## MINUTES OF VIDEO CONFERENCE OF MRS WITH PCMEs ON 17.04.2020

| SN | ITEM | ACTION BY |
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| 1.1 | MRS commended PCMEs for leading from the front and delivering the fight against COVID-19. Indian Railways was able to convert more than 5100 coaches into quarantine coaches in quick time. PCMEs have taken the lead to manufacture around 4 lakh reusable masks, 30 kilolitres of hand sanitizer, 700 beds, PPE Coveralls and other sundry items. The core work of keeping the wheels moving for freight and parcel traffic is an excellent contribution to keep the Country supplied with necessities. | All PCMEs |
| 1.2 | We should keep ourselves prepared for restarting work in our depots, workshops & PUs whenever it is decided to do so. Northern Railway has already prepared its Standard Operating Procedure for this purpose. Other Railways and PUs should also ready their SOPs in line with extant guidelines on the matter. | |
| 1.3 | Strict expenditure control needs to be exercised. Requirement of material needs to be reviewed considering the impact of lockdown due to COVID-19. Accordingly AAC of stock items for the current year as well as requirement of non-stock items will need review on a regular basis. | |
| 1.4 | We need to keep our workforce motivated. | |
| | **2. COACHING** | |
| ***Extension of IOH/POH/SS-I/SS-II by lockdown period of 45 days:*** | | |
| 2.1 | The issue of extension for IOH/POH/SS-I and SS-II for ICF and LHB coaches was discussed in detail during the video conferences. It was decided that:<br>i. The tolerance for POH/IOH for ICF coach and SS-I/SS-II for LHB coach should also be kept as 30+/0- days similar to the prescribed for IOH schedule of ICF coach.<br>ii. POH/IOH schedule for ICF coach and SS-I/SS-II schedule for LHB coach may be extended by three months after the under gear examination with lifting of the coach in sick line ensuring specific examination and attention over trolley and corrosion in under frame<br>Instructions shall be issued separately on this account. | EDME/Chg. |
| 2.2 | While discussion for extension of schedules of MEMU/EMU rakes. It was decided that similar extensions may also be mandated for MEMU/EMU rakes ensuring under gear examination. | EDEE/G |
| 2.3 | AM/ME also advised all ZRs to assess the coach position altered due to conversion of COVID-19 quarantine coach and accordingly monitor the list of coaches fit for use.<br>ZRs mentioned that a similar list has been conveyed to traffic coaching directorate Railway Board. It was advised to furnish the same to Mech./Chg. Directorate Railway Board. | PCMEs/All ZRs |
| 2.4 | It was also deliberated that nearly 5222 ICF coaches have been released due to conversion of ICF rakes into LHB rakes till 31.03.2020. However, nearly 4746 Coaches are being utilized by ZRs in running special trains over ZRs and nearly 476 ICF coaches are lying idle. ZRs were further advised to examine the status of these coaches and as per priority should be utilized for train operation . | |
| ***Review of Bookings against RSP in 2019-20:*** | | |
| 2.5 | ZRs and PUs were advised to ensure proper booking against the RSP works as per progress of the related works. | PCMEs/All ZRs & Chg PUs, RWF, RWP |
| | ZRs further mentioned that there are some other works which have not been indicated in the format advised to ZRs. In this reference, it was clarified that the list of works was circulated through Google sheet based on the data furnished by Budget directorate Railway Board. However, ZRs and PUs may indicate expenditure booking position in reference to other RSP works in progress also. | |
| 2.6 | ZRs and PUs are further advised to complete the exercise before 19 Apr 2020 so that meaningful purpose can be achieved in this matter. | |
| ***Supply of trolley from PUs and workshops:*** | | |
| 2.7 | ZRs raised the issue of inadequate supply of trolley for LS-5 conversion from LS-3 LHB coach and in view of increased requirement due to increased SS-I schedule and higher transit time of overhauling of trolley. | PCMEs/All ZRs & Chg PUs, RWF, RWP |

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| 2.8 | PCME/MCF has assured supply of 100 trolleys in the next two months. PCME/ICF and PCME/RCF were also advised to furnish a similar plan for supply of trolley. PCME/SWR asked for additional allotment of 50 trolleys. | PCMEs/All ZRs & Chg PUs, RWF, RWP EDME/Chg. |
| 2.9 | PCME/RWF in this matter raised issue for proper communication of production plan. It was stated that to cope of the requirement for production of LHB coaches LHB axles were manufactured with reduction in manufacturing of axles of BOXN.<br><br>EDME/W assured that proper production plan in advance will be communicated to all Production units. | EDME/W |
| 2.10 | PCME/MCF mentioned that due to COVID-19 the supply chain of CTRB is likely to get affected. All actions should be taken to optimize the impact and accordingly RDSO may also be advised to speed up the trial of indigenous CTRB bearing in progress.<br><br>In this matter RDSO and PUs may be advised to reduce the stipulated trial period while indigenizing rolling stock critical spares in progress if performance has been satisfactory till now during the trial.<br><br>RDSO and PUs may further furnish a list of such items on priority to the Railway Board before 25 Apr 2020. | EDME/Chg.<br>ED/Carriage RDSO<br>PED/QA/RDSO<br>PCMEs/Chg PUs |
| ***Progress of fitment of Bio Toilets in coaches:*** | | |
| 2.11 | ZRs were advised that now merely 632 coaches are remaining for Bio toilet fitment of this there are only 472 PCVs. It was decided that 169 LS-3 coaches should be converted on first priority. | PCMEs/All ZRs. |
| 2.12 | PCME/ICF raised the issue of inadequate supply of axle and wheel disc for supply of trolley to ZRs. In this matter ZRs were advised to send LS-3 trolley to PUs and to take out LS-5 trolley in lieu. | PCMEs/All ZRs & Chg PUs, RWF, RWP |
| 2.13 | PCME/SCR mentioned that supply of tanks is stuck up due to COVID. EDME/Dev. mentioned that spare available materials with Railways were shared earlier. The same will again be shared and ZRs may further collect these materials to expedite the fitment. | PCMEs/All ZRs.<br><br>EDME/W |
| 2.14 | AM/ME further advised all ZRs to prioritize the remaining stock for Bio Toilet fitment. He advised that the stocks which are likely to be phased out in the very near future should be fitted later on and accordingly a plan should be furnished to the Railway Board. | PCMEs/All ZRs. |
| ***COVID CARE Center:*** | | |
| 2.15 | AM/ME apprised all PCMEs ZRs that regarding COVID care center built in coaches Ministry of Railways and Ministry of Health and Family Welfare are likely to issue detailed guidelines with procedure order which will be issued very soon addressing all concerns of PCMEs of the ZRs. | PCMEs/All ZRs. |
| 2.16 | AM/ME emphasized that the coach for COVID quarantine facilities will be used as a last resort only. | PCMEs/All ZRs & Chg PUs, RWF, RWP |
| **3. FREIGHT** | | |
| 3.1 | The POH and ROH overdue wagons, up 3 months overdue, shall continue to be permitted, as per the existing instructions, during the lockdown period. Post lockdown, this will be withdrawn in graded manner, which shall be advised in due course. | PCMEs/All ZRs |
| 3.2 | The activity of ROH can be started by the Railways to an extent that may be required to facilitate smooth operation and that which will be within permissible limits prescribed by Ministry of HOME AFFAIRS' CORONA-19 directives and local administration directives/advisories. | |
| 3.3 | The Sickline activities shall also continue to be regulated at a level that is required for smooth operation of freight services. | |
| 3.4 | Most of the terminals and enroute locations are without TXR presence and in case | |

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| | of any defect or deficiency being detected enroute or at terminals, it causes difficulty in arranging transport for TXR staff and unnecessarily exposes TXR staff to infection risk. Therefore Railways should advise all TXR staff to be extra vigilant in train examination and to be liberal in detaching defective wagons, so that any possibility of defect/deficiency detected enroute or in terminals can be minimized/ eliminated. | |
| | **4. WORKSHOPS & PRODUCTION UNITS** | |
| 4.1 | Due to the closure of Workshops for around 45 days, there is a loss of 12.5% of annual production capacity. The backlog of POH due to the closure is 440 LHB coaches, 3260 ICF Coaches, 7150 wagons and 37 diesel locomotives. For the present, workshops should not reduce their monthly POH outturn targets. A review will be done in due course to fine-tune targets in view of anticipated change in requirements and product mix. | PCMEs/All ZRs |
| 4.2 | Railway Board informed that according to the production programme (revised) for 2020-21 under approval, 8675 coaches including 6550 LHB coaches were targeted for production. However, due to the COVID lockdown and the expected reduction in budget outlays, there may be a requirement to reduce the targets. For the present, PUs may continue with their regular monthly production targets. Any reduction, if required, will be done after a review during the course of the year. | PCMEs/All Coaching PUs, RWF & RWP |
| 4.3 | ICF, RCF, MCF and RWF stated that they will try to start production based on MHA order and local/state-level permissions. MCF requested to reduce their target to only 1500 coaches due to anticipated enforcing of social-distancing measures as well as disruptions in supply chain. | |
| 4.4 | RCF stated that it requires one critical component for the ventilator prototype it is building. This component is expected to be received soon, after which the prototype will be sent for testing. | |
| | **5. DISASTER MANAGEMENT** | |
| 5.1 | Lockdown Period of 45 days is to be treated as dies non for POH of ART / ARMV / SPART / Cranes | PCMEs/ZRs |
| | **6. MISCELLANEOUS** | |
| 6.1 | RCF is in the process of procuring two numbers of special machines for manufacturing PPE coveralls. They, and all ZRs, were advised to seek DRDE approval if they use a process different from the Northern Railway's or Eastern Railway's DRDE/SITRA approved process for manufacturing PPE coveralls. All were requested to attempt to devise a machine for faster fixing of seam sealing tape. | PCMES/ All ZRs & Chg PUs, RWF, RWP |
| 6.2 | Eastern Railway has devised an alternate method of manufacturing PPE coveralls. CME ER was requested to circulate a video of the method. | |
| 6.3 | MRS advised all ZRs and PUs to review material procurement requirements in order to curtail expenditure during the current year. PUs were also asked to explore the possibility of deferring receipt of supplies to next year in agreement with vendors if more materials than their bare requirement in view of possibility of reduction of targets have been ordered. | |

20/04/2020
(Utkarsh)
DME(PU)
Railway Board

No. 2018/M(PU)/1/1-Misc.
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**Circulation:**
PCMEs of all Zonal Railways, ICF, RCF, MCF, RWF, RWP
EDME/W&T, EDME/Chg, EDME/Frt, EDME/Tr, EDME/Dev, EDME/Proj, EDEE/G & EDEnHM/ME

**Copy to:**
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