

SOUTHERN RAILWAY**कार्यालय आदेश सं./ Office Order. No.SA/103/2021/ Minist./Personnel.**

Sub: Distribution of portfolio in Co-ordination & DAR Section PB staff-reg.

The re-distributed portfolios of Co-ordination and D&AR section are as under. This has to be implemented with immediate effect.

Co-Ordination Section :

Sl. No.	Name and Designation S/Shri.	Portfolio allotted
1	Arockianathan R Ch.OS/Sr.DPO/O/SA	In -charge of the section and Man power planning, Works study report & AEMG
2	Sheena Xavier Ch.OS/Sr.DPO/O/SA	Civil Grants , Calling of volunteers, HQ nominations , TA Camps, Civil defence,Audit para, HQ references, and Misc. portfolios not covered under 1,2,3 &4.
3	Chandrsekaran.R OS/Sr.DPO/O/SA	Quarters, RRB/RRC nomination, HQ statement, Parliament question, RRB/RRC Indenting/ Distribution . He will assist Shri.Arockianathan as and when required by him in execution of his portfolio
4	G. Mohan S&WI/Sr.DPO/O/SA	Book of sanction, MA report, MIS, PCDO, MCDO, Weely safety Meeting HQ/ Board meetings
5.	R. Ranjith Kumar OS/Sr.DPO/O/SA	Stores, Tools and plants apart from present portfolio.

D&AR Section

Sl. No.	Name and Designation S/Shri.	Portfolio allotted
1	Jayson Abel Philippose Ch.OS/Sr.DPO/O/SA	Section In-charge and Vetting of all stages including Appeal, Revision, Review pertains to A) Commercial B) Engineering C) ELS/ED, D) DSL/ED, E) Mechanical F) Operating. H) Elect./OP Depts. Monthly and weekly statement, Misc. statement
2	Mettija Mariya Joy Jr.Clerk/Sr.DPO/O/SA	Vetting of all stages including Appeal, Revision, Review pertains to A) Elect./GS. B) General Br. C) Elect./TRD. D) Medical, E) Personnel F) S&T. Making DAR SR entries for all departments.

All the DAR files to be routed through Shri. Jayson Abel Philippos /Ch.OS/DAR/SA.

Proper handing over and taking over should be ensured by the employees concerned, Ch. OS concerned may please ensure the above.

This has the approval of Sr. DPO/SA.

Digitally Signed by S

Saravanan

Date: 07-12-2021 10:44:50

मंडल कार्यालय/Divisional Office,

कार्मिक शाखा/Personnel Branch

सेलम/ Salem.

(एस शरवणन /S.Saravanan)

Reason: Approved

सकाधि/ परिचालन/ Assistant Personnel Officer/Operation

कृते वरिष्ठ मंकाधि/सेलम/ For Sr. Divisional Personnel Officer/SA

No.SA/P.535/XII/Minist/Personnel. Date. 3.12.2021

प्रति/Copy to: APO/INFRA/SA for kind information

Ch.OS/Genl/PB/SA, Ch.OS/Bills/SA, Employee,
DS SRMU/SA, AI SC&ST REA, AIOBC REA, ..

