

**GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)**

No.E(W)2011/PS 5-13/1

New Delhi, Dated : 13.05.2011

The General Manager,
All Indian Railways.

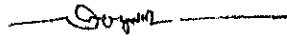
**Sub: Issue of Duty Card/Cheque passes to the personnel of
Government Railway Police.**

In terms of provisions contained in item 37 under Schedule VII of Railway Servants (Pass) Rules, 1986, personnel of Government Railway Police may be issued Duty Card/Cheque passes for travelling over the Railways in performance of their duties over specified jurisdiction. Further conditions relating to issue of such Card/Cheque passes to GRP personnel are contained in Railway Board's letter No.E(W)86/PS 5-13/1 dated 21.02.86.

2. It has come to notice that some of the Railways are deviating from the policy instructions contained in Board's aforementioned letter dated 21.02.86 in the matter of issuing Duty Card/Cheque passes to GRP personnel. Some of the Railways have also sought clarifications from Railway Board in the matter. It is clarified that Duty Card/Cheque passes are to be issued to GRP personnel exactly in accordance with the policy instructions contained in Board's letter dated 21.02.86. Any deviation/digression from the said policy guidelines is not permissible. A gist of the policy contained in Board's letter of 21.02.86 is as mentioned below:

- i. Duty Card passes may be issued to GRP personnel who are required to travel frequently and pass entitlements of such personnel should generally correspond to similarly placed Railway officials. Pay scale/ Pay limits have been prescribed in the letter dated 21.02.86 for issue of 1st Class/2nd Class Duty Card pass. 1st AC Class Duty Card passes may also be issued to eligible officers of GRP viz. IG/DIG/AIG. However, no metal passes are to be issued to GRP officers.
- ii. Such a Card pass shall be issued to a GRP officer/personnel only if he/she is exclusively in-charge of or concerned with Railway Police and has no other duties to perform. In cases where GRP officers are supervising Railway police in addition to certain other duties, they may be issued Duty Cheque passes in connection with performance of duties over the Railways for self only, with the approval of the General Manager.

- iii. Such Duty Card passes shall be available for the entire jurisdiction of the officer/officials of GRP even if the same extends to the contiguous Railway(s). The passes will be issued by the Railway covering the headquarters of the GRP personnel concerned. Duty Card passes covering other States or with all India validity shall not be issued to GRP officers/personnel in view of the limitation of their jurisdiction
 - iv. Permission for the family to accompany the GRP officer while travelling on duty within the jurisdiction specified as also facility of orderlies/attendants would be granted on the Duty Card pass in cases where GRP officers are otherwise eligible for such facility. Family is defined in the letter of 21.02.86.
 - v. In cases where State Governments do not find the above stated arrangements satisfactory, the GRP officers/personnel may perform journey on duty on the Railways under the civil travelling allowance rules applicable to them by purchasing tickets and Railways will bear the cost as per policy prescribed in letter dated 21.02.86
3. The requirement of Duty Card/Cheque passes to be issued to GRP personnel should be correctly assessed having regard to movement of trains and other relevant factors and such number of passes may be issued keeping a proper accountal thereof.
 4. It is once again clarified that policy instructions contained in Board's letter dated 21.02.86 need to be scrupulously followed in the matter of issue of passes to personnel of Government Railway Police.
 5. This disposes of the letter No.E/P/GRP-Card Pass/Patna/ECR/07/562 dated 22.02.2011 of East Central Railway and letter No.P-HQ/PAS/982/1/12991 dated 24.01.2011 of South East Central Railway vide which clarifications were sought by them.


(Debasis Mazumdar)
Joint Director Estt.(Welfare)
Railway Board.

Copy to :-

1. DG/RPF, IG/Admn./RPF, DIG/P&TS, Security (E), Security (G), Security (Spl.) and G.Br., Railway Board.
2. Chief Security Commissioner, All Indian Railways.