



दक्षिण पूर्व मध्य रेलवे
South East Central Railway
मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.)
HEAD QUARTER, PERSONNEL DEPARTMENT, 1st FLOOR,
GM's OFFICE, BILASPUR (C.G.) 495004

सं. पी-एचक्यू/रुलिंग/पॉलिसी/10

दिनांक: 02.05.2025

प्रति,
सर्व संबंधित

स्थापना नियम सं. - 61/2025

विषय: - Modification of Instructions regarding Air Travel Entitlements of Railway officers on Tour /Duty and Delegation of Powers w.r.t Sanctioning of Air Travel.

रेलवे बोर्ड के पत्र सं. F(E)I/2025/AL-28/4 दिनांक 29.04.2025, RBE No. 36/2025 की प्रति, सूचना, मार्गदर्शन तथा आवश्यक कार्यवाही हेतु प्रकाशित की जा रही है। इस विषय से संबंधित रेलवे बोर्ड के पत्र को निम्नानुसार स्थापना नियम के तहत प्रकाशित किया गया था: -

क्र.	रेलवे बोर्ड का पत्रांक एवं दिनांक, RBE No.	स्थापना नियम संख्या
1.	F(E)I/2021/AL-28/47, Dt. 13.08.2021, RBE No. 63/2021	155/2021
2.	F(E)I/2017/AL-28/41, Dt. 24.04.2018, RBE No. 61/2018	127/2018
3.	F(E)I/2017/AL-28/41, Dt. 05.05.2018, RBE No. 64/2018	137/2018

उपरोक्त नियम दफ्तरे की अधिकारिक वेब-साइट <http://www.secr.indianrailways.gov.in> एवं PCPO के share folder (10.206.2.18) पर निम्नलिखित लिंक पर उपलब्ध हैं:-

Web-site- Home page—Dept./Div of SECR—HQ—Personnel—Rules & Publications

Share Folder- Personnel—PCPO—Ruling—html—Estt. Rules

संलग्न:- यथोक्त.

आर. शंकरन
(आर. शंकरन)

वरिष्ठ कार्मिक अधिकारी (मुख्या.)
कृते प्रधान मुख्य कार्मिक अधिकारी

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

RBE No. : 36/2025

No. F(E)I/2025/AL-28/4

New Delhi, Dated : 29.04.2025

General Managers
All Indian Railways/PUs
DG, RDSO
(As per standard mailing list)

Sub : Modification of Instructions regarding Air Travel Entitlements of Railway officers on Tour/Duty and Delegation of Powers w.r.t. Sanctioning of Air Travel.

Ref : Railway Board's letters No. F(E)I/2017/AL-28/41, dated 24.04.2018, 08.05.2018 & 10.05.2018 and Board's letter No. F(E)I/2021/AL-28/47, dated 13.08.2021.

Instructions regarding air travel entitlements of Railway officers on tour/duty and delegation of powers w.r.t. sanctioning of air travel have been issued from time to time. It has now been decided in modification to all the earlier instructions on the subject that the revised instructions regarding air travel on tour / duty will be as following :

- I. PHOD/CHOD in Zonal Railways/PUs, CAO/C in Construction Organizations, DGs in CTIs and DRM in Divisional offices may, for officers under their control, sanction travel by air on duty:**
 - (i) Without Finance concurrence for officers in Pay Matrix Level-14 & above.
 - (ii) With Finance concurrence for officers in Pay Matrix Level-13 & below.
- II. In Railway Board, power to sanction air travel on duty by officers shall remain with AMs/PEDs. However, prior Finance concurrence shall be mandatory for air travel on duty by officers below the Director level.**
- III. Air travel entitlement for officers of Level-13 and below would be in Economy Class and for officers in Level-14 and above would be as per MoF/DoE's instructions issued vide O.M. No. 19030/1/2017/-E.IV, dated 13.07.2017, i.e., in Business / Club Class.**
- IV. The officer will have to submit a self-certification in his/her Tour Programme and also with TA/DA claim that no Group C staff is being booked/has travelled on duty with the officer.**


-----2/-
(SANJAY PRASHAR)
JD FE / Rly Bd

- V. If the reimbursement is being claimed, the same would be limited to actual air fare or three times of train fare of entitled class, whichever is lower.
- VI. No extra Budgetary allotment would be provided.
2. This issues with the approval of Board (MF and CRB).
3. Hindi version will follow.



(Sanjay Prashar)
Jt. Director, Finance (Estt.)
Railway Board.

No. F(E)I/2025/AL-28/4

New Delhi, dated : 29.04.2025

Copy to:

1. Deputy Comptroller & Auditor General of India (Rlys.), R.No. 222, Rail Bhawan, New Delhi.
2. PFAs of All Zonal Railways/PUs.



for Member Finance, Railway Board

No. F(E)I/2025/AL-28/4

New Delhi, dated: 29.04.2025

Copy to:

1. The General Secretary, NFIR, Room No. 256-C, Rail Bhawan, New Delhi.
2. The General Secretary, AIRF, Room No. 253, Rail Bhawan, New Delhi.
3. The Members of the National Council, Departmental Council and Secretary Staff Side, National Council, 13-C, Feroz Shah Road, New Delhi
4. The Secretary General, FROA, Room No. 256-A, Rail Bhawan, New Delhi
5. The Secretary General, IRPOF, Room No. 268, Rail Bhawan, New Delhi.
6. The General Secretary, RBSS, Group 'A' Officers Association, Rail Bhawan, New Delhi.
7. The General Secretary, RBSS, Group 'B' Officers Association, Rail Bhawan, New Delhi.
8. The General Secretary, RBSSSA, Rail Bhawan, New Delhi.
9. The General Secretary, Railway Board Ministerial Staff Association.
10. The General Secretary, Railway Board Non-Ministerial Staff Association, Rail Bhawan, New Delhi.
11. The General Secretary, All India SC/ST Railway Employees Association, Room No. 7 (Ground Floor), Rail Bhawan, New Delhi.
12. The General Secretary, All India O.B.C. Railway Employees Federation (AIOBCREF), Room No. 48, Rail Bhawan, New Delhi.



for Principal Executive Director (IR) / Railway Board

No. F(E)I/2025/AL-28/4

New Delhi, dated: 29.04.2025

Copy to:

1. PS to MR, EDPG to MR, OSD to MR, OSD (Co-ord) to MR, Advisor to MR, PS to MoSR(S), EDPG to MoSR(R).
2. PSOs/Sr.PPSs/PPSs to CRB, MF, M/O&BD, M/Infra, M/T&RS, Secretary/RB.
3. DG/HR, DG/Safety, DG(RHS), DG(RPF).
4. All Addl. Members, PEDs, EDs, JSs.
5. Pay & Accounts Officer, M/o Railways (Railway Board).

No. F(E)I/2025/AL-28/4

New Delhi, dated : 29.04.2025

Copy to:

1. The DGs, IRICEN/Pune, IRIEEN/Nasik Road, IRIMEE/Jamalpur, IRISSET/Secunderabad, IRIFM/Secunderabad, IRITM/Lucknow.
2. Principal CAO, PLW, Patiala.
3. The CMDs, IRCON, IRFC, MRVC, IRCTC, CONCOR, RITES, RVNL, Railtel, KRCL and MD, CRIS.
4. The VC, RLDA, New Delhi.
5. The Registrar, RCT/Delhi.
6. Chairmen of All RRBs.
7. The Chief Commissioner of Railway Safety/Lucknow.
