

NORTH CENTRAL RAILWAY

NCRPS-6320/2024

Headquarters Office  
Subedarganj, Prayagraj

No. 797-E/NCR/Policy/2024/Misc (Rest House)

Dated: .06.2024

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, Dy.CPO/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, Dy.CE/ TMC Line JHANSI DyCE / CSP  
Prayagraj, Staff Officer/RPF/NCR/HQ/Prayagraj. Dy.FA&CAO/G/NCR,  
Principal- ETC/ Kanpur. Principal- IRTMTC / Prayagraj, Principal- CETA / Kanpur,  
Principal- Supervisor Training Centre /Jhansi, Principal- Area Training Centre/Jhansi,  
Principal- Transportation Training Centre, Subedarganj / Prayagraj, Principal- Basic Training  
Centre, Loco/Jhansi, Principal- BTC/C&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:** Policy guidelines on occupation of ORH (master circular).

**Ref:** Railway Board Letter No. 2023/LMB-I/7/1 dated 19.06.2024.

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Copy of Railway Board's letter No. 2023/LMB-I/7/1 dated 19.06.2024, is annexed herewith for further necessary action.

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

**DA:** as above

Digitally Signed by  
Jitendra Singh  
Date: 20-06-2024 19:12:02  
Reason: Approved (Jitendra Singh)  
APO/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.  
C/- RP Cell, NCR/HQ monitor the position of reservation as advised in the letter.  
C/- SWC for information in reference to SWC No. .... .

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Mail received on 19-6-24

Policy

Single Window Cell HQ  
SWC No. NCR/HQ  
Date 26/6/24  
907434

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

No. 2023/LMB-I/7/1

New Delhi, dated 19.06.2024

The General Managers  
All Zonal Railways, PUs

**Sub: - Policy guidelines on occupation of ORH (master circular)**


**Ref : Board's letter No. 2005/LMB/3/34 dated 18.05.2006**

The demand for booking of Officers Rest houses It has come to the notice of Railway Board that serving railway employees are facing problems in booking of ORH as separate rooms are booked by retired railway officers for their guests/close relatives.

W.r.t. above Para-F of the Board's letter dated 18.05.2006 is reiterated as under:-

“Earning/married children or close relatives of the retired officers, when accompanying him may also be permitted to stay in the rest house. The officer will however, have to accommodate them in the accommodation allotted to him”

All Zonal Railways and PUs are advised to strictly follow the above policy guidelines for retired railway officers.

  
19/06/2024  
(Surendra Kumar)  
Director/L&A  
Railway Board  
4th Floor, Room No. 477  
Rail Bhavan