No. 2018/E&R/3(7)/1   **New Delhi, dated: 08.02.2024**

General Managers,
All Indian Railways & PUs, CORE & NF(C),
DG/RDSO, DG/NAIR

> **Sub**: pravas.indianrailways.gov.in - **P**ortal for **R**ail **A**dhikari **V**ishramalaya **A**wantan **S**ystem -reg.

> **Ref:** (1) Railway Board's letter No. 2017/Trans/01/Policy dated 10.09.2020
>   (2) Railway Board's letter No. 2017/Trans/01/Policy dated 31.05.2018

The subject online portal for booking of Railway Officers Rest House and Holiday Homes (ORH/HH) has been developed by CRIS and it has been decided that w.e.f. 15.02.2024, the ORH/HH at Jaipur, Ooty and Rail Niwas (Railway Board's room) at New Delhi should be booked online only through this portal.

ORHs/HHs at pan-IR level is expected to commence from first week of March 2024, the exact date of which would be advised in due course.

ID/password, to input the ORH/HH inventory by respective Admin./Controlling Officers, would be provided by CRIS, the SPOC for which is Mr. Pankaj Kumar Tiwary, PPE/WA/CRIS, Mob: 9718311713; email: tiwary.pankaj@cris.org.in. Salient features of portal are at **Annex-I**.

It is reiterated that w.e.f. 15.02.2024, ORH/HH booking at Jaipur, Ooty and Rail Niwas (Railway Board's room) at New Delhi should not be done through any other mode. The undersigned may be contacted for any assistance, clarifications, issues and suggestions.

This issues with the approval of the Chairman & CEO, Railway Board.

<div align="right">

Director, Civil (Transformation),
Railway Board
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Copy for kind information to:
(1) Sr.PPS/PPS/PS to MR, MOSR(J), MOSR(D), OSD/MR, EDPG(MR), EDPG(MOSR(J)), EDPG(MOSR(D))
(2) Sr.PPS/PPS/PS to CRB, MF, MI, MTRS, MOBD
(3) Sr.PPS/PPS/PS to DG(RHS), DG(RPF), DG(Safety), DG(HR) & Secretary, Railway Board
(4) DGs, All Centralized Training Institutes
(5) MD, CRIS
(6) All AM, PEDs and EDs Railway Board

SALIENT FEATURES OF PRAVAS PORTAL

(1) There is no change in allotment authority. Inventory is to be created room-wise. A rest house whose rooms being allotted by multiple controlling authorities will be continued to do so.

(2) Search has been designed city-wise. One can see all rest houses situated in a particular city whether controlled by any Railway or Production Unit or Railway Board.

(3) 70% rooms in a city (Auto Allotment Pool- AA Pool) of a controlling authority will be allotted automatically on first-cum-first-serve basis.

(4) 30% rooms in a city (HO Pool) will be allotted by controlling authority as per his/her wisdom and discretion.

(5) Admin/allotting authority can put any room in AA or HO pool and can change the pool later also.

(6) There is no need to create User ID and Password. HRMS ID will work as User ID and OTP will be the password.

(7) Officer who is not able to book room in Auto Allotment pool, he/she may put up request for room in HO pool. His/her request for HO pool will be placed before all rest house controlling authorities of that particular city. If he/she wishes to restrict his/her preference to limited number of rest houses of that city, that option is also available.

(8) Currently system has been designed for booking of next 7 days. A person can see the availability of all rooms of a city for next 7 days and can plan his/her journey accordingly.

(9) There will be a Super Admin in a Railway/PU, who can create Admin.

(10) Admin may place a room under 'Blocked' category on various accounts like under repair/maintenance, on transfer account, inspection/event and miscellaneous with reason mentioned therein.

(11) Admin may allot a room to an officer on transfer/temporary posting. Remaining rooms under his control in that city need to be redistributed in 70:30 ratios for AA and HO pool. 70:30 ratio is to be maintained in cases of blocking of rooms on account of repair/maintenance and miscellaneous.

(12) Payment of charges will be done by QR Code method. For booking of rooms in AA Pool, full payment will be made at the time of booking. For HO Pool, Rs 200/- or room rent, whichever is lower, per room per day will be taken at the time of putting up the request. Remaining amount will be paid at the rest house during/after stay.

(13) The money would be credited to PAO/Railway Board for this initial pilot run.

(14) It is to be noted that rent for the rooms is to be charged as per the rate mentioned in letter under Ref (2), reproduced below:

Categories of cities	On Duty		On Private Account		For Guests	
	AC Room	Non-AC Room	AC Room	Non-AC Room	AC Room	Non-AC Room
X	Nil	Nil	300	240	930	400
Y	Nil	Nil	200	160	600	240
Z	Nil	Nil	100	80	480	160

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