fitment on ICF coaches fitted with CBC.	CME/ICF	

## **6. Freight Items**

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
6.1	WD-66 draft gears are to be compulsorily dropped (100%) during POH. These draft gears are to be tested and fitted back if found without defective in inspection. Railways should plan for spares or outsourcing as the case may be for those draft gear which are found to be defective.	CMEs	3 Months
6.2	WD-66 couplers are being provided with conventional knuckles and other components found worn during ROH/POH. Railways must ensure that all components replaced in WD-66 couplers are of WD-70 specification only.	CMEs	3 Months
6.3	Railways should immediately start procuring WD-70 specification knuckles and components wherever new procurements indents (Stock/Non-stock) are being made for replacement of components and knuckles in wagons fitted with WD 66 & 70 couplers. RDSO should work for gradually making WD-48- BD-10 specification obsolete by end of 2016-17.	CMEs  EDS/ Wagon/ RDSO	6Months
6.4	Most of the workshops are not adequately maintaining slackless draw-bar and quick draw draft gear of container flats. Railways must ensure that maintenance instructions issued for RDSO in this regard are followed in toto. Stocking of spares and consumables must be ensured.	CMEs	3 Months
6.5	The maintenance of BVZI wagons in workshops is becoming a constraint. Every year about 1800 BVZI wagons are to be given POH. Workshops must gear up to tackle POH by planning for adequate spares and capacity.	CMEs	2 Months
6.6	As regarding the conventional BVZC wagons railway should immediately conduct a review of their readiness to	CMEs	3 Months

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
	tackle POH requirements. Availability of wheel discs, laminated springs and axle boxes should be reviewed and wherever required one time indents should be processed		
6.7	Repair of unloadable wagons continues to remain an area of concern despite about 8000 wagons given such repairs in zonal railways yards and PSUs. The outturn of unloadable wagons in Railway yards to be further increased by Railways.	CMEs	6Months
6.8	JPO on unloadable wagons should be strictly implemented to ensure that sidings causing damages to wagons are identified and charged with the cost of damage. Replacement of doors in all wagons manufactured prior to June 010 (Mod I design) has been sanctioned under RSP. The later designs of doors also would get damaged and require replacements on condition basis. Railways need to develop capacity by way of availability of spare components and complete door assemblies in POH shops as well as open line depots. Railways must arrange for stocking of adequate spares for covering both the areas above	CMEs	3 Months
6.9	The POH capacities presently available are lacking because of the constraints faced in timely replacement of door assemblies. The contracts for door assemblies should be adequately followed up so that the POH flows can be matched.	CMEs	3 Months
6.10	WR must achieve POH outturn of two rakes per month between PRTN and DHD	CME/WR	2 Months
6.11	Local passing against CTRB overhauling particulars is still prevalent on East Coast Railway as SECR has not been able to gear up to supply adequate number of CTRBs. About 900 additional CTRBs are required by ECoR per month. ECoR should develop CTRB mounting facilities as per RDSO's specification. SCR will assist by overhauling 400 to 500 CTRBs per month. The balance requirement should be met by SECR.	CME SCR SECR ECoR	3 Months
6.12	Railways should plan for increasing the number of rakes on close circuit basis operation in consultation with their traffic counterparts. Based on their requirement they should seek assistance of Board for feeding POH/ROH wagons wherever not possible within resources of the Railway.	CMEs	3 Months
6.13	Twin pipe conversion work under RSP has not been progressing as per target on ER. ER should gear up the activity.	CME/ER	2 Months
6.14	Railways should take up the monitoring of twin pipe operation of rakes on a drive basis	CMEs	Immediate
6.15	Railways should pursue with CRIS regarding implementation of FMM module at the earliest	CMEs	Immediate

## 7. Workshop & PU items

S. No.	Action	By	Time Schedule
7.1	<p><u>Out turn of Rolling Stock POH</u> During 2015-16 the POH out turn of all types of rolling stock has been above target and more than that achieved in any previous year. Workshops having exceeded the targets were complimented on their performance. However, a few workshops like Liluah, Raipur and KGP performed below the target. It was informed by CME SECR &amp; SER that the out turn in the last few months has picked up and they will be able to achieve the target this year. Liluah workshop reported less feed of containers flats as the reason for low out turn.</p>	All CMEs of ZRs & PUs	Immediate
7.2	<p><u>Manufacture of WDS6 locos</u> Issue of manufacture of WDS6 at Parel was discussed in view of the urgent requirements of shunting locomotives, especially in order to put out of service the old WDM2 locomotives being used for shunting purposes. DMW &amp; Parel workshops should ensure that the allotted target for manufacture is met.</p>	CME/CR CME/DMW	Immediate
7.3	<p><u>Out turn of LS &amp; LSCN Coaches</u> The coach manufacturing PUs were advised to expedite out turn of LS &amp; LSCN coaches to cover up the shortfall indicated by Traffic Dte.</p>	CME ICF, RCF & MCF	Immediate
7.4	<p><u>Reduction in target of RWF</u> RWF requested to reduce their target for 2016-17 as due to reduced requirements a large number of wheel sets are lying ready already with them. RWF is making efforts to export wheels to South Africa through RITES.</p>	EDME/ W	01 month
7.5	<p><u>POH of BOBRN Wagons</u> There is a huge accumulation of BOBRN wagons due/overdue POH. However, the situation is better than earlier due to the efforts put in by RYPS. All the workshops have to work towards wiping out the overdues. JHS and Raipur workshops specifically need to put in additional efforts for picking up the out turn.</p>	CMEs/NC R & SECR	Immediate
7.6	<p><u>Generation of non-fare revenue</u> PUs should develop designs of rolling stock as per demand of the Non-Railway Customer(NRC) market. The various quality, environment and safety certifications would help in establishing the credibility of the PU in the market. Ground work should also be undertaken for obtaining International Railway Industrial Standard (IRIS) for the PU.</p>	CMEs of all PUs	06 months
7.7	<p><u>IMS Certification</u> It was informed that Bela, Kurdwadi &amp; MotiBagh workshops would achieve IMS certification by June; Jamalpur by July; KGP by August and Mysore, Hubli, &amp; Raebareli in six</p>	CMEs, Bela, MCF, WCR, ER,	06 months

S. No.	Action	By	Time Schedule
	<p>months. Accreditation work is going in LGD and RYPS. NBQ has tendered and should achieve certification by end of 2016. Harnauth &amp; Tindharia workshops are yet to take up work on IMS certification which needs to be immediately started.</p> <p>WCR has achieved 50001 certification for all Mechanical Units in a short period of time. CME/WCR will circulate the time table followed by them to all Zonal Rlys/PUs so that they can emulate.</p>	<p>SER, SWR, SCR, NFR, ECR</p> <p>CME/WCR</p>	
7.8	<p><u>Local Passing after POH</u></p> <p>The issue of local passing of rolling stock was discussed and MM's instructions regarding local passing to be approved only at the highest level (CWM) were reiterated. One of the main reasons pointed out by NTXR for local passing of coaches was non scraping and painting of bogies and under frame. This needs to be ensured in order to prevent corrosion and detect cracks. In case of wagons, Jamalpur workshop had reported very high local passing mainly on account of non dropping of draft gears and twin pipe conversion. CME/ER confirmed that Jamalpur Workshop has commenced dropping of draft gears for the last 3 months and tender for twin pipe conversion has been finalized and work will now start.</p>	All CMEs of ZRs	Immediate
7.9	<p><u>SSI schedule of LHB stock</u></p> <p>The issue of SS1 schedule for LHB coaches was discussed. It was informed by EDS(Carriage)/RDSO that the report of the Committee set up for recommending location – i.e. Depot/workshop - for SS1 schedule has been recently submitted. The report concludes that is possible to carry out IOH of LHB coaches in the depots and trials could be conducted for IOH of 100 coaches each in Eastern &amp; Western Railway depots. The wheels are however, be sent to the workshops. It was however, mentioned by MM &amp; AM/ME that in view of availability of under floor wheel lathes in most depots having LHB coaches, there is no need for sending even the wheels to workshops. The decision on the report should be immediately taken and depots accordingly advised to set up facilities.</p>	EDME/Chg	1 month
7.10	<p><u>Utilization of newly commissioned workshops</u></p> <p>Utilization of newly commissioned workshops i.e. Harnauth &amp; JHS was discussed. It was informed by CME/ECR that Harnauth will reach an average of 50 coaches POH per month this year. For undertaking IOH of bogies by ECR there is requirement of some M&amp;P which needs to be planned. A proposal for creation of facilities for AC coach POH in Harnauth should be sent to Railway Board for sanction on out of turn basis.</p> <p>It was informed by CME/NCR that internal target of 60</p>	CME/ECR CME/NCR	3 months

S. No.	Action	By	Time Schedule
	coaches MLR has been set for 2016-17 and the issue of manpower shortage is being tackled so that the out turn could be increased to about 200 coaches in 2017-18. MM desired that both ECR & NCR should indicate inputs required and timelines for achieving the planned capacities for these workshops.		
7.11	<u>Safety in workplace</u> Safety in work place was discussed. MM directed that no contractual labour should be allowed to work in the workshop/PU unless they comply with all safety norms. He also mentioned that fortnightly safety meetings with strict agenda were held in ICF where every accident was discussed in detail. This has resulted in considerable reduction in accidents within ICF. Other PUs/Workshops should adopt similar practice.	All CMEs	Immediate
7.12	<u>Civil Engineering Maintenance in Workshops</u> Issue of Civil Engg maintenance being placed under CWMs was discussed. WR has still not implemented the JPO regarding the same at all. At CR Parel, Matunga & ASR, though Civil Engineering post has been created no incumbent has been posted so far. No action has been taken at HRT, RSK, DBGS, Mysore & Hubli workshops as well. Railways should ensure that JPO is implemented within a definite time frame and funds are earmarked/ allotted separately for all workshops, in addition to posting of Civil Engg officers. AM/ME mentioned that NR has been effective in implementation of this JPO and should circulate the procedure adopted by them.	CMEs, WR, CR, NR, ECR, NCR,NFR, SWR	1 month
7.13	<u>Utilization of funds under Plan Head 41 (M&amp;P)</u> The low utilization of funds and high throw forward under Plan Head 41 was brought out. All Units, including COFMOW, were asked to ensure appropriate fund utilization this year through timely placement of indents orders and regular follow up. The targets for placement of indents for M&P were reiterated as 31.3.16 for sanctions in 2014-15; 30/9/16 for sanctions in 2015-16 and 31/3/17 for sanctions in 2016-17. CMEs were again informed that in future, in case indent is not placed within the year of sanction, the M&P items will be considered as dropped unless sufficient justification is made available.	All CMEs of ZRs & PUs	3 months
7.14	<u>Manpower Management in Workshops</u> The CAG report recently forwarded regarding manpower management in workshops was brought to the notice of the CMEs Zonal Railways and PUs were asked to identify activities for study and rationalization of allowed times either in-house or through specialized agencies. CMEs were also requested to send their response to the audit para by 15 <sup>th</sup> May 2016.	CMEs of all ZRs & PUs	1 month

## 8. Development Items

S. No.	Action	By	Time Schedule
8.1	Till date the coverage exists for approximately 7000 nos. of bio-toilets by zonal railways. Zonal Railways to expedite fitment of these tanks in next 2-3 months.	All ZR's	30 <sup>th</sup> July 2016
8.2	Funds will be allotted as per requirement of ZRs for complying their old purchase order as well as covering requirement for bio-toilets for fitment in Dual Mounting Arrangement (DMA) coaches and augmentation in those coaches which are fitted with two bio-toilets only and other two lavatories are having mounting brackets already fitted in the coach.	EDME(Dev) /RB	10 <sup>th</sup> May'16
8.3	Targets have been issued vide RB's letter no. 2009/Dev.Cell/ICCI/1 Vol.VI dated 07.04.2016. Zonal Railways have been given a target to fit 50,000 bio-tanks in 2016-17.	CMEs/ZRs	
8.4	MIBW to manufacture tanks required for fitment by Zonal Railways. The break- up of target will be 850 bio-tanks for standard lavatories in passenger coaches and 1700 bio-tanks for lavatories in DSLR coaches (850 bio-tanks common for 2 <sup>nd</sup> sitting & disabled passengers' compartment and 850 tanks for Guard's lavatory.	CME/ SECR	850 standard conv. tanks by 30 <sup>th</sup> Aug'16 and rest by 31 <sup>st</sup> Mar'17
8.5	ECoR and ECR to complete the work of Bacteria Generation Plant by Dec., 2016.	CMEs/ECoR & ECR	Dec.16
8.6	NWR, CR and SR expressed satisfactory working of S-trap. It was discussed that JWG and RDSO to decide and finalize the design of S-trap in bio-toilet.	Convener/ JWG, ED(C)/ RDSO	15 <sup>th</sup> May'16
8.7	All workshops to turn out coaches duly fitted with bio-toilets after POH. If bio-tanks are not being fitted due to non-availability of material, all workshops at least must ensure to turn out coaches after POH duly strengthening of head-stock as per RDSO's Drg. No. CG-15036 Alt.1 following RDSO's qualifying criteria (defining the residual thickness of head stock) issued vide letter no. MC/CB/LF/Anaerobic dated 30.12.2015 from 1 <sup>st</sup> May onwards. These coaches will be candidates for fitment of bio-tanks in open lines.	CMEs/ZRs	With immediate effect
8.8	Monthly reports on fitment of bio-toilets are being received from RCF, ICF and CRWS/BPL. MCF and MLR workshops of CR & NCR should furnish monthly fitment status to Board regularly starting April'2016 onward.  Monthly report on retro-fitment of bio-toilets in prescribed format is being furnished by some ZRs only. All ZRs are	CMEs/All IRs	With immediate effect

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
	requested to furnish the monthly retro-fitment report regularly from April'2016 onward.		
8.9	Railway Board is pursuing Dept. of Legal Metrology to amend/eliminate the installation guidelines for weighbridges from GOI Gazette Notification. Railway Board to pursue.	EDME(Dev)/RB	30 <sup>th</sup> Aug'16
8.10	There is a need to re-look at the technology involved in weighment. RDSO to develop functional specification based on the latest technology available in the market and such system to be tried out at 2 or 3 locations before adopting for Indian Railways system.	ED(W)/RD SO	30 <sup>th</sup> Sept'16
8.11	WILD critical alarm should be given due cognizance and proper analysis of WILD data be done by Railways and RDSO. Railways need to seriously look into the WILD results, analyse the alarms properly and take needful actions. This is one of the predictive tools available to find uneven loading, wheel defects etc. Analysis of critical alarm to be uploaded on WILD website.	All CMEs	With immediate effect
8.12	Two imported WILDs for benchmarking the existing WILDs are being procured for SER. One of these WILDs to be fitted in long haul routes and another to be fitted in Rajdhani routes near the existing WILDs. SER may find the suitable location.	CME/SER	30 <sup>th</sup> Jun'16

## 9. Project Items

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
9.1	Total fund allocation during the year 2016-17 for projects under PH-42 is Rs. 2337.7 crores which is the highest ever. Total 61 new projects at a sanctioned value of Rs. 1931 crores (Capital Rs. 1822, DRS Rs. 44.8& DF Rs. 61) have been sanctioned. Railways must ensure the detailed estimate for all these projects are sanctioned and tenders issued before 31.12.2016.	All CMEs	6 months
9.2	Utilization of funds under PH-42 during 2015-16 (upto February, 2016) was only 56.4%. Member Mechanical, Railway Board instructed Zonal Railways to ensure that the booking of funds is done uniformly and in proportion to the physical completion of work. Booking only towards the end of the year should be avoided.	All CMEs	Immediate
9.3	During the year 2015-16, only 46 out of 154 numbers of works have been shown as completed. Main defaulters are CR, CLW, SCR, NWR, NCR, SER& WCR. CME/SCR stated that the progress of works is not reflected	All CMES	1 month



S. No.	Action	By	Time Schedule
	completely. Railways were advised to ensure regular monthly updation on IRPSM portal. 9 Zonal Railways had not updated their status in the month of March, 2016 whereas 9 more Zonal Railways/PUs had updated the status partly. CMEs should make this an item of monthly basis and check.		
9.4	Total 186 projects have been identified as last mile projects for the year 2016-17 which include throw forward of similar works from the last year. Necessary funds have been provided during 2016-17 as per demand by Zonal Railways. CMEs may please ensure that the expenditure is watched closely and the progress reviewed twice a month at Zonal level to ensure completion of all targeted works in time.	All CMEs	1 month
9.5	Two new works viz. Aurihar DMU shed/NER and Kazipet Wagon POH shop/SCR have been allotted to RVNL for execution. Four works are being allotted to CAO/WPO/Organizations – Samastipur Workshop to CAO/WPO/Patna, Perambur Coaching Workshop, LHB facility and Mysore Workshop, LHB facility to CAO/WPO/SBC and Raipur Wagon POH capacity augmentation to COFMOW. Further, three works are being allotted to M/s RITES, viz, Kurduwadi workshop Augmentation of Wagon POH capacity, Upgradation of RWF, Bangalore and Augmentation of Bhilai exchange yard facility. One important work of constructing Rolling Stock Component Factory, Ratnagiri is being awarded to KRCL. Zonal Railways were advised to monitor the respective implementation agency closely and take up any delays with them timely. Also, proposals for creation of staff and material stocking may also be moved timely to keep pace with turnkey implementation of the projects by these agencies.	All CMEs	3 months
9.6	Inclusion of rolling stock repair and maintenance works in DPR of projects under PH-11, Gauge Conversion, Doubling, PH-16 and PH-35 must be ensured by Zonal Railways at planning stage. A list of DPRs under consideration with Board was circulated to all Zonal Railways but most of the Railways have not submitted their comments. CMEs may please ensure that necessary action should be taken to convince the General Managers for inclusion of essential rolling stock works in all these Plan Heads without waiting for Board's directions. In case, there are essential works which have not been included at Zonal level reason due to any such proposals may be submitted to Board duly vetted for inclusion in respective detailed estimates at Board level. This exercise may be completed by 31.05.16.	All CMEs	1 month

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
9.7	Railways have done good work in issuing RFQ for 22 workshops totaling to about 21 MW solar energy on roof tops in workshops and production units. Parel Workshops of Central Railway has been the first one to finalize a RFQ for solar plant on shed roof. All CMEs must ensure that RFQs are floated for remaining Railway Workshops and PUs as per directive issued by the Board. All efforts should be made to complete the target of 100 MW by September, 2016.	All CMEs	3 months

#### 10. M&P & Disaster Management Items

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
10.1	Out of Rs. 475 crores allotted under PH- 41 for the year 2015-16 only 61% (approximately Rs. 289.51 crores) have been utilized. Utilization of funds must be personally monitored by CMEs.	All CMEs	1 month
10.2	There is huge throw forward of M&P. It has been decided that all M&P sanctioned in M&P programme 2013-14 or earlier for which indents have not been placed are deemed to be dropped. Railways must place indents on time, within one year of sanction.	All CMEs	Immediate
10.3	For PU painting of coaches procurement and commissioning of paint booth must be expedited.	All CMEs	3 months
10.4	Jamalpur has to expedite manufacturing of 9 cranes already allotted. Further two more cranes are to be manufactured for NER, allotment of which will be intimated shortly.	CME/ ER	6 months
10.5	Railway should provide and ask for new coaches in ART/ARME in place of converting overaged stock.	All CMEs	Immediate

#### 11. Environment & Housekeeping

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
	<b>Rolling out of EnHM Wing in Zonal Railways:-</b>		
11.1	Based on the policy circulars issued in Aug. 2015, 3 Zonal Railways were directed to implement the policy in phase I. Out of these, SR & SCR have formed the organizations in MAS & SC Divisions respectively as well as in their Hqs. NR is yet to complete the process in FZR Divn. Commercial & Health Dtes. of Railway Board have advised their respective departments in Zonal Railways for implementing the policy on EnHM Wing formation.	CME/NR	Immediate

S. No.	Action	By	Time Schedule
11.2	<p>Formation of EnHM Wing is a budget commitment of Feb. 2015. Delay in formation is affecting the implementation of many policies and directions on Environment &amp; Housekeeping being issued by Railway Board. Hence, formation of EnHM Wing in the Zonal Railways needs to fast tracked as under.</p> <p>(i) Zonal Railways which have not yet responded to the directions of MM's letter dt. 24.02.16 shall send their action plan immediately by return.</p> <p>(ii) Zonal Railways for phase I implementation viz., SR, SCR &amp; NR will complete the EnHM Wing formation by June 2016.</p> <p>(iii) Other Zonal Railways shall immediately start the exercise of formation of EnHM Wing by taking details from SR &amp; SCR so as to complete the same by Sept. '16 latest.</p>	All CMEs	Immediate
11.3	<p>The following points on taking over the housekeeping were reiterated:</p> <p>(i) Wherever the EnHM organization is formed, implementation of the complete policy with regard to scope of work is essential instead of partial takeover of the housekeeping duties of stations, depots &amp; trains.</p> <p>(ii) All Housekeeping contracts in their existing form should be taken over instead of waiting for a new contract to be framed. To facilitate the same, suitable Memorandum of Understanding should be made by the new EnHM Wing with all the departments which are hitherto managing such housekeeping contracts</p>	All CMEs	Immediate
11.4	<b>Water Management</b>		
11.5	<p>Progress on setting up water recycling plants against sanctioned works has been quite unsatisfactory. Mechanical Deptt. being a major consumer of water should take keen interest in the water management issues including fast tracking the Water Recycling Plants. Use of fresh water for the purpose of cleaning of Rolling stock as well as stations, is being badly criticized and needs to be reduced on priority</p>	All CMEs	3 months
11.6	<p>Several Zonal Railways have not performed satisfactorily with regard to provision of Rain Water Harvesting (RWH) systems and carrying out Water Audits, even though both these are small budget issues but having very big return on water conservation. EnHM Wing/Mech. Deptt. shall coordinate with Civil Engg. Deptt. in making good progress on both these issues</p>	All CMEs	3 months
11.7	<p><b>Automatic Coach Washing Plants:-</b> Based on the budget announcement (para 134 of Feb.'16), 10 major coaching depots have been identified for provision of</p>	CME/ COFMOW	6 MONTHS

S. No.	Action	By	Time Schedule
	Automatic Coach Washing Plants with recycling facilities in order to reduce water consumption substantially. COFMOW & Zonal Railways should get this important project executed fast after sanction.		
11.8	<b>Municipal Solid Waste (MSW) Management - Segregation &amp; recycling centres on A1 category stations</b>		
	NWR has already set up MSW to energy conversion plant at Jaipur. One more such plant will be set up at Kishanganj Colony, Delhi shortly by IROAF. Tender for 2 more plants is under finalization with RITES. Based on the budget announcement (para 68(iii) of Feb. '16), 5 more A1 category stations with MSW arising of more than 5 tonnes per day are being identified for setting up Waste to Energy plants and will be advised shortly during May '16. EnHM Wing/Mech. Deptt. of ZRs needs to get updated regarding various technologies presently in use for producing energy from waste so as to use the appropriate technology for this purpose.	All CMEs	6 months
11.9	<b>Environment Management Accreditation and Green Industrial Units (GIU)</b>		
	With regard to ISO 14001 - Environment Management accreditation in workshops, diesel sheds and C&W depots, while NWR, NR, WCR& WR have done well, ECR, ER, NFR, SCR, SECR, SER& SWR are lagging behind. All Zonal Railways and PUs should complete the accreditation of their identified units by Sept. 2016.	All CMEs	3 months
11.10	The policy directives for the Green Industrial Units will be issued by Railway Board before the end of May 2016 to cover all PUs & at least one workshop in each Zonal Railway.	EDME/ EnHM	2 months
11.11	<b>Other initiatives from EnHM Directorate</b>		
11.12	EnHM Wing/Mech. Deptt. should familiarize themselves on the INDC commitments of Indian Railways and Government of India so as to act as the nodal department for monitoring the implementation. These have been circulated already to all Zonal Railways and PUs.	All CMEs	6 months
11.13	CMEs were briefed about the following policy initiatives of EnHM Dte. warranting action (i) Boundary plantation of trees alongside track jointly with State Forest Departments through model agreement with forest department to be adopted by each ZR on priority for plantation during the ensuing monsoon season (ii) Actionable points based on the cleanliness survey done by 3 <sup>rd</sup> party audit in A1 & A category stations (iii) 1% provision in estimate cost for doing environment works	All CMEs	Immediate

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
11.14	Policy for mobilization of CSR funds have been issued by EnHM Dte. of Railway Board. Zonal Railways should start their webpage on CSR works and coordinate with corporates for setting up CSR initiatives in the identified areas in Railways	All CMEs	Immediate

## 12. Issues raised by CMEs

<b>S. No.</b>	<b>Action</b>	<b>By</b>	<b>Time Schedule</b>
12.1	<b>CME/CLW</b> informed that there is idle capacity in foundry at CLW. MM instructed that modernization of foundry must be done.	<b>CME/CLW</b>	6 months
12.2	<b>CME/DLW</b> raised the issue that when specifications are changed old vendors remain in same category. EDME/Tr. clarified that as per Railway Board letter of 2009 if only minor change is made in specification, then vendors remain same.  CME/DLW informed that due to rain water harvesting ground water level has come up by 0.6 m.		
12.3	<b>CME/DMW</b> requested that rebuilding target for diesel locomotives has been increased from 116 to 120, which is very high. This was not accepted and DMW has been asked to meet the target.  CME/DMW informed that there is shortage of 10 officers in DMW and requested to post officers against existing vacancies.	CME/DMW	
12.4	<b>CME/ICF</b>  i) There are Board's instructions regarding furnishing of LHB non-AC coaches with ICF type furnishings. These should be withdrawn/ modified.  ii) Air spring should be made standardized for all LHB coaches. This should be examined by RDSO.	EDME/Chg  ED/Carr./ RDSO.	01 month  03 months
12.5	<b>CME/MCF</b> informed that they will manufacture LS- 5 coach only and not LS – 3.		

S. No.	Action	By	Time Schedule
12.6	<p><b>CME/RWF</b> – RWF has a capacity of 2.2 lakh wheels per annum, but commensurate demand is not existing. MM instructed that target may be revised downward.</p> <p>Cast wheel for Kolkata Metro should be cleared by RDSO.</p>	<p>EDME/W &amp; PU</p> <p>ED/Carr./RDSO</p>	<p>01 month</p> <p>03 months</p>
12.7	<p><b>CME/BELA</b> requested for creation of 47 posts. The plant is working in only two shifts for want of staff.</p> <p>Air travel of AME/AWM &amp; Sr. Scale may be permitted for at least 4 yrs. CME/Bela should send proposal with dates to Railway Board.</p> <p>DG set was supplied by DLW but DLW is not undertaking AMC.</p>	<p>EDME/Proj</p> <p>CME/DLW</p>	<p>03 months</p> <p>01 month</p>
12.8	<p><b>CME/CR</b> – Clear cut instructions regarding SS-I schedule of LHB coaches in workshops or in depot should be given. LHB bogie shop in Parel workshop should be sanctioned.</p>	EDME/Chg	02 months
12.9	<p><b>CME/ER</b></p> <p>(i) Instructions regarding monitoring of WSP on LHB coaches should be clarified by RDSO.</p> <p>(ii) The design of bottle holder is very flimsy; should be strengthened.</p> <p>(iii) The applicability of MSME guidelines on service contracts of Mechanical Department should be clarified.</p> <p>(iv) AMC of 140T crane engine may be centralized at ER just like DEMU.</p>	<p>ED/Carr./RDSO</p> <p>CME/RCF CME/ICF</p>	<p>03 months</p> <p>02 months</p>
12.10	<p><b>CME/ECR</b> requested that service contract GCC be made.</p>		
12.11	<p><b>CME/ECOR</b> informed that three 120T crane in WAT division needs replacement. Proposal has already been sent.</p> <p>KUR 140T crane is overdue POH.</p> <p>There are three vacancies in SAG.</p>	EDME/Tr.	09 months
12.12	<p><b>CME/NR</b> told that there is shortage of NG coach wheels. CLW should improve the quality of wheels.</p>	CME/CLW	3 months

S. No.	Action	By	Time Schedule
	He also requested that for imported spares for HHP locos supply must continue from DLW even if holding is more than 100 locomotives.		
12.13	<p><b>CME/NCR</b> informed that for NG wheels, order of 300 wheels was placed on CLW. Supply has been very slow He requested to upgrade JHS workshop for undertaking POH of bogies in place of sending them to NR or NER.</p> <p>He told that coaches sent for POH/ IOH to NER, NWR and NR are utilized by these Railways after doing POH. CMEs of these Railways should ensure that the coaches are returned to NCR after POH/ IOH.</p>	<p>CME/ CLW</p> <p>EDME/ W</p> <p>CME/NR CME/NER CME/NWR</p>	<p>1 months</p> <p>1 month</p> <p>Immediate</p>
12.14	<b>CME/NER</b> informed that there is shortage of ALP and recruitment is only once in 2 years.		
12.15	<p><b>CME/NFR</b> informed that 500 km BG is being added this year, but there is no sanction of staff. There are more than 1000 vacancies. Recruitment is held up due to Board's instructions not to operate panels. Assistance is required for AMC of AC-AC system in HHP locos beyond 2 years time.</p>	CME/DLW	
12.16	<p><b>CME/NWR</b> – Automatic coach washing plant for Jaipur depot should be sanctioned. Zonal Railways should send more damaged wagons for repairs. Proposal for Total Fuel Management (TFM) is not getting through. Railway Board's intervention is required.</p>	<p>EDME/W</p> <p>EDME/ Freight</p> <p>EDME/ Tr.</p>	<p>06 months</p> <p>01 month</p> <p>01 month</p>
12.17	<p><b>CME/SR</b> –</p> <p>(i) DMA brackets for bio-toilets are getting corroded. It should be examined on top priority and remedial measures taken.</p> <p>(ii) New engine Blocks are required as no more rehabilitation done after 3<sup>rd</sup> rehab.</p> <p>(iii) Allot RSP to GOC for manufacture WDS6 locomotive.</p> <p>(iv) List of approved suppliers for case hardened gears to be issued.</p> <p>(v) RDSO should issue instruction for condemnation of HHP crank case.</p>	<p>ED/Carr./ RDSO EDME/Dev.</p> <p>EDME/ Tr.</p> <p>EDS(MP)/ RDSO</p>	

S. No.	Action	By	Time Schedule
12.18	<b>CME/SCR</b> –Yadgir workshop will get commissioned in July-August 2016. Staff proposals for both Gazetted and Non- Gazetted have not yet been sanctioned.	EDME/ Proj.	
12.19	<b>CME/SER –</b>  (i) Adra 120 T crane is overaged, need replacement (ii) Condemned WDM2 assemblies – Engine Block, TG, TM are lying in shed/ workshop.  (iii) Work for LHB POH at KGPW and Santragachi coaching depot not included this year.	EDME/ Tr. EDME/ Tr.	09 months 03 month
12.20	<b>CME/SECR</b> informed about ROH facility constraint and requested for one more facility. ZDM locos are lying surplus in SECR.		
12.21	<b>CME/SWR</b> – 10 nos. of refrigerated parcel vans are idling on SWR; should be transferred to other Railways. 1 JA grade officer is required. VPH & VPU are pooled stock. POH must be done by holding Railway – 120 such coaches are lying in SWR.	EDME/Chg	03 months
12.22	<b>CME/WR</b> – There is problem in coach watering on trains coming from CR and KR, as halts are very short. MM instructed that adequate stoppage of trains should be given at watering stations. The matter should be highlighted to respective GMs and full watering should be done by Railways at all watering stations. There is shortage of wheels for milk tank wagons.	All CMEs  EDME/ Fr.	Immediate
12.23	<b>CME/WCR</b> – It is suggested that all coaches from MLR workshop should be furnished to Mahamana Express standards. Policy guidelines to be issued.	EDME/Chg	3 months
12.24	<b>CME/KRCL</b> requested that if Railways go in for Direct procurement of crude (HSD), demand of KRCL must also be included. Conventional rakes of Konkan Railway should be replaced with LHB coaches.	EDME/ Tr.  EDME/Chg	
12.25	<b>CME/COFMOW</b> told that indents are being received for items which were sanctioned before 2 years or earlier.		



S. No.	Action	By	Time Schedule
12.26	<b>CAO/IROAF</b> requested Railways to expedite procurement of Bio-diesel. He informed that at many workshops RFQ has been floated for Solar Roof top.	All CMEs	Immediate
12.27	<b>Director/IRIMEE</b> gave a presentation on knowledge portal made by IRIMEE He informed that a MOU has been signed with Patna IIT for M.Tech.		
12.28	<b>Sr.Prof./Mgmt/NAIR</b> suggested that Probationers who are full of new ideas can be asked to suggest innovations. He requested Railways to propose type of seminars to be held at NAIR.	All CMEs	
12.29	<b>ED/ CAMTECH</b> asked for suggestions from Railways on CAMTECH manuals to improve it further NG coach maintenance Manual was made and circulated to Zonal Railways in 2013, but no comments have been received. Wagon maintenance manual was released by MM in the meeting.	All CMEs	Immediate

### List of Participants

Name (Shri/Smt.)	Designation		Name (Shri/Smt.)	Designation
<b>Railway Board</b>			<b>Zonal Railways &amp; PUs</b>	
Hemant Kumar	MM		A.K. Garekar	CME/CR
P.K. Agrawal	AM/ME		R.L. Gupta	CME/ER
K. Swaminathan	ADV./EnHM		Anil Sharma	CME/ECR
Vivek Kumar	EDME/TR		Anil Kumar Sharma	CME/ECoR
Shailendra Singh	EDME/Chg		Anil Handa	CME/NR
Ajay Nandan	EDME/Frt		G.C. Budhalakoti	CME/NCR
Kalyani Chadha	EDME/W		Anil Kumar Sharma	CME/NER
Nitin Chowdhary	EDME/Dev		A.K. Tiwari	CME/NFR
Ravinder Gupta	EDME/Project		Bhushan Patil	CME/NWR
Alok Kumar Misra	DME/TR		R. Kuppan	CME/SR
Binay Kumar Jha	DME/DEV.		K.P. Somkuwar	CWE/SCR
			D.K. Gayen	CME/SER
<b>RDSO</b>			Virendra Kumar	CME/SECR
C. Madhusudhana Rao	ED/MP/RDSO		P.A.Lamghare	CME/SWR
Inderjeet Singh	ED/Carr./RDSO		Anil Kumar Agarwal	CME/WR
Sanjay Kumar	ED/Wagon/RDSO		Rajesh Agarwal	CME/WCR
S.N. Yadav	ED/QA/RDSO		Deepak Tripathi	CME/KRCL
R.N. Misra	Sr.ED/CNG./RDSO		Ashok Kumar Singh	CME/DLW
			D.L. Kamble	CME/DMW
<b>Education &amp; Research</b>			L.C Trivedi	CME/ICF
A.K. Gupta	DIRECTOR/IRIMEE		Virendar Kumar	CME/RCF
B.K. Agarwal	CAO/IROAF		P.C. Gupta	CPL/MCF
R.P. Singh	CME/COFMOW		Amitabha	CME/BELA
A.R. Tupe	ED/CAMTECH		S. Mani	CME/RWF
S.M. Sharma	Sr.Prof./Mgmt/NAIR		Amitava Choudhary	Dy.CME/CLW