

## SOUTH CENTRAL RAILWAY



Office of the  
Divisional Railway Manager/Safety  
Fourth Floor, Sanchalan Bhavan  
SECUNDERABAD  
E-mail: [srdsosecunderabad@gmail.com](mailto:srdsosecunderabad@gmail.com)  
Mob No.9701371750

No. C/SFY-5/SD-21/May-2/2025

Date 20.05.2025

### **SAFETY DRIVE May - 2 /2025**

Sub: Rly. Board's Safety Drive No4: Fifteen days Drive for inspection of Relay Rooms -reg.

Ref: 1.PCSO/SC Ltr No.Safety.387/safety Drives/Rly.Bd/Vol.XIII dt 19.05.25  
2.Rly. Board Lr. No.2025/Safety-1)/3/5, dated 19.05.25

Railway Board vide letter cited under reference-2, advised to launch a 15 days Safety Drive starting from 20.05.2025 to 03.06.2025 involving Officers and supervisors of S&T, Engg, Elect/M and safety branch for inspection of Relay rooms giving special emphasis on the following aspects:


1. Availability of completion plans.
2. Writing work on cable Termination Racks (CTR) and Relay Racks (RR)
3. Proper fixing of Relays and cable dressing and lacing
4. Working of Air conditioners installed in Relay rooms
5. Condition of windows and doors of Relay Rooms
6. Proper working of Relay Room Door Opening Switch
7. Condition of Relay Room Roof and walls

All relay rooms at station, level Crossing Gates and Auto huts shall be covered under this drive. Officers of departments from HQ may also be involved. Effective follow-up actions must be taken on all deficiencies and irregularities noticed during the drive. The daily report on the shortcomings noticed and action taken during the drive shall be sent to PCSO office by 09.00 AM in the prescribed format as given below.

| Status report of SC Division for Drive No.4 |                         |   |  |                                  |
|---|-------------------------|---|--|----------------------------------|
| Date  | Total No of Relay rooms | No. of relay rooms inspected on Previous day. | Total No. of relay rooms inspected till date | Total No of deficiencies noticed |
|   |                         |   |  |                                  |

After completion of the drive, a consolidate report from each branch item wise checks, deficiencies noticed and no of staff counselled to be **submitted to this office by 05.06.2025 as per the above** for appraising to DRM and PCSO office.

**Note:** All BOs are requested to ensure that details of deficiencies noticed and its attention particulars with photos to be submitted both hard & soft copy for appraising to PCSO office as advised.

  
[N Jaya Kuamr]  
ADSO/SC  
For Sr. DSO/SC

Copy: DRM/SC for kind information.

ADRM/O & ADRM/I for kind information.

Sr DSTE, Sr DEE/M, Sr DEN/Co, Sr DEN/N,W&S, DEN/NW & DEN/C for information and necessary action pl

दक्षिण मध्य रेलवे / SOUTH CENTRAL RAILWAY

मुख्य रक्षक अधिकारी का  
कार्यालय  
Headquarters office,  
Safety Branch  
सिकंदराबाद/Secunderabad

No. Safety 387/Safety Drive/Rly. Board/Vol.XIII.

Date: 19-05-2025.

DRMs / SC, HYB, NED, BZA, GNT & GTL

Sub: Safety Drive No. 4 (FY 2025-26) : Fifteen days Drive for inspection of Relay Rooms – reg.

Ref: Railway Board Lr. No.2025/Safety-I/3/5, dated 19-05-2025.


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Railway Board vide letter cited under reference (copy enclosed), advised to launch a Safety Drive for 15 days from 20<sup>th</sup> May 2025 on inspection of Relay Rooms.

All items / aspects indicated in Board's letter must be covered during the Drive.

Divisional Officers and Supervisors shall carry out the safety drive with all earnestness. The daily report on the shortcomings noticed and action taken during the Drive shall be sent to this office by 09.00 AM to enable this office to submit report to Railway Board within the time prescribed.

Encl : As above.

  
( N. Venu Gopaludu )  
Dy. CSO/S&T  
for PCSO/SC

C/- PCSTE, PCEE & PCE for information & necessary action please.

C/- Sr. DSOs - SC, HYB, NED, BZA, GNT & GTL for necessary action and to ensure that the Safety drive is conducted as advised.

F 4196839 dt. 19-5-'25.



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

क्र. 2025/संरक्षा-1/3/5

नई दिल्ली, दिनांक: 19.05.2025

महाप्रबंधक,  
सभी क्षेत्रीय रेलवे, और  
प्रबंध निदेशक, के.आर.सी.एल और डी.एफ.सी.सी.आई.एल.

विषय: Drive no. 4 (FY 2025-26) : Fifteen Days Drive for inspection of Relay Rooms.

Zonal railways are requested to launch a 15 Days safety drive, starting from 20.05.2025, for inspection of Relay Rooms, giving special emphasis on the following aspects:-

- Availability of Completion Plans.
- Writing work on Cable Termination Racks (CTR) and Relay Racks (RR).
- Proper fixing of Relays and cable dressing and lacing.
- Working of Air Conditioners installed in Relay Rooms.
- Condition of Windows and Doors of Relay Rooms.
- Proper working of Relay Room Door Opening Switch.
- Condition of Relay Room Roof and Walls.

All Relay Rooms at Station, Level Crossing Gates and Auto Huts shall be covered under this drive. Officers of departments from HQ may also be involved. Effective follow-up actions must be taken on all deficiencies and irregularities noticed during the drive. PCSOs to critically analyze the deficiencies noted during drive and ensure effective actions to address the deficiencies noted during drive.

Progress Report of the drive shall be forwarded to the Board on daily basis by 9:00 am in the format as prescribed in *Annexure A*. The detailed record of the drive shall be maintained and kept ready by the Railways as the same may be asked by the Board whenever required. Apart from sending hard copy, the report should invariably be uploaded on SMDMS, both in PDF and DOC format and may also be e-mailed at [edeesafety@gmail.com](mailto:edeesafety@gmail.com) and [safetyimp46@gmail.com](mailto:safetyimp46@gmail.com).

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19/05/25  
(Ashok Kumar Nakra)  
अशोक कुमार नाकरा  
Executive Director/EE/Safety  
कार्यकारी निदेशक/ई.ई./संरक्षा