Sub:- Committee report on standardization of Safety books & Money value items.

Ref:- Railway Board’s Letter No. ERB-I/2018/23/37 dated 24.08.2018

In terms of Railway Board’s Letter under reference (i) above, the Committee consist of the following officers was constituted for standardization of Safety books & forms & Money value items.

i. Shri R.K. Makwana, CMM/Western Railway - Convener
ii. Shri Avdesh Kumar Singh, CMM/Northern Railway - Member
iii. Shri A.K. Srivastava, CMM/South Central Rly. - Member
iv. Shri C. Ravindran, Director/P&S, Railway Board - Co-convener

The Committee submitted their recommendations for standardization of Safety books and Money value items to Board for consideration. The Summary of recommendations duly accepted by DG/RS, Railway Board is sent herewith for necessary guidance and implementation with immediate effect.

The Booklet containing the complete report is also enclosed herewith for reference.

(Mahesh Chandra)
Executive Director/Railway Stores (G)
Railway Board

Copy to:

- AM/Commercial, Railway Board
- PED/Safety, Railway Board
- All Committee Members.
Summary of Recommendations

1. 31 safety forms in the standard format, size and colour of paper/printing as provided by Executive Director (Safety) Railway Board in the year 2001 shall be continued for printing as safety items. The requirement/modifications if any for all the 31 items needs to be confirmed from Safety Directorate/Railway Board.

2. Money value forms have been reviewed and recommended to print 46 types only. If any form required in addition to this 46 types by any Zonal Railway, the same should be referred to Railway Board for the approval of the concerned Directorate.

3. For the recommended 46 types of Money value forms, Unified PL Numbers (UPL) have already been allotted to 43 items. For the remaining 03 items, SCR the nodal Railway will allot the UPL.

4. Printing instructions for common Indian Railway tag, Serial numbering, imprint and Unified PL number have been provided.

5. The form COM/L/48/P-35(A) currently used for Computerized Parcel Way Bill/Luggage Ticket is recommended to use in lieu of form Com P 34 & Com P 36 wherever possible.

6. The form COM/L/48/P-35(B) currently used for Computerized Gate pass/Money Receipt is recommended to use in lieu of ordinary Gate Pass/Money Receipt.

7. The forms Com T 12 & Com P13 (Excess Fare Ticket (EFT) Local/Foreign) and the forms Com P34 and P36 (Parcel Way Bill/Luggage Ticket Local/Foreign) shall be printed in one common tag instead of Home and Foreign Railways separately.

8. The Cheque passes for all the classes shall be printed in one common tag instead of Home and Foreign Railways separately.

9. The reservation form shall be treated as General item and shall be printed with common Indian Railway tag and with Unified PL number.

10. All the books & forms should be stocked in the stores (books and forms) depots under Unified PL number only. No item should be stocked without UPL number.

(C. RAVINDRAN)
Director/Plg. & Sty.
Railway Board
A REPORT ON -

- Review & Standardization of Safety and Money Value Books & Forms.
- Allotment of Unified 'Form Numbers'.

17.09.2018
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</tr>
</tbody>
</table>
ORDER

1. Ministry of Railways (Railway Board) have decided to constitute a Committee to review the requirements of Safety books and Money value items standardization thereof. The committee will consist of the following:

   1. Shri R. K. Makwana  
      CMM/ Western Railway  
      Convener
   2. Shri Awdhesh Kumar  
      CMM/Northern Railway  
      Member
   3. Shri A. K. Srivastava  
      CMM/ South Central Railway  
      Member
   4. Shri C. Ravindran  
      Director/P&S, Railway Board  
      Co-Convener

2. The terms of reference of the committee will be as under:
   a) To review the requirements of safety books & forms and money value items used by various departments in Zonal Railways.
   b) To suggest for the standardization of formats including their numbering and identification system.
   c) To recommend Unified PL for the standardized books and forms.

3. The committee is authorized to co-opt any officer from Railways to accomplish the task.

4. The committee should submit its recommendations to Board within 01 month from the date of its constitution.

5. The Headquarters of the committee will be at Church gate/Mumbai/Western Railway.

6. RS (Printing) Branch of Railway Board will be the nodal branch for functioning of the committee. Therefore submission of report of the committee for consideration of Railway Board, implementation of its recommendations and all related issues including Parl. Questions, RTI cases and other formalities with regard to the committee, shall be dealt with by RS (Printing) Branch.

7. The Convener, Members, Co-convener and Co-optee of the committee will draw TA/DA as per extant rules.

Sd/-

( Vijay Kumar)
Under Secretary (Estt.) – I,
Railway Board
Preamble

1) Vide Railway Boards order No. ERB-I/2018/23/37 dated 24-08-2018, committee consists of the following officers has been constituted.

   1  Shri R. K. Makwana       CMM / Western Railway, Mumbai       Convener
   2  Shri Awdhesh Kumar       CMM / Northern Railway, New Delhi,       Member
   3  Shri A. K. Srivastava    CMM / South Central Railway, Secunderabad,   Member
   4  Shri  C. Ravindran       Director / P&S, Railway Board, New Delhi        Co-Convener

2) The terms of reference of the Committee are as under:

   a) To review the requirements of Safety books & forms and Money Value items used by various departments in Zonal Railways.
   b) To suggest for the standardization of formats including their numbering and identification system.
   c) To recommend Unified PL for the standardized books and forms.

3) Committee met on 17-09-2018 to deliberate various issues covered under terms of reference.
Review and Discussion of Standardization of Money Value and Safety books & forms

The Committee noted that there is a large variation in number of Money Value & Safety items across Indian Railway. The data obtained from various railways are as under:

<table>
<thead>
<tr>
<th>SN</th>
<th>Railway</th>
<th>NR</th>
<th>SR</th>
<th>ER</th>
<th>CR</th>
<th>SCR</th>
<th>WR</th>
<th>SER</th>
<th>NER</th>
<th>NFR</th>
<th>NWR</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Money Value</td>
<td>90</td>
<td>29</td>
<td>85</td>
<td>77</td>
<td>112</td>
<td>49</td>
<td>62</td>
<td>47</td>
<td>54</td>
<td>37</td>
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<tr>
<td>2.</td>
<td>Safety</td>
<td>33</td>
<td>36</td>
<td>64</td>
<td>32</td>
<td>115</td>
<td>34</td>
<td>33</td>
<td>17</td>
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<tr>
<td>Total</td>
<td></td>
<td>123</td>
<td>65</td>
<td>149</td>
<td>109</td>
<td>227</td>
<td>83</td>
<td>95</td>
<td>64</td>
<td>87</td>
<td>66</td>
</tr>
</tbody>
</table>

- The committee reviewed parameters for the Books & Forms includes the Description, Size, Colour of Printing, Number of foils, Serial numbering pattern, Paper to be used and Consumption pattern of these items.
- The data received in hard copies as well as in soft copies from various Zonal Railway Printing Presses have been compared and studied.
- On review of all the aspects of Books & Forms related to Safety as well as Money Value items, 31 Safety items and 46 Money Value items books & forms have been identified for standardization to be used by all the Railways.
- One common item i.e. Reservation Form shall be printed with IR tag and with common denoting number by all the Railways.
- The formats of Safety and Money Value books & forms indicating serial number pattern, Printing details & Unified PL numbers prepared by the committee.

The Committee recommends these guidelines for printing of Money Value and Safety books & forms.

R. K. Makwaha
CMM/W.R.

Awdesh Kumar
CMM/N.R.

A. K. Srivastava
CMM/S.C.R.

C. Ravindran
Director/Ptg.&Sty. (Rly. Bd.)
Committee Recommendations

Ref: Railway Board’s Letter No. 2018/RS/Ptg./Managers Mtg. Dated 24.08.2018

1. Executive Director (Safety)/Railway Board has issued a circular No. 97/Safety (A&F)/29/15 dated 18-04-2001 to all the General Manager (Safety), Indian Railways, Konkan Railway Corporation and Metro Railway Calcutta wherein it has been advised to print and use 31 safety items in the standard format, size and colour provided in the circular. The same should be continued further for printing of Safety books & forms. However, the requirements of all 31 safety items needs to be confirmed form Safety Directorate of Railway Board.

2. The Money Value items have also been reviewed & standardized to 46 types for all the Railways based on Railway Board letter No. D.O. TCII/2390/83/Pt.IV dtd. 3/11/1995 issued by (Jt. Director), Traffic Comm. Rates II. Committee recommends that only 31 Safety items and 46 Money value items should be standardized. If any item required in addition to the above, the same should be referred to Railway Board for the approval of the concerned directorate.

3. Unified PL Numbers have been allotted to 43 items. South Central Railway will allot Unified PL numbers for the remaining 03 items.

4. Railway Board has given the formats of some Money Value items in Hindi & English along with Description, Form No., Color to print, type of paper and the sample forms are enclosed in bilingual.

5. Money Value items shall be printed up to 58 GSM paper on IR Logo Watermark paper only. Other Money value items shall be printed on thicker paper (Card items) with copyright hatching.

6. The Unified PL has been allotted for each Safety & Money Value items as per the PL numbers created by South Central Railway. The same has been indicated on Right hand Top corner of each form.

7. Instructions for printing of common INDIAN RAILWAY tag, serial numbering, imprint and Unified PL number.
   a. “Indian Railway” to be printed on each format of Safety and Money Value books and forms instead of Individual Railway so that same can be used by all the Railways.
   b. All Railways to use Mechanical Numbering system for printing of serial numbering on Money Value and Safety Books and Forms.
Committee Recommendations

c. Numbering Instructions: -
   i. Money Value items: - Money Value items are to be printed by 05 Railway Printing Presses viz. CR, NR, ER, SR & SCR. Alpha numeric Six-digit serial number starting from 000001 to 1000000 should be printed. Further serial numbering should be printed with prefix “A” followed by serial numbering. If further numbering is required to be printed, the prefix from B, C, D….. to Z (except I & O) may be taken.
   
   ii. Safety items: - Alpha numeric Six-digit serial number starting from 000001 to 1000000 should be printed. Further serial numbering should be printed with prefix “A” followed by serial numbering. If still further numbering required, the prefix from B, C, D….. to Z may be taken (except I & O).

d. Imprint: -
   i. Money Value items: - These items are printed by 05 Railway Presses only viz CR, NR, ER, SR & SCR. An Imprint line containing the details of “Railway / Month-Year of Printing /Work order Number /No. of Bks. X No. of leaves” should be printed on each item including the foils.
   
   ii. Safety items: - An Imprint line containing the details of “Railway / Month-Year of Printing /P.O. Number /No. of Bks. X No. of leaves.” should be printed on each item including the foils.

e. Unified PL Number: - Every Money Value & Safety items should be printed with the Unified PL number below the denoting number of the form as per enclosed sample.
Committee Recommendations

8. Size, Format of the form, & Colour of the Paper to be used has been Indicated in the list enclosed (Annex A for Money Value at page 03 & 04, And Annex B for Safety at page 129 & 130)

9. One General form (Reservation Form) which is a commonly used form by all Zonal Railways has also been standardized as decided in the CMMs meeting dated 10/08/2018 held at CSMT Central Railway. The Reservation form should be treated as General Item and should be printed with common Indian Railway tag and Unified PL number (Annex C at page 175)

10. Committee recommends using the form COM/L/48/P-35 (A) which is currently used for Computerized P. W. Bills in lieu of Com. P 34 & Com P 36 wherever possible.

11. Similarly Committee also recommends using COM/L/48/P-35 (B) in lieu of Money Receipt and Gate Pass.

12. The cheque passes should be printed in one common tag instead of Home and Foreign Railway separately.

13. Excess Fair Ticket (Com. T 12 & Com T 13), Parcel Way Bill (Com P 34 & Com P 36) should be printed in one common tag instead of Home and Foreign Railway separately.

14. All the Books & Forms should be stocked in Books & Forms depot under the Unified PL number only.

15. The booklet containing the formats of Money Value, Safety Books & Forms and one General item (Reservation form) is prepared to use as guideline for printing by all the Railways.
MONEY VALUE ITEMS
### Standardisation of Money Value Books & Forms on Indian Railway - Paper & Ink

<table>
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<tr>
<th>S. No.</th>
<th>Denoting No</th>
<th>Category Bk./Form</th>
<th>PL Number</th>
<th>Description</th>
<th>AAC</th>
<th>Size in Inches</th>
<th>Sets in Bk.</th>
<th>Side Ptg.</th>
<th>Paper Used</th>
<th>Colour of Inks to use</th>
<th>Foils for</th>
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<td>CA 39 B</td>
<td>Book</td>
<td>83052276</td>
<td>Cash Receipt Book for CC/CCG</td>
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<td>1 X 100</td>
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<td>2</td>
<td>ComL 48</td>
<td>Book</td>
<td>83052290</td>
<td>Luggage Ticket Local</td>
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<td>83057500</td>
<td>Luggage Ticket Foreign</td>
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<td>3X50</td>
<td>B.S.</td>
<td>Pink Water Mark</td>
<td>Black, Red</td>
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<tr>
<td>4</td>
<td>Com M 2</td>
<td>Book</td>
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<td>Money Receipt Book</td>
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<td>5.5 X 8</td>
<td>10X2</td>
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<td>ComT 12/13</td>
<td>Book</td>
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<td>Excess Fare Ticket Local</td>
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<td>4.25 X 5.5</td>
<td>3X50</td>
<td>O.S.</td>
<td>White Water Mark</td>
<td>Black</td>
<td>3</td>
</tr>
<tr>
<td>6</td>
<td>COM L 48 / P35A</td>
<td>Cont. Sty.</td>
<td>83054066</td>
<td>P. W. Bill / Luggage Ticket Comp. St.</td>
<td>10X7</td>
<td>3 Ply</td>
<td>O.S.</td>
<td>Carbonless Paper as per spec. of N.Rly.</td>
<td>Red, Green, Blue, Black</td>
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<tr>
<td>7</td>
<td>Com L 48 / P35B</td>
<td>Cont. St.</td>
<td>83060056</td>
<td>Money Receipt &amp; Gate Pass comp. St.</td>
<td>10X7</td>
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<td>O.S.</td>
<td>Carbonless Paper as per spec. of N.Rly.</td>
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<td></td>
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<tr>
<td>8</td>
<td>ComP 34</td>
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<td>SN 191 B</td>
<td>Book</td>
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<td>Book</td>
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<td>M. R. Book for Wagon</td>
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<td>White Water Mark</td>
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<td>SN 219 B</td>
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<td>G 342 F</td>
<td>Form</td>
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<td>Revised O/Card Pass II Class</td>
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<tr>
<td>S. No.</td>
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<td>PL Number</td>
<td>Description</td>
<td>AAC</td>
<td>Size in Inches</td>
<td>Sets in Bk.</td>
<td>Side Ptg.</td>
<td>Paper Used</td>
<td>Colour of Inks to use</td>
<td>Foils</td>
</tr>
<tr>
<td>-------</td>
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<td>G 344 F</td>
<td>Form</td>
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<td>Revised D/Card Pass I Class</td>
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<td>Medical Index Card</td>
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<td>Family UCARD for Widow Deceased</td>
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</tr>
<tr>
<td>28</td>
<td>GP7</td>
<td>Book</td>
<td>83079968</td>
<td>Cheque Pass Bk. 1 Class 'A' Home Line</td>
<td>40</td>
<td>5.5 X 11</td>
<td>1X100</td>
<td>B.S.</td>
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<td>Black</td>
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<tr>
<td>29</td>
<td>GP8</td>
<td>Book</td>
<td>83055905</td>
<td>Cheque Pass Bk. 1 Class Home Line</td>
<td>800</td>
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<td>B.S.</td>
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<tr>
<td>30</td>
<td>GP9</td>
<td>Book</td>
<td>83050863</td>
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<td>850</td>
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<tr>
<td>31</td>
<td>GP 9 A</td>
<td>Book</td>
<td></td>
<td>To be allotted Second class IIIA - Home Line</td>
<td>1000</td>
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<td>Yellow water Mark paper</td>
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<tr>
<td>32</td>
<td>GP11</td>
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<td>83055851</td>
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<td>Book</td>
<td>83055873</td>
<td>Cheque Pass Bk. First Class Fgn. Line</td>
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<tr>
<td>34</td>
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<td>Cheque Pass Bk. Second Class 'F' Line</td>
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<td>35</td>
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<td>Book</td>
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<td>36</td>
<td>GP 42</td>
<td>Book</td>
<td>83059544</td>
<td>P.T.O. Book</td>
<td>1800</td>
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<tr>
<td>37</td>
<td>L 179 F</td>
<td>Form</td>
<td>83190041</td>
<td>Motorman Compt. Pass</td>
<td>500</td>
<td>3.75 X 4.75</td>
<td>Loose</td>
<td>B.S.</td>
<td>White P. Bd. &amp; Blue cloth</td>
<td>Blue, Black, Red</td>
<td>1</td>
</tr>
<tr>
<td>38</td>
<td>SN 99 B</td>
<td>Book</td>
<td>83055836</td>
<td>Student Cons. Book</td>
<td>7200</td>
<td>81/2X12</td>
<td>1 X 100</td>
<td>O.S.</td>
<td>White Water Mark</td>
<td>Black</td>
<td>1</td>
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<tr>
<td>39</td>
<td>SN 241 B</td>
<td>Book</td>
<td>83073024</td>
<td>Student Cons. For Edu. Tour</td>
<td>190</td>
<td>8.5 X 12</td>
<td>3X50</td>
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<td>40</td>
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<td>Book</td>
<td>83073012</td>
<td>Student Cons. For Tournament</td>
<td>75</td>
<td>8.5 X 12</td>
<td>3X50</td>
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<td>Black, Security Ink</td>
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<tr>
<td>41</td>
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<td>Form</td>
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<td>On Duty Travel first class AC coach</td>
<td>100</td>
<td>3.75 X 4.75</td>
<td>Loose</td>
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<td>White Pulp Board, Maroon Blg. cloth</td>
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<td>42</td>
<td>SN 259 F</td>
<td>Form</td>
<td>83070084</td>
<td>I/Card General</td>
<td>8000</td>
<td>33/4X41/2</td>
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<td>B.S.</td>
<td>Blue Cloth, White Pulp Board</td>
<td>Black, Red, Yellow</td>
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<tr>
<td>43</td>
<td>SN 261 F</td>
<td>Form</td>
<td>83070102</td>
<td>I/card for T.E.</td>
<td>200</td>
<td>33/4X43/4</td>
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<tr>
<td>44</td>
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<td>Form</td>
<td>83070114</td>
<td>I/Card for Retired Employee</td>
<td>2000</td>
<td>51/4X101/2</td>
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<td>45</td>
<td>SN 264 F/A</td>
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<td>83070126</td>
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<td>Black, Red</td>
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<td>46</td>
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<td>83073061</td>
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<td>Value</td>
<td>Remarks</td>
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Note: This is a sample receipt for demonstration purposes.
<table>
<thead>
<tr>
<th>विवरण</th>
<th>नं. की संख्या</th>
<th>वजन</th>
<th>घोषित वैल्यू</th>
<th>प्रभार Charges</th>
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</thead>
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<tr>
<td>Description</td>
<td>No. of Pkg.</td>
<td>Weight</td>
<td>Declared Value</td>
<td>Rs.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>in</td>
<td>in Kg.</td>
<td></td>
</tr>
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</table>

| 07             |              |     |                | 09  | 10 |
| 08             |              |     |                | 11  | 11.1 |
|                |              |     |                | 11.2 | 11.3 |
|                |              |     |                | 12  | 13 |

कुल वजन Gross Wt.

कुल प्रभार अंकों में

Total Charges (fig.)

वजन की छूट- F/allow

वास्तविक प्रभार वजन Net ch. wt.

नगों की दशा

Condition of Package

रिकार्ड RECORD

स्टेशन मुहर Station Seal

Sig. of S.M
<table>
<thead>
<tr>
<th>Description</th>
<th>No. of Pkg.</th>
<th>Weight</th>
<th>Declared Content</th>
<th>Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C.R.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>07</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>08</td>
<td></td>
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</tr>
</tbody>
</table>

**Total Charges (fig.)**


**Name**

**Condition of Package**

**Stations Sealer**

---

Review Committee Recommendations
सूचना NOTICE

वहन के लिए रेल प्रशासन को सौंप गया सामान, निष्पक्ष स्टेशन गार्डर द्वारा उस व्यक्ति
को दे दिया जाएगा जो सामान टिकट प्रस्तुत करेगा। यात्री को बातची टिकट भी ज्ञान
करानी है कि बजन की दी जाती है ली जाएगी।

Luggage entrusted to the Railway administration for carriage will be delivered
by the SM of the destination station to the person who presents the Luggage
ticket. The passenger is also required to produce the journey ticket, failing
which the free allowance will be forfeited.

सामान की सुरक्षा से पहले रेलवे को फिर से नालाखे, फिर दे दौलत और दर का फिर से
हिसाब लगायें और जब ली गई टिकट को दस्तावेज का अभिकार है।

The railway has the right to re-measure re-weigh and recalculate charges
before luggage is delivered and to recover the undercharges.

दुकान गवेस नामांकन के संबंध में रेलवे का दातिल रेल यात्रीययोग्य, 1989 की पारा 100
से शासित होगा।

Liability of the railways for the luggage booked is governed under Sec. 100

रेल प्रशासन का धारणी दातिल रेल (धारणी दातिल का विस्तार और प्रतिशत प्रभाव का
विस्तार किया जाना) नियम, 1990 के अनुसार नियोजित किया जाएगा।

The monetary liability of railway administration will be determined by Railway
(Extent of Monetary Liability and prescription of percentage charge)

हां, नुकसान, नाश, क्षय या अपरिहार के लिए रेल प्रशासन का दातिल दुकान गवेस के सामान
के नालाखे में 100/- रुपया प्रति किलो या शामिल नाश दो दौलत दातिल प्रभाव को
कीमत मोड़ता न दें दौलत को दी गई हो और अपरिहार गवेस पर प्रतिशत प्रभाव संदर्भ न कर
दिया हो।

This liability of railway administration for loss, damage, destruction,
deterioration or non-delivery shall not exceed Rs. 100/- per Kg. for booked
luggage unless the value of the consignment has been declared and
percentage charge on excess value has been paid.
## भारतीय रेल

### वाणिज्य एल - 48
Com L - 48
PL 83052290

### सामान टिकट

#### लूजेज टिकट

- **स्थानीय**
- **LOCAL**
- **Date of issue.**
- **कि.मी. Km.**
- **Distance**

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Via</th>
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<th>पता</th>
<th>Address</th>
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<table>
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<th>Description</th>
<th>वजन की संख्या</th>
<th>वजन</th>
<th>भुगतान</th>
<th>मूल्य</th>
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<td>No. of Pkg.</td>
<td>शब्दों में</td>
<td>अंकों में</td>
<td>किलोग्राम</td>
<td>अन्तर्वेशित</td>
</tr>
<tr>
<td>वजन</td>
<td>किलोग्राम</td>
<td>किलोग्राम</td>
<td>किलोग्राम</td>
<td>किलोग्राम</td>
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<td>(words)</td>
<td>(figure)</td>
<td>(quantity)</td>
<td>(quantity)</td>
<td>(quantity)</td>
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<th>Charges</th>
<th>रूपया</th>
<th>पेसा</th>
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<td></td>
<td>Rs.</td>
<td>P.</td>
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<td>11.1</td>
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<tr>
<td>11.2</td>
<td>11.3</td>
<td>12</td>
</tr>
<tr>
<td>13</td>
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### वास्तविक प्रभाव वजन

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<th>Net ch. wt.</th>
<th>Total Charges (fig.)</th>
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<td>(words)</td>
<td>(words)</td>
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### नगरी की दशा

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<th>Condition of Package</th>
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### स्टेशन भ. के हस्ताक्षर

स्टेशन मुहर

**Station Seal**

#### गार्ड

**GUARD**

**C.R. 03: 08-28-2018/12345678/200000056/50x3=150 Lvs.**

---

**Review Committee Recommendations**
<table>
<thead>
<tr>
<th>Description</th>
<th>No. of Pkg.</th>
<th>Weight</th>
<th>Declared Content</th>
<th>Charges</th>
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**C.R. 08-2018/234567/2009bks/5/0x3 = 150 Lvs.**

**Kul Vajn Gross Wt.**

**Kul Prahara Andoney M**

**Total Charges (fig.)**

**Condition of Package**

**Passenger**

**Name**

**Station Seal**

---

Review Committee Recommendations
**Notice**

The Indian Railways has the right to re-measure, re-weight, and recalculate charges for luggage that is delivered and recovered from undercharges.

**Liability of the Railways for the Luggage Booked**

The liability of the railways for the luggage booked is governed under Sec. 100 of the Railway Act, 1989.

**Money Liability of Railway Administration**

The monetary liability of railway administration will be determined by Railway (Extent of Monetary Liability and prescription of charge) Rules, 1990.

**Fines, Damages, and Charges**

Fines, damages, and other charges are imposed on passengers for various reasons, as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>01</td>
<td>PNR/TKT or PASS. No.</td>
</tr>
<tr>
<td>02</td>
<td>Class</td>
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<tr>
<td>03</td>
<td>From</td>
</tr>
<tr>
<td>04</td>
<td>To</td>
</tr>
<tr>
<td>05</td>
<td>No. of passengers</td>
</tr>
<tr>
<td>06</td>
<td>Issued by</td>
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<tr>
<td>07</td>
<td>Pkgs. with owner</td>
</tr>
<tr>
<td>08</td>
<td>Pkgs. with guard</td>
</tr>
<tr>
<td>09</td>
<td>Freight</td>
</tr>
<tr>
<td>10</td>
<td>Surcharge</td>
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<tr>
<td>11</td>
<td>Overweight Surcharge</td>
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<tr>
<td>1.1</td>
<td>500/- to 100 Kg.</td>
</tr>
<tr>
<td>1.2</td>
<td>1000 Kg. up to 150 Kg.</td>
</tr>
<tr>
<td>1.3</td>
<td>Above 150 Kg.</td>
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<tr>
<td>12</td>
<td>Percentage charge</td>
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<tr>
<td>13</td>
<td>Other charges</td>
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</table>

**Review and Standardization of Money Value & Safety Items**

Review Committee Recommendations

Page 16
<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Description</th>
<th>No. of Pkg</th>
<th>Date of Issue</th>
<th>From</th>
<th>To</th>
<th>Journey Ticket No.</th>
<th>Rs. P</th>
<th>Distance (Km)</th>
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<td>LUGGAGE</td>
<td>01</td>
<td>01-03-2018</td>
<td>INDIA RAILWAYS</td>
<td>COM L.-S.No. PL-83057500</td>
<td>05</td>
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Review and Standardization of Money Value & Safety Items

**Review Committee Recommendations**

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<tr>
<th>Sl. No.</th>
<th>Description of Goods or Other Particulars</th>
<th>Bill/Invoice No.</th>
<th>Station From/To</th>
<th>Rs.</th>
<th>P.</th>
<th>Rs.</th>
<th>P.</th>
<th>Rs.</th>
<th>P.</th>
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<tbody>
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<td></td>
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</table>

**Note:**
1. This receipt for charges paid will be given, if required, at the time of payment. Complaint of overcharges on other irregularities should be addressed to the Divisional Commercial Manager.
2. Class and description of tickets must be shown in the column along with the number.
### Review and Standardization of Money Value & Safety Items

#### Review Committee Recommendations

```
<table>
<thead>
<tr>
<th>Item Description</th>
<th>No. of Pieces</th>
<th>Sender's Wt. (Kg.)</th>
<th>Measurement (LxBxD)(Kms.)</th>
<th>Actual Wt.(Kgs.)</th>
<th>Chargeable Wt(Kgs)</th>
<th>Basic Freight (Rs.)</th>
<th>Over wt. Charge (Rs.)</th>
<th>Total Charge (Rs.)</th>
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<tr>
<td>49. वस्त्र की गणना</td>
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<td>2</td>
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<td>0.5</td>
<td>1.5</td>
<td>10</td>
<td>5</td>
<td>15</td>
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<tr>
<td>50. ग्राहक (रंगों में)</td>
<td>20</td>
<td>10</td>
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<td>2</td>
<td>8</td>
<td>5</td>
<td>2</td>
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Date of issue: 2023-01-01

This receipt issued under sec. 65 of the Railway Act, 1989.
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<th>Wt. of Pkgs.</th>
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<th>Date available for Delivery</th>
<th>Days for What/How</th>
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<tr>
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</tbody>
</table>

**Total Charge (Rs.):**

Signatory of Delivery Staff with date and seal:
## Review Committee Recommendations

### Indian Railways Parcel Waybill

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description/No. of Articles</th>
<th>Contents</th>
<th>Actual Weight or Measurement</th>
<th>Chargeable</th>
<th>Rate for Charge</th>
<th>Out-Agency Charges, If Any</th>
<th>Total Charges Paid</th>
</tr>
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</tbody>
</table>

### Defective Condition of the Package

Station No:

- **Station Master**

- **Station ST AMP**
### Review and Standardization of Money Value & Safety Items

**Review Committee Recommendations**

<table>
<thead>
<tr>
<th>Description</th>
<th>No. of Articles</th>
<th>Contents</th>
<th>Rate for Charge</th>
<th>Total Charges Paid</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

**Defective Condition of the Package**

**Station Station Master**

---

**Receipt**

- **Sender's Name & Address:**
- **Consignee's Name & Address:**
- **Chargeable Distance:**
- **Rate for Charge:**
- **Total Charges Paid:**

---

**Parcel Way Bill**

- **Department:**
- **Vehicle No.:**
- **General Remark:**

---

**Defective Condition of the Package:**

**Stamp:**

---

**Date:**

---

**C.R.08-2018/12/34/687800/bks/10000-200 Lvs.**
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

The Railway Receipt given by the Railway for the articles delivered for carriage must be given at destitution by the consignee to the Railway, otherwise the Railway may refuse to deliver the consignment. The signature of consignee or his agent in the delivery book at destination shall be evidence of delivery if the consignee does not himself attend to take delivery, he must endorse on the receipt a request for delivery to the person to whom he wishes delivery to be made. When delivery is made in good faith to a person who presents the original Railway Receipt, the Railway Administration shall not be responsible for wrong delivery either because such person is not legally entitled there to or the endorsement is forged or otherwise defective. If the receipt is not presented, the delivery of the goods may not be made. The Railway Receipt must be submitted within six months from the date of entrustment of the goods. To assist in expeditious disposal of claims, claimants are advised to address the local official at the destination station, if authorised to receive notice of claims as specifically notified in Tariffs Circulars etc. or to the Chief Commercial Commissioner of the Railway on which the destination station lies. Full particulars of booking viz., station from and to, railway receipt, ticket number of booking and route should be specified.

3. When the goods are to be delivered at a place outside the limits of a railway station, the goods will be delivered free of charge to the consignee. If the goods are to be delivered at a place outside the limits of a railway station, the consignee is responsible for the payment of any additional charges.

4. In the event of a loss or damage occurring during the carriage of goods, the claimant is entitled to compensation for the loss or damage. The claimant should submit a claim to the railway authorities within 60 days from the date of delivery. If the claim is not submitted within 60 days, the claimant will not be entitled to any compensation.

5. The railway authorities will investigate the claim and determine the amount of compensation payable. The claimant is required to submit all relevant documents and evidence to support the claim. If the claim is found to be valid, the railway authorities will compensate the claimant for the loss or damage.

A railway receipt shall be prima facie evidence of the weight and the number of packages stated therein. Provided that in the case of a consignment in wagon-load or train load and the weight of the number of packages is not checked by a railway servant authorised in this behalf and a statement that to that effect is recorded in such railway receipt by him, the burden of proving the weight or as the case may be, the number of packages stated therein, shall be on the consignor, the consignee, or the endorsement.

Unless the consignor declares the value of any consignment and pays percentage charge on excess value as required by Railway (Extant of Monetary Liability and Prohibition of Percentage Charge) Rules, 1990 the maximum limit on account of monetary liability of railway administration for loss, destruction, damage, deterioration and non-delivery of the consignment shall not exceed :-

(a) Rs. 10/- per Kg. the respect of consignments booked as parcel baggage.
(b) Rs. 50/- per Kg. in respect of consignments other than animals and personal baggage.
(c) Rs. 6,000/- per head in the case of elephants Rs. 3,000/- per head in the case of horses.
Rs. 800/- per head in the case of mules, hovmherr cattle, giraffe or camel. Rs. 120/- per head in the case of dogs, donkeys, goats, pigs, sheep or other animals or birds.
## Review and Standardization of Money Value & Safety Items

### Review Committee Recommendations

#### PARCEL WAY BILL

<table>
<thead>
<tr>
<th>FROM</th>
<th>TO</th>
<th>नगर की संख्या और उनका विवरण</th>
<th>वर्तमान के लिए वजन</th>
<th>मापदंड के लिए वजन</th>
<th>अ जटिल प्रवेश को प्रहर, यदि हो तो OUT-AGENCY CHARGES, IF ANY</th>
<th>कुल दर माफ</th>
<th>विदेशी में</th>
<th>विदेशी में</th>
<th>STATION STAMP</th>
<th>STATION MASTER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>वर्तमान के लिए वजन</td>
<td>मानक के लिए वजन</td>
<td>विदेशी में</td>
<td>विदेशी में</td>
<td>STATION STAMP</td>
<td>STATION MASTER</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>अमूल्य का माफ</td>
<td>अमूल्य का माफ</td>
<td>अमूल्य का माफ</td>
<td>अमूल्य का माफ</td>
<td>STATION STAMP</td>
<td>STATION MASTER</td>
<td></td>
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</tbody>
</table>
**Review and Standardization of Money Value & Safety Items**

**Review Committee Recommendations**

---

**Parcel Way Bill**

<table>
<thead>
<tr>
<th>भारतीय रेल</th>
<th>St. No.</th>
<th>रिव्यू एवं स्टैंडर्डाइजेशन</th>
<th>राणीवाला वाल्डा</th>
<th>Owing Rly.</th>
</tr>
</thead>
<tbody>
<tr>
<td>INDIAN RAILWAYS</td>
<td>नलों देश</td>
<td>दिवाली</td>
<td>विभाग नोट</td>
<td>GENL. FRWDG. NOTE NO.</td>
</tr>
<tr>
<td>फर्सल रिल संक्षे</td>
<td>TYPE</td>
<td>वस्त्र</td>
<td>TYPE</td>
<td></td>
</tr>
<tr>
<td>PL 83055605</td>
<td>CC</td>
<td>रिसक रेट</td>
<td>RISK RATE</td>
<td></td>
</tr>
<tr>
<td>PL 83055605</td>
<td>DATE</td>
<td></td>
<td></td>
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</tbody>
</table>

**From:**

<table>
<thead>
<tr>
<th>TO</th>
<th>Chargeable Distance</th>
<th>Sender's Name &amp; Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>को</td>
<td>बसला VIA</td>
<td>पार्सिल एक्सिडेंटल</td>
</tr>
<tr>
<td>पीड़िता का नाम</td>
<td>Consignee's Name &amp; Address</td>
<td></td>
</tr>
</tbody>
</table>

**Description No. of Articles:**

<table>
<thead>
<tr>
<th>CONTENTS</th>
<th>Actual Weight or Measurement</th>
<th>Chargable</th>
<th>Rate for Charge</th>
<th>Out-Agency Charges, if Any</th>
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</thead>
</table>

**Defective Condition of the Parcel:**

- Station Master
- Station No.
<table>
<thead>
<tr>
<th>FROM</th>
<th>CHARGEABLE DISTANCE</th>
<th>SENDER'S NAME &amp; ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>TO</td>
<td>VIA</td>
<td>CONSIGNEE'S NAME &amp; ADDRESS</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>NO. OF ARTICLES</th>
<th>CONTENTS</th>
<th>ACTUAL WEIGHT OR MEASUREMENT</th>
<th>RATE FOR CHARGE</th>
<th>TOTAL CHARGES PAID</th>
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<tbody>
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**SELECTIVE CONDITION OF THE**

<table>
<thead>
<tr>
<th>STATION MASTER</th>
<th>STATION STAMP</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Description/No. of Articles</td>
<td>Contents</td>
</tr>
<tr>
<td>----------------------------</td>
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</tbody>
</table>

Defective condition of the parcel raised by

Station Master
NOTICE

1. The Committee held a meeting to discuss the standardization of safety items and equipment used in railways. The committee reviewed the recommendations of the Safety Items Review Committee and concluded that certain changes need to be made. The changes include:

a. The standardization of safety equipment to ensure uniformity across different railway systems.

b. The introduction of new safety equipment to address emerging safety concerns.

2. The committee recommended that the railway administration should implement these changes to ensure the safety of railway passengers and staff. The recommendations will be included in the annual railway budget to facilitate the implementation process.

3. The recommendation was endorsed by the Railway Board, and the implementation process was initiated immediately. The railway administration will work closely with the manufacturers to ensure the timely rollout of the new safety equipment.

4. The committee also recommended that the railway administration should conduct regular training programs for railway staff to ensure they are aware of the new safety equipment and its proper usage.

5. The railway administration has already started the process of selecting vendors for the new safety equipment. The selection process will be open to the public, and the results will be announced in the next railway budget.

6. The committee also recommended that the railway administration should conduct regular audits to ensure the compliance of safety equipment standards.

The committee's recommendations have been forwarded to the Railway Board for implementation. The railway administration is committed to ensuring the safety of railway passengers and staff by implementing the committee's recommendations.
### Review Committee Recommendations

<table>
<thead>
<tr>
<th>Description</th>
<th>No. of Articles</th>
<th>CONTOURS</th>
<th>ACTUAL WEIGHT OR MEASUREMENT</th>
<th>CHARGEABLE</th>
<th>RATE FOR CHARGE</th>
<th>TOTAL CHARGES PAID</th>
<th>UNDER CHARGES</th>
<th>OVER CHARGES</th>
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</tbody>
</table>

#### Indian Railways

**Parcel Way Bill**

<table>
<thead>
<tr>
<th>From</th>
<th>Chargeable Distance</th>
<th>Sender Name &amp; Address</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>To</th>
<th>Consignee Name &amp; Address</th>
</tr>
</thead>
</table>

**Date**

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**Review and Standardization of Money Value & Safety Items**

---

**Accounts**

<table>
<thead>
<tr>
<th>C.R.03-2018/124657/01/1002-200 Lts.</th>
</tr>
</thead>
</table>

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**Effective Condition of the**

**Station Stamp**

**Station Master**
<table>
<thead>
<tr>
<th><strong>DESCRIPTION NO. OF ARTICLES</strong></th>
<th><strong>CONTENTS</strong></th>
<th><strong>ACTUAL WEIGHT OR MEASUREMENT</strong></th>
<th><strong>CHARGABLE</strong></th>
<th><strong>RATE FOR CHARGE</strong></th>
<th><strong>OUT-AGENCY CHARGES, IF ANY</strong></th>
<th><strong>TOTAL CHARGES PAID</strong></th>
<th><strong>UNDER-CHARGES</strong></th>
<th><strong>OVER-CHARGES</strong></th>
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</tbody>
</table>

**DEFECTIVE CONDITION OF THE**

**STATION MASTER**

**STATION STAMP**
### PARTICULARS OF REMOVAL

<table>
<thead>
<tr>
<th>Date</th>
<th>Description of Commodity</th>
<th>No. of Articles</th>
<th>Lorry/Car No. or Name of the Porter</th>
<th>Gate Clerk</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>
## Review and Standardization of Money Value & Safety Items

### Review Committee Recommendations

<table>
<thead>
<tr>
<th>No. of Consignment Note or Pass</th>
<th>Preparatory Consignor</th>
<th>Preparatory Consignee</th>
<th>Product Details and Description</th>
<th>Wagon Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Train of...</td>
<td>Preparatory Sender</td>
<td>Preparatory Consignee</td>
<td>No. of Description</td>
<td>Kg.</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Qts.</td>
</tr>
<tr>
<td>C.R. 08-2018/1234/5678/100000/200x2=20 Lvs.</td>
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</tbody>
</table>

- **Receiving Station Master**
  - Forwarding Station Master

  - 1. For GUARD
  - 2. For RECORD
<table>
<thead>
<tr>
<th>संख्या No.</th>
<th>लगो का विवरण Description of Articles</th>
<th>रकम Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>र. Rs.</td>
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<tr>
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<td></td>
<td>प. P.</td>
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</tbody>
</table>

सामान क्लर्क Luggage Clerk.................................

प्रमाणित किया जाता है कि उपर्युक्त सामान मुख्य..

तारीख को................................. बजे ठीक तरह से संप दिया गया।

Certified that the above were correctly delivered to me on

hers.

मालिक के हस्ताक्षर Signature of Owner

उपये प्राप्त हुए Received Payment Rs............

सामान क्लर्क Luggage Clerk.................................

* Number of articles Must be specified in words (यह टिकट अभावी सामान घर सारे के नाम से लेकर कार्यालय को अवश्य में जाने।) (This ticket must be sent to Accounts office attached to Cloak Room Returns.)

1. लेबल की प्रति LABEL’S COPY 2. यात्री की प्रति PASSENGER’S COPY 3. कार्यालय की प्रति OFFICE COPY
### Review and Standardization of Money Value & Safety Items

#### Review Committee Recommendations

<table>
<thead>
<tr>
<th>By whom consigned</th>
<th>To whom consigned</th>
<th>No. of articles</th>
<th>Description of each kind of material</th>
<th>Weight</th>
<th>Carriage chargeable to</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

*Note: This form is to be filled in by the Commercial Department and stamped by the Office of the Station Master.*

---

*In the absence of the Commercial Department, the form is to be filled in by the Commercial Staff and stamped by the Office of the Station Master.*

---

<table>
<thead>
<tr>
<th>Invoice No.</th>
<th>Particulars of Invoices</th>
<th>P.W. Bill No.</th>
<th>Particulars of Wagons</th>
<th># Kms.</th>
<th># Wagons</th>
<th>Freight</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

*Signature of Station Master*
Certificate for Granting Refund

Certificate for claiming refund of fare on account of travelling in lower class / failure of Air-conditioning equipment in Air-conditioned coaches / partially used tickets.

Certified that Shri/Smt..................................................and Party / Family of......................members holding ticket / tickets No...............................from......................to......................is / are travelling.

(ए) लिच दर्जे में से तक की यात्रा रिष्क रहने की अनुमति के कारण की जाती है ।

(a) In lower class ex......................to......................due to non-availability of accommodation.

(प) वातावरण क्षुद्रता यात्रा योजना जो था किया सं. किरम में स्थान रहे।

(b) Air-conditioning of Coach No..............................type..............................failed between..............................and..............................stations.

(श) परतु उसके / उन्होंने अपनी यात्रा रेल्वे पर गांव में ही खण्डित कर दी है।

(c) But have detained his / their journey at station..............................enroute.

टिप्पणी :- कुछ उपदेश ए, बी, शी में से जो गैर लागू हो उसे काट दीजिए ।

Note :- Strike out wherever not applicable out of (a), (b) & (c) above.

Train No. .......... Date

Signature of Guard / Conductor / TTE / Incharge of Coach

C.R./08-2018/12345678/150Bks/(100x2=200Lvs.)

Record / यात्री (पेसेंजर) PASSENGER

Review Committee Recommendations
Charges for Registration of Wagons

<table>
<thead>
<tr>
<th>Receipt No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>000001</td>
</tr>
</tbody>
</table>

Received the sum of Rupees

Only as fee for registering a demand for a gauge wagon for transporting goods as per details given below:

(i) माल रजिस्ट्रर में पंजीकरण की क्रम संख्या Serial No. of Registration in Goods Register

(ii) परेक्ष का नाम Name of Consignor

(iii) जना पत्र (क्रेडिट नोट) नं. और तारीख़, यदि प्रस्तुत किया गया हो Credit Note No. and date, if tendered

(iv) वापसी की रकम पाने के लिए अधिकृत व्यक्ति का नाम

Name of the person authorised to receive refund.

(v) माल का व़ौली Description of goods

(vi) लगभग वजन Approximate weight

(vii) किस स्टेशन को भेजा जायेगा Station to which to be despatched.

Date Station Stamp Signature of SM/GSM/CGC

Note:- धन कपड़े होने पर, रसीद के इस भाग पर आधी तीखी "धन कपड़े" रिमार्क की मुहर लगाकर मालक को लौटा दिया जाए।

CR/08-2018/12345678/10000/100x2=200 Lvs

1. RECORD 2. RECEIPT

Review Committee Recommendations
Review and Standardization of Money Value & Safety Items

Certified that the Consignor has been booked under Invoice No.

R. R. No. Date in Wagon No.

The actual weight loaded in quintals

Rs. Refunded to

Shri. (Consignor or his Agent) and Original Receipt

with the cash Remittance Note No. Date

cash Office.

Signature of Consignor or his authorised agent (Application Station Foil I) Signature of SM/GSM/CGC

Receipt No.................................

Note:-- This receipt should be surrendered to the Station Master / Goods Station Master / Chief Goods Clerk of the booking station after the consignment has been booked to obtain refund.

Received refund of Rupees

only

Station Master / Goods Station Master / Chief Goods Clerk Station.

(Receipt Foil 2) Signature of the Consignor or his Authorised Agent

Review Committee Recommendations
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description &amp; P. L. No.</th>
<th>Unit</th>
<th>Quantity Returned</th>
<th>Rate Demanded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>A</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>B</td>
<td></td>
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<td>3</td>
<td>C</td>
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<td>6</td>
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</table>

<table>
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<tr>
<th>Sr. No.</th>
<th>Description &amp; P. L. No.</th>
<th>Unit</th>
<th>Quantity Returned</th>
<th>Rate Demanded</th>
</tr>
</thead>
</table>

**Remarks**

- **STATION**: Returning Official
- **RECEIVING OFFICIAL**: Controlling Officer
- **DATE**: Returning Official

**Note**: This form is to be used for 3 items A, B, and C. Depot is to fill in P. L. Nos. against 1 to 6. If Item ‘A’ is accepted against 2 P. L. Nos. 1 and 2 to be used. Similarly for B. 3 and 4 to be used.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

First Class “A” Free Pass

Sंख्या 000001

दूसरे दर्जे में ......... परिचर नि:शुल्क और (With.............. Attendant free in II class & .............. सामान के साथ Luggage)

Pass .................................................................

पदनाम Designation................................. को between Stations.................................

और and.................................................

रेल्वे के बीच यात्रा करने दे ।

Available upto................................. तक यात्रा की जा सकती है।

जारी करने की तारीख

Date of Issue.................................

पास जारी करनवाले अधिकारी के हस्ताक्षर

Signature of Issuing Officer.................................

पदनाम Designation.................................

From............................................ तक

To............................................

Via............................................

Note -- पासधारी या अन्य किसी व्यक्ति द्वारा इस पास का कपटपूर्ण इस्तेमाल होने पर उनके विरुद्ध अभियोग चलाया जा सकता है।

N. B.-- The fraudulent use of this Pass by the holder or any other person will render them liable to prosecution.

C.R./08-2018/12345678/ 500
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

Second Class Free Pass (Ordinary)

Sanskara

000001

(With ........................................................................................................................................................................

..............................................................सामान के साथ Luggage)

श्री / श्रीमती

Pass.................................................................

पदनाम Designation............................................. को between Stations............................

और and................................................................

स्टेशनों के बीच यात्रा करने दे ।

Available upto..............................................तक

यात्रा की जा सकती है ।

जारी करने की तारीख

Date of Issue...................................................

पास जारी करनेवाले अधिकारी के हस्ताक्षर

Signature of Issuing Officer............................... पदनाम Designation..............................

N. B.-- The fraudulent use of this Pass by the holder or any other person will render them liable to prosecution.

Conditions

1. The fraudulent use of this pass by the hokier or any other person will render them liable to prosecution.

2. Whenever reservation is made on duty card pass, the reservation office should make entry in the annexure. The holder of the pass should also indicate the details of the journeys in the annexure, separately supplied with the Card Pass, before commencement of each journey.

3. The pass is available solely for journeys on duty.

शर्तें

1. पासधारी या अन्य किसी व्यक्ति द्वारा इस पास का कपरपूर्ण इस्तेमाल होने पर उसके दिर्यांश अंशियों चलाए जा सकता है।

2. जब कभी भी दूसरी कार्ड पास पर आरक्षण करना हो तो आरक्षण करारल व्यक्ति अनुबंध में इन्फरमेशन करना चाहिए। पासधारी को पास के साथ अनुबंध दिये अनुबंध में अपनी यात्रा का विवरण यात्रा शुरू होने के पहले लिखित चाहिए।

3. यह पास केवल दूसरी पर ही यात्रा के लिए उपलब्ध है।
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

Shah

1. The fraudulent use of this pass by the holder or any other person will render them liable to prosecution.

Conditions

2. Whenever reservation is made on duty card pass, the reservation office should make entry in the annexure. The holder of the pass should also indicate the details of the journeys in the annexure, separately supplied with the Card Pass, before commencement of each journey.

3. The pass is available solely for journeys on duty.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

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<table>
<thead>
<tr>
<th>No.</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Name of the railway employee and designation (Full &amp; block letters)</td>
</tr>
<tr>
<td>2</td>
<td>Department / Office in which employed</td>
</tr>
<tr>
<td>3</td>
<td>Residential address</td>
</tr>
<tr>
<td>4</td>
<td>Place of work</td>
</tr>
<tr>
<td>5</td>
<td>Health Unit for treatment</td>
</tr>
<tr>
<td>6</td>
<td>Signature / Thumb impression of the railway employee</td>
</tr>
<tr>
<td>7</td>
<td>Date of retirement</td>
</tr>
<tr>
<td>8</td>
<td>Date on which Identity Card issued</td>
</tr>
<tr>
<td>Name</td>
<td>Age</td>
</tr>
<tr>
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</tbody>
</table>

INSTRUCTIONS

1. This Identity Card should be carried by the spouse/dependant children during journey and produced on demand by the Ticket Checking Staff.

2. Travelling on Complimentary Pass without the Identity Card will be treated as travelling without ticket and is liable for penalty under the rules.

3. Misuse of Identity Card and/or Complimentary Pass will cause cancellation/withdrawal of the facility permanently, without notice.

4. In case of loss of this Identity Card, it should be reported to the Issuing authority Immediately & nearest Police Station.
### Review and Standardization of Money Value & Safety Items

#### Review Committee Recommendations

<table>
<thead>
<tr>
<th>Review and Standardization of Money Value &amp; Safety Items</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INFORMATION</strong></td>
</tr>
<tr>
<td><em>Name of Retired/Deceased Employee:</em></td>
</tr>
<tr>
<td><em>Name of Spouse:</em></td>
</tr>
<tr>
<td><em>Details of Family Including Dependents (Son &amp; Daughter)</em></td>
</tr>
<tr>
<td><em>Date of Birth:</em></td>
</tr>
<tr>
<td><em>Signature/Thumb Impression of Employee</em></td>
</tr>
<tr>
<td><em>Issuing Officer’s Signature &amp; Date:</em></td>
</tr>
</tbody>
</table>

---

**Note:** This Identity Card is valid up to ____________

---

**Issuing Officer (with Seal):** ____________

---

**Photograph of Retired Employee:***

---

**Photograph of Dependent Child:***

---

**Photograph of Dependent Child:***

---

**Photograph of Dependent Child:***

---

**Photograph of Dependent Child:***

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**Photograph of Dependent Child:***

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**Photograph of Dependent Child:***

---
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations
INSTRUCTIONS

(1) The date must be inserted in ink before the commencement of the journey on either direction. TCs and TTEs must see that this is complied with. Otherwise penalty will be levied in accordance with rules.

(2) The pass must be returned by the pass holder to the issuing office within a month of the date of expiry of the pass.

REGULATIONS

(1) The pass is issued subject to the Free Pass Rules of the Railway and is available upto the date specified therein.

(2) The pass is not transferable and must be presented for examination to any authorised railway servant, when required.

(3) Privilege pass holder must give precedence at the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

CERTIFICATE

Certified that the pass has been actually used by me/my family members specified therein for adults and children From To and Back The required columns in this pass have been correctly filled in by me/my family members. The pass has not been utilised by me (if applicable).

Date Signature
**INSTRUCTIONS**

1. दोनों दिशाओं में वायु आर्थिक करने से पहले तारीख या तरीके से डालना चाहिए। टिकट लेने के लिए और चल टिकट परीक्षण को देखना चाहिए कि इसका दाखिल किया जाया है। नहीं तो उसे नियम नुसार उधार किया जायेगा।

   The date must be inserted in ink before the commencement of the journey on either direction. TCs and TTEs must see that this is complied with. Otherwise penalty will be levied in accordance with rules.

2. पासधारी की यह पास, जारी करने वाले अधिकारी की पास की अवधि सम्पन्न होने की तरीके से एक माह के भीतर जीवे दिये गये संचित प्रमाण-पत्र स्वार्थ हृदय देखा देना चाहिए। ऐसा न करने पर मारे रेते स्थान लिए के पैरा 1563 (8) में निर्धारित सजा दी जाएगी।

   The pass must be returned by the pass holder to the issuing office within a month of the date of expiry of the pass with the certificate given below duly filled in, failing which penalty will be levied as prescribed in Para 1563 (3) of IREM.

**नियमित REGULATIONS**

1. यह पास रेलवे के मुख्य पास संबंधी नियमों के अन्वेषण के बाद जितने गया है और इस पर राजा, इसके शर्म तरीका के लिए ही ज़रूरी है।

   The pass is issued subject to the Free Pass Rules of the Railway and is available upto the date specified therein.

2. यह पास आपस्वद्य है और जब कोई अधिकारी रेल कर्मचारी इसे जाने के लिए आते हैं तो इसे लूटक दिखाना चाहिए।

   The pass is not transferable and must not be presented for any authorised railway servant, when required.

3. यदि प्रस्ताव रेलवे पर गाड़ियों में वायुस्थितों को काफी बाधा हो तो यथावत व्यवस्था करती जा रहे के टिकट सेवक माहू रेते कार्यकरार्ने वायुस्थितों को तरीके बनाई।

   Privilege pass holder must give precedence at the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

**प्रमाण-पत्र CERTIFICATE**

प्रमाणित किया जाता है कि यह पास मेरे / इसके तख्तीन अधिकार के सदस्यों द्वारा ..........................क्या स्थिति और क्या स्थिति के साथ ..........................स्थान से ..........................स्थान तक और जीवन ..........................स्थान तक अवस्था में गाजे के लिए अधिकार में साधा गया है।

इसे अवधिकार करीम मेरे / मेरे परिवार के सदस्यों द्वारा सही दंग से  बरे गये है। मैंने (यदि नाम है) इस पास का उपयोग नहीं किया है।

Certified that the pass has been actually used by me/my family members specified therein for ............adults
and ............Children From ..........................To ..........................and Back to ..........................

The required columns in this pass have been correctly filled in by me/my family members. The pass has not been utilised by me (if applicable).

दिनांक Date.......................................................... हस्ताक्षर Signature..........................
INSTRUCTIONS

(1) दोनों दिशाओं में यात्रा आरंभ करने से पहले तारीख स्थानी से हटानी चाहिए। टिकट धारकों और वाल टिकट परीक्षकों को देखना चाहिए कि इसका फालन
किया जाता है। नहीं तो उसे नियमानुसार दंड किया जायेगा।

The date must be inserted in ink before the commencement of the journey on either direction. TCs and TTEs must
see that this is complied with. Otherwise penalty will be levied in accordance with rules.

(2) पासवारी को यह पास जारी करने वाले अधिकारी को पास की अवधि समाप्त होने की तारीख से एक माह के अंतर्गत नीचे दिये गये उचित प्रमाण-पत्र
भरकर लीटा देना चाहिए। ऐसा न करने पर आ. रे. या. नि. के पैरा 1563 (8) में निर्धारित सजा दी जायेगी।

The pass must be returned by the pass holder to the issuing office within a month of the date of expiry of the pass
with the certificate given below duly filled in, failing which penalty will be levied as prescribed in Para 1563 (8) of IREM.

REGULATIONS

(1) यह पास रेलवे के प्रमुख पास संबंधी नियमों के अनुसार जारी किया गया है और इस पर यात्रा। इसमें दर्ज तारीख के अंदर ही की जा सकती है।

The pass is issued subject to the Free Pass Rules of the Railway and is available upto the date specified therein.

(2) यह पास अपरेटर है और जब कोई अविस्तार रेल कर्मचारी इसे जांच के लिये लाने तो इसे अवश्य दिखाना चाहिए।

The pass is not transferable and must be presented for examination to any authorised railway servant, when required.

(3) यदि प्रथम प्रवेश पत्र पर गाड़ियों में पासवारी को करनेवाले हो तो सुविधा पासवारी उत्तरी श्रेणी के टिकट लेकर पास कराने वाले पासवारों को तरीक़े से।

Privilege pass holder must give precedence at the starting station to ticket holders of the same class where there is
any difficulty of accommodating passengers in trains.

CERTIFICATE

प्रमाणित किया जाता है कि यह पास मेरे / इसमें उल्लिखित मेरे परिवार के सदस्यों द्वारा ……………………. प्रमाण-पत्र व्यक्तियों और ……………………. सदस्यों
के साथ …………………….स्टेशन से …………………….स्टेशन तक और बापता …………………….स्टेशन तक बासवह में यात्रा के लिये उपयोग में लाया गया है।

Certified that the pass has been actually used by me/my family members specified therein for …………………….adults
and ……………….Children From …………………….To …………………….and Back to ……………………. The required columns in this
pass have been correctly filled in by me/my family members. The pass has not been utilised by me (if applicable).

Date ……………………. Signature …………………….
### Review Committee Recommendations

**Review and Standardization of Money Value & Safety Items**

<table>
<thead>
<tr>
<th>भारतीय रेल</th>
<th>INDIAN RAILWAYS</th>
</tr>
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<tbody>
<tr>
<td>दिल्ली रेलवे</td>
<td>INDIAN RAILWAYS</td>
</tr>
<tr>
<td>SECOND CLASS 'A' FREE PASS</td>
<td>SECOND CLASS 'A' FREE PASS</td>
</tr>
<tr>
<td>(अपनी रेलवे Home Line)</td>
<td>(अपनी रेलवे Home Line)</td>
</tr>
</tbody>
</table>

#### यात्रा हिस्सा

<table>
<thead>
<tr>
<th>यात्रा विस्तार</th>
<th>क्रियात्मक Outward Journey</th>
</tr>
</thead>
<tbody>
<tr>
<td>अनुमति</td>
<td>Outward Journey</td>
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</tbody>
</table>

#### ब्रेक जर्मी | बायर्टर्न जर्मी |

- **Brahmaputra:** ग्रेटर बायर्टर्न जर्मी
- **50 किलोग्राम्स:** मोटरबायर्टर्न जर्मी

#### ब्रेक वा वापसी ज्ञापन

- **अनुमति:** Break Journey / Return Journey

#### नाम पर प्रतिकृति / वापसी ज्ञापन

- **दिल्ली रेलवे:** दिल्ली रेलवे
- **स्टेशन:** दिल्ली रेलवे

#### पास प्रमाणित

<table>
<thead>
<tr>
<th>विभाग</th>
<th>विभाग DEPTT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>अवधारणा</td>
<td>स्टेशन का नाम</td>
</tr>
</tbody>
</table>

#### जा जाने पर विवरण

1. **(क)** पहुँचने की तारीख
   - (a) Date of Arrival
   - (b) Date of Departure
2. **(क)** पहुँचने की तारीख
   - (b) Date of Arrival
   - (d) Date of Departure
3. **(क)** पहुँचने की तारीख
   - (b) Date of Arrival
   - (d) Date of Departure
4. **(क)** पहुँचने की तारीख
   - (b) Date of Arrival
   - (d) Date of Departure
5. **(क)** पहुँचने की तारीख
   - (b) Date of Arrival
   - (d) Date of Departure

#### ज्ञापन

- **(क)** उपयोगी नीतियों के अनुसार, ज्ञापन नोट के साथ

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**Review Committee Recommendations**

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Review and Standardization of Money Value & Safety Items

विलियम REGULATIONS

(1) यह पास रेलवे के लिए शुल्क पास अन्य विभागों के लिए जारी किया गया है इसमें दर्ज तारीख तक ही इस पर पास की जा सकती है।

This pass is issued subject to the Free Pass rules of the Railway and is available up to the date specified therein.

(2) यह पास अवरद्ध है और जब कोई रेल कमर्चरी इसे देखना चाहे तो उसे दिखा देना चाहिए।

This pass is not transferable and must be presented for examination to any railway servant, when required.

(3) यदि गाड़ी में जगह की कमी हो तो पासधारी उसी दर्जे के टिकट करने कार्यों को प्रथम स्तर पर प्राथमिकता देने।

Privilege pass holder must give precedence of the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

प्रमाण-पत्र CERTIFICATE

प्रमाणित है कि यह पास मेरे/उसमें उल्लिखित मेरे परिवार के सदस्यों द्वारा तक यात्रा करने से तकलीफ़ अनुभव करने से तकालीफ उपयोग के लिए उपयोग करी गया है।

Certified that the pass has been used by me/my family members specified therein from..........................To..........................on the outward journey and from..........................to..........................on the return journey. The required columns in has pass have been correctly filled in by me/my family members. The pass has not been used by me (if applicable).

दिनांक Date.......................... हस्ताक्षर Signature..........................
Instructions

1. The date must be inserted in ink before the commencement of the journey on either direction. TCs and TTEs must see that this is complied with. Otherwise penalty will be levied in accordance with rules.

2. The pass must be returned by the pass holder to the issuing office within a month of the date of expiry of the pass with the certificate given below duly filled in, failing which penalty will be levied as prescribed in Para 1563 (3) of IREM.

Regulations

1. The pass is issued subject to the Free Pass Rules of the Railway and is available upto the date specified therein.

2. The pass is not transferable and must be presented for examination to any authorised railway servant, when required.

3. Privilege pass holder must give precedence at the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

Certificate

Certified that the pass has been actually used by me/my family members specified therein for adults and children. From To and Back.

The required columns in this pass have been correctly filled in by me/my family members. The pass has not been utilised by me (if applicable).

Date

Signature

Review and Standardization of Money Value & Safety Items
Review Committee Recommendations
**INSTRUCTIONS**

1. Do not handwrite in the application forms. The name should be written clearly. The date should be inserted in ink before the commencement of the journey on either direction. TCs and TTEs must see that this is complied with. Otherwise penalty will be levied in accordance with rules.

2. The pass is issued subject to the Free Pass Rules of the Railway and is available upto the date specified therein.

3. The pass is not transferable and must be presented for examination to any authorised railway servant, when required.

   Privilege pass holder must give precedence at the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

**CERTIFICATE**

Certified that the pass has been actually used by me/my family members specified therein for adults and children. From To and Back. The required columns in this pass have been correctly filled in by me/my family members. The pass has not been utilised by me (if applicable).

Date of Issue: 

Signature:
### Review and Standardization of Money Value & Safety Items

#### Review Committee Recommendations

<table>
<thead>
<tr>
<th>Date of Departure</th>
<th>From</th>
<th>To</th>
<th>Date of Arrival</th>
<th>Name of Station</th>
<th>Break Journey</th>
<th>Date of Departure</th>
<th>From</th>
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<th>To</th>
<th>Date of Arrival</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/03/2018</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td>12/03/2018</td>
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</tr>
</tbody>
</table>

#### Office Stamp

- **Chief Personnel Officer**
- **Railway Board**

#### Letter

Subject: Review and Standardization of Money Value & Safety Items

Dear [Recipient's Name],

I am writing to you regarding the ongoing review and standardization of money value and safety items. As requested, I would like to provide you with the following recommendations:

1. **Review of Items**: A comprehensive review of all current money value and safety items is necessary to ensure compliance with the latest standards and regulations.
2. **Standardization**: To maintain uniformity, all items should be standardized to a set of guidelines to prevent discrepancies and errors.
3. **Training**: Regular training sessions should be conducted for employees handling these items to enhance their knowledge and skills.
4. **Inventory Management**: An effective inventory management system should be implemented to track and control the stock of these items.

We understand the importance of these items in ensuring the smooth operation of our services and the safety of our passengers. We are committed to implementing these recommendations to improve our services.

Thank you for your attention to this matter.

Yours sincerely,

[Your Name]

[Your Signature]

---

**CC**: [Other Relevant Parties]
Anuvad INSTRUCTIONS
(1) दोनों दिशाओं में बाजा आरम्भ करने से पहले स्तरीय स्थान से इस्तेमाल चाहिए। टिकट व्हार्डरों और चैंड टिकट परीक्षको परीक्षण को देखना चाहिए कि इसका पालन किया जाता है। नहीं तो उसे नियमानुसार दर्ज किया जायेगा।

The date must be inserted in ink before the commencement of the journey on either direction. TCs and TTEs must see that this is complied with. Otherwise penalty will be levied in accordance with rules.

(2) पासवारी के यह पास जारी करने वाले अधिकारी को पास की अवधि समाप्त होने की तरीके से एक महि में बेच दी दबे गये उच्च प्रभाववश भर्ती कर लौट देना चाहिए। ऐसा न करने पर भार. रै. स्था. लि. के पैरा 1563 (8) में निपटावत सजा दी जायेगी।

The pass must be returned by the pass holder to the issuing office within a month of the date of expiry of the pass with the certificate given below duly filled in, failing which penalty will be levied as prescribed in Para 1563 (8) of IREM.

विनियम REGULATIONS
(1) यह पास रेलवे के सुरक्षा पास सर्वोच्च नियमों के अनुसार जारी किया गया है और इस पर नाम. इसमें दर्ज कर्मचारी के नाम जो जाती है।

The pass is issued subject to the Free Pass Rules of the Railway and is available up to the date specified therein.

(2) यह पास वार्षिक है और जब कोई अपितु स्थल तदनुसार इसे जाने के लिए मांगे तो इसे जारी दिखाना चाहिए।

The pass is not transferable and must be presented for examination to any authorised railway servant, when required.

(3) यदि प्रवासी रेखायात पर गांवों ने व्यापारियों को कठिनाई हो तो तुलनात्मक सरकारी स्तर विभागों के डिग्री स्टेंडर्ड यात्रा करने वाले यात्रियों को तरीके से।

Privilege pass holder must give precedence at the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

प्रवास-पत्र CERTIFICATE
प्राप्तिक दिन किराया जाता है कि यह पास नेरे / इसके उच्चतम नेरे परिचार के सदस्यों द्वारा ..........................................स्थानक्य यात्रियों और ......................... व्यापार के साथ ..................................स्टेंडर्ड से .....................तक और यात्रा ..................................................स्टेंडर्ड तक रास्ते में यात्रा के लिये उत्योगान में साहित्य यात्रा है।

Certified that the pass has been actually used by me/my family members specified therein for ..........................................'..adults and ..........Children From ..............................................To ..............................................Back to ..............................................

The required columns in this pass have been correctly filled in by me/my family members. The pass has not been utilised by me (if applicable).

दिनांक Date.......................... हस्ताक्षर Signature..........................
<table>
<thead>
<tr>
<th>Name of the Station</th>
<th>Break Journey Outward</th>
<th>Return Break Journey</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. (a) Date of Arrival  
2. (a) Date of Departure  
3. (a) Date of Arrival  
4. (a) Date of Departure  
5. (a) Date of Departure  

The date must be inserted in INK BEFORE commencement of the journey in either direction. Ticket Collectors and TER must see that this is complied with.
विलियम REGULATIONS

(1) यह पास रेलवे के लिए शुल्क पास स्वरूप नियमो के अधीन जारी किया गया है इसमें दर्ज तथापि तक ही इस पर यात्रा की जा सकती है

This pass is issued subject to the Free Pass rules of the Railway and is available up to the date specified therein.

(2) यह पास अपरदेश है और जब कोई रेल कर्मचारी इसे देखना चाहे तो उसे दिखा देना चाहिए

This pass is not transferable and must be presented for examination to any railway servant, when required.

(3) यदि गाड़ी में जगह की कमी हो तो पासवारी उसी दर्जे के टिकट वाले यात्रियों को प्रथम स्टेशन पर प्राधिकता देने

Privilege pass holder must give precedence of the starting station to ticket holders of the same class where there is any difficulty of accommodating passengers in trains.

प्रमाण-पत्र CERTIFICATE

प्रमाणित किया जाता है कि यह पास मेरे / उसमें उल्लिखित मेरे परिवार के सदस्यों द्वारा .............................................. से .......................................................... तक वाहन यात्रा और .......................................................... से .......................................................... तक यह पास यात्रा के लिये उपयोग में लाया गया है

Certified that the pass has been used by me/my family members specified therein

इसके कारण मेरे / मेरे परिवार के सदस्यों द्वारा यह व तरदेश से भरे गये हैं / मैंने (यदि लागू है) इस पास का उपयोग नहीं किया है

Certified that the pass has been used by me/my family members specified therein

from.....................................................To..........................................................on the outward journey and from..........................................................to ..........................................................on the return journey. The required columns in has pass have been correctly filled in by me/my family members. The pass has not been used by me (if applicable).

मिनाह Date..........................हस्ताक्षर Signature..........................
### Review Committee Recommendations

**Review and Standardization of Money Value & Safety Items**

<table>
<thead>
<tr>
<th>Full Tickets, All over 12 years:</th>
<th>1</th>
<th>2</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Self</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Widow/widow</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Mother/stepmother</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Stepchildren</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Daughter/stepdaughter</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Son/stepson</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Brother/stepbrother</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Half tickets over 5 years</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9. Child</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Female</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Male</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Full Tickets, All over 12 years:**  
1. Self  
2. Widow/widow  
3. Mother/stepmother  
4. Stepchildren  
5. Daughter/stepdaughter  
6. Son/stepson  
7. Brother/stepbrother  
8. Half tickets over 5 years  
9. Child  
10. Female  
11. Male  
12. All tickets issued for  
   - Full tickets  
   - Half tickets  
   - Other tickets  

---

**signature & designation of the issuing officer**

*To be retained by the issuing Officer*
Review and Standardization of Money Value & Safety Items

C.R./08-2018/12345678/500Nos.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

N.B.: (1) This pass entitles the holder to travel in the Motorman's compartment only and while ON DUTY. It is not transferrable and must be returned to the Office of issue on the expiry date unless otherwise cancelled or withdrawn.

(2) The holder of this pass should not indulge in any conversation with the motorman or any one else while the train is in motion unless it is for the purpose of instructing him in his duties as it may distract the attention of the motorman from his important duty of driving the train. The use of mobile phone by inspecting officials travelling in Motorman's Compartment shall be restricted to extreme emergency only.

(3) The train driver or the guard in charge of the train may at any moment in the course of the journey in which the holder wishes to travel in the motorman's compartment may direct the holder to vacate the same. No more than 3 persons including the Motorman are allowed in the driving compartment of a service train at any one time.

The railway is not responsible in any respect for any delay or any injury to the person or life of the holder except when the holder is a railway employee and is travelling on duty.

The fraudulent use of this pass by the holder or any other person will render him liable to prosecution.
### Review Committee Recommendations

**Review and Standardization of Money Value & Safety Items**

<table>
<thead>
<tr>
<th>Class</th>
<th>Period</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
</table>

**School Certificate to be issued only to Students of not more than 25 years of age**

---

**Signature of Principal/Head Master**

- Name of College/School

---

**Date of Issue**

---

**Note:** This certificate will be valid for three days including the date of issue and if not made use of within that time must be returned by the issued for cancellation.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

The Procedure for issue of students' concession tickets shall be as under:

1. 'Students' concession certificate books will be stocked in the office of the Divisional Railway Manager.

2. The recommended schools and colleges shall be served by the Divisional Railway Manager.

3. Each school or college shall select a student as the representative of the institution who will sign the concession certificate to enable the student to exercise the right of the student.

4. The student shall be selected by the headmaster of the school or college to sign the concession certificate to enable the student to exercise the right of the student.

5. The three foils of the concession certificate shall contain all the necessary information for the name, age, sex, and the signature of the student.

6. In the case of students travelling in party, the signature of the leader as well as signatures of other members of the party should be obtained in the concession certificate to enable the Traveling Ticket Examiners to identify the parties on receipt of a ticket.

7. The ticket should be surrendered to the Station Master at the time of purchase at the ticket counter to which the ticket is issued, and the student's name should be mentioned on the ticket.

8. The concession certificate should be written on carbon paper in one operation using double sided carbon paper.

9. Any alteration or overwriting or cutting, etc., in the concession certificate should be countermanded by the issuing authority with his stamp.

10. Misuse of concession tickets or allowing another person to use the tickets is a fraud which will render the user liable to prosecution or other penalty.
### Statement showing the Particulars of Concession Certificates

<table>
<thead>
<tr>
<th>क्रम संख्या</th>
<th>जारी किया</th>
<th>रियायति प्रमाण-पत्र का व्यौरा विवरण-पत्र</th>
<th>अनुबंध 'क' ANNEXURE 'A'</th>
</tr>
</thead>
<tbody>
<tr>
<td>अभ्यास वक्ता</td>
<td>Education Tour</td>
<td>जारी विवरण-पत्र</td>
<td>जारी किया गया</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>क्रम संख्या</th>
<th>रियायति प्रमाण-पत्र का व्यौरा</th>
<th>अभिव्यक्ति के लिये उपलब्धि</th>
<th>कितने व्यक्ति का आयुक्त किया गया</th>
<th>कितने प्रकार की रियायत विवरण-पत्र</th>
<th>टेलीफोन स्टेशन</th>
<th>अभिव्यक्ति रemarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>स. नं.</td>
<td>तारीख डेट</td>
<td>स. नं.</td>
<td>तारीख डेट</td>
<td>लोगों का संख्या अनुमति</td>
<td>से से से तक तक</td>
<td>रemarks</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
</tbody>
</table>
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

* Certificate for obtaining Students’ Concession for Educational Tours

From: .................................................................

To: The Station Master,

.................................................................Station

Railway

This is to certify that .............................................................................................................

Name of School/College/Institution

The tour is sponsored by ........................................................................................................

They are travelling from ........................................................................................................

and concession tickets for their journey may please be issued.

Note: Return tickets are not issued. A separate application should be made for each journey.

(i) If the student is minor, the parents/guardians should sign the application.

(ii) For international students, the application should be submitted to the nearest Indian diplomatic mission.

(iii) The concession will also apply to students of Educational Institutions of foreign countries when in

parties of not less than fifteen (excluding escorts).

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Names of Students</th>
<th>Sex</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<td>15</td>
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</tbody>
</table>

Rikard RECORD 1.

(This can be handed in at the destination along with the ticket/tickets)
<table>
<thead>
<tr>
<th>क्रम संख्या</th>
<th>विद्यार्थियों के नाम</th>
<th>लड़का या लड़की</th>
<th>आयु</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td></td>
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<td></td>
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<td>17</td>
<td></td>
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<td></td>
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<tr>
<td>18</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>गार्लिक्स Escorts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Review and Standardization of Money Value & Safety Items**

**Review Committee Recommendations**

<table>
<thead>
<tr>
<th>पार्टी के प्रमुख/प्रमुख की हस्ताक्षर</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature(s) of Party</td>
</tr>
<tr>
<td>स्टेशन स्टेटियन</td>
</tr>
<tr>
<td>Signature of Principal/Head Master/Head Mistress</td>
</tr>
</tbody>
</table>

This is a statement issued by the Review Committee regarding the standardization of money value and safety items for students. The document includes guidelines for the allocation of escort services for students, particularly focusing on girl students and their escorts. The text is in Hindi and includes specific rules and recommendations for the safe and efficient management of students' personal belongings.

**Escorts**

- In the case of girl students of any age and boy students under the age of 12 years, escorts may be allowed to travel with the party at concession fares as under:
  - One escort for every four such students.
  - Any such students in excess (1.2 or 3 as the case may be) can be counted towards the number required for escort under (ii) below.

**Note**

- In the case of journeys commencing at stations other than the selected stations and the third foils should be presented to the selected station who will verify and make an endorsement about the genuineness of the certificate, affixing his signature and station stamp. If the certificate is not so endorsed, the station from which the journey is to commence will refuse to issue concession tickets.

**This certificate is valid for three months from the date of issue.**

<table>
<thead>
<tr>
<th>Ticket No.</th>
<th>मास्टर स्टेटियन मास्टर Station Master…………………..</th>
<th>………………..</th>
<th>दिनांक Date…………………..</th>
<th>वीडर सील…………………..</th>
</tr>
</thead>
</table>

**Note**

- Misuse of concession tickets or allowing another person to use the tickets is a fraud which will render the user liable to prosecution or other penal action.
**Certificate for obtaining Students’ Concession for Educational Tours**

- **From:**
  - [Name]

- **To:**
  - [Station Master, Station]

- **Railway:**
  - [Railway]

This is to certify that, students of my School/College/Institution and are proceeding on educational tours from/to his/her School/College/Institution and to the following places of artistic importance in India:

- **2.** The tour is sponsored by:
  - [Name of School/College/Institution]

- The tour is supported by:
  - [Office Stamp of the School, College or Institution]

- The tour is related to:
  - [Station] (Station)

**Note:** Return tickets are not issued. A separate application should be made for each journey.

- **(i)** In case of any queries, contact the following:
  - [Name]

**(ii)** New applications are welcome.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Names of Students</th>
<th>Sex</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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<td>2</td>
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<td>14</td>
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</tbody>
</table>

**Concession Order 2.**

(To be surrendered at the destination along with the ticket/tickets)
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Names of Students</th>
<th>Sex</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td></td>
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<td>19</td>
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</tr>
<tr>
<td>20</td>
<td>भारतीय सेवाएं</td>
<td></td>
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</tr>
</tbody>
</table>

**Review Committee**

_Signature(s) of Party_

_Station Station_

**Date**

_Signature of Principal/Head Master/Head Mistress_

This Review Committee is made up of 10 Indian students, 2 professors or teachers, and 1 student from 9 foreign countries. The concession is also applicable to any professor, teacher, or student representing the party at concession fares as under:-

One escort for every four such students

**Note:** Any such students in excess of (1, 2 or 3) may be allowed to travel with the party at concession fares as under (i) below

(ii) 12 years and one such student of the age of 12 years and over, escorts may be allowed to travel with the party at concession fares as under:

One escort for 15 such students.

**Note:** In the case of boy students of 12 years and over, escorts may be allowed to travel with the party at concession fares as under:

Ticket No. ............................... issued.

_Class.................................................._

_Fare.................................................._

**Note:** Misuse of concession tickets or allowing another person to use the tickets is a fraud which will render the user liable to prosecution or other penal action.

_C.R./08-2013/12345678/1000000/56c=150Lv
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

* Certificate for obtaining Students’ Concession for Educational Tours

From: .................................................................
 .................................................................
  ................................................................

To: Station Master,
  Station Station
 .................................................................Railway

Vah Pratishikha kia jaata hai ki nishqikar (sankhya abhivyakti mein)
ladke ladkiyo dil sungi college/sangh yakeeni vastra priyakta badbhar jaise hain
va yeh Bharatwaj ke silmikalak dute sakte hain kalakartaa vahan jaise hain
(boys/girls named below are)

This is to certify that.................................................................boys/girls named below are
(bona fide) students of my School / College / Institution and are proceeding to educational tours from / to his / her
their School/College/Institution for/after visiting places of artistic importance in India.

Name of School/College/Institution)

The tour is sponsored by.................................................................

Station to Station

They are travelling from .................................................................(Station) to .................................................................(Station)

and concession tickets for their journey may be please issued.

Note: (i) Return tickets are not issued. A separate application should be made for each journey.

(ii) The concession will also apply to students of Educational Institutions of foreign countries when in

(iii) The form may be surrendered at the destination along with the ticket/tickets.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Names of Students</th>
<th>Sex</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
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</table>

(These certificates are to be surrendered at the destination along with the ticket/tickets)
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Names of Students</th>
<th>Sex</th>
<th>Age</th>
</tr>
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<tbody>
<tr>
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<tr>
<td>18</td>
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</tr>
<tr>
<td>19</td>
<td>नागरिक Escorts</td>
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<tr>
<td>20</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

The concession is also applicable to one professor or teacher and one attendant per party of ten Indian Students and two professors or teachers and one attendant per party of fifteen Foreign Students.

(i) The concessions for any age and boy students under the age of 12 years, escorts be allowed to travel with the party at concession fares as under:--

One escort for every four such students

(ii) 12 वर्षीय और उससे अधिक दर्जे के छात्रों के दल के साथ नागरिकों को निम्नतम सरस्वती रियासती किराए पर दब के जाना करने की अनुमति दी जा सकती है।

The above 15 विविध विविधता के साथ एक नागरिक हो सकता है।

In the case of boy students of 12 years and over, escorts may be allowed to travel with the party at concession fares as under:--

One escort for 15 such students.

Note:-- In the case of journeys commencing at stations other than the selected stations the second and the third foils should be presented to the selected station who will verify and make an endorsement about the genuineness of the certificate, affixing his signature and station stamp. If the certificate is not so endorsed, the station from which the journey is to commence will refuse to issue concession tickets.

This certificate is valid for three months from the date of issue.

Ticket No.:.......................................................... issued.

Ticket Nos.

C.R./08-2018/12345678/1000kgs/ 50x3=150Lvs.
**Review and Standardization of Money Value & Safety Items**

**Review Committee Recommendations**

<table>
<thead>
<tr>
<th>No.</th>
<th>Name of Students</th>
<th>Age</th>
<th>Name of Students</th>
<th>Age</th>
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<tbody>
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</tbody>
</table>

This certificate is valid for one month from the date of issue.

**Certificate for Obtaining Concession to Participate in Sports Tournaments in Case of Students**

**Pl. 83073012**
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

Dear The Station Master,

I am writing to request your attention to matters concerning safety and money value control within our railway premises. Attached are the proposed recommendations that we believe will enhance security and operational efficiency. Please review these recommendations and provide any feedback or suggestions.

Yours sincerely,
[Name]

---

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name of Students</th>
<th>Age</th>
<th>Name of Students</th>
<th>Age</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

This certificate is valid for one month from the date of issue.

Signature(s) of Leader(s) of Party:

Principal/Head Master/Head Mistress:

[Date]

This certificate is valid for one month from the date of issue.

Class: [Class]

Ticket No.: [Number]

[Date]

[Signature]
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

FOIL 3.

<table>
<thead>
<tr>
<th>No.</th>
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<th>School No.</th>
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<th>Name of Students</th>
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</tbody>
</table>

Signature of Leader of Party:

Principal / Head Master / Head Mistress:

This certificate is valid for one month from the date of issue.

CJ/R8-2018/12345678/100bks/56x9=160Lvs.
भारतीय रेल

सं.....................दिनांक..................

अहस्तांतरणीय

श्री/श्रीमती.............................................

पदनाम..................................................

कार्य पास सं........................................ का धारक
इट्टी पर यात्रा करते समय किसी अतिरिक्त प्रभाव का लिया जाता किसी प्रथम वातानुकूल क्षेत्रों में (स्वयं) यात्रा के लिए मात्र है।

कृपया महाप्रवाहक (स्था)
परिचय रेलवे

For General Manager (E)
Western Railway
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

C.R./08-2018/12345678/8000 NOS

Identity Card

Specimen Signature or L.H.T.I. of Employee

Seal of Issuing Office
The bearer of this Identity-cum-Authority Card is authorised to examine passengers' tickets and passes under Indian Railways Act. He is authorised to work in uniform as well as in plain clothes and travel over Division of Western Railway for the purpose of checking tickets.

Dated:..........................

For Divisional Railway Manager
Review and Standardization of Money Value & Safety Items

### Review Committee Recommendations

<table>
<thead>
<tr>
<th>कल</th>
<th>प्रति</th>
<th>राशि</th>
<th>राशि</th>
<th>राशि</th>
<th>अंशदान क्रम</th>
<th>अंशदान क्रम</th>
</tr>
</thead>
<tbody>
<tr>
<td>कब से</td>
<td>कब तक</td>
<td>रु.</td>
<td>प.</td>
<td>रु.</td>
<td>प.</td>
<td></td>
</tr>
</tbody>
</table>

**Name of the retired railway employee, Shri/Smt. (as registered in railway books).**

2. "उत्तरदायी पत्नी/पति का नाम जहां रेलवे कर्मचारी का निधन हो गया हो।" Name of Surviving wife/husband, where retired employee is dead.

3. संवाद-निदुःवतृ की तारीख पर पदनाम, संवाद-निदुःवतृ कर्मचारी के विभाग का नाम, टिकट नंबर आदि सहित Designation on the date of retirement with the name of department of retired employee, Ticket No., etc.

4. रेलसेवा से निवृत्ति की तारीख Date of retirement from Railway Service.

5. **अंतिम बार प्रति मूल वेतन की दर** रु. Rs.

6. **अंतिम अंशदान की दर** रु. Rs.

7. **Marks of Identification** (i) (ii)

8. **अंतिम वेतन पत्र कैसे तैयार करते पिता पुत्रिका मुद्दात्त**. Last paysheet Preparing unit.

"यदि लागू न हो तो उसे काट दिया जाए "Delete, if not applicable."
Free out-door/in-door treatment for retired Railway employee, his/her spouse and widow mother from Railway Hospital/Health Units.

(Rly. boards. letter No. 97/H/28/1 dated 23-10-97.)
Review Committee Recommendations

1. **Review and Standardization of Money Value & Safety Items**

2. **Prakasan Varma**

3. **Marks of Identification of the employee**
   1. Name: Self
   2. Wife: Husband
   3. Children

4. **Kiran Gandhi**

5. **Name of the Surviving wife/husband where retired employee is dead**

6. **Designation on the date of retirement with the name of Department of retired employee, Ticket No., etc.**

7. **Deposited/deducted an amount of Rs. equal to one month's basic pay at the time of retirement/superannuation as one time payment to join Retired Employees Liberalised Health Scheme 97 vide receipt No., dated, issued by.**

8. **Last paysheet preparing unit**

   **Signature and Designation of the Officer Issuing the Card**

   **Date of collection**

   **Board's Letter No. 97/H/28/1. dated 23-10-1997.**

   **C.R. 08-2018/12345678/3000 Nos.**
SAFETY ITEMS
# Standardisation of Safety forms on Indian Railway - Paper & Ink

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Unified PL Number</th>
<th>Denoting Number</th>
<th>M.V./ Safety</th>
<th>Item Description</th>
<th>Job size in Inches</th>
<th>Paper to use</th>
<th>Colour of Inks to use</th>
<th>Sides Printing</th>
<th>Foils</th>
<th>Foils for</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>83030190</td>
<td>T/351</td>
<td>Safety</td>
<td>Signal and Tele. disconnection / Reconnection Notice</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Black, Green &amp;</td>
<td>One side</td>
<td>Single</td>
<td>3 Counter foils</td>
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<tr>
<td>2</td>
<td>83054327</td>
<td>T/369 (1)</td>
<td>Safety</td>
<td>Advance Authority to pass defective Signals</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>3</td>
<td>83051181</td>
<td>T369(3B)</td>
<td>Safety</td>
<td>Authority to pass signals in 'ON' or defective position</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>Both side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
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<tr>
<td>4</td>
<td>83050942</td>
<td>T/409</td>
<td>Safety</td>
<td>Caution order</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Green</td>
<td>One side</td>
<td>Three</td>
<td>Loco Pilot, Guard, Record</td>
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<tr>
<td>5</td>
<td>83050966</td>
<td>T/A409</td>
<td>Safety</td>
<td>NIL' Caution Order</td>
<td>8.5 X 6</td>
<td>White Maplitho 60 GSM</td>
<td>Green</td>
<td>One side</td>
<td>Three</td>
<td>Loco Pilot, Guard, Record</td>
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<td>6</td>
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<td>T/B409</td>
<td>Safety</td>
<td>Reminder Caution order</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
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<td>Two</td>
<td>Loco Pilot, Record</td>
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<tr>
<td>7</td>
<td>83052203</td>
<td>T/431</td>
<td>Safety</td>
<td>Train examination advise / report</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Black</td>
<td>One side</td>
<td>Single</td>
<td>3 Counter foils</td>
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<td>8</td>
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<td>T/509</td>
<td>Safety</td>
<td>Authority to receive a train on an Obstructed line</td>
<td>8.5 X 6</td>
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<td>9</td>
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<td>T/511</td>
<td>Safety</td>
<td>Authority to start from a non signaled line</td>
<td>8.5 X 8</td>
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<td>Two</td>
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<td>T/512</td>
<td>Safety</td>
<td>Authority to start from a line with common starter signal</td>
<td>8.5 X 8</td>
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<td>Two</td>
<td>Loco Pilot, Record</td>
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<td>11</td>
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<td>T/A602</td>
<td>Safety</td>
<td>Authority to Proceed for relief engine/ train in to an occupied block section</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
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<td>T/B602</td>
<td>Safety</td>
<td>Authority for opening communication during total interrupted of communication on single line section</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>Both side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>13</td>
<td>83051533</td>
<td>T/C602</td>
<td>Safety</td>
<td>Authority for working of trains during total interruption of communication on double line section</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>Both side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>14</td>
<td>83050930</td>
<td>T/D602</td>
<td>Safety</td>
<td>Authority for temp. Single line working on double line section</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
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<td>83054730</td>
<td>T/E602</td>
<td>Safety</td>
<td>Line clear enquiry message asking line clear for despatch of trains during total failure of communication on single line section</td>
<td>8.5 X 6</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
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<td>Item Description</td>
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</tr>
<tr>
<td>16</td>
<td>83054340</td>
<td>T/F602</td>
<td>Safety</td>
<td>Conditional line clear message</td>
<td>8 X 8.5</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>17</td>
<td>83051260</td>
<td>T/G 602</td>
<td>Safety</td>
<td>Conditional Line clear ticket (UP)</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>18</td>
<td>83054741</td>
<td>T/H 602</td>
<td>Safety</td>
<td>Conditional Line clear ticket (DN)</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
<td>Red &amp; Black</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>19</td>
<td>83054753</td>
<td>T/I 602</td>
<td>Safety</td>
<td>Message on restoration by any one of the means of communication</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Black</td>
<td>One side</td>
<td>Single</td>
<td>Single Page</td>
</tr>
<tr>
<td>20</td>
<td>83054765</td>
<td>T/609</td>
<td>Safety</td>
<td>Written permission by Guard to Driver to proceed to next stn. From mid section</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>21</td>
<td>83051077</td>
<td>T / 806</td>
<td>Safety</td>
<td>Shunting Order</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>One side</td>
<td>Three</td>
<td>Loco Pilot, Guard, Record</td>
</tr>
<tr>
<td>22</td>
<td>83030300</td>
<td>T/A 912</td>
<td>Safety</td>
<td>Authority to pass automatic / semi.auto/manual optd/gate signals</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>23</td>
<td>83051156</td>
<td>T/B 912</td>
<td>Safety</td>
<td>Authority to proceed without line clear on automatic block signalling territories</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>Both Side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>24</td>
<td>83030426</td>
<td>T/C912</td>
<td>Safety</td>
<td>Authority to proceed for relief engine/train in to an auto. block sig. Sec.</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>Both Side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
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<tr>
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<td>83030438</td>
<td>T/D 912</td>
<td>Safety</td>
<td>Auth. To proceed on auto block system during prolonged failure of signals</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
<td>Red</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>26</td>
<td>83051399</td>
<td>T/1410</td>
<td>Safety</td>
<td>Train intact arrival register</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Black</td>
<td>One side</td>
<td>One</td>
<td>Single Page</td>
</tr>
<tr>
<td>27</td>
<td>83031066</td>
<td>T/A1425</td>
<td>Safety</td>
<td>Line clear enquiry message (outward/inward)</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>Both Side</td>
<td>One</td>
<td>Single Page</td>
</tr>
<tr>
<td>28</td>
<td>83030440</td>
<td>T/B1425</td>
<td>Safety</td>
<td>Line clear enquiry message book in the event of failure/suspension/non-provision of block instruments</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>Both Side</td>
<td>One</td>
<td>Single Page</td>
</tr>
<tr>
<td>29</td>
<td>83051351</td>
<td>T/C1425</td>
<td>Safety</td>
<td>Paperline clear ticket (UP)</td>
<td>8.5 X 6</td>
<td>White Maplitho 60 GSM</td>
<td>Blue &amp; Black</td>
<td>One side</td>
<td>Two</td>
<td>Loco Pilot, Record</td>
</tr>
<tr>
<td>30</td>
<td>83054352</td>
<td>T/1518</td>
<td>Safety</td>
<td>Trolley / Lorry / OHE ladder Trolley Notice</td>
<td>8.5 X 12</td>
<td>White Maplitho 60 GSM</td>
<td>Black</td>
<td>One side</td>
<td>Single</td>
<td>Three Counter foils</td>
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<td>31</td>
<td>83054777</td>
<td>T/1525</td>
<td>Safety</td>
<td>Motor trolley permit</td>
<td>8.5 X 8</td>
<td>White Maplitho 60 GSM</td>
<td>Blue</td>
<td>One side</td>
<td>Two</td>
<td>Original, Duplicate</td>
</tr>
</tbody>
</table>
## Review Committee Recommendations

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/01/2023</td>
<td>10:00 AM</td>
<td>Indian Railway Headquarters</td>
</tr>
</tbody>
</table>

**Purpose:**

- To finalize the review and standardization of money value and safety items.

**Recommendations:***

1. **Implementation of New Procedures:**
   - Immediate implementation of new procedural guidelines for handling high-value transactions.
   - Regular training sessions for staff on new procedures.

2. **Enhanced Security Measures:**
   - Installation of surveillance cameras in all high-risk areas.
   - Introduction of biometric access control systems.

3. **Audit and Monitoring:**
   - Regular internal audits to ensure compliance with new procedures.
   - External audits conducted annually by independent firms.

4. **Communication and Awareness:**
   - Regular communication with stakeholders about new regulations.
   - Employee awareness programs to educate staff about security protocols.

**Next Steps:**

- Immediate implementation of recommendations.
- Quarterly reviews to assess compliance and effectiveness.

---

**Notes:**

- All recommendations are subject to approval by the head office.
- Implementation plans will be developed for each recommendation.
- Reporting mechanisms will be established to monitor progress and compliance.

---

**Legal Compliance:**

- All recommendations comply with existing legal frameworks.
- Proposals include necessary adjustments to align with future regulations.

---

**Contact Information:**

- Mr. John Doe, Director of Operations, 123 Main Street, New City, 1234567890.
- Email: operations@ir.com
- Website: www.ir.com
Review and Standardization of Money Value & Safety Items

स्टेशन पर प्रदिपुर्ण सिग्नलों को पार करने के लिए अभियंता प्रधानक ADVANCE AUTHORITY TO
PASS DEFECTIVE SIGNALS AT STATION..............................

लोको पायलट / Loco Pilot     रिकार्ड     Record

Station ..........................  वित्तीय दिनांक   Date ................... 20......

To,
The Loco Pilot of Train No. गाड़ी नं. .............................Up / Down,अभियंता के लोको पायलट को.

As per advice of Station Master,........................................Station स्टेशन के रिस्ट्रेटियन मास्टर की सूचना
के अनुसार .................................. स्टेशन पर, "Up / Down अभियंता सिग्नल/Signal/s "सिग्नल
यहाँ है/हैं है/हैं वहाँ बिल्ड ऑफ ऑर स्टेशन तथा आप तत्काल सिग्नल पर स्टेशन पर है/हैं हैं सिग्नल/Signal/s धारण के बाद अधिकतम 15 कि.मी./हों घंटे की प्रतिवर्तमान गति से आगे बढ़े। You shall, therefore, stop at the first
Stop Signal and after being Hand Signaled past the approach Signal proceed at a restricted speed
not exceeding 15 KMPH.

________________________
लोको पायलट के हस्ताक्षर   Signature of Loco Pilot

________________________
स्टेशन मास्टर के हस्ताक्षर   Signature of Station Master

दिनांक Date ........................

* जो लघू न हो उसे काट दें। Strike out whichever is not applicable.

प.रे.: 09-2018; 04125020175242; 800 Bks. x 160 Lvs.
Review Committee Recommendations

Review and Standardization of Money Value & Safety Items

AUTHORITY TO PASS SIGNALS IN 'ON' OR DEFECTIVE POSITION

<table>
<thead>
<tr>
<th>Loco Pilot</th>
<th>Date:</th>
<th>Record</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

To,

The Loco Pilot of Train No. ........................... Up/Down

Sighal Station at Station .................. Station is/are OUT OF ORDER

A member of the System who is in charge of the station is/are

You are hereby authorized to pass the defective Outer/Home/Intermediate/Signalling/Line Clear signal/s at 'ON' position at a speed not exceeding 15 KMPH.

* The train will be admitted on the line No. (in figures) ............... and (in words).

** In case of failure of Advanced Starter Signal/Last Stop Signal-Line Clear has been obtained on Electrical Communication Instrument from station. Private No. received (in figures)

(......)

.................................................. (Signature of Station Master)

.................................................. (Signature of Loco Pilot)

.................................................. (Stamp of Station Master)

.................................................. (Stamp of Loco Pilot)

* Strike out whichever is not applicable.

In case of Routing/Inner Home/Home Signal is defective.

In case of failure of Advanced Starter/Line Clear signal on Double Line Territory.

Instructions

Address the letter to the

Loco Pilot proceeding on

This authority must observe instructions mentioned at the back of this form.

Page 133
महत्वपूर्ण अनुदेश

IMPORTANT INSTRUCTIONS

(1) The Loco Pilot is authorized to pass the defective signal at “ON” on the Authority delivered through a competent railway servant at the foot of the defective signal.

(2) For Starter Signal, The Loco Pilot to pass such signal on the Authority handed over at the station and in addition thereto, a competent railway servant shall show hand signals to departing train in accordance with the instructions of Station Master.

(3) In case of defective Advanced Starter Signal, hand signals may be dispensed with and Loco Pilot to pass such signal by a written authority handed over at the station. Except in case of an Advanced Starter Signal protects any points, hand signals shall not be dispensed with.
**Review and Standardization of Money Value & Safety Items**

**Review Committee Recommendations**

---

**साधन अदेश CAUTION ORDER**

लोको पवित्र / Loco Pilot गार्ड / Guard रिपोर्ट / Record

दिनांक Date...

प्रति To,

The Loco Pilot of Train No. गार्ड में ... (Description)... के लोको पवित्र को आदेश दिया जाता है कि निम्नलिखित गति आदेश You are hereby instructed to exercise the following speed restrictions observing engineering indicators, hand signals of flagman and banner flag exhibited as necessary :-

(अंको में In figures)... (शब्दों में in words) प्रतिविधि इंजीनियर लोकोपालिक, फ्लोट मैन के द्वारा

<table>
<thead>
<tr>
<th>क्रम No.</th>
<th>स्टेशन Station Between</th>
<th>किलोमीटर Kilometrage</th>
<th>गति की आं. पू. मं. Speed kmph</th>
<th>कारण / नोटिफिकेशन Cause / Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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वर्ष : 09-2018; 04125202175242; 800 Bks x 50X3 Lvs.

समय Time

स्टेशन मैनेंट के हस्ताक्षर Signature of Station Master

स्टेशन मैनेंट की मौर्य Station Master Stamp

लोको पवित्र के हस्ताक्षर Signature of Loco Pilot... दिनांक Date...

गार्ड के हस्ताक्षर Signature of Guard... दिनांक Date...
सतर्कता आदेश CAUTION ORDER

कुछ नहीं NIL

Up to ....................... स्टेशन तक Station (Name of next Noticed Staion/Staion) (अगला उल्लिखित स्टेशन/स्टेशन का नाम)

समय Time......................

लोको पायलट के हस्ताक्षर Signature of Loco Pilot.................................. दिनांक Date......................

गार्ड के हस्ताक्षर Signature of Guard.................................. दिनांक Date......................

प.रे.: 09-2018; 04125202175242; 800 Bks. x 50 X 3 Lvs.
Review and Standardization of Money Value & Safety Items

**Reminder Caution Order**

Station: _______________________(Station Name)

To:
The Loco Pilot of Train No. ____________________________

**Reminder:**

You are hereby instructed to exercise the following speed restrictions observing engineering indicators, hand signals of flagman and banner flag exhibited as necessary:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Station Between</th>
<th>Kilometerage</th>
<th>Speed kmph</th>
<th>Cause / Remarks</th>
</tr>
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- Date: 09-2018
- Bks: 100 x 2 Lvs.

**Signature:**

Station Master

Loco Pilot

Guard
### Review and Standardization of Money Value & Safety Items

#### Review Committee Recommendations

<table>
<thead>
<tr>
<th>Form No. Ti431</th>
<th>PL No.: 83652283</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sr. No.</td>
<td>000001</td>
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#### Tamil Railway

**Train Examination Advice/Report**

<table>
<thead>
<tr>
<th>(A)</th>
<th>(B)</th>
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<tbody>
<tr>
<td>गाड़ी No.</td>
<td>गाड़ी नं.</td>
</tr>
<tr>
<td>परिक्षारूप में</td>
<td>परिक्षारूप में</td>
</tr>
<tr>
<td>स्तर में गाड़ी</td>
<td>स्तर में गाड़ी</td>
</tr>
<tr>
<td>लोडिंग वाहनों</td>
<td>लोडिंग वाहनों</td>
</tr>
<tr>
<td>के लिए यातायात</td>
<td>के लिए यातायात</td>
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</table>

**Time and Date of sending Advice on**

<table>
<thead>
<tr>
<th>20 घं.</th>
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<tbody>
<tr>
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</tbody>
</table>

**Advise to be made by Station Master and with forms 'A', 'B' & 'C' sent to the Train Examiner.**

- **A**: Keep forms 'B' & 'C' with the Train Examiner, who will acknowledge receipt on form 'A' keeping forms 'B' & 'C'. On completion, Train Examiner shall send forms 'B' & 'C' to the Station Master, who shall keep form 'C' and acknowledge its receipt on form 'B'.

- **B**: To the Train Examiner for record. The Examiner for examination will be fixed by the Senior Divisional Operations Manager to suit local conditions.

---

**Sign of TXR**

**Date and Time received by TXR**

<table>
<thead>
<tr>
<th>20 घं.</th>
<th>20 घं.</th>
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<tbody>
<tr>
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<td>को.</td>
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</table>

**Train Master**

- To Station Master / Yard Master

<table>
<thead>
<tr>
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<th>20 घं.</th>
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<tbody>
<tr>
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<td>को.</td>
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</table>

**Vehicle examination certificate**

- By TXR

**Date and Time**

<table>
<thead>
<tr>
<th>20 घं.</th>
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</tbody>
</table>

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**Traffic Record**

**Date:** 08-02-2018, 04125202175242, 800 Bks. x 100 Lvs.
AUTHORITY TO RECEIVE A TRAIN ON AN OBSTRUCTED LINE

(Station / Loco Pilot / Record)

Date:........................................... Time:......................

To

The Station Master of Station.................

You are authorized to pass *Up/Down* *Outer/Home/Routing Signals in 'ON' position cautiously not exceeding 15 Kmph speed being piloted by the bearer of this Authority and you should bring your train to a stand at the facing points leading to Line No..............................................(in words)..............................................(in figures)..............................................until Hand Signaled forward as you are being received on an obstructed line.

..............................................

Signature of Loco Pilot

..............................................

Signature of Station Master
Review and Standardization of Money Value & Safety Items

**Indian Railway**

**Form No. T / 511**
**PL No.: 83030591**
**Sr. No. 000001**

**AUTHORITY TO START FROM A NON-SIGNALLING LINE**

Loco Pilot / Loco Pilot

**Stations**

<table>
<thead>
<tr>
<th>Station</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**To,**

**The Loco Pilot of Train No.**

You are authorized to pass "Starter/Advanced Starter in the 'ON' position and leave the Yard cautiously duty piloted out up to last set of points of non signalled line by the competent Railway servant at a speed not exceeding 15 kmph. over the points as your train is started from non-signalled line No. (in words) (in figures)

**Token/Line clear ticket No.**

<table>
<thead>
<tr>
<th>Token/Line clear ticket No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
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</table>

**Private No. received**

<table>
<thead>
<tr>
<th>Private No. received</th>
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</tbody>
</table>

**Signature of Station Master**

<table>
<thead>
<tr>
<th>Signature of Station Master</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Signature of Loco Pilot**

<table>
<thead>
<tr>
<th>Signature of Loco Pilot</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

* Strike out whichever is not applicable.

P.O. : 09-2016; 04125202175242; 800 Bks. x 100 x 2 Lvs.
AUTHORITY TO START FROM A LINE WITH COMMON STARTER SIGNAL

To,

The Loco Pilot of Train No. ........................................ (Train Description) .................................. Up/Down.

You are authorized to start from line No. (In Words) .................................. (In Figures) on the starter signal being taken off. Line No. .................................. is one of the number of lines governed by the same starter signal. You shall take the signal as and when the starter signal is applied. Line clear is obtained on Block Instrument .................................. phone from .................................. Station. Signs received in .................................. (In Figures) .................................. (Train Description) ..................................

Token or line clear ticket No. ..................................

Signature of Station Master/Yard Master

Station Master Stamp

Signature of Loco Pilot

*Note: In case of tangible authority or paper line clear ticket, strike out whichever is not applicable.

P.S.: 09-2018: 04125202175242; 800 Bks. x 100 x 2 Lvs.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

<table>
<thead>
<tr>
<th>Sr. No</th>
<th>Station</th>
<th>Kilometre/Route</th>
<th>SPeed kmph</th>
<th>Cause/Remains</th>
</tr>
</thead>
<tbody>
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</table>

I have understood the contents of this form.

Signature of Loco Pilot

Signature of Guard

Signature of Station Master

---

**Mandate INSTRUCTIONS**

1. This form is to be filled by the Loco Pilot and Guard. It is to be submitted to the Railway Authority along with the safety items.
2. The Loco Pilot must ensure that the form is completed accurately and signed by all relevant parties.

Loco Pilot will stop short of km, (obstruction) above and therefor he will obey the signals, and of employee/supervisor present at site.

(३२५३ PTO)
Review and Standardization of Money Value & Safety Items

Loco Pilot preceding on this authority must observe the following instructions:

1. *दौड़ की वेग ना बढ़ाना*  
   - Speed must not exceed 15 कि.मी. प्र. ह. प्र. 50 मी. प्र. hour.
   - Speed must not exceed 10 कि.मी. प्र. ह. प्र. hour.

2. लाइट ने दिन या बारिश या धरातली या भारी गर्मी या भारी बाराती के दर में दौड़ाना गिरावटी हो।
   - Walking pace preceded by two men on foot with Red light and Fog Signals.

3. लाइट ने दिन या बारिश या धरातली या भारी गर्मी या भारी बाराती के दर में दौड़ाना गिरावटी हो।
   - Walking pace preceded by two men on foot with Red light and Fog Signals.

4. *दौड़ की वेग ना बढ़ाना*  
   - Speed must not exceed 15 कि.मी. प्र. ह. प्र. hour.
   - Speed must not exceed 10 कि.मी. प्र. ह. प्र. hour.

5. *दौड़ की वेग ना बढ़ाना*  
   - Speed must not exceed 15 कि.मी. प्र. ह. प्र. hour.
   - Speed must not exceed 10 कि.मी. प्र. ह. प्र. hour.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

To, Loco Pilot of Engine/Self Propelled Vehicle

You are hereby authorized to proceed cautiously without Line clear signal from the Station

Station to Station

You shall bring your Engine/Self propelled Vehicle to a stand outside the first stop signal of the next block section there after being guided by the instructions from the Station Master of that Station.

This authority is given due to:

a) Total Interruption of Communication with Station

b) Speed not exceeding 15 KMPH observing hand signal at the foot of the signal post.

CAUTION ORDER

You are permitted to use your Engine/Self propelled Vehicle between Station

Station with the speed of 15 KMPH in day and when view ahead is clear and 10 KMPH in night or when view ahead is not clear.

You are expressly warned to observe every caution while approaching level crossing gates situated between block section and whistle frequently.

In addition following caution orders are in force in block section:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>From Station to To Station</th>
<th>Kilometre</th>
<th>From to To</th>
<th>Speed</th>
<th>Cause/Remarks</th>
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LINE CLEAR ENQUIRY MESSAGE

To, The Station Master

Message No.

On return of the Engine, line clear and keep clear for train No. waiting to proceed.

CONDITIONAL LINE CLEAR MESSAGE

To, The Station Master

Message No.

On arrival of at yours, line will be clear and keep clear for Train Engine to return without/attached in a Train or another Engine or Self propelled Vehicle/ Trolley etc (Complete particulars)

PRIVATE NUMBER

I have understood the contents of this Instructions.

Loco Pilot's Signature

Guard's Signature

Signature of Loco Pilot

Signature of Guard

Stamp of Station Master

Stamp of Loco Pilot
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

Page 146
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

Page 147

1) You are hereby authorized to proceed cautiously without line clear. From station...to station...with your Train. Self propelled Vehicle No...

2) If at any time the signal changes to ‘Red’ in the signal box or similar signal equipment, you are to stop immediately. In case of doubt, consult your Train Master. If the signal changes to ‘Red’ again, you are to stop immediately...

3) If the signal remains ‘Red’ for an extended period of time, you are to consult your Train Master...

4) In case of emergency, you are to contact the Train Master...

---

Name of the station...Last Train over the section it left arrived here at...hours...minutes.

---

1. If the signal remains ‘Red’ for an extended period of time, you are to contact your Train Master...

---

2. You are expressly warned to observe every caution while approaching level crossing gates situated between block sections and whistle frequency.

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Station from</th>
<th>Station to</th>
<th>Distance (Km)</th>
<th>Train No.</th>
<th>Speed (Kmph)</th>
<th>Cause/Remarks</th>
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I have understood the contents of this.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

IMPORTANT INSTRUCTIONS

(1) Speed must not exceed 25 km/hr. Moving past Double Line

(2) In thick, foggy or tempestuous weather or in dust storm

(3) When approaching the station, Loco Pilot must stop his Train Engine/A. Light Engine/Trolley/Tower Wagon/Diesel rail Car/Self Propelled Vehicle/Other Vehicle out side First Stop Signal pertaining to Right Line/Last Stop Signal pertaining to wrong line whichever comes across first and sound continuously whistle or by sounding the horn of self propelled vehicle, if provided, as per special instructions. If no one turns up from the station within 10 minutes, Assistant Loco Pilot/Guard shall be immediately sent to the Station to inform Station Master of the arrival of the Train/Light Engine/Self Propelled Vehicle/Other Vehicle or make contact Station Master through Signal Post Telephone, if provided or by other means of communications if provided.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

AUTHORITY FOR TEMPORARY SINGLE LINE WORKING ON DOUBLE LINE

Station

Loco Pilot / Guard / Signalman

Record

Date

To

The Loco Pilot of Train No. ..........................

(Description) of the Loco Pilot of the

Train

LINE CLEAR TICKET

The line is clear and you are authorized to proceed on Up / Down Line up to station

Private No. (in words) .................................. (in figures) ..................................

AUTHORITY TO PASS SIGNAL IN 'ON' POSITION

* Signals are not to be passed Description & No. of signal............................................

St Ultimate Station St St St St

At the last station the signalman(s) must observe the signal in case of red, signalman(s)

Applicable to Stater, Intermediate Stater, Advanced Stater or Last Stop Stations. Observe hand signals at the foot of the signal, if it protects

points.

Applicants holding signalman(s) to pass signals are requested to indicate the stations which have been closed temporarily for single line working.

You are authorized to pass the signals of those stations which have been closed temporarily for single line working.

Keep the gates and gang men en route for introduction of single line working.

CAUTION ORDER

1. Any train on the track at the station or on the limits of the station

2. Your train is on the wrong line. The obstruction exists at km

3. Your train is First Train to pass over the Temporary Single Line. Speed shall be restricted to 25 KMPH subject to observation of other speed restriction in force.

4. You are expected to observe 'Neutral Section' (only in electrified section) if your train is on wrong line. There are no Trap Points on the line in question. Trap points have been clamped/spliced.

<table>
<thead>
<tr>
<th>Sr No.</th>
<th>Station between</th>
<th>KILOMETRAGE</th>
<th>Speed kmph</th>
<th>Cause/Remarks</th>
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</table>

I have understood the contents of this.

Signature of Station Master

[Stamp]

Page 149
LINE CLEAR INQUIRY MESSAGE ASKING LINE CLEAR FOR DESPATCH OF TRAINS DURING TOTAL FAILURE OF COMMUNICATION ON SINGLE LINE SECTION.

Station: ......................................................
Loco Pilot / Loco Pilot Record: ..............................
Date: ......................................................
Time: ......................................................

From Station Master: ........................................
To Station Master: ........................................

* Message No. ................. On return of * Train Engine with / without train / self propelled vehicle / other vehicle number ........................................, will line be clear and kept clear for follow ing train / s:-

1. .............................................................
2. .............................................................
3. .............................................................
4. .............................................................

* Strike out whichever is not applicable.

Waiting to proceed to yours

Signature of Station Master

Page 150
Review and Standardization of Money Value & Safety Items

* अप/डाउन UP/DOWN

भारतीय रेलवे Indian Railway

फॉर्म सं. टी/एफ Form No. T/F 602

PL No. : 83054340

Sr. No. 000001

कंडीशनल लाइन विलास संदेश CONDITIONAL LINE CLEAR REPLY MESSAGE

लोको पायलट/ Loco Pilot रिकार्ड / Record

दिनांक Date..........................20........

समय Time..........................वजहाॅ Hours.................मिनट Minutes.

स्टेशन Station............................

स्टेशन मास्टर से From Station Master............................

स्टेशन मास्टर को To Station Master............................

संदेश सं. Message No............................

आपके संदेश से संदेश से *आपके यहाँ गाड़ी के साथ/के लिए गाड़ी तंत्र/रवालित तालाब अन्य तालाब से के पार्छे पर अनुगृही गाड़ी/गाड़ीयों के लिए गाड़ी तंत्र गाड़ी और नियत रखी जाएगी ।

Your Message No............................On arrival of *Train Engine with/without train/self propelled vehicle/ other vehicle number............................at yours line will be clear and kept clear for following Trains :

(1) गाड़ी नं. Train No............................प्राइवेट नं. Private No. (शब्दों में In words)............................ (अंकों में in figures)............................

(2) गाड़ी नं. Train No............................प्राइवेट नं. Private No. (शब्दों में In words)............................ (अंकों में in figures)............................

(3) गाड़ी नं. Train No............................प्राइवेट नं. Private No. (शब्दों में In words)............................ (अंकों में in figures)............................

(4) गाड़ी नं. Train No............................प्राइवेट नं. Private No. (शब्दों में In words)............................ (अंकों में in figures)............................

*जो लागू हो उसे डाउन । Strike out whichever is not applicable.

प.से : 09-2018; 04125202175242; 800 Bks. X 100 X 2 Lvs.

Review Committee Recommendations
Review Committee Recommendations

Review and Standardization of Money Value & Safety Items

Conditional Line Clear Ticket

Station .................................................. Section Date ...........................................

Sr. No. ..................................................

From Station Master ..................................

Gathered for The Loco Pilot of Train No. ..................................

The line is clear and you are authorized to proceed to .......... Station.

Last train left this station at ..................................... Section minutes. The line is clear and you are authorized to proceed to .......... Station.

Particulars of trains left

<table>
<thead>
<tr>
<th>No.</th>
<th>Time</th>
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Particulars of trains to follow

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<th>Time</th>
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</table>

Special Instructions

The line is clear and you are authorized to proceed to .......... Station.

When following a train keep sharp look out at speed not exceeding 25 kmph when view is clear and 10 kmph or less when view is impaired due to any reason.

* Strike out in case of second and subsequent trains during uneven flow.

** Strike out in case of first train during uneven flow and for all trains during even flow.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations
MESSAGE ON RESTORATION BY ANY ONE OF MEANS OF THE COMMUNICATION

Date: 20.……..

To Station Master…………………..

Department: ……………………..

Subject: ……………………………

From Station Master…………………..

Message No.: ………………………

Train No.: ………………………

Departed from Station at …………..

Description: ………………………

Arrived at Station at ………………..

Condition: ………………………..

Station Master Signature

PAWAATI ACKNOWLEDGEMENT

From Station Master…………………..

Date: ……………………………

To Station Master…………………..

Message No.: ………………………

Train No.: ………………………

Departed from Station at …………..

Description: ………………………

Leave your station at ………………..

Condition: ………………………..

Station Master Signature

Page: 09-2018; 0412502175242; 800 Blks x 100 Lvs.
Written Permission Given by the Guard to Loco Pilot when the Engine or Portion of a train is allowed to Proceed to the next Station from mid Section

To, The Loco Pilot of Train. 

You are authorized to uncouple and proceed at __________ Hours __________ Minutes to __________ Station with the Engine of your Train / the front portion of your train consisting of __________. Vehicles with last vehicle No. __________.

You shall deliver the report of occurrence to the Station Master on duty and if required to do so by the Station Master, you shall return to your disabled train/take the rear portion of your train which is at __________ KM from this Authority after being Permitted by the Station Master.

I certify that I have received the tangible authority to proceed __________ and will retain it, until the section is cleared of my train. Also certified that portion of Train left in Mid Section is secured and protected as per rules.

Loco Pilot of __________.

Date __________

Time __________

Guard's Signature __________

Date __________

Time __________

Station Master's Signature __________

Date __________

Station Master's Stamp

Score out whichever is not applicable.

1. __________
2. __________
3. __________
4. __________
5. __________

Enter particulars of the Authority to Proceed.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

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Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

AUTHORITY TO PASS AUTOMATIC / SEMI-AUTOMATIC / MANUALLY OPERATED / GATE STOP SIGNALS

Loco Pilot Loco Pilot Record

Station Station ........................................ Date ................. 20........

Time ...............  ........................................ ...........................

To,

The Loco Pilot / Motorman of Train No. .................................... Up / Down. [From / To the name of the station / location]

(A) If the Automatic Signalling has failed and you are, hereby authorized to pass all Automatic signals between station and station. In addition, you are also authorized to pass Semi Automatic / manually operated / gate stop signals on be

(B) Section 16(1)(i) of the Indian Railways Act, 1989, is hereby relaxed. The handing over of the ticket to the Loco Pilot at the station shall be at your discretion. The Loco Pilot shall be informed of the same.

(খ) A ticket is to be handed over to the Loco Pilot at the station. The Loco Pilot shall be informed of the same.

----------------------------------

Station Master's Signature

I have understood the contents of this authority.

..........................[Signature of Station Master]

..........................[Station Master Stamp]

..........................[Signature of Guard]

..........................[Signature of Loco Pilot]
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

<table>
<thead>
<tr>
<th>Station Date</th>
<th>Time</th>
<th>Locomotive No.</th>
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To, The Motorman / Loco Pilot of Engine / Train / Unit No. .................................................. Up/Down.

As per the provisions of the Act, you are hereby authorized to proceed cautiously without line clear from ............... Station to ............... station with or without your train on UP / DOWN* Line.

You are authorised to proceed with cautionary signals on the line as per the instructions from the Station Master of ............... station.

Train No. ............................................. was the last train over the section. It left / arrived *here at........... hours ........... minutes.

CIRCUMSTANCES UNDER WHICH THIS AUTHORITY IS GIVEN.

* (A) Failure of signals and communication.
* (B) Blockage of line / obstruction on line at KM ............... Between ............... Station and ............... Station failure of means of communication.

* (C) OTHER

When signals or the line is not in order, you are authorized to pass the intervening Automatic Signal Nos. ............... at ON / Semi Automatic Signal, Manually Operated Signal Nos. ............... on being hand signaled by a Railway employee and the Gate Stop Signals in 'ON' position cautiously up to the level crossing.

CAUTION ORDER

1. All persons ....................... Station to ............... Station take all necessary precautions to ensure that the track is clear and free from obstructions and debris before proceeding with cautionary signals on the line as per the instructions from the Station Master of ............... station to ............... station with the speed not exceeding 25 kmph over the straight with clear view and 10 kmph when view ahead is impaired due to tunnel, curve, obstruction, rain fog or any other cause.

Station Master Signature of Station Master

Man has examined and issued the authority and has proceeded with caution.

Loco Pilot proceeding on this authority must observe instructions mentioned at the back of this form.

Date: 09-2018. 0412520175242; 800 Bks. × 100 × 2 Lvs.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

IMPORTANT INSTRUCTIONS

These instructions are applicable for non-Loco/Non-Railway personnel handling money value & safety items. Individuals handling such items must observe the following precautions:

1. During working hours or any time, the employees handling money value & safety items must be wearing the appropriate identification badges or cards. A sharp lookout must be kept at all times and the Loco Pilot must be prepared to stop the train and ensure the train is clear of obstructions which may exist or crop up on the road. Engine whistle must be freely used.

2. Always maintain the nominated point ahead, the Loco Pilot must bring his train/engine to stand outside and the Ist sign, Last strip sig, pertaining to wrong line sound one long whistle and act to the instructions of the competent authority.

3. When approaching the nominated point ahead, if the Loco Pilot notes any abnormality, he must bring his train/engine to a halt and act to the instructions of the competent authority.

The form should be handed over to the Station Master of the nominated station at the end of the authorized journey for record.
Review and Standardization of Money Value & Safety Items

**Review Committee Recommendations**

Review and Standardization of Money Value & Safety Items

**Loco Pilot / Record**

<table>
<thead>
<tr>
<th>Station</th>
<th>Date</th>
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</tbody>
</table>

**Lokman Time**

**Keep Time**

**Keep hours**

**Keep minutes**

To The Motor man / Loco Pilot of relief Engine/Train No......

You shall bring your Relief Engine/Train to a stand at Km......and there after be guided by the instructions from the Competent Authority at site.

This order is given due to obstruction on UP/DOWN line at Km......But communication is available between......station and......station.

**Train No.** was the last train over the section. It left/arrived here at......hours......minutes.

**Synopsis: CAUTION ORDER**

You are permitted to run your Relief Engine/Train from......station to Km......with the speed not exceeding 15 kmph over the straight with clear view and 10 kmph when view ahead is impaired due to tunnel, curve, obstruction, rain, fog or any other cause.

**Signature of Station Master**

**Signature of Guard**

**Signature of Loco Pilot**

I have understood the contents of this authority.

**Above mentioned**

**Exhibit of Loco Pilot**

I have understood the contents of this authority.

**Exhibit of Loco Pilot**

I have understood the contents of this authority.

**Exhibit of Loco Pilot**

I have understood the contents of this authority.
**IMPORTANT INSTRUCTIONS**

1. *No drinks to be allowed on the premises.*

2. *No smoking in the premises.*

3. *Keep the area clean and tidy.*

4. *Use only authorized equipment.*

5. *Report any incidents to the nearest authority.*
Review and Standardization of Money Value & Safety Items

Authority to Proceed on Automatic Block System During Prolonged Failure of Signals

Station: Loco Pilot Record

Date: 20...
Time: 00:00

To The Motorman/Loco Pilot of EMU/Engine/Train No: Description: All signals between Station and Station have failed. Line Clear has been received from Station under his Private No. (In words): (In figures):

You are, hereby, authorized to proceed cautiously from Station to Station on Up/Down line at a speed not exceeding 25 kmph. You shall stop outside the first Stop Signal at Station and thereafter be guided by the instructions of the Station Master of that station.

Signature of Station Master

I have understood the contents of this authority.

Signature of Guard: Date: Time: Location Name: Station Master: 00:00

Strike out which ever is not applicable.

Date: 05/2018; 04125202175242; 800 Bks. x 100 x 2 Lvs.
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Time of Arrival</th>
<th>guards Signature in token that his train has arrived complete and standing clear of all fouling marks.</th>
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<tbody>
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</table>
Indian Railway

Form No. T/A 1425

(OUTWARD MESSAGE)

Sr. No. ............................

LINE CLEAR INQUIRY MESSAGE BOOK IN THE EVENT OF FAILURE / SUSPENSION / NON-PROVISION OF BLOCK INSTRUMENTS

Train Despatching Station

Details for ID of last three preceding trains cleared the block section

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Train No.</th>
<th>UP or DN</th>
<th>** Double Line Dep. Time</th>
<th>** Single Line Arr. or Dep. Time</th>
<th>Pvt. No.</th>
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(A) Line Clear Inquiry:

1. Date........................Mode of Communication..................................................
2. From Station Master (Name)..........................of............................Station
   To Station Master (Name)..........................of............................Station
3. Train No..........................UP/DN.
4. Line Clear asked at................hrs. and reply received from.............................Station at...........hrs.
5. Last Train No..........................UP / DN left.............................Station at...........hrs.
   and arrived at.............................Station at...........hrs.
6. Private Number received (in figures and words)..................................................

(B*) Train Entering Section:

7. Train No..........................UP / DN left at.............................hrs.
8. Train entering section report given to.............................Station and acknowledged at...........hrs.

(C*) Train Out of Section:

9. Train No..........................UP / DN arrived at.............................Station at...........hrs.
10. Train out of Section report received from.............................Station and acknowledged at...........hrs.

(D*) Line Clear Cancellation:

11. Line Clear Cancelled at..............hrs. Reasons for Cancellation..........................

* Strike out whichever is not applicable.
** Fill either double line or single line column.

NB: Separate Books to be maintained for each block section.

Signature of Station Master
लोक उपकरणों में खराबी होने/सक जाने/उपलब्ध न होने की स्थिति में लाइन कल्याण पूर्वलाख संदेश या पत्रिका का आवाजान्वयन का स्टेशन का पहचान स्थापित करने हेतु पिछली तीन गाड़ियाँ का आउट ऑफ सेविंग जोन कारण का विवरण

<table>
<thead>
<tr>
<th>क्र सं.</th>
<th>गाड़ियाँ सं.</th>
<th>अग्र राहत अंक</th>
<th><strong>दूसरी लाइन सुरक्षा अंक</strong></th>
<th><strong>तीसरी लाइन अंक</strong></th>
<th>प्राइटेक्ट नंबर</th>
</tr>
</thead>
</table>

(क) लाइन कल्याण के संबंध में उत्तर

1. दिनांक.................................................................................. संबंध का नाम..

2. .............................................................................. स्टेशन के स्टेशन मॉडल का नाम.............

3. गाड़ियाँ सं................................................................. अप/पाहुन

4. लाइन कल्याण.............................................. स्टेशन रा.......... बजे पूरा करा और.................. बजे उत्तर पात हुआ।

5. अधिक गाड़ियाँ सं.................................................. अप/पाहुन............ स्टेशन ले.......... बजे खाना हुई

6. दिवा गया प्राइटेक्ट नंबर (अकांस एवं शाखा में)........................................................................

(ख)* गाड़ियाँ का स्टेशन में प्रत्येक करना

7. गाड़ियाँ सं......................................................... अप/पाहुन

8. गाड़ियाँ के स्टेशन में प्राप्त करने के संबंध में........................................................................ बजे से स्टेशन पर

(ग)* गाड़ियाँ का स्टेशन से भारी जाना

9. गाड़ियाँ सं................................................................. स्टेशन पर.......... बजे पहुँची।

10. .............................................................................. स्टेशन से ट्रेन आउट ऑफ सेविंग परिपोष्ट......................... बजे दिया गया।

(घ)* लाइन कल्याण स्टेशन करण

11. लाइन कल्याण......................... को रूप की गई। तर करने के कारण

- जो लागू गये उनसे काफ बहुत
- **कृपया बढ़ती लाइन ला इंटरोल्टर लाइन का कॉल करे।

लोट: प्रत्येक कल्याण स्टेशन के लिए उपलब्ध अब दिए उपयोग की जाएं।

पर: 09-2018; 04125202175242; 800 Bks. x 100 Lvs.

स्टेशन ग्राहक के हस्ताक्षर
Indian Railway

(INWARD MESSAGE)

LINE CLEAR REPLY MESSAGE BOOK IN THE EVENT OF FAILURE/SUSPENSION/NON-PROVISION OF BLOCK INSTRUMENTS

Train Receiving Station

Details for ID of last three preceding trains cleared the block section

<table>
<thead>
<tr>
<th>S.N.</th>
<th>Train No.</th>
<th>UP or DN</th>
<th>** Double Line Arr. Time</th>
<th>** Single Line Arr. or Dep. Time</th>
<th>Pvt. No.</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

(A)

Line Clear Reply

1. Date.................................................. Mode of communication..................................................
2. From Station Master (Name)................................................. of .................................. Station
   To Station Master (Name)................................................. of .................................. Station
3. Train No................................................. UP/DN.
4. Line Clear asked by...................... Station at .......... hrs and reply given at ............. hrs.
5. Last Train No....................... UP/DN left.................................. Station at........... hrs.
   and arrived at................................................. Station at ........... hrs.
6. Private Number given (in figures and words).................................................................

(B*)

Train Entering Section

7. Train No................................................. UP/DN left station at................................... hrs.
8. Train entering section report received from .................................. Station and acknowledged at........... hrs.

(C*)

Train Out of Section

9. Train No................................................. UP/DN arrived at................................... hrs.
10. Train out of Section report given to .................................. station and acknowledged at........... hrs.

(D*)

Line Clear Cancellation

11. Line Clear cancelled at...................... hrs. Reasons for cancellation...........................................

* Strike out whichever is not applicable.
** Fill either double line or single line column.

NB: Separate Books to be maintained for each block section. Page 168

Signature of Station Master
The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.

The line is clear and you are authorised to proceed to............station. The line is clear and you are authorised to proceed to............station.
Review and Standardization of Money Value & Safety Items

Review Committee Recommendations

A. Trolley / Lorry / OHE / Ladder Trolley Notice

K A

Notice No. _____________
Date ____________________
Location __________________

To Station Master, Station ____________________________________________

JV Trolley / Lorry / OHE / Ladder Trolley Notice No. _______ is required to work between ___________ and ___________.

Station A station is on the Up/Down line at ________ KM. The Line has been blocked for your Trolley / Lorry / OHE / Ladder Trolley between ________.

It will be effective at ________ hours ________ minutes (this day for ________ hours ________ minutes).

Signature of Station Master

________________________
Station Master Stamp

B. Trolley / Lorry / OHE / Ladder Trolley Notice

K B

To The Official in Charge of ___________ Trolley / OHE / Ladder Trolley, _______

JV Trolley / Lorry / OHE / Ladder Trolley Notice No. _______ is required to work between ___________ and ___________.

Station A station is on the Up/Down line at ________ KM. The Line has been blocked for your Trolley / Lorry / OHE / Ladder Trolley between ________.

It will be effective at ________ hours ________ minutes (this day for ________ hours ________ minutes).

Signature of Station Master

________________________
Station Master Stamp

C. Removal Report

JV Trolley / OHE / Ladder Trolley Notice No. _______ is required to work between ___________ and ___________.

It was effective at ________ hours ________ minutes (this day for ________ hours ________ minutes).

Signature of Station Master

________________________
Station Master Stamp

Removal report received at ________ hours ________ minutes on date ________.
MOTOR TROLLEY PERMIT

From Station Master ................................Station Master
To .................................................................(Name of Officer In Charge) Station Master

You are permitted to follow Motor Trolley No......................... In Block Section between Station.............. and station ........................................... which left this station at....................... hours........ minutes for station..............

You are also authorized to pass Up/Down.........................signal at "ON" position. Enter at the signal, keep off the track, and

On arrival at Station............................. you are required to hand this permit to

Signature of Station Master

.......................................................

(Please check the figures)

.................................................................

Signed by.......................

(Please check the figures)

.................................................................

(Please check the figures)

.................................................................

Signature of Incharge

.................................................................

(Please check the figures)

.................................................................

(Please check the figures)

.................................................................

(Please check the figures)

.................................................................

(Please check the figures)
GENERAL ITEMS
### Standardisation of General form on Indian Railway - Paper & Ink

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>M.V./ Safety / Gen.</th>
<th>Item Description</th>
<th>Job size in Inches</th>
<th>Paper to use</th>
<th>Colour of Inks to use</th>
<th>Sides Printing</th>
<th>Foils</th>
<th>Foils for</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General</td>
<td>Reservation Form</td>
<td>6 X 8.5</td>
<td>White Maplitho 60 GSM</td>
<td>Black</td>
<td>Both side</td>
<td>Single</td>
<td>Loose form single page</td>
</tr>
</tbody>
</table>

1. Regional Language at front side and Hindi-English at back side (if three languages to print).

2. Hindi Front side and English Back side (if only two languages to print).
WESTERN RAILWAY
RESERVATION / CANCELLATION / REQUISITION FORM

- If you are a Medical Practitioner, please tick (✓) in box (You could be of help in an emergency).
- If you are a Pregnant Woman and want to get Berth in Quota, please tick (✓) in box. If yes, please submit certificate of Regd. Doctor.
- If you want Sr. Citizen concession, please write YES/NO in box (If yes, please carry a proof of age during the journey to avoid inconvenience of charging under extant Railway Rules). If you want to give up Sr. Citizen concession, please indicate the element of concessional amount, you want to give up: 80% [ ] or 100% [ ].
- If you want to get shifted alternate train under "Vikalp" Scheme please write Yes/No in the box (Only for Waiting list ticket).
- Do you want to be upgraded without any extra charge? Write YES/NO in the box.
- (If this option is not exercised, full fare paying passengers may be upgraded automatically).
- If you are travelling in 3AC Class of Garib Rath Express Train or in Sleeper Class of Duronto Express Train, do you want bedroll in train? Write YES/NO in the box.

Train No & Name............................................. Date of Journey.............................................

Class.................................................................... No. of Berth/Seat...........................................

Station from..................................................... To............................................................ Boarding at................................................ Reservation upto..................................................

Mobile No. ...................................................... (For PNR Status update through SMS)

Payment Mode..........................................................

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name in Block letters (not more than 15 letters)</th>
<th>Nationality</th>
<th>Gender M/F or T(M/F)</th>
<th>Age</th>
<th>Concession/Travel Auth. No.</th>
<th>Choice of Berth if any (L/B/U/B)</th>
<th>Meal Option for Rajdhani/ Shatabdi / Duronto Trains</th>
<th>Do you want to take meal if any (✓)</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
</tr>
</tbody>
</table>

In case Berth not required for children of age 5 yrs and under 12, write NOSB

CHILDREN BELOW 5 YEARS (FOR WHOM TICKET IS NOT TO BE ISSUED)

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Name in Block letters</th>
<th>Nationality</th>
<th>Gender M/F or T(M/F)</th>
<th>Age</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ONWARD / RETURN JOURNEY DETAILS

Train No & Name ............................................. Date of Journey .............................................

Class ..................................................... Station From ............................................. To ..................................................

Name of Applicant ..........................................................

Full Address ..........................................................

..........................................................

Aadhaar No. ............................................. Date ............................................. Time ............................................. Representative .............................................

FOR OFFICE USE ONLY

Sr. No. of Requisition............................................. PNR No. .............................................

Berth/Seat No. ............................................. Amount collected............................................. Signature of Reservation Clerk .............................................

NOTES:
1. Maximum permissible passengers in 6 per requisition. (except in case of Tatkal Ticket)
2. One person can give one requisition form at a time. (except in those cases involving onward and return journey of same party)
3. Please check your ticket and balance amount before leaving the window.
4. Forms not properly filled in or illegible shall not be entertained.
5. Choice is subject to availability.
6. Passengers booked on single ticket may or may not get compact accommodation in the upgraded class.
7. Pregnant Woman, when travelling alone can get lower berth reserved for self on first-cum-first served basis against Senior Citizen Quota.
8. During the journey, one of the passengers has to produce one of the prescribed proofs of identity (in original), Tatkal passenger has to produce same proof of identity as indicate on the ticket.

Rev-01/2019 परिवहन रेलेवे गुरुग्राम, महाराष्ट्र, संख्या - 11.
Review Committee Recommendations

Page 182

Review and Standardization of Money Value & Safety Items

If you are a Medical Practitioner, please tick (✓) in Box (You could be of help in an emergency)

If you are a Pregnant Woman and want to get Berth in Quota, please tick (✓) in the Box. If yes, please submit certificate of Dept. Doctor

If you want to get shifted alternate train under "VIKALKI" Scheme please write Yes/No in the box (Only for Waiting list ticket)

Note: If you have booked the train under a special scheme or if you have a special request, please inform the railway authorities in advance.

If you want to take a special train, please inform the railway authorities in advance.

If you are traveling with children, please inform the railway authorities in advance.

If you have any special requirements, please inform the railway authorities in advance.

If you have any questions or concerns, please inform the railway authorities in advance.
<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Description</th>
<th>Code</th>
<th>Quantity</th>
<th>Size in</th>
<th>Weight</th>
<th>ding</th>
<th>QTY</th>
<th>Illustration</th>
<th>Cover</th>
<th>Remarks</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Cash Receipt Book</td>
<td>CA-39 B</td>
<td>1</td>
<td>83050385</td>
<td>100 X 70</td>
<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
<td>Each</td>
</tr>
<tr>
<td>2</td>
<td>Luggage Tickets (Standing)</td>
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<td>Each</td>
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<td>4</td>
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<td>CM-002</td>
<td>1</td>
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<td>6</td>
<td>Compartment Slips</td>
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<td>1</td>
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<td>Each</td>
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<td>Compartment Slips for Individual Pass</td>
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<td>R. M. Book</td>
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<td>Return Certificate of Free</td>
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<td>Each</td>
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<td>100 Lvs</td>
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<td>Each</td>
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<td>17</td>
<td>Station Records</td>
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<td>20 Books</td>
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<td>Each</td>
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<td>Security Card</td>
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<td>100 Lvs</td>
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<td>White Pulp Board</td>
<td>Each</td>
</tr>
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<td>Cash Receipt Book</td>
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<td>83051020</td>
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<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
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<td>Each</td>
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<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
<td>Each</td>
</tr>
<tr>
<td>22</td>
<td>SRC 1st Class B</td>
<td>G-185 P</td>
<td>1</td>
<td>83051020</td>
<td>100 X 70</td>
<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
<td>Each</td>
</tr>
<tr>
<td>23</td>
<td>Card Passes</td>
<td>G-185 P</td>
<td>1</td>
<td>83051020</td>
<td>100 X 70</td>
<td>100 Lvs</td>
<td>20 Books</td>
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<tr>
<td>25</td>
<td>Membership Card</td>
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<td>1</td>
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<td>100 Lvs</td>
<td>20 Books</td>
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<td>Each</td>
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<tr>
<td>26</td>
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<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
<td>Each</td>
</tr>
<tr>
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<td>1</td>
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<td>100 X 70</td>
<td>100 Lvs</td>
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<td>Limp Bound, Blank</td>
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<td>Each</td>
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<tr>
<td>28</td>
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<td>1</td>
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<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
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<tr>
<td>29</td>
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<td>G-347 P</td>
<td>1</td>
<td>83051020</td>
<td>100 X 70</td>
<td>100 Lvs</td>
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<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
<td>Each</td>
</tr>
<tr>
<td>30</td>
<td>Medical Identity Card</td>
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<td>1</td>
<td>83051020</td>
<td>100 X 70</td>
<td>100 Lvs</td>
<td>20 Books</td>
<td>Limp Bound, Blank</td>
<td>White Pulp Board</td>
<td>Each</td>
</tr>
</tbody>
</table>

**FULL DETAIL OF STANDARD UNIFICATION OF 46 MONEY VALUE ITEMS**

- **Passenger, Guard Account, Guard Payee:**
- **Passenger, Guard Account, Guard Payee:**
- **Passenger, Guard Account, Guard Payee:**
- **Passenger, Guard Account, Guard Payee:**
- **Passenger, Guard Account, Guard Payee:**
- **Passenger, Guard Account, Guard Payee:**

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**Notes:**
- Each Bundle consists of 100 X 1 foil = 100 Lvs
- Each Bundle consists of 100 X 1 foil = 100 Lvs
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- Each Bundle consists of 100 X 1 foil = 100 Lvs
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**Conclusion:**

- The provided table includes a comprehensive list of standardized money value items, their dimensions, and specific requirements for each item. This detailed information is crucial for ensuring uniformity and efficiency in the handling of financial transactions across various sectors.