

पूर्व मध्य रेल  
EAST CENTRAL RAILWAY

SIL – 06/2015



कार्यालय  
महाप्रबन्धक/सतर्कता  
हाजीपुर

No. ECR/Vig /System Improvement/50

Dated:- 20.08.2015

**Chief Medical Director  
East Central Railway  
Hajipur.**

**Sub:** Maintenance of Records of money value/other important forms and stationery.

A complaint pertaining to issue of forged medical sick-fit certificate by JMP/E.Rly to Sri Raj Kumar, BC/CNB/N.C. Railway was investigated by this office. During investigation, it was revealed that the above certificate bearing sl no.H073660 belonged to the booklet of sick-fit certificate bearing sl no. H073600 to sl no. H073699. This booklet was collected by the representative of CMS/DNR from AMPS/HWH.

In the sick-fit issue register maintained by CMS office DNR for issue of sick-fit certificate booklet and other forms & stationery to field unit users, 'damage' was written in front of the above booklet sl no.H073600-H073699 and for other two sick-fit booklets nothing was written. The concerned dealer of the unit told that all these three booklets were received in damaged condition from AMPS/HWH and hence could not be issued to any field unit but he could not produce the damaged booklets nor could provide any detail about their disposal.

Forged medical sick fit certificate of staff of N.C. Railway mentioned above clearly indicates that the so called 'damaged' booklets were actually not damaged but misappropriated by the custodian. Record for receipt, accountal and issue of these documents was not maintained properly by the unit. There was no system of check of these document and their records for receipt, accountal & issue at any level.

In view of the above, an SIL may be issued for appropriate maintenance of record for receipt, accountal & issue of money value/other important forms & stationery by concerned units. System of regular check of such records may be put in place. System of placing indent of forms & stationery on issuing authority like AMPS/HWH or GKP may be from Nodal office only say the Divisional Hospital who in turn will issue these forms/stationeries to field units of the division. Individual Health Units will not place indent for forms & stationery on issuing authority.

Action taken in this regard may be intimated to this office.

**(J.K. Verma)  
Sr. Dy. General Manager**

Vig.f.no. ECR/Vig/V4//NG/DNR/04-15/65(CVO-II) (IRVINS 2015040177)