

To

All Concerned

Sub: Retention of Rly Qr. Under distance of 50/55KM by Rail Route.

The Policy of Retention of Rly Qr. Under distance of 50KM by Rail Route has on temporarily/annually basis continued with effect from 6.3.2007 as per terms & conditions of this office letter dated:-12.03.2007.

Now this issue has been again reviewed and it has been decided to **extend this policy for a further period of one year w.e.f 01.04.14 to 31.03.15 without any restriction over employees subject to the terms and conditions of this office letter No. P/G/Qrs./Policy/Adra Divn. Pt.II dated: 12.3.2007 with partial modification in item No.10, 3 & addition of item No.12 as follows:-**

1. A staff transferred from one station to another shall be permitted to retain his Railway Quarter at the old station of posting on payment of normal rent in case he is transferred to a station falling within a distance of 50 KM from the old station of posting as per Rail Route.
2. In case staff is initially transferred to a location within 50 KM from the old station and is permitted to retain his quarter at the old station on payment of normal rent and such a staff is subsequently transferred to another station which is now located more than 50 KM beyond the station where Quarter retention permission has been given to him, he will be required to vacate his Railway Quarter in accordance with the extant provisions governing retention of Quarters on transfer grounds.
3. Permission for retention will not be granted automatically and a staff will have to apply for the same. Approval of ADRM/Adra will be required for grant of such permission and the case will be processed through concerned Branch Officer of the staff & put up to ADRM/Adra directly for approval as per specific format provided at ANEXURE-A.

The permission to retain quarter at previous place of posting under 50/55 KM Policy shall be maximum three years from the date of transfer as per Terms & Condition of this letter till any modification of the conditions of this letter or till declaration of same electrified suburban area as per Estt.Srl.No.132/2007 (para-10.4) as per Policy circular letter dated:-17.05.2013.

The counting of period of three years retention will be taken effect from 01.04.2013, the staff, who were enjoying the above facilities of 50/55 KM Policy before 01.04.2013, also will be extended retention of railway quarter up to three years, if they want as per Terms & Condition of the Policy of 50/55 KM rail route as per circular letter dated:-17.05.2013.

4. The aforementioned facilities for retention of Quarters shall NOT be admissible to staff/Supervisors occupying posts for which nominated/earmarked Quarter exists at the new station of posting and is available or any other alternative accommodation is available.
5. If a staff applies for Quarter at new station of posting and he is allotted with the same, retention permission for Quarter occupied by him at his old station will be treated as automatically cancelled w.e.f 15 days after the date of allotment of quarter at the new station.
6. No Composite Transfer Grant will be admissible to a staff who is allowed to retain Quarters at the old station as per the provisions outlined above till such retention is permitted by the administration.
7. The retention permission will not be construed as an excuse for the staff for commuting from the station where quarter retention permission has been given to the new place of posting. The above provisions are for preventing dislocation of the families of staff under no circumstances shall staff be permitted to use retention permission as an excuse for commuting from their Quarters to the new place of posting on a daily basis and as such no concession Ticket orders will be issued in favor of such staff. If necessary and requested by the staff shared accommodation at new station will be permitted during retention period.
8. Staff who opt for retaining their Quarters etc. will be permitted to visit their families at the old station only during the period of leave with due permission of their Supervisor/Controlling Officers by making their own arrangement for such visits.
9. Staff who are found to be absent from their new place of posting without appropriate permission will be liable to be taken up under D&A Rules.

10. The Policy for Retention of Rly Qtr. under distance of 50/55KM in Father & Son's Rule shall not be applicable for allotment in normal retirement, voluntary retirement & death cases etc. Provisions under 50/55 KM rail route policy will be applicable for cases of retention of Quarters on transfer only.
11. Further extension of the Policy of 50/55 KM rail route will be considered based on review by Divisional Authority.
12. The following stations & sections are also within the ambit of retention of railway quarter within distance of 50/55 KM by rail route as per Policy circular letter dated :- 17.05.2013.

ADRA-BQA, BKSC-BJE, BQA-GBA, PRR-CNI

This may be circulated amongst the staff for wide publicity.
This has the approval of DRM/Adra.

[Signature] 29.5.14
Divl. Personnel Officer
for Sr. Divl. Personnel Officer
S.E. Rly-Adra

Copy forwarded for information and necessary action to:

1. PS to CPO & FA&CAO for kind information to CPO/GRC and FA&CAO/GRC.
2. PS to DRM for kind information of DRM.
3. PS to ADRM for kind information of ADRM.
4. Sr.DFM/ADA for kind information.
5. Sr. Audit Officer/ADA for kind information.
6. All Branch Officer/Adra for kind information. They are requested to circulate amongst the staff for wide publication.
7. All Chairman, Qrs.Committees of ADRA Division.
8. Recognized unions- for information pleases.
9. Divl. Secy- AISC & STREA -Adra
10. Divl. Secy- AIOBC Association -adra
11. Divl. Secy AIRPF association -Adra

[Signature] 29.5.14
Divl. Personnel Officer
for Sr. Divl. Personnel Officer
S.E. Rly-Adra

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South Eastern Railway

ANEXURE-A

Note

Subj: Permission for retention of Rly. Qtr..in favour of Sri-----
Ref: Proposal received through-----

Adra, Dated:

1. Name of the applicant: _____ 2. Design./Unit/Station.: _____
 3. Qtr.No.----- 4.At----- 5.Date of transfer/retirement:-----
 6. Tfr. From _____ to _____ 7. Whether CTG applied _____
 8. Distance between Station:- _____ 9. Whether said Qtr. Earmarked _____
 10. Reasons for retention: - Transfer/Retirement/Death/Medical/Edu.Ground.-----
 11. Already permitted Period if any:-
(a) From -----To-----On normal rent
(b)From-----To----- on Spl. Licence fee i.e. double of the normal rent
(c) From-----To----- on Damage rent
(d) Competent Authority of retention permitted &No:-----
 12. Whether vacated Rly.Qtr. -----13. Whether Qtr. Applied _____
 14. Whether available Rly.Qtr.at new place of Posting _____
 15. Period applied from----- To: -----
 16. **Nature of sanction**
(a) From -----To----- On normal rent of flat rate of license fee.
(b)From-----To----- On Spl. Licence fee i.e. double of the normal rent
(c) From-----To-----On payment of damage rent @ Rs. -----P.M.
 17. No.of Yrs. of Retn. w.e.f.01.04.13:- _____
 18. Authority: i)Estt.Srl.132/2007(Master Circular)
ii) Sr.DPO/Adra's letter no. P/G/Qr/Policy/ADA Division/PLII,Dated:12.03.2007,17.05.13.
 19. Competent authority for accord sanction:-
- REMARKS:(if any)

Branch Officer

Dealer/Qtr

ADRM