

NORTH CENTRAL RAILWAY

**Head Quarter, Office
Subedarganj, Prayagraj
NCRPS-5944/2020**

Dated: .09.2020

No. 797-E/Policy/2020/Allowance

All PHODs / CHODs, NCR HQ office, Prayagraj,
Divisional Railway Manager AGRA, JHANSI & PRAYAGRAJ,
CWM/JHS WS, CWM/ MLR WS, CWM/ RSK/STLI, CWM/CPOH Prayagraj,
Sr.DPO AGRA, JHANSI & PRAYAGRAJ, Dy.CPO/Const PRYJ, DyCPO/WS/JHS,
SPO/MLR, APO /RSK/STLI, CEE/WS/ JHS, Dy.CE/WS/JHS, Dy.CMM/GSD JHANSI,
Dy.CE/ Bridge Line JHANSI AGRA, Prayagraj, DyCE / CSP Prayagraj,
Staff Officer/RPF/NCR/HQ/Prayagraj. Dy FA&CAO/G/NCR,
Principal- ETC/ Kanpur. Principal- IRTMTC / Prayagraj, Principal- CITA / Kanpur,
Principal- Supervisor Training Centre /Jhansi, Principal- Area Training Centre/Jhansi,
Principal- Transportation Training Centre, Subedarganj / Prayagraj, Principal- Basic Training
Centre, Loco/Jhansi, Principal- BTCC&W/Jhansi, Principal- BTC, Wagon Workshop/Jhansi,
Principal- C&W training Centre/ Kanpur, Principal- Permanent Way Training Centre/JHS,
Principal- Electric Training Centre/TRD/Jhansi.

Sub: Measure to reduce cost and improve savings-Review of cost of
Over Time Allowance(OTA) and Travelling Allowance(TA).

Ref: Railway Board Letter No. 2020/E(LL)/OTA/1 dated 28.08.2020.

...X...

Copy of Railway Board's letter NO. 2020/E(LL)/OTA/1 dated 28.08.2020, is annexed
herewith for further necessary action.

Policy Letter Circulated under NCRPS is also be available on website
www.ncr.indianrailways.gov.in (About us→Department→Personnel→NCR Policy Circulars).

DA: as above

V.P. Singh
(V.P.Singh)
SPO/HQ

For General Manager/P

- C/- Secretary to GM for kind information to General Manager
- C/- Secretary to AGM for kind information to AGM
- C/- All Personnel Officer in HQ
- C/- All Recognized Union and Associations

RR-2020-788
7/9/2020

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD

11

No. 2020/E(LL)/OTA/1

New Delhi, dated: 28.08.2020

NC

The General Managers
All Zonal Railways

Sub: Measures to reduce cost and improve savings - Review of cost of Over Time Allowance (OTA) and Travelling Allowance (TA).

Ref: Railway Board's letter No. 2015-B-235 dated 19.06.2020.

With the outbreak of COVID-19 pandemic, the budgeted earning target of the current year i.e. 2019-20 has been adversely affected. In view of this, the above referred instructions have been issued by the Board to adopt various economy, austerity and cost control measures so that liabilities are met within available funds.

2. Payment of OTA to Railway Servants governed by Para 10 of the Railway Servants (Hours of Work & Period of Rest) Rules, 2005 and Travelling Allowance is one of the steps to control expenditure and thus, a decision has been taken in a Board meeting held on 29.6.2020 that the cases of OTA and TA should be critically reviewed by the General Managers and a ceiling of 50% be imposed on payment of OTA and TA. A copy of Item No. 4 of the Minutes of the Board Meeting held on 29.06.2020 to discuss "Measures to reduce cost and improve saving" is enclosed for ready reference.

3. It may also be kept in mind that deferment of bills/payment is not expenditure control and maximum utilization of existing manpower within the stipulated working hours should be ensured.

4. It has been desired by the Board that the cases of payment of OTA and TA should be monitored closely by PCPOs and PFAs of the Zonal Railways.

5. Please acknowledge receipt.

DA: as above

Manju
(Ms. Manju)
Director Estt.(LL)
Railway Board

महाप्रबन्धक कार्यालय
उत्तर मध्य रेलवे/ प्रयागराज
RBD 1 SEP 2020
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महाप्रबन्धक सचिव

PCPO ✓
PFA

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14/9/20

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Policy

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Enclosure to Board's letter No. 2020/E(LL)/OTA/1 dated 28.08.2020

Item No. 4 of the Minutes of the Board Meeting held on 29.06.2020 to discuss "Measures to reduce cost and improve saving":

"Item No. 4 : Impose 50% Ceiling on Over Time (Rs. 1300 Cr) and Travelling Allowance (Rs. 2300). There are other allowances which need to be reviewed by Zonal Railways and controlled. Broadly, such semi-variable allowances would be in the range of Rs. 13000 Cr. per annum.

Board's decision: GMs to critically review and impose 50% Ceiling on booking of Over Time and Travelling Allowance."

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