

<u><i>This book belongs to</i></u>		
<i>Name</i>	:	
<i>Designation</i>	:	
<i>Department</i>		
<i>Office</i>	:	

Points to ponder....



Extracts from Railway Services (Conduct) Rules, 1966.

18 A. Restrictions in relation to acquisition and disposal of Immovable property out side India and transaction with foreigners, etc.- Notwithstanding anything contained in sub-rule (2) of Rule 18. No Railway servant shall except with the previous sanction of the Government -

- (a) Acquire, by purchase, mortgage, lease, gift or otherwise, either in his own name or in the name of any member of his family, any immovable property situated outside India.*

- (b) disposes of, by sale, mortgage, gift or otherwise, or grant any lease in respect of any immovable property situated outside India which was acquired or is held by him either in his own name or in the name of any member of his family;*

to be continued.....

INDEX

<i>Estt. Srl.No.</i>	<i>Subject</i>	<i>Page No.</i>
--------------------------	----------------	---------------------

ALLOWANCE

- 58/13 *Children Education Allowance-Clarification*
- 66/13 *Grant of House Rent allowance to Railway Employees posted to new Zones/new Divisions-Regarding*
- 68/13 *Rates of Dearness Allowance applicable w.e.f. 01.01.2013 to the Railway employees continuing to draw their pay in the pre-revised scale as per 5th CPC*
- 71/13 *Principle of averaging -payment of overtime allowance to Track Machine Staff*
- 86/13 *Travelling Allowance Rules- Amendment to Rules Contained in Chapter 16 of Indian Railway Establishment Code Vol.II (Second Reprint Edition), 2005*

DEPUTATION

- 61/13 *Transfer on deputation/foreign Service of Central Government Employees to ex-cadre posts - Regulation of payment of employer's share of contribution to the CPF during reverse deputation, proforma promotion, 'cooling off' period and proper monitoring of deputation- regarding*

D & A RULES

- 70/13 *Action to be taken in cases where the Railway Servants are convicted by criminal courts*

Estt. Srl.No.	Subject	Page No.
--------------------------	----------------	---------------------

EX-GRATIA

- 74/13 Grant of Ex-gratia to those pre-1986 SRPF(C) employees who retired otherwise than on superannuation after 20 years of service - regarding
- 78/13 Enhancement of amount of Ex.-gratia payable to dependent family members of the deceased pre-1986 SRPF(C) employees/retirees - regarding

FIXATION OF PAY

- 76/13 Fixation of pay of re-employed pensioners - treatment of military service pay

INCREMENT

- 64/13 Grant of one increment in pre-revised pay scale - Board's letter dated 23.03.2012 - clarification regarding

IRMM CORRECTION

- 69/13 Grant of Medical Facilities to dependent relatives - Raising the income ceiling

LARSGESS

- 72/13 Dispensation of Written Test for recruitment of wards under LARSGESS

PASS/PTOs

- 73/13 Issue of one 1st Class/2nd AC Complimentary Cheque Pass once in a year to recipients of President's Police Medal for Gallantry (PPMG) and Police Medal for Gallantry (PMG) valid for travel by Rajdhani/ Shatabdi trains.

<i>Estt. Srl.No.</i>	<i>Subject</i>	<i>Page No.</i>
--------------------------	----------------	---------------------

PENSION/NPS

- 62/13 *Appointment of new Trustee Bank under New Pension System*
- 67/13 *Master Circular on Product design and exit from NPS*
- 75/13 *Grant of family pension to the eligible member of the family of an employee/pensioner/family pensioner reported missing-consolidated instructions-regarding*
- 79/13 *Revision of 1/3rd commuted portion of pension in respect of Government servants who had drawn lumpsum payment on absorption in Central Public Sector Undertakings/Central Autonomous Bodies-Implementation of Government's decision on the recommendations of the Sixth Central Pay Commission*
- 82/13 *(i) Payment of arrears of pension in cases where valid nomination has not been made under the Payment of Arrears of Pension (Nomination) Rules, 1983;
(ii) payment of arrears of family pension-reg.*

PAY COMMISSION

- 63/13 *Railway Services (Revised Pay) Rules, 2008- Revised pay structure of ancillary staff of RPF IRPSF*
- 65/13 *Merger of Sr.P.Way Supervisors with JE/P.Way*

PROMOTION / SELECTION

- 84/13 *Selection to the Group 'B' post of ACM - Clarification regarding classification of post*

<i>Estt. Srl.No.</i>	<i>Subject</i>	<i>Page No.</i>
--------------------------	----------------	---------------------

85/13 *Norms/Procedure for future Promotion in the Unified Cadre of Track Maintainers*

RECRUITMENT

59/13 *Procedure for recruitment of staff in Grade Pay Rs.1800/- on Indian Railways-regarding*

60/13 *Restructuring/Re-organisation of Staffing Pattern of Trackmen on Indian Railways*

77/13 *Vacancies in Clerical Cadre - Direct Recruitment quota*

80/13 *Clarification regarding acceptance of qualification of Diploma in Mechanical Engineering obtained from Kuban State University of Technology, Krasnodar*

81/13 *Clarification regarding qualification prescribed for direct recruitment to the post of Lab. Supdt., Gr.III in Pay Band of Rs. 9300-34800 (Grade Pay Rs. 4200)*

WELFARE

83/13 *Fixing uniform number of vacations/holidays for Railway school teachers*

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SOUTH EASTERN RAILWAY

CPO's Office/GRC

Estt.Srl.No. 58 /2013

RBE No.58/2013

No.P/6th PC/18

Dated: 02.07.13

Sub: Children Education Allowance-Clarification

**Ref: Railway Board's letter No.E(W)2008/ED-2/4
dated 01.10.08 (Estt.Srl.No.148/08)**

Railway Board's letter No. E(W)2008/ED-2/4 dated 25.06.2013 (RBE No.58/2013) is as under :-

Please refer to Railway Board's letter of even number dated 01.10.2008 followed by subsequent letters regarding revised policy/clarifications on Children Education Allowance admissible to Railway Servants, based on the recommendations of Sixth Central Pay Commission.

2. Now, DOP&T has issued further clarifications related to reimbursement of Children Education Allowance admissible to Government employees in terms of their Office Memorandum No.12011/01/2013-Estt.(Allowance) dated 23.04.2013. The same are circulated herewith for guidance of all concerned.

Copy of DOP&T's Office Memorandum No.12011/01/2013-Estt. (Allowance) dated 23.04.2013

OFFICE MEMORANDUM

Sub: Children Education Allowance - Clarification

The undersigned is directed to refer to Department of Personnel & Training's O.M.No.12011/03/2008-Estt.(Allowance) dated 2nd September, 2008, and subsequent clarifications issued from time to time on the subject and to state that various Ministries/Departments have been seeking clarifications on various aspects of the Children Education Allowance. The doubts raised are clarified as under :-

<p>(i) Whether reimbursement of balance amount of fee paid during 1st and 2nd quarter could be paid 3rd/4th quarter without the fee receipt for the 3rd/4th quarter ?</p>	<p>No. As it is reimbursement for the whole year, original receipts for the fee paid for the 3rd/4th quarter has to be submitted to ensure that the child has not dropped out of the school in the mid-session.</p>
<p>(ii) Whether a Government servant is required to give a certificate that the spouse, if earning, has not claimed CEA ?</p>	<p>Yes. The claimant Government servant is required to furnish an undertaking that reimbursement of CEA has not been claimed in respect of the child by any person other than the claimant.</p>

Estt.Srl.No. 59/2013

RBE No. NIL

No. P/R & R/Poly/Pt.VI

Dated: 03.07.2013

Sub: Procedure for recruitment of staff in Grade Pay Rs.1800/- on Indian Railways-reg.

Ref: Railway Board's letter Nos.

**i) E(NG)-II/96/RR-II/62 dt. 18.07.05
(Estt.Srl.No.147/05)**

**ii) E(NG)-II/2009/RR-1/10/Pt. dt.12.03.12
(Estt. Srl.No.30/12)**

Railway Board's letter No.E(NG)II/2009/RR-1/10/Pt. dated. 02.07.2013 (RBE No.NIL) is as under :-

The matter of streamlining the procedure for recruitment of staff in Grade Pay Rs.1800/- on Indian Railways, have been under consideration of this Ministry for quite some time. Accordingly, Board have decided the following:-

- (i) In partial modification of instruction contained in Para 7.2 of Annexure-I of Board's letter issued under RBE No.121/2005 dated.18/7/2005, question papers for the written test shall be based on class 10th standard, consisting of 100 multiple choice (four) objective type questions and the duration of the written test shall be 90 minutes. Railway Recruitment Cells will be required to notify the above stipulation by way of instance of**

corrigendum for the selection process initiated through notifications issued in July, 2012.

- (ii) *In partial modification of instructions contained in Para 5 of Annexure-I Board's letter issued under RBE No.121/2005 dated.18.7.2005, henceforth, fee for selection to posts from open market in Grade Pay Rs.1800/- may be charged @ Rs.100/- (one hundred only) per candidate.*
- (iii) *In supersession of Para 8 of Annexure-I of Board's letter issued under RBE No.121/2005 dated. 18/7/2005, arrangement of funds and allocation thereof, for selection from open market in Grade Pay Rs.1800/- through RRCs, for all stages, shall be made by General Manger in consultation with FA & CAO concerned, out of the Zonal allocation itself, keeping in view the local situation/requirement.*
- (iv) *RRCs may allow the candidates to take away their Question booklets with them, after the completion of the written test.*
- (v) *In partial modifications of instructions contained in Para 7.3 of annexure-I of Board's letter issued under RBE No.121/2005 dated. 18.7.2005, Duplicate OMR sheets will be kept in the custody of an Officer as nominated by GM/AGM concerned.*
- (vi) *The post of deputy Chief Personnel Officer (Recruitment) be re-designated as Chairman/RRC.*

Estt.Srl.No.60/2013

RBE No.91/2012

No. P/R & R/Poly/Pt.VI

Dated: 08.07.2013

**Sub: Restructuring/Reorganisation of Staffing
Pattern of Trackmen on Indian Railways**

Railway Board's letter No.2010/CE-1(Spl)/GNS/15(Pt.) 17.08.2012 (RBE No.91/2012) is as under :-

The issue of career progression and working conditions of Trackmen on Railways has regularly been raised at various fora from time to time in the past through both the recognized Federations. Accordingly, a Joint Committee comprising of representatives of both the recognized Federations and Senior Administrative Grade Officers (SAG) of Railway Board was constituted to consider career progression of Trackmen alongwith review of their existing channel of promotion. Ministry of

Railways (Railway Board) have considered the report of the Committee and decided that the existing categories of Trackmen/Gatemen/Trolleyman/Watchmen/Keymen in Pb-1, Grade Pay Rs.1800 and Mates (P.Way) in PB-1, Grade Pay Rs.1900 in the Permanent Way Side of Civil Engineering Deptt. of Indian Railways will henceforth, be operated as a unified cadre of Track Maintainer as per the following pattern :

- (i) The categories of Trackmen/ Trolleyman/ Gatemen/ Watchmen/ Keymen in Civil Engineering Department (P.Way) in PB-1, Grade Pay Rs.1800 be clubbed and given the designation of **Track Maintainer Grade-IV** (PB-1, Grade Pay Rs.1800) ;
- (ii) The Mates (P.Way) in PB-1, Grade Pay Rs.1900, may be re-designated as **Track Maintainer Grade III** (PB-1, Grade Pay Rs.1900). This would be the next level of promotion for Track Maintainer Grade-IV ;
- (iii) Posts in PB-1, Grade Pay Rs.2400 of unified cadre of Track Maintainer to be filled from eligible staff from the next lower Grade Pay of Track Maintainer category based on seniority cum suitability and may be designated as **Track Maintainer Grade II** ;
- (iv) Posts in PB-1, Grade Pay Rs.2800 of unified cadre of Track Maintainer to be filled from eligible staff from the next lower Grade Pay of Track Maintainer category based on selection and may be designated as **Track Maintainer Grade I**.

1.1. Accordingly, revised structure of unified cadre of Track Maintainer would be as under :-

SN	Designation	Pay structure	%age distribution of posts
1	Track Maintainer-I	PB-1 GP Rs.2800	3
2	Track Maintainer-II	PB-1 GP Rs.2400	6
3	Track Maintainer-III	PB-1 GP Rs.1900	20
4	Track Maintainer-IV	PB-1 GP Rs.1800	71

2. Detailed instructions regarding norms/procedure for future recruitment and promotion in the unified cadre of Track Maintainer will be issued by Establishment Directorate separately.

3. Detailed duties/responsibilities attached to each post in the revised pattern and corresponding changes in Permanent Way Manual/Safety Manuals, training manual etc. will be notified by separately Civil Engineering Directorate/concerned Directorate of this Ministry.

4. The above revised pattern of unified cadre of Track Maintainer will be effective from the date of issue of these orders.

5. This has the sanction of the President & issues in consultation with Establishment Directorate and with the concurrence of Finance Directorate of the Ministry of Railways.

Estt.Srl.No. 61/2013

RBE No.59/2013

No.P/R/14/369/Policy

Dated: 08.07.2013

Sub: Transfer on deputation/foreign service of Central Government Employees to ex-cadre posts - Regulation of payment of employer's share of contribution to the CPF during reverse deputation, proforma promotion, 'cooling off' period and proper monitoring of deputation- regarding

Ref: Railway Board's letter No.2010/F(E)III(I)/1 dt.28.07.10 (Estt.Srl.No.132/10)

Railway Board's letter F.No.2010/F(E)III(I)/1 dated 28.06.2013 (RBE No.59/2013) is as under :-

Consolidated deputation guidelines issued by DOP&T vide their OM No. 6/8/2009-Estt.(Pay-II) dt. 17/06/2010, which have been circulated on the Railways vide Railway Board's letter of even number dated 28/07/2010, have further been revised as per the instructions issued by DOP&T vide their OMs No. 6/8/2009-Estt.(Pay-II) dt. 15/02/2012, (ii) 6/5/2012-Estt.(Pay-II) dt. 30/11/2012, (iii) 2/1/2012-Estt.(Pay-II) dt. 04/01/2013 and (iv) 6/8/2009-Estt.(Pay-II) dt. 16/05/2013. A copy each of the instructions is sent herewith for information and guidance. The orders contained therein will apply mutatis-mutandis to Railway employees also.

Copy of DOP&T's O.M. 6/8/2009-Estt.(Pay-II) dt. 15th February, 2012

OFFICE MEMORANDUM

Sub: Clarification regarding regulation of payment of employer's share of contribution to the Contributory Provident Fund during the period of reverse deputation

The undersigned is directed to refer to this Department's O.M.No. 6/8/2009-Estt.(Pay II) dated 17th June, 2010 vide which instructions were

issued for regulating the terms and conditions of pay, Deputation (duty) allowance etc. on transfer on deputation/foreign service of Central Government employees to ex-cadre posts under the Central Government/State Governments/Public Sector Undertakings/ Autonomous Bodies, Universities/UT Administration, Local Bodies etc. and vice-versa.

2. As per para 7.7 (ii) of the above cited O.M., in the case of deputation on foreign service terms to PSUs etc., leave salary contribution and pension contribution/CPF contribution are required to be paid either by the employee himself or by the borrowing organisation to the Central Govt.

3. The issue of payment of employer's share of Contribution to the Contributory Provident Fund in case of reverse deputation has been considered in this Department. It is clarified that in case of reverse deputation the employer's share of Contributory Provident Fund for the period on deputation to the Central Government will be borne either by the employee himself or the borrowing organization i.e Central Government depending on the terms of deputation. A clear mention of the stipulation on whether the Central Government or the employee would bear the liability may be made in the terms of deputation.

Copy of DOP&T's O.M. 6/5/2012-Estt.(Pay-II) dt. 30th Nov.,2012

OFFICE MEMORANDUM

Sub: Provisions relating to proforma promotion

Undersigned is directed to refer to this Department's OM No. 6/8/2009-Estt [(pay-II) dated the 17th June, 2010 regarding consolidated instructions on deputations. References are being received from Ministries/ Departments seeking clarifications/relaxations in respect of provisions which pertain to proforma promotion in these orders or otherwise. The issues have been considered in consultation with the Department of Expenditure, and it has been decided to provide as under:

(i) **Proforma promotion in the case of candidates promoted on passing a Limited Departmental Examination**

The candidates passing the Limited Departmental Examination may be allowed proforma promotion as under:

In the case of candidates who have passed the LDCE and their names have been recommended for promotion, proforma promotions may be allowed from the date their juniors in the cadre in the order of merit in the LDCE have been so promoted. This may also be allowed in case there is

no junior on account of such candidate being the last in the order of ranks/merit from the date he would have received such promotion if he had been in his cadre.

Provided it will be ensured that the conditions laid down in the Department of Personnel OM No.8/4/84-Estt-(Pay-I) dated the 15th July, 1985 are strictly fulfilled and the principle of NBR based on overall seniority list of cadres is followed.

(ii) **Extension after the employee receives a proforma promotion:**

The para 8.6 of the OM No. 6/8/2009-Estt (Pay-II) dated the 17th June, 2010 relating to regulation of pay after an officer has got proforma promotion and extension of deputation thereafter, which reads as under:

"If the Grade pay of the officer in the parent cadre becomes higher than that of the deputation post after getting proforma promotion, he may be allowed the pay in the pay band + Grade Pay of the post to which he is promoted till the time he completes the normal/extended period of deputation (if he gets proforma promotion in the extended period) already sanctioned, if he so opts. No extension in the period of deputation shall be allowed to him after completing the sanctioned period of deputation."

is modified as follows :

8.6 (a) If the Grade pay of the officer in the parent cadre becomes higher than that of the deputation post after getting proforma promotion, he may be allowed the pay in the pay band + Grade Pay of the post to which he is promoted, if he so opts. In such cases, extensions in deputation after an employee has received the proforma promotion may be considered as per the instructions contained in paras 8.1 to 8.3.2.

Copy of DOP&T's O.M. 2/1/2012-Estt.(Pay-II) dt. 04th Jan.,2013

OFFICE MEMORANDUM

Sub: Sponsoring of names of officers for deputation

The undersigned is directed to state that this Department is receiving proposals for waiver of mandatory cooling off period from various Ministries/Departments/PSUs, in respect of officers, who have been sponsored for selection on deputation. As per O.M. No.6/8/2009-Estt.(PaY-II) dated 17/6/2010, there shall be a mandatory "cooling off" period of three years after every period of deputation/foreign service up

to Joint Secretary level posts and one year for Additional Secretary level posts. In view of this provision, the Ministry of Railways etc. are advised not to sponsor name of any such officer who is not likely to complete the mandatory cooling off period by the time the officer is likely to be selected. Further, while sponsoring the name of any such officer who has not completed the mandatory cooling off period, they may inform the borrowing department that the officer will be relieved only after he/she completes the mandatory "cooling off" period.

2. All the Ministries/Departments may please note that the proposals for relaxation of the provision for 'cooling off' period would be considered only in exceptional cases. Such proposals may be referred to this Department in advance with full justification, after obtaining the approval of Minister-in-charge of the cadre authority of the officer.

3. It may also, be noted that under no circumstances should any officer be relieved in anticipation of relaxation by this Department.

Copy of DOP&T's O.M. 6/8/2009-Estt.(Pay-II) dt. 16th May.,2013

OFFICE MEMORANDUM

Sub: Proper Monitoring of deputation by the lending departments.

Undersigned is directed to refer to this Departments OM of even number dated the 17th June, 2010 and to say that as per existing instructions no extension in deputation beyond .the fifth year. is allowed. Further, as per the OM No. 14017/30/2006-Estt (RR) dated the 29th November, 2006, the deputationist officer is deemed to have been relieved on the date of expiry of the deputation period unless the competent authority has with requisite approvals, extended the period of deputation, in writing, prior to the date of its expiry. These instructions were reiterated vide the OM of even number dated the 1st March, 2011.

2. In 56th Report of the Action Taken Replies of the Government on the recommendations/observations contained in the 51st Report on the Demands for Grants (2012-13) of) Ministry of Personnel, Public Grievances & Pensions by the Department Related Parliamentary Standing Committee has observed inter alia that policy on deputation envisages mobility of personnel between Departments etc so that the employee as well as the Departments benefit from the process. The tendency of treating deputation as a tool to ensure more comfortable, or even home-town postings is required to be discouraged. The instrument of deputation serves public interest only when there is a rational connection with the qualifications and work experience of the deputationist, and the

deputation continues for a reasonable period. This would also ensure that both the lending as well as the borrowing department benefit from the experience / exposure of deputationist officer.

3. All the Ministries/Departments are therefore advised to ensure that deputations are strictly monitored by lending Government Departments. Requests of the borrowing authorities for no objection to extension of deputations should be closely scrutinized to curb tendency to allow extensions on extraneous grounds, and overstay.

4. These instructions are in addition to the previous OMs on the Subject and in no way dilute the responsibility of the deputationist and borrowing departments to ensure that the deputationists are relieved in time on completion of their approved tenures.

Estt.Srl.No. 62/2013

RBA No. 14 /2013

No. P/S/Pen/Policy

Dated: 08.07.2013

**Sub: Appointment of new Trustee Bank under
New Pension System**

Railway Board's letter No.2010/AC-II/21/18 dated 24.06.2013 (RBA No.14/2013) is as under:-

A copy of Ministry of Finance, Department of Expenditure, Controller General of Accounts, OM no. 1(7) (2)/2009/TA/Pt. file/325 dated 12.06.2013 along with PFRDA's circular no. PFRDA/2013/10/CRTB/1 dated 30.04.2013 and PFRDA/2013/12/CRTB/2 dated 31.05.2013, on the above subject, is enclosed for information and compliance. These instructions will apply mutatis mutandis on the Railways also.

Copy of MOF's O.M. 1(7) (2)/2009/TA/Pt. file/325 dt. 12/06/2013

OFFICE MEMORANDUM

**Sub: Appointment of new Trustee Bank (TB)
under National Pension System (NPS)**

Reference is invited to Pension Fund Regulatory and Development Authority Circulars. issued under Letter Nos. PFRDA/2013/10/CRTB/1 dt.30.04.2013 & 31.05.2013 (copies enclosed) regarding appointment of Axis Bank as a new Trustee Bank hi place of

Bank of India (the current Trustee Bank) for National Pension System (NPS) With effect from 1st July, 2013 .

2. *All the Offices shall continue to remit funds to the designated' NPS Trust accounts being maintained with the Current Trustee Bank i.e. Bank of India till 30th June 2013.*

3. *Pr.CCAs/CCAs/CAs are requested to circulate the contents of the Circulars to the offices under their control immediately' so that funds could be remitted to the Trustee Bank in time.*

Copy of Pension Fund Regulatory and Development Authority's letter No. PERDA/2013/12/CRTB/2 dt. 31st May 2013

Sub: NPS Trust account numbers & contact details of New Trustee Bank

1. *From 1st July, 2013 onwards, all NPS contribution are to the designated accounts of Axis Bank. The overall procedure for remittance of funds to the Trustee Bank, the matching & booking of Subscriber Contribution Files (SCF) and the receipt of funds returned from Trustee Bank shall remain unchanged. While remitting the funds electronically to Axis Bank, the accredited banks shall be required to mention the 26 character string 'PAOFIN'< 7 digit PAO registration number> 13 digit transaction id>' in the 7002 field for NEFT and 7495 field for RTGS as per the current process. The RTGS remittances should be through R-41 RTGS format only.*

2. *Please note the changes as mentioned below:-*

- a) *Indian Financial System Code (IFSC) for NPS remittance- UTIBCNP001*
- b) *New Account Numbers:- 7 digit unique registration number allotted by CRA (NSDL) would be designated account number for the respective remitting office.*

3. *The contact details of NPS Team at Axis Bank:-*

First level of Contact:

S.No.	Contact Person	Designation	Phone No.
1.	Mr. Abhishek Gautam	Senior Manger	022 242533678
2.	Mr. Dakshesh Barbhaya	Senior Manger	022 242533639
3.	Mr.Yash Mayakar	Senior Manger	022 242533628

Second level of Contact:

S.No.	Contact Person	Designation	Phone No.
1.	Mr. Debraj Saha	Asstt Vice President	011 43506532
2.	Mr. Piyush K Singh	Deputy Vice President	022 242533680

E-mail id: npstrust@axisbank.com

Address:- Corporate Office, 6th Floor, Business Banking Dept., Wadia International Centre, P.B. Marg, Worli, Mumbai-400025

4. The Office are requested to take note of the same.

Copy of Pension Fund Regulatory And Development Authority's letter No. PERDA/2013/10/CRTB/1 dt. 30th April 2013

Sub: Appointment of new Trustee Bank (TB) under National Pension System (NPS) - reg.

1. All the, offices are hereby informed that Axis Bank has been appointed as a new Trustee Sank In place of Bank of India (the current Trustee Bank) for National Pension System (NPS) with effect from 1st July, 2013.

2. Accordingly, all NPS related funds are to be remitted to the designated accounts of Axis Bank from 1st July,2013; The Offices shall continue to remit funds to the designated NPS Trust accounts being maintained with the current Trustee Bank, i.e. Bank of India till 30th June,2013.

3. Kindly note that the overall procedure for remittance of funds to the Trustee Bank and Matching & Booking of Subscriber Contribution Files (SCF) as well as the receipt of funds from Trustee Bank Shall remain unchanged.

4. The Offices are requested to take note of the same. A detailed circular communicating the new NPS Trust Account numbers where the funds will have to be remitted from 1st July, 2013 and the name, contact numbers and email ids of the Axis Bank officials for any query/assistance will be communicated subsequently.

**Sub: Railway Services (Revised Pay) Rules, 2008-
Revised pay structure of ancillary staff of
RPF IRPSF**

Ref: Railway Board's letter Nos :-

- 1. PC-VII/2009/II/RSRP/4 dt.08.01.10
(Estt.Srl.No.17/10);**
- 2. PC-VII/2008/II/3/1 dt.29.10.08
(Para 4) (Estt.Srl.No. 187/08);**
- 3. PC-VII/2008/II/RSRP/4 dt.11.11.08
(Estt.Srl.No.177/08) and**
- 4. PC-VII/2008/II/RSRP/1 dt.11.09.08
(Estt.Srl.No.126/08)**

**Railway Board's letter No.PC-VI/2008/II/5/8 dated 03.07.2013
(RBE No.62/2013) is as under :-**

**Consequent upon implementation of recommendations of Sixth
Central Pay Commission in respect of Followers of various Central Para
Military Forces as accepted by Government, the issue of revision of pay
structure of Ancillary staff of RPF IRPSF has been under consideration
of the Ministry of Railways in consultation with Ministry of Finance and
Ministry of Home Affairs for some time.**

2. President is now pleased to decide as follows:

- (a) All the posts of 'ancillary staff' of RPF/RPSF in pre-revised pay
scales Rs.2610-3540, 2650-4000 and 2750-4400 may be placed in
PB 1 with GP Rs.2000 with effect from 1.1.2006.**
- (b) Consequent upon placement in PB 1 GP Rs.2000, above posts
will get reclassified as Group 'C' posts in terms of Board's letter
No. PC- VI/2009/II/RSRP/4 (RBE NO.5/2010) dated 08.01.2010.**
- (c) After conversion of posts of Ancillary staff as above, the posts
would be re-designated as Constable (name of trade) viz.
Constable (Barber), Constable (Safaiwala), Constable
(Washerman), Constable (Mali) etc.**
- (d) Ancillary staff who have already undergone basic training
(including weapons training) would be placed in revised pay
structure as above as per the provisions of Railway Services**

(Revised Pay) Rules, 2008. Ancillary staff who have not undergone training as above, will be subjected to re-training programme (including weapon training) for a duration not exceeding 3 months during working days and not more than 2 hours a day, as per the detailed instructions to be issued by Security Directorate. On successful completion of training they will be allowed the benefit of revised pay structure as above. Arrears as due may be drawn accordingly.

- (e) Recruitment Rules/provisions of RPF Act/RPF Rules/Directives/standing orders etc. will accordingly be modified to make recruitment in each trade duly keeping view the RRs in other CPMFs for such posts. Above recruitment rules/other relevant conditions like rank/status etc. will have no linkage with the posts of Constables of Executive side or Drivers of RPF IRPSF. Further, the recruitment qualification for future recruitment will not be lower than Matriculation/ITI i.e. the lowest qualification prescribed by 6th CPC for entry into government service.*
- (f) There will be no change in the total sanctioned strength of Battalion/Company due to conversion of the posts of Ancillary staff in/as Gr. C posts.*
- (g) Functions of various trades will be reviewed and multi-skilling as deemed necessary will be introduced.*
- (h) The practice of deployment of Constables/Ancillary staff at the residence of officers, wherever in vogue, will be stopped forthwith and wherever they are required to be deployed at the residences of officers due to operational reasons, it will be done after obtaining prior sanction of competent authority.*

3. Action for re-fixation of pay and drawal and disbursement of arrears should be completed immediately as per the provisions of Railway Services (Revised Pay) Rules, 2008 and detailed procedure laid down in Board's letter No.PC-VI/2008/II/RSRP/1 dated 11.9.2008 (RBE No.108/2008). Further as per clarification available in Board's letter No.PC-VI/2008/II/RSRP/1 dated 11.11.2008 (RBE No.172/2008) for fixation of pay of existing employees (as on 1.1.2006), fitment tables, corresponding to actual pre-revised scale applicable to the employee, as annexed with Board's letter dated 11.09.2008 shall be utilized for the purpose of determination of pay in the pay band. To the pay in pay band so determined Grade Pay of Rs.2000/- will be added.

4. This issues in consultation with Security dte.(DG/RPF) and with the concurrence of Finance directorate of this Ministry.

Estt.Srl.No. 64 /2013

RBE No. 63/2013

No.P/6th PC/4/Pt.I

Dated: 09.07.2013

Sub: Grant of one increment in pre-revised pay scale -Board's letter dated 23.03.2012 - clarification regarding

Ref: Railway Board's letter Nos :-

- 1. PC-VII/2012//RSRP/1 dt.23.03.12 (Estt.Srl.No.35/12) and**
- 2. PC-VII/2008//RSRP/1 dt.11.09.08 (Estt.Srl.No.126/08)**

Railway Board's letter No. PC-VI/2012//RSRP/1 dated 03.07.2013 (RBE No.63 /2013) is as under :-

Board's letter of even number dated 23.03.2012 provides that, those Railway employees who were due to get their annual increment between February, 2006 to June, 2006 may be granted one increment as on 01.01.2006 in the pre-revised pay scale as a one time measure and, thereafter, will get the next increment in the revised pay structure on 01.07.2006.

2. As per Board's letter No.PC-VI/2008/1//RSRP/1 dated 11.9.2008 fitment tables have been prescribed in Annexure-E thereto, specifying the stage of revised pay in the revised pay band with reference to each stage of pre-revised pay in various pre-revised pay scales. As per the fitment tables, the stage of revised pay in the pay band has been mentioned at the same stage in respect of two consecutive pre-revised stages of pay in cases of certain pre-revised pay scales.

3. References have been received seeking clarification as to whether in cases where the fitment table provides for the same revised stage in case of two consecutive pre-revised stages in a particular pre-revised scale of pay, the benefit of bunching is admissible after grant of one increment in the pre-revised pay scale by virtue of Board's letter dated 23.03.2012.

4. The matter has been considered and it is clarified that Fitment Table contained in the aforesaid letter dated 11. 9.2008 is to be strictly followed for fixation of pay in the revised structure without any deviation.

5. In cases where the stages of fixation of pay in the revised pay band as per fitment table contained in the aforesaid letter dated 11.9.2008 provides for the same revised stage in the Pay Band with reference to two consecutive stages of pre-revised pay in the corresponding pre-revised scales, then in such cases due to application of Board's letter dated 23.3.2012, there will be no change in the revised pay as on 01.01.2006, if the revised stage with reference to the pre-revised pay after accounting for one increment in the pre-revised scale does not undergo any change as per the Fitment Table. It is also clarified that no further bunching will be allowed in such cases and no re-fixation of pay will be admissible in the revised pay as on 01.01.2006.

6. This issues with the concurrence of the Finance Directorate of the Ministry of Railways.

Estt.Srl.No. 65 /2013

RBE No.64 /2013

No.P/5th PC/24/Policy

Dated: 11.07.2013

Sub: Merger of Sr.P.Way Supervisors with JE/P.Way

**Ref: Railway Board's letter No.PC-III/2004/CRC/
1(Pt.I) dt.22.03.07 (Estt.Srl.No. 74/07)**

Railway Board's letter No.PC-III/2012/FE-II/2 dated 03.07.13 (RBE No.64/2013) is as under:-

The issue of merger of Senior Permanent Way Supervisors (PB-2, Grade Pay Rs. 4200) with Junior Engineer (P.Way) had been raised in the PNM by both the Federations (AIRF/NFIR). Accordingly, with a view to strengthening and rationalizing the staffing pattern on Railways, the issue of enbloc merger of Sr.Permanent Way Supervisors (PB-2, Grade Pay Rs. 4200) with Junior Engineer/P.Way (PB-2, Grade Pay Rs.4200) was under examination in Ministry of Railways. As a result of the review undertaken on the basis of functional, operational and administrative requirements, it has been decided that all the regular posts (excluding surplus, supernumerary, and ex-cadre posts) of Sr. Permanent Way Supervisors in PB-2, Grade Pay Rs.4200 should enbloc be merged with the cadre of Junior Engineer (P.Way) with its spread effect in higher grade PB-2, Grade Pay Rs. 4600.

2. The entire exercise of merger of Sr. Permanent Way Supervisors with JE/P.Way with its spread effect to the post of SSE (P.Way) would be self-financing and expenditure neutral proposition. Additional financial implications should be worked out taking into account the revised basic pay including Grade Pay as per 6th CPC as listed in the fitment table, corresponding to the midpoint of the pre-revised pay scale (5th CPC) in respect of the each post, alongwith the applicable Dearness Allowance. After working out the financial implications, the matching savings should be effected from the category itself. Wherever it is not possible to do so from the category itself, the matching savings should be arranged from the department at the Divisional/ Zonal level. While effecting surrender of posts of equivalent financial value, the existing vacant posts available in the category on the cut-off date should be considered for the purpose of off-setting the cost of merger of Sr. Permanent Way Supervisors with JE/P.Way and its spread effect to the post of SSE (P.Way). There would be no merger of Sr. Permanent Way Supervisors with JE/P.Way with its spread effect to the post of SSE (P.Way) without matching savings by surrender of posts.

3. These orders are effective from the date of Issue of these orders.

4. This issues in consultation with the Civil Engineering & Establishment Directorates and with concurrence of the Finance Directorate of this Ministry.

Estt.Srl.No. 66 /2013

RBE No.60 /2013

No.P/H-5/NZR/Policy

Dated:11.07.2013

Sub: Grant of House Rent allowance to Railway Employees posted to new Zones/new Divisions-Regarding

Ref: S.N. Railway Board's letter No Estt.Srl.No.

1.	E(P & A)II-98/HRA-6 dt.09.03.04	56/04
2.	E(P & A)II-98/HRA-6 dt.09.08.05	156/05
3.	E(P & A)II-98/HRA-6 dt.09.08.06	131/06
4.	E(P & A)II-98/HRA-6 dt.12.12.07	214/07
5.	E(P & A)II-98/HRA-6 dt.24.10.08	182/08
6.	E(P & A)II-98/HRA-6 dt.10.12.09	261/09
7.	E(G)2009 QR1-2 dt. 02.06.10	92/10

8. E(G)2009 QR1-2 dt. 13.07.11 123/11
9. E(G)2009 QR1-2 dt. 24.05.12 77/12

Railway Board's letter No. E(P&A)II-98/HRA-6 dated 01.07.2013 (RBE No.60/2013) is as under :-

Attention is invited to the instructions contained in Board's letters of even number dated 9.3.2004, 9.8.2005, 9.8.2006, 12.12.2007, 24.10.2008 and 10.12.2009 on the above subject.

2. *The matter has been considered by the Board subsequent to issue of letters No. E(G)2008 QR1-2 dated 2.6.2010, 13.7.2011 and 24.5.2012 and it has been decided that railway employees posted to ECR and NWR may be allowed house rent allowance upto 31.3.2013 on the same terms and conditions laid down in the letter dated 09.03.2004 ibid and as amended/clarified from time to time.*

3 *This issues with the concurrence of the Finance Directorate of the Ministry of Railways.*

Estt.Srl.No.67 /2013

RBA No.16/2013

No. P/S/Pen/Policy

Dated:18.07.2013

Sub: Master Circular on Product design and exit from NPS

Railway Board's letter No. 2010/AC-II/21/18 dated. 02.07.2013 (RBA No.16/2013) is as under :-

A copy of Master Circular issued by Pension Fund Regulatory and Development Authority (PFRDA) vide letter No. PFRDA/2013/2/PDEX/2 dated.22.01.2013 on the above subject is enclosed for information and necessary action please.

**Copy of Pension Fund Regulatory and Development Authority's
letter No. PFRDA/ 2013/2/ PDEX/2 January 22, 2013**

**Sub: Master Circular on Product design and Exit from
National Pension System (NPS)**

For effective regulation of the exits from National Pension System (NPS) Pension Fund Regulatory and Development Authority (PFRDA) has been issuing various circulars from time to time. In order to enable all the stakeholders and other users to have an access to all the applicable circulars at one place, this Master Circular has been prepared.

This Master Circular is a compilation of all the circulars issued by PFRDA on the above subject issued up to December 31, 2012 and which are operational as on date of this circular.

INDEX		
S.No	SUBJECT	Page No.
1	Withdrawal of erroneous contribution received into NPS instead of GPF	3
2	Exit rules under National Pension System for Government Employee Subscribers	4
3	Exit rules under National Pension System for All Citizen model under UoS including Corporates	5
4	Processing of withdrawal requests of Non IRA Compliant subscribers	6
5	Additional Benefit on death/disability of government servant covered by National Pension System (NPS)	7
6	Empanelment of Annuity Service Providers (ASPs) under National Pension System for providing annuity services	8
7	Addendum to Form S1 to be used in case of Blind /illiterate applicants of NPS	9
8	Online Subscriber Registration facility for Points of Presence	12
9	Revised charge structure of POPs under NPS	16
10	Payment gateway proposals from various POPs- Under All Citizen Model Scheme of NPS	17

***Copy of Pension Fund Regulatory And Development Authority's
Circular No. PFRDA/ 2013/2/PDEX /2, SL-1***

***Sub : Withdrawal of erroneous contribution received
into NPS Instead of GPF***

There have been various queries and requests from the subscribers and the PAOs/DDOs/DTOs on refund of contribution received into NPS erroneously, due to wrongly classifying subscriber as falling under NPS instead of GPF.

After examining the matter, it has been decided that such cases will be treated as erroneous transfer by the concerned department and do not fall under the exit/withdrawal from NPS. In all such cases, 100% withdrawal of accrued pension wealth is allowed subject to the condition that such proceeds should mandatorily transferred back to the concerned PAO/DDO from whom the request for withdrawal has arisen.

The concerned subscriber can approach through his PAO/DTO/DDO to our NPS claims cell at CRA for processing of such requests.

***Copy of Pension Fund Regulatory And Development Authority's
Circular No. PFRDA/ 2013/2/PDEX /2, SL-2***

***Sub: Exit rules under National Pension System for
Government Employee Subscribers***

PFRDA has issued necessary instructions to CRA for implementation of the withdrawal process under National Pension System (NPS) for all sectors viz., Government Employees, All Citizen model and Swavalamban scheme. The said information is being reiterated hereunder for the information of all stakeholders for a better appreciation of the matter.

The following are the details for the withdrawals allowed in case of Government Employees subscribers :

- a) ***Upon Normal Superannuation:*** *At least 40% of the accumulated pension wealth of the subscriber needs to be utilized for purchase of annuity providing for*

- monthly pension to the subscriber and balance is paid as lump sum payment to the subscriber.
- b) **Upon Death:** The entire accumulated pension wealth (100%) would be paid to the nominee/legal heir of the subscriber and there would not be any purchase of annuity/monthly pension.
 - c) **Exit from NPS before the age of Normal superannuation (irrespective of cause):** At least 80% of the accumulated pension wealth of the subscriber needs to be utilized for purchase of annuity providing for monthly pension to the subscriber and the balance is paid as a lump sum payment to the subscriber.

The subscribers would be able to purchase the annuities directly from the empanelled Annuity Service Providers as per their choice of annuity that is available in the market/with the Annuity Service Provider's(ASP's) empanelled by PFRDA.

Copy of Pension Fund Regulatory And Development Authority's Circular No. PFRDA/ 2013/2/ PDEX /2, SL-3

Sub: Exit rules under National Pension System for All Citizen model under UoS including Corporates and Swavalamban scheme

PFRDA has issued necessary instructions to CRA for implementation of the withdrawal process under National Pension System (NPS) for all sectors viz., Government Employees, All Citizen model and Swavalamban scheme. The said information is being re-iterated hereunder for the information of all stakeholders for a better appreciation of the matter.

The following are the details for the withdrawals allowed in case of All Citizen model and Swavalamban scheme subscribers:

- a) **Upon reaching the age of 60 Years:** At least 40% of the accumulated pension wealth of the subscriber needs to be utilized for purchase of annuity providing for monthly pension to the subscriber and balance is paid as lump sum payment to the subscriber.
- b) **Upon Death:** The entire accumulated pension wealth (100%) would be paid to the nominee/legal heir of the

subscriber and there would not be any purchase of annuity/monthly pension.

- c) ***Exit from NPS before the age of 60 Years (irrespective of cause):*** *At least 80% of the accumulated pension wealth of the subscriber needs to be utilized for purchase of annuity providing for monthly pension to the subscriber and the balance is paid as a lump sum payment to the subscriber.*

The subscribers would be able to purchase the annuities directly from the empanelled Annuity Service Providers as per their choice of annuity that is available in the Market/with the Annuity Service Provider's (ASP's) empanelled by PFRDA.

For Swavalamban withdrawals under (a) & (c) above, there is an overriding condition on the lump sum payment payable due to which the entire accumulated pension wealth would be annuitized in case if the monthly pension obtained by using the 40%/80% of the pension wealth is below Rs. 1000/- per month.

Copy of Pension Fund Regulatory And Development Authority's Circular No. PFRDA/ 2013/2 PDEX /2, SL-4

Sub: Processing of withdrawal requests of Non IRA Compliant subscribers

PFRDA has issued necessary instructions to CRA with respect to the withdrawal guidelines for Non IRA Compliant subscribers in case of government servants who have died or resigned. The said information is being re-iterated hereunder for the information of all stakeholders for a better appreciation of the matter.

The following are the details of the process to be followed:

	Exit from NPS arising out of death	Exit from NPS before the age of normal superannuation & arising out of resignation
Non-IRA Complaint Subscribers	<ul style="list-style-type: none"> • Certification from the concerned PAO/DTO/DDO (attached as annexure I) • Affidavit from the claimant (attached as annexure II) • Filling of respective death claim form along with relevant details 	Subscriber has to : <ul style="list-style-type: none"> • Submit duly filled S1 form for enabling the complete data capture in CRA system. No PRAN generation activity will be undertaken. • Submit duly filled Withdrawal form along with all relevant details and documents.

2. In case of death where PPAN was assigned but corresponding PRAN was not generated and the respective contribution is held with the concerned employer/department, then, the respective employer/department may take appropriate decision at their end.

Copy of Pension Fund Regulatory And Development Authority's Circular No. PFRDA/ 2013/2/ PDEX / 2, SL-5

Sub: Additional Benefit on death/disability of government servant covered by National Pension System (NPS)

PFRDA has in past replied to various queries received from various government departments in reference to OM No, 38/41/P&PWA (A) issued by DoP & PW's dated 05/05/2009 with respect to the additional relief on death/disability of government servants covered by the new Defined Contributory Pension System (NPS). The said information is being re-iterated hereunder for the information of all stakeholders for a better appreciation of the matter.

It has been decided that additional benefits provided in terms of the said OM are over and above the benefits provided by the National Pension System, as per para 3 of the OM. In case the recovery of the accumulated pension wealth under NPS account is to be undertaken as per government's decision, it has to be done by the department concerned directly from the subscriber/nominees/legal heirs after due payment from NPS system to them, in order to fulfill the contractual obligations under NPS.

***Copy of Pension Fund Regulatory And Development Authority's
Circular No. PFRDA/ 2013/2 PDEX / 2, SL-6***

***Sub: Empanelment of Annuity Service Providers (ASPs)
under National Pension System for providing annuity
services***

PFRDA has issued necessary instructions to CRA with respect to the Empanelment of Annuity Service Providers (ASPs) under National Pension System for providing annuity services. The said information is being re-iterated hereunder for the information of all stakeholders for a better appreciation of the matter.

Following seven Annuity Service Providers (ASPs) have been empanelled for the purpose:-

- 1. Life insurance Corporation of India*
- 2. SBI Life Insurance Co. Ltd.*
- 3. ICICI Prudential Life Insurance Co. Ltd.*
- 4. Bajaj Allianz Life Insurance Co. Ltd.*
- 5. Star Union Dai-ichi Insurance Co. Ltd.*
- 6. Reliance Life Insurance Co. Ltd.*
- 7. HDFC Standard Life Insurance Co. Ltd.*

The companies would be offering their approved annuity products to NPS subscribers and would also designing products suiting our requirements.

***Copy of Pension Fund Regulatory And Development Authority's
Circular No. PFRDA/ 2013/2/ PDEX /2, SL-7***

***Sub: Addendum to Form S1 to be used and in case of
Blind /illiterate applicants of NPS***

With reference to the subject cited above. PFRDA has issued an addendum to Form S1 to be used for enrolling blind/illiterate applicants under NPS to mitigate the problems faced by them during submission of the Form.

Two separate Annexures A1 & A2 categorically will be used for Government employees and for All Citizen Model & Corporate.

Copies of the annexures are attached herewith for information and use.

Annexure A1

DECLARATION

(Declaration in case if the applicant is illiterate, incapable of writing or blind)

Note: In case the applicant is illiterate or blind or incapable of writing, the thumb impression of the applicant should be attested by a person of standing whose identity can easily be established but not related to CRA/PFRDA and this declaration should be made by him/her.

I hereby declare that I have fully explained the above questions to the applicant in (language) and I have truthfully recorded the answers and explained to the applicant and that the applicant has affixed his/her thumb impression to the S1 form after duly understanding the contents thereof.

Signature of the Declarant (.....)

(.....)

Thumb
impression*/Signature of
the Applicant

Name of the Declarant

Address of the declarant.....
.....
.....

1. Signature of Witness:	2. Signature of Witness:
Name of Witness:	Name of Witness:
Address of Witness:	Address of Witness:

Signature of DDOIDTO/PAO:

Name of DDOIDTO/PAO:

Stamp:

* Left thumb impression in case of male and right thumb impression in case of female.

DECLARATION

(Declaration in case if the applicant is illiterate, incapable of writing or blind)

Note: In case the applicant is illiterate or blind or incapable of writing, the thumb impression of the applicant should be attested by a person of standing whose identity can easily be established but not related to CRA/PFRDA and this declaration should be made by him/her.

I hereby declare that I have fully explained the above questions to the applicant in

I hereby declare that I have fully explained the above questions to the applicant in (language name) and I have truthfully recorded the answers and explained to the applicant and that the applicant has affixed his/her thumb impression to the S1 form after duly understanding the contents thereof.

Signature of the Declarant (.....)

(.....)

Thumb
impression*/Signature of
the Applicant

Name of the Declarant

Address of the declarant.....
.....
.....

3. Signature of Witness:	4. Signature of Witness:
Name of Witness:	Name of Witness:
Address of Witness:	Address of Witness:

Name of POP/POP-SP:

Signature of Authorised Signatory:

Name of the Authorised Signatory:

Stamp:

* Left thumb impression in case of male and right thumb impression in case of female.

***Sub: Online Subscriber Registration facility for Points
of Presence***

There have been several requests in the past with respect to the implementation of online facility for Points of Presence which is going to make the subscriber registration process simpler and faster. Some of the PoPs have shared their working models and their experience with us in the past. After due examination of the issues involved, the final procedures and operational guidelines on the same are laid out as below:

The following are the operational models available for online Subscriber Registration facility for Points of Presence which can be utilized by the POP's.

Option A: *Subscriber File uploads with all details including photograph and signature where PoP is on centralized upload model.*

Option B: *Subscriber File uploads excluding photograph and signature where PoP is on centralized upload model.*

Option C: *Online data entry in CRA system where PoP is on decentralized upload model.*

Currently, only Option B is ready to use in the system while Option A is under system development. We shall update you as soon as Option A is also made available for use. The operational details of these options are enclosed as Annexure attached along with and which need to be complied with for availing the facility.

You are also requested to make sure that there are no Non-IRA compliant cases reported from your end. A POP can contact our CRA M/s NSDL to avail and implement the facility.

Annexure

Online PRAN generation by the Points of Presence (PoPs):

There are three alternatives for online PRAN generation as given below:-

- A. *Subscriber File uploads with all details including photograph and signature where PoP is on centralized upload model.*
- B. *Subscriber File uploads excluding photograph and signature where PoP is on centralized upload model.*
- C. *Online data entry in CRA system where PoP is on de-centralised upload model.*

However, the PoP has to select one of these and inform the CRA before activation of such facility.

For the three alternatives mentioned above, processes are briefly provided below:-

A. Subscriber File upload with all details including photograph and signature

1. *With DSC based user ids provided by CRA, Subscribers' data to be uploaded by the POP/POP-SP using utilities provided to them by CRA. Photograph and signature of the subscriber should also be scanned and uploaded in the CRA system.*
2. *On acceptance of the file, certain sanitary checks will be carried out as an internal control measure to prevent data entry errors, correctness of photograph/signature etc.*
3. *PRAN will be generated on T+1. POP will also get an email along with the PRAN report at end of the day,*
4. *POP can also download the list of PRANs (with various search criteria) from the CRA system.*
5. *CRA will forward the PRAN card and I-PIN and T-PIN to the subscribers for accessing CRA system.*
6. *The scan copy of the documents (form & supporting KYC documents- proof of identity/address/date of birth) to be uploaded in the CRA system within a week of PRAN generation.*
7. *The documents (application form and supporting KYC documents) along with the list of PRANs (which will be available for download from CRA system) are to be certified by the POP and to be submitted on monthly basis to CRA-FC. The certification by the POP will be to the extent that the details uploaded at the time of generation of PRAN are as per the information provided*

in the documents and the documents submitted are complete in all aspects. For the PRAN list, a request needs to be made and an order number will be generated in the CRA system. The forms pertaining to all PRANs generated during the month should be submitted by end of the next month along with the PRAN list. For example, for PRANs generated during the month of April, the POP is required to give the request for the list of PRANs and same will be available for download from the CRA system. The POP is required to download the list and to submit the same along with the supporting KYC documents to the CRA-FC latest by May 31st. On the duplicate copy of the PRAN list, the POP can get acknowledgement from the CRA-FC.

- B. Subscriber File upload excluding photograph and signature:**
This option is applicable in case of POPs who are not in a position to scan the photograph & signature of the subscriber and upload the same in the CRA system.
- 1. With DSC based user ids provided by CRA, Subscribers' data to be uploaded by the POP/POP-SP using utilities provided to them by CRA.*
 - 2. On acceptance of the file, sanitary checks will be carried out as an internal control measure to prevent data entry errors etc.*
 - 3. PRAN will be generated on T+1. POP will also get an email along with the PRAN report at end of the day*
 - 4. POP can also download the list of PRANs (with various search criteria) from the CRA system.*
 - 5. CRA will forward the I-PIN and T-PIN to the subscribers for accessing CRA system.*
 - 6. Scan copy of the supporting documents (proof of identity/address/date of birth) to be uploaded in the CRA system within a week of PRAN generation.*
 - 7. The documents (application form and supporting KYC documents) along with the list of PRANs (which will be available for download from CRA system) are to be certified by the POP and to be submitted on monthly basis to CRA-FC. The certification by the POP will be to the extent that the details uploaded at the time of generation of PRAN are as per the information provided in the documents and the documents submitted are complete in all aspects. For the PRAN list, a request*

needs to be made and an order number will be generated in the CRA system. The forms pertaining to all PRANs generated during the month should be submitted by end of the next month along with the PRAN list. For example, for PRANs generated during the month of April, the POP is required to give the request for the list of PRANs and same will be available for download from the CRA system. The POP is required to download the list and to submit the same along with form and the supporting KYC documents to the CRA-FC latest by May 31st. On the duplicate copy of the PRAN list, the POP can get acknowledgement from the CRA-FC.

8. *CRA-FC will update the PRAN with photograph & signature.*
9. *CRA will forward the PRAN card to the subscriber.*
10. *It is the responsibility of the PoP to ensure that all the documents as referred at point no. 7 are sent to CRA-FC within 15 days from the date of receipts of PRAN from CRA by mail or any other mode. CRA will be deactivating the account if the CRA-FC does not update/generate the PRAN card by the last working day of the succeeding month of the PRAN generation in the CRA system.*
11. *For reactivation of such accounts, the PoP has to ensure the submission of documents and also pay for the charges as required for reactivation of accounts.*

C. Online data entry In CRA system: *In this option, the POP need not have separate software/utility for preparing subscriber registration file. The process of PRAN generation through this option is given below:*

1. *Online PRAN registration is a Maker - Checker activity. Two different DSC based user ids will be required to capture and verify the request*
2. *POP is required to capture the details in the CRA system using a DSC based user id. With another DSC based user id, the POP should verify the data in the CRA system.*
3. *Photograph and signature are to be scanned and uploaded in the CRA system.*
4. *Once the details are verified, certain sanitary checks will be carried out as an internal control measure to*

- prevent data entry errors, correctness of photograph/signature etc.
5. PRAN is generated on T+1 basis (EOD) and POP will get an email along with the PRAN report.
 6. POP can also download the list of PRANs (with various search criteria) from the CRA system.
 7. The documents (application form and supporting KYC documents) along with the list of PRANs (which will be available for download from CRA system) are to be certified by the POP and to be submitted on monthly basis to CRA-FC. The certification by the POP will be to the extent that the details uploaded at the time of generation of PRAN are as per the information provided in the documents and the documents submitted are complete in all aspects. For the PRAN list, a request needs to be made and an order number will be generated in the CRA system. The forms pertaining to all PRANs generated during the month should be submitted by end of the next month along with the PRAN list. For example, for PRANs generated during the month of April, the POP is required to give the request for the list of PRANs and same will be available for download from the CRA system. The POP is required to download the list and to submit the same along with the supporting KYC documents to the CRA-FC latest by May 31st. On the duplicate copy of the PRAN list, the POP can get acknowledgement from the CRA-FC.

Copy of Pension Fund Regulatory And Development Authority's Circular No. PFRDA/ 2013/2/ PDEX /2, SL-8

Sub: Revised charge structure of POPs under NPS

Attention of all stakeholders is invited to initiating the implementation of the recommendations of the Bajpai Committee to Review Implementation of National Pension System (NPS) in the Private (Non-Government) Sector, Pension Fund Regulatory and Development Authority (PFRDA) has announced changes in the charge structure for the Points of Presence (POP) for Private Sector subscribers under National Pension System (NPS) is revised as under, with immediate effect:-

1. An Initial subscriber registration charge of Rs.100/- and an ad valorem transaction charge of 0.25% of the initial

- contribution amount from subscriber subject to a minimum of Rs.20 and a maximum of Rs.25,000/-.
2. Any subsequent transaction involving contribution upload - 0.25% of the amount subscribed by the NPS subscriber, subject to minimum of Rs.20/- and a maximum of Rs. 25000/-
 3. Any other transaction not involving a contribution from subscriber - Rs 20/-

The above structure is applicable to both individuals and corporates in the Private (Non-Government) Sector, and is expected to sufficiently incentivize the PoPs to actively participate in the opening of NPS accounts and also provide improved services to account holders. The PoPs have the option to negotiate on the above charges with the subscribers, but within the prescribed charge structure.

Copy of Pension Fund Regulatory And Development Authority's Circular No. PFRDA/ 2013/2/ PDEX / 2, SL-9

**Sub: Payment gateway proposals from various POPs-
Under All Citizen Model Scheme of NPS**

We have received several requests from POPs for providing payment gateway options for crediting of NPS contribution (Tier I and Tier II) of the subscribers which would enable them to contribute to the NPS directly without visiting the POP or issuance of physical money instruments. The requests were received for the following gateways :

1. Payment Gateway for subscriptions through credit and debit cards issued by MasterCard & Visa.
2. Netbanking Gateway, which is seamlessly integrated with the core banking systems of Private, Public Sector and Foreign Banks.
3. E-Collect system which enables citizens to remit their contributions through the RBI Payment systems, NEFF & RTGS directly to the POP's NPS account.
4. Cash to Mobile (C2M) Solution

We are hereby inform you that now POPs can provide any of the above payment gateway options which can be made available by them on their websites, subject to the following conditions:

1. POP has to ensure that all functions of SCF upload, Fund transfer, MIS upload etc are performed as per the Service Level Agreement entered with PFRDA. In case of Receipt number

being generated for submission of contribution, the POPs has to provide the Receipt no (which should be according to CRA format) to the subscriber. The receipt no. can be forwarded by e-mail to the subscriber if necessary. Further, these numbers should be uploaded as part of the MIS.

2. The POP would be responsible for all and any complaints arising out of the payment gateway or other option being used by the subscriber for remittance of funds to NPS.
3. It is the responsibility of the POP to discuss and integrate their systems with CRA wherever required. Therefore, you may appropriately devise your payment gateway option at your end keeping the above in view.

You may contact CRA for any queries related to the system integration/synchronization.

Estt.Srl.No. 68 /2013

RBE No.70/2013

No.P/5th PC/11

Dated: 22.07.2013

Sub: Rates of Dearness Allowance applicable w.e.f. 01.01.2013 to the Railway employees continuing to draw their pay in the pre-revised scale as per 5th CPC

Ref: Railway Board's letter Nos :-

1. PC-V/2009/A/DA/1 dt.22.11.12 (Estt.Srl.No.152/12) and
2. PC-V/97/1/7/14 dt.17.11.08 (Estt.Srl.No.194/08)

Railway Board's letter No. PC-V/2009/A/DA/1 dated 16.07.2013 (RBE No.70/2013) is as under:-

In continuation of Ministry of Railway's letter of even Number dated 22.11.2012 (PC-VI/305, RBE No.131/2012) revising rates of Dearness Allowance w.e.f. 01.07.2012 in respect of Railway Servants who continue to draw their pay and emoluments in the pre-revised scales of pay (5th CPC Scales), the rates of Dearness Allowance admissible to these categories of employees shall be enhanced from the existing rate of 151% to 166% w.e.f. 01.01.2013. All other conditions as laid down in the Board's letter dated 17.11.2008 (RBE No.179/2008) will continue to apply.

2. This issues with the concurrence of the Finance Directorate of the Ministry of Railways.

[Authority : MoF's OM No.1(3)/2008-ElI(B), dated 02.05.2013]

Estt.Srl.No. 69 /2013

RBE No. Nil

No.P/R/20/78/Pt.VII/Policy

Dated:22.07.2013

Sub: Grant of Medical Facilities to dependent relatives - Raising the income ceiling

Railway Board's letter No.2010/H-1/2/21 dated 17.07.2013 (RBE No.Nil) is as under :-

CORRIGENDUM

Sub: Grant of Medical Facilities to dependent relatives - Raising the income ceiling

Ref: Railway Board's letter of even No. dated 07.06.2011

In the Advance Correction Slip No.12 to the Indian Railway Medical Manual (IRMM) - 2000 enclosed with the above referred Board's letter dated 07.06.2011, the words "15% of the emoluments" appearing in the 3rd line may be read as "15% of the basic pay". Rest of the contents will remain the same.

Copy of Railway Board's letter No.2010/H-1/2/21 dated 07.06.2011

Sub: Grant of Medical Facilities to dependent relatives - Raising the income ceiling

Consequent upon implementation of Govt.'s decision on the recommendations of the Sixth Central Pay Commission regarding revision of minimum family pension to Rs.3500/-, it has been decided that a dependent relative in relation to a Railway servant as defined in para 601(6) of the Indian Railways Medical Manual, 2000 shall be considered eligible for entitlement of Medical facilities if his/her income does not exceed minimum pension/family pension i.e. Rs.3500/- and Dearness Relief thereon or 15% of the basic pay of the Railway Servant, whichever is more.

2. Accordingly, in exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is pleased to direct that the proviso below Para 601(6) of the Indian Railway Medical Manual, 2000 may be amended as per Advance Correction Slip No.12 enclosed.

**Advance Correction Slip No.12 to the Indian Railway
Medical Manual, 2000**

The proviso below 601 (6) may be substituted with the following :-

“Provided that the above are wholly dependent on and reside with the Railway employee. The words “wholly dependent” mean a person who does not have independent income more than 15% of the emoluments of the Railway servant concerned or Rs.3500/- plus dearness relief thereon, rounded off to the nearest ten rupee figure, whichever is more.”

(Authority : Railway Board's letter No.2010/H-1/2/21 dated 7.6.2011)

Estt.Srl.No. 70/2013

RBE No.65 /2013

No.P/D&A/Rules/Pt.II

Dated: 25.07.2013

**Sub: Action to be taken in cases where the
Railway Servants are convicted by
criminal courts**

Railway Board's letter No. E (D&A)2013 RG6-1 dated.08.07.2013 (RBE No.65/2013) is as under :-

A Zonal Railway had in the year 2011, referred to the Ministry of Railways for appropriate action, the case of a Railway servant who had retired from service on superannuation in January, 1992 and had been convicted by the CBI court on a criminal charge in November, 1992. The trial court had sentenced the retired Railway Servant concerned to undergo rigorous imprisonment of one year and to also pay a fine of Rs.1000. The retired Railway servant concerned filed an appeal against his conviction which was admitted in December, 1992. While admitting the appeal the appellate court had granted bail to the convicted Railway servant and also stayed the realisation of fine from him pending disposal of his appeal.

2. *The matter was examined by the concerned Directorate in this office and papers thereafter, were submitted to the Hon'ble Minister for Railways for consideration on behalf of the President under Rule 9 of Railway Services (Pension) Rules, 1993. Hon'ble Minister for Railways has taken a very serious view of the abnormal delay of as much as about two decades that has taken place in referring this case to the Board's office for further action.*

3. *The case records has revealed that the abnormal delay as aforesaid took place in the case mainly due to lack of clarity on that part of Zonal Railway authorities as to whether action could be taken against a Railway servant based on his conviction when the appeal filed by him against his conviction is pending. In this connection, attention of the Railways is invited to instructions contained in Board's letter No. E (D&A) 93 RG6-65 dated 6.6.1994. It may be noticed that these instructions clearly answers the issue in question. It has been categorically provided in Board's letter dated. 6.6.1994 mentioned above that the mere filing of an appeal and/or stay of the execution of the sentence do not take away the effect of conviction, unless the appeal is allowed and the conviction is set aside by the appellate court. The competent disciplinary authority may proceed with the institution/completion of disciplinary proceedings, including imposition of the penalty as prescribed in the disciplinary rules, on the basis of conviction imposed on the Railway servant by a criminal court notwithstanding the fact that a higher court on an appeal filed by the railway servant concerned may order suspension of the "sentence" passed by the trial court till the final disposal of the appeal.*

4. *The instructions brought out in para 3 above are hereby reiterated for the information and guidance of all concerned. It may please be ensured that in case of conviction of a Railway servant on a criminal charge prompt action is taken in the light of the position stated in Railway Board's letter dated.6.6.1994 under reference so that the type of the situation as took place in the case referred to in this letter, be avoided in future.*

**Copy of Railway Board's letter No.E(D&A)93RG6-65
Dated.06.06.1994**

Sub: Action to be taken in cases where the Railway Servants are convicted by criminal courts.

In Board's Confidential letter No. E(D&A)76RG6-4 dated 4.3.76, it was clarified that the disciplinary authority may, if it comes to the conclusion that an order, with a View to imposing a penalty on a railway servant on the ground of conduct which has led to his conviction on a criminal charge, should be issued, issue such an order without waiting for the period of filing an appeal or, if an appeal has been filed, without waiting for the decision in the first court of appeal.

2. *Doubts have been expressed whether disciplinary action against a Government servant could be taken if there is -*

- (i) a stay of the sentence awarded to the Government servant, or*
- (ii) a stay of the conviction of the public servant, in cases where has gone in appeal and challenged the conviction.*

The matter has been considered by the Department of Personnel and Training in consultation with Ministry of Law and the Central Vigilance Commission and the position as clarified by DOP&T, vide their O.M. No.371/23/92-AVD.III dated.4.3.1994 is as follows.

3. *Legally speaking, when a person is convicted by Criminal Court, the same shall remain in force until and unless it is reversed or set aside by a competent court in appeal. The mere filling of an appeal and/or stay of the execution of the sentence do not take away the effect of conviction, unless the appeal is allowed and the conviction is set aside by the appellate court. In the case of Om Prakash Narang vs. Union of India and ors. (1990) 12 ATC 365, the full Bench of CAT held that during pendency of appeal in a criminal case, only the sentence is suspended and not the conviction itself. In view of this, the competent disciplinary authority may proceed with the institution/completion of disciplinary proceedings, including imposition of the penalty as*

prescribed in the relevant disciplinary rules, on the basis of conviction imposed on a public servant by a criminal court notwithstanding the fact that a higher court on an appeal filed by the public servant concerned, may order suspension of the "sentence" passed by the trial court till the final disposal of the appeal.

4. *The above clarification may be brought to the notice of all the disciplinary authorities for their guidance.*

Estt.Srl.No. 71/2013

RBE No. 66/2013

No.P/EN/OTA/Averaging/TM/2013

Dated: 25.07.2013

Sub: Principle of averaging -payment of overtime allowance to Track Machine Staff

Ref. Railway Board's letter No. E(LL)73HER(MA)/3 dated.11.06.1974 (Estt.Srl.No.166/74)

Railway Board's letter No. 2011/E(LL)/HER/7 dated.10.07.2013 (RBE No.66/2013) is as under :-

On the recommendation of the 'Committee on Machine & Manpower Deployment for Track Machines on Indian Railways', instructions were issued vide Board's letter No. E(LL)98/HER/9 dated 06.07.2000, after obtaining temporary exemption from Ministry of Labour & Employment for three years from the provisions of the Railway Act, 1989, that the staff working on Track Machines be rostered to work for a period of 3 weeks at a stretch followed by continuous rest for a period of one week at the headquarters.

2. *NFIR has demanded issuing of guidelines for payment of OTA to track machine staff when deployed for 3 weeks continuously.*

3. *Board has examined the matter and it has been decided that for 'Track Machine Staff' when deployed for 3 weeks continuously followed by one week rest, the payment of overtime allowance may be regulated by the principle of averaging on four weekly basis, whenever working hours exceed 192 hours and keeping in view the provisions of Board's letter No. E(LL)73HER(MA)/3 dated 11.06.1974.*

Copy of Railway Board's letter No. E(LL)98/HER/9 dated.06.07.2000

***Sub: Exemption from the provisions of Railways Act, 1989
In respect of Staff operating the 'track machines'.***

The Committee on 'Machine and Manpower Deployment of Track Machines on Indian Railways' constituted by this Ministry has interalia recommended that 3 weeks duty roster followed by one week continuous rest at headquarter may be adopted for the staff deployed on Track Machines, keeping in view the peculiar nature of the work involved.

The Ministry of Railways have examined the recommendation and have decided in consultation with the Ministry of Labour that the staff working on Track Machines may be rostered to work for a period of 3 weeks at a stretch followed by continuous rest for a period of one week at the headquarters. The three week continuous roster will include the actual period of journey undertaken from headquarters to the place of work and back. The individuals shall not be employed for more than 12 hours on any day. In respect of overtime, the staff will be governed by the extant instructions under HOER in regard to the principle of averaging.

The above instructions will be valid for a period of three years. This is a temporary exemption from the provision of Railways Act, 1989.

This issues with the concurrence of the Finance Directorate of the Ministry of Railways.

Estt.Srl.No. 72/2013

RBE No.72/2013

No.P/R/Safety R.R Scheme

Dated: 25.07.2013

**Sub: Dispensation of Written Test for
recruitment of wards under LARSGESS**

Ref: Railway Board's letter Nos :-

- 1. E(P&A)I-2010/RT-2 dt. 3.1.12
(Estt.Srl.No.09/12);**
- 2. E(P&A)I-2010/RT-2 dt. 11.9.10
(Estt.Srl.No. 150/10)**

*Railway Board's letter No.E(P&A)I-2010/RT-2 dated.23.7.13
(RBE No.72/2013) is as under :-*

The employees' Federations have been demanding dispensation of Written Examination for recruitment of wards under LARSGESS for quite some time. The matter has been considered by the Board and it has been decided to dispense with Written Examination for recruitment of wards of Gangmen and the specified Safety categories in GP Rs.1800/- as notified in Board's letters of even number dated 11.09.2010 and 03.01.2012 under LARSGESS. However, they will have to qualify the medical tests for the relevant category/posts, after verification of educational certificates etc. by a Committee of three JAG level officers at Divisional level.

2. These instructions are applicable from July ~ December 2013 retirement/recruitment cycle onwards only. The past cycles will be governed by the earlier instructions.

3. The other terms and conditions of the Scheme will remain the same.

Estt.Srl.No. 73 /2013

RBE No.71/2013

No. P/GM-CPO/Rule/Pass

Dated: 26.07.2013

Sub: *Issue of one 1st Class/2nd AC Complimentary Cheque Pass once in a year to recipients of President's Police Medal for Gallantry (PPMG) and Police Medal for Gallantry (PMG) valid for travel by Rajdhani/Shatabdi trains.*

Ref: *Railway Board's letter Nos :-*

- 1. E(W)96/PS 5-6/22 dt. 29.10.96 (Estt.Srl.No.136/96);*
- 2. E(W)96/PS 5-6/22 dt.04.07.96 (Estt.Srl.No. 93/96);and*
- 3. E(W)96/PS 5-6/22 dt.23.02.96 (Estt.Srl.No.62/96)*

Railway Board's letter No.E(W)2009/PS 5-10/2 dated 22.7.13 (RBE No.71/2013) is as under :-

As per extant policy Ministry of Railways provides 1st Class/2nd AC Complimentary Card passes to Police personnel recipients of gallantry awards of Presidents' Police Medal for Gallantry (PPMG) and Police Medal for Gallantry (PMG) and to widow of posthumous awardees of said gallantry awards. The aforesaid Card pass entitles them to life long free rail travel for self and one companion over all Indian Railways (except Metro Railway/Kolkata) in 1st Class/2nd AC by any train other than Rajdhani/Shatabdi trains. The said Card pass facility is also extended to the widow of the gallantry awardee after his death.

2. The issue of providing rail travel facility by Rajdhani/Shatabdi trains to Police gallantry awardees had been under consideration of the Ministry of Railways (Railway Board) and it has been now decided that Police personnel recipients of President's Police Medal for Gallantry (PPMG) and Police Medal for Gallantry (PMG), besides being entitled to Complimentary Card passes as under the extant policy, shall also be provided one 1st Class/2nd AC Complimentary Cheque Pass once in a year valid for travel by 2A/3A in Rajdhani trains and Chair Car (CC) in Shatabdi trains, for one to and fro journey by self and a companion over all Indian Railways. This Complimentary Cheque pass shall be issued from the Zonal Railway Hqrs./Divisional Offices from where the

Card pass has been issued to the Police awardee, upon receipt of a formal application/request from him indicating details of intended journey. Details of such Complimentary Cheque passes issued to Police gallantry awardees should be furnished to Railway Board alongwith the monthly statement of Complimentary Card passes issued/renewed in respect of Defence/Police gallantry awardees.

3. *This issues with the concurrence of the Finance Directorate of Ministry of Railways.*

Estt.Srl.No. 74 /2013

RBE No.69/2013

No.P/S/Pen/Ex-gratia/SRPF(C)

Dated: 26.07.2013

Sub: Grant of Ex-gratia to those pre-1986 SRPF(C) employees who retired otherwise than on superannuation after 20 years of service - regarding.

Ref: Railway Board's letter Nos :-

- 1. F(E)III/98/PN1/Ex-gratia/3(Vol.II)
dt. 01.06.04 (Estt.Srl.No.119/04);**
- 2. F(E)III/97/PN1/Ex-gratia/5 dt. 27.01.98
(Estt.Srl.No. 41/98)**

Railway Board's letter No.2012/F(E)-III/4(1)/4 dated.15.7.13 (RBE No.69/2013) is as under :-

A copy of Department of Pension & Pensioners' Welfare (DOP&PW)'s O.M No. 41/26/2010-P&PW(E) dated 25/26.06.2013 on the above subject is enclosed for information and compliance. These instructions shall apply mutatis mutandis on the Railways also. DOP & PW's O.M. No. 45/52/97-P&PW(E) dated 16.12.1997 and 22.03.2004 mentioned in the O.M. 26.06.2013 were adopted/circulated on Railways vide Board's letters No. F(E)III/97/PN1/Ex-gratia/5 dated 27.01.1998 and No. F(E)III/98/PN1/Ex-gratia/3 (Vol.II) dated. 01.06.2004 respectively.

Copy of DOP & PW's O.M. No. 41/26/2010-P&PW(E) dt. 25/ 26/6/13

Sub: Grant of Ex-gratia to those pre-1986 contributory Provident Fund (CPF) employees who retired otherwise than on superannuation after 20 years of service - regarding.

In this Department's OM No.45/52/97-P&PW(E), dated 22.03.2004, it was clarified that the following categories of CPF beneficiaries would not be entitled to grant of ex-gratia payment in terms of OM No.45/52/97-P&PW(E), dated 16.12.1997:-

- (a) those who were dismissed or removed from service,*
- (b) those who resigned from service, and;*
- (c) those who retired from service other than on attaining the prescribed age of superannuation.*

2. The matter has been reviewed. It has now been decided to delete the clause (c) above from the OM dated 22.03.2004 Accordingly, all CPF beneficiaries who retired voluntarily or on medical invalidation before 01.01.1986 after completing 20 years of continuous service would also be eligible for the ex-gratia payment in terms of OM dated 16.12.1997. Other conditions given in OM dated 16.12.1997 will remain same.

3. This issues with the concurrence of Ministry of Finance, Department of Expenditure vide their ID 563/E.V/2013 dated.24/06/2013.

Sub: Grant of family pension to the eligible member of the family of an employee/ pensioner/family pensioner reported missing-consolidated instructions-regarding

Ref: S.No. Railway Board's letter No. Estt.Srl.No.

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- | | | |
|----|-------------------------------------|--------|
| 1. | F(E)III/86/PN 1/17 dated 19.09.1986 | 197/86 |
| 2. | F(E)III/86/PN 1/17 dated 27.03.1991 | 111/91 |
| 3. | F(E)III/86/PN 1/17 dated 21.01.1994 | 35/94 |
| 4. | F(E)III/2009/PN1/7 dated 30.04.2009 | 100/09 |
| 5. | F(E)III/2009/PN1/7 dated 13.07.2010 | 116/10 |
| 6. | F(E)III/2009/PN1/7 dated 27.10.2011 | 181/11 |
| 7. | F(E)III/2009/PN1/7 dated 24.02.2012 | 45/12 |

Railway Board's letter No. F(E)III/2009/PN1/7 dated 15.07.2013 (RBE No.68/2013) is as under :-

A copy of Department of Pension and Pensioners' Welfare (DOP&PW)'s O.M. No. 1/17/2011-P&PW(E) dated 24.6.2013 on the above subject is enclosed for information and compliance. These instructions shall apply mutatis mutandis on the Railways also. Rules 50,54 and 71 of the CCS(Pension) Rules, 1972 referred to therein correspond to Rules 70,75 and 15 of the Railway Services (Pension) Rules,1993 respectively.

2. A concordance of DOP&PW's earlier instructions and Railway Board's corresponding instructions is given below :-

S.No.	DOP&PW's instructions	Railway Board's corresponding instructions
1.	1/1 7186-P&PW dated 29.8.1986	F(E)III/86/PN 1/17 dated 19.09.1986
2.	1/17/86-P&PW(C) dated 25.01.1991	F(E)III/86/PN 1/17 dated 27.03.1991
3.	1/17/86-P&PW(E) dated 18.02.1993	F(E)III/86/PN 1/17 dated 21.01.1994
4.	1/28/04-P&PW(E) 31.03.2009	F(E)III/2009/PN1/7 dated 30.04.2009

5.	1/28/04-P&PW(E) dated 02.07.2010	F(E)III/2009/PNI/7 dated 13.07.2010
6.	1/17/2011-P&PW(E) dated 14.09.2011	F(E)III/2009/PN1/7 dated 27.10.2011
7.	1/17/2010-P&PW(E) dated 02.01.2012	F(E)III/2009/PN1/7 dated 24.02.2012

Copy of Department of Pension and Pensioners' Welfare (DOP&PW)'s O.M. No. 1/17/2011-P&PW(E) dated 24th June, 2013

OFFICE MEMORANDUM

Sub: Grant of family pension and gratuity to the eligible member of the family of an employee/pensioner/family pensioner reported missing - consolidated instructions -regarding

The provisions regarding grant of gratuity and family pension to the members of families of the deceased Government servants/pensioners who were appointed on or before 31st December, 2003 and who are/were on pensionable establishments are contained in Rules 50-54 of the Central Civil Services (Pension) Rules, 1972. The instructions regarding grant of family pension and gratuity under these rules to the eligible member of the family of an employee reported missing had been issued vide this Department's earlier office memorandum No. 1/17/86-P&PW, dated 29th August, 1986. Clarifications/amendments in this regard were issued vide OM No. 1/17/86-P&PW, dated 25th January, 1991 and 18th February, 1993 and OM No. 1/28/04-P&PW(E) dated 31st March, 2009 and 2nd July, 2010, O.M. of even number, dated 14th September, 2011 and OM No. 1/17/2010-P&PW(E), dated 2nd January, 2012.

2. A reference has been received in this Department to clarify whether in a situation where SHO states that FIR is not required to be lodged in the case of person gone missing, the eligible member of the family can be granted family pension. The matter has been examined in consultation with the Ministry of Home Affairs. Section 154 (1) of the Criminal Procedure Code mandates filling of an FIR by the Police authorities on a report received of the commission of a cognizable offence. A missing person per se does not point to commission of a cognizable offence. In view of this, cognizance of a person's disappearance can be taken by the Head of Office on the basis of an authenticated Daily Diary (DD)/General Diary Entry (GDE), filed by the

Police authorities concerned, as per the practice prevalent in that State/UT.

3. *It has now been decided to issue consolidated instructions in supersession of previous instructions regarding grant of family pension to the eligible members of family of the employee/pensioner/family pensioner reported missing and whose whereabouts are not known. It includes those kidnapped by insurgents/terrorists but does not include those who disappear after committing frauds/crime etc.*

4. *In the case of a missing employee/pensioner/family pensioner, the family can apply for the grant of family pension, amount of salary due, leave encashment due and the amount of GPF and gratuity (whatever has not already been received) to the Head of Office of the organisation where the employee/pensioner had last served, six months after lodging of Police report. The family pension and/or retirement gratuity may be sanctioned by the Administrative Ministry/Department after observing the following formalities:-*

- (i) The family must lodge a report with the concerned Police Station and obtain a report from the Police, that the employee/ pensioner/ family pensioner has not been traced despite all efforts made by them. The report may be a First Information Report or any other report such as a Daily Diary/General Diary Entry.*
- (ii) An Indemnity Bond should be taken from the nominee/dependants of the employee/pensioner/family pensioner that all payments will be adjusted against the payments due to the employee/pensioner/family pensioner in case she/he appeals on the scene and makes any claim.*

5. *In the case of a missing employee, the family pension, at the ordinary or enhanced rate, as applicable, will accrue from the expiry of leave or the date up to which pay and allowances have been paid or the date of the police report, whichever is later. In the case of a missing pensioner/family pensioner, it will accrue from the date of the police report or from the date immediately succeeding the date till which pension/family pension had been paid, whichever is later.*

6. *The retirement gratuity will be paid to the family within three months of the date of application. In case of any delay, the interest shall be paid at the applicable rates and responsibility for delay shall be fixed. The difference between the death gratuity and retirement*

gratuity shall be payable after the death of the employee is conclusively established or on the expiry of the period of seven years from the date of the police reopen.

7. Before sanctioning the payment of gratuity, the Head of Office will assess all Government dues outstanding against the employee/pensioner and effect their recovery in accordance with Rule 71 of the CCS (Pension) Rules, 1972 and other instructions in force for effecting such recoveries.

8. The amount of salary due, leave encashment due and the amount of GPF will be paid to the family in the first instance as per the nominations made by the employee/pensioner on filing of a police report and submission of an indemnity bond as indicated above.

9. The benefits to be sanctioned to the family/nominee of the missing employee/pensioner will be based on and regulated by the emoluments drawn by him/her and the rules/orders applicable to him/her as on the last date he/she was on duty including authorised periods of leave.

10. Formats of separate Indemnity Bonds to be used in the case of missing employees, missing pensioners and missing family pensioners are available at this department's website www.persmin.nic.in

Estt.Srl.No. 76 /2013

RBE No.73/2013

No.P/6th PC/4

Dated:02.08.2013

**Sub: Fixation of pay of re-employed pensioners -
treatment of military service pay.**

**Ref: Railway Board's letter No.E(G)2010/EM1/2 Pt.
dated 12.12.11 (Estt.Srl.No.194/11)**

Railway Board's letter No.E(W)2013/EM 1-4 dated 24.07.2013 (RBE No.73/2013) is as under :-

A copy of Ministry of Personnel, Public Grievances & Pension, Department of Personnel and Training's OM No.3/19/2009-Estt.Pay-II dated 8/11/2010 on the above subject is enclosed for information and necessary action. These instructions shall apply mutatis-mutandis on the Railways also. DOP&T's O.M. dated 5/4/2010 referred to in the

enclosed O.M. was circulated/adopted on the Railways vide Board's letter No.E(W)2010/EM 1/2 pt. dated 12/12/2011.

Copy of DoPT's Office Memorandum No. 3/19/2009-ESTT. PAY- II dated 8th November 2010

Sub: Fixation of pay of re-employed pensioners-treatment of military service pay.

The undersigned is directed to refer to the orders issued vide O.M. dated 5.4.2010 on fixation of pay of re-employed pensioners. These orders inter-alia lay down that on re-employment in civilian organizations, Military Service Pay shall not be admissible. However, the benefit of MSP given to all retired Defence Forces officers/personnel by reckoning it at the time of calculation of their pension (notionally in the case of pre-1.1.2006 pensioners) should not be withdrawn. Accordingly while the pension of such re-employed pensioners will include the element of MSP, they will not be granted MSP while working in civilian organizations.

In the instructions issued by the Ministry of Defence vide their letter No. 1/69/2008/D (Pay/Service) dated 24th July 2009, Pre-retirement pay has been defined as under:-

- (i) In respect of re-employment taking place on/or 1.1.2006 pre-retirement pay for those who retired after 1.1.2006 means the pay in the pay band plus grade pay but inclusive of Non-Practicing Allowance(NPA) if any, last drawn before retirement.
- (ii) In case of officers who retired before 1.1.2006 and also those who retired after 1.1.2006 in the pre-revised pay scales without opting for the revised pay scales promulgated on or after 1.1.2006 the pay will be basic pay including stagnating increment and Rank pay plus the Dearness pay and Dearness allowance drawn at the time of retirement.

As per these orders, for pre-2006 retirees rank pay is included as a part of pay but for post-2006 retirees, the MSP is not reckoned in the pre-retirement pay for the purposes of pay fixation on re-employment. However, for pension purposes the reckonable emoluments are- basic pay + grade pay + MSP + NPA wherever admissible. Therefore, while MSP is not taken into consideration for

the purpose of pay fixation on re-employment, the element of MSP in pension is deducted.

It has been decided in consultation with the Department of Expenditure, that since the element of MSP is not reckoned in the pay fixation on re-employment, it need not be reduced from the pension either. Hence, in respect of all those Defence Officers/personnel, whose pension contains an element of MSP that need not be deducted from the pay fixed on re-employment.

Estt.Srl.No. 77/2013

RBE No.74/2013

No. P/R&R/CL/Gr.I

Dated:12.08.2013

**Sub: Vacancies in Clerical Cadre - Direct
Recruitment quota.**

Ref: Railway Board's letter No.

- i) E(NG)-III/91/RR-1/20
dated 15.6.2010 (Estt.Srl.No.101/10)**
- ii) E(NG)-III/91/RR-1/20
dated 10.03.92 (Estt.Srl.No.60/92)**

Railway Board's letter No. E(NG)-II/91/RR-1/20 dated 29.7.2013 (RBE No.74/2013) is as under :-

Attention is invited to Board's letter of even number dated 15.6.2010 (RBE No. 88/2010) on the above subject, wherein instructions had been issued for extending the currency of instructions contained in RBE No.210/1991 pertaining to freezing of 25% of the vacancies falling within the direct recruitment quota in the category of Clerks in Pay Band-1 of Rs.5200-20200 (Grade Pay Rs.1900) and in Senior Clerks in Pay Band-1 of Rs.5200-20200 (Grade Pay Rs.2800) and 20% in the category of Junior Accounts Assistant in Pay Band-1 of Rs.5200-20200 (Grade Pay: 2800) and Accounts Clerk in Pay Band-1 of Rs.5200-20200 (Grade Pay: 1900). The question of continuance of the above freeze orders has been considered by the Board and it has been decided to extend the currency of the instructions mentioned for a further period up to 31.12.2013. Rest of the vacancies may be filled up after reviewing the requirement of clerical staff.

2. In this regard, Board also desire that the Railways and Production Units should furnish information regarding the sanctioned strength of Jr.Clerks, Sr.Clerks, Jr.Accounts Assistants and Accounts Clerks as on 1.4.92 and as on 1.1.2013 as well as their views with respect to continuance or otherwise of such a freeze order for future in the said categories of staff.

3. The instructions will be effective from the date of expiry of earlier freeze order i.e. 01.01.2013.

4. It has also come to the notice of this Ministry that the instructions on this freeze order is being interpreted by certain railway establishments in the manner as if there is total ban to fill up the posts in question. It is clarified that these instructions only limit percentage of recruitment and should not be construed as complete ban. Remaining posts may, therefore, be filled up by the Railways in terms of instructions on the subject.

Estt.Srl.No.78 /2013

RBE No. 75/2013

No.P/S/Pen/Ex-Gratia/Pt.II

Dated: 14.08.2013

Sub: Enhancement of amount of Ex.-gratia payable to dependant family members of the deceased pre-1986 SRPF(C) employees/retirees - regarding.

Ref: Railway Board's letter Nos.
i) **F(E)III/98/PN1/Ex.Gr./3**
dated 15.11.06 (Estt.Srl.No.205/06)
ii) **F(E)III/97/PN1/Ex.Gratia/3**
dated 31.12.97 (Estt.Srl.No.29/98)

Railway Board's letter No. F(E)III/2008/PN1/Ex.Gr./2 Dated 31.7.2013 (RBE No.75/2013) is as under :-

The amount of ex-gratia to the surviving State Railway Provident Fund (Contributory) {SRPF(C)} retirees was increased vide this Ministry's letter No. F(E)III/98/PN1/Ex.Gr./3 dated 15.11.2006 However, the ex-gratia amount was not increased for the dependant family members of the deceased pre-1986 SRPF(C) employees/retirees.

2. Now, the President is pleased to enhance the ex.-gratia amount being paid to the widows and dependent children of the deceased SRPF(C) employees/retirees from Rs. 605/- to Rs. 645/- p.m. w.e.f. 04.06.2013 They shall also be entitled to deafness ex-gratia equal to 50% of the enhanced amount of ex-gratia and Dearness Relief, as notified from time to time, on the sums of enhanced amounts of ex-gratia and dearness ex-gratia.

3. The terms and conditions for grant of ex-gratia and dearness relief will continue to be governed by this Ministry's letters No. PC-IV/87/Imp/1 dated 30.06.1988 and F(E)III/97/PN1/Ex.Gratia/3 dated 31.12.1997 and subsequent letters issued in this regard.

Estt.Srl.No. 79/2013

RBE No. 77 /2013

No. P/S/Pen/Commutation/Pt.II

Dated: 16.08.2013

Sub: Revision of 1/3rd commuted portion of pension in respect of Government servants who had drawn lumpsum payment on absorption in Central Public Sector Undertakings/Central Autonomous Bodies-Implementation of Government's decision on the recommendations of the Sixth Central Pay Commission

Ref: Railway Board's letter Nos.:-

- i) F(E)III/2005/PN1/23 dt.01.06.09
(Estt. Srl. No.118/09)**
- ii) F(E)III/2005/PN1/23 dt.22.09.08
(Estt.Srl.No. 188/08)**
- iii) F(E)III/2008/PN1/12 dt.08.09.08
(Estt.Srl.No. 174/08)**

Railway Board's letter No. F(E)III/2005/PN1/23 dated 31.7.13 (RBE No.77/2013) is as under :-

A copy of Department of Pension & Pensioners' Welfare (DOP & PW)'s O.M.No. 4/30/2010-P&PW(D) dated 11th July 2013 on the above mentioned subject is enclosed for information and compliance. These instructions will apply mutatis mutandis on the Railways also.

2. A concordance of DOP & PW's instructions referred to in the enclosed O.M. and Railway Board's corresponding instructions is given below :-

S.No.	DOP & PW's instructions	Railway Board's corresponding instructions
1	O.M. No. 4/38/2008-P&PW(D) dated 15.9.08	Letter No. F(E)III/2005/PN1/23 dated 22.9.08.
2	O.M.No. 4/38/2008-P&PW(D) dated 27.5.2009	Letter of even number dated 01.06.2009
3	O.M.No.38/37/08-P&PW(A) dated 01.09.2008	Letter No. F(E)III/2008/PN1/12 dated 08.09.08.

Copy of Department of Pension and Pensioners' Welfare's O.M. No. 4/30/2010-P&PW(D) dated 11th July, 2013

OFFICE MEMORANDUM

Sub: Revision of 1/3rd commuted portion of pension in respect of Government servants who had drawn lumpsum payment on absorption in Central Public Sector Undertakings/Central Autonomous Bodies-Implementation of Government's decision on the recommendations of the Sixth Central Pay Commission

The undersigned is directed to say that orders were issued vide this Departments OM No.4/30/2008-P&PW(D) dated 15.9.08 for revision of 1/3rd restorable pension w.e.f.1.1.2006 of Government servants who had drawn lump sum payment in respect of pro-rata pension on absorption in a PSU/Autonomous Body. The implementation of these orders in some cases resulted in drop in the total amount of 1/3rd restored pension plus DR in comparison to total amount of 1/3rd restored pension plus admissible DP and DR as drawn by pensioners before issue of these orders. It was, therefore decided vide Department of Pension and Pensioners' Welfare O.M. No. 4/38/2008 P&PW(D) dated 27.05.2009 that wherever the restored amount of the revised pension plus DR of such absorbees, in terms of instructions contained in OM dated 15.9.2008, becomes less than 1/3rd pre revised restored pension plus admissible DP & DR as already drawn, the absorbed employees would be allowed to draw the pensionary benefits admissible to them till such time the restored amount of the revised

pension in terms of instructions contained in OM dated 15.09.2008 plus admissible DR works out to be more than the pre revised 1/3rd restored pension plus admissible DP & DR as on 01.09.2008.

2. *The Central Administrative Tribunal, in its order dated 27.9.2011 in OA No.710I2010 read with order dated 22.4.2013 in CP 26/2012 held that the OM dated 15.9.2008 was legally sustainable. However, Hon'ble CAT has directed to pass an order so as to equalize the amount of 1/3rd restored pension with the pension of other Central Government pensioners.*

3. *The matter has been examined. On the recommendations of the 6th Central Pay Commission, the pension of pre-2006 Central Government pensioners has been revised vide this Department's OM No.38/37/08-P&PW(A) dated 1.9.2008. In terms of para 4.1 of that OM, the revised pension of pre-2006 pensioners works out to 2.26 times of the pre-revised basic pension (without DP). Keeping in view the direction of Hon'ble CAT/Hyderabad Bench, it has been decided that 1/3rd restored pension of those Government servants who had drawn lump-sum payment on absorption in PSU/AB and whose 1/3rd pension was restored from a date before 1.1.2006, the pre-revised 1/3rd restored pension will be revised w.e.f.1.1.2006 by multiplying the same by a factor of 2.26, if it is more beneficial than the amount of revised restored 1/3rd pension arrived at in terms of this Department's OM dated 15.9.2008. In the case of those absorbee pensioners in when case the restoration of 1/3rd pension became due on or after 1.1.2006, the above formulation would apply with reference to notional 1/3rd restorable pension as on 31.12.2005.*

4. *These instructions are being issued as a special case in compliance of the orders of Hon'ble CAT, Hyderabad Bench in CP No.26/2012 in OA 710/2010. At the time of revision of 1/3rd pension on the basis of recommendations of next Pay Commission, the increase in 1/3rd restored pension on account of these instructions would not be considered and the 1/3rd restored pension of absorbees would be revised as per the usual procedure without taking into account the aforesaid dispensation.*

5. *Payment of DR and additional pension to old pensioners (of the age of 80 years and above) shall continue to be on full pension as per the instructions issued from time to time.*

6. *The benefit of revision of restored amount of 1/3rd commuted portion of pension shall be admissible w.e.f.1.1.2006 or from the date the commuted portion of pension is restored, whichever is later.*

7. *This issues with the concurrence of Ministry of Finance (Department of Expenditure) vide their ID No.561/E.V/2013 dated 21.6.2013.*

8. *In their application to the persons belonging to Indian Audit and Accounts Department these orders issue in consultation with the Comptroller and Auditor General of India.*

Estt.Srl.No. 80 /2013

RBE No.78 /2013

No.P/Rect/Poly/Pt.VI

Dated:23.08.2013

Sub: Clarification regarding acceptance of qualification of Diploma in Mechanical Engineering obtained from Kuban State University of Technology, Krasnodar.

Ref: Railway Board's letter No.E(NG)II/RR-1/76 dt. 28/7/2000

Railway Board's letter No.E(NG)II/2009/RR-1/11 dated 2/8/2013 (RBE No.78/2013) is as under :-

Further to the instructions contained in Board's letter No. E(NG)II/99/RR-1/76 dated 28/7/2000 (RBE No. 145/2000), the issue of acceptance of qualification of Diploma in Mechanical Engineering obtained from Kuban State University of Technology, Krasnodar of Russian Federation for the post on the railways for which the prescribed qualification is Bachelor Degree in Engineering of an Indian University has been under consideration of this Ministry.

*The issue has been examined in consultation with Department of Higher Education/ Ministry of Human Resource Development and Association of Indian Universities/New Delhi and it is clarified that 05 years Diploma in Engineering/Master of Science in Engineering awarded by the accredited Universities/Higher Educational institutions in Russian Federations/CIS countries including **Kuban State University of Technology, Krasnodar** is recognized as equivalent to BE Degree of an Indian University.*

Estt.Srl.No. 81/2013

RBE No. 79/2013

No.P/R/4/31/Pt.III (Policy)

Dated: 23.08.2013

Sub: Clarification regarding qualification prescribed for direct recruitment to the post of Lab. Supdt., Gr.III in Pay Band of Rs. 9300-34800 (Grade Pay Rs. 4200)

Ref: Railway Board's letter No. E(NG)-II/2001/RR-1/20 dated 12.11.01(Estt.Srl.No.149/01)

Railway Board's letter No. E(NG)-II/2001/RR-1/20 dated 05.08.13 (RBE No.79/2013) is as under :-

Attention is invited to Board's letter of even number dated 12.11.2001 (RBE No.225/2001) wherein qualification for direct recruitment to post of Lab. Supdt., Gr.III in Pay Band of Rs.9300-34800 (Grade Pay Rs.4200) has been prescribed as under:-

"B.Sc. with Bio-chemistry/Micro-Biology/Life Science or equivalent plus Diploma in Medical Lab Technology (DMLT) or equivalent OR B.Sc. in Medical Technology (Laboratory) from Institutions."

2. A question has arisen whether a candidate with qualification of B.Sc., (Chemistry) Honors with Botany & Zoology as subsidiary subject can be considered for the post of Lab. Supdt., Gr.III in Pay Band of Rs.9300-34800 (Grade Pay Rs.4200) where qualification was notified as stated in para 1 above.

3. The matter has been examined in consultation with Health Directorate of this Ministry and it is clarified that if the candidate has studied during his Graduation both Chemistry and Biology whether as main or as optional/subsidiary subject and is in possession of DMLT or equivalent will be treated as eligible for consideration for employment to the posts cited in the captioned subject.

Estt.Srl.No.82 /2013

RBE No. 80 /2013

No.P/S/Pen/Procedure/Pt.III

Dated: 23.08.2013

Sub: (i) Payment of arrears of pension in cases where valid nomination has not been made under the Payment of Arrears of Pension (Nomination) Rules, 1983;

(ii) payment of arrears of family pension-reg.

Ref: Railway Board's letter Nos.

i) F(E)/III/83/PN1/25 dated 21.11.83 (Estt.Srl.No. 261/83)

ii) F(E)/III/83/PN1/8 dated 13.11.85 (Estt.Srl.No. 269/85)

iii) F(E)/III/95/PN1/23 dated 19.01.96 (Estt.Srl.No. 37/96)

Railway Board's letter No.F(E)III/2008/PN1/13 dated 07.08.13 (RBE No.80/2013) is as under :-

A copy of Department of Pension and Pensioners' Welfare (DOP&PW)'s O.M, No. 1/22/2012-P&PW(E) dated 10.07.2013 on the above subject is enclosed for information and compliance. These instructions shall apply mutatis mutandis on the Railways also. The Ministry of Finance, Department of Expenditure's O.M.No. 1(3)-E.V/83 dated 22.10.1983 & 04.06.1985 and the Department of Pension & Pensioners' Welfare(DOP&PW)'s O.M.No.43/4/95-P&PW(G) dated 30.10.1995 mentioned in the O.M. were circulated vide this Office letter No. F(E)/III/83/PN1/25 dated 21.11.83, F(E)/III/83/PN1/8 dated 13.11.85 and F(E)/III/95/PN1/23 dated 19.01.96 respectively.

Copy of Ministry of Personnel, P.G. & Pensions, Department of Pension & Pensioners' Welfare's letter No. 1/22/2012-P&PW (E), Dated: 10th July, 2013

OFFICE MEMORANDUM

Sub: (i) Payment of arrears of pension in cases where valid nomination has not been made under the Payment of Arrears of Pension (Nomination) Rules, 1983;

(ii) payment of arrears of family pension - reg.

Attention is invited to the Payment of Arrears of Pension (Nomination) Rules, 1983 which provide that after the death of the pensioner, all moneys payable to the pensioner on account of pension will be paid to the nominee of the deceased pensioner. In the absence of any nomination made by the pensioner, the arrears of his/her pension are paid to the legal heir as per the procedure indicated in para 4 of part A of annexure to Ministry of Finance OM No. 1(3)-E.V/83, dated 11.10.1983. However, dependants of some pensioners expressed difficulties in obtaining the legal heir-ship certificates and represented that the necessity of production of legal heir-ship certificates may be waived where the amount of arrears payable is small.

2. The matter had been examined in Ministry of Finance, D/o Expenditure vide OM dated 04/06/1985 and it was decided that in case where a valid nomination does not exist under the Payment of Arrears of Pension (Nomination) Rules, 1983 and the dependent of pensioner is unable to produce the legal heir-ship certificate, the Payment of Lifetime Arrears of Pension accruing to the deceased pensioner may be authorized on the basis of any documentary proof regarding the relationship and heir-ship of the claimant if the gross amount of arrear does not exceed Rupees 25,000. In such cases, if the gross amount did not exceed Rupees 5,000 and case represented no peculiar features, the accounts officer was authorised to make the payment on his own authority.

3. The Government has further looked into the matter and decided to increase the limits of Rupees 5000 and 25000 as indicated in Department of Expenditure OM, dated 4.6.85 to Rupees 50,000 and 2,50,000 respectively. The conditions and the procedure of payment as

indicated in Department of Expenditure OM, dated 22.10.1983 and 04.06.1985 will remain the same, which are reiterated hereunder.

4. The Pension Disbursing Authority (PDA) may receive application along with any documentary proof regarding the relationship and heirship of the claimant. In case the claimant is the recipient of family pension, the disbursing Officer will verify the identity of the claimant with reference to the disburser's half as well as pensioner's half of the PPO and give a certificate of having done so. PDA will duly attest the documents received from the applicant and forward these along with the application to the Accounts Officer. The Accounts Officer, on receipt of application along with a copy of PPO of the pensioner and other documents from the PDA, will calculate the amount of arrears and issue necessary authority for payment of life-time arrears to the disbursing authority if the case does not present any peculiar features and the amount does not exceed Rs.50,000. In case the amount exceeds Rupees 50,000 but does not exceed Rupees 2,50,000, the Accounts Officer will obtain the orders of the Head of Department or Administrator or the CAG in the case of pensioners from Indian Audit & Accounts Department or any Officer of that Department declared as an HOD. Payment will be made on execution of a duly stamped indemnity bond in Form T.R. 14/G.A.R. 26, with such sureties as necessary in terms of para 7 below. In case of any doubt and also in cases where the amount of arrears exceeds Rupees 2,50,000, payments shall be authorized to be made only to the persons producing the legal authority.

5. This department's OM No. 43/4/95-P&PW(G), dated 30.10.1995 stipulates that in the event of death of a family pensioner, the right to receive any arrears of family pension would automatically pass on to the eligible member of the family next in line. The requirement of succession certificate for payment of any arrears occurs only where there is no member in the family who is eligible to receive family pension after the death of the family pensioner. Therefore, it has been decided that the provisions of this office memorandum will also apply to the payment of arrears of family pension where no member of family is eligible to receive family pension.

6. The Head of Department here means the Head of Department as defined in rule 2 (xvi) of the General Financial Rules, 2005. However, in order to ensure that the citizens do not have to face unnecessary hardship it has been decided that in the case of field establishments, the Administrative Ministries/Departments may

delegate the power of Head of Department to the Head of Office in the rank of Deputy Secretary/Director, if felt necessary by them. It is also clarified that this OM will cover all such past cases.

7. Normally, there should be two sureties, both of known financial stability. However, in case the amount of claim is less than Rs.75,000/-, the authority accepting the indemnity bond for and on behalf the President of India should decide on the merits of each case whether to accept only one surety instead of two. The obligor as well as the sureties executing the indemnity bond should have attained majority so that the bond has legal effect or force. The bond is required to be accepted on behalf of the President by an officer duly authorised under Article 299 (1) of the Constitution.

8. These orders will not be applicable in cases where valid nomination exists under the Payment of Arrears of Pension (Nomination) Rules, 1983. In such cases, the payment of arrears will be authorised to be made to the nominee (s).

9. As regards pensioners/family pensioners belonging to the Indian Audit and Accounts Department, these Orders issue after consultation with the Comptroller and Auditor General of India.

10. This issues with the concurrence of Ministry of Finance, Department of Expenditure, vide their ID Note No.568/E.V/2013, dated 28th June, 2013 and O/o Controller General of Accounts vide their ID No. 1(7)/TA-III/2011-12/Miscl/116, dated 13.02.2013.

Estt.Srl.No. 83 /2013

RBE No. 83/2013

No.P/ED/54/31/Pt.XXXIV

Dated: 23.08.2013

**Sub: Fixing uniform number of vacations/
holidays for Railway school teachers.**

Railway Board's letter No.E(W)2011/SC-2/4 dated 14.08.13 (RBE No.83/2013) is as under :-

In a Court case bearing O.A.No.1239/2005 filed by Shri K.S.Patnaik and 78 other Railway school teachers before Central Administrative Tribunal, Kolkata Bench, Kolkata, regarding vacations/holidays admissible to Railway teachers, the Hon'ble Tribunal has observed

“Leave entitlements and holidays for all teachers in the Railways irrespective of the Zone/State has to be same. This total number should have no relationship with the State in which they are located.”

In the aforesaid case Hon'ble Tribunal has accordingly, issued directions that

“This total number can be fixed by the Railway Board on a reference made to it, keeping all factors in view. Once the total number of holidays is fixed it can be left for individual Zones to fix the distribution of such holidays, the overall total remaining the same.”

2. The judgement of Hon'ble CAT/Kolkata in above mentioned O.A,No.1239/2005 filed by Shri K.S,Patnaik and Others has been further upheld by Hon'ble High Court of Calcutta in Writ Petition (Civil) N.304/2011 filed by the Railways.

3. Pursuant to aforesaid directions of Hon'ble CAT/Kolkata as upheld by Hon'ble Calcutta High Court, the matter has been examined in Railway Board in consultation with Legal Adviser/Railway Board, keeping various perspectives in view including the existing number of vacations/holidays admissible to Railway school teachers over various Zonal Railways, number of vacations/holidays admissible to school teachers in Kendriya Vidyalayas, number of holidays available to Railway employees in general and guidelines issued by the Central Board of Secondary Education (CBSE), New Delhi, etc.

Accordingly, it has been decided to fix uniform number of vacations/holidays for Railway school teachers (including Lecturers/Junior Lecturers in Railway Inter-Colleges wherever existing) over all Indian Railways in the manner as stated below :-

- i) Railway schools shall function for 6 hours and 10 minutes duration in a day (total 370 minutes) which shall include assembly/prayer time of 20 minutes at the start in the morning, a recess break of 30 minutes and a total of 8 periods of 40 minutes duration each, distributed evenly before and after the recess.*
- ii) Number of vacations/ holidays admissible to Railway school teachers during the academic session shall be as below:*

- a) Summer Vacations - 50 days (starting from a date between 11th & 15th May)
- b) Autumn break/Dussehra holidays - 10 days (as per festival calendar)
- c) Winter break - 13 days (starting from 23rd -24th December)

The above is the normal schedule of at liberty to distribute these vacations as per local festival/customary requirements or climatic conditions but keeping the total to 73 vacations in a year. Oak Grove School, Jharipani, Mussoorie (Northern Railway) may observe longer winter vacations within the number of vacations prescribed.

- iii) 14 compulsory holidays including 3 national holidays to be observed as per calendar circulated by Railway Board every year.
- iv) 5 additional holidays from the list of optional holidays/ restricted holidays as circulated by Railway Board every year, at the discretion of Zonal Railways.
- v) Every Sunday shall be weekly off and every 2nd Saturday of the month shall also be a non-working day in Railway schools.
- vi) No separate holiday shall be admissible for Annual Day and Sports Day in Railway schools and these days may be observed by suitable adjustments or compensation.

4. Leave entitlements of vacation staff including teachers are regulated in of Liberalized Leave Rules, as amended from time to time.

5. The aforesaid schedule of working/vacations/holidays may be implemented in all Railway schools from the academic session 2013-14 and compliance reported to Railway Board.

Estt.Srl.No.84 /2013

RBE No. 76/2013

No.DCPO(G)/CON/SB/LDE/1/Policy

Dated: 27.08.2013

**Sub: Selection to the Group 'B' post of ACM -
Clarification regarding classification
of post.**

Ref: Railway Board's letter Nos.

i) E(GP)2002/2/88

dt.31.01.06 (Estt. Srl.No.32/06)

ii) 2004-E(SCT)/25/20

dt.11.01.07 (Esstt. Srl. No.46/07)

iii) E(GP)2002/2/88

dt.30.04.09 (Estt. Srl.No.101/09)

**Railway Board's letter No.2004-E(SCT)/25/20 dated 31.07.2013
(RBE No.76/2013) is as under :-**

**Please refer to Board's letter dated 30.04.2009 quoted above
regarding stream-wise selections (70% selection and 30% LDCE) for
filling up Group 'B' vacancies in the Transportation (Traffic and
Commercial) Department. Some of the Railways have sought
clarification as to whether the post of ACM will continue to be under
the safety category or otherwise for applicability of the scheme of
"Best amongst failures".**

**In the light of instructions contained in Board's letter dated
30.04.2009 referred to above, it is clarified that the Group 'B' post of
ACM in the Transportation (Commercial) Department shall be treated
as a Non-Safety category post when the selections are conducted
stream-wise for applicability of the scheme of "Best amongst failures".**

Estt.Srl.No.85 /2013

RBE No. 81/2013

No. P/R & R/Poly/Pt.VI

Dated: 27.08.2013

**Sub: Norms/Procedure for future Promotion
in the Unified Cadre of Track Maintainers.**

**Ref: Railway Board's letter No.
2010/CE-I(Spl)/GNS/15(Pt.)
Dt. 17.08.12 (Estt.Srl.No.60/13)**

Railway Board's letter No. E(NG)I-2012/PM5/1 dated 13.08.2013 (RBE No.81/2013) is as under :

Railway Board vide letter No.2010/CE-I(Spl)/GNS/15(Pt.), dated 17.08.2012 have issued instructions for restructuring/reorganizing staffing pattern of Trackmen on Indian Railways. In para 2 of the letter *ibid* it was indicated that instructions regarding norms/procedure for future promotion in the Unified Cadre of Track Maintainers will be issued by the Establishment Directorate separately.

2. Accordingly, it has been decided that existing eligibility conditions as applicable to the erstwhile category of Trackman/Trolleyman/Gateman/Watchman/Keyman in Civil Engineering Department (P.Way) in PB-1, Grade Pay Rs.1800 would continue to apply for future promotion to the newly create cadre of Track Maintainers (Grade-III, II & I).

2.1 As regards the mode of promotion in the Unified Cadre of Track Maintainers, the following principle may be adhered to:

S.No	Designation	Pay Structure	Mode of Promotion
1.	Track Maintainer-IV	PB-1, G.P.Rs.1800	Entry Grade -Direct Recruitment, Compassionate Ground Appointment
2.	Track Maintainer-III	PB-1, G.P.Rs.1900	Seniority/Non-Selection
3.	Track Maintainer-II	PB-1, G.P.Rs.2400	Seniority-cum-Suitability/Non-Selection
4.	Track Maintainer-I	PB-1, G.P.Rs.2800	Selection, through a Trade Test

3. All other conditions applicable for promotion to next higher grade will also hold good for this cadre.

4. The above instructions will come into effect from the date of issue of this letter.

Estt.Srl.No. 86/2013

RBE No.49 /2013

No.P/6th PC/22

Dated: 30.08.2013

Sub: Travelling Allowance Rules- Amendment to Rules Contained in Chapter 16 of Indian Railway Establishment Code Vol.II (Second Reprint Edition), 2005.

Ref: S.N. Rly.Board's letter Nos. Estt.Srl.No.

1.	F(E)//2008/AL-28/14 dt.1.12.08	205/08
2.	F(E)//2008/AL-28/14 dt.23.4.09	126/09
3.	F(E)//2008/AL-7/3 dt.3.10.08	152/08
4.	E(P&A)II-2008/HRA-10 dt.12.9.08	127/08
5.	F(E)//2008/AL-28/42 dt.19.8.10	144/10
6.	F(E)//2008/AL-28/15 dt.1.12.08	204.08
7.	F(E)//2008/AL-28/15 dt. 29.12.10	02/11
8.	F(E)//2008/AL-28/15 dt. 8.3.11	55/11
9.	F(E)//2011/AL-28/26 dt. 1.9.11	146/11
10.	F(E)//2008/AL-28/15 dt.14.2.12	23/12
11.	F(E)//2008/AL-7/2 dt.18.9.08	133/08

Railway Board's letter No.F(E)1/2010/AL-28/36 dated 23.5.13 (RBE No.49/2013) is as under :-

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the President is pleased to direct that Rules 1602,1603,1606,1607,1611,1612,1613,1616,1625,1634,1636,1641, 1643, 1644,1645 and Rule 1686 contained in Chapter 16-Travelling Allowance Rules of Indian Railway Establishment Code,Vol.II(Second Reprint Edition),2005, may be amended, as per Advance correction Slip No.60 enclosed as Annexure

INDIAN RAILWAY ESTABLISHMENT CODE, VOLUME-II
(SECOND REPRINT EDITION), 2005

ADVANCE CORRECTION SLIP NO. 60
Chapter 16- Travelling Allowance Rules
Section No.1-General

- (1) *Substitute the following in lieu of existing Rule 1602 (1):*

“Rule 1602 (1)- For the purpose of admissibility to Travelling Allowance, entitlement of Railway servants will be based on the Grade Pay drawn for those drawing Grade Pay upto Rs.10,000 and pay drawn in Pay Band for those in Pay Scale of HAG and above”.

(Authority: Railway Board’s letter No. F(E)/2008/AL-28/14 dated.1.12.2008)

- (2) *Rule 1603 (1) stands deleted.*

- (3) *Substitute the following in lieu of existing Rule 1603(2):*

“Rule 1603 (2) - Non-practicing Allowance will be reckoned as Basic Pay for computing Composite Transfer Grant”.

(Authority: Railway Board’s letter No. F(E)/2008/AL-28/15 dated.1.12.2008)

Section-IV- Conveyance Allowance

- (1) *Substitute the existing table under Rule 1606(4) with the following:*

Average monthly travel on official duty	FIXED CONVEYANCE ALLOWANCE	
	For journeys by own motor car (in Rs. per month)	For journeys by other modes of conveyance (in Rs. per month)
(1)	(2)	(3)
201-300 Kms	1120	370
301-450 Kms	1680	480
451-600 Kms	2070	640
601-800 Kms	2430	750
Above 800 Kms	3000	850

Note 1: The rates of fixed Conveyance Allowance shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50%.

(Authority: Railway Board's letter No. F(E)/2008/AL-7/3 dated.3.10.2008)

- (2) *“NOTE 1” & “NOTE 2” below Rule 1606 (4) may be read as “NOTE 2” & “NOTE 3” respectively.*
- (3) *In clause (a) below Railway Ministry's decision under Rule 1606, substitute the figure “Rs.20/-“ with the figure “Rs.60/-“.*

(Authority: Railway Board's letter No. F(E)/2008/AL-7/2 dated.18.9.2008)

Section V- Mileage Allowance

(1) **Rule 1607(5)**

Substitute the following table in lieu of existing table under Rule- 1607(5) :

<i>Grade Pay (1)</i>	<i>Entitlement (2)</i>
<i>(i) Officers drawing grade pay of Rs.10,000 and above and those in pay scale of HAG and above</i>	<i>Actual fare by any type of public bus including air-conditioned bus OR At prescribed rates of AC taxi when the journey is actually performed by AC Taxi OR At prescribed rates of AC taxi when the journey is actually performed by ordinary Taxi/own car OR At prescribed rates for auto rickshaw for journeys by auto-rickshaw, own scooter, motor cycle, moped etc.</i>

(ii) Officers drawing grade pay of Rs.5400, Rs.6600, Rs.7600, Rs.8700 and Rs. 8900	Same as at (i) above with the exception that journeys by AC taxi will not be permissible
(iii) Officers drawing grade pay of Rs.4200, Rs.4600 and Rs.4800	Same as at (ii) above
(iv) Officers drawing grade pay of Rs.2400 and above but less than Rs.4200	Actual fare by any type of public bus other than air-conditioned bus OR At prescribed rates for auto-rickshaw for journeys by auto-rickshaw/own scooter/motorcycle/moped etc.
(v) Officers drawing grade pay below Rs.2400	Actual fare by ordinary public bus only OR At prescribed rates for auto-rickshaw/ own scooter/ motorcycle / moped etc.

(2) Substitute the rates of Mileage allowance mentioned at (i) & (ii) below the table under Rule 1607 (5) with the following:

(i) For journeys performed in own car/ taxi : Rs.16 per Km

(ii) For journeys performed by auto-rickshaw
own scooter, etc. : Rs. 8 per Km

(3) In the first line of the Note-1 under Rule 1607 (5) substitute the words “pay less than Rs.6500/-“ with “Grade Pay less than Rs.4200/-“

(4) In the last line of the Note-2 under Rule 1607 (5) substitute the figure “60 paise” with “Rs.1.20”.

(5) The following note may be added as Note-4 below Rule 1607(5):

Note-4: The rate for Mileage Allowance for road journey by taxi/own car/auto rickshaw /own scooter/tonga/cycle rickshaw/man driven rickshaw/bicycle/foot shall automatically increase by 25% whenever Dearness allowance payable on the revised pay structure goes up by 50%”.

(Authority: Railway Board's letter No. F(E)/2008/AL-28/14 dated. 1.12.2008 and 23.4.20909)

Section VI- Daily Allowance

(1) Substitute the following table in Rule 1611 with the following:

<i>Grade Pay</i>	<i>Daily Allowance (per day)</i>
<i>Officers drawing grade pay of Rs.10,000/- and above and those in pay scales of HAG and above</i>	<i>Rs.520</i>
<i>Officers drawing grade pay of Rs.7600 to Rs.8900/-</i>	<i>Rs.460</i>
<i>Officers drawing grade pay of Rs.5400 to Rs.6600/-</i>	<i>Rs.400</i>
<i>Officers drawing grade pay of Rs.4200 to 4800/-</i>	<i>Rs.340</i>
<i>Officers drawing grade pay of below Rs.4200/-</i>	<i>Rs.210</i>

Note: The rates of Daily Allowance shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50%.

(Authority: Railway Board's letter No. F(E)/2008/AL-28/14 dated. 1.12.2008)

(2) Rule 1612 & Note (1), (2) & (3) below Rule 1612 stand deleted.

(3) Rule 1613 stands deleted.

(Authority: Railway Board's letter No. E(P&A)/2008/HRA-10 dated 12.9.2008 and F(E)/2008/AL-28/14 dated. 1.12.2008)

(4) Rule 1616 stands deleted.

(Authority: Railway Board's letter No. E(P&A)/2008/HRA-10 dated 12.9.2008 and F(E)/2008/AL-28/14 dated. 1.12.2008)

Section No.VII- Travelling Allowance for Journey on Tour

(1) **Rule 1625**

In the last line of the Note-2 under Rule 1625, substitute the word “pay” with “Grade pay”.

(2) **Rule 1634**

Substitute the following in lieu of existing Rule 1634.

“The entitlement for journeys by Sea or by river Steamer, on tour, is as follows:

Grade Pay (1)	Entitlement (2)
Officers drawing grade pay of Rs.5400/- and above and those in pay scales of HAG+ and above	Highest Class
Officers drawing grade pay of Rs.4200, Rs.4600 and Rs.4800	If there be two classes only on the steamer, the lower class
Officers drawing grade pay of Rs.2400 and Rs.2800	If there be two classes only on the steamer, the lower class If there be three classes, the middle or the second class If there be four classes, the third class
Officers drawing grade pay less than Rs.2400/-	The lowest class

Accommodation entitlements for travel between the mainland and the A&N Group of Islands and Lakshadweep Group of Island by ships operated by the Shipping Corporation of India Limited will be as follows:

Grade Pay (1)	Entitlement (2)
Officers drawing grade pay of Rs.5400/- and above and those in pay scales of HAG+ and above	Deluxe Class
Officers drawing grade pay of Rs.4200, Rs.4600 and Rs.4800	First/ 'A' Cabin Class
Officers drawing grade pay of Rs.2400 and Rs.2800	Second/ 'B' Cabin Class
Officers drawing grade pay less than Rs.2400/-	Bunk Class

(Authority: Railway Board's letter No. F(E)/2008/AL-28/14 dated.1.12.2008)

- (3) *Substitute the following in lieu of Sub-rule (7) of Rule 1636 as under:*

Railway Officers in Pay scale Rs.67000-79000 or above may travel at their discretion in Business or Club Class by air within the country on tour. Officers drawing Grade Pay of Rs.10,000/- may also travel by Business/Club Class with the approval of Competent Authority. Other Officers and non-officials, who are authorized to travel by air within India at Government expenses, shall be entitled to travel by Economy Class only where two classes of accommodation i.e., Economy Class and Business or Club Class are available on the airlines.

(Authority: Railway Board's letter No. F(E)/2008/AL-28/14 dated.1.12.2008)

Section VIII- Journey at or near Headquarters

- (1) *In Rule 1641 (1), substitute the words "drawing a pay of not less than Rs.3200/- per month, under Railway Services (Revised Pay) Rules,1986" with "in Grade Pay Rs.4600 (PB-2) & Above and drawing pay not less than Rs.18050 in the Pay Band (excluding Grade Pay) under Railway Services (Revised Pay) Rules,2008."*
- (2) *In Rule 1641 (2), substitute the words "Railway servants, gazetted or non-gazetted, drawing a pay of less than Rs.3200 per month shall not be entitled to engage a taxi. They may be permitted to claim conveyance hire as follows": with "Railway servants not entitled to engage a taxi in terms of Rule 1641 (1) may be permitted to claim conveyance hire as follows:"*

(Authority: Railway Board's letter No. F(E)/2008/AL-28/42 dated.19.8.2010)

Section IX- Transfer Travelling Allowance

Rule 1643 (A) (1)

- (1) *Substitute the following in lieu of the existing Rule 1643 (A)(1):*

Journeys by Air

A Railway Officer holding a post in pay scale of Rs.67000-79000 and above may travel by air, at his discretion, to join the new HQ., on transfer. Officers in the grade pay of Rs. 10,000/- may also be permitted to travel by air with the approval of Competent Authority, subject to exigency and where joining at transfer station has to be effected with immediate effect. The air fare, will, however, be admissible for self only. No family member of any Railway servant is entitled to travel by air on transfer.

(Authority: Railway Board's letter No. F(E)/2008/AL-28/15 dated.1.12.2008)

(2) Substitute the following table in lieu of Rule 1643 (B)(2):

1643 (B)(2): Charges for transportation of Personal effects between places connected by Rail on transfer/retirement:

(i) If the transportation of personal effects is made by rail, the rates as under will be admissible for transporting personal effects from place of residence to the Railway Station at the old headquarters and from Railway Station to the place of residence, at the new headquarters:

Grade Pay	Rate per km for transport by road (Rs.per.km)	
	X & Y class cities*	Z class cities*
Officers drawing grade pay of Rs.4200 and above and those in pay scale HAG and above	30.00 (Rs.0.005 per Kg per km.)	18.00 (Rs.0.003 per kg per km.)
Officers drawing grade pay of Rs.2800/-	15.00 (Rs.0.005 per Kg per km.)	9.00 (Rs.0.003 per kg per km.)
Officers drawing grade pay below Rs.2800	7.50 (Rs.0.005 per Kg per km.)	4.60 (Rs.0.0031 per kg per km.)

* As per classification of cities for the purpose of admissibility of House Rent Allowance.

The rates for transporting the entitled weight by Steamer will be equal to the prevailing rates prescribed by such transport in ships operated by Shipping Corporation of India.

(Authority: Railway Board's letter No. F(E)/2008/AL-28/15 dated.29.12.2010)

(ii) *If the transportation of personal effects is made by road, reimbursement actual expenditure by road limited to rates prescribed as in (i) above will be admissible.*

(Authority: Railway Board's letter No. F(E)/2011/AL-28/26 dated.14.02.2012)

(3) *The existing Note 1 & 2 below Rule 1643 (B) (2) may be deleted and the following may be added as Note-1 & 2.*

Note-1: The higher rates of road mileage prescribed for 'X' and 'Y' class cities would be admissible for transfers within 'X' and 'Y' class cities; 'X' to 'Y' class cities and vice-versa; and from 'X'/'Y' class cities to 'Z' class cities and vice-versa. In all other cases of transfers within 'Z' class cities, the rates prescribed for 'Z' class cities shall be admissible.

(Authority: Railway Board's letter No. F(E)/2008/AL-28/15 dated.8.3.2011)

Note-2: The rates of transportation of personal effects as mentioned above all shall automatically increase by 25% whenever Dearness Allowance payable on the revised pay structure goes up by 50%.

(4) *Add sub-rule B (3) below Rule 1643 (B) (2):*

1643 (B) (3): *The rates of transportation of personal effects by road between places connected by rail/not connected by rail would be the rates as prescribed in the table in Rule 1643 (B) (2).*

(Authority: Railway Board's letter No. F(E)/2008/AL-28/15 dated.29.12.2010 & No. F(E)/2011/AL-28/26 dated 1.9.2011 & 14.2.2012)

- (5) *The following may be added below existing Rule 1643 (C):*

Transportation of conveyance on Transfer/settlement after retirement:

WHEN CONVEYANCE IS SENT UNDER ITS OWN PROPULSION

<i>Between places connected by rail</i>	<i>Between places not connected by rail</i>
<i>Prescribed rates limited to expenditure on transportation by passenger train on rail</i>	<i>Prescribed rates*</i>

WHEN CONVEYANCE IS SENT LOADED ON A TRUCK

<i>Between places connected by rail</i>	<i>Between places not connected by rail</i>
<i>Actual expenses limited to prescribed rates or expenditure on transportation by passenger train on rail, whichever is less</i>	<i>Actual expenses limited to prescribed rates.*</i>

- * *Prescribed rates mean the rates notified by the concerned Directorate of Transport, for taxi and auto rickshaw, at the starting point, subject to a maximum of Rs.20/- for taxi and Rs.10/- for auto rickshaw as prescribed/ revised from time to time.*

(Authority: Railway Board's letter No. F(E)/2011/AL-28/26 dated.1.9.2011)

- (6) **Rule 1643 (D) (II) (a)**

Item No.(ii) of the table under Rule 1643 (D) (II) (a) stands deleted.

- (7) *Note. 1 below Rule 1643 (D) (II) (a) stands deleted.*

- (8) **Rule 1643 (D) (II) (b)**

In the last line of Rule 1643 (D) (II) (b) delete the words "irrespective of his date of joining Railway service i.e. before, on or after 1.5.76".

- (9) **Rule 1643 (D) (III) (vi) stands deleted.**

(10) **Rule 1643 (D) (IV) Quantum of Advance.**

Substitute Rule 1643 (D) IV (i) & (ii) with the following:

“The quantum of advance admissible on transfer to a serving Railway employee is 75% of the admissible amount of Composite Transfer Grant.”

(11) *Below Rule 1643 (D) (V) under Railway Ministry’s Decisions, the following may be substituted in lieu of the existing decision:-*

Transfer Travelling Allowance in cases, where both husband and wife are in Government service and are transferred within 60 days of his/her transfer from the same place to the same place, shall not be admissible to the spouse transferred later. In cases where the transfer takes place within six months, but after 60 days of the transfer of the spouse, fifty percent of the Transfer grant on transfer shall be allowed to the spouse transferred later. No transfer grant shall be admissible to the spouse transferred later, in case both the transfers are ordered within 60 days. The existing provisions shall continue to be applicable in case of transfers after a period of six months or more. Other rules precluding transfer grant in case of transfer at own request or transfer other than in public interest, shall continue to apply unchanged in their case.

(Authority: Railway Board’s letter No. F(E)/2008/AL-28/15 dated.1.12.2008)

(12) *Rule 1644 (1) stands deleted.*

(13) *Rule 1644 (2) and Note below Rule 1644 (2) stands deleted.*

(14) *In Rule 1644 (3), substitute the words “Transfer Grant and Packing Allowance with “Composite Transfer Grant”.*

(15) *Rule 1644 (4) stands deleted.*

(16) *Rule 1645 I (b) stands deleted.*

(17) *The following may be substituted in lieu of Note (i) below Rule 1645-I-(c)*

NOTE (i): A Railway servant who has been transferred within the same station or to an outstation within 20 kms. of the old headquarters, shall be granted Composite Transfer Grant at the rate of one-third of

one month's basic pay provided there is a change of residence, as a result of transfer.

(18) Rule 1645 II(b) may be substituted with the following in lieu of the existing rule :

(b) If there is change of residence as a result of transfer, full transfer travelling allowance will be admissible if the distance between the two stations exceeds 20 Kms.

Section XXI - Journeys on a course of training

The existing sub-rule (2) of Rule 1686 may be substituted by :

“The apprentices (whether mechanical or other categories) who are in receipt of the concession of free boarding and lodging at their headquarters may be allowed Travelling Allowance applicable to the category to which they are apprentices provided they are required to undertake such journeys as a part of their training and no free boarding is arranged for them.”

(Authority : Board's letter No. F(E)/89/AL-28/8 dt.02.11.89)
