

OFFICE ORDER

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Sub : Duties of Elect (G) Branch Officers.

With immediate effect the following duties has been assigned to the Elect (G) Branch Officers :-

DEE/G/PRYJ.

1. He will monitor all works related correspondence, office work except Store matters in consultation with the undersigned. He is also nominated as Public Information Officer for quick disposal of RTI cases pertaining to Elect (G) Branch.
2. Power supply system including energy solar system, pumping, DG sets, air conditioning system, maintenance & contractual work pertaining to SSE/PS/PRYJ, MKP, HQ SFG, SSE/PL/PRYJ & SSE/AC/PRYJ..
3. Work of Meter Section of PRYJ & SFG in addition to his assigned work. He will also coordinate with UPPCL authorities in case of any problems arise during the power supply failure/other matters related to PRYJ & SFG. He will fully monitor electrical bills being raised to colonies, vendors, temporary connections etc in the field level.
4. He will also look after the work of ADEE/G/PRYJ in his absence.
5. In addition to above, he will be responsible for reporting of matters pertaining to their jurisdiction directly to the undersigned.

ADEE/G/PRYJ.

1. Power supply system including energy solar system, pumping, DG sets, air conditioning system, maintenance & contractual work pertaining to SSE/PS/MZP & FTP.
2. Work of Meter Section of SSE/PS/MZP & FTP in addition to his assigned work. He will also coordinate with UPPCL authorities in case of any problems arise during the power supply failure/other matters.
3. All correspondence pertaining to Store Section including processing of Stock/Non Stock Indents and related bills.
4. He will also look after the work of DEE/G/PRYJ in his absence.
5. In addition to above, he will be responsible for reporting of matters pertaining to their jurisdiction directly to the undersigned.

No : 186-Elect/G/Office Order/PRYJ  
Date : 30.12.2020

(Praveen Kumar Yadav)  
Sr. Divl. Elect. Engineer(G)  
N.C. Rly./Prayagraj

Copy to :-

1. DRM/PRYJ
  2. CEGE/NCR/PRYJ
  3. ADRM/Infra/PRYJ
  4. DEE/G/PRYJ
  5. ADEE/G/PRYJ
- } - for kind information please.  
} - for information and necessary action as per assigned duties.

**OFFICE ORDER**

**Subject: Revised duty list of ADEE/G/CNB & ADEE/G/TDL of Electrical General Branch of Allahabad division.**

Revised duty list of ADEE/G/CNB & ADEE/G/TDL of Electrical General Branch of Allahabad division is proposed as under:

**ADEE/G/Kanpur:**

All the stations from Karbigwan to Jaswant Nagar including Power supply, DG supply, water supply and air conditioning installations. Apart from this Electrical coaching part of CNB section including Train passing.

ADEE/G/CNB will be individually responsible for various works through departmental as well as out side agencies, arrangement of materials and will be directly reporting to Sr. DEE/G/ALD regarding matter pertaining to his jurisdiction.

**ADEE/G/Tundla:**

All the stations from Ex-Jaswant Nagar to Chipiyana (Ex GZB), Branch lines SKB-FKD, BRN-ETA, HRS-HRF, ALJN-HGJ including Power supply, DG supply, water supply and air conditioning installations. Apart from this Electrical coaching part of TDL section including Train passing.

ADEE/G/Tundla will be individually responsible for various works through departmental as well as out side agencies, arrangement of materials and will be directly reporting to Sr. DEE/G/ALD regarding matter pertaining to his jurisdiction.

In the absence of ADEE/G/CNB, ADEE/G/TDL will look after his works and vice-versa.

These duties are descriptive in nature & not exhaustive.

No. : 186-Elect/G/ALD/Office order/17

Date: 11.07.2017

(Praveen Kumar Yadav)  
Sr. DEE/G/ALD

DEE/G/ALD  
ADEE/G/CNB  
ADEE/G/TDL

Please note & inspect your section accordingly.

## वरिष्ठ मण्डल बिजली इंजीनियर (सा0) प्रयागराज की ड्यूटी लिस्ट

वरिष्ठ मण्डल बिजली इंजीनियर (सा0) प्रयागराज मण्डल के विद्युत विभाग प्रभारी के रूप में ड्यूटी निम्न प्रकार है।

1. ऊर्जा प्रबंधन, बजट प्रबंधन, बिजली खरीद व उसका प्रबंधन, बिजली सदुपयोग एवं उसका प्रबंधन।
2. ऊर्जा संरक्षण प्रयासों को लागू करना एवं उनका प्रबंधन।
3. बिजली कार्य की प्लानिंग एवं निष्पादन, कान्टेक्ट प्रबंधन, मैन पावर प्लानिंग एवं उनका प्रबंधन।
4. राजस्व बचत एवं उसका प्रबंधन, औद्योगिक संबंध प्रबंधन।
5. आवधिक एवं अन्य निरीक्षण।
6. मंडल की सभी बिल्डिंग, क्वाटर्स एवं स्टेशन आदि पर सुरक्षा के विद्युत व्यवस्था सुचारु रखना।
7. रेलवे बोर्ड, प्रधान कार्यालय एवं उच्च अधिकारियों द्वारा दिये गये निर्देशों का पालन करना।