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**GOVERNMENT OF INDIA (भारत सरकार)**  
**MINISTRY OF RAILWAYS (रेल मंत्रालय)**  
**RAILWAY BOARD (रेलवे बोर्ड)**

New Delhi, Dt: 25.10.2018

No.2012/Sig./PCDO/Misc.

**The PCSTEs,**  
**All Indian Railways.**

**Sub:** Discontinuation of hard copy of few monthly/quarterly positions being sent to Railway Board (DG/S&T).

Signal Directorate is compiling various positions received from Zonal Railways. Few of them are monthly/quarterly time bound position which are being compiled and sent to other directorates based on positions received through email. Hard copies of said positions are being received quite late in Board and therefore are of no relevance. It has been decided that (a) SN1 & 2 of the table below are to be sent via email only and (b) SN 3 to 6 are to be discontinued as these positions are covered in PCDO. Zonal Railways have to reconfirm from their respective PCDO. Regarding to SN 6 (long duration failure) one page report should be sent via mail to Board office. This will reduce the paper work & improve office efficiency. The position details are:

**(a) To be sent via email:**

SN	Subject/Position	Board's Ref. Letter No.	Periodicity	Remarks
1	Cabinet Secretary Report	2011/Sig/Cabinet Sect, dated: 13.02.2013	Monthly	Upto 4 <sup>th</sup> of every month
2	Safety Action Plan 2018-19	2012/Sig/PCDO/Misc, dated: 16.07.2018	Monthly	Upto 10 <sup>th</sup> of every month

**(b) To be discontinued:**

SN	Subject/Position	Board's Ref. Letter No.	Periodicity	Remarks
3	Monthly Report	2008/Sig/PER/1, dated: 29.04.2008 & 21.08.2008	Monthly	Already covered in PCDO as Ann. I, II, III, IV & V.
4	Performance of Modern Signaling equipment	2004/Sig/PCDO/Misc/Vol.I(Pt.), dtd: July 21, 2006. & 2010/Sig/PCDO/Misc, dated:09.12.2010	Monthly	Already covered in PCDO as Ann. 10.1.1, 2, 3.
5	Quarterly Details of Accidents on S&T account	96/Sig/A./JN., dated: 12/26.8.88	Quarterly	Covered in highlights & SIMS
6	Fortnightly review meeting	2009/Sig/Safety/Performance/1, dated: 07.06.2010	Monthly	Inspection being sent in PCDO. Long duration failures should be sent with one page report via email.

It is further requested to Zonal Railways that soft copy of the position being sent shall be named as Zonal Railway\_ Position name\_ Month/year.xxx format for ease of compilation. Hereafter above positions may be sent via email only (no hard copy) at [dsig@rb.railnet.gov.in](mailto:dsig@rb.railnet.gov.in) and [tasig@rb.railnet.gov.in](mailto:tasig@rb.railnet.gov.in).

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 25/10/18  
 (Arjun Singh Tomar)  
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