



दक्षिण रेलवे/SOUTHERN RAILWAY

सं No.P(R)473/P/FP/Vol.VIII

प्रधानकार्यालय/Headquarters Office
कार्मिक शाखा/Personnel Branch
चेन्नै/Chennai - 600 003
दि./ Dated: 25-03-2019

आर बी ई सं/RBE No. 43 / 2019

पी बी सी सं/ PBC No.55/ 2019

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

(As per mailing list-'A')

विषय/Sub: Enhancement of the number of Privilege Ticket Order
(PTO) and extension of validity of 'Complimentary
Admin' Cheque Pass admissible to Sahayaks
(Licensed Porters).

A copy of Railway Board letter No. E(W)2019/PS5-6/6 dated
08-03-2019 on the above subject is enclosed for information, guidance and
necessary action.

Extract of Railway Board's letter dated 01-09-2004, 17-03-1999
and 07-07-1997 is enclosed for reference.


(S.JANAKIRAMAN)

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

मंलग्न/Encl: as above

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

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

No. E(W)2019/PS5-6/6

महाप्रबंधक का कार्यालय
GENERAL MANAGER'S OFFICE

New Delhi, dated 08.03.2019

13 MAR 2019

The General Managers (P)
All Zonal Railways & PUs.

दक्षिण रेलवे/Southern Railway
चेन्नई/Chennai-600 003

Sub: Enhancement of the number of Privilege Ticket Order (PTO) and extension of validity of 'Complimentary Admin' Cheque Pass admissible to Sahayaks (Licensed Porters).

Ref: (i) Board's letter No. E(W)2004/PS5-6/74 dated 01.09.2004.
(ii) Board's letters No. E(W)96/PS5-6/58 dated 17.03.1999 & 07.07.1997.

The extant facilities of one Set 'Complimentary Admin' Cheque Pass and one Set PTO being issued to Sahayaks, who are duly registered and authorized by the Railway administrative to work as Sahayak (Licensed Porter) at Railway Stations, in terms of Board's letters cited under reference have been reviewed and the Ministry of Railways have now decided to enhance the facilities as follows:-

Facility	Class	No. of Sets in a Calendar year	Validity of Pass/PTO
Privilege Ticket Order (PTO) for self & spouse of Sahayak.	Second/Sleeper	Two	5 months
'Complimentary Admin' Cheque Pass for self & spouse of Sahayak.	Second/Sleeper	One	5 months

2. The 'Complimentary Admin' Cheque Pass/PTO will be issued for travel from the station of working of the Sahayak to any Station in India and back. Break journey will be allowed as per rules applicable to Second/Sleeper Class ticket holders. The Pass/PTO will be issued by the respective Railway Station Director/Station Master under whose administrative control the Sahayak is working. Full details of passes issued to the Sahayaks including name, badge number, identity card number, date of issue of pass, station from and to, signature of the concerned Sahayak etc. will be maintained by the respective Stations. It will also be ensured that this facility is not granted more than admissible and a monthly return indicating complete details of Passes/PTOs issued will be furnished to the respective DRM's office by the Station Directors/Station Masters.

3. While travelling on the authority of the 'Complimentary Admin' Cheque Pass/PTO, the holder must carry the Identity Card issued by the Railway and produce the same on demand. The Pass/PTO shall bear an endorsement to the effect that the Pass/PTO shall be valid subject to the production of the Identity Card.

C-11

Subject : Extending the facility of privilege pass to spouses of licensed porters.

[No. E(W)2004 PS 5-6/74, dated 1.9.2004]

Instructions were issued *vide* Board's letter number E(W)96 PS 5-6/58, dated 7.7.1997 (*Bahri's 97/1997, p. 77*) to grant one set of complimentary cheque pass in II/Sleeper class for self only to Licensed Porters who are duly registered and authorised by the Railway administration to work as Porters at Railway Stations, from the station of duty to any station on Indian Railways and back. Subsequently instructions were issued *vide* letter No. E(W) 96 PS 5-6/58, dated 17.3.1999 (*Bahri's 55/1999, p. 45*) to provide facility of one set of Privilege Ticket Order in II/Sleeper class every year to Licensed Porters for self and spouse, for travel from the station of working to any station in India and back.

It has now been decided that the facility of one set of complimentary pass in Second/SL class available for self only to Licensed Porters from the station of their working to any station on Indian Railways and back in terms of Board's letter dated 7.7.1997 (*Bahri's 97/1997, p. 77*) referred to in para '1' above should be extended to the spouse of the porter also.

The terms and conditions for issue of complimentary cheque pass, its validity, etc. as laid down in Board's letter No. E(W)96 PS 5-6/58, dated 7.7.1997 (*Bahri's 97/1997, p. 77*) will remain same.

This issues with the concurrence of the Finance Directorate of the Ministry of Railways.

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R.B.E. No. 55/99

Subject : Grant of one set of privilege ticket order per year to Licenced Porters.

[No. E(W)96PS5-6:58, dated 17.3.99]

Instructions were issued vide Board's letter of even number dated 07.07.1997 (Bahri's RBO 1997, P. 77) to grant one set of complimentary cheque pass in II/Sleeper class for self only to Licensed Porters who are duly registered and authorised by the Railway administration to work as Porters at Railway Stations.

In addition to the above facility, Ministry of Railways have now decided to provide facility of one set of Privilege Ticket Order in II/Sleeper class every year to Licensed Porters, for self and spouse, for travel from the station of working to any station in India

and back. This Privilege Ticket Order will enable Licensed Porters to travel with spouse by paying only one third fare. Break journey will be allowed as per rules applicable to Second Sleeper Class ticket holders. The PTO shall be valid for a period of two months from the date of issue.

It should be made clear to the Licensed Porters at the time of issue of such P.T.O. that misuse of the facility will render them liable for cancellation of the licence.

For obtaining the P.T.O., the concerned Licensed Porters will apply to the Station Master under whose administrative control they are working. The Station Master will maintain full detail of PTO granted to individual Licensed Porters, including name badge number, Identity Card Number, date of issue of PTO, station from and to, signature of the concerned porter etc and ensure that this facility is not granted more than once in a year. After issue of PTO, a monthly return indicating the above details will be furnished to the concerned DRM's office by the Station Masters.

While travelling on the authority of the Privilege Ticket Order, the holder shall, at all times, carry his identity card and produce it on demand. The PTO shall bear an endorsement to the effect that the PTO shall be valid subject to the production of the identity card.

Necessary instructions may be issued to all concerned, including PRSs, immediately. Strict vigil may be kept to prevent misuse of the facility, through checks by Ticket Checking staff. Inspecting officials of Personnel, Accounts and Commercial Departments should also check the relevant records at the station and scrutinise monthly returns in DRM's office.

This issues with the concurrence of Finance Directorate of Ministry of Railways.

DRM'S OFFICE

R.B.E. No. 97/97

Subject : Grant of one set of complimentary pass per year to Licensed Porters (Coolies).

[No. E(W) 96PSS-6/58, dated 7.7.97]

Ministry of Railways have decided to grant one set complimentary cheque pass in Second/Sleeper Class for self only to Licensed Porters (Coolies) who are duly registered and authorised by the Railway Administrations to work as Porters at Railway Stations. The Complimentary cheque pass will be admissible to the licensed porters for one journey in a calendar year from the station of duty to any station on Indian Railways and back. Break journey will be allowed as per rules applicable to Second/Sleeper Class ticket holders. The pass shall be valid for a period of two months from the date of issue.

2. It should be made clear to the Licensed Porters (Coolies) at the time of issue of such passes that misuse of the facility will render them liable for cancellation of the licence.

3. For obtaining the pass, the concerned Licensed Porters will apply to the Station Master under whose administrative control they are working. The Station Master will maintain full details of passes granted to individual Licensed Porters, including name, badge number, Identity Card Number, date of issue of pass, station from and to, signature of the concerned porter, etc. and ensure that this facility is not granted more than once in a year. After issue of passes, a monthly return indicating the above details will be furnished to the concerned DRM's office by the Station Masters.

4. While travelling on the authority of the complimentary cheque pass, the pass holder shall, at all times carry his identity card and produce it on demand. The pass shall bear an endorsement to the effect that the pass shall be valid subject to the production of the identity card.

5. Necessary instructions may be issued to all concerned, including PRSs, immediately. Strict vigil may be kept to prevent misuse of this facility, through checks by Ticket Checking Staff. Inspecting officials of Personnel Accounts and Commercial Departments should also check the relevant records at the stations and scrutinize monthly returns in DRM's office.

6. This issues with the concurrence of Finance Directorate of Board's office.