

Entry of Crew Booking Lobby Inspection

1. Inspection Details :

Inspection Name

CREW BOOKING LOBBY

Inspection by

Jogendra Yadvendu

Designation

ADRM/KIR

Inspection Date*

Select Inspection Date

Time*

Select inspection time

Type*

Select inspection type

Department*

ADMINISTRATION

2. Lobby Staff Details :

Lobby Name

Enter lobby name

Name of lobby supervisor

Enter name of lobby supervisor

Crew Booking Supervisor

Enter name of crew booking supervisor

Name of CMS staff

Enter name of CMS (crew management system) staff

Duty shift Time

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3. KIOSKS Details :

No of KIOSKS Available

Enter no. of KIOSKS available

No. of Working KIOSKS

Enter no. of working KIOSKS available

4. Breathalyzer Details :

No. of working
breathalyzer

Enter no. Breathalyzer in working condition

No. of Spare Breathalyzer

Enter no. of spare breathalyzer

Make of Breathalyzer Date

Enter make of breathalyzer date

Last Calibration Done &
Due

Enter last calibration done date

Enter last calibration due date

5. Walki-Talki(VHF) Details :

No. of Working VHF sets & Chargers

Enter no. of working VHF sets

eg: for VHF sets

Enter no. of working VHF chargers

eg: for VHF charger

No. of Defective VHF sets & Chargers

Enter no. of Defective VHF sets

eg: for Defective VHF sets

Enter no. of defective VHF chargers

eg: for defective VHF charger

6. Record Keeping at Crew Booking Office/Lobby :

Register for On Duty.	<input type="radio"/> YES	<input type="radio"/> NO
Register for Off Duty	<input type="radio"/> YES	<input type="radio"/> NO
Breathalyzer Register duty countersigned by shift incharge	<input type="radio"/> YES	<input type="radio"/> NO
Alcoholic List own & other HQ who are booked from lobby	<input type="radio"/> YES	<input type="radio"/> NO
Energy consumption & regeneration etc.	<input type="radio"/> YES	<input type="radio"/> NO
List of screened LPs to work mail express in emergency	<input type="radio"/> YES	<input type="radio"/> NO
List of staff wearing spectacles	<input type="radio"/> YES	<input type="radio"/> NO
Details of inspections carried out time to time & action taken for deficiencies noticed	<input type="radio"/> YES	<input type="radio"/> NO
System for advance Periodic Rest	<input type="radio"/> YES	<input type="radio"/> NO
List of staff for less than 70 hrs duty	<input type="radio"/> YES	<input type="radio"/> NO
Store Items	<input type="radio"/> YES	<input type="radio"/> NO
Staff Grievances Register (System for redressal of complaints)	<input type="radio"/> YES	<input type="radio"/> NO
Illuminated board display for speed restriction (caution order) imposed in sections.	<input type="radio"/> YES	<input type="radio"/> NO
Details of safety technical circulars / drivers & operating instructions available at lobby	<input type="radio"/> YES	<input type="radio"/> NO
UOR Register (System for feedback to LPs for abnormality reported by LPs)	<input type="radio"/> YES	<input type="radio"/> NO

7. CMS Details :

Availability & working of CMS

No. of Working UPS

No. of Defective UPS

CMS Points

Availability of Biometric system on CMS	YES	<input type="radio"/>	NO	<input type="radio"/>
Booking of crew	As per Rule	<input type="radio"/>	W/o Rule	<input type="radio"/>
Status of CMS Failure- Action taken	Cause wise	<input type="radio"/>	Department wise	<input type="radio"/>

8. Checklist :

First Aid Box	<input type="radio"/> YES	<input type="radio"/> NO
Upkeepness of Lobby	<input type="radio"/> YES	<input type="radio"/> NO
Air Conditioning of lobby	<input type="radio"/> YES	<input type="radio"/> NO
Drop Box for Pass & PTO	<input type="radio"/> YES	<input type="radio"/> NO
Availability of Class/ Counseling Room for effective counseling of LP/ALP	<input type="radio"/> YES	<input type="radio"/> NO

Observation :

S.No.	Observation	Document	Action by	Selected officers
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S.No.	Observation	Document	Action by	Selected officers
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SN

Choose File N...

- achd-iiimg ((Mrs)D.Kharr
- achd-iimg (B.C. Baro)
- achd-img (B. P Deka)
- achd-ivimg ((Mrs) J Hmar
- achd-vimg (G.L.Pegoo)
- achd-vimg ((Mrs) A Phuk
- achdngclmg ((Mrs) MG B
- achdpnowimg ((Mrs) N.D
- acmdnfr (S.C.Rabha)
- acms-iapdj (B Basak)

SN

Observation

Choose File N...

- achd-iiimg ((Mrs)D.Kharr
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- achdpnowimg ((Mrs) N.D
- acmdnfr (S.C.Rabha)
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Add Observation
Remove Observation
Reset

Select Copy to (Copy of Inspection will not be saved until you submit the inspection)

- cwmdbws (D. S. Kunwar)
- cwmnbqs (P P Roy)
- principalsttcpno ()
- pccmnfr (Aneet Dulat)
- pceenfr (Anand Dev)
- pceenfr (Vinod Kumar Verma)
- pcmdnfr (S.K.Deka)
- pcmenfr (Gopal Krishan Gupta)
- pcmmnfr (DEVAKI NANDAN)
- pcmnfr (U. Hazarika)

Save as Draft

Submit Inspection