

भारतसरकार **GOVERNMENT OF INDIA**
रेलमंत्रालय **MINISTRY OF RAILWAYS**
(रेलवे बोर्ड **RAILWAY BOARD**)

No.2009/M(C)/165/6 Vol.II (Part I)

New Delhi, dated: 01/09/2015

**The General Managers,
All Indian Railways.**

Sub: Recovery against loss of linen items distributed on trains

**Ref: (i) Board's letter No. 2009/M(C)/165/6 dated 04.01.2010.
(ii) W.Rly's letter No. M442/19/3(Linen Management)Vol.III dt. 13/8/2014.**

Reference above, issue of rate of recovery against loss of linen items by the bed roll attendant and washing contractors was raised by WR. This issue was also discussed in the last CME conference held in Madgaon on 11/11/2014 wherein railways had suggested that differential rate of recovery based on age of linen items as per extant instructions are not practical for implementation. This issue was also raised by AIRF in the PNM meeting with the Railway Board vide item 19/2015 of the Agenda item for the meeting held on 20/21-05-2015 and request was made to issue suitable instructions on the matter.

Accordingly, the issue was considered in the Board and following has been decided with the approval of Board (MM) for recovery against the loss of linen items:

1. Wherever service life of the lost linen is not ascertainable, rate of recovery for all types of linen items should be made at the flat rate of 75% of the cost of the respective items as per the Last Purchase Rate (LPR).
2. Zonal Railways should determine maximum permitted quantity of loss by individual linen distribution staff per month beyond which 100% rate of recovery shall be effected.
3. In case the life is ascertainable, the following criteria may be used:-
 - a. Recovery @ 100% of LPR whose half of the codal life is not over.
 - b. Recovery @ 50% of the LPR whose half of the codal life is over.

In order to prevent any misuse of this provision, zonal railways are advised to take following measures:

1. Linen distribution staff should be advised to collect the used linen from passengers before he or she de-boards the train at least 30 minutes in advance.
2. A watch should be kept on regular defaulters causing loss of linen and undertaking suitable counseling/training, besides levying penalties.

This issues with the concurrence of Finance Dte of Railway Board


(Prashant Kumar)
Director Mech Engg (Coaching)
Railway Board

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ED(IR)/Railway Board for kind information.