

**GOVERNMENT OF WEST BENGAL
PUBLIC WORKS DEPARTMENT
KHADYA BHAWAN
BLOCK-A, 4th FLOOR
11A, MIRZA GALIB STREET
KOLKATA-700087**

NO.3025 -E/PWD-25012/12/2023-DIR(PWD)-Dept. of PWD

Date:10.08.2023

MEMORANDUM

Sub: Regarding constitute of “Advisory Team” for Electrical Fire Safety to oversee implementation and monitoring of safe practice to eliminate risk factors relating to outbreak of electrical fire hazards in Govt. Hospitals in Kolkata.

The undersigned is directed to state that in order to ensure implementation of safe practice to eliminate risk factors related to outbreak of electrical fire hazards in Govt. Hospitals in Kolkata, it has become obviously necessary to constitute an “Advisory Team” for electrical fire safety. The matter was under active consideration of the Government for the sometime past.

2. After careful consideration of the matter stated above, the undersigned is directed to state that the Government, in the interest of public service is pleased to constitute the “Advisory Team” comprising of the following Engineer Officers (Electrical) under PWD and until further order(s).

- a) The Assistant Chief Engineer (Electrical) South Zone, PWDte.— Chief Advisor (Head of the “Advisory Team”)
- b) T.A. to SE(EI), Kolkata Health Electrical Circle, PWDte.—Member
- c) T.A. to SE(EI), Presidency Electrical Circle, PWDte.—Member

The afore-mentioned Engineer Offices are hereby authorized to perform their duties and responsibilities in the “Advisory Team” in addition to their normal duties and until further order(s)

3. The objectives of newly constituted “Advisory Team” will be as follows:-

- a) To identify shortfall of checking of regular preventive maintenance in Hospital Buildings.
- b) To identify cause of recurring untoward happenings of electrical faults leading to outbreak of electrical fire hazards.
- c) To monitor findings of Rogi Kalyan Samiti meeting and implementation of action taken by the concerned Engineer.
- d) To advise the SE (EL), Kolkata Health Electrical Circle, PWDte. & EE (EL), Health Electrical Division, PWDte. for necessary measures regarding elimination of risk factors relating to outbreak of electrical fire.

- e) Monitoring of electrical load flow in existing power distribution system.
- f) To oversee the functionality and enhance the efficacy of fire Alarm Panel.
- g) To check and certify the activities of routine preventive service and maintenance work taken up by the entrusted electrical division and Architects of PWD. Also advice / recommend for implementation of safe practice / protocol to eliminate risk factors relating to outbreak of electrical fire hazards in Govt. Hospitals.

4. The advisory team will be provided due support with necessary manpower, if required; by concerned Electrical working divisions. All other required information of power distribution network shall be brought to the knowledge of the team by working divisions.

5. The advisory team will submit report of each inspection jointly signed by respective fellow team members present in the inspection team to the Chief Engineer (Works) Electrical, PWD and the Head of Department, PWD.

**Joint Secretary (Personnel),
to the Government of West Bengal
P.W.D.**

No.3025/1(7)-E/ PWD-25012/12/2023-DIR(PWD)-Dept. of PWD

Date:10.08.2023

Copy forwarded for information to the

1. Principal Accountant General (A&E) West Bengal
2. P.S. to the Hon'ble MIC, PWD.
3. P.A. to the Secretary, PWD.
4. Special Secretary, PWD
5. E-in-C, PWD.
6. F.A., PWD.
7. Chief Engineer (Works) Electrical, PWDte.
8. Chief Engineer (Planning) Electrical, PWDte.
9. CE, H.Q, PWDte./H.Q., PW(R)Dte
10. CE....., PWDte./ PW(R)Dte
11. Assistant Chief Engineer (EI), Head Quarter& Planning /South Zone/West Zone/North Zone, PWDte.
12. Joint Secretary (Personnel/Roads/Project & Co-ordination),PWD
13. SGE, Govt. of West Bengal.
14. SE(EI)/SE(C),.....Circle, PWDte.
15. EE(EI)/EE(C),....., Division, PWDte.
16. Guard File, Establishment Branch, PWD.

Deputy Secretary, PWD