

NORTH CENTRAL RAILWAY

Head Quarter Office  
Personnel Department  
Allahabad

No. 797-E/NCR/MPP/ Dashboard/2017-18

CM/IT

Dated: 06/12/2017

All PHODs/CHODs & CAO/Cons.  
DRM/ALD, DRM/JHS & DRM/AGC

Sub: Updation of Tasks on Dashboard.

- Ref: (i) This office letter of even no. dated 03.11.2017, 14.11.2017, 21.11.2017 & 28.11.2017  
(ii) Railway Board's letter no. 2017/O&M/25/11 dated 16.11.2017 (Copy enclosed).

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Kindly connect to this office letter of even no. dated 03.11.2017 followed by reminders dated 14.11.2017, 21.11.2017 & 28.11.2017 vide which a copy of MR's office note dated 24.10.2017, regarding updating the Dashboard tasks by all the concerned Officials itself, was forwarded to you.

In continuation to above, Railway Board vide their letter 2017/O&M/25/11 dated 16.11.2017 forwarded a copy of MR's reference Dy. No. MR/B/574/2017 dated 15.11.2017, wherein MR has advised to all the Dashboard users and inform them to update their tasks.

You are, therefore requested to kindly ensure and send the compliance of the above to the PCPO office without further delay so that the same may be apprised to Railway Board accordingly.

**This may kindly be treated as MOST URGENT.**

DA: As above.

  
11/12

  
06/12/17  
(A.K. Srivastava)

Chief Personnel Officer/Admin.

Copy to-

1. Secy. To GM for kind information of GM please.
2. PS to AGM for kind information of AGM.
3. PS to PCPO for kind information of CPO.
4. DGM/G is requested to kindly coordinate please
5. CM/IT for information and necessary action please.



IMPORTANT

Government of India/भारत सरकार  
Ministry of Railways/रेल मंत्रालय  
Railway Board/रेलवे बोर्ड

RBL-2017-2316

22-11-17

महाराष्ट्र राज्य कार्यालय  
उत्तर मध्य रेलवे इन्जिनियरिंग  
22/11/17 NOV 2017  
महाराष्ट्र राज्य रेलवे बोर्ड

for necessary  
action please  
plan  
20/11/17  
DRM/ACD, JMS & AGC  
Dated: 16.11.2017  
APR/PCPDs, ACDM  
DCM/A  
say to say/ACF/  
Ran/Boraindey

No. 2017/O&M/25/11

General Managers  
All India Railways/PUs  
DG/RDSO, DG/NAIR  
CMDs/MDs - PSUs  
VC/RLDA

Sub: Updation of Tasks on Dashboard

Enclosed is a copy of MR's reference Dy. No. MR/B/574/2017 dated 15/11/2017 regarding updation of status of task on Dashboard which is self explanatory.

2. All concerned may please see for information and necessary action.

Encl.-1

*V.N. Singh*  
(V.N. Singh)  
Under Secretary/O&M  
Railway Board

Copy for information to :-

CRB, FC, ME, MRS, MTR, MT, MS, Secy/RB

EDCC

*23-11-17*  
*PCPO*

*Sank*  
*23/11/17*

*AK*  
*21/12/17*

|                                     |                               |                 |
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| <input checked="" type="checkbox"/> | प्र० मुकाधिम                  |                 |
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| <input checked="" type="checkbox"/> | प्र० का० अधिम (आई०आर०)        | <i>27/12-17</i> |
| <input checked="" type="checkbox"/> | प्र० का० अधिम (मुख्या)        | <i>05-12-17</i> |
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| <input checked="" type="checkbox"/> | मु० कार्यम अधिम/का० अधिम अधिम | <i>mpp</i>      |

*12-17*

353566/2017

574  
15/11/2017

रेल और कोयला मंत्री का कार्यालय  
Office of Minister for Railways and Coal

Hon'ble Minister has gone through the Dashboard tasks on 13th November 2017 and has given feedback, based on which, some of the suggestions are given below:

- Avoid duplication of status
  - It was observed that same points were reflected both in the 'Action taken/Status' and 'Additional Column' fields
- Updates in the 'Action taken/status' and 'Additional Comments' fields should be specific and to the point
- Stages of implementation of a task should be properly mentioned and proper deadlines for implementation to be given in the 'Action taken/status' or 'Additional Comments' fields
- 'Issue, Action of decision' field should bring clarity and specifically explain the task

Hon'ble Minister also desires to have a conference with all the Members, GMs and Heads of PSUs/Organisations under the Ministry of Railways on how to update tasks on the dashboard. The date of the conference will soon be decided and communicated.

It is requested to circulate the above suggestions to all the dashboard users and inform them to update their tasks regularly, in line with the above suggestions and also the best practices given under 'Help' tab of the portal.

Anuj Gupta  
Anuj Gupta  
OSD to MR  
15.11.2017

  
Chairman Railway Board