

EAST COAST RAILWAY

Office of the
Chief Personnel Officer
Rail Sadan, IInd Floor
Bhubaneswar – 751017

Estt.Srl.No.75/2013

ECOR/Pers/R/Allowance/21

RBE No.49/2013

Date: 10.06.2013

To

The All PHOD/CHOD/HODs/ECOR/BBS,
DRMs/DPO – KUR, WAT, SBP, SPO(Con)/VSKP
CWM/WPO – MCS, Addl.Register/RCT, SPO (Con)/BBS
Genl.Secy/ECORSC, Genl. Secy/ECORSU
Genl. Secy/AIOBCREA, Genl. Secy/AISCSTREA.

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

ECOR's Subject Serial No. **ALC- 10/2013**

Please find enclosed herewith a copy of the Board's letter No.F(E)I/2010/AL-28/36 (RBE No.49/2013) dated 23.05.2013 regarding Travelling Allowance Rules – Amendment to rules contained in Chapter 16 of Indian Railway Establishment Code Vol.II (Second Reprint Edition), 2005.

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 of Board's letter No.F(E)I/2010/AL-28/36 (RBE No.49/2013) dated 23.05.2013.

This is for your information/guidance and necessary action.

Encl.: As above.


(Gurdicha Sethy)

Dy. Chief Personnel Officer (IR&Wel.)
for Chief Personnel Officer

Copy to: 1) Secy to GM/ECOR/BBS.
2) CPO, CPO (A), DGM (G), Dy.CM/IT, Dy.CPO(IR&Wel.), Dy.CPO (RRC).
3) Law Officer, SPO (Staff), SPO (Gaz.& Court),
4) PS/CPO, APO (HQ-I), APO (Bills & Wel), APO (Rectt.).
5) OSs/Section Incharge.

क.सं./Sl.No. 1238
दिनांक/Date 5/6/13
आद्यक्षर/Initial E.C.

Government of India / Bharat Sarkar
Ministry of Railways / Rail Mantralaya
(Railway Board)

(M.A.G.N.)
C/O
5/6
PC-VI No. 318/2013.
RBE No. 49/2013

No. F(E)I/2010/AL-28/36

New Delhi, dated 23 .05.2013

✓ The General Managers,
All Indian Railways etc.
(As per Standard Mailing List)

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

Ref: Board's letter No. (i) F(E)I/2008/AL-28/14 dated
1.12.2008 and 23.04.2009, (ii) F(E)I/2008/AL-7/3
dated 3.10.08, (iii) E(P&A)II-2008/HRA-10 dated
12.9.2008 (iv) F(E)I/2008/AL-28/42 dated
19.8.2010, (v) F(E)I/2008/AL-28/15 dated 1.12.2008,
29.12.2010 & 8.3.2011, (vi) F(E)I/2011/AL-28/26 dated
01.09.2011 & 14.02.2012 (vii) F(E)I/2008/AL-7/2 dated
18.09.08 and F(E)I/89/AL-28/8 dated 2.11.1989

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.

2. Hindi version is enclosed.
3. Please acknowledge receipt.

DA: as above

No. F(E)I/2010/AL-28/36

Copy to Deputy Comptroller and Auditor General of India (Railways), Room No.222,
Rail Bhavan, New Delhi (40 spares).

(Sonali Chaturvedi)
Dy.Dir.Finance(Estt.)II
Railway Board.

For Financial Commissioner/Railways.

Contd/...

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)I/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)I/2008/AL-28/15 dated 1.12.2008).

Section IV - Conveyance Allowance

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

FIXED CONVEYANCE ALLOWANCE			
Average monthly travel on official duty		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)1/2008/AL-7/3 dt.3.10.08)

(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 "20/-" with the figure "60/-".

(Authority: Railway Board's letter No. F(E)I/2008/AL-7/2 dt. 18.09.2008)

Section V - Mileage Allowance

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

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

Grade Pay (1)	Entitlement (2)
(i) Officers drawing grade pay of Rs.10,000 and those in pay scale of HAG and above.	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 for Ordinary 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.
(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: Rs. 8 per Km own scooter, etc.

- (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)I/2008/AL-28/14 dated 1.12.2008 and 23.04.2009).

Section VI - Daily Allowance

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

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

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)I/2008/AL-28/14 dated 1.12.2008)

-25-

(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)II-2008/HRA-10 dated 12.9.2008 and F(E)I/2008/AL-28/14 dated 1.12.2008)

(4) **Rule 1616** stands deleted.

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

Section No.VII - Travelling Allowance for Journeys 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 Islands 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)I/2008/AL-28/14 dated 1.12.2008)

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

Rule 1636 (7)

Railway officers in pay scale of 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 expense, 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)I/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 ₹ 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)I/2008/AL-28/42 dated 19.08.2010)

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 HQs., 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)I/2008/AL-28/15 dated 01.12.2008)

- (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 letters No. F(E)I/2008/AL-28/15 dated 29.12.2010)

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

(Authority: Railway Board's letter No. F(E)I/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 and 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)I/2008/AL-28/15 dated 08.03.2011)

Note-2: The rates of transportation of personal effects as mentioned above 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 letters No. F(E)I/2008/AL-28/15 dated 29.12.2010 & No. F(E)I/2011/AL-28/26 dated 01.09.2011 & 14.02.2012)

(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

Between places connected by rail	Between places not connected by rail
Prescribed rates limited to expenditure on transportation by passenger train on rail.	Prescribed rates.*

WHEN CONVEYANCE IS SENT LOADED ON A TRUCK

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

*Prescribed rates means, 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)I/2011/AL-28/26 dated 01.09.2011)

(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 per cent 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 transfer 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)I/2008/AL-28/15
dated 01.12.2008)

- (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 a 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)I/89/AL-28/8 dated 2.11.89)

EAST COAST RAILWAY

Office of the
Chief Personnel Officer
Rail Sadan, IInd Floor
Bhubaneswar - 751017

Estt.Srl.No.76/2013

ECoR/Pers/R/Allowance/21

RBE No.52/2013

Date: 10.06.2013

To

The All PHOD/CHOD/HODs/ECoR/BBS,
DRMs/DPO - KLR, WAT, SBP, SPO(Con)/VSKP
CWM/WPO - MCS, Addl.Register/RCT, SPO (Con)/BBS
Genl.Secy/ECORSC, Genl. Secy/ECORSU
Genl. Secy/AIOBCREA, Genl. Secy/AISCSTREA.

Sub: Tribal Area Allowance.

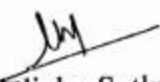
ECoR's Subject Serial No. **ALC- 11/2013**

Please find enclosed herewith a copy of the Board's letter No.F(E)I/2013/AL-4/4 (RBE No.52/2013) dated 31.05.2013 regarding Tribal Area Allowance.

Board has decided that henceforth General Managers of Zonal Railways may ascertain the areas from the State Governments where the Tribal Area Allowance is being paid by State Governments and sanction Tribal Area Allowance to eligible employees on their Railways subject to fulfillment of conditions for payment of the allowance as laid down in Board's letters No. PC-IV/87/Imp/AL-1 dated 30.07.1987 & F(E)I/89/AL-4/2 dated 24.06.1991.

This is for your information/guidance and necessary action.

Encl.: As above.


(Gunidicha Sethy)

Dy. Chief Personnel Officer (IR&Wel.)
for Chief Personnel Officer

- Copy to: 1) Secy to GM/ECoR/BBS.
2) CPO, CPO (A), DGM (G), Dy.CM/IT, Dy.CPO(IR&Wel.), Dy.CPO (RRC).
3) Law Officer, SPO (Staff), SPO (Gaz.& Court),
4) PS/CPO, APO (HQ-1), APO (Bills & Wel), APO (Rectt.).
5) OSs/Section Incharge.

RB-120/10
Sl.No.....
नांक/Date.....
आद्यक्षर/Initial.....

1041
7613
(Kmd)
GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
RAILWAY BOARD.

(H.R./G.M.)
✓ CPO
फाइल
86/16
दिनांक/Date

RBE NO. 52/2013

New Delhi, Dated 31.05.2013

East Coast ply
No. F(E)I/2013/AL-4/4

✓ The General Managers,
All Indian Railways/Production Units,
(As per Mailing List).

Sub: Tribal area Allowance

The issue of payment of Tribal Area Allowance to railway employees was examined recently in context of a parliament question and it was found that the position with regard to payment of Tribal Area allowance varies widely on different Zonal railways. While some Zonal Railways have been paying Tribal Area Allowance in some Scheduled/Tribal areas, other railways have discontinued the allowance. This may be in some cases due to State Governments having discontinued the payment of such allowance to their employees in some areas, or due to non-availability of updated lists of Scheduled/Tribal Areas where State Governments are paying it to their employees, with the Railways, Railway Board, etc.

2. It is, therefore, advised that payment of Tribal Area Allowance to Railway employees, especially during the last ten years may be reviewed on your Railway and it may be checked whether it has been paid in those areas where State Governments have been paying the same to their employees. In case it has been discontinued, even though admissible under the rules, corrective steps may be taken in this regard, at your end under intimation to this office. Also, Board may be advised of the reasons for discontinuation of Tribal Area Allowance in the areas falling under your Railway's jurisdiction where payment of this allowance by Railways has been discontinued in the past.

3. It has also been decided by Board that henceforth General Managers of Zonal Railways may ascertain the areas from the State Governments where the Tribal Area Allowance is being paid by State Governments and sanction Tribal Area Allowance to eligible employees on their Railways subject to fulfilment of conditions for payment of the allowance as laid down in Board's letters no. PC-IV/87/Imp/AL-1 dated 30.07.1987 & F(E)I/89/AL-4/2 dated 24.06.1991.

4. A complete review may be sent to Board within 15 days.

5. Hindi version will follow.

Slavan
(Sanjay Lavania)
Executive Dir. Fin.(Estt.)
Railway Board

Contd/...

EAST COAST RAILWAY

Office of the
Chief Personnel Officer
Rail Sadan, IInd Floor
Bhubaneswar - 751017

Estt.Srl.No.77/2013
ECoR/Pers/R/Rectt./20

RBE No.53/2013
Date: 19.06.2013

To
The All PHOD/CHOD/HODs/ECoR/BBS,
DRMs/DPO - KUR, WAT, SBP, SPO(Con)/VSKP
CWM/WPO - MCS, Addl.Register/RCT, SPO (Con)/BBS
Genl.Secy/ECORSC, Genl. Secy/ECORSU
Genl. Secy/AIOBCREA, Genl. Secy/AISCSTREA.

Sub: Recruitment of staff in Pay Band-1 of Rs.5200-20200 (Grade Pay Rs.1800) on Indian Railways - Mode of dispatch of call letters to applicants regarding.

ECoR's Subject Serial No. **RECT- 14/2013**

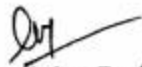
Please find enclosed herewith a copy of the Board's letter No.E(NG)-II/2008/RR-1/33 (RBE No.53/2013) dated 29.05.2013 regarding recruitment of staff in Pay Band-1 of Rs.5200-20200 (Grade Pay Rs.1800) on Indian Railways - Mode of dispatch of call letters to applicants.

Attention is invited to para 6.10 of Annexure I of Board's letter issued under RBE No. 121/05 and para 2 (xi) of Board's letter issued under RBE No.37/2007, wherein, mode of dispatch of call letters has been prescribed as under certificate of posting (UCP).

In light of the fact that the service of UCP has been discontinued by Department of Posts, Ministry of Communication & Information and Technology, the matter has been reviewed and it has been decided by the Board that henceforth, the call letters for written test, physical test and others steps connected with the recruitment exercise shall be dispatched under "Business Post", at least one month prior to the date of conduct of examination.

This is for your information/guidance and necessary action.

Encl.: As above.


(Gundicha Sethy)
Dy. Chief Personnel Officer (IR&Wel.)
for Chief Personnel Officer

Copy to: 1) Secy to GM/ECoR/BBS.
2) CPO, CPO (A), DGM (G), Dy.CM/IT, Dy.CPO(IR&Wel.), Dy.CPO (RRC).
3) Law Officer, SPO (Staff), SPO (Gaz.& Court),
4) PS/CPO, APO (HQ-I), APO (Bills & Wel), APO (Rectt.).
5) OSs/Section Incharge.

क. सं. / Sl. No. R3-126 P
दिनांक / Date 12-6-13
आवक / Initial. H

1084
12-6-13

CPD (म.प्र./G.M.)
सचिव/Secy.
आवक/Initial 12/6
दिनांक/Date

ECOR

GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

RBE No. 53/2013

New Delhi, dated: 29.05.2013

No. E (NG)-II/2008/RR-1/33.

The General Manager (P),
All Zonal Railways/Production Units

Sub: Recruitment of staff in Pay Band-1 of ₹ 5200-20200 (Grade Pay: ₹1800) on Indian Railways – Mode of dispatch of call letters to applicants regarding.

Ref: This office letter No. E(NG)II/96/RR-1/62 dated 18.7.2005 (RBE No. 121/2005) and E(NG)II/96/RR-1/62/Vol.II dated 12.03.2007 (RBE No. 37/2007).

Attention is invited to para 6.10 of Annexure I of Board's letter issued under RBE No. 121/05 and para 2 (xi) of Board's letter issued under RBE No. 37/2007, wherein, mode for dispatch of call letters has been prescribed as under certificate of posting (UCP).

In light of the fact that the service of UCP has been discontinued by Department of Posts, Ministry of Communication & Information and Technology, the matter has been reviewed and it has been decided by the Board that henceforth, the call letters for written test, physical efficiency test and others steps connected with the recruitment exercise shall be dispatched under "Business Post", at least one month prior to the date of conduct of examination.

3. Please acknowledge receipt.

(Harsha Dass)
Director Estt. (N)-II
Railway Board.
.....2/-

EAST COAST RAILWAY

Office of the
Chief Personnel Officer
Rail Sadan, IInd Floor
Bhubaneswar – 751017

Estt.Srl.No.78/2013
ECoR/Pers/R/Vlth PC

RBE No.55/2013
Date: 19.06.2013

To
The All PHOD/CHOD/HODs/ECoR/BBS,
DRMs/DPO – KUR, WAT, SBP, SPO(Con)/VSKP
CWM/WPO – MCS, Addl.Register/RCT, SPO (Con)/BBS
Genl.Secy/ECORSC, Genl. Secy/ECORSU
Genl. Secy/AIOBCREA, Genl. Secy/AISCSTREA.

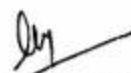
Sub: Children Education Allowance/Hostel Subsidy – Clarification.

ECoR's Subject Serial No. **PC- 9/2013**

Please find enclosed herewith a copy of the Board's letter No.F(W)2008/ED-2/4 (RBE No.55/2013) dated 07.06.2013 regarding clarification about Children Education Allowance/Hostel Subsidy, Joining Time Rules, Honorarium and Special Allowance for child care for women with disability.

This is for your information/guidance and necessary action.

Encl.: As above.


(Gundicha Sethy)
Dy. Chief Personnel Officer (IR&Wel.)
for Chief Personnel Officer

Copy to: 1) Secy to GM/ECoR/BBS.
2) CPO, CPO (A), DGM (G), Dy.CM/IT, Dy.CPO(IR&Wel.), Dy.CPO (RRC).
3) Law Officer, SPO (Staff), SPO (Gaz.& Court),
4) PS/CPO, APO (HQ-I), APO (Bills & Wel), APO (Rectl.).
5) OSs/Section Incharge.

क. सं. / Sl. No. R3-1287
दिनांक / Date 17.6.13
आवधर / Initial. 48

1086
18.6.13

(म.प्र./G.M.)
सचिव/Secy
आवधर/Initial. 48
दिनांक/Date 17.6.13
RBE No. 55/2013
PC-VI No. 319

भारत सरकार Government of India
रेल मंत्रालय Ministry of Railways
रेलवे बोर्ड (Railway Board)

No.E(W)2008/ED-2/4

New Delhi, Dated: 7-06-2013

ECOR The General Manager (P),
All Indian Railways & PUs.

Sub: Children Education Allowance/Hostel Subsidy -Clarification.

Please refer to Railway Board's letter of even number dated 01/10/2008 followed by subsequent letters regarding revised policy instructions / clarifications on Children Education Allowance/Hostel Subsidy admissible to Railway Servants, based on the recommendations of Sixth Central Pay Commission.

2 Time and again there have been demands for consolidated instructions/guidelines on clarifications so far issued in respect of revised policy on reimbursement of Children Education Allowance/Hostel Subsidy. With the objective to further clarify the policy in general and to reply to specific queries raised by various sections of employees, Department of Personnel & Training vide their OM No. 21011/08/2013-Estt. (AL) has circulated guidelines termed as **frequently asked questions and their answers** on the revised policy for grant of Children Education Allowance/Hostel Subsidy.

3. In regard to grant of Honorarium, instructions have been issued vide Board's letter No. F(X)II-2010/PW/2 dated 11/10/2010 read with letter No. 2011/F(X)II/5/10 dated 29/12/2011 and F(X)II2008/PW/6 dated 25/04/2013. Above OM is circulated for guidance of all concerned.

Please acknowledge receipt.

(Debasis Mazumdar)
Director Estt.(Welfare)
Railway Board

Encl : As above.

Cont...2/-

No. 21011/08/2013-Estt.(AL)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training

Establishment (Allowances) Section		
Children Education Allowance Scheme (CEA)		
Sl. No.	Frequently asked Questions	Answer
1.	Whether Reimbursement of Children Education Allowance (CEA) for 3 rd child is permissible if CEA has not been claimed for 1 st and or 2 nd child? As per OM dated 2.9.2008 CEA is admissible for two school going children does it mean any two school going children?	No. Reimbursement of CEA is not permissible for third child even if reimbursement has not been claimed in respect of first and/or second child. However, as per OM No.12011/03/2008-Estt.(AL) dated 11.11.2008, the Children Education Allowance would be admissible for more than two children where as a result of the second child birth results in birth of twins or multiple children. Further, reimbursement of CEA for the 3 rd child is also admissible in case of failure of sterilization operation. Such reimbursement is admissible only for the first child birth after failure of sterilization operation. This point was further clarified vide O.M. No.12011/16/2009-Allowance) dated 13.11.2009.
2.	What types of fee are reimbursable? Whether Annual Charges and Transportation fees are reimbursable? Whether reimbursement towards purchase of school bag, water bottle, uniform, shoes and stationery is admissible?	As per OM No.12011/03/2008-Estt.(AL) dated 2.9.2008, tuition fee, admission fee, laboratory fee, special fee charged for agriculture, electronics, music or any other subject, fee charged for practical work under the programme of work experience, fee paid for the use of any aid or appliances by the child, library fee, games/sports fee and fee for extra-curricular activities are reimbursable subject to the condition that the aforementioned fee are charged by the school directly from the student. No reimbursement is permissible for Annual Charges and Transportation fees. Besides, reimbursement for purchase of one set of text books and notebooks, two sets of uniforms prescribed by the school in which the child is studying, one pair of shoes, in an academic year are reimbursable. Uniform include all items of clothing prescribed for a day, as uniform by the school, irrespective of colours/winter/summer/PT uniforms. Reimbursement of school bags, pens/pencils, water bottle, stationery etc., may not be allowed. O.M. No.12011/08/2010-Estt.(AL) dated 30.12.2010 and O.M. No.12011/07(i)/2011-Estt.(AL) dated 21.02.2012 refers
3.	Whether CEA has been increased by 25% as a result of	This Department's OM No. 12011/03/ 2008-Estt.(AL) dated 2.9.2008 clearly indicates that the

	enhancement of Dearness Allowances beyond 50%?	limits "would be automatically raised by 25% every time the Dearness Allowance on the revised pay structure goes up by 50%". There is no need for any separate order from this Department to effect enhancement of CEA as a result of increase in DA by 50%. However, O.M. No.12011/01/2011-Estt.(Allowance) dated 4 th May, 2011, has been issued to clarify this further.
4.	Whether CEA can be claimed for the child for the same class twice?	The reimbursement of CEA is not linked to the performance of the child in his class. Even if a child fails in a particular class, the reimbursement is permissible. However, if the child is admitted in the same class in another school, although the child has passed out of the same class in previous school or in the mid-session, CEA shall not be reimbursable.
5.	Whether CEA/Hostel Subsidy is allowed for initial two years of Diploma Courses?	Children Education Allowance/Hostel Subsidy is allowed for the initial two years of a diploma/certificate course from Polytechnic/ITI/Engineering College, if the child pursues the course after passing 10th standard and the Government servant has not been granted CEA/Hostel Subsidy in respect of the child for studies in 11 th and 12 th standards. This is further subject to fulfillment of other conditions laid down in the O.M. No.12011/03/2008-Estt.(AL) dated 2.9.2008 and subsequent instructions issued from time to time.
6.	What is hostel subsidy?	The term Hostel Subsidy would mean expenses incurred by the Government servant if he/she keeps his/her children in a hostel of a residential school/institution located beyond a distance of 50 kilometers from his/her residence.
7.	Whether Hostel subsidy is reimbursable irrespective of transfer liability?	Hostel Subsidy is reimbursable to all Central Government Employees covered by the scheme, for keeping their ward in the Hostel of a residential school away from the station in which the employee is posted or residing irrespective of any transfer liability.
8.	Whether Hostel subsidy can be reimbursed if the child is staying in a Hostel which is not part of residential school where he is studying?	No. Hostel subsidy is reimbursable only in case of child studying in a residential school and staying in hostel of the said residential school.
9.	What are the components of hostel subsidy?	Hostel subsidy includes fee charged for boarding, lodging in addition to fee as mentioned in para 1(e) of OM No. 12011/03/ 2008-Estt.(AL) dated 2.9.2008.
10.	Whether a Government servant is allowed to get 50% of the	Reimbursement of 50% of the entitled amount for the academic year can be allowed in the first

	total amount subject to the overall annual ceiling in the first quarter and the remaining amount in third and/or fourth quarter?	and/or second quarter and the remaining amount can be reimbursed in the third and/or fourth quarter. The entire entitled amount can also be reimbursed in the last quarter. However, frontloading of the entire admissible amount is not permissible. O.M. No.12011/07(i)/2011-Estt.(AL) dated 21.02.2012 refers.
11.	Whether any age limit has been prescribed for reimbursement of CEA in respect of children studying in nursery classes?	There is no minimum age prescribed for reimbursement of CEA in respect of children admitted in nursery classes. However, with regard to physically challenged children the minimum age of 5 (five) years was prescribed for disabled children undergoing non-formal/vocational education. With effect from 21st February, 2012, the minimum age stipulated as 5 years for disabled children stand removed. Hence, there is no minimum age of child for whom reimbursement is claimed irrespective of the fact whether the child is disabled or not. The maximum age for normal child is 20 years and for physically challenged children the maximum age is 22 years. O.M. No.12011/07(ii)/2011-Estt.(AL) dated 21.02.2012 refers.
12.	Whether the school/institution should be recognized?	The school/institution has to be recognized by the Central or State Government or UT administration or by University or a recognized educational authority having jurisdiction over the area where the institution is situated. This also applies in respect of children studying in two classes prior to Class-I, i.e., nursery/LKG/UKG, etc. OM No. 12011/03/ 2008-Estt.(AL) dated 23.11.2009.
13.	Whether CEA is payable for the children of Central Government employees and studying abroad, including children of citizens of Nepal/Bhutan but working in Government of India, and their children are studying in the schools in their native place?	The CEA is payable for the children of all Central Government employees including citizens of Nepal and Bhutan, who are employees of Government of India, and whose children are studying in the native place. However, a certificate may be obtained from the concerned Indian Mission that the school is recognized by the educational authority having jurisdiction over the area where the institution is situated.
14.	What constitutes "Fee" as per para 1(e) of the O.M. dated 2/9/2008 and whether fee paid	"Fee" shall mean fee paid to the school in which the child is studying, directly by the parents/guardian for the items mentioned in para

	for extra-curricular activities to some other institute and reimbursement of, school bags, pens/pencils, etc., can be allowed? Is there any item-wise ceiling?	1(e) of the O.M. dated 2/9/2008. Reimbursement of school bags, pens/pencils, etc., may not be allowed. There is no item-wise ceiling. O.M. No.12011/07(i)/2011-Estt.(AL) dated 21.02.2012 refers.
15.	Whether reimbursement can be allowed in case the original receipts are misplaced and duplicate receipts are produced by the Government servant? Are the original receipts required to be attested/countersigned/ rubber stamped by the school authorities?	In case of misplacement of receipts given by the school/institution towards charges received from the parents/guardian, reimbursement may be allowed if the Government servant produces a duplicate receipt, duly authenticated by the school authorities. Receipts from private parties, other than the school, if misplaced shall not be entertained, even if a duplicate receipt is produced. Original receipts from school authorities need not be attested/countersigned/rubber stamped by the school authorities. O.M. No.12011/07(i)/2011-Estt.(AL) dated 21.02.2012 refers.
16.	Whether Development Fee/Parents' Contribution charged by the school/institution is reimbursable?	Reimbursement of Development Fee/Parents' Contribution is allowed w.e.f. 21 st February, 2012, vide O.M. No.12011/07(ii)/2011-Estt.(AL) dated 21.02.2012, on pro-rata basis, subject to the condition that the Government servant will have to certify that the school does not charge tuition fee. However, in respect of children studying in Kendriya Vidyalaya, the Vidyalaya Vikas Nidhi is reimburseable as it forms part of para 1(e) of O.M. No.12011/3/2008-Estt.(Allowance) dated 2.9.2008. O.M. No.12011/16/2009-Estt.(Allowances) dated 13.11.2009 refers.
17.	Whether reimbursement of fee charged directly by the school for catering to the special needs of the child with disabilities duly certified by the concerned school authorities, in addition to items mentioned in para 1(e) of O.M. dated 2.9.2008, is permissible?	Reimbursement of fee charged directly by the school for catering to the special needs of the child with disabilities duly certified by the concerned school authorities, in addition to items mentioned in para 1(e) of O.M. dated 2.9.2008, is allowed w.e.f. 21 st February, 2012.

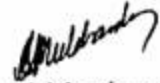
Joining Time Rules		
Sl. No.	Frequently asked Questions	Answer
1.	Whether Joining time/Joining Time pay is admissible in case of technical resignation of a Government servant to join another Government organization.	For appointment to posts under the Central Government on the results of a competitive examination and or interview open to Government servants and others, Central Government employees and permanent/provisionally permanent State

		Government employees will be entitled to joining time. A Government servant shall be treated on duty during the period of joining time and shall be entitled to joining time pay equal to the pay and allowances like DA, HRA, CCA, drawn before relinquishment of charge at the old post. But temporary Central Government employees with less than 3 years of regular continuous service, though entitled to joining time would not be entitled to joining time pay. {Rule 4 (4) of CCS(JT) Rules}
2.	When can the unutilized joining time be credited as Earned Leave?	Rule 6 (1) of the CCS (Joining Time) Rules provides that when a Government servant joins a new post without availing full joining time by reasons that— (a) he is ordered to join the new post at a new place of posting without availing of full joining time to which he is entitled; or (b) he proceeds alone to the new place of posting and joins the post without availing full joining time and takes his family later within the permissible period of time for claiming Travelling Allowance for the family, then the number of days of joining time admissible under sub-rule (4) of Rule 5 of the Central Civil Services (JT) Rules, 1979, subject to a maximum of 15 days reduced by the number of days of joining time actually availed of shall be credited to his leave account as earned leave.
3.	Whether joining time can be combined with leave?	Rule 6(2) of the CCS (Joining Time) Rules provides that Joining time may be combined with vacation and/or regular leave of any kind or duration except casual leave.

Honorarium		
Sl. No.	Frequently asked Questions	Answer
1.	Upto what amount the Head of Department can grant honorarium?	The Ministries/Departments can grant honorarium upto '5000/- per annum per employee and the Head of Department can grant honorarium upto '2500/- per annum per employee. O.M. No.1711/9/85-Estt. (Allowance) dated 23.12.1985 refers.
2.	What are the rates of honorarium for translation work from regional language to English/Hindi and vice versa?	The rates for translation from regional languages to English/Hindi and vice-versa is '120/- per thousand words of Ordinary Material and '130/- per thousand words of Technical Material (including Codes/Manuals, etc.). This is subject to a

		maximum of '5000/- per annum in each case, whether recurring or non-recurring. O.M. No.17011/04/2011-Estt.(AL) dated 1.4.2011 refers.
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Special Allowance for child care for women with disability		
Sl. No.	Frequently asked Questions	Answer
1.	Whether the women employees with disabilities are entitled for special allowance for child care at double the rates for multiple births at the time of first child birth?	No. In case of multiple births at the time of first child birth, the woman employee shall not be entitled to this allowance at double the rates for multiple births.
2.	Whether the allowance would be admissible for the 3 rd child in case either of the first two children i.e. first child or the 2 nd child expires before the attaining the age of two years?	It is clarified that the grant of Special Allowance for the child care for women with disabilities is admissible for two years from the birth of the child so long as the woman employee does not have more than two surviving children.


 (S. G. Mulchandaney)
 Under Secretary
 Tel:26164316

EAST COAST RAILWAY

Office of the
Chief Personnel Officer
Rail Sadan, 11nd Floor
Bhubaneswar - 751017

Estt.Srl.No.79/2013
ECoR/Pers/R/Selection/3

RBE No.57/2013
Date: 27.06.2013

To

The All PHOD/CHOD/HODs/ECoR/BBS,
DRMs/DPO - KUR, WAT, SBP, SPO(Con)/VSKP
CWM/WPO - MCS, Addl.Register/RCT, SPO (Con)/BBS
Genl.Secy/ECORSC, Genl. Secy/ECORSU
Genl. Secy/AIOBCREA, Genl. Secy/AISCSTREA.

Sub: System improvement in conduct of Departmental Selections - Observation and adherence of guidelines for more transparency.

ECoR's Subject Serial No. EPS- 8/2013

Please find enclosed herewith a copy of the Board's letter No.E(NG)I-2012/PM1/15 (RBE No.57/2013) dated 18.06.2013 regarding system improvement in conduct of Departmental Selections, observation and adherence of guidelines for more transparency.

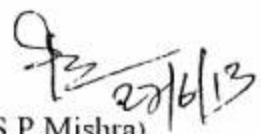
In order to make the Departmental Selections more transparent and fool proof, it has been decided by Board that:

- (i) Scrupulously follow the instructions contained in Board's letter No. E(NG)I-98/PM1/17 dated 20.10.1999 (RBE No.272/99) circulated under Establishment Serial No.266/99 read with other instructions issued on this subject from time to time;
- (ii) Obtain a specific acknowledgement from the Selection Committee Members that they have gone through these instructions and have followed these in the particular selection for which the proceedings are being drawn.

A copy of Board's letter No.E(NG)I-98/PM1/17 dated 20.10.1999 (RBE No.272/99) circulated under Establishment Serial No.266/99 is enclosed herewith for ready reference. The same should be given to all members of selection committee advising them to go through it and declaration that they have read it.

This is for your information/guidance and necessary action.

Encl.: As above.


(S.P.Mishra)

Sr. Personnel Officer (Gaz. & Court)
for Chief Personnel Officer

Copy to: 1) Secy to GM/ECoR/BBS.
2) CPO, CPO (A), DGM (G), Dy.CM/ I, Dy.CPO(IR&Wel.), Dy.CPO (RRCT).
3) Law Officer, SPO (Staff), SPO (Ga. & Court),
4) PS/CPO, APO (HQ-I), APO (Bills & Wel), APO (Rectt.).
5) O/Ss/Section Incharge.

क. सं. / Sl. No. R3-1356
दिनांक / Date 21-6-13
आचार / Initial. us

1151
26.6.13

CPO

स.प्र./G.M.
सचिव/Secy.
आचार/Initial
दिनांक/Date

RB/Estt. No. 57/2013

भारत सरकार/GOVERNMENT OF INDIA
रेल मंत्रालय/MINISTRY OF RAILWAYS
(रेलवे बोर्ड/RAILWAY BOARD)

NO.E(NG)I-2012/PM1/15

New Delhi, dated 18.06.2013

The General Managers (P)
All Indian Railways & PUs
(As per standard list)

East Coast
Rly

**Sub: System Improvement in conduct of Departmental Selections –
Observation and adherence of guidelines for more transparency.**

In order to make the Departmental Selections more transparent and fool proof, it has been decided that Zonal Railways may:

- (i) (A) Scrupulously follow the instructions contained in Board's letter No.E(NG)I-98/PM1/17 dated 20.10.1999 read with other instructions issued on this subject from time to time;
- (ii) Obtain a specific acknowledgement from the Selection Committee Members that they have gone through these instructions and have followed these in the particular selection for which the proceedings are being drawn; and
- (iii) Put these instructions on their Official Website for information to all.

Please acknowledge receipt.

Hindi version will follow.

(Kajal Mukherjee)

Joint Director Estt.(N)III
Railway Board.

SPO/GA2 (Rup)
SPO/Staff

D. Gankaj/Pinkaj's Office: PM1 Letters 199

This should be ensured
Copy of - (A) should be given to
all members of Selection Committee
advising them to go through
it and declaration that they
have read it -
c/- to all Divs

for -
26/6