

## NORTH WESTERN RAILWAY

No. ED/Gaz./173/5/Part-II

Divisional Railway Manager's  
Office Jaipur - NWR  
Date :- 01.07.2025

### OFFICE ORDER

Sub :- Personnel Department – Gazetted Officer's Duty List – Jaipur Division.

\*\*\*\*\*

Revised duty list of the officers of Personnel Department is as follows:

Name & designation of officer	Work Assigned
Sh. Satyendra Yadav, Sr.DPO, Jaipur CUG: 90011- 99600	He will be overall in-charge of Personnel Department and any file/reference going to ADRM/DRM/HQ relating to only policy issue will be routed through him & PNM/Informal/VC/HQ meetings will be headed by him. Following officers will report to him directly-
Sh. Anuraj Gupta, DPO/II, Jaipur CUG : 90010 - 30693	Operating, Commercial, Mechanical (Running / Non Running), Confidential, ED, Medical, Gazetted, Welfare, Railway School.
<b>Sr. DPO-II</b>	
Dr. Sunita Choudhary, Sr. DPO-II, Jaipur CUG : 90011-99601	PIO for Personnel branch. The following officers will report to her directly-
Sh. Manish Dave, APO/Engg., Jaipur CUG : 90011 - 99602	Legal Cell, Electrical, S & T, Civil Engineering, D&AR cell.
Sh. Gajanand Mukesh Maurya, APO / Bills, Jaipur CUG : 90011 - 99604	Pay Bill, Settlement, Pass Section, R P Cell, Union Cell, Income Tax, RTI, EP, Grievance Cell, CPGRAM, NIRAKARAN, MP/MLA references.

Note: In case of absence of any personnel officers, following will be the clubbing arrangements. They will look after each other's work accordingly:

1. Sr. DPO with Sr. DPO-II.
2. In absence of DPO-II, the work will be looked after by APO/ Bills.
3. In absence of APO/Engg., the work will be looked after by APO/ Bills & Vice-Versa.  
(The officers will also be responsible for any other duties assigned by superiors time to time.)

This has the approval of DRM/JP.

  
( Dr. Sunita Choudhary )  
Sr. DPO-II/JP

Copy to :-

1. GM(P)/HQ/NWR-Jaipur : For kind information please.
2. DRM, ADRM(OP/Infra)-Jaipur : For kind information please.
3. All Branch Officers –Jaipur division.
4. All Ch. OS, CS&WLI, CLA/Personnel Branch-Jaipur.
5. Divisional Secretary-NWREU, UPRMS, OBC Association, SC/ST Association
6. Officers concerned.