

North Western Railway

Headquarters Office, Jaipur
Dated: 09.01.2020

Secy to GM

No:-W/524/1/ORH Policy

**Divisional Railway Manager,
AII, BKN, JP & JU**

Subject: - Revision of charges for Officers' rest House over NWR.

Ref:- (i) This office letter of even No. dated 11-8-2011

(ii) Railway Board letter No:- 2017/Trans/01/Policy dated 31.05.2018 & 27.02.19

With reference to the above, the classification of cities/ Town vide RB letter no. E(P&A) II-2017/IRA-7 dated 19.07.2017 on the recommendation of the 7th central pay commission relating to house rent allowance were made as X, Y & Z in place of A, B & C as classified in past vide Railway Board letter No. PC-V/97/1/7/13 dated 16-10-1997, therefore in the board guide line of revised charges of ORH dated 31-5-2018 Category of stations/cities A, B & C may be read as X, Y & Z).

The revised rates for occupation of Officers' Rest House has already been implemented in compliance of RB guideline dated 31.05.18. Subsequently, It has been brought to notice that AII, BKN & JP divisions have not fixed the rate in accordance to classification of cities.

The Revised Room Rents per day for Officers' rest House/Holiday Homes of NWR as per RB guideline are decided as under :-

Sr. No.	Category	ORHs at Delhi area.		ORHs at Ajmer, Bikaner, Jaipur and Jodhpur.		ORHs at other cities.	
		AC Room	Non AC Room	AC Room	Non AC Room	AC Room	Non AC Room
1	2	3	4	5	6	7	8
1	Officers on Duty	Nil	Nil	Nil	Nil	Nil	Nil
2	Officers on private account /Family members (as per pass rule) / 2 nd room to the on duty officers, and to the officers using ORH for residential purpose.	300	240	200	160	100	80
	(a) Upto 7 days	300	240	200	160	100	80
	(b) 8 th day onwards	930	400	600	240	480	160
3	Retired Railway officers and their family as per pass rule.	300	240	200	160	100	80
4	Guest of officers	930	400	600	240	480	160
4 (a)	Officers Headquartered at same station where ORH is situated	930	400	600	240	480	160
5 (a)	Non railway Govt. Officials such as belonging to:- a) Officers of the posts & Telegraphs Dept. Having free duty passes in the area covered by the Railway Pass. b) All officers serving under the Conciliation officers. c) The officer of the Audit Deptt. (Railway Wing) and Special Railway Magistrate. d) The officers of the Industrial Security Inspection Team of the Intelligence Bureau (Ministry of Home Affairs) e) The Commissioner of Departmental inquiries, Central Vigilance Commission New Delhi when they are deputed to conduct enquires in respect of Railway officers and etc. for a maximum period of 03 days only.						
	i) Attending in connection with Railway works.	Nil	Nil	Nil	Nil	Nil	Nil
	ii) On private account (not connected with Railway works)	930	400	600	240	480	160
5 (b)	Other Govt. Officers	930	400	600	240	480	160

5/1/2020

(Signature)

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(A) OFFICERS ON TRANSFER

The rates for occupation of ORH for residential purpose while on transfer will be uniformly applied over North Western Railway, subject to following conditions:

- (i) In case of permanent transfers, in the first instance, occupation of the rest house should be permitted for 30 (Thirty) days only.
- (ii) (a) Use of Rest house accommodation for residential purpose beyond 30 (Thirty) days may be permitted only on submission by the officer a certificate from the competent authority to the effect that "the officer has formally applied for allotment of transit/regular accommodation", Otherwise rent as mentioned for category – **Guest of officers** under item-4 above will be levied beyond 30 (Thirty) days of occupation of ORH. On allotment and subsequent occupation of an accommodation within the prescribed period, the incumbent/officer shall vacate the rest house within 15 days of allotment of quarter. A certificate from Sr. DEN would be required for delay in occupation of allotted house stating that the house is under intensive repair which will be put up to AGM at HQs and DRM at Divisions for approval, otherwise rent @ ₹ 500/- would be charged for occupation of ORH from 16th day onwards.
- (b) In case the officer declines to accept the accommodation offered to him, rent as proposed for category – **Guest of officers** under item-4 above will be levied from the 31st day of occupation of ORH or from the date of allotment of Quarter, whichever is later. In case the officer has registered for allotment of quarter in time and transit/regular quarter has not been offered to him then following rates will be applicable which will be uniform for all ORHs on North Western Railway irrespective of type of cities.

Days	Non-AC	AC
1-10	50	100
11-40	100	150
41 onwards	150	200

* More than 6 months stay in exceptional circumstances would require approval of AGM at HQ and DRM at Divisions.

- (c) Charges for occupation of the rest house accommodation shall continue to be recovered irrespective of whenever the officer goes out of the HQ on duty, etc till such time the allotment is duly cancelled and the rest house is vacated by the officer.
- (iii) Where an officer is permitted to occupy Rest House accommodation for residential purpose, in terms of Para (ii) (a) above, an intimation to this effect be invariably sent by the concerned officer as well as the Allotting Authority to PFA/Sr.DEM as the case may be and the pay Bill Unit to ensure that (1) due rent/charges are recovered and (2) House Rent Allowance is not paid to the officer (in cases the stay is more than 10 days).

(B) OFFICERS ON DEPUTATION

Sr. No.	Category	Throughout North Western Railway		No. of days
		Non-AC	AC	
1	Railway officers on deputation to various PSUs/State Govt./Central Govt.	100	300	On duty
		300	900	On leave (1-4 days)
		500	1000	On leave (5-10 days)

- Note:- i) Family member considered as per Pass rule
- ii) Charges mentioned above are inclusive of AC charges, wherever applicable.
 - iii) Per day rent charges will be taken for 24 Hrs which starts from Check in time, thereafter second day charge will be applicable.
 - iv) Guide line of Railway board letter dated 31-5-2018 shall be adhered.

These instructions are applicable from the date of issue of this letter.

This issues with the concurrence of the HQ finance and approval of GM/NWR.

Copy to:- All PHODs/CHODs, All CWMs, Secy. to GM, Secy. to AGM, CPD/SD, Pr. Director of Audit, DGM/G & Dy. Secy./G, Sr. ADGM

Chief Engineer/Works
9/11/2020