

## EAST COAST RAILWAY



प्रधान मुख्य कामक अधिकारी का कार्यालय/  
Office of the Principal Chief Personnel Officer  
रेल सदन, द्वितीय तल, भुवनेश्वर - 751017  
Rail Sadan, IInd Floor, Bhubaneswar-751017

स्थापना क्रमांक/ Estt. Srl. No. 135/2020  
पूतरे/कार्मिक/आर/ECOR/Pers/R/Welfare

Date: 17.09.2020

सेवा मे,

सभी प्रमुख विभागाध्यक्षों/समन्वयक विभागाध्यक्षों, पू त रे/भुवनेश्वर  
मं.रे.प्र/व.मं.का.अधिकारी/मं.का.अधिकारी-खोरधारोड,वालातेरू, संबलपुर,  
मु.कारखाना प्रबंधक/कारखाना कार्मिक अधिकारी- मंचेश्वर, अतिरिक्त रजिस्ट्रार/रेल दावा अधिकरण,  
उ.मु.का अधिकारी(नि.)/भुवनेश्वर  
महा सचिव/इकोर श्र. कां., महा सचिव/इकोर श्र. यू.,  
महा सचिव/एआई ओ बी सी आर ई ए, महा सचिव/ ए आई एस सी एस टी आर ई ए

**Sub: Online Allotment of Railway Officers Rest House, Holiday Homes,  
Community Centres/Halls.**

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उपर्युक्त विषय पर रेलवे बोर्ड पत्र सं.- 2017/Trans/01/Policy दिनांक 10.09.2020 की प्रतिलिपि  
सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of Railway Board's Lr. No. 2017/Trans/01/Policy Dated 10.09.2020 on the above  
quoted subject is forwarded herewith for information, guidance and necessary action.

Encl: As above,

(R.N.A.Parida)  
Chairman Railway Recruitment Cell  
For Principal Chief Personnel Officer

प्रतिलिपि प्रेषित/Copy to :

- 1) महाप्रबंधक के सचिव/पूर्व तट रेलवे, भुवनेश्वर
- 2) मुकाधि/मुकाधि(प्रशा.), उप म.प्र. अध्यक्ष(रेलवे भर्ती प्रकोष्ठ)
- 3) उप मुख्य प्रबंधक(मू.प्रौ), उप मुकाधि(औ.सं.एवं कल्याण), वकाधि(इंजी.)
- 4) वकाधि(स्टाफ), वकाधि(मुख्या. एवं न्याया.)
- 5) मुकाधि के निजी सचिव/महा.कार्मिक अधि.(मुख्या.),सहा.कार्मिक अधि.(कल्याण),  
महा.कार्मिक अधि.(विल),

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

No. 2017/Trans/01/Policy

New Delhi, September 10, 2020

The General Managers, All Zonal Railways & PUs, NF Rly.(Cons.), GM/CORE  
DG/RDSO & DG/NAIR


The Managing Director,  
Centre for Railway Information System,  
Chanakyapuri,  
New Delhi.

**Sub: Online Allotment of Railway Officers Rest House, Holiday Homes, Community Centres/Halls**  
**Ref: Railway Board's letter of even number dated 31.5.2018**

In order to develop an online system for booking of Staff/Supervisors Rest Rooms, Holiday Homes (Officers/Staff), Community Centres/Halls & Officers Rest Houses with automatic allotment facility for certain percentage, and in continuation of letter under reference above, Board (Chairman & CEO, Railway Board) have approved the following :

1. The project will be part of Welfare Module of HRMS Project & charged accordingly.
2. The project is to be commissioned preferably along-with online payment option.
3. In view of co-existence of Division(s), Headquarter(s) and various units at same location, the administrative power of the allotment of Rest House facility and its control after the operationalisation of the online allotment facility will be as per the existing administrative control and allotment.
4. There shall be an Automatic allotment (Software generated) of Rooms/beds upto 50% of the total numbers. The same will be further reviewed as per the experience gained after six months of implementation of the project.
5. Allotting ORH on long term basis for officers on transfer/temporary posting to be done based on 1:1 from Automatic and Manual quota of allotment by the Admin.
6. The rest house inventories are to be fed in the system starting from NWR & initially ORH booking of the project may be commissioned over NWR. After verifying its satisfactory working (software), project will be rolled out at other units.
7. Other parts of the project including online booking of Holiday Homes, Staff Rest Houses, etc. shall also be developed and to be rolled out from NWR.
8. Other Rules and Guidelines in this regard will remain same and as modified from time to time.

Kindly acknowledge and ensure compliance.

  
10.09.2020  
(Umesh Balonda)

ED/S&T/Transformation Cell  
Railway Board

Copy: As per list attached.

**Copy to:**


1. The ADAI (Railways), New Delhi
2. PFAs, All Indian Railways & Production Units
3. The Director of Audit, All Indian Railways
4. The Director, Indian Railway Institute of Civil Engineering, Pune.
5. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
6. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
7. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
8. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
9. The Director, Indian Railway Institute of Transport Management, Lucknow.
10. The Registrar, Railway Claims Tribunal, Delhi.
11. The General Secretary, IRCA, New Delhi.
12. The Chief Commissioner of Railway Safety, Lucknow.
13. The Secretary, Railway Rates Tribunal, Chennai.
14. The Chairman, Railway Recruitment Board, Ahmedabad, Ajmer, Allahabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Gorakhpur, Guwahati, Jammu & Srinagar, Kolkata, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.
15. CMD/MD of all Railway PSUs

**Copy to:**

1. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D Rail Bhavan

**Copy to:**

1. PS to MR, MOS(R)
2. CRB, MF, M/Infra, M(O&BD), M(T&RS), Secy, OSD/Safety, DG(HR), DG (RHS), DG (RPF)
3. All AMs, Principal Executive Directors & Executive Directors of Railway Board

  
10.09.2020

(Umesh Balonda)  
ED/S&T/Transformation Cell  
Railway Board