



भारतीय रेल (रेल मंत्रालय)  
बनारस रेल इंजन कारखाना, वाराणसी (उ०प्र०)-221004  
INDIAN RAILWAY (MINISTRY OF RAILWAY)  
BANARAS LOCOMOTIVE WORKS  
VARANASI (UP)-221004



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**MISC-54**

NO- GM(P)/ER/Miscellaneous-Pt-I

Dated – 07.01.2022

**All Concerned**

BLW/Varanasi & Sealdah/BLW Camp office  
New Delhi.

**Sub :- Consolidated instructions regarding delegation of powers to General Managers w.r.t Air Travel of Railway officials.**

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A Copy of Railway Board's Letter No. F(E)I/2021/AL-28/47, Dated-  
13.08.2021, RB No.63/2021 is forwarded herewith for information and guidance.

DA- 02 Page.

( R.K .Gupta)  
Senior Personnel Officer/HQ

Copy for information and necessary action:-

1. Joint Secretary and staff council members.
2. Secretary SC/ST and OBC Association.
3. Ch.OS Paybill.

For General Manager(P)

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

RB No. 63 /2021

No. F(E)I/2021/AL-28/47

New Delhi, dated: 13.08.2021

General Manager(P)  
All Indian Railways, PUs etc.  
(As per standard mailing list)

- Sub:** Consolidated instructions regarding delegation of powers to General Managers w.r.t. Air Travel of Railway officials.
- Ref:** Railway Board's letters (1) No. 2017/Trans/01/Policy, dt.18.10.2017, (2) No. F(X)II-2003/PW/6, dt. 04.04.2003, (3) No. F(E)I/2017/AL-28/41, dt. 24.04.2018, (4) No. F(E)I/2017/AL-28/41 dt. 08.05.2018 and (5) No.F(X)II/94/PW/3, dt. 06.05.1996.

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Instructions regarding delegation of powers to GMs w.r.t. air travel have been issued from time to time. Now it has been decided that for ready reference, consolidated guidelines may be issued to Zonal Railways.

Accordingly, the consolidated guidelines are as follows:

(i) The previous sanction of the higher authority is necessary for permitting a railway servant below Junior Scale to travel by Air on duty. General Manager may permit Air Travel on duty to not below Junior Scale level officers.

(ii) Grant of permission by the General Manager to not below Jr. Scale officers to travel by Air on duty would, however be subject to the following conditions:

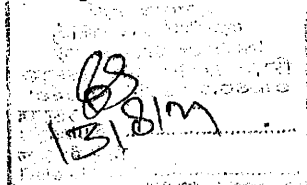
a) These powers may be exercised only by General Managers and not by CAOs, and, are not to be re-delegated further. However, the Chief Administrative Officer, COFMOW/New Delhi, DCW/Patiala and MTP/Chennai may also exercise these powers with the prior personal concurrence of PFA.

b) Grant of Air Travel Permission to Officers in NFSAG/SG and below on Indian Railways, either one way or two ways, may be approved personally by the General Manager of Railways with the prior personal concurrence of PFA.

c) Air travel will be permitted only in cases where the duration of the journey one-way is more than 12 hours by rail.

d) Each proposal regarding Air Travel would require to be justified on merits. The competent authority while approving Air Travel would apply his mind and consider whether the available train connectivity and time taken justifies the same. General Manager while using his discretion to

o/c



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permit one way or two ways Air Travel may consider both the need of the journey and the urgency that necessitates Air Travel.

e) It may be ensured that permission for Air Travel is given judiciously and restricted only to absolutely essential official requirement that is recorded, subject to availability of budgetary provisions.

This has the approval of Board (Member Finance).

*Jitendra Kumar*  
13/08/21

(Jitendra Kumar)  
Dy. Director Finance Estt.I  
Railway Board  
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4th Floor, Room No.445

No. F(E)I/2021/AL-28/47

New Delhi, dated: 13.08.2021

Copy to: Deputy Comptroller and Auditor General of India (Rlys.), R.No.222, Rail Bhavan, New Delhi.

*Jitendra Kumar*  
13/08/21

for Member (Finance)/Railway Board.

No. F(E)I/2021/AL-28/47

New Delhi, dated: 13.08.2021

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

*Jitendra Kumar*  
13/08/21

Jitendra Kumar  
Dy. Director, Finance (E)I  
Railway Board.

No. F(E)I/2021/AL-28/47

New Delhi, dated: 13.08.2021

1. CAO (Construction), All Indian Railways, PUs etc.
2. The Director General and Ex-officio General Manager, RDSO/ Lucknow.
3. The General Manager and Principal Financial Adviser, Metro Railway/Kolkata.
4. The CAO and Principal Financial Adviser, COFMOW/New Delhi.
5. The General Manager and Principal Financial Adviser, CORE/Prayagraj.
6. The Director General, NAIR / Vadodara.
7. The CAO (Const.), MTP(R) / Mumbai.
8. The CAO (Const.), MTP(R) / Chennai.
9. The CAO, Indian Railway (Workshop Projects), Anta Ghat, Patna.
10. The Chief Commissioner of Railway Safety, Lucknow.
11. The Executive Director, CAMTECH / Gwalior.
12. The Chairman, RCT / Principal Bench, 13/15, Mall Road, Delhi.
13. The Chairman, RRT, Chennai.