

FORMAT FOR DETAILED INSPECTION OF RPF POST/OUT POST

*Inspection of RPF Post..... by Shri
on.....*

1. Name of the post commander and other subordinate officers with date of posting :-

Sr. No.	Name of Post Commander & other subordinate officers of the Post	Rank	Date of posting

2. Detail of previous inspections of the Post :-

2.1 *Detailed Inspection (Previous two):-*

Sr. No.	Name & Designation of Inspecting Officer	Date of Inspection	Date of issuance of Inspection Note	Date of submission of Compliance Report	Whether the instructions issued in the last Inspection are complied with

2.2 *Casual Inspection (Previous four):-*

Sr. No.	Name & Designation of the Officer	Date of Inspection	Date of Inspection Note, if issued	Date of Compliance by the Post Commander	Whether the instructions issued in the last inspection are complied with

Inspection Register maintained at the Post to be checked by visiting officer with relevant remarks.

3. Jurisdiction :-

- 3.1 Jurisdiction of RPF Post in terms of route km, position of RPF Out-Posts under its jurisdiction, name of adjoining RPF Posts, concerned Civil Police/GRP Distt. and position of vital installations of railways with in the jurisdiction of the RPF Post.
- 3.2 Whether major station in terms of handling of passenger traffic and any re-adjustment of jurisdiction of the Post, if required.

4. Details of Staff :-

Rank	IPF	SI	ASI	HC	Ct.	Dvr.	COOK	W/C	SW	Total
Position										
Sanctioned										
Present										
Vacancy										
Excess										

- 4.1 Staff who have completed their tenure but not transferred :-
- 4.2 Staff transferred out without completion of tenure:-
- 4.3 Details of staff attached :-
- 4.4 Staff who are under order of transfer but not spared :-
- 4.5 Staff who are nominated for training during current year but not spared :-
- 4.6 Details of Staff who are Under Training :-

Sr. No.	Name of the Course	No. of Staff	Place

- 4.7 No. of staff undergone refresher course during current year:-
- 4.8 No. of staff overdue refresher course:-
- 4.9 No. of staff undergone PME:-
- 4.10 No. of staff overdue PME:-

4.11 No. of staff absent from duty, overstaying leave, sick indoor/outdoor & under suspension.

4.12 Staff on probation/under practical training- Performance to be checked by inspecting officer.

Attendance Register maintained at the Post to be checked by visiting officer with relevant remarks.

5. **Deployment of staff :-**

5.1 Review of staff deployment:-

- Whether staff is being detailed for duty, beatwise/shiftwise:-
- Position of deployment of Post staff -
 - a) *For security of passenger area and passengers viz. Train Escorting, Access Control, Surveillance Duty on PFs etc.*
 - b) *For protection and security of railway property viz. Seal Checking Duty(PFs/Yd), Patrolling duty in Yard/Block Section etc.*
 - c) *For other misc. duties viz. office duty (Diary, Armourer, Head Moharir etc.) Mess, VIP Movement, protocol etc.*

5.2 Whether staff is being deployed in plain cloth, utility of such deployment thereof.

5.3 Utility of staff at Outpost/road-side stations.

5.4 Whether RPSF Coy has been deployed within the post jurisdiction- review of effectiveness/utility.

Duty Deployment Register to be checked by the visiting officer with remark, if any.

6. Discipline :-

6.1 Staff facing Major Penalty charge sheet :-

Sr. No.	Name	Date of issue of Charge Sheet	Name of Enquiry Officer	Reason for delay if pending for more than 06 months

6.2 Staff facing Minor Penalty Charge sheet :-

Sr. No.	Name	Date of issue of Charge Sheet	Reason for delay if pending for more than 30 days

6.3 Staff under suspension whom charge-sheet is still to be issued:-

Sr. No.	Name	Date of Suspension	Reason of Suspension	Reason for non-issuance of Charge Sheet

6.4 Staff whose suspension is revoked without issue of Charge Sheet/without completion of D&AR enquiry:-

6.5 Final Orders/ Appeals /Revisions submitted and are Pending :-

Sr. No.	Date	Name of the Staff	Officer with whom pending

6.6 No. of staff dealt in Orderly Room in last one year :-

Details of punishment awarded to staff (in No.)							
Fine	Confinement	Punishment drill	Extra guard duty	Fatigue duty	Reprimanded	Counselled	Grievances redressed

Major Penalty/Minor Penalty/Orderly Room Register to be checked.

7. Travelling Allowance:-

7.1 Review of amount incurred on Travelling Allowance.

7.2 Whether amount incurred on TA is showing increasing trend.

TA Register to be checked.

8. Welfare:-

8.1 Review of grievance redressed during one year:- (Grievance Register & Orderly Room Register to be seen)

No. of grievances received	No. of grievances attended to	No. of grievance forwarded to Divl./Zonal HQ	No. of grievances pending

8.2 Details of previous Suraksha Sammelan:-

No. of Suraksha Sammelan held in last 1 year by Post Commander	Total No. of grievances reported	No. of grievances redressed	No. of grievances pending

8.3 Casualties of Staff before Superannuation during last one year:-

Sr	Name	D O B	D O A	Cause	Whether on Duty	Status of settlement of dues	Status of payment of Extraordinary Pension	Status of Compassionate Appointment

8.4 Grievances Register to be checked with remarks, if any:-

8.5 No. of wards of staff whom scholarships have been awarded under the Prime Ministers Scholarship Scheme & RSKN.

8.6 Suraksha Sammelan by Inspecting Officer- Details

9. **Availability of supply of uniform items:-**

(Specimen of Kit layout is enclosed as Annexure- 1)

- 9.1 Kit-Inspection to be held by inspecting officer:
- 9.2 Review of supply of uniform items to staff of the post:-
- 9.3 Quality of uniform items supplied to staff to be checked.
- 9.4 Whether regular supply is being made to staff.

10 **Accommodation:-**

10.1 **Office:-** Review of general cleanliness/maintenance of office premises.

10.2 **Residence :-**

Sr. No.	Type of Quarters	Number of Quarters	
		Available	Further Requirement

10.3 **Barrack:-** Inspection of Barrack to be done by inspecting officer. General cleanliness/maintenance to be checked.

Year of Construction	No. of Cot	No. of Mattress	Availa- bility of Water Cooler	R.O./ Water purifier	Desert Cooler	Position of Cleanliness/ maintenance

10.4 Mess:-

No. of Dinning members	Availability of LPG	Availability of cooking Utensils (P/cookers etc.)	Position of Cleanliness/maintenance

10.5 Records & registers maintained at the Mess to be checked.

11. Transport/Vehicles:-

11.1 Availability:-

11.2 Amount of imprest sanctioned:-

- a) Fuel -
- b) Repairing -
- c) Whether imprest amount recouped in time?

11.3 Whether any proposal of new vehicle submitted to HQ.

11.4 Whether regular Driver has been posted or Executive staff is being utilized for driving of the vehicle.

12. Communication:-

12.1 Availability-

DOT	RLY	CUG	Walkie Talkie 5 Watt	VHF Set 25 Watt

12.2 Further requirement, if any.

13 Security related equipment :- Review of availability of modern security related equipment with the Post as per Norms fixed by Norms Committee Report as per **Annexure- 2.**

13.1 Equipment out of order:-

13.2 Efforts made for repair/maintenance:-

13.3 Whether maintenance register has been maintained:-

14. Arms and Ammunition:-

14.1 Statement of Arms:-

Sr. No.	Descriptions of weapons	On charge	On Hand	Total	Remarks

14.2 Review of availability of Arms & Ammunition in the Post as laid down under **Standing Order 103:-**

Detail	Pistol 9mm	INSAS	SLR	Carbine 9MM	AK 47
Scale of Arms & Ammunition required as per Standing Order 103					
Available					
Shortfall					
Excess					

14.3 Statement of Ammunition:-

Sr. No.	Nature of Ammunitions	On Charge	On Hand		
			Live	Miss	E/Case

14.4 Range Classification:-

Date	Total Staff Strength	No. of staff undergone Range Classification	No. of staff did not sent for Range Classification	% of staff attempted Range Classification

14.5 Details of Arms/Ammunition Seized by the Police, if any?

14.6 Availability of Cleaning materials:-

14.7 Last physical verification done by ASC/DSC/Sr.SC:-

14.8 Irregularity, if any:-

14.9 Whether Security arrangement of Armoury is adequate?

14.10 Availability of Rifle rake and chain:-

15. Basic security arrangement:-

Review of basic security arrangements within Post Jurisdiction

15.1 Whether station premises/circulating area is covered with Boundary wall/fenced:-

15.2 No. of Entry and Exit gate (Authorized /Unauthorized):-

15.3 Functioning of Integrated Security System to be reviewed as per **Annexure- 3**

16 Disaster management:-

Review of preparation for Disaster Management-

16.1 Whether provisions laid down under Standing Order 34 [copy enclosed at **Annexure 4**] are being complied with while attending accident sites.

16.2 Details of Equipment available:-

Equipment	Numbers		Total
	Functional	Non functional	
➤ Torches & other lighting equipment			
➤ Nylon Rope/poles			
➤ Loud hailer			
➤ Stretcher/first-aid box			
➤ Wireless set for inter-communication			
➤ Video-camera			

16.3 No. of trained RPF personnel for the Disaster Management.

16.4 No. of trained RPF personnel for Bomb Detection & Disposal.

16.5 Whether name and telephone Nos. of nearest fire station & nearest Hospitals prominently displayed.

16.6 Whether SOP has been drawn to meet emergencies (Bomb blast/Fire/Stampede)

16.7 Details of Mock Drill conducted (Date, Venue etc.).

16.8 Security arrangement at cash office and distribution centre:-

17 Security arrangement at Cash Office:-

17.1 No. of Cashier escorted-

17.2 No. of days cash escorted in a month-

17.3 Security arrangement of cash during transportation from Cash Office to the Bank-

17.4 Availability of vehicles/cash vans for Cash escorting.

17.5 Average amount of cash escorted in a month

17.6 Whether yardstick for escort is followed?

17.7 Percentage of RPF personnel getting salary through bank :-

17.8 Basic security arrangement at important good-shed, parcel office, depots, yards and suggestions, if any, for further strengthening.

18. Review of Crime (Last 03 years) :-

(a) Crime against Booked Consignment –

Localised crime:-

Year	Description	No. of Cases		Value of Property		Persons arrested		
		R	D	Stolen	Recovered	Out Sider	Rly Employee	RPF Staff
	RTT							
	YT							
	GPPT							
	PILFERAGE							
	TOTAL							

Un-localised crime:- (Last 03 years)

Year	Description	No. of Cases		Value of Property		Persons arrested		
		R	D	Stolen	Recovered	Out Sider	Rly Employee	RPF Staff
	RTT							
	PILFERAGE							
	TOTAL							

➤ **Review of Un-localised Crime- Railway Material- (Last 03 years)**

- Total No. of U/L cases in which enquiry conducted
- No. of Cases localised
- No. of cases transferred to other zones
- No. of cases accepted by other zones and cross reference received
- Action taken to reconcile pending acceptance cases
- No. of cases localised in Home Railway
- No. of cases pending localization

Special Reports issued (last 3 years):-

Date	Whether supervision note issued	Date of Supervision

Brief detail of each case to be attached.

Crime Registers to be inspected by the visiting officer, with remarks, if any.

19. RP(UP) Act-

19.1 Comparative statement for three years:-

Year	No. of Cases		Value of Property		Persons arrested		
	R	D	Stolen	Recovered	Out Sider	Rly Employee	RPF staff

RP(UP) Act Register to be checked.

20. Prosecution of cases :-

20.1 No. of cases disposed off and pending (Year wise):-

Year	No. of cases disposed	No. of cases pending

20.2 Details of cases registered against Railway Employees & RPF staff under RP(UP)Act and Railway Act (last 5 years)-

Sr. No.	Case No. U/S	Date	Name	Department	Outcome of Case	Date of information to Department	Action taken under DA Rules, if any

20.3 Details of cases registered against RPF staff under Prevention of Corruption Act by CBI/any other criminal case registered by Civil Police/GRP –

Sr. No.	Case No. U/S	Date	Name	Department	Outcome of Case	Date of information to Department	Action taken under DA Rules, if any

20.4 Result of contested cases of the last 03 years:-

21. Details of warrants and summons executed :-

Month	Warrant			Summon		
	Issued	Executed	Pending	Issued	Executed	Pending

22. Performance under the Railway Act (last 3 years) :-

Sections	No. of persons prosecuted	No. of persons convicted	Fine Realized

23. No. of cases contested/under trial under Rly. Act :- (last three years)

Sr. No.	Case No.	Date	Section	Name and address of Accused	Name of the Court	Name of Rly. Advocate/PP

24. Crime against passengers :-

24.1 No. of cases where offenders involved in crime against passengers were apprehended by the Post staff under Section 12 of the RPF Act and handed over to the GRP with detailed report of the circumstances leading to the arrest of such offenders under Section 14 of the RPF Act.

Comparative analysis of such cases and other IPC cases registered by GRP during last 3 years:-

	No. of IPC cases detected by RPF (& registered by GRP)		No. of persons arrested	
	From Rly. Premises	From Trains	From Rly. Premises	From Train
TOPB				
Drugging				
Murder				
Dacoity				
Robbery				
Rape				
Crime against women other than rape				
Others				

- 24.2 Preventive measures taken.
- 24.3 Details of Gang busted by the RPF, if any.
- 24.4 Whether dossier of criminals maintained at the Post
- 24.5 Whether records are digitalized
- 24.6 No. of trains escorted by staff of RPF Post.
- 24.7 No. of incidence in the trains escorted by RPF and GRP separately
- 24.8 Whether FIR Forms available with the RPF Post/RPF Assistance Booth.
- 24.9 No. of FIRs accepted by RPF Post/Assistance Booth/Train Escorting Staff from passengers and handed over to GRP.

25. Untoward incidents :-

Review of enquiry conducted by the Post under the “Railway Passengers (Manner of Investigation of Un-towards Incidents) Rules 2003” during last 1 year.

Sr. No.	Date of Incident	Brief Details of incident	Enquired by	Date of submission of report to Sr.DSC/DSC Office

26. D.D. Message:-

Year	Total no of DDM Issued (Outward)	Total no of DDM Received (Inward)	Total no. of DDM DELIVERED Under clear signature	Total no of cases of DDM transferred to			Total no of DDM Registered at post
				Other Rly.	Other /Division	Post of same Division	

- 26.1 No. of cases in which open delivery granted and whether RPF witnessed the delivery:-

26.2 Review of stations reporting shortage frequently-commodities wise and preventive measures taken:-

27. **Analysis of seal checking and related aspects-**

28. **Malkhana :-**

28.1 Date when last inspected by Sr.DSC/DSC/ASC.

28.2 Property kept in MALKHANA where no case is registered.

28.3 Case property pending for disposal after completion of appeal period.

28.4 Details of vehicles seized under Rly. Act and RP (UP) Act.

28.5 Whether case property is neatly stacked in the malkhana.

29. **Records and Registers :-**

Review of maintenance of records and Confidential Registers.

30. **Special Occurrence Report Cases:-**

Brief details of each case (one year) to be attached.

31. **Law and Order :-**

Review of Law & Order position in the Post jurisdiction by the inspecting officer.

32. **Liaison:-**

Problems, if any, confronting maintenance of smooth relations with GRP/District Police and other department to be listed :-

33. Personal performance of subordinates officers of the Post- Night checking done, no. of defaults reported, commercial inquiries made. (*Personal Performance Register to be maintained in each Post and entries with regard to performance of subordinate officers of the Post may be made*)

34. **Good works done by RPF :-**

35. **Problems and difficulties faced in day to day working and suggestion, if any :**

36. **General remarks/appreciation & Rewards:-**

ANNEXURE – 1

LAY-OUT OF KIT INSPECTION FOR RPF/RPSF

GREAT COAT				
ANGOLA DRAB SHIRT	SHIRT TC	MOSQUITO NET	BLANKET WOOLEN	COAT WATER PROOF
JERSEY PULLOVER KHAKI WOLLEEN	VESTS WHITE SANDOW WITH MAROON PIPING	STOCKING WOLLEN MAROON	BARRET CAP WOLLNNAVY BLUE & JUNGLE HAT WITH BADGE	SHORTS WHITE DRILL
VESTS COTTON \\WHITE HALF SLEVES	JACKET	TROUSERS WOOLEN	SOCKS KHAKI WORSTED	HELMET FIBRE GLASS
TROUSER TC	BOOT POLISH	BRUSHES Boors	T'AB NAME	BOOTS JUNGLE
BOOT ANKLE PAIRS BLACK WITH LAUSE LEATHER	SHOES RRo\\VN WITH LACES FABRIC	GROIJND SHEET CANVAS	BATON CANE	RAGS KIT UNIVERSAL KHAKI
BRASSO				
ANKLETS WEB	1Ltr. WATER BOTTLE (Miron Type)	FROGS BAYONET WE PATT.	ENSIGN	\\WHISTLE
HOTCASE	POUCHES AMMN. THREE POCKET	BELT WEB WITH CHROMIUM PLATED	HAYER SACKS	PT INSTRUCTOR HEDGES
STRAPS SHOULDER IIA VERSACK WE TATT. L & R	SHOULDER TITLES STEEL	BED HOLDER (SLEEPING BAG)	LANYARD WIIISTLE NA VY BLUE SILK	SLINGS FOR ALL ARMS

KIT BOOK

Note: As per the revised RPF Dress regulations vide letter No.2006/Sec(ABE)/STS/13/5 dated 18.04.2007.

ANNEXURE - 2

Para	Equipment	Explanatory Notes
1a	HHMD	There are on average 4800 men deployed for train escort duties. The number of escort parties works out to approx 1200.
1b &2	DFMD	RPF is at present deployed at 673 stations for access control. Generally there may be two or more than two entry points at most stations. For instance BZA has seven entry points. However for the sake of estimating the number of access control points it has been presumed that all stations have 02 access control points. Exact number of access control points may be decided at the divisional level and equipment provided accordingly.
3	VHF(25W)	Actual requirement will vary for each division based on its geographical spread. However based on experience on an average 25 sets per division(68) and Bn(12) will be required. Hence the number of sets required will be $80 \times 25 = 2000$.
4	VHF(5W)	Requirement as per scale worked out for 30% of the sanctioned strength i.e 30% of 67527=20258.
5	Megaphone	2 at each post i.e $783 \times 2 = 1566$ 2 in each division i.e $68 \times 2 = 136$ 2 in each hq i.e $16 \times 2 = 32$ 2 in each coy $60 \times 2 = 120$ Total= 1854
6&7	Bullet proof jacket and helmet	RPSF: $9004 - 56(\text{GO's}) - 889(\text{followers}) = 8059 \times 30\% = 2417$ RPF: $67527 - 9004 = 58523 - 1461(\text{followers}) = 57062 \times 10\% = 5706$ $2417 + 5706 = 8123$
8	Dragon search light	$67000 \times 15\% = 10050$
9	Helmet	$67000 \times 30\% = 20100$
10	Polycarbonate lathi	100% IPF to Cons=64871
11	Polycarbonate shield	25% of 64871=16217
12	Body protector	25% of 64871=16217
13	CCTV	While actual requirement may be determined by the GM/DRM a lump sum amount of Rs 5 Cr for each zone be provided.
14	Vehicles	No of RPF posts: 783; Div Hq 68. RPSF Bn 12 and operational coys(RPSF) 60; Hq coys(RPSF) 12; Motor Cycle: 783 posts $\times 2 = 1566$; 72 RPSF Coys $\times 1 = 72$; 68

		<p>Divn x 2=136; 12 Bns x 2=24; 16zones x 2=32; CCB/IRB - 2; Total: 1832.</p> <p>Utility vehicles: 783 posts x 1 =783; 68 divns x 3= 2-4; "17 hqrs x 3 = 51; CCB - 2; 12 Bns x 3 = 36. Total 1076.</p> <p>Prisoner vans: Prisoner vans calculated @ 2 per division although actual may vary according to no of courts/ jails to be attended; total: 136.</p> <p>Truck: 68 Divns x 1=68; 12 Bns x 1= 12; Central store/armoury-2; Total: 82.</p> <p>Bus: 68 Divns x 1=68; 12 Bns x2=24~ Total:92.</p> <p>While accounting for the existing trucks/buses all mini buses/buses/small and big trucks have been clubbed together and divided equally between Buses and trucks.</p>
15	Digital handy cam	One with each post, (78J) divisional headquarter (68) and Zonal H Q(16)
16	Digital handy cam	One with each post, (783) divisional headquarter (68) and Zonal HQ(16)
17	Binocular	5 at each of 783 posts. Total 3915.
18	Finger Printing Kit	One set each to officers of the ranks of ASI, SIPF and IPF to be issued as their personal kit with a life span of 5 years. (excluding R PSF)
19	Trolley Mirror	2 at each of the 783 posts
20	BDDS	This is to be divided into two parts - (a) Bomb Detection equipments which are to be kept at sensitive stations/divisional headquarters as per the decision of the local DSC/Sr.DSC in consultation with the jurisdictional DRM. Atleast two for each Division is proposed. (b) Bomb Disposal equipments - Bomb detection is a pre- requisite for bomb disposal and therefore, wherever these equipments are to be kept Bomb Detection equipments must be available. As these equipments are very costly, they may be kept at highly sensitive stations to be decided by CSC in consultation with the GM. At least one per division is proposed.
21	Luminous jacket	To be worn by RPF personnel involved in disaster management operations during train accidents, agitations etc. especially in the night hours. 25% of strength.
22	Nylon Ropes	To be used for make shift barricading during disaster management operations, traffic regulations, crowd control etc.

23	Emergency Light	To be used for the lighting of duty room of the post, male and female lockup and during disaster management operations in the night.
24	Folding Stretcher	To be used during disaster management operations.
25	First Aid Box	To be used for the first aid of passenger and victims of train accidents.
26	Florescent tape	To be used for make shift barricading during disaster management operations, traffic regulations, crowd control etc.
27	Night Vision Device	To be used by train escort staff, surveillance duty staff, Crime Intelligence Branch and Special Intelligence Branch.
28	Shin Guard	To be worn by RPF staff on duty during Bandobast, at the time of crowd control, Rail roko agitations, VVIP visits, elections, etc
29	Polyester Tent (water proof)	To be used for make shift accommodations during range classification, bandobust duties, disaster management operations etc.
30	Head Light with Helmet top fittings (Mines Lamp)	To be used by RPF personnel involved in disaster management operations in the night.

REVIEW OF INTEGRATED SECURITY SYSTEM

A CCTV Surveillance System :-

Details:-

Particulars		Numbers		Total
		Functional	Non functional	
Monitors				
Camera	Fixed			
	PTZ			

- Whether trained staff is being utilized for monitoring of monitors.
- Effectiveness of the surveillance system.
- Whether it is covering entire station area.

B. Access Control

- Availability of Under Vehicle Scanners at the station, whether AMC has been taken

C. Personal & Baggage Screening System :-

- Availability of Baggage Scanning System at the station, whether AMC has been taken
- Personnel screening-

Particulars		Numbers		Total	Validity of A.M.C
		Functional	Non functional		
HFMD					
DFMD	Multi Zone				
	Single Zone				

D Bomb Detection & Disposal System:-

1. Detail of Equipment Available at the Post –

Equipment	Numbers		Total	Validity of AMC
	Functional	Non functional		

2. No. of trained BDDS staff available in the Post & nearest BDDS of Army/Police –

E Dog Squad:-

➤ Details

Particulars	Dog		IPF	SIPF	ASIPF	HC	CT	Dog Boy	Total
	Sniffer	Tracker							
Sanctioned									
Vacancy									
Excess									
Present									

➤ Breeds of the Dogs:-

German Shepherd				Labrador				Doberman			
M		F		M		F		M		F	
S*	T**	S	T	S	T	S	T	S	T	S	T

*sniffer ** tracker

- No. of kennels
- Whether kennels are up to the standard
- Availability of Explosive for practice.
- Imprest registers for Dog food.
- History sheet of each dog.
- Cleanliness of kennel.
- General appearance and health of each dog.
- Whether provisions laid down vide SO 84 are being adhered to.

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY Board)**

No. 97/Sec(Spl)/200/38

New Delhi, dated 31.07.1997

STANDING ORDER No. 34

All the Chief Security Commissioners/RPF.

Sub: Role of RPF in the event of Railway Accidents and other calamities.

While visiting one of the Railway accident sites, it was felt that RPF were not well organised to handle emergency situations. They are, to some extent, confused about the role they have to play in the event of Railway accidents or incidents causing huge loss and damage to Railway property and injury to passengers in cases of sabotage or natural calamities. Since these are extraordinary situations, utmost confusion and chaos prevails at the scenes of accidents / incidents adding to the agony of injured persons and serious delays in rescue and restoration operations. RPF' would normally be the first uniformed Force to arrive at the scene of accident, and, therefore, they have to play a very important role.

2. FIRST RESPONSE: First information about any calamity involving Railway trains or Railway premises, will normally be received by the nearest RPF Post / Outpost. The person receiving such information should muster the maximum available manpower within the shortest possible time and despatch them to the scene of accident by the quickest means. After despatching the immediately available force, the Post / Outpost in-charge should requisition additional manpower. He should also simultaneously pass on the information to the senior supervisory officers and the Control Rooms at Divisional/Zonal Headquarters. Local Police and Police Control Room should also be informed at the earliest.

3. REINFORCEMENT: Effort will be made to get the reinforcement from the neighbouring Posts / Outposts, Reserve Line, Divisional Headquarters or Zonal Reserve. In case any RPSF battalion or Company is located in the vicinity, men can be requisitioned from there for dealing with such emergent situations till additional force is available from other sources.

4. EQUIPMENT: While sending reinforcement, it should be ensured that the necessary equipment required for rescue, recovery and protection of the scene of incident are provided. Such equipment should include:

- (i) Torches and other lighting arrangements, if fit is night time
- (ii) Nylon ropes and poles for segregating the affected area from unwanted visitors and spectators
- (iii) Loud-hailer for making announcements
- (iv) Stretchers and first aid equipment
- (v) Wireless sets for inter-communication
- (vi) Cameras for photographing the scene (both on negative and slide films)
- (vii) Video recording of rescue and salvage operations and connected administrative arrangements

Note: S.Nos. (vi) and (vii) will be useful for departmental presentations and for training of RPF personnel.

5. ACTION AT THE SCENE OF INCIDENT: The senior most RPF Officer available at the scene of incident will assume control and immediately start the following action:

- (i) Segregate the area of incident by establishing temporary barriers by use of nylon ropes or any other make-shift device available at the scene. It should be ensured that the on-lookers and spectators do not enter the affected area to disturb the scene or hamper the rescue operations.
- (ii) Baggage of passengers should be isolated and protected and consigned goods should be taken care of till. They are handed over to claimants or taken over by railway authorities.
- (iii) RPF personnel should respond to any call for assistance to rescue victims and transport them to the nearest hospital. A record of casualties sent to hospitals should be maintained.

Note: RPF officers will maintain close liaison and harmony with the officers of various departments of the Railways, the GRP, Local Police and Officers of Civil Administration while attending to (a), (b) and (c) above.

- (iv) Hourly Sitreps will be sent by the officer at the scene of incident to the Divisional/Zonal Control Room giving the latest situation.
- (v) A temporary RPF ASSISTANCE POST (shed or tent) with proper Board should be established at a conspicuous location so that people needing help could approach the RPF. If the operation continues for a longer period, effort should be made to install a temporary telephone connection through the Railway Telecom Department, so that the information is passed on quickly. A Log Book should be opened and minute-to-minute progress of action by RPF on the lines indicated above, recorded.

(vi) The senior most officer available at the scene of incident will also ensure proper documentation about the number of persons injured or dead, giving their identity and addresses, if available. In case any queries are made by the friends or relatives of the injured / deceased they should be properly guided. After the rescue / restoration operation is complete, a detailed report along with photographs will be sent to the DSC / CSC. The CSC will send a report to the Railway Board. The slides, video cassettes and photographs of the scene of incident will be retained by the CSC in his office and will be properly catalogued and preserved for future "reference.

6. The Hindi version of the Standing Order will follow. The SO should be got translated into the regional languages and supplied to the Posts / Outposts for display on the Notice Boards. The RPF personnel should also be briefed on the contents of this SO during Roll Call / Parades.

Sd/-
(A.P. DURAI)
Director General/RPF

Copy to:
All GMs, Indian Railways
Principal JJR/RPF Academy, Lucknow
Principal RPF Zonal Training Centres
All DSCs.

FORMAT FOR INSPECTION OF OFFICE OF Sr.DSC/DSC/ASC

(Rule No. 266.2 of RPF Rules, 1987)

1. Charge :

2. Previous Periodical/Casual Inspection :

Whether regular, thorough and improvement oriented and whether due compliance made to observations.

3. PARADE :

Squad Drill, Arms Drill, Lathi Drill and Suraksha Sammelan.

4. ACCOMODATION :

4.1 Office: Existing and requirements, if any.

4.2 Barrack & Family accommodation: Existing & requirements, if any.

- No. of quarters sanctioned in the Works Programmes and no. of quarters under construction.
- No. of quarters under unauthorized occupation of the members of the Force or by the dependents of the retired members of the force.

5. STAFF POSITION :

5.1 Sanctioned Strength.

Station	ASC	IPF	SIPF	ASPF	HC	CT	AncII.
Sanctioned strength							
Present strength							
Vacancies							
Excess							

- 5.2 Staff absenting from duty/overstaying leave/on training/under suspension and those suffering from terminal diseases.
- 5.3 Staff who completed the tenure but were not transferred
- 5.4 Staff transferred out without completion of tenure
- 5.5 Staff transferred but not spared or where order was revoked.
- 5.6 Staff on probation/under practical training : To be presented to the Inspecting Officer with their training diaries
- 5.7 List of staff completing 30 years service/55 years of age : whether periodical screening made by competent authority.
- 5.8 Review of the cases of staff under Rule 84 & 85 of RPF Rules, 1987.
- 5.9 No. of staff due for MACP- 10/20/30 years- Review of implementation.
- 5.10 Sanctioned strength of Ministerial staff- Review of their performance.

6 DEPLOYMENT :

Suggestions, if any, for re-deployment of staff to improve efficiency.

- 6.1 Utility of staff at out post/road side stations
- 6.2 Rotation of staff at sensitive posts

7. STAFF DISCIPLINE :

- 7.1 Details of staff removed under Rule 161 or 57.3 of the RPF Rules 1987.
- 7.2 Major penalty charge-sheets issued and disposed off during the year:
 - a. Disposed off within 90 days/within 120 days/within 150 days, and above and
 - b. Punishments awarded.

- 7.3 Details of Minor Penalty Charge-sheet & disposal thereof.
- 7.4 Details of Major penalty charge-sheets converted into Minor penalty charge-sheets and vice-versa.
- 7.5 Staff placed under suspension during the year but whom Minor penalty charge-sheets were issued or minor punishments awarded.
- 7.6 Staff placed under suspension but whom charge-sheet was not issued or is still to be issued.
- 7.7 Staff whose suspension was revoked without completion of Disciplinary proceedings.

8. STORE :

- 8.1 Supply of uniforms and accoutrement, quality and review of deficiencies, if any.
- 8.2 Arms and Ammunition –Review of availability of Arms & Ammunition in the Division as laid down under **Standing Order 103:-**

	Pistol 9mm	INSAS	SLR	Carbine 9MM	AK 47
Scale of Arms & Ammunition required as per Standing Order 103					
Availability					
Shortfall					
Excess					

Last inspection of Arms & Ammunition held.

8.3 **Security related equipment :-** Review of availability of modern security related equipment with the Division as per Norms fixed by Norms Committee Report **(Annexure- 1)**

8.4 Equipment out of order:-

8.5 Efforts made for repair/maintenance:-

9. Travelling Allowance :

Monthly amount incurred during the preceding six months and suggestions for reduction, if any.

10. CIVIL CASES INSTITUTED BY EMPLOYEES IN COURT :

Case wise analysis and suggestions, if any for reducing litigation.

11. REFRESHER COURSES/RANGE CLASSIFICATION :

11.1 Staff strength required to undergo refresher course/range classification and staff who actually participated.

11.2 Staff detailed for training courses but not sent – reasons thereof

11.3 Staff not spared for annual range classification – reasons thereof

12. CHARACTER & SERVICE ROLLS :

Whether all entries are up-to-date.

13. SETTLEMENT CASES :

Break up of various types of cases settled within 15 days/one month/ two months/3 months/ and over and details of pending cases.

14. WELFARE :

14.1 Review of welfare activity undertaken for staff in the Division viz. establishment of Gym, Physical fitness programmes for the staff, Recreation Room in the barracks, Sports activity, speedy settlement of RSKN/other dues.

14.2 Compassionate appointment.

14.3 No. of wards of staff whom scholarships have been awarded under the Prime Ministers Scholarship Scheme & under the RSKN.

15. CRIME AGAINST RAILWAY PROPERTY (Last three year).

15.1 Localised cases of booked consignment :-

Year	Description	No. of Cases		Value of Property		Persons arrested		
		R	D	Stolen	Recovered	Out Sider	Rly Employee	RPF Staff
	RTT							
	YT							
	GPPT							
	PILFERAGE							
	TOTAL							

15.2 Unlocalised cases of booked consignment

Year	Description	No. of Cases		Value of Property		Persons arrested		
		R	D	Stolen	Recovered	Out Sider	Rly Employee	RPF Staff
	RTT							
	PILFERAGE							
	TOTAL							

15.3 Localised cases of Railway Material

Year	Description	No. of Cases		Value of Property		Persons arrested		
		R	D	Stolen	Recovered	Out Sider	Rly Employee	RPF

15.4 Un-localised cases of Railway Material

Year	Description	No. of Cases		Value of Property		Persons arrested	
		R	D	Stolen	Recovered	Out Sider	Rly Employee

15.5 Shortages from Seal Intact Wagons.

15.6 Disposal of cases received on transfer from Home line and Foreign line.

15.7 Cases transferred to other Division/Railways.

15.8 Special Report cases.

15.9 Special preventive measures, if any, taken by way of escorting of goods, parcel, passenger trains, patrols deployed or pickets posted.

15.10 Special occurrence report issued.

16. RP(UP)ACT CASES :

16.1 Comparative figures for 3 years separately indicating the no. of cases detected by RPF Posts and those by CIB, value of property recovered and no. of persons arrested including RPF and Railway employees with details of cases of Rs. 20,000/- and above or where organized gangs have been smashed, if any.

16.2 Cases closed with Final Reports i.e. under Section 8 (b) of RP(UP)Act, 1966 and details of withdrawal of prosecution under the RP(UP) Act during the current year.

16.3 No. of RP(UP)Act cases pending enquiry year – wise

17. CRIMINALITY AND COMPLICITY OF RAILWAY SERVANTS

17.1 Details of cases registered against Railway Employees & RPF staff under RP(UP)Act and Railway Act (last 5 years)-

Sr. No.	Case No. U/S	Date	Name	Department	Outcome of Case	Date of information to Department	Action taken under DA Rules, if any

17.2 Details of cases registered against RPF staff under Prevention of Corruption Act by CBI/any other criminal case registered by Civil Police/GRP (5 years) –

Sr. No.	Case No. U/S	Date	Name	Department	Outcome of Case	Date of information to Department	Action taken under DA Rules, if any

17.3 Names of Railway servants (including RPF) who were found involved and progress of disciplinary cases instituted against them in lieu of their prosecution.

17.4 Statistics of cases in which Railway servants were convicted by the Courts during the last 3 years & result of departmental action taken/initiated against them.

18. PROSECUTION OF CASES :

18.1 Cases pending trial year-wise and number disposed of in the preceding 12 months be given out of which (a) Total number of cases ended in conviction and (b) in which minimum prescribed punishment not awarded.

Cases on Dormant file category-wise with reasons.

Category A: Consisting of those cases where the accused person was arrested and subsequently absconded/jumped bail for a period of 5 years or more from the date of jumping the bail.

Category B: Comprising of those cases where the trial of the case is lingering on for last 10 years or more.

Category C: Consisting of those cases where accused person was not arrested or could not be served with warrant, summons or notice for a period of 5 years or more from the date of filling of the complaint in the court.

Category D: Comprising of those cases where any other accused is either absconding or has jumped the bail for the last 10 years while the rest of the accused have been convicted by the Court.

Category E : Comprising of those cases where any of the accused is either absconding or has jumped the bail for the last 10 years while the rest of the accused have been acquitted or discharged by the Court.

18.2 Results of contested cases of the last 3 years.

18.3 Progress of cases in which the involved Railway servants are under suspension.

18.4 No. of cases acquitted in which acquittal reports have not been submitted.

19. PERFORMANCE UNDER THE RAILWAYS ACT :

Comparative analysis of last 3 years- No. of persons prosecuted/convicted & fine realised under the Railways Act:-

- **Sections -137, 141, 143, 144, 145, 147, 156, 160, 162, 164, 167 & 174**
- **Other sections.**
- Cases closed with Final Reports/Withdrawal of prosecution under the Railways Act during the current year & detail thereof.

20. REVIEW OF CRIME AGAINST PASSENGERS/LAW & ORDER POSITION-

- **Affected sections & trains.**
- **No. of gangs involved in drugging, TOPB & other crime.**
- **Position of robbery, decoity etc.**

20.1 PERFORMANCE OF RPF-

No. of cases where offenders involved in crime against passengers were apprehended by the RPF under Section 12 of the RPF Act and handed over to the GRP with detailed report of the circumstances leading to the arrest of such offenders under Section 14 of the RPF Act.

Comparative analysis of such cases AND OTHER IPC CASES registered by GRP during last 3 years.

	No. of IPC cases detected by RPF (& registered by GRP)		No. of persons arrested	
	From Rly. Premises	From Trains	From Rly. Premises	From Train
TOPB				
Drugging				
Murder				
Dacoity				
Robbery				
Rape				
Crime against women other than rape				
Others				

20.2 Escorting of Trains-

- No. of trains escorted by the RPF
- Whether any trains are escorted by both RPF & GRP staff in any section of the Division, reasons thereof.
- Whether FIR forms available with train escorting staff.
- No. of FIRs accepted by the RPF staff from passengers and handed over to GRP for registration.

20.3 Sections affected with passenger related offences/other crime/Law & Order problems.

20.4 Coordination with GRPs.

21. Review of preparation of RPF staff of the Division for Disaster Management (As per Standing Order 34 attached at Annexure 2)

21.1 Details of Equipment available with the Division.

Equipment	Numbers		Total
	Functional	Non functional	
➤ Torches & other lighting equipment			
➤ Nylon Rope/poles			
➤ Loud hailer			
➤ Stretcher/first-aid			
➤ Wireless set for inter-communication			
➤ Video-camera			

21.2 No. of trained RPF personnel for the Disaster Management.

21.3 Whether name and telephone Nos. of nearest fire station & nearest Hospitals prominently displayed in the Division.

21.4 Whether SOP has been drawn to meet emergencies (Bomb blast/Fire/Stampede)

21.5 Details of Mock Drill conducted (Last one year) (Date, Venue etc.).

21.6 Security arrangement at cash office and distribution centre:-

21.7 Review of performance of 15 member Disaster Management Team of the Division (Boards letter no. 2002/Sec(Spl)/200/30 dated 07.10.2003 may be referred- copy enclosed at **Annexure 3**)

22. Implementation of Integrated Security System over Division:-
(Functioning of Integrated Security System in the Division to be reviewed as per **Annexure- 4**)

23. Untoward incidents:-

23.1 Review of implementation of Railway Passengers (Manner of Investigation of Untoward Incidents) Rules, 2003 over the Division-

Sr. No.	Date of incident	Date of receipt of report from concerned RPF Post	Date of approval of the DRM	Date of submission of report to the Claims Tribunal	Brief detail of the Incident

24 REFERENCES PENDING WITH COMMISSARIAT

25 SUGGESTIONS OF DIVISION FOR SYSTEM IMPROVEMENT :

26 SURAKSHA SAMMELAN & GRIEVANCES: All those taking part in parade to be addressed.

27 GENERAL COMMENTS : (About the working of the division)

28 GOOD PERFORMANCE :

- By staff of crime wing, special wing, staff posted at divisional office & prosecution branch.
- Rewards recommended/sanctioned, if any.

ANNEXURE - 1

Para	Equipment	Explanatory Notes
1a	HHMD	There are on average 4800 men deployed for train escort duties. The number of escort parties works out to approx 1200.
1b &2	DFMD	RPF is at present deployed at 673 stations for access control. Generally there may be two or more than two entry points at most stations. For instance BZA has seven entry points. However for the sake of estimating the number of access control points it has been presumed that all stations have 02 access control points. Exact number of access control points may be decided at the divisional level and equipment provided accordingly.
3	VHF(25W)	Actual requirement will vary for each division based on its geographical spread. However based on experience on an average 25 sets per division(68) and Bn(12) will be required. Hence the number of sets required will be $80 \times 25 = 2000$.
4	VHF(5W)	Requirement as per scale worked out for 30% of the sanctioned strength i.e 30% of $67527 = 20258$.
5	Megaphone	2 at each post i.e $783 \times 2 = 1566$ 2 in each division i.e $68 \times 2 = 136$ 2 in each hq i.e $16 \times 2 = 32$ 2 in each coy $60 \times 2 = 120$ Total= 1854
6&7	Bullet proof jacket and helmet	RPSF: $9004 - 56(\text{GO's}) - 889(\text{followers}) = 8059 \times 30\% = 2417$ RPF: $67527 - 9004 = 58523 - 1461(\text{followers}) = 57062 \times 10\% = 5706$ $2417 + 5706 = 8123$
8	Dragon search light	$67000 \times 15\% = 10050$
9	Helmet	$67000 \times 30\% = 20100$
10	Polycarbonate lathi	100% IPF to Cons=64871
11	Polycarbonate shield	25% of 64871=16217
12	Body protector	25% of 64871=16217
13	CCTV	While actual requirement may be determined by the GM/DRM a lump sum amount of Rs 5 Cr for each zone be provided.
14	Vehicles	No of RPF posts: 783; Div Hq 68. RPSF Bn 12 and operational coys(RPSF) 60; Hq coys(RPSF) 12; Motor Cycle: 783 posts $\times 2 = 1566$; 72 RPSF Coys $\times 1 = 72$; 68

		<p>Divn x 2=136; 12 Bns x 2=24; 16zones x 2=32; CCB/IRB - 2; Total: 1832.</p> <p>Utility vehicles: 783 posts x 1 =783; 68 divns x 3= 2-4; "17 hqrs x 3 = 51; CCB - 2; 12 Bns x 3 = 36. Total 1076.</p> <p>Prisoner vans: Prisoner vans calculated @ 2 per division although actual may vary according to no of courts/ jails to be attended; total: 136.</p> <p>Truck: 68 Divns x 1=68; 12 Bns x 1= 12; Central store/armoury-2; Total: 82.</p> <p>Bus: 68 Divns x 1=68; 12 Bns x2=24~ Total:92.</p> <p>While accounting for the existing trucks/buses all mini buses/buses/small and big trucks have been clubbed together and divided equally between Buses and trucks.</p>
15	Digital handy cam	One with each post, (78J) divisional headquarter (68) and Zonal H Q(16)
16	Digital handy cam	One with each post, (783) divisional headquarter (68) and Zonal HQ(16)
17	Binocular	5 at each of 783 posts. Total 3915.
18	Finger Printing Kit	One set each to officers of the ranks of ASI, SIPF and IPF to be issued as their personal kit with a life span of 5 years. (excluding R PSF)
19	Trolley Mirror	2 at each of the 783 posts
20	BDDS	This is to be divided into two parts - (a) Bomb Detection equipments which are to be kept at sensitive stations/divisional headquarters as per the decision of the local DSC/Sr.DSC in consultation with the jurisdictional DRM. Atleast two for each Division is proposed. (b) Bomb Disposal equipments - Bomb detection is a pre- requisite for bomb disposal and therefore, wherever these equipments are to be kept Bomb Detection equipments must be available. As these equipments are very costly, they may be kept at highly sensitive stations to be decided by CSC in consultation with the GM. At least one per division is proposed.
21	Luminous jacket	To be worn by RPF personnel involved in disaster management operations during train accidents, agitations etc. especially in the night hours. 25% of strength.
22	Nylon Ropes	To be used for make shift barricading during disaster management operations, traffic regulations, crowd control etc.

23	Emergency Light	To be used for the lighting of duty room of the post, male and female lockup and during disaster management operations in the night.
24	Folding Stretcher	To be used during disaster management operations.
25	First Aid Box	To be used for the first aid of passenger and victims of train accidents.
26	Florescent tape	To be used for make shift barricading during disaster management operations, traffic regulations, crowd control etc.
27	Night Vision Device	To be used by train escort staff, surveillance duty staff, Crime Intelligence Branch and Special Intelligence Branch.
28	Shin Guard	To be worn by RPF staff on duty during Bandobast, at the time of crowd control, Rail roko agitations, VVIP visits, elections, etc
29	Polyester Tent (water proof)	To be used for make shift accommodations during range classification, bandobust duties, disaster management operations etc.
30	Head Light with Helmet top fittings (Mines Lamp)	To be used by RPF personnel involved in disaster management operations in the night.

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY Board)**

No. 97/Sec(Spl)/200/38
31.07.1997

New Delhi, dated

STANDING ORDER No. 34

All the Chief Security Commissioners/RPF.

Sub: Role of RPF in the event of Railway Accidents and other calamities.

While visiting one of the Railway accident sites, it was felt that RPF were not well organised to handle emergency situations. They are, to some extent, confused about the role they have to play in the event of Railway accidents or incidents causing huge loss and damage to Railway property and injury to passengers in cases of sabotage or natural calamities. Since these are extraordinary situations, utmost confusion and chaos prevails at the scenes of accidents / incidents adding to the agony of injured persons and serious delays in rescue and restoration operations. RPF' would normally be the first uniformed Force to arrive at the scene of accident, and, therefore, they have to play a very important role.

2. FIRST RESPONSE: First information about any calamity involving Railway trains or Railway premises, will normally be received by the nearest RPF Post / Outpost. The person receiving such information should muster the maximum available manpower within the shortest possible time and despatch them to the scene of accident by the quickest means. After despatching the immediately available force, the Post / Outpost in-charge should requisition additional manpower. He should also simultaneously pass on the information to the senior supervisory officers and the Control Rooms at Divisional/Zonal Headquarters. Local Police and Police Control Room should also be informed at the earliest.

3. REINFORCEMENT: Effort will be made to get the reinforcement from the neighbouring Posts / Outposts, Reserve Line, Divisional Headquarters or Zonal Reserve. In case any RPSF battalion or Company is located in the vicinity, men can be requisitioned from there for dealing with such emergent situations till additional force is available from other sources.

4. EQUIPMENT: While sending reinforcement, it should be ensured that the necessary equipment required for rescue, recovery and protection of the scene of incident are provided. Such equipment should include:

- (i) Torches and other lighting arrangements, if fit is night time
- (ii) Nylon ropes and poles for segregating the affected area from unwanted visitors and spectators
- (iii) Loud-hailer for making announcements
- (iv) Stretchers and first aid equipment
- (v) Wireless sets for inter-communication
- (vi) Cameras for photographing the scene (both on negative and slide films)
- (vii) Video recording of rescue and salvage operations and connected administrative arrangements

Note: S.Nos. (vi) and (vii) will be useful for departmental presentations and for training of RPF personnel.

5. ACTION AT THE SCENE OF INCIDENT: The senior most RPF Officer available at the scene of incident will assume control and immediately start the following action:

- (i) Segregate the area of incident by establishing temporary barriers by use of nylon ropes or any other make-shift device available at the scene. It should be ensured that the on-lookers and spectators do not enter the affected area to disturb the scene or hamper the rescue operations.
- (ii) Baggage of passengers should be isolated and protected and consigned goods should be taken care of till. They are handed over to claimants or taken over by railway authorities.
- (iii) RPF personnel should respond to any call for assistance to rescue victims and transport them to the nearest hospital. A record of casualties sent to hospitals should be maintained.

Note: RPF officers will maintain close liaison and harmony with the officers of various departments of the Railways, the GRP, Local Police and Officers of Civil Administration while attending to (a), (b) and (c) above.

- (iv) Hourly Sitreps will be sent by the officer at the scene of incident to the Divisional/Zonal Control Room giving the latest situation.
- (v) A temporary RPF ASSISTANCE POST (shed or tent) with proper Board should be established at a conspicuous location so that people needing help could approach the RPF. If the operation continues for a longer period, effort should be made to install a temporary telephone connection through the Railway Telecom Department, so that the information is

passed on quickly. A Log Book should be opened and minute-to-minute progress of action by RPF on the lines indicated above, recorded.

- (vi) The senior most officer available at the scene of incident will also ensure proper documentation about the number of persons injured or dead, giving their identity and addresses, if available. In case any queries are made by the friends or relatives of the injured / deceased they should be properly guided. After the rescue / restoration operation is complete, a detailed report along with photographs will be sent to the DSC / CSC. The CSC will send a report to the Railway Board. The slides, video cassettes and photographs of the scene of incident will be retained by the CSC in his office and will be properly catalogued and preserved for future "reference.
6. The Hindi version of the Standing Order will follow. The SO should be got translated into the regional languages and supplied to the Posts / Outposts for display on the Notice Boards. The RPF personnel should also be briefed on the contents of this SO during Roll Call / Parades.

Sd/-
(A.P. DURAI)
Director General/RPF

Copy to:
All GMs, Indian Railways
Principal JJR/RPF Academy, Lucknow
Principal RPF Zonal Training Centres
All DSCs.

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY Board)**

No. 2002/Sec(Spl)/200/30

New Delhi, dated 07.10.2003

Chief Security Commissioners/RPF
All Zonal Railways

Sub:- Disaster Management Team of RPF.

A High Level Committee on Disaster Management consisting of MM, MT, DG/(RHS), DG/ RPF and AM (Budget) was set up in September 2002 to review the disaster management system on Indian Railways. The Ministry of Railways has accepted the Committee's report. Recommendation No.46 of the report is reproduced below.-

Disaster Management Team of RPF- There should be a Disaster Management Team of RPF on each Division of IR comprising about 15 men in different ranks. This team shall be specially trained in providing necessary support for disaster management over the division/ neighboring division, RPF should plan an active role in managing law and order at site,

In view of above, DG/ RPF desires that Railway may have a team of 15 men of different ranks in each division, ready to move to the site of disaster at any point of time and with due promptitude. For this purpose much larger man power in each division will have to be trained, It would be necessary for DSCs/Sr. DSCs to periodically issue orders nominating

Railway may please take action accordingly.

(C. S. Ray)
DIG/Adm.
Railway Board

Copy to : JR RPF Academy, Lucknow to develop a module of training to provide support to RPF for disaster management as recommended by the Committee. Academy may take the assistance of Shri R. K. Malik Sr. DSC/DLI who has done a course in Critical Incidents Management in the U.S.A.

REVIEW OF INTEGRATED SECURITY SYSTEM**A. CCTV Surveillance System :-**

Details:-

Particulars		Numbers		Total
		Functional	Non functional	
Monitors				
Camera	Fixed			
	PTZ			

- Whether trained staff is being utilized for monitoring of monitors.
- Effectiveness of the surveillance system.
- Whether it is covering entire station area.

B. Access Control

- Availability of Under Vehicle Scanners at the station, whether AMC has been taken

C. Personal & Baggage Screening System :-

- Availability of Baggage Scanning System at the station, whether AMC has been taken
- Personnel screening-

Particulars		Numbers		Total	Validity of A.M.C
		Functional	Non functional		
HFMD					
DFMD	Multi Zone				
	Single Zone				

D Bomb Detection & Disposal System:-**5. Detail of Equipment Available at the Post –**

Equipment	Numbers		Total	Validity of AMC
	Functional	Non functional		

6. No. of trained BDDS staff available in the Post & nearest BDDS of Army/Police –

E Dog Squad:-

➤ Details

Particulars	Dog		IPF	SIPF	ASIPF	HC	CT	Dog Boy	Total
	Sniffer	Tracker							
Sanctioned									
Vacancy									
Excess									
Present									

➤ Breeds of the Dogs:-

German Shepherd				Labrador				Doberman			
M		F		M		F		M		F	
S*	T**	S	T	S	T	S	T	S	T	S	T

*sniffer ** tracker

- No. of kennels
- Whether kennels are up to the standard
- Availability of Explosive for practice.
- Imprest registers for Dog food.
- History sheet of each dog.
- Cleanliness of kennel.
- General appearance and health of each dog.
- Whether provisions laid down vide SO 84 are being adhered to.

FORMAT FOR DETAILED INSPECTION OF RPF DOG SQUAD

*Inspection of RPF Dog Squad..... Kennel Unit.....by
Shri..... on.....*

**1. Name of the Incharge and other subordinate officers
with date of posting :-**

Sr. No.	Name of Incharge/Dog Squad & other subordinate officers	Rank	Date of posting

2. Detail of previous inspections:-

Detailed Inspection (Previous two):-

Sr. No.	Name & Designation of Inspecting Officer	Date of Inspection	Date of Inspection Note issued	Date of Compliance Report submitted

Casual Inspection (Previous two):-

Sr. No.	Name & Designation of the Officer	Date of Inspection	Date of Inspection Note issued	Date of Compliance

3. Details of Staff :-

Rank	IPF	SI	ASI	HC	Ct.	Total
Position						

Sanctioned						
Vacancy						
Excess						
Present						

4. **Strength of Dog Squad:-**

Type	Tracker	Sniffer	Other	Total
Position				
Sanctioned				
Vacancy				
Excess				
Present				

5. **Brief details of each Dog :- To be given as per annexure- A**

6. **Time of feeding and items provided:-**

TIME	ITEMS PROVIDED	REMARK, IF ANY
MORNING		
EVENING		

7. **Details of Sanctioned Imprest**

8. **Accomodation-**

Review of general cleanliness/maintenance at the Kennel. Position of availability of amenities viz. Fans, Cooler, Water Chennel and Wooden Chowkie etc:

9. **Records and Registers :**
10. **Explosive items available for training of dogs :**
11. **Highlights of the performance of dog squad (in last 3 months), reward & commendation :-**
12. **Assistance required :-**
 - i) At Divisional Level :
 - ii) At Zonal Level :
 - iii) At Board Level :
13. **Any other relevant facts :**
14. **Remarks, if any:**

