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

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No.2010/TG-V/10/03. New Delhi, dated. 14. 11.2013

The General Managers,
All Zonal Railways.

Commercial Circular No. 71/2013

Sub: Recommendation of the Committee of Executive Director to look into the grievances of ticket checking staff in TTEs Rest Houses on Zonal Railways.

The importance of the need to provide sufficient infrastructure to facilitate out-station rest for TTEs and to improve the condition of TTEs Rest Houses has been emphasized by the Committee. of Executive Directors nominated on the above subject matter. The recommendations made by the Committee have been accepted by Board(MT), which are as under:

a) Wherever, there is shortage of TTEs Rest Houses, Zonal Railway should identify useful built up areas, being used as store or for some other unproductive purpose and explore the possibility of their conversion into TTEs Rest House with necessary modification. After exploring the same, zonal railways should propose works under Plan Head 64 for constructions of new TTEs Rest House or renovation/ moderation/up-gradation of existing ones.

b) Appropriate lighting may be provided in TTEs Rest Houses by taking into consideration the requirement for screening out day-light, having low illumination level, for an environment conducive for rest. Night lights at Floor level and reading lamp at individual bed side for facilitating individual needs may also be provided.

c) Beds in the TTEs Rest Houses may be numbered and name of the occupant of each bed on a small board be displayed outside each room.

d) Desert coolers may be provided, whenever considered necessary and useful.

e) Easily detachable window and doors curtains may be provided with enough spare stock for monthly wash.

f) One toilet may be provided for every eight beds. All toilets and urinals should have flush type with proper drainage and disposal arrangement.

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g) Lockers may be provided to the ticket checking staff for keeping their personal belongings and valuables. The Locker Key should be issued to the ticket checking staff on arrival.

h) Do's and Don'ts should be clearly exhibited at conspicuous location in the TTEs Rest Houses(e.g. Silence Please, Do not talk loudly, Do not smoke, and spit etc)

i) First aid box and fire–fighting equipment may be provided in each floor, adequately. Staff of TTEs Rest Houses should be trained in giving first-aid and use of fire-fighting equipment.

j) Officer In-charge of the TTEs Rest Houses and its supervisor may be liberally empowered. A suitable cash imprest should be provided with the officer in-charge of TTEs Rest House for pretty engineering repairs and replacement of electrical fitting.

k) There must be Suggestion Book/Register in every TTEs Rest houses where TTE can register their requirement/complaint. This should be inspected every fortnight by a responsible controlling officer and higher officer. Inspection schedule for TTEs Rest Houses should be circulated to all Divisional and Headquarter Office and Inspectors.

2. It is requested that action may be taken to provide facilities in TTEs Rest Houses as per instructions contained in Board's letter No. 2010/TG-V/10/3 dated 08.02.2011, as per the suggestions of Joint Multi Disciplinary Inspection Team as constituted by railways on the recommendation of MT as contained in Board letter No. 2010/TG-V/10/3 dated 03.08.2012 and recommendation of the Committee as indicated above.

This issue with concurrence of Finance Directorate of Ministry of Railways.

Please ensure compliance under intimation to this office.

(A.Madhukumar Reddy)
Executive Director, Passenger Marketing
Railway Board

No.2010/TG-V/10/03. **New Delhi, dated.** 14. **11.2013**

Copy to FA & CAO of all zonal railways for information and necessary action.

for Finance Commissioner/Railways.

File Name : TTES Rest House

Copy to:-

a. CCMs, CCM/PMs and CCM/Ps, All Zonal Railways.
b. EDE(G), EDFX, EDLA(III), EDV(T),EDF(C), DF(C), F(C) and V(SS) Branches
c. General Secretary, National Federation of Indian Railwaymen (NFIR), 3 Chemsford Road, New Delhi.
d. General All India Railwaymen Federation (AIRF), 4 State Entry Road, New Delhi.
e. Secretary General , Federation of Railway Officers Association, Room No.256A, Rail Bhawan New Delhi.
f. Secretary General, All India RPF Association, Room No.256(D), Rail Bhawan, New Delhi.
g. Director General, Professor/Training and Professor/Commercial Railway Staff College Vadodara.
h. The Principals, Zonal Training Centres, Central Railway/Bhusawal, Eastern Railway/Dhanbad, Northern Railway/Chandausi, North Eastern Railway/Muzaffarpur, Northeast Frontier Railway/Alipurduar, Southern Railway/Trichy, South Central Railway/Moula Ali, Western Railway/Udaipur.
i. Director, Indian Railway Institute of Transport Management, Hardoi Bypass Road, Manak Nagar, Lucknow.