



दक्षिण रेलवे/SOUTHERN RAILWAY

NO P(B)/500/EGLC WCA CGA

प्रधानकार्यालय/Headquarters Office
कार्मिक शाखा/ Personnel Branch
चेन्नाई/Chennai - 600 003
दि / Dated 18-09-2019

ALL CONCERNED

पी बी सी सं/ PBC No.208/ 2019

- Sub Payment of Ex-gratia Lump Sum Compensation(EGLC) to the eligible family members of Railway Employees who die in harness while performing their bonafide official duties under various circumstances
- Ref 1 Railway Board's letter No E(W)1999/CP-1/1 dt 05/11/1999 circulated under PBC 236 / 1999 (RBE 285 / 1999)
2 PBC 55 / 2013 dt 23/05/2013 issued vide letter No P(R)723/P/EGLC dt. 23/05/2013

In terms of instructions contained in Board's letter dated 05-11-1999 Ex Gratia Lumpsum Compensation (EGLC) is to be sanctioned to the family of a Railway Employee who die in harness in the performance of their bonafide official duties. The compensation is intended to provide an additional insurance and security to the family of the deceased. In terms of Board's letter dated 01/05/2007, the cases should be settled within a maximum period of three months. It has been observed that in spite of detailed instructions issued vide PBC 55/13, it is seen that the average time taken for processing such cases is six months to one year.

Vide letter dated 24/07/2018, Railway Board have delegated the powers of sanctioning EGLC to DRMs/CWMs (under item No. 61) in the revised MSOP.


In order to streamline the procedure for better monitoring and finalisation within the time specified by Board, the following guidelines are issued.

S.N	Authority/ Level	Activity	Time limit
1	S&WI of the section	Submit preliminary report on the accidental death. Obtain the application for EGLC from the family of the deceased and handover the same to Supervisor concerned for certification of Family composition, correctness of claim etc. S&WI/Ch.S&WI should follow the case till the payment of EGLC.	Within 15 days from the date of death.
2	Senior Supervisor/ Supervisor	Sr Supervisor has to forward the application for EGLC with all relevant documents (viz. all concerned message, copy of muster roll, co-worker/eye witness statement, three member committee report, FIR, Police Inquest Report, Post mortem report, Death Certificate) duly certified and countersigned by a Gazetted Officer of the department concerned to Branch Officer. (three member committee should consist of supervisor concerned, SS/SMR of the nearest station and another Senior Supervisor nominated by Branch officer.)	Within 30 days from the date of death.

3	Branch Officer	Should scrutinise the correctness of the claim for ex-gratia lump-sum compensation and certify as to whether the death of the employee occurred in the actual performance of bonafide official duties and whether causal connection is established between the occurrence of death and the performance of duty. Complete set of papers should be sent to Personnel Branch for further action.	Within 35 days from the date of death
4	Personnel Branch of Division/ Workshop	The section dealing with the EGLC/WCA should scrutinise the set of applications with relevant documents and certifications as to whether the death occurred in the actual performance of bonafide official duties and establishment of causal connection between the death and performance of duty and certify the admissibility of EGLC as per rules and further process for concurrence of associate finance	Within 45 days from the date of death
5	Divisional Finance/ Workshop Accounts	Scrutinise the set of applications with documentary proof, certification of Branch officer etc., and concur the proposal for sanction of EGLC.	Within 55 days from the date of death
6	Personnel Branch of Division/ Workshop	On receipt of finance concurrence, the proposal should be put-up for sanction of DRM/CWM. On receipt of sanction from DRM/CWM, sanction memorandum should be issued duly marking a copy to the family and a pay order sent to Associate Finance for payment to the claimants with a declaration from the claimants that no other compensation is received in respect of the present claim	Within 65 days from the date of death
7	Divisional Finance/ Workshop Accounts	Arrange payment to the entitled family member(s) through NEFT duly making endorsements in Service Register of the deceased employee	Within 75 days from the date of death

Similar to the instructions contained in letter No. P(B)500 / Settlement / ONR / Policy dt 05-08-2011 and RBE 14/2006, legal heir certificate from revenue authorities need not be insisted, when there are no rival claims.

Sr.DPOs/DPOs/WPOs should maintain a time table and monitor cases personally to ensure timely grant of EGLC to the bereaved family. Delay if any, in the process should invariably be explained in a report to PCPO.


(S. Janakiraman) 18.09.2019

वरिष्ठ कार्मिक अधिकारी/नियम
Senior Personnel Officer/Rules
for Principal Chief Personnel Officer

प्रतिलिपि/Copy to The Genl Secy / SRMU
The Genl Secy / AISCSTREA
The Genl Secy / AIOBCREA