

Western Railway

Headquarter Office,
Churchgate, Mumbai – 20.
Date: - 9 /03/2015.

No. SFT 5/18/60

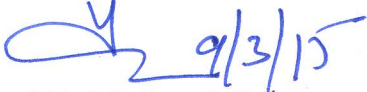
DRMs BCT BRC RTM ADI RJT BVP

Sub:- Monthly Safety Drive Calendar for the year 2015-16.

A monthly safety drive calendar is sent herewith for launching monthly safety drives during the year 2015-16. The Officers, Supervisors and Safety counselors be advised to carry out these drives independently in their specified areas. Safety drive plays an important role in preventing accidents. To yield the best results, the following instructions must be followed by concerned officers and concerned supervisory staff.

1. Safety drive must be launched in entire division covering all sections and concerned work places.
2. Sr. DSO/DSO of divisions may be advised to study the content of Safety drive carefully and act according to the procedure for conducting Safety drive.
3. Safety drive period shall be from 11th to 20th every month in general unless otherwise another Safety drive has already been ordered for this period in such case this drive shall be deferred suitably.
4. The concerned Branch Officer must ensure that the one copy of monthly Safety drive mentioned in calendar should be displayed at Drivers/ Guards Lobby, Station Master's Office, Sr. Supervisors Office of each department and running room etc., in the month in which the Safety drive is to be launched for wide publicity amongst the staff.
5. Quality of inspections be maintained, irregularities are promptly reported, and action be taken to put right the same or the same must be chased up till complied.
6. All departments should submit their reports to Safety department in stipulated time. One copy of inspection report submitted to other concerned department be kept in Sr. DSO/ DSO's office for the scrutiny of H.Q. Officers during their visit to divisions.
7. If irregularity / short coming noticed during the Safety drive period, Sr. DSO/ DSO should chase up the matter with the concerned department, get confirmation that these are put right and advise this office accordingly.
8. Sr. DSO/ DSO will prepare final report of the Safety drive ensuring that the information furnished in the Annexures is to the point and will submit the same to HQ Office by 5th of every following month.

Encl. As above


9/3/15
Chief Safety Officer

C/- Sr. DSO/ DSO BCT BRC RTM ADI RJT BVP for necessary action as desired above.

C/- COM CME CSC PCE CSTE CEE CMD CCM for information and necessary action.

Final Safety Drive Calendar 2014-15

sent by e-dak. 9/3/15

