

Introduction & Function of Ambala Division

Introduction

Ambala division is one of the five Railway divisions under Northern Railway Zone of IR. The division is with a route kilometrage of 1109 track kms approximately. This Division is the newest member of the Northern Railway family. It was created on July 1, 1987 by transferring 639 kms from the Delhi Division and 348 kms from the Firozpur Division. Ambala became fully operational with effect from August 15, 1988. 62% of the Division is in Punjab while the remaining portion serves Haryana, Himachal Pradesh, Uttar Pradesh, Rajasthan and the Union territory of Chandigarh. The Ambala division is headed by Divisional Railway Manager (DRM). The division has 141 stations and includes the famous and picturesque Kalka-Shimla narrow-gauge section. Besides carrying prestigious passenger trains connecting Punjab with the rest of the country, the Division is an important freight handling center. Outward traffic includes food grains, fertilizer and cement. on an average, 1.6 lakh passengers are booked every day.

Functions of the Division

The Ambala Division is responsible to maintain the assets pertaining to various departments of Division and also for undertaking small construction works allotted by the Competent Authority. Apart from this all the operational and commercial activities are also carried out by the Division. The Division is also responsible for management of Human resources and ensures safety and security of the passengers and availability of required Passenger amenities.

Sections of Ambala division

Following are the sections of Ambala Division:-

MAIN LINE

1. SRE-DOA – 174.38 kms (22 Block Station & 1 Halt Station)

BRANCH LINE

2. RPJ-BTI-SG NR (Excluding SG NR) – 299.94 kms (28 Block Stations and 18 Halt stations)
3. SIR-DLPC – 163.27 kms (17 Block stations and 05 Halt stations)
4. HSR-JHL-LDH (Excluding LDH) – 209.61 kms (21 Block stations and 09 Halt stations)
5. UMB-KLK – 69.79 kms (08 Block stations)
6. CDG-SNL – 96.07 kms (09 Block stations)
7. KLK-SML (NG) – 95.57 kms (18 Block stations)

List of Auditee units of UMB Division

List of Total Departments Based on Activities for Annual Audit Plan 2020-21 (Expenditure Audit)			
Name of the Auditee	Apex unit	Brief Profile of the Auditee	Core Activities of the Auditee
Sr. DEN/C/UMB	Principal Chief Engineer	The Engineering department is headed by Sr.DEN/C (Senior Divisional Engineer, Co-ordination). Ambala division consists of 04 sections which are managed by a sectional Sr.DEN (Senior Divisional Engineer) or DEN (Divisional Engineer).	Sr.DEN/C is responsible for maintenance of track, bridges, Level Crossings, service buildings and residential buildings. Management of Railway Land is also an important function of this department. The maintenance work is managed both through departmental personnel as well as outsourcing.
Sr. DEE/G/ UMB	Chief Electrical Engineer	Chief Electrical engineer is the Apex of this department. The officers of this cadre are responsible to maintain the assets of the Electrical Department in Indian railways. This department is mainly divided in following branches General Service (G), Traction Operation (TrO), Traction distribution (TrD), Traction Rolling Stock (TRS).	Sr.DEE is responsible for the supply of power (electricity) required for service buildings, Railway quarters, Platform stalls and collection of charges from the users. He is also responsible for proper maintenance of all electrical installations. The Sr. DEE reports to the Divisional Railway Manager of the Division.
Sr. DEE/TRD/UMB		Traction Rolling Stock includes production and maintenance of Electric Locomotives, Electrical Multiple Units (EMUs) and Main Line EMUs (MEMUs). Traction Distribution includes the maintenance of substations (PS) and Over Head Equipments (OHE) involved in movement of Rolling Stock.	Sr.DEE/TRD is the officer in immediate charge of the Traction Distribution section and is responsible for the maintenance & functioning of OHE and TRD installation & supply of power (electricity) required for traction purpose.
Sr. DEE/MEMU			Sr.DEE/MEMU is responsible for the timely repair and maintenance and periodical schedule of MEMU Coaches assigned to the Depot. He is also responsible for working & maintenance of all tools & plant of the Shed.
Sr. DEE/ELS/KJGY			Sr.DEE/ELS is the head of the unit who is the overall in-charge of maintenance of electric locomotives and all other tools and plants in the electric loco shed.
Sr. DME/UMB	Principal Chief Mechanical Engineer	All the coaches and wagons are maintained by the Mechanical Department. The main areas of responsibility of mechanical	Sr. DME/C&W is responsible for the maintenance of Carriages and Wagons as per maintenance schedules and keeping them in good condition. Sr. DME/O&F is

		department includes Motive Power availability, Crew Management, Rolling Stock Management, Traffic restoration in case of accidents	responsible for maintenance of Loco of Loco Shed/KLK and running of Loco on line by deputing the Loco pilot for the trains and maintenance of Diesel installations.
Sr. DOM/UMB	Chief Operating Manager	The operating department is concerned with the running of both passengers and goods trains and is headed by Chief Operating Manager (COM) at the apex level. Operating department is responsible for ensuring efficient, safe and user friendly transportation of freight and passengers. The department also arranges multi modal traffic in regular coordination with Container Corporation of India. This includes both traffic for export and traffic for domestic use.	Sr. DOM is responsible for operating the passenger trains (Mail/ Express and Passenger) and goods trains' efficiently ensuring safety and punctuality. He/She is also responsible for generation of empty wagons and their movement to the loading points. He/She ensures optimum utilization of railway's assets by maximizing output with available inputs.
Sr. DCM/UMB	Chief Commercial Manager	The Commercial department is headed by Chief Commercial Manager (CCM) at the apex level. This Department is concerned with all facets of Commercial working, from selling tickets and booking goods through rendering services to passengers at stations and on board trains to dealing with compensation claims.	Sr. DCM is responsible for implementing the policy decisions of the Railway Board relating to rates and routing of freight traffic as well as instructions from Zonal Headquarters and to ensure that correct fares and freight charges are collected from the users for the services/ facilities rendered by the Railways. Sr. DCM is responsible for commercial activities, which are also called as railway business, are of two types – Freight and Coaching. Again, Coaching is divided into two – Passenger and Parcel.
Sr. D.S.T.E/UMB	Principal Chief Signal and Telecommunication Engineer	The Signal and Telecommunication Department is headed by Pr. Chief Signal and Telecommunication Engineer (PCSTE) at the apex level. At the divisional level, Sr. DSTE (Senior Divisional Signal & Telecom Engineer) is assisted by SS & JS grade officers designated as DSTE (Divisional Signal & Telecom Engineer) and ADSTE (Assistant Divisional Signal & Telecom Engineer). Signalling is vital to Railway Safety to cope with the rising traffic density and to meet with better safety standards. Safety	Sr. DSTE is responsible for maintaining the Signals and Telecommunication equipment in reliable condition for ensuring smooth running of trains. The officers of this service are responsible for managing the Signal and Telecommunications Engineering Organization of the Indian Railways

		aids like Track Circuiting and interlocking of level crossing gates and provision of telephones at manned level crossings had been increasingly adopted to further enhance safety in train operation.	
Sr. DMM/UMB	Principal Chief Material Manager	The Stores department is responsible for forecasting, planning, procurement of material, logistics management, and warehousing of Indian Railway's assets. It is also responsible for giving material support to production of railway coaches, locomotives, and railway wagons. Realization of revenue by selling of scrap is another major function of the Stores Department. This is done by means of auctions, tender sale, and staff sales.	Sr. DMM deals with task of local purchase of stock and non-stock items and supply of uniforms, stationery, forms etc. for Division and includes all the following: <ul style="list-style-type: none"> • Warehousing of Materials. • Distribution of Materials to consignees. • Inventory Management. • Fabrication and Distribution of Uniforms. • Printing of Tickets, Money Value Books and Forms etc. • Disposal of Scrap.
Sr. DFM/UMB	Principal Financial Advisor and Chief Accounts Officer	The Accounts Department is mainly responsible for :- <ul style="list-style-type: none"> • Keeping the accounts of the Northern Railway in accordance with the prescribed rules. • Internal check of transactions affecting the receipt and expenditure of Northern Railway. • Prompt settlement of proper claims against Northern Railway. • Tendering, as part of its important functions, advice to the administration whenever required or necessary in all matters involving Railway finance. • Compilation of budgets in consultation with other departments and monitoring the budgetary control procedures as may be laid down in the relevant orders and Code rules from time to time. • Generally discharging other management accounting functions such as providing financial data for management 	Sr. DFM headed accounts department at divisional level and is mainly responsible to keep the Accounts of the Division, carry out internal check of the transactions relating to receipts and expenditure, tender advice to Administration, whenever required in all matters involving Railway finances, compile Budget in consultation with other Executive Departments and monitoring the budgetary control, discharge other management functions such as providing financial data for management reporting and participating in Tender Committees for works, stores and revenues. He is also responsible to ensure that there are no financial irregularities and the cannons of financial propriety are followed.

		<p>reporting, assisting inventory management, participation in purchase/contracting decisions and surveys for major schemes in accordance with relevant rules and orders.</p> <ul style="list-style-type: none"> • Seeing that there are no financial irregularities in the transaction of the railway. 	
Sr. DSC/RPF/UMB	Principal Chief Security Commissioner	<p>Railway Protection Force ('RPF) is a security force, established by the Railway Protection Force Act, 1957; enacted by the Indian Parliament for "the better protection and security of railway property and passenger area"</p>	<p>Sr. DSC is responsible to protect and safeguard the Railway property and to combat crime against it. He performs other functions of an Armed Force of the Union and exercise powers of a Railway servant as conferred by or under the Railway Act, 1989. He is also responsible for providing escort to important Mail/ Express trains.</p>
Sr. DPO/UMB	Principal Chief Personnel Officer	<p>The officers of this service are responsible for managing the Human Resources of the Indian Railways and welfare of railway employees and their families.</p>	<p>Sr. DPO is in-charge of recruitment of personnel, training, selections, promotions and transfers, enforcement of HOER, payment of salaries/wages, advances and amounts due in settlement cases. He has to ensure proper maintenance of records like Service Registers, Leave Accounts, and Seniority lists. He is in-charge of staff amenities, welfare activities and Industrial Relations.</p>
CMS/UMB	Principal Chief Medical Director	<p>The Medical Department of Northern Railway provides comprehensive health care to its employees both serving and retired and their families.</p>	<p>CMS with the assistance of Doctors working under him renders Medical and Health services to serving/ retired employees and their dependents. The responsibilities regarding medical and health services include maintenance of sanitation, hygiene, cleanliness, safe drinking water and food, scientific disposal of hospital waste etc. besides providing prompt relief to passengers injured or taken seriously ill in trains or at Railway stations.</p>
Chairman, Railway Recruitment	ED/RRB/ Railway	<p>Each RRB consists of a Chairman, Member Secretary / Deputy Secretary or an Assistant Secretary</p>	<p>Chairman Railway Recruitment Board, Chandigarh has been</p>

Board, Chandigarh	Board, New Delhi	<p>and non-gazetted staff. The Jurisdiction of RRB/Chandigarh for recruitment of the Group 'C' Technical and Non-Technical Categories is as under:</p> <ol style="list-style-type: none"> 1. Headquarter Office, Northern Railway, Baroda House, New Delhi 2. Delhi and Ambala Division of Northern Railway 3. Carriage & Wagon Workshop, Jagadhari 4. Store Depot of Jagadhari Workshop & Shakurbasti 	entrusted with the work of advertising of vacancies of various cadres, setting of question papers, evaluation of question papers, preparation of results/panel, physical verification of original certificates etc.
Additional Registrar, Railway Claims Tribunal, Chandigarh	Chairman, Railway Claims Tribunal, Principal Bench, New Delhi.	The Railway Claims Tribunal was enacted to provide speedy disposal of claims against the Railway Administration	Additional Registrar is to render assistance to Members of RCT for the smooth functioning of Tribunal. Registration of claim cases, Summoning of witnesses etc, budget monitoring, arrangement of infrastructure etc. are the main functions being done by addl. Registrar.

Auditee Units-Traffic Audit Ambala Division

List of Total Stations on the basis of Commodities for Annual Audit Plan 2020-21

Sr.No.	Name of Deptt	Name of Apex Units	Name of Station	Name of Division	Name of Commodities
1	2	3	4	5	6
<u>VERY BIG STATIONS</u>					
1	Commercial (Traffic)	Principal Chief Commercial Manager (PCCM)	Ambala Cantt	Ambala	Foodgrain,Fertilizer,Gen.Merchandised & Coaching
2			Chandigarh		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
3			Patiala		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
4			Barnala		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
5			Bathinda JN.		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
6			Yamuna nagar, Jagadhri		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
7			Rampura Phul		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
8			Tapa		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
9			Sunam		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
10			Malout		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
11			Saharanpur JN.		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
12			Sangrur		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
13			Malerkotla		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
14			Dhulkot		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
15			Dhuri JN		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
16			Rajpura JN		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
17			Nabha		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
18			Bhuchchu		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
19			Kiratpur Sahib		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
20			Khanna		Foodgrain,Fertilizer,Gen.Merchandised & Coaching

21			Sirhind JN		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
22			Gidderbaha		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
23			Abohar		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
24			Chawapail		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
25			Roopnagar		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
26			Barwala		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
27			Bharatgarh		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
28			Lehragaga		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
29			Ahmedgarh		Foodgrain,Fertilizer,Gen.Merchandised & Coaching
30			Govindgarh		Foodgrain,Fertilizer,Gen.Merchandised & Coaching

BIG STATIONS

1	Commercial (Traffic)	Principal Chief Commer cial Manager	Bassipathana	Ambala	Foodgrain,Fertilizer,Gen.Merchandise d & Coaching
2			Doraha		Foodgrain,Fertilizer,Gen.Merchandise d & Coaching
3			Khamano		Foodgrain,Fertilizer,Gen.Merchandise d & Coaching
4			Kurali		Foodgrain,Fertilizer,Gen.Merchandise d & Coaching
5			Morinda		Foodgrain,Fertilizer,Gen.Merchandise d & Coaching
6			Dhappar		Foodgrain,Fertilizer,Gen.Merchandise d & Coaching

MAJOR STATIONS

1	Commercial (Traffic)	PCCM	Nangaldam	Ambala	Gen.Merchandised & Coaching
2			Una Himachal		Gen.Merchandised & Coaching
3			Kila Raipur		Foodgrain,Fertilizer,Gen.Merchandise d & Coaching