

NORTH WESTERN RAILWAY

JAIPUR DIVISION

DEPARTMENT - SECURITY

(IMPLEMENTATION of RIGHT TO INFORMATION ACT, 2005 AS PER SECTION 4 (1)(B) OF THE ACT)

1. Particulars of organization, functions and duties:

At divisional level, Sr. Divisional Security Commissioner/RPF, is the over all In-Charge of Security department. All activities pertaining to Security department in the division is co-ordinated by Sr. Divisional Security Commissioner, who is assisted by ASC (HQ), ASC (Line) & Post/Out Post In-charges. RPF Control is available at Divisional control room for assisting the operating control for smooth and safe operations of trains.

Functions of security department :

- i) Security of Railway Property , Passengers and Passenger area
- ii) Remove any obstruction in the movement of railway property or passenger area,
- iii) Do any other act conducive to the better protection and security of railway property, passengers and passenger area.

2. Powers and duties of officers and Post/Out-post In-charges :

| S.No. | Designation | Duties |
|--------------|-------------------------------|---|
| 1 | Sr. DSC | Overall In-Charge of Security department at divisional level under Divl. Railway Manager. Overall management and co-ordination of all activities pertaining to security department, decision making, dealing of D&AR cases, Co-ordination with HQ and other department in the division. (Rule 39 of RPF Rules, 1987) |
| 2 | ASC (Jaipur) | Under the command of DSC/JP to supervise better protection, security of railway property, passengers, passenger area and smooth movement of railway and to look after the welfare, discipline and efficient administration of the force. Supervise the working of Jaipur, Gandhinagar. Divl. Office, Phulera, DI cell, CIB, PW, Establishment Cell, Dog Squad Jaipur. |
| 3 | ASC (Rewari) | Under the command of DSC/JP to supervise the better protection, security of railway property, passengers, passenger area and smooth movement of railway and to look after the welfare, discipline and efficient administration of the force. Supervise the working of Rewari, Ringus, Bandikui Posts & Dog squad, Rewari. |
| 4 | Post/Out post In charge (IPF) | Responsible for better protection, security of railway property, passengers, passenger area and smooth movement of railway in post/out post's jurisdiction. He is also responsible to make arrest and conduct enquiries of theft of railway property, RP(UP)Act, Rly Act and to conduct enquiries into claim cases of untoward incident and other enquiries entrusted to him by the administration. He is also responsible to maintained discipline of the force under his command and to promptly obey and execute all orders lawfully issued to him by his superiors. |

3. Procedure followed in decision making process including channel of supervision:

The activities at the field unit level are supervised by the respective supervisors in different grades. In security department (RPF) there are Post/Out post In charges who manage the activities pertaining to security of Railway property, passengers and their belongings and Railway passenger area, Apart from powers of arrest and prosecution under Railway property (Un lawful possession) Act, he has same powers under some sections of Railway Act for offences like unauthorized hawking, Alarms Chain pulling, trespassing etc. It aids and supplements the efforts of police in maintaining law and order in railway area.

The extra ordinary cases, where decision at this level is not possible, the issue is referred to higher authorities i.e. ASC/RPF/Jaipur. Major decisions like policy decisions, staff welfare creation of facilities etc are taken by the branch officer that is DSC/RPF. The decision which are beyond the competency of the Divisional Security Commissioner/RPF is referred to DRM/Jaipur & PCSC/RPF/NWR at zone Head Quarter.

4. Norms set by it for the discharge of its functions:

Different targets related to security of Rly property, passengers and passenger area are being set to improve performance of the force during a particular financial/calendar year. Post/out Post are acting as per the target set. Besides this, safety drives at Level crossing gates and security drives under the Railway Act are being under taken.

5. Rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its function:

Rule and regulations:

- i) RPF Rules 1987
- ii) RP(UP)Act. 1966
- iii) Railway Act. 1989
- iv) RPF Act. 1957
- v) Railway Service Conduct Rule.
- vi) Disciplinary and Appeal Rule.
- vii) Pass Rule.
- viii) Leave Rule.
- ix) Pension Rule.

Instructions and Manuals:

- i) Indian Railway Establishment Code.
- ii) Indian Railway Financial Code.
- iii) General Conditions of Contract and Standard specification.
- iv) Coach Maintenance Manual.
- v) Wagon Maintenance Manual.
- vi) General Rule and Service Rules.
- vii) Accident Manual.
- viii) Indian Railway store code.
- ix) Indian Railway Conference Rule-pt-III & IV
- x) Various technical pamphlets and instructions issued by RDSO from time to time.
- xi) Various instructions issued by Railway Board from time to time.
- xii) General and subsidiary rule.

6. Statement of the categories of documents that are held by it or under its control:

Document related to establishment, files pertaining to individual member of the force, files related to crime occurred in the jurisdiction of division, policy guidelines and instruction from Rly Board, HQ and internal correspondence with Post, other division, HQ, Railway Board and other branch which are not relevant to public at large.

7. Particulars of any arrangement that exist for consultation with or representative by the members of the public in relation to the formulation of its policy or implementation thereof:

For internal matter, there are arrangements for holding suraksha sammelans with staff, informal meetings, PNM etc.with the trade unions and Association at suitable intervals in which the disputed issues regarding establishment, operational aspect, staff welfare etc are discussed and resolved accordingly. For public related matters, the branch officers of the division does not have any power to hold any meeting with the public representative. However, DRM periodically holds meeting with the divisional Rly users consultative committee (DRUCC) and may hold press conference for dealing public issues.

8. Statement of the board, council, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, committees and other bodies are open to the public, or the minutes of such meeting are accessible to public:

In Security there is no such board, council, committee or other body.

9. A directory of its officers and employees:

| S. No. | Name | Desig. | CUG No. |
|--------|---------------------------|-----------------|------------|
| 1. | Sh. Bhavpreeta Soni | Sr. DSC/JP | 9001199700 |
| 2. | Sh. A.K. Tyagi | ASC/RPF/JP | 9001199701 |
| 3. | Sh. A.S.Toor | ASC/RPF/RE | 9729595547 |
| 4. | Smt Kavita | DI/Jaipur | 9001199702 |
| 5. | Smt Balbir | IPF/PS | 9001199750 |
| 6. | Sh. Kishan Lal | Ch. OS | 9001199726 |
| 7. | Sh. L. K. Indoriya | CA to Sr. DSC | 9001199727 |
| 8. | Sh. Deen Dayal | PP/JP | 9001199725 |
| 9. | Sh. Subeddin Khan | PP/JP | 9001199730 |
| 10. | DSCR/JP | DSCR | 9001199732 |
| 11. | Sh. Naresh Yadav | IPF/JP Post | 9001199733 |
| 12. | Sh. Devraj Kasana | SIPF/KKU | 9001199734 |
| 13. | Smt. Gargi Sharma | SIPF/Cyb Cell | 7340025232 |
| 14. | Sh Nishikant Tiwari | SIPF/BNLW | 9001199735 |
| 15. | Sh. Phool Singh Meena | HM/BKI (T) | 9001199736 |
| 16. | Sh. Kirpal Singh | CDI/BKI | 9001199737 |
| 17. | Sh. Chhavi Sharma | IPF/GADJ | 9001199738 |
| 18. | Sh. R.K. Meena | OS/Sr. DSC Off. | 9001199739 |
| 19. | Sh Nanu Ram | IPF/DQM | 9001199740 |
| 20. | Sh. Santosh Vashnav | IPF/SW | 9001199741 |
| 21. | Sh. Naresh Kumar Meena | IPF/CW/JP | 9001199742 |
| 22. | Sh. Neetu Bairagi | IPF/AWR | 9001199743 |
| 23. | Sh. Gajraj Yadav | SIPF/GTJT | 9001199729 |
| 24. | Sh.Shakti Singh Shekhawat | ASC/BKI(T) | 9001199744 |
| 25. | Sh. Rajesh Singh | IPF/FL | 9001199745 |
| 26. | Sh. Kishan Singh | IPF/RGS | 9001199748 |
| 27. | Sh. Sunil Singh | SI/GADJ | 9001199989 |

| | | | |
|-----|--------------------|-------------|-------------|
| 28. | Sh. Ummed Singh | SIPF/DO | 9001199990 |
| 29. | Sh. B. P. Saini | IPF/BKI | 9001199991 |
| 30. | Sh. Jhabar Mal | SI/SIKR | 9001199992 |
| 31. | Sh. Lakhan Singh | IPF/DPA | 9001199798 |
| 32. | Sh. Gauri Shankar | HC (BKI/TC) | 9001199799 |
| 33. | Sh. Pradeep Kumar | IPF/RE | 09729595545 |
| 34. | Sh. Dinesh Kumar | IPF/SW/RE | 09729595546 |
| 35. | Sh. Virendra Singh | ASI/NNL | 09729595548 |

DIVISIONAL SECURITY CONTROL ROOM:-

- **CUG No. 09001199732**

10. Monthly remuneration received by each of the officers and the employees:

The pay scale of each of the category of staffs and officers working under security department are as per central government 6th pay commission.

11. Budget allocated to each of its agency, indicating the particulars of all plans proposed expenditures and reports on disbursements made: