



दक्षिण रेलवे/SOUTHERN RAILWAY

सं./No.P(R)MC-11/Honorarium

प्रधान कार्यालय/ Headquarters Office
कार्मिक शाखा/ Personnel Branch
चेन्नै/Chennai - 600 003
दि./ Dated:16-10-2015

पी बी सी सं/ PBC No: 167 / 2015

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units,
etc.,

(As per mailing list -'A')

**विषय/Sub:Enhancement of the rate of honorarium for Inquiry Officers
in the conduct of Departmental Inquiries, arising out of
Vigilance investigations against Railway Servants.**

A copy of Railway Board's letter No.2012/V-1/DAR/6/2 dated 07-10-2015 on the above subject is enclosed for information, guidance and necessary action.

(V.SRINIVASAN)

वरिष्ठ कार्मिक अधिकारी/नियम
Senior Personnel Officer/Rules
कृते मुख्य कार्मिक अधिकारी
For Chief Personnel Officer

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

The Genl Secy NFIR

RBV No. 06/2015

**Government of India
Ministry of Railways
(Railway Board)**

No. 2012/V-1/DAR/6/2

New Delhi, dated 7th October, 2015

**The General Managers (P),
All Indian Railways &
Production Units**

Sub: Enhancement of the rates of honorarium for Inquiry Officers in the conduct of Departmental Inquiries, arising out of Vigilance investigations against Railway Servants.

In partial modification to Board's letter No.2009/V-1/DAR/6/1 dated 22.9.2011, the revised rates of honorarium to Inquiry Officers for conducting departmental inquiries arising out of vigilance investigations against Railway Servants will be as per Annexure-I, subject to the terms and conditions given in Annexure-II. The rates of honorarium for Presenting Officers, Stenographers and other emoluments, i.e., local transport charges, shall continue to be governed by Board's letter No.2009/V-1/DAR/6/1 dated 22.09.2011 (RBV No.12/2011).

This issues with the concurrence of Finance Directorate in the Ministry of Railways. The revised rates will be applicable to those cases in which the Inquiry Officer(s) has/have been appointed after issue of this letter.

DA: As above


(Mayank Tewari)
Director Vigilance (Mech.)
Railway Board

No. 2012/V-1/DAR/6/2

New Delhi, dated 7th October, 2015

ANNEXURE-II OF BOARD'S LETTER NO.2012/V-1/DAR/6/2 DATED 07/10/2015

TERMS AND CONDITIONS FOR APPOINTMENT OF INQUIRY OFFICERS TO CONDUCT DEPARTMENTAL INQUIRY, UNDER RAILWAY SERVANTS (DISCIPLINE & APPEAL) RULES, 1968, IN CASES ARISING OUT OF VIGILANCE INVESTIGATIONS AGAINST RAILWAY SERVANTS.

A: SPECIFIC TERMS AND CONDITIONS FOR RETIRED INQUIRY OFFICERS:

- A1. The Inquiry Officer should not be more than 70 years of age on the first day of July of the year of his empanelment.
- A2. The panel will be reviewed every year. The R.I.O. will be depanelled on attaining the age of 70 years. However, he will be allowed to complete the ongoing Departmental Inquiries already entrusted to him, even if he has crossed the age of 70 years.
- A3. The Inquiry Officer shall not engage himself/herself in any other professional work or service, which is likely to interfere with the performance of his/her duties as Inquiry Officer. He/She should be in sound health, physically and mentally.
- A4. Inquiry proceedings will be conducted only in the office premises of the concerned railway so allotted to the Inquiry Officers. A room with furniture and lockable almirahs, will be allotted to the Retired Inquiry Officer in the concerned office on the days of Inquiry.
- A5. Where the duties and responsibilities involve travel for conduct of departmental inquiry under the D&AR Rules, the Competent Authority may grant travel authority in the form of Special Duty Passes in the same class to which serving officers of equivalent rank are entitled, while on duty and one attendant in sleeper/second class from the place of the residence to the Zonal Railway headquarters, where the departmental inquiry is conducted or to the place near the residence of retired charged officer, where inquiry is conducted owing to ill health of the charged officer and in the case of training from the place of their residence to the place where the training programmes are conducted or for any other official purpose in this connection.

B: GENERAL TERMS AND CONDITIONS FOR SERVING/RETIRED INQUIRY OFFICERS:

- B1. The Inquiry Officer shall maintain strict secrecy in relation to the documents he receives or information/data collected by him/her in connection with the Inquiry and utilise the same only for the purpose of Inquiry in the case entrusted to him/her. No such documents/information or data are to be divulged to any one during the Inquiry or after presentation of the Inquiry Report. The Inquiry Officers entrusted with the Inquiries will be required to furnish an undertaking to maintain strict secrecy and confidentiality of all records/documents/proceedings, etc. All the records, reports, etc. available with the Inquiry Officer shall be duly

returned to the authority which appointed him as such, at the time of presentation of the report.

- B2. The IO will be entrusted with inquiries, on case to case basis, by the Disciplinary Authority.
- B3. The Inquiry Officer will be eligible for the amount of honorarium specified in Annexure I only in case of those inquiry reports that are complete in all respects.
- (i) It has been assumed that 15 days will be required to start the Inquiry and accordingly, the time taken to complete the inquiry will be deemed to have started on the 16th day after issue of appointment order.
 - (ii) The date of receipt of report with due acknowledgement will be taken as deemed date of completion of inquiry for the purpose of calculating the number of days taken to complete the inquiry provided that the inquiry report is complete in all respects. The completeness of the inquiry report is to be checked by the Personnel Branch/Branch dealing with the concerned D&AR case.
 - (iii) Instances have come to notice that in some cases, the Disciplinary Authority may require the Inquiry Officer to carry out further re-inquiry or fresh inquiry on some charges. For this, while submitting the Inquiry Report to the Disciplinary Authority, an undertaking may be given to the DA by the Inquiry Officer that he shall **carry out the subsequent directions of the DA to carry out further inquiry, if any**, in terms of Rule 10 of the RS(D&A) Rules, 1968.
 - (iv) In case the Inquiry cannot be conducted on account of a court order, the period from the date of imposition of court order to the date of vacation of the said order shall not be considered for the purposes of calculating the calendar days taken to complete the inquiry.
- B4. An Inquiry Officer when entrusted with a composite case comprising both gazetted and non-gazetted officials, will be required to conduct inquiry against all gazetted and the non-gazetted officials. However, honorarium payable for inquiry against each charged official (whether gazetted or non-gazetted) shall be the same as mentioned in Annexure-I of letter No. 2012/V-1/DAR/6/2 dated 07.10.2015.
- B5. Payment of honorarium to Inquiry Officers shall be made by the Zonal Railways in accordance with Board's letter No.2012/V-1/DAR/6/1 dated 11.12.2012.
- B6. The services of the Inquiry Officer may be terminated at any time by his appointing Authority, without any notice and without assigning any reason.

**HONORARIUM FOR RETIRED AND SERVING INQUIRY OFFICERS
ENGAGED IN CONDUCTING DEPARTMENTAL INQUIRIES ARISING OUT OF VIGILANCE INVESTIGATIONS AGAINST RAILWAY SERVANTS**

CATEGORY	Time taken to complete inquiry		
	0-100 days	101-365 days	366 days & above
RETIRED IO - RETIRED IN SG & ABOVE	60,000	30,000	15,000
RETIRED IO - RETIRED IN JAG & BELOW, UPTO THE RANK OF GROUP 'B' GAZETTED	30,000	15,000	7,500
SERVING IO - IN SG & ABOVE	21,100	12,500	6,000
SERVING IO - IN JAG & BELOW, UPTO SENIOR SUPERVISORY LEVEL	12,500	6,000	3,000

- 1 It has been assumed that 15 days will be required to start the inquiry period, and accordingly, time taken will begin to be calculated from the 16th day after the date of issue of the Appointment Order. The date of receipt of report will be taken as the date of completion of inquiry, for the purpose of calculating the honorarium provided the inquiry report is complete in all respects.
- 2 In case the inquiry cannot be conducted on account of a court order, the period from the date of imposition of court order to the date of vacation of the said order shall not be considered for the purposes of calculating the calendar days taken to complete the inquiry.
- 3 Besides the above, an amount of Rs. 100/- (Rs. Hundred only) will be permitted as contingency expenditure, to meet the courtesy requirement of serving Tea/Biscuits etc. for each sitting of the inquiry. This expenditure will be incurred by the Presenting Officer, duly certified by the Inquiry Officer and will be reimbursed to the Presenting Officer by the Railway administration. In case expenditure is incurred by the Inquiry Officer, the amount should be reimbursed to him directly.
- 4 Postage/ Stationary charges will be borne by the concerned Railway Administration.
- 5 In case of Retired Inquiry Officers, the departmental inquiries are to be conducted at the Headquarters of the Zonal Railways etc., and the duties and responsibilities entrusted to the inquiry officers would not involve any travel in normal circumstances. However, in cases where the travel becomes inescapable, and so approved by the Competent Authority, the rate of TA/DA will be the same as applicable to the serving Railway Officers of equivalent rank.
- 6 In case of Retired Inquiry Officers, where the duties and responsibilities involve a travel for conduct of departmental inquiry under the D&AR Rules, the Competent Authority may grant travel authority in the form of Special Duty Pass for self, spouse and attendant as per Railway Board's letter No.E(W) 2000/PS 5-1/24 dated 30.01.2012(i.e., RBE No. 12/2012)
- 7 Expenses made by the Inquiry Officer towards fax and telephone call charges shall be reimbursed to him on actuals, on certification by Inquiry Officer, subject to a maximum of Rs.250/- (Rs. Two Hundred Fifty only) per inquiry report.
- 8 This honorarium is not applicable to Investigating Officers/Investigating Inspectors posted in the Enquiry Cell of Zonal Railways/Production Units.

[Signature]