

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2010/Tele/TN/1

New Delhi Dt. 03/6 . 09.2010

General Managers,
All Indian Railways & Production Units,
DG/RDSO/Lucknow
DG/Railway Staff College, Director/IRISET/IRIMEE/IRIEEN/IRICN
CAOs/COFMOW/DCW

Subject:- Policy guideline for retention of mobile hand phone.

Reference:-Board's letter No.2004/Tele/TN/3, dated 07.06.2006

1. Board vide above referred letter, had issued instruction for provision of Closed User Group (CUG) mobile connection for the Indian Railways which is extremely useful for day to day operations as well as meeting emergencies. Along with CUG connection, mobile hand sets are provided to GMs, AGMs, HODs and DRMs in Indian Railways and to Advisers and above in Railway Boards.

2. Presently these phones are purchased by the Administration and issued to the officers. Mobile hand phones have now become very personalized equipment.

Therefore, Board has now decided as under:-

i) Officer shall purchase the hand phone as per their choice and the cost shall be reimbursed to them to the extent of the ceiling applicable as per extent policy. In Railway Board, the reimbursement shall be processed by Telecom Directorate and reimbursement shall be done in concurrence with finance expenditure Dte. Of the Board. Suitable mechanism for the same may be evolved by the Zonal Railways, CTIs, PUs, RDSO, RSC/BRC and Metro Railway, Kolkata.

ii) The Codal life of mobile hand phones is 5 years. The year wise depreciation on the actual cost is given below:-

Year 1	Year 2	Year 3	Year 4	Year 5
60.00%	20.00%	10.00%	5.00%	5.00%

Straight line method shall be adopted for calculating the depreciated value of the hand phone for the period in between with a month as the granularity.

iii) Replacement of battery shall be allowed once during the codal life of the hand phone.

iv) The cost of the repair shall be borne by the administration. The officer shall get the repairing done by them shelf during the warranty period. After the completion of warranty period, the repair and maintenance shall be done through authorized agencies by the officials themselves. Prior sanction of incurring expenditure for repair shall be obtained by the officer.

v) In case of loss of mobile phone the officer should lodge an FIR for the same. The officer shall be permitted to purchase new mobile hand phone within entitled cost by depositing the depreciated value of the lost mobile phone. If the officer wishes, this can be adjusted within the reimbursement value for the new mobile hand phone.

vi) In case of transfer of the officer, or the officer going on deputation, the officer shall be permitted to retain the mobile hand phone with relevant entries in their last Pay Certificate (LPC).

vii) After completion of the codal life of five years, the officer shall be allowed to retain the hand phone and need not pay anything for that. He is also entitled to purchase a new hand phone as per policy.

viii) In case of retirement, the officer will have the option of retaining the mobile hand phone after paying its residual value, or can be deposit the mobile hand phone to the administration.

ix) Handsets returned by the retiring officers after retirement will be kept in spare pool and may be utilized as under:-

- a) It can be temporarily issued to the officers when their phones are under repair.
- b) When an officer joins a post and has not yet purchased a phone.
- c) It can be temporarily issued to officers in case of loss of their mobile phone.

3. This issues with the concurrence of Finance Directorate of Ministry of Railways.

4. Please acknowledge receipt.
(Hindi version will fallow)

-Sd-

(Rakesh Ranjan)

Joint Director/Telecom

No. 2010/Tele/TN/1

New Delhi Dt. 03/6 . 09.2010

Copy to:

- 1 FA&Cos, All Indian Railways & Production Units.
- 2 Dy Comptroller and Auditor General of India (Railways), New Delhi (with 80 spares),
224, Rail Bhawan, New Delhi

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Copy to:

For Financial Commissioner/Railways.

- 1 F(X)II and Budget branches, Railway Board for information and necessary action.
- 2 CSTEs, All Indian Railways for information and necessary action.

-Sd-

(Rakesh Ranjan)

Joint Director/Telecom