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अनुसूची-IV  
SCHEDULE IV

सेवोत्तर मानार्थ पास  
POST-RETIREMENT COMPLIMENTARY PASS

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## SCHEDULE IV

[See Rule 8(2)]

### POST-RETIREMENT COMPLIMENTARY PASS

<i>Category</i>	<i>Number of passes admissible in one year</i>	<i>Conditions for issue of post-retirement complimentary pass</i>	<i>Other facilities</i>
1	2	3	4
<b>Group A &amp; B</b>			
(a) With railway service of 20 years or more but less than 25 years.	2 sets	(i) Post-retirement Complimentary Passes are issued to railway servants for self, wife/husband and children only subject to the same conditions as applicable to railway servants in service.	(i) A retired railway servant may be issued on his request one set of complimentary pass in the last month of the current calendar year for journey commencing in the next year duly debiting such issue of complimentary pass in the next year's account. The validity will be for 3/4 months, as the case may be, from the date of issue.
(b) With minimum Railway service of 25 years.	3 sets		
<b>Group C</b>			
(a) With railway service of 20 years or more but less than 25 years.	1 set	(ii) Subject to the conditions stipulated in (iii) below, a retired Railway servant will be eligible to the same class of Post-retirement complimentary pass, as he was enjoying at the time of service.	(ii) A retired railway servant, if he so desires, can obtain his post-retirement complimentary pass from an office of his choice authorised to issue such passes irrespective of the Railway or office from where he had retired. The Railway thus opted by the retired railway servant will be recorded in his service records and that railway will be supplied with all the essential details including specimen signature of the retired railway servant, date of birth of his children and permanent residential address. The railway thus opted will prepare and maintain pass index cards of the retired railway servant.
(b) With minimum Railway service of 25 years.	2 sets	(iii) Retired Railway Servant who was officiating in the higher grade at the time of quitting service shall be granted post-retirement complimentary passes of the number appropriate to the post held by him in the substantive capacity. However the full benefit of post-retirement complimentary passes corresponding to the higher post as to their number and class may be given to those Railway employees.—	
<b>Group D</b>			
(a) Retired prior to 1-7-93 with minimum Railway service of 25 years.	1 set in alternate year	(a) who have completed a continuous spell of a minimum of two years after regular promotion in the higher grade; or	(iii) The retired servant can change the option and elect another railway, should it be necessary for him to do so on account of his having changed the place of residence.

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(b) Retired on or after 1-7-93 with minimum Railway service of 25 years.	1 set every year	(b) where the promotion in the higher grade is on adhoc basis after working for a minimum of 3 years in the higher grade; or  (c) Where service after regular promotion falls short of 2 years but the total of regular service added to adhoc service in the higher grade is 3 years or more the full benefit of post-retirement complimentary passes as to their number and class may be given.	(iv) The Gazetted officers who are holding independent charge may be authorised to issue post-retirement complimentary passes to retired railway employees as permissible under the normal rules on receipt of requests after verifying their entitlement from the Office from which they had retired. It is not necessary that such transfer of pass accounts should be routed through the General Managers/Divisional Railway Managers.
<b>Note.</b> —A benefit of additional 5 years service for post-retirement complimentary passes may be allowed to those medically decategorised/unfit railway servants who retire either by refusing to accept the alternative post or the alternative post being not available.		(iv) post retirement complimentary passes shall not be issued to those Railway Servants who are dismissed from service.	
		(v) In the year in which the railway servant retires from service he is entitled to that number of single journey Post-retirement complimentary passes which represents the difference between the number of privilege passes he is normally entitled to in a calendar year while in service and the number actually availed by him, provided the total number of Post-retirement Complimentary passes availed after the date of retirement does not exceed the number of post-retirement complimentary passes for which he is entitled in a calendar year.	
		(vi) In cases where both husband or wife are retired railway servants, they may avail the complimentary passes on each other's account.	
		(vii) When a retired railway servant himself or a member of his family eligible for inclusion in post-retirement complimentary pass who is blind in both eyes, and travels alone, one attendant may be allowed to travel in the same class in which the blind person is travelling	

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duly including the attendant in the complimentary pass, on production of a certificate from Medical Officer of the Railway concerned to the effect that the person concerned is blind in both the eyes.

- (viii) A benefit of 5 years service on voluntary retirement is granted towards the qualifying service for the grant of post-retirement complimentary passes on the same conditions as are laid down in Board's letter No. E(P&A)I-77 RT-46 dated 9-11-77.
- (ix) Members of the Railway Board including Chairman and Financial Commissioner can travel by Rajdhani Expresses on certain conditions as given in item (xxxiii) of Schedule II for serving Board Members. All holders of first class post-retirement complimentary passes can travel by Rajdhani/Shatabdi express where cost of meals is not included in the fare, subject to conditions specified in item (xxxiii) of schedule II.
- (x) In the case of Railway employees governed by the Pension rules, the breaks in service which are condoned for the purpose of pension and death-cum-retirement gratuity may be condoned for the purpose of post-retirement complimentary passes and service preceding the break counted for the purpose of post-retirement complimentary passes. Like wise breaks in service which are condoned for Special contribution to PF for non-pensionable employees may be condoned for post-retirement passes.
- (xi) Periods of service in non-railway departments or establishments rendered prior to joining railway service will not, however, count under any circumstances.

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- (xii) Passes to retired employees are not admissible over the Nilgiri railway during the months of April, May and June.
- (xiii) Misuse of a post-retirement pass renders the retired Railway servant liable to be deprived of the facility of getting such passes.
- (xiv) All First 'A'/First Class Complimentary Pass holders are entitled to take one attendant free with them in Second Class subject to the conditions stipulated for privilege passes.
- (xv) A child adopted after retirement/superannuation, as the case may be, may be included in the post-retirement complimentary passes provided there is satisfactory proof of adoption irrespective of the fact whether adoption is permissible or not to under Personnel Law governing retired railway servant.
- (xvi) Post-retirement complimentary passes, when requested by the Retired railway employee to be sent by post, should be despatched by Registered Post at the Railway's cost.
- (xvii) Period of apprenticeship that does not count towards pension will not be taken into consideration for the purpose of grant of post-retirement complimentary passes.
- (xviii) Pass Issuing Authority shall satisfy himself about the identity of the retired Railway employee before issuing the Post retirement complimentary pass.
- (xix) Railway administration shall issue an identity card bearing the photographs of superannuated/retired railway employee and the family members eligible for inclusion in the post retirement passes. Such retired railway employees travelling on post retirement complimentary passes will have to carry the identity card to enable railway staff on duty to verify the identity of all those travelling on such passes.