



PBC No. 88 / 2025
RBE No. 36 / 2025

दक्षिण रेलवे Southern Railway
प्रधान मुख्य कार्मिक अधिकारी कार्यालय
Office of the Principal Chief Personnel Officer
प्रधान कार्यालय, कार्मिक विभाग, चेन्नै-600003
Headquarters, Personnel Department, Chennai-600003

सं/No: P(R) 473 / P / FP / Vol.VII

दिनांक/Dated: 02.05.2025

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,
Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS,
Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD,
DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

**विषय/Sub:Modification of Instructions regarding Air Travel Entitlements
of Railway officers on Tour/Duty and Delegation of Powers
w.r.t. Sanctioning of Air Travel.**

A copy of the Railway Board's letter No. F(E)/2025/AL-28/4 dated 29.04.2025 on the above subject is enclosed for information, guidance, and necessary action.

Railway Board's letters referred to therein have been circulated as given below;

Sl. No.	Railway Board letter No. and Date	PBC No./Copy enclosed
1	F(E)/2017/AL-28/41 Dt. 24.04.2018	PBC No. 119/2018
2	F(E)/2017/AL-28/41 Dt. 08.05.2018	PBC No. 155/2018
3	F(E)/2017/AL-28/41 Dt. 10.05.2018	Copy enclosed
4	F(E)/2021/AL-28/47 Dt. 13.08.2021	PBC No. 145/2021

संलग्नक/Encl. 03 pages

CHILAKALAPUDI
ANJANIKUMAR

Digitally signed by
CHILAKALAPUDI ANJANIKUMAR
Date: 2025.05.02 17:06:28 +05'30'

सहायक कर्मचारी संबंधी अधिकारी/Asst Personnel Officer / IR & Trg.
कृते प्रमुकाधि/For Principal Chief Personnel Officer

प्रतिलिपि/Copy to: The General Secretary/SRMU

The General Secretary / DREU
The General Secretary/AISCTREA
The General Secretary/AIOBCREA
The General Secretary/NFIR
IT Section/PB/HQ - to upload in the SR website.

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

RBE No. : 36/2025

No. F(E)I/2025/AL-28/4

New Delhi, Dated : 29.04.2025

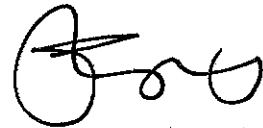
General Managers
All Indian Railways/PUs
DG, RDSO
(As per standard mailing list)

Sub : Modification of Instructions regarding Air Travel Entitlements of Railway officers on Tour/Duty and Delegation of Powers w.r.t. Sanctioning of Air Travel.

Ref : Railway Board's letters No. F(E)I/2017/AL-28/41, dated 24.04.2018, 08.05.2018 & 10.05.2018 and Board's letter No. F(E)I/2021/AL-28/47, dated 13.08.2021.

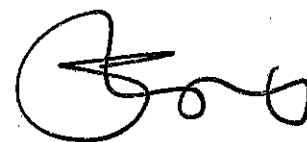
Instructions regarding air travel entitlements of Railway officers on tour/duty and delegation of powers w.r.t. sanctioning of air travel have been issued from time to time. It has now been decided in modification to all the earlier instructions on the subject that the revised instructions regarding air travel on tour / duty will be as following :

- I. PHOD/CHOD in Zonal Railways/PUs, CAO/C in Construction Organizations, DGs in CTIs and DRM in Divisional offices may, for officers under their control, sanction travel by air on duty:**
 - (i) Without Finance concurrence for officers in Pay Matrix Level-14 & above.
 - (ii) With Finance concurrence for officers in Pay Matrix Level-13 & below.
- II. In Railway Board, power to sanction air travel on duty by officers shall remain with AMs/PEDs. However, prior Finance concurrence shall be mandatory for air travel on duty by officers below the Director level.**
- III. Air travel entitlement for officers of Level-13 and below would be in Economy Class and for officers in Level-14 and above would be as per MoF/DoE's instructions issued vide O.M. No. 19030/1/2017/-E.IV, dated 13.07.2017, i.e., in Business / Club Class.**
- IV. The officer will have to submit a self-certification in his/her Tour Programme and also with TA/DA claim that no Group C staff is being booked/has travelled on duty with the officer.**


-----2/-
(SANJAY PRASHAR)
JDFE / Rly Bd

(2)

- V. If the reimbursement is being claimed, the same would be limited to actual air fare or three times of train fare of entitled class, whichever is lower.
- VI. No extra Budgetary allotment would be provided.
2. This issues with the approval of Board (MF and CRB).
3. Hindi version will follow.



(Sanjay Prashar)
Jt. Director, Finance (Estt.)
Railway Board.

No. F(E)I/2025/AL-28/4

New Delhi, dated : 29.04.2025

Copy to:

1. Deputy Comptroller & Auditor General of India (Rlys.), R.No. 222, Rail Bhawan, New Delhi.
2. PFAs of All Zonal Railways/PUs.



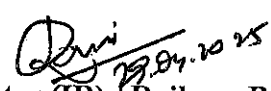
for Member Finance, Railway Board

No. F(E)I/2025/AL-28/4

New Delhi, dated: 29.04.2025

Copy to:

1. The General Secretary, NFIR, Room No. 256-C, Rail Bhawan, New Delhi.
2. The General Secretary, AIRF, Room No. 253, Rail Bhawan, New Delhi.
3. The Members of the National Council, Departmental Council and Secretary Staff Side, National Council, 13-C, Feroz Shah Road, New Delhi
4. The Secretary General, FROA, Room No. 256-A, Rail Bhawan, New Delhi
5. The Secretary General, IRPOF, Room No. 268, Rail Bhawan, New Delhi.
6. The General Secretary, RBSS, Group 'A' Officers Association, Rail Bhawan, New Delhi.
7. The General Secretary, RBSS, Group 'B' Officers Association, Rail Bhawan, New Delhi.
8. The General Secretary, RBSSSA, Rail Bhawan, New Delhi.
9. The General Secretary, Railway Board Ministerial Staff Association.
10. The General Secretary, Railway Board Non-Ministerial Staff Association, Rail Bhawan, New Delhi.
11. The General Secretary, All India SC/ST Railway Employees Association, Room No. 7 (Ground Floor), Rail Bhawan, New Delhi.
12. The General Secretary, All India O.B.C. Railway Employees Federation (AIOBCREF), Room No. 48, Rail Bhawan, New Delhi.



for Principal Executive Director (IR) / Railway Board

**Government of India/Bharat Sarkar
Ministry of Railways/Rail Mantralaya
(Railway Board)**

RBE No. 67/2018

No. F(E)I/2017/AL-28/41

New Delhi, dated 10.05.2018

**General Manager,
All Indian Railways, PUs etc.
(As per Standard Mailing List)**

**Sub: Air Travel entitlements for journeys on tour or training; revision of
instructions reg.**

In continuation to Board's letter of even number dated 24.04.2018 (RBE No. 61/2018), it has been decided that regular SAG officers, on tour may travel by 'J' /Business Class by Air within the country also.

2. This has the approval of competent authority.
3. Please acknowledge receipt.



**(Jitendra Kumar)
Dy. Director Finance (Estt.),
Railway Board.**

No. F(E)I/2017/AL-28/41

New Delhi, dated 10.05.2018

Copy to Deputy Comptroller and Auditor General of India (Railways), Room No.222, Rail Bhavan, New Delhi (40 spares).



for Financial Commissioner/Railways.

No. F(E)I/2017/AL-28/41

New Delhi, dated 10.05.2018

Copy forwarded to Principal Financial Adviser, All Indian Railways, Production Units etc.



**(Jitendra Kumar)
Dy. Director Finance (Estt.),
Railway Board.**

No. F(E)I/2017/AL-28/41

New Delhi, dated 10.05.2018

1. The G.M, N.F. Railway(Const.), Southern Railway (Const.) and Central Railway(Const.)
2. Principal Financial Adviser, N.F. Railway (Const.), Central Railway (Const.) and Southern Railway(Const.)
3. The Director General and Ex.officio General Manager, RDSO/ Lucknow.
4. The General Manager and Principal Financial Adviser, Metro Railway/Kolkata.
5. The CAO and Principal Financial Adviser, COFMOW/New Delhi.
6. The General Manager and Principal Financial Adviser, CORE/Allahabad.
7. The Director General, NAIR/Vadodara.
8. The CAO(Const.), MTP (R) / Mumbai.

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