GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2018/M(PU)/1/1-Misc.

New Delhi, dated 17.04.2020

General Managers &
Chief Administrative Officers

All Production Units & Zonal Railways

Sub: Operation of Production Units and Zonal Railway Workshops from 20.04.2020 to 03.05.2020 in view of COVID-19-related lockdown

Ref: (i) Railway Board letters of even no. dated 23.03.2020, 24.03.2020, 30.03.2020 & 15.04.2020
(ii) MHA Order No. 40-3/2020-DM-I(A) dated 15.04.2020

Reference (i) above, Production Units and Zonal Railway Workshops were asked to remain closed up to 19th April 2020 in view of COVID-19 related lockdown in the Country.

Vide MHA's Order at reference (ii) above, the Government has permitted limited industrial activity with a number of conditions w.e.f. 20.04.2020. In view of the same, workshops and Production Units should take necessary action to start their operations subject to the laid down conditions. In order to do so, it would be worthwhile to formulate a **Standard Detailed Operating Procedure (SDOP) in terms of the MHA Order** for each Production Unit & Zonal Railway Workshop. The SDOP for PUs should be approved by the General Managers/CAOs of the PUs, the SDOPs for Zonal Railway Workshops should be approved by PCMEs of Zonal Railways, before operations are started in terms of the MHA Order.

The SDOP should be (but is not limited to) a self contained operation plan with list of all facilities to be provided, details of the operations that can be started, list of permissions (to be) obtained from State/Local Authorities, expected scenarios that can arise & the related courses of action, and its relevant portions should be available to the concerned decision makers in the Production Unit/Workshop and Zonal Railway Headquarters.

A Copy of the Plan should be emailed to **dmepu@rb.railnet.gov.in** before operations are started.

Care should be taken to follow the MHA order (or its extant revision issued later), in letter and spirit.

This has the approval of Competent Authority.

(Utkarsh)
DME(PU)