

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

No. 2017/Trans/01/Policy

New Delhi, September 10, 2020

The General Managers, All Zonal Railways & PUs, NF Rly.(Cons.), GM/CORE
DG/RDSO & DG/NAIR


The Managing Director,
Centre for Railway Information System,
Chanakyapuri,
New Delhi.

Sub: Online Allotment of Railway Officers Rest House, Holiday Homes, Community Centres/Halls
Ref: Railway Board's letter of even number dated 31.5.2018

In order to develop an online system for booking of Staff/Supervisors Rest Rooms, Holiday Homes (Officers/Staff), Community Centres/Halls & Officers Rest Houses with automatic allotment facility for certain percentage, and in continuation of letter under reference above, Board (Chairman & CEO, Railway Board) have approved the following :

1. The project will be part of Welfare Module of HRMS Project & charged accordingly.
2. The project is to be commissioned preferably along-with online payment option.
3. In view of co-existence of Division(s), Headquarter(s) and various units at same location, the administrative power of the allotment of Rest House facility and its control after the operationalisation of the online allotment facility will be as per the existing administrative control and allotment.
4. There shall be an Automatic allotment (Software generated) of Rooms/beds upto 50% of the total numbers. The same will be further reviewed as per the experience gained after six months of implementation of the project.
5. Allotting ORH on long term basis for officers on transfer/temporary posting to be done based on 1:1 from Automatic and Manual quota of allotment by the Admin.
6. The rest house inventories are to be fed in the system starting from NWR & initially ORH booking of the project may be commissioned over NWR. After verifying its satisfactory working (software), project will be rolled out at other units.
7. Other parts of the project including online booking of Holiday Homes, Staff Rest Houses, etc. shall also be developed and to be rolled out from NWR.
8. Other Rules and Guidelines in this regard will remain same and as modified from time to time.

Kindly acknowledge and ensure compliance.


10.09.2020
(Umesh Balonda)

ED/S&T/Transformation Cell
Railway Board

Copy: As per list attached.

Copy to:


1. The ADAI (Railways), New Delhi
2. PFAs, All Indian Railways & Production Units
3. The Director of Audit, All Indian Railways
4. The Director, Indian Railway Institute of Civil Engineering, Pune.
5. The Director, Indian Railway Institute of Mechanical and Electrical Engineering, Jamalpur.
6. The Director, Indian Railway Institute of Signal Engineering and Telecommunications, Secunderabad.
7. The Director, Indian Railway Institute of Electrical Engineering, Nasik.
8. The Executive Director, Indian Railways Centre for Advanced Maintenance Technology, Gwalior.
9. The Director, Indian Railway Institute of Transport Management, Lucknow.
10. The Registrar, Railway Claims Tribunal, Delhi.
11. The General Secretary, IRCA, New Delhi.
12. The Chief Commissioner of Railway Safety, Lucknow.
13. The Secretary, Railway Rates Tribunal, Chennai.
14. The Chairman, Railway Recruitment Board, Ahmedabad, Ajmer, Allahabad, Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Gorakhpur, Guwahati, Jammu & Srinagar, Kolkata, Malda, Mumbai, Muzaffarpur, Patna, Ranchi, Secunderabad and Trivandrum.
15. CMD/MD of all Railway PSUs

Copy to:

1. The Genl. Secy., AIRF, Room No. 248, & NFIR Room No. 256-C, Rail Bhavan
2. The Secy. Genl., IRPOF, Room No. 268, FROA, Room No. 256-D & AIRPFA, Room No. 256-D Rail Bhavan

Copy to:

1. PS to MR, MOS(R)
2. CRB, MF, M/Infra, M(O&BD), M(T&RS), Secy, OSD/Safety, DG(HR), DG (RHS), DG (RPF)
3. All AMs, Principal Executive Directors & Executive Directors of Railway Board


10.09.2020
(Umesh Balonda)

ED/S&T/Transformation Cell
Railway Board