

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD**

NO. 2018/Trans Cell/S&T/VHF

Dated: 15.11.2018

The General Manager, All Indian Railways/PUs, NF(Con), CORE
The DG/RDSO/Lucknow, DG/NAIR/Vadodara
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, CAO/IROAF

Sub: Streamlining: Procurement, Distribution, Maintenance and Condemnation of Hand held VHF (Walkie-Talkie) Sets over IR.

- Ref:**
1. Railway Board's letter no. 2002/Tele/WCM/6/Genl./Pt dated 28.08.2012.
 2. Railway Board's letter no. 2010/Tele/9(1)/1Pt dated 23.10.2013.
 3. Railway Board's letter no. 2010/Tele/11(3)/2 dated 04.07.2013.

With a view to streamline and bring about systematic improvements in procurement, distribution, maintenance & disposal of VHF sets for improved performance with least life cycle cost, Board (FC & CRB) & DG(S&T) have approved the following:

1. GM in consultation with PCSTE and DRM in consultation with SrDSTE/DSTE-incharge may redistribute VHF sets among various departments & units under their jurisdiction keeping in view the safety, train operation, security and maintenance.
2. Procurement of VHF sets, its maintenance and condemnation shall be the responsibility of S&T department.
3. S&T department of the division shall process for obtaining frequency authorization & licenses from Wireless Planning and Coordination (WPC), payment of spectrum charges and its renewal yearly for the entire population of VHF sets on the Division.
4. VHF sets beyond economical repair shall be promptly disposed of and the license of such sets shall not be renewed.
5. VHF sets and its accessories shall normally be procured through SrDMM/DMM/PCOS.
6. Detailed guidelines in this regard are as under:
7. **Procurement:-**
 - 7.1. Branch Officers in the Division and the Controlling officer in other units of the user department shall submit the requirement of VHF sets with detailed justification to the concerned SrDSTE/DSTE-incharge.

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- 7.2. Once the quantity assessment based on the availability and demand, specification and description are finalized, nominated SSE/Tele of the respective division shall prepare the Non Stock (NS) requisition(s) according to the approved description & specification and the same shall be submitted to SrDSTE/DSTE-incharge's office for further necessary action.
- 7.3. SrDSTE/DSTE-incharge in the division shall process the requirement given by the user department to obtain finance vetting and sanction of competent authority. Funds will be provided by the user department, as being done at present.
- 7.4. The vetted and sanctioned NS requisition shall be forwarded to SrDMM/DMM or PCOS (through PCSTE office) as the case may be.
- 7.5. The application for frequency authorization shall also be submitted to WPC in prescribed format directly by SrDSTE/DSTE-incharge.
- 7.6. Nominated consignee of S&T department (SSE/Tele) shall receive all VHF sets for their entry into respective ledger for proper accountal.
- 7.7. S&T Supervisor (SSE/Tele) shall then issue the VHF sets to the concerned department (for whom demand has been processed) with proper documentation. A copy of the WPC license shall also be made available to the concerned field unit.
- 7.8. Every Branch officer in the division shall nominate a nodal supervisor (single point of contact) for transaction of these VHF set.

8. Maintenance of VHF Sets

- 8.1 Maintenance of VHF sets shall be responsibility of S&T department for entire population at divisional level. The maintenance costs should be realistically accessed by S&T Department and asked for in various Budgetary reviews and will be borne by S&T department.
- 8.2 Nodal Supervisor of the user department shall inform or handover defective VHF sets to the concerned SSE/Tele.
- 8.3 SSE/Tele or his representative should periodically visit offices of the supervisors holding these sets and take over the defective sets under acknowledgement. Once defective sets are collected, SSE/Tele shall arrange for their replacement from the spares available with SSE/Tele.
- 8.4 In addition to the above, S&T supervisors (SSE/Tele) or his representative shall conduct a preventive drive for 48/72 hrs (as decided by Division) at each lobby on monthly basis to test the functioning of VHF sets.

This shall also be done, if possible, for VHF sets other than meant for Loco Pilots & Guards. This would ensure proper functioning and obtaining direct feedback from the user department.

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9. **Condemnation (DS-8):**

VHF set(s) found beyond economical repair shall promptly be condemned by the nominated SSE/Tele as per the Railway Board's guidelines issued vide letter No. 2010/Tele/9(1)/1 Pt. dated 23.10.13 (Telecom Circular 22/2013) and ensure that its license is not renewed.

10. Other guidelines issued from Board shall remain unchanged and be modified as and when required.

This issues with the concurrence of Associate Finance of Transformation Cell of Railway Board.

Kindly acknowledge the receipt and ensure compliance.


15.11.18
(Umesh Balonda)
Executive Director/S&T
Transformation Cell

NO. 2018/Trans Cell/S&T/VHF

Dated: 15.11.2018

1. PFAs, All Indian Railways & Production Units
2. The ADAI (Railways), New Delhi
3. The Director of Audit, All Indian Railways


(Sanjeeb Kumar)
Executive Director/Accounts
Transformation Cell

Copy: As per list attached.

Copy to:


1. The ADAI (Railways), New Delhi
2. The Director of Audit, All Indian Railways
3. The Director, Indian Railway Institute of Civil Engineering, Pune.
4. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
5. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
6. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
7. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
8. The Director, Indian Railway Institute of Transport Management, Lucknow.
9. The Registrar, Railway Claims Tribunal, Delhi.
10. The General Secretary, IRCA, New Delhi.
11. The Chief Commissioner of Railway Safety, Lucknow.
12. The Secretary, Railway Rates Tribunal, Chennai.
13. The Chairman, Railway Recruitment Board, Ahmedabad, Ajmer, Allahabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Gorakhpur, Guwahati, Jammu & Srinagar, Kolkata, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.
14. Managing Director, CRIS, Chanakyapuri, New Delhi

Copy to:

1. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D Rail Bhavan

Copy to:

1. PS to MR, MOS(S), MOS(G)
2. CRB, FC, ME, MTR, MRS, MS, MT, SECY, DG(S&T), DG (RHS), DG (RPF), DG (Stores), DG(Pers)
3. All AMs, Principal Executive Director & Executive Directors of Railway Board


15.11.18
(Umesh Balonda)
Executive Director/S&T
Transformation