

EAST COAST RAILWAY
Office of the General Manager
(VIGILANCE BRANCH)

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No:-GM/V2/ECOR/Tfc/JRS/ 20230401099/ 5091

Date. 03.05.2023

VIGILANCE ADVISORY No.-08/2023

To

All PHOD/CHOD,
DRM/KUR, SBP & WAT
East Coast Railway.

Sub: Prevention of reservation through PRS in case of Lost Metal passes/Card passes.

Ref: Railway Board's Commercial Circular No.25 of 2005 (Copy enclosed).

1. During a preventive vigilance check on lost metal passes/card passes, it was noticed that lost metal passes/card passes are not entered in PRS in compliance to the instruction contained in Commercial Circular No.25 of 2005.
2. Not entering of such lost metal passes/card passes in PRS may lead to misuse of the lost metal passes/card passes.
3. It is requested to issue necessary instruction to all concerned to ensure that lost metal passes/card passes are entered in PRS as per the instruction contained in Railway Board's Commercial Circular No.25 of 2005.

This is issued with the approval of SDGM.


03/05/23

(P.P. Sinha)
Dy. Chief Vigilance Officer (T)
ECOR/Bhubaneswar

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

No. 2003/TG.I/20/P

New Delhi, dated: 24-6-2005

The General Managers,
All Zonal Railways
& Production Units.

(Commercial Circular No.25 of 2005)

Sub: Prevention of reservation through PRS in case of Lost Metal Passes/Card Passes.

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A large number of Metal Passes/Card Passes have been reported lost on Zonal Railways. Since there was no mechanism to keep a check on misuse of these lost passes, software for invalidation of lost metal pass/card passes has been developed by CRIS and the same has been released online.

Notwithstanding the instructions contained in Establishment Directorate's letter No.E(W)2002PS5-1/10 dated 08/04/2005, following procedure will be followed when Metal Token/Card Pass is found lost:-

- (i) Whenever any Metal Pass/Card Pass is lost, it shall be the responsibility of official concerned to immediately lodge an FIR and get details of pass entered in the nearest PRS. Copy of FIR and acknowledgement of the PRS supervisor of having entered the same in the PRS should then be given to the pass issuing authority for further action..
- (ii) It will be the responsibility of the pass issuing authority that the procedure as in para (i) has been complied with before taking further action as per extant procedure.
- (iii) Whenever a person approaches the computerised reservation counter with metal pass/card pass which is already reported lost in the system, the concerned staff shall immediately get alerted and take action after verifying the genuineness to seize the metal pass/card pass, get the person nabbed and arrange to handover the same to the local police/GRP/RPF for further action. He will also inform the pass issuing authority accordingly.
- (iv) If, however, the Lost Metal pass/Card Pass is found, this fact should be brought to the notice of Pass Issuing authority as well as PRS in writing.

Necessary instructions may please be issued to all concerned for strict compliance. Kindly acknowledge receipt of the letter.


(A.K. Goyal)

Advisor Passenger Marketing,
Railway Board.