

East Central Railway



Office of  
General Manager (P)  
Hajipur  
Date: 03.03.2021

No. E/AILTC/0/ECR/HJP

All PHODs/HODs  
DRMs/ECR- DNR, DHN, DDU, SEE & SPJ  
CWMs/ECR- PD/DDU, Mech.W/SPJ & CRW/HRT

Sub:- Special Case Package equivalent in lieu of All India Travel Concession fare for Railway Employees during the Block 2018-21.

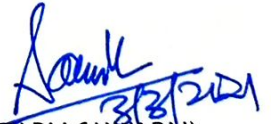
Ref:- RBE No. 130/2018 dated 10.09.2018 and 95/2020 dated 05.11.2020.

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As per the instruction issued by the Railway Board vide RBEs cited under reference, willing employees are eligible to avail the facility of Special Case Package equivalent in lieu of All India Travel Concession. Hence a uniform procedure as detailed below has to be followed:-

Sl No.	Process	Proposed for dealing section
1.	Receipt of the application of LTC (i.e. Annexure III of RBE No. 130/2018)	Pass Section
2.	Certification of Family Composition Certificate (i.e. Annexure II of RBE No. 130/2018)	Pass Section
3.	Certification of availability of Passes of Gaz/Non.Gaz Staff (i.e. Annexure II of RBE No. 130/2018)	Pass Section
4.	Process of the application	Bill Section
5.	Approval to be communicated through Memorandum, if require	Bill Section
6.	Payment to be done	Bill Section
7.	Non-Gaz staff to submit original vouchers/self attested vouchers	Bill Section

This issues with the approval of Competent Authority.

  
(SAURABH SAWARN)  
SPO/ESM  
for General Manager(P)

Copy to/-

- ❖ PFA/ECR/HJP
- ❖ Secy to PCPO/ECR- for kind information of PCPO.
- ❖ CA to CPO(IR)/ECR- for kind information of CPO(IR).
- ❖ Sr.DPO/ECR- DNR, DHN, DDU, SEE & SPJ
- ❖ Dy.CPO (Gaztd.) & (IR&W) /ECR/HJP
- ❖ SP(Bill)/ECR/HJP
- ❖ WPOs/ECR- PD/DDU, Mech.W/SPJ & CRW/HRT

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