

Duties of Signal Technicians (General)(SEM Pt.II Ch.11.1)

1. Efficient maintenance of all signaling and block equipments under his charge.
2. To attend failures promptly and to rectify the defects in an efficient manner.
3. To ascertain the causes of failures and to take suitable action to prevent their recurrence.
4. To carry out new works or alterations to existing works under the instructions of the SSE/JE
5. To bring to the notice of the SSE/JE(Signal) any emergency that may be beyond his Competence or control.
6. The duties of Signal Technicians who are put in-charge of the maintenance of the token instrument will include the work of balancing of tokens. This work must be carried out strictly as per instructions given in the SEM and Block working manual (BWM). Signal Technicians will also carry out the following works.
 - (a) Testing and maintenance of batteries.
 - (b) Testing of slotted signals
 - (c) Obstruction test on points provided with Electrical Point Detectors or Point Machines.
7. Technicians must be conversant with rules, regulations and instructions concerning their work. They must possess a copy of the following books
 - (i) General & Subsidiary Rules (G&SR).
 - (ii) Signal Engineering Manual (SEM).
 - (iii) Block Working Manual and (BWM),
 - (iv) Working Time Table (WTT).
 - (v) Safety First book.
8. It is the responsibility of the Technicians to keep the books updated by posting them with latest correction slips.
9. They must adhere to the laid down programme of maintenance rounds and must intimate to the SM before leaving headquarters station.
10. Tools must be maintained properly and should be kept fit for immediate use.
11. They should submit weekly diary/fortnightly report as laid down by the administration.
12. They must also maintain a record of failures and should submit failure reports as per laid down procedure.
13. They should not allow other artisan staff or class IV staff to do any adjustment on signalling gears except under their personal supervision.
14. Technicians must observe the rules regarding disconnection and reconnection of gears.
15. They will mark their own attendance and that of other staff working under them every morning before starting for the work.
16. Materials for repair and maintenance must be obtained from the SSE/JE(S) through requisitions.
17. Released materials should be returned to the stores of SSE/JE(S) without delay.