



**पश्चिम रेलवे**

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Churchgate, Mumbai - 400 020

सं/No: Computer No 447504 File No:WR-HQRSOSnT(STT30/9/2022

Dtd. 21.09.2023

DRM - BRC/ RTM/ ADI/ RJT & BVP


Sub: WR draft letter for "JPO for undertaking digging work in the vicinity  
of underground Signaling, Electrical & Telecommunication Cables".

Ref :-1. Railway Board Telecom Circular No.09/2023 dated 12.06.2023  
2. Railway Board Telecom Circular No.17/2013 dated 24.06.2013.

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In reference to above Railway Board has issued the Circular letter regarding JPO  
for undertaking digging work in the vicinity of underground Signaling, Electrical &  
Telecommunication Cables. The Copy of the Draft letter is attached for your suggestion  
please.

Encl:- Draft letter

  
R.S. Keshwani  
Dy.CSTE /NS 21.09.2023.



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



सं.2021/Tele/5(2)/3-Part(1)(3425647)

नई दिल्ली, दिनांक: 12.06.2023

The GM/CMD/MD/PCAO/CAO,  
All Indian Railways, KRCL, PUs, CORE, COFMOW  
(As per standard list)

The DGs/Directors  
RDSO, NAIR, All CTIs

**Sub.: Procedure for undertaking digging work in the vicinity of Signalling, Electrical and Telecommunication cables**

**Ref.: JPO issued vide Board's letter No.2003/Tele/RCIL/1Pt.IX dated 24.06.2013 (Telecom Circular No.17/2013)**

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A Joint Procedure Order (JPO) for undertaking digging work in the vicinity of underground Signalling, Electrical and Telecommunication cables was issued last vide Board's letter No.2003/Tele/RCIL/1Pt.IX dated 24.06.2013 (Telecom Circular No.17/2013). Notwithstanding the provisions contained in the JPO for protection of cables, a significant number of cable-cut incidents and practical difficulties in implementation of certain provisions of the said JPO were reported.

Board, therefore, constituted a committee of SAG officers to revisit the JPO. Based on the recommendations of the committee, Board (MI) has approved broad guidelines for procedure to be adopted by Zonal Railways for protection of cables while undertaking digging work in their vicinity (**Annexure**). These guidelines are in supersession of JPO issued vide reference above.

Zonal Railways are requested to issue local instructions/guidelines/JPO implementing these broad guidelines within a month of issue of this letter. Zonal Railways may also ensure that these local instructions/guidelines/JPO are also made part of all tenders for works in the vicinity of cables in accordance with the instructions issued by Civil Engineering Dte of Railway Board vide letter No.2023/CE-I/EDCE(G)/Misc. Dated 18.04.2023.

DA: As above

*(Signature)*  
12/6/23  
(राकिश रंजन)

कार्यकारी निदेशक (दूरसंचार विकास)

दूरभाष: 011-47843012, 030-43012

ई.मेल: edtd@rb.railnet.gov.in

Copy to:

1. PSO to M(I) for kind information of Member/Infra
2. ED/SD, EDEE/M, EDCE/G, ED/GS/C-II for information & ensuring implementation of guidelines in letter & spirit
3. PCSTE, PCE & PCEE, All Indian Railways



**Annexure****Guidelines for protection of cables while doing work its vicinity**

1. Cable route marking for all types of cable must be made available block section wise on Railnet.
2. Before allowing the contractor to work near the tracks, the work executing agency (like SrDSTE/SrDEN/SrDEE or DyCSTE/DyCEE/DyCE etc.) shall ensure that the permission has been granted by the division to the contractor in accordance with the local instructions / JPO to work in the vicinity of the cables. Zonal railways shall devise suitable mechanism and timelines for the obtaining/granting such permission.
3. In case of works being taken up by the State Government, National Highway Authority etc., zonal railways shall devise mechanism for shifting the cables or for proper protection of cables before granting permission to work.
4. The engineering control shall keep all the information regarding any works being done near the track. S&T and electrical control shall obtain this information from engineering control. These controls shall coordinate among themselves to ensure that no work is done in the vicinity of the track without proper permission.
5. The concerned SE/P.Way/SE/Works/SE/Sig/SE/Tele SE/Electrical (TRD or G) or RailTel supervisors supervising the work of the contractor shall ensure that the existing emergency sockets are not damaged due to their importance in providing communication during accident/emergency.
6. For all new works, cable shifting should be a mandatory part of DPR and estimate. For ongoing works, Zonal Railways may sanction works for cable shifting if necessary through contingency/supplementary/revised estimate where provision does not exist. However, in case zonal railways decide not to shift cables (due to any reason) then protection of cable shall be ensured by the zonal railways during execution of the work.
7. Penalty to be imposed for damages to cable shall be as under:

| Cable damaged                      | Penalty per location |
|------------------------------------|----------------------|
| Only Quad cable or Signaling cable | ₹ 1.0 Lakh           |
| Only OFC                           | ₹ 1.25 Lakh          |
| Both OFC & Quad                    | ₹ 1.5 Lakh           |
| Electrical Cable                   | ₹ 1.0 Lakh           |



8. Penalty should be levied on the contractor when they work without permission or resort to careless working without making arrangements for protecting cables and other utilities. Based upon the local conditions and practices, zonal railway shall devise its own conditions for examining and levying penalty. For each cable cut, a joint report at the level of supervisors should be prepared on the same day and it should become the basis for levying penalty and fixing responsibility. Joint note should be forwarded by SrDSTE/SrDEE to the executive in-charge of the work. The executive in-charge of the work should act and decide on the cable cut case within 15 days under information to SrDSTE/SrDEE as the case may be. There should be provision of appeal by contractors within one month of notice for levying penalty at ADRM level. Decision of ADRM shall be final and binding upon both parties.
9. Railways will not lodge FIR with RPF in cases of works being executed by authorized contractors of Railways who have been duly permitted to execute the works.
10. Zonal Railways shall issue local instructions/JPO for protection of cables while undertaking works in the vicinity of railway tracks in line with this guideline. Zonal Railways shall also ensure that such instructions become part of their tender document within one month of the issue of the local instructions. Suitable action against erring officials shall also be incorporated in these instructions if the same is not adhered to.



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



No. 2023/CE-I/EDCE(G)/Misc.

New Delhi, Dated: 18.04.2023

The General Managers,  
All Zonal Railways.

**Sub: Instructions for incorporating the JPO, Circular etc. provisions in the Tender Document for all Works requiring digging work close to Railway signaling, telecom, electrical etc. cables**

**Ref: (i) No.2010/Tele/3(5)/1 Pt (3346793) New Delhi dated 29.09.22**  
**(ii) Telecom Circular 17/2013 containing JPO for undertaking digging work in vicinity of Cables**

Due to increase in cable cuts, a letter dated 29.09.22 under reference (i) above was written by Member-(Infra) to all GMs advising the following:

- Zonal Railways to take necessary steps to ensure strict compliance of JPO for undertaking any digging work in the vicinity of cables.
- Proper coordination among various departments undertaking any work near/along the track.
- Provision of utility relocation in the estimates and if the same is not existing, then the use of contingency provision for utility shifting/protection, apart from ensuring that the updated cable route plan are available and the marking of cable zone at sight is given before undertaking the work.

Further during Oral Evidence before PAC for one of the audit paras regarding recovery of penalty over SER and WCR for cable cut cases, PAC has taken a serious view of non implementation of JPO Provisions by Zonal Railways.

In view of above, it is advised that the provisions contained in circulars, JPOs regarding penalties should be included in all the Tender Documents for Works requiring digging close to Railway signaling, telecom, electrical etc. cables so as to bind them legally for ensuring recoveries from them.

18.04.2023  
(गौरव)

निदेशक सिविल इंजी.(जी)/रेलवे बोर्ड  
[Rly No. 030-47598, MTNL No. 011-23047598]  
e-mail address: dceg@rb.railnet.gov.in

GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)

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No.2003/Tele/RCIL/1 Pt.IX

New Delhi dated 24.06.2013

General Managers,  
All Indian Railways.

Telecom Circular No. 17/ 2013

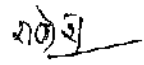
Sub: Procedure for undertaking digging work in the vicinity of Signaling,  
Electrical and Telecommunication Cable.

JPO No. 1/Sig/2004 dated 16.12.2004 issued by Board on the subject matter was reviewed in consultation with Signal, Electrical, Civil Engineering and Works Directorates of Board.

2. The same has now been finalized and a copy of the Revised Joint Procedure Order duly signed by ED/TD, EDCE/P, ED/SD, ED/W and EDEE/M is attached for compliance.

3. Please acknowledge receipt.

DA: 1 in 5 pages.

  
(Rakesh Ranjan)  
Director(Telecom).

Copy to:-

- i) ED/TD, EDCE/P, ED/SD, ED/W and EDEE/M
- ii) CSTEs, All Indian Railways
- iii) CSTEs/Construction, All Indian Railways
- iv) ED/Tele, RDSO, Lucknow
- v) MD/RCIL, 143, Institutional Area, Sector 44,  
Gurgaon - 122003.Haryana.

o/c

|                      |
|----------------------|
| Min. of Railways     |
| Ministry of Railways |
| General Manager      |
| Signature            |
| Date of Issue        |

**Annexure to Telecommunication Circular No. 17/2013**

**JOINT PROCEDURE ORDER FOR UNDERTAKING DIGGING WORK  
IN THE VICINITY OF UNDERGROUND SIGNALING, ELECTRICAL &  
TELECOMMUNICATION CABLES.**

- A. A number of Engineering works in connection with gauge conversion/doubling/third line are in progress on various Railways, which require extensive digging work near the running track, in close vicinity of the working S&T cables carrying vital safety circuits as well as electrical cables feeding the power supply to cabins, ASM room, RRI Cabin, Intermediate Block Huts (IBH) etc. Similarly, S&T organisation under open line or construction units under CAO/C, are executing various Signaling and Telecom works requiring digging of earth for laying of cables or casting of foundations for the erection of signal posts etc. RailTel is also executing the work of laying of quad cable and OFC on various Railways as a part of sanctioned works for exclusive use of Railways for carrying voice and data i.e. administrative and control communication, PRS, FOIS etc. or shared by RailTel Corporation of India Ltd. On certain sections digging is also required for laying of electrical cable and casting of foundation for the erection of OHE masts by Electrical Deptt. Generally, these works are executed by contractors employed by these organisations.
- B. However, while carrying out these works in the vicinity of working signaling, telecommunication and electrical cables, at times, cable cuts take place due to JCB machines working along the track or during the digging work being done by contractors carrying out the Civil Engineering works. Similarly, such cable cuts are also resulting due to works undertaken by S&T or Electrical departments. Such cable faults results in the failure of vital signaling and telecommunication circuits & electrical installations.
- C. Henceforth, the following joint procedure shall be followed by Engineering, Electrical and S&T (and RailTel organisation, wherever such works are being done by them) officers of the respective divisions and by the construction organisation, while carrying out any digging work near to existing signaling & telecommunication and electrical cables, so that the instances of cable cut due to execution of works, can be controlled and minimized.
1. S&T department (and RailTel, where they have laid the cables) and Electrical department shall provide a detailed cable route plan showing exact location of cable at an interval of 200 m or wherever there is change in alignment so that the same is located easily by the Engineering official/contractor. In addition, S&T department and Electrical department shall also provide cable markers along the alignment of the cable. These cable route plans shall be made available to the Sr.DEN/DEN or Dy.CE/C, as the case may be, by Sr. DSTE/DSTE or Sr.DEE/DEE of the divisions or Dy. CSTE/C or Dy. CEE/C within 15 days in

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duplicate. Sr. DEN/DEN or Dy.CE/C will send copies to their field unit i.e. AEN/SE/P. Way & Works.

2. Before taking up any digging activity on a particular work by any agency, Sr. DSTE/DSTE or Sr.DEE/DEE of the section shall be approached in writing by the concerned Engg. or S&T or Electrical officer for permitting to undertake the work. Sr.DSTE/DSTE or Sr.DEE/DEE, after ensuring that the concerned executing agencies including the contractor have fully understood the S&T and Electrical cable route plan, shall permit the work in writing within 7 days of the request by concerned department.
3. After getting the permission from S&T or Electrical department as the case may be, the relevant portion of the cable route plan shall be attached to the letter through which permission is issued to the contractor by concerned Engg. official for commencement of work and ensuring that the contractors have fully understood the cable route plan and precautions to be taken to prevent damage to the underground cables. The contractor shall be asked to study the cable plan and follow it meticulously to ensure that the safety of the cable is not endangered. Such a provision, including any penalty for default, should form part of agreement also. It is advisable that a suitable post of SE/Sig or SE/Tele or SE/Electrical(TRD or G) shall be created chargeable to the estimates of doubling/gauge conversion, who can help Engg. agencies in the execution of the work. However basic responsibility will be of the department executing the work and the contractor. Creation of posts is not mandatory.
4. The SE/P.Way or SE/Works shall pass on the information to the concerned SE/Sig. or SE/Tele or SE/Electrical(TRD or G) about the works being taken up by the contractors in their sections at least 3 days in advance of the day of the work. In addition Engineering control shall also be informed by SE/P.Way or SE/Works, who in turn shall pass on the information to the test room/network operation center of RailTel/TPC/Electrical control.
5. On receiving the above information, SE/Sig or SE/Tele or SE/Electrical(TRD or G) shall visit the site on or before the date of taking up the work and issue permission to the contractor to commence the work after checking that adequate precautions have been taken to avoid the damage to the cables. The permission shall be granted within 3 days of submission of such requests.
6. The name of the contractor, his contact telephone number, the nature of the work shall be notified in the Engineering control as soon as the concerned Engineering officials issue the letter authorizing commencement of work to the contractor. Test room shall be given copies. Test room shall collect any further details from the Engineering control and shall pass it on to S&T/RailTel & Electrical officials regularly. In case the supervisors of concerned departments do not turn up on the day as advised in terms of para 4 and 5 above, the works of contractor should not be stopped on this account.

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7. In case of works being taken up by the State Government, National Highway Authority etc., the details of the permission given i.e. the nature of work, kilometer etc. be given to the Engineering control including the contact person's number so that the work can be done in a planned manner. The permission letter shall indicate the contact numbers of Test room/Network Operating Centre of RailTel/TPC/Elect. Control.
8. Where the nature of the work taken up by the Engineering department is such that the OFC or other S&T cables or Electrical cables is to be shifted and relocated, notice of minimum one week shall be given so that the Division/RailTel/Construction can plan the works properly for shifting. Such shifting works shall in addition, for security and integrity of the cables, be supervised by S&T supervisors/RailTel supervisors/Electrical supervisors.
9. The concerned SE/P.Way/SE/Works/SE/Sig/SE/Tele/ SE/Electrical(TRD or G) or RailTel supervisors supervising the work of the contractor shall ensure that the existing emergency sockets are not damaged in view of their importance in providing communication during accident/emergency.
10. In case of minor nature of works where shifting of cable is not required, in order to prevent damage to the cable, the Engineering contractor shall take out the S&T or optical fibre cable or Electrical cable carefully from the trench and place it properly alongside at a safe location before starting the earthwork under the supervision of SE/Sig. or SE/Tele or SE/Electrical(TRD or G). The cable shall be reburied soon after completion of excavation with proper care including placement of the brick over the cable under the supervision of S&T or Electrical supervisors. However, the work will be charged to the concerned engineering works. The responsibility for ensuring availability of SE (Signal), SE (Electrical) as per para 4 and 5 above lies with the respective department. The contractor will go ahead with the shifting of cables as per the program decided and he will not be held responsible for any cable cut.
11. In all the sections where major project are to be taken up/going on RailTel/S&T department shall deploy their official to take preventive/corrective action at site of work. As regards Electrical Department, the official may be deputed on need basis.
12. No new OFC or quad cable shall be laid close to the existing track. It shall be laid close to the Railway boundary on one side of the Railway track to the extent possible to avoid any interference with the future works (doubling etc.). It shall be ensured in the new works of cable laying that the cable route is properly identified with electronic or concrete markers. Wherever multiple cables are laid in a trench, RFID markers may be provided for easy identification of the cable. Henceforth, wherever cable laying is planned, before undertaking the cable laying work, the cable route plan of the same shall be prepared by the Dy.CSTE/C or Dy.CEE/C

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and shall be got approved from the concerned Sr. DSTE/DSTE or Sr. DEE/DEE and also from the concerned Dy. CE/C for new lines and from the concerned Sr.DEN for all other projects including doubling GC etc., to avoid possible damage in future. Such approval shall be granted within 15 days of the submission of the request.

13. The works of excavating the trench and laying of the cable should proceed in quick succession, leaving a minimum time between the two activities.
14. In case damage is caused to OFC/Quad cable ~~or Signaling cable~~ during execution of the work, the contractor is liable to pay a penalty for damaging the cable. Penalty shall not be levied in case of the following:-

- (i) Detailed cable route plan as per clause C-1 not provided by concerned department or cable is not protected as per laid down procedures.
- (ii) The alignment of the cable does not tally with the information provided to the contractor.
- (iii) The cable depth is found to be less than 800 mm from normal ground level.
- (iv) No representative of S&T department/RailTel was available at site guarding the cables on the fixed pre determined date and time.

15. Penalty to be imposed for damages to cable shall be as under:-

| Cable damaged                      | Penalty per location |
|------------------------------------|----------------------|
| Only Quad cable or Signaling cable | ₹ 1.0 Lakh           |
| Only OFC                           | ₹ 1.25 Lakh          |
| Both OFC & Quad                    | ₹ 1.5 Lakh           |
| Electrical Cable                   | ₹ 1.0 Lakh           |

Necessary debit in this regard shall be raised on the department undertaking the work who shall in turn levy the penalty on the defaulting contractor. S&T department shall raise the debits in case of damage to OFC or Quad or Signaling cable and Electrical department shall raise the debits in case of damage to Electrical cable.

16. Railways will not lodge FIR with RPF in cases of works being executed by authorized contractors of Railways who have been duly permitted to execute the works in accordance with this JPO. Joint note by the supervisors of the concerned department shall be prepared and the responsibility of the cable cut should be decided without involving RPF. The joint note deciding the fact whether the contractor should be penalized shall be completed in a day's time from the occurrence of cable cut.

In all other cases, when the cable is cut by an agency that was not permitted to execute any work, FIR should be lodged with RPF.

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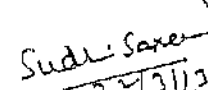
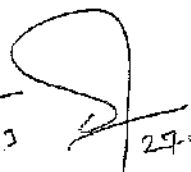
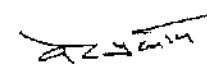
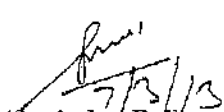
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17. While giving permission for taking up the works, concerned departments may note that earthwork by engineering contractors will normally be done by machines except in a few isolated locations where the quantity of earth work is very less.
  18. Railways shall make necessary correction in their future contract so that this JPO can also be enforced contractually.
  19. In case of damage to OFC, RailTel should be paid 5/6<sup>th</sup> of the penalty recovered. RailTel shall raise demands on the S&T department in this regard.
  20. All types of signaling & OHE bonds i.e. rail bond, cross bond and structure bond shall be restored by the contractor with a view to keep the rail voltage low to ensure safety of personnel.
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21. Above joint circular shall be applicable for construction as well as open line organisation of Engineering, S&T & Electrical.
  22. S&T cable and electrical cable route plan should be prepared by the concerned S&T and Electrical officers respectively and got approved as stipulated in para C-12 before undertaking the work. The completion cable route plan should be finalized block section by block section as soon as the work is completed.
  23. All cable laying works shall be executed as per laid down technical specifications, such as protection measures/protective cover, compaction of refilled material etc.

|   |   |   |  |   |
|---|---|---|--|---|
| <br>(Rajeev Sharma)<br>Exec. Dir.<br>Signal Devel. | <br>(S K Saxena)<br>Exec. Dir.<br>Elect. Enery (M) | <br>(Shobhan Chaudhuri)<br>Exec. Dir.<br>Telecom (Dev) | <br>(V P Dudeja)<br>Exec. Dir.<br>Works | <br>(Surinder Pal)<br>Exec. Dir.<br>Civil Engg.(P) |
|---|---|---|--|---|

**WESTERN RAILWAY**

Divisional Office

Bhavnagar Para

Date:12.02.2025

SG.242/1 Vol. II

PCSTE-CCG

(Kind attention Shri Rakesh Gupta, CCE/CCG)

**Sub:- Joint Procedure Order for Undertaking Digging / Other Work in the vicinity of Signalling & Telecommunication, Electrical Cables (underground / OFC / PIJF / Power / Copper etc.)**

**Ref: Railway Board's letter No. 2021/Tele/5(2)/3-Part(1)(3425647) dated 12.06.2023**

With reference to above subject, Joint Procedure Order for Undertaking Digging / Other Work in the vicinity of Signalling & Telecommunication, Electrical Cables (underground / OFC / PIJF / Power / Copper etc.) has been prepared and signed at division level and attached herewith for your kind information and necessary action please.

Encl: Signed JPO.

  
Sr.DSTE/BVP

12/02/25

C-All B.O.s of BVP division for kind information please.

C-DRM/ADRM/BVP for kind information please.

C/- CSE-I & II /CCG for kind information please.



## Western Railway

Joint Procedure Order for Undertaking Digging / Other Work in the vicinity of Signaling & Telecommunication, Electrical Cables (underground / OFC / PIJF / Power / Copper etc.).

### 1. Preamble:-

- a) A number of engineering works in connection with gauge conversion/ doubling/ expansion line etc are in progress on various Railways which require extensive digging work near the running track in close vicinity of working S&T cables carrying vital safety circuit as well as Electrical cables feeding the power supply and OFC cable of RCIL. Generally, these works are executed by contractors employed by organizations like MRVC, S&C, RCIL, RVNL, DFCCIL, GATISHAKTI etc. and other non Railway organization like NHAI, State Govt. Authorities, Nagar Nigam, Local Civic Bodies etc. & other private agencies.
- b) However, while carrying out these works in the vicinity of working Signaling / Telecommunication / Electrical cables, at times, cable cuts take place due to machine working along the track during the digging work being done by contractors carrying out the civil engineering works. Similarly such cable cuts are also resulting due to the works undertaken by S&T or Electrical department. Such cable faults results in the failure of vital signaling and telecommunication circuits and electrical installations.
- c) Henceforth, the following joint procedure shall be followed by Engineering, Electrical and S&T (and RCIL, MRVC, RVNL, DFCCIL, GATISHAKTI organizations, wherever such works are being done by them) officers of the BVP division and by the construction organization, while carrying out any digging work near to existing Signaling and Telecommunications and electrical cables, so that the incidence of cable cuts due to execution of works, can be controlled and minimized. In case of other Govt. and/ or Private agencies taking work near railway tracks this will be implemented and ensured by suitable communication, by the coordinating department which is assigned to facilitate the permission. (Like Electrical department for power line crossings). This is as per any existing board guidelines or decided by DRM in the division.

### 2. Permission/Process: -

- a) Digital cable route plan of all types of cable shall be made available block section wise on Railnet. In addition, S&T department and Electrical department shall also provide cable route markers at suitable distance as per extent policy & practice.
- b) Before taking up any digging activity on a particular work by any agency, Sr. DSTE /DSTE or Sr. DEE/DEE of the section shall be approached in writing by the concerned Engineering, S&T or Electrical officer for permitting to undertake the works.
- c) Joint site survey will be done with representative of contractor to understand the nature of work, alignment of cable route under scope of this work, whether cable shifting is required or not, requirement of site protection (watchman) etc.
- d) For seeking permission of work in vicinity of cables an undertaking has to be submitted by the executing contractor countersigned by executive engineer in-charge that all shifting and protection of the cable is ensured if required by use of cable locator before and after during execution of the work. The undertaking will also ensure that in event of cable cut due to reasons where responsibility of contractor, the ascertained penalty as imposed by Railways, will be borne by contractor.
- e) Permission should be granted to executing agency **within 10 days** from the application received ensuring that the contractor has fully understood the cable route plan and precautions to be taken to prevent damage to the underground cables. Permission should include copy of cable route plan with details of exact location of the work, methodology of the work (manual, HDD etc) and type of protection to be taken and other necessary details for supervision of worksite

*[Signature]*  
DEE/P

*[Signature]*  
ASE/ROF/BWP

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Sr. DSTE/BWP

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Sr. DSTE/BWP



- f) Permission copy with cable route plan of location with methodology of work (i.e. Manual, HDD, Caution Order etc.) will be provided by concerned department head to work executing agency.
- g) Intimation of permission granted will be given to Engineering Control who will intimate other control of concerned departments. Engineering Control shall pass the name of contractor, his contact number and his supervisor's name with contact number to other control room. Similar action will also be taken by control of S&T or Electrical departments whose cables are getting affected.
- h) Details of all ongoing works near the track shall be available with Engineering control. S&T and Electrical control will coordinate accordingly to ensure that no work is done in the vicinity of the track without proper permission.
- i) In case of works being taken up by the State Government, National Highway authority etc Engineering control shall intimate the other controls. Similar action will also be taken by control of S&T or Electrical departments whose cables are getting affected.

### 3. Commencement of works: -

- a) The SSE/P.Way or SSE/Works shall pass the information to the concerned SSE/Sig or SSE/Tele or SSE/Electrical (TRD or G) about the works being taken up by the contractor in their sections.
- b) In addition, Engineering control shall also be informed by SSE/ P.Way or SSE/Works, who in turn shall pass on the information to the Test Room /Electrical Control who in turn will pass the information Network Operation Center (NOC) of RCIL. as the case may be.
- c) Work executing dept. will inform the S&T, Electrical, RCIL control room **48 hours** in advance if there is no shifting of cable is required.
- d) Where the nature of work taken up by engineering department is such that the OFC or other S&T cables or Electrical cables is to be shifted and relocated, notice of **minimum 10 days** shall be given so that the Division/RCIL/ Construction/ MRVC/ RVNL/DFCCIL can plan & execute the works properly for shifting the cables. In no case the work will commence before shifting or proper protection of cables.
- e) 48 hours prior information in written form to CTNL and concerned S&T control to be provided by Executing agency / Engg. control before starting the digging work by JCB or any machinery.
- f) Executing agency control should also have the details of machines working/ supervisors present at site, their contact mobile number.

### 4. Execution of work: -

- a) S&T / Electrical/ RCIL will depute supervisor at site to safeguard of their cables.
- b) The supervisor of Contractor / Executing Agency shall have the copy of permission obtained earlier and he should be available at site while carrying out the work otherwise suitable penalty will be charged as decided by Executing department and mentioned in contract agreement.
- c) In case of minor nature of works where shifting of cable is not required, in order to prevent damage to the cable, the Engineering contractor shall take out the S&T or Optical fiber cable or Electrical cable carefully from the trench and place it properly alongside at a safe location before starting the earthwork under the supervision of SSE/Sig or SSE/Tele or SSE/Electrical (TRD or G).

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MP

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gm

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Raj



- d) The cable shall be reburied soon after completion of excavation with proper care including placement of the bricks over the cable, under the supervision of S&T or Electrical supervisors, till such time safety of the cable will be responsibility of contractor.
- e) The work of excavating the trench and laying of cable should proceed in quick succession, leaving a minimum time between the two activities.
- f) The concerned Railway Supervisors and RCIL supervisor supervising the work of contractor shall ensure that the existing EC sockets are not damaged due to their importance in providing Communication during accident / emergency.
- g) Apart from Trenching work by Engg, Electrical & S&T department, some works are carried out by contractors / vendors of Commercial department as well, like Erection / Installation of Advertising Screens, Banners, Other equipment etc. In case damage is caused to OFC / Copper / RF cable during execution of the work, the contractor is liable to pay a penalty for damaging the cable.
- h) It should be ensured by executing agency through this contractor or otherwise by suitable means that cable route tracer/ locator of suitable type is available before and during execution of the work and identification of suitable cables during work is continuously done.
- i) Chuna (Lime) marking to be taken from S&T / Electrical department for exact location of laid cables before starting the any digging work. It will be helpful to prevent the any cable cut.
- j) Manual cross digging to be done for ensuring the location of laid cables.
- k) Proper protection of the excavated cables to be ensured.

#### 5. Penalty in case of damage:-

- a) In case damage is caused to OFC /Quad cable during execution of the work, the contractor is liable to pay a penalty for damage of the cable.
- b) Penalty to be imposed for damages to cable Shall be as under:

| Cable damaged                | Penalty per location |
|------------------------------|----------------------|
| Only Quad or Signaling cable | Rs. 1.0 Lakh         |
| Only OFC                     | Rs. 1.25 Lakh        |
| Both OFC & Quad              | Rs. 1.5 Lakh         |
| Electrical Cable             | Rs. 1.0 Lakh         |
| PIJF/Copper Cables etc.      | Rs. 0.25Lakh         |

- c) Penalty should be levied on the contractor when they work without permission or resort to careless working without making arrangements for protecting cables and other utilities.
- d) For each cable cut a joint report at the level of supervisors should be prepared within **24 Hrs.** and it should become the basis for levying penalty and fixing responsibility.
- e) Joint note should be forwarded by Sr DSTE/ Sr DEE to the Executive in charge of the work.
- f) Executive in charge of the work should act and decide on the cable cut case within **15 days** under information to Sr DSTE/ Sr DEE as the case may be.
- g) There should be **provision of appeal** by contractors within **15 days** of notice for levying penalty at ADRM level. Decision of ADRM shall be final and binding upon both parties.
- h) Divisions will not lodge FIR with RPF in cases of works being executed by authorized contractors of Railways who have been duly permitted to execute the works. Joint note by the supervisors of the concerned department shall be prepared and the responsibility of the cable cut should be decided without involving RPF.

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- i) In case of damage of OFC cable of RCIL, compensation after recovery is to be ensured as per applicable MoU.

#### 6. Realization of penalty: -

- a) If appeal is considered and found negligence at contractor's part, then within **15 days** period contractor should submit the penalty amount.  
b) Executive in charge of the work shall ensure the same.

7. For all new works cable shifting should be mandatory part of DPR and estimate. For ongoing works Division may sanction works for cable shifting if necessary.

8. Railways shall make necessary correction in their future contract so that this JPO can also be enforced contractually. Reference of this JPO shall be mentioned in the Tender documents and contractor shall read the same thoroughly while bidding the Tenders.

9. In case of damage to OFC of RCIL the part penalty amount as per MOU of Railway and RCIL will be handed over to RCIL

10. All the types of signaling and OHE bonds i.e. rail bond, cross bond and structure bond shall be restored by the contractor with a view to keep the rail voltage low to ensure safety of personnel.

#### 11. The timeline for obtaining/granting various permission

| Sr. No. | Activity   | Timeline  |
|---------|--|---|
| 1       | <b>Cable route plans shall be made available</b> to the Sr.DEN/DEN or Dy. CE/C, or any agency as the case may be by Sr. DSTE/DSTE or Sr.DEE/DEE of the divisions or Dy. CSTE/C or Dy.CEE/C   | 05 Days.  |
| 2       | <b>Permission to Work:</b> Before taking up any digging activity on a particular work by any agency, Sr. DSTE/DSTE or Sr.DEE/DEE of the section shall be approached in writing by the concerned Engineering or S&T or Electrical officer for permitting to undertake the work. Sr. DSTE/DSTE or Sr.DEE/DEE after ensuring that the concern executing agencies including their contractor have fully understood the S&T and Electrical cable route plan shall <b>permit the work in writing</b> clearly mentioning<br>a) Ensuring joint survey of site b) Exact location of work, c) Type of work d) Type of protection for cables & e) Details of supervisors. | Within <b>10 days</b> of the request by concerned department.   |
| 3       | <b>Intimation for commencement :</b> The SSE/P. way or SSE/Works shall pass the information to the concerned SSE/Sig. or SSE/Tele or SSE/Electrical (TRD or G) about the works being taken up by the contractors in their sections   | At least <b>2 days</b> in advance of the day of the work where no major shifting is involved.   |
| 4       | Where the nature of work taken up by the Engineering department is such that the OFC or other S&T cables or Electrical cables is to be shifted and relocated.  | notice of <b>minimum 10 days</b> shall be given so that the Division / RCIL / Construction can plan the works properly for shifting where major shifting is required. work should commence only after shifting or proper protection of cables |
| 5       | For each cable cut a joint report at the level of supervisors should be prepared.  | Same day.   |
| 6       | Executive in charge of the work should act and decide on the cable cut case. Including sending notice to contractors   | Within 15 days from receiving the joint report.   |
| 7       | provision of appeal by contractors   | Within 15 days from notice.   |
| 8       | Realization of Penalty if contractor found guilty  | Within 15 days from decision of appeal given by ADRM.   |

*DEE/P*

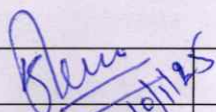
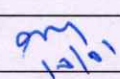
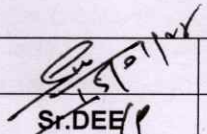
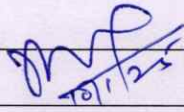

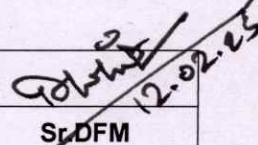
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*on Day*



This JPO shall be applicable for construction as well as open line organization of Engineering, S&T & Electrical as well as for MRVC/RVNL/DFCCIL and other Non Railway agencies like NHAI, Nagar Nigams, Local Civic bodies etc. The JPO is signed and circulated In view of Railway Board letter No 2021/Tele/5(2)/3-Part(1)(3425647) dtd 12.06.2023.

|  |   |   |  |   |   |
|--|---|---|--|---|---|
| <br>Sr.DSTE | <br>Sr.DEN | <br>Sr.DEE | <br>Sr.DCM | <br>Sr.DSC | <br>Sr.DFM |
|--|---|---|--|---|---|

|       |     |      |      |      |     |
|-------|-----|------|------|------|-----|
| PCSTE | PCE | PCEE | PCCM | PCSC | PFA |
|-------|-----|------|------|------|-----|