

Eastern Railway
(Personnel Department)
17 N. S. Road, Kolkata - 700 001

Serial Circular No. 171/2017

No. E.771/0

Kolkata, Dated: 30/11/2017

All Concerned

(as per standard list)

**Sub: Process Reforms - Regarding Station/Headquarters leave
permission for going abroad on leave.**

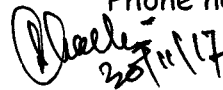
Following instructions of Ministry of Railways (Railway Board) issued vide their letter No. 2017/Trans/Process Reforms/Estt. dated 29/11/2017 on the above noted subject are communicated herewith for guidance and compliance. Board's earlier instructions dated 18/09/2015 (RBE No. 107/2015) on the issue, as referred to, were circulated under this office serial no. 140/2015, read with Sl. No. 6/2017, also available on the official website of Eastern Railway i.e. www.er.indianrailways.gov.in under Personnel Department → CPO's SERIAL CIRCULARS.

DA: As above.


(U. Lahiri)

Dy. Chief Personnel Officer/R
For Pr. Chief Personnel Officer

Phone no.: 24103


30/11/17

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

No. 2017/Trans/Process Reforms/Estt.

New Delhi, Dated: 29.11.2017

The General Manager, All Indian Railways/PUs, NF(C), CORE
The DG/RDSO/Lucknow, DG/NAIR
CAOs, DMW/Patiala, WPO/Patna, COFMOW/NDLS, RWP/Bela, IROAF

Sub: Process Reform - Regarding Station/Headquarter leave permission for going abroad on leave

During interactions with field officials it has emerged that time bound grant of permission to employees for leaving station/headquarters for going abroad while on leave is an issue. The matter has been considered and following instructions are issued.

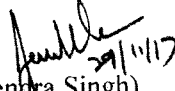
2. Vide O.M. No F.No. 11013/8/2015-Estt.A-III dated 27th July 2015, Department of Personnel & Training (DOPT), Ministry of Personnel, Public Grievances and Pensions has circulated detailed instructions with regard to requirement of taking prior permission by government servants for leaving station/headquarters for going abroad while on leave. These instructions have been circulated vide Railway Board letter No. E(P&A) I -2015/CPC/LE-3 dated 18.09.2015 (RBE No 107/2015) to all Zonal Railways/PUs and other railway offices.

3. The above mentioned O.M. of DOPT inter alia mentions that “....it is also desirable that requests of Government servants for such permission are dealt with expeditiously. It may be ensured that the decisions are conveyed to the Government servants within 21 days of receipt of complete application to the competent authority. Any lacunae in the application should be brought to the notice of the Government servant within one week of the receipt of the application. In the event of failure on the part of the competent authority to communicate its decision to the Government employee concerned within 21 days of receipt of the application, the employee concerned shall be free to assume that permission has been granted to him”

4. It should be ensured that the above instructions of DOPT are implemented.

This issues with the approval of CRB.

DA/- Rly Bd letter No E (P&A) I - 2015/CPC/LE-3 dated 18.09.2015
(RBE No 107/2015)


(Jeetendra Singh)
Executive Director (Elect)
Transformation Cell
Phone/fax: 011-23047542
29.11.2017

Copy: As per list enclosed