Information under “Suo motu disclosure”as per section 4 of RTI Act

1.2 Power & Duties of officers and employees

Financial powers as per Indian Railways model SOP-2018.

CME/QA-I:

Team Leader of Quality Assurance

- Provides strategic over sight and direction for the entire Quality Assurance(QA) framework within the organization.

Dy.CME/QA-I:

Lead- Final Stage Quality & Administrative Oversight

- Supervises the quality assurance processes across Paint, Furnishing/Finishing, and Electrical Furnishing stages including final inspections.
- Oversees the administrative functions of the M&C Lab.
- Acts as the First Appellate authority on QA matters related to RTI.
- Assists with any responsibilities delegated by CME/QA-I or senior management.

Dy.CME/QA-III:

Lead- Component QA &Certification

- Manages QA operations related to the service cell, bogie, wheel, and shell components..
- Coordinates the process of obtaining and managing various quality certifications.
- Serves as the Central Public Information Officer (CPIO) for RTI matters pertaining to QA.
- Supports additional duties as assigned by CME/QA-I or higher authorities.

AEE/QA:

Coordinator-Electrical QA & Lab Operations

- Handles QA functions for electrical systems and oversees M&C Lab activities within the shop floor environment.
- Reports functionally to Dy.CME/QA-I for operational alignment..

AWM/QA/FUR:

Furnishing QA Supervisor

- Looks after QA aspects specific to the Furnishing section, ensuring adherence to quality protocols.

CMT:

Quality & Calibration Lead

- Administers the M & C and Calibration Lab, covering both administrative & technical scopes.
- Ensure laboratory compliance with ISO/IEC 17025 standards..
- Coordinates welder approval testing and contributes to ISO:3834 implementation initiatives at RCF..

ACMT:

Inspector-Incoming Materials & Paint Shop QA

- Oversees the quality inspection of incoming materials at Furnishing Depot, Shell Depot (Bogie Shop), aligned with established protocols.
- Responsible for QA activities in the Paint Shop domain.

1.4 Norms for discharge of functions

Functions/Services offered by Quality Assurance department are

- ***Warranty claims & Customer Service Cell****:* Responsible for settlement of warranty claims.
- ***To ensure quality of shop made products & bought-out items.***
- ***M&C Laboratory:*** Equipped with facilities for mechanical testing, chemical testing, microstructures, radiography, testing of paints, rubbers & plastics, gases and environmental testing.
- ***Metrology Laboratory:*** Responsible for calibration of mechanical equipment.

1.6 Categories of documents held by the authority under control

S.No.	Categories of documents	Custodian of documents/categories
1	*Master List of QESH Records*	MR/CME/QA-I
2	*Master List of Third Tier documents*	

1.11 No of employees against whom Disciplinary action has been proposed /taken

Nil for FY 25-26

3.4 Form of accessibility of information manual/handbook

Information is available in both formats i.e. electronic and printed.

3.5 Whether information manual/handbook available free of cost or not

List of materials available at a reasonable cost of the medium.

4.5. Such other information as may be prescribed under section

(V) *Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract.*

S. No.	***Work Name***	***Name of the Contractor***	***Amount of Contract (Rs)***	***Completion of Contract***
1	Re-certification of IMS (ISO 9001:2015, ISO 14001:2015 & ISO 45001-2018)at Rail Coach Factory, Kapurthala	M/s Manupama Technologies Private Limited, 3C, Bala Prasad Tower, Diagonal Road, Bistupur, Jamshedpur, East Singhbhum-831001	61,533.70	18.06.2027 (36 months)
2	Upgrading of ISO 22163 from Rev 03to04 in RCF,training of Internal auditors (30Nos.)on ISO22163 Rev.04, 9001:2015,14001:2015& 45001:2018 and handholding during ISO 22163 external audits	M/s Sudhir Maheshwari, 16 Harsh Park Society, Near Tagore Nagar, Old Padra Road, Vadodara-390007,Gujarat	10,52,905.05	14.05.2029 (48 months)
3	Re-certification of ISO 22163:2023 (IRIS) at Rail Coach Factory, Kapurthala	M/s DEUTSCH QUALITY SYSTEMS INDIA PRIVATE, LIMITED, Ground Floor, South Wing, Vaishnavi Tech Park, Survey.No.16/1 and 17/2, Bellandur Gate,Sarjapur Main Road, Ambalipura, Bangalore-560102, Karnataka,	12,34,432.41	28.07.2028 (36 months)
4	Re-certification of 5S at Rail Coach Factory, Kapurthala	M/s MITTAL TECHNOLOGY SERVICES, AA-6A,NETAJI SUBHASH NAGAR, HARI MARG,TONK ROAD JAIPUR-302015, Rajasthan,	1,23,494.08	14.05.2028 (36 months)
5	Certification of Welding Standards ISO 3834-2-2021 & EN15085-2-2020 of RCF	M/s SIX SIGMA QUALITY INTERNATIONAL, 108 Mehta Chamber, Station Road Vasai west, Mumbai- 401202	2,98,983.68	12.07.2028 (36 months)