



SOUTH CENTRAL RAILWAY

OFFICE OF THE PRINCIPAL CHIEF ENGINEER

5TH FLOOR, RAIL NILAYAM, SECUNDERABAD - 500071

No.W.506/ESOs

Dt: 29.05.2020.

ENGINEERING STANDING ORDER NO.88

Sub: Colony Maintenance Guidelines

The colony maintenance is one of the important duties of engineering department. All Colonies are to be maintained to a very high standard all the time. In order to achieve this objective, the fund available under this head needs to be properly and judiciously spent considering the following order of priority:

1. The first and foremost priority to be ensured is that proper potable and safe drinking water is supplied to the colony residents.
2. Repairs and such additional facilities required to improve the functioning of sewage and storm drainage arrangements.
3. Other infrastructure works like Roads, Tiling and boundary walls etc., are to be taken up as per need basis. We have to take care of basic problems first before taking up any fancy works.
4. All abandoned quarters shall be dismantled immediately.
5. Jungle clearance as and when warranted in and around the colony shall be done regularly.
6. Proper tree plantation in selected open areas which are not in use.
7. Dust bins in selected locations to be provided in consultation with health department.
8. Debris is to be cleared and used to fill in the low lying areas in the colonies.
9. Following improvements to be done in quarters in order of priority as listed.
 - a. Toilets: Proper tiling for floor and dado up to door height, proper WC and Cistern. Water supply pipes and drainage pipes shall be concealed in toilets/bathrooms duly ensuring proper slope for drainage with no leakage of any kind.
 - b. Kitchen: Tiling shall be provided both in floor and wall above kitchen platform. Proper sink to be provided. All pipe lines are to be concealed.
 - c. Provide good and standard quality doors for outer door openings to ensure safety.

- d. Kitchen, toilets and bathrooms doors are to be provided with water proof sturdy doors with frames.
 - e. Plinth protection to be provided with cement concrete all along the periphery of the building for 1m width to prevent seepage. Also provide a pucca pathway from road to entrance door of each building.
 - f. Proper roads with camber are to be made in the colony. It should be ensured that there is no stagnation of water on the roads.
 - g. Mosquito proof mesh to be provided on all windows and only on outside doors. Only provide stainless steel mesh of standard size and not GI mesh in future. For ventilators in quarters, provide only SS mesh and no glass shutter. It should be ensured that GI mesh is no more used/procured through any source.
 - h. Roof leakages to be arrested. No stagnation of water on the roof to be ensured. Ensure proper functioning of down water pipes.
 - i. Provide Vitrified tiling on the floor of the quarters.
 - j. Provide Fencing / Boundary wall around the quarters and in the colony for security reasons.
 - k. Car parking/scooter parking sheds are to be provided.
10. In the beginning of every year, In-charge SSE/Works of the colony must carry out thorough colony survey for identification of works to be taken up under Zonal contract. All such identified works need to be recorded in the survey register for assessing the value of Zonal Tender. Work orders should normally be prepared based on the items of Survey register. Lower Type of quarters should be given higher priority for attending repair works.
 11. Efforts should be made finalize Zonal Agencies only for periodical nature of maintenance work. Separate special tenders should be floated for replacement of key items or upgradation covering larger area, for ensuring better quality and economy in expenditure.
 12. Quality of material used in different works should be true to reference specifications and it should be from the approved Make/Brands only. Due working procedure should be followed for specified quality of output.

(Sanjiv Agarwal)
Principal Chief Engineer

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