

Duty List of HODs

1. Chief Electrical Loco Engineer (CELE):

CELE will look after the following works

1. All technical & executive works related to efficient operation/ utilization of Electric locos and perspective planning.
2. Safety, Punctuality, Investigation and remedial action to prevent unusual occurrence and engine failures on line.
3. Coordination with all other branches for vetting and technical scrutiny of the WP M&P and out of turn proposals for works pertaining to Electric Locos Monitoring of works and providing necessary support for sanctioned works being executed by the division/ construction pertaining to Electric Locos.
4. Coordination with Stores Branch for procurement of quality spares and other item for Electric Locos operation.
5. Coordination with CLW, CRS, RDSO, CSO, COM & CSTE and other Zonal Rly. & Production Units for issues related to Loco operation & safety.
6. Coordination with Finance & personnel branches for creation/ extension/ sanction of post pertaining to loco operation.
7. Coordinate updating of statistical data in CEE's Chamber.
8. Electric loco simulator projects.
9. All RTI matters pertaining to Loco wing.
10. Nodal officer for punctuality, safety issues and meeting of performance review of locos.
11. Nodal officer for speed certification for any kind of rolling stock and matters relating to CRS.
12. Safety PCDO to CSO.
13. Any other work assigned by PCEE.
14. Standby for CEDE.

2. Chief Electrical Distribution Engineer (CEDE):

Maintenance & Operation of Over Head Equipment & Power Supply Installations and Disaster Management.

3. Chief Electrical General Engineer (CEGE):

1. All executive and technical works pertaining to General Power supply, Stationary installations, DG sets, Electrical Pumps, Refrigeration & Air conditioning equipments in the office buildings in Divisions and other power supply installations, in Workshops & Sheds.
2. Co-ordination with RDSO, State Govt. organization such as CPWD, Lift Inspector and Fire department related to Power supply maintenance.
3. EIG Works/approval relating to non-traction areas and other Rly units such as DMW, RCF & RDSO etc.
4. All RTI matters pertaining to General Services wing.
5. Nodal Officer for Energy conservation & Energy management.
6. Nodal Officer for liaison with SEBs and Tariff regulatory commission regarding electricity tariff for General services.
7. Nodal Officer for Fire safety works in stationary application.
8. Any other work assigned by PCEE

4. Chief Electrical Traction Engineer (CETE):

1. All technical & executive works related to efficient utilization of EMU/MEMU and perspective planning.
2. All executive & technical works pertaining to repairs, maintenance EMU/MEMUs and proper functioning of Car Sheds at GZB & SRE.
3. Coordination with all other branches for vetting and technical scrutiny of the WP, M&P and out of turn proposals for works pertaining to EMU/MEMU works. Monitoring of works and providing necessary support for sanctioned EMU/MEMU works being executed by the division / construction.
4. Nodal officer for training schools and act as Training Manager for Electrical department.
5. Nodal officer for Man Power Planning including Gazetted cadre.
6. Appellant Authority of RTI for Electrical Department.
7. Any other work assigned by PCEE.
8. Standby CEGE.

5. **Chief Electrical Engineer/Mobility:**

1. Plan and monitor various activities to be under taken for mitigating Diesel loco operation from Delhi area, which shall include immediate preparedness of Diesel shed, Tuglakabad with respect to infrastructure and training of staff for maintaining electrical locos.
2. Work out places for change of traction of trains nearby Delhi areas so as to expedite mitigation.
3. Plan and monitor immediate preparedness of Diesel shed, Ludhiana with respect to infrastructure and training of staff for maintaining electric locos.
4. Plan modifications in infrastructure required to be undertaken in Diesel sheds for a pure holding of electric locos on a longer term basis.
5. Plan implementation of SLAM in Diesel sheds.
6. Training Manager of electrical department with administrative control of electric and diesel training centers.

6. **CRSE/O&F:**

Maintenance of Freight stock, Operations (Loco and Running staff), Fuel Management and Disaster Management.

7. **CME/Diesel:**

Diesel Traction Wing & Disaster Management.