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**NORTH CENTRAL RAILWAY**

**Confidential**

Headquarters Office,  
Vigilance Branch,  
Subedarganj,  
Prayagraj-211015

No.2022/09/00372/PC/V3/N/AGC

Dated: 05.07.2023

**SIV-18/2023**

**Principal Chief Commercial Manager,  
North Central Railway,  
Prayagraj**

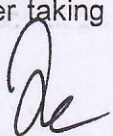
**Sub: Preventive check conducted in AGC Parcel Office on 03.09.2022.**


In connection with the above mentioned subject, a preventive check was conducted by NCR vigilance in AGC Parcel office on 03.09.2022. During the vigilance check, a lot of 27 packages was found unbooked on platform no. 6. In order to streamline the system **following system improvement is recommended** for working in parcel offices-

- (i) In case of outward traffic, after the packages are booked and completion of marking and pasting of railway bar codes on the packages, the booking particulars of such package may be entered in the register (may be opened for this purpose) and such packages shall be received by the batch incharge (working in transit on platform) in the register upon verification that the packages as mentioned in the register are complete in all respect.
- (ii) Similarly, same methodology may also be adopted for the inward parcels also wherein the batch incharge (working in transit on platform) may enter the particulars of the inward packages received for delivery at AGC in the register. Such packages may be handed over to the delivery clerk after taking acknowledgement against the relevant entry of the consignment.

The maintenance of such register shall be checked by CPS on daily basis and sign the registers in token of having been inspected by him/her. In case the packages are found unbooked on the platform, they shall be seized and disposed off after taking approval of the competent authority.

In case of any lapse in this regard concerned staff shall be held responsible

  
**(Dr. Jitendra Kumar)  
Dy. CVO/Traffic  
For GM/ Vigilance**

  
05/07/23

  
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