

## **SOUTHERN RAILWAY**

### **CONSTITUTION AND RULES OF BUSINESS FOR THE ZONAL RAILWAY USERS' CONSULTATIVE COMMITTEE (ZRUCC).**

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1. **PREAMBLE:** With a view to securing better representation of Railway Users' and affording more frequent opportunities for consultation between the Railway Administration and Users on matters relating to the service provided by the Railways and means of improving the efficiency of such service the Government has established a Zonal Railway Users' Consultative Committee at Chennai, the Headquarters of this Railway.
2. **COMPOSITION OF THE COMMITTEE:** The committee shall consist of persons appointed by the Minister of Railways to represent the General Railway Users' in the territory served by the Southern Railway, as stated below:-
  1. One representative each of the Government of the States served by the Railway as recommended by such Governments.
  2. One member of the State Legislatures recommended by the State Governments.
  3. Not more than five representatives of Principal Chambers of Commerce and Trade Associations having a standing of not less than five years.
  4. Not more than two representatives to be sent by State Governments of Agricultural Associations and other bodies not included in or affiliated to the Chambers of Commerce, etc., referred to in (3) above.
  5. One non-official representative elected from each of the Divisional Railway Users' Consultative Committees.
  6. Two representatives of the Public Sector Undertakings including Ports in the case of Railways Serving Ports.
  7. Two representatives of the Registered Passengers Associations functioning in the area covered by the Railway.
  8. One representative of the Consumer Protection Organization functioning in the area covered by the Railway.

9. Ten Members of Parliament, Seven from the Lok Sabha and three from the Rajya Sabha.
10. Each Union Minister can nominate one nominee on one ZRUCC serving his/her constituency.
11. One Member to represent special interests to be nominated on the recommendation of the General Manager of the Railway.
12. Eight Members as the Minister may appoint to represent the interests which he considers are necessary to be represented to the Committee.
13. Handicapped Association – One

N.B:- Persons holding assignments of profit connected with the Railways e.g. catering and vending contractors, out-agency Contractors, handling Contractors, Engineering Contractors and State/Central Government servants are not to be nominated on the Committee under the category of 'Special Interest'. A declaration may be obtained from the nominees to the effect that the nominee does not belong to any of categories mentioned above and also not a Member of any other Railway Users' Consultative Committee.

3. For purposes of representation of Governments of States and Legislatures of States on this Committee, such representation will be limited to the following States:-

Tamilnadu  
Kerala  
Karnataka  
Andra Pradesh  
Puducherry.

4. The Members of the Zonal Railway Users' Consultative Committee representing industries, Commerce and trade are ordinarily drawn from important local Chambers or Associations representing predominant trade interest and approved by the State Governments concerned. After the Chambers or Associations, etc., are approved for representation by the Minister, how the Chambers or Associations, etc. select their representatives, i.e. by election or otherwise, is left to them.

5. The General Manager of the Southern Railway will be the Chairman of the Zonal Railway Users' Consultative Committee, Chennai. The General Manager shall appoint a senior most officer of the Railway to act for him as Chairman during his absence. The Secretary to the General Manager or such other officer as may be nominated for the purpose by the General Manager will function as Secretary of the Committee. The Chief Operations Manager, Chief Commercial Manager, Chief Engineer, Deputy General Manager/General and Chief Public Relations Officer, shall attend the Meetings of the Committee. The Chairman of the Committee may invite officer of this Railway to attend the Meeting of the Committee if his presence is considered necessary.
6. **TENURE OF OFFICER**: The nomination to the Committee under these rules shall be for a period not exceeding two years. The tenure of the Committee will commence from April and run for a full term of two years unless otherwise notified. The Minister for Railways may terminate earlier the tenure of office, if considered necessary.
7. **SCOPE OF DUTIES**: The Zonal Railway Users' Consultative Committee at Chennai represents the General Railway Users of the territory or zone served by the Southern Railway as a whole and considers matters relating to:-
- i) Provision of amenities in the area with which the Committee is concerned.
  - ii) Proposals regarding opening of new stations within the jurisdiction of the committee.
  - iii) Improvement of the services and facilities provided by the Railways.
  - iv) Any subject of general public interest or public grievance or such matters affecting the services and facilities which have been the subject of representation by users or which has been referred to them for consideration by the NRUCC (National Railway Users' Consultative Council) or by the Administration.
  - v) Matters arising from the reports of the Divisional Committees, or such other matters relating to the subjects referred to in items (i) to (iv) above as may be specifically forwarded by the Divisional Committees of this Railway for consideration; and
  - vi) Matters referred for consideration and report by the Administration, Ministry of Railways or the National Railway Users' Consultative Council.

8. The functions of the Committee shall be consultative in character.
9. Questions relating to staff, discipline, appointment, rates and fares shall not be brought before the Committee. The Committee shall have no authority to enquire into or interfere in any way with the General Administration of the Railway.
10. LEAVE OF ABSENCE: It shall be competent for the Chairman to sanction leave of absence to a member of the Committee.
11. PROCEEDINGS: The Committee shall meet three times in a year.

A copy of the Minutes of the Meeting shall be furnished to each member of the Zonal Committee, two copies each to the Heads of Departments, and the Divisional Railway Managers and one copy to the Chief Public Relations Officer.

The Agenda for each Meeting shall be circulated to all members ten days before the date of the meeting, but notice of any subject which a member desires to put forward for discussion must reach the Secretary of the Committee at least 45 days before the date of the Meeting. Urgent business may however, with the consent of the Chairman, be brought forward for consideration without previous notice.

The proceedings shall be confidential, but a short summary of the proceedings will be prepared and given to the press.

12. VENUE OF MEETING: One Meeting per year can be held outside the Zonal Headquarters. The Meetings held outside the Zonal Headquarters should not, however, be held at hill stations or tourist resorts unless they are important centers of Railway working.
13. ELECTIONS: In the event of two or more members of the Committee, securing equal number of votes for election to another consultative Committee or another body, the Chairman of the Committee holding the election will exercise his casting vote to decide the election.

#### 14. TRAVEL FACILITIES AND TRAVELLING ALLOWANCES.

##### **I. For non-official Members other than Members of Parliament and Members of State Legislatures**

Non-official Members of the Zonal Railway Users' Consultative Committee (Other than members of Parliament and Members of State Legislatures) when attending Meetings of the Committee or their Sub-committee may be granted travelling facilities and allowances as shown below:-

- (i) A free first class pass from the Railway Station nearest to the member's place of residence to the place of meeting;
- (ii) A similar concession for the return journey.

**NOTE:** (A) The Member can travel in A.C. Sleeper without paying surcharge. In case the Member desires to travel in air-conditioned First Class, he will be required to pay the difference in fares between first class and Air-Conditioned First Class.

(B) For the return journey, pass can also be issued to the place other than the place of residence permanent or temporary, provided the distance is less than the distance to the station from which the pass is issued.

- (iii) If the place of residence is more than 8 Kms. distance from the nearest Railway Station, the actual out-of-pocket expenses, for the journey between his place of residence and the Railway Station, subject to a maximum of thirty two paise per Kilometre.
- (iv) Daily allowance as out-of-pocket expenses at the rate of Rs.300/- per day for the duration of the meeting.
- (v) An allowance of Rs. 150/- as out-of-pocket expenses for any day or days spent in travelling between the Railway Station nearest to their place of residence and the place of the Meeting and vice versa. This out-of-pockets allowance of Rs.150/- will not be paid for the day or days for which the daily allowance of Rs. 300/- is admissible.

##### **II. For Members of Parliament:**

Member of Parliament when attending Meetings of the Zonal Committee or their Sub-Committee may be granted:-

- a) Travelling allowance of an amount equal to one First class fare and one second class fare as out-of-pocket expenses for each journey between the Railway Station nearest to their place of residence and the place of meeting and vice versa.

- b) Daily allowance at the rate of Rs. 500/- per day for the duration of the Meeting. He will also be entitled to daily allowance for the day preceding and the day following the Meeting if the Member of Parliament actually stays at the place of the Meeting on these days.
- c) If the place of residence is more than 8 Kms. distance from the nearest Railway Station, the actual out-of-pocket expenses for the journey between his place of residence and the railway station, subject to a maximum of Rs. 2/- per Km.
- d) A Member of Parliament will ordinarily travel by rail utilizing the Identity-cum-Railway Pass issued to him. He may also travel by air at his discretion. If the journey is performed by air, the Member will be entitled to an amount equal to one and one-fourth of the air fare for each such journey.
- e) The Member of Parliament can also travel by road for attending the meetings of the Committee in preference to rail. In such cases, the Member of Parliament is entitled to draw the road mileage allowance at the rate of Rs.3/- per km. in place of travelling allowance which would have been admissible to him if he had travelled by rail provided that the total amount of travelling allowance drawn by such Member for the entire journey shall not exceed the amount which would have been admissible to him had he performed such journey by rail.

NOTE: i) The travelling allowances is payable to a Member of Parliament from his usual place of residence to the place of the meeting and vice versa, where a Member of Parliament performs a journey for the purpose of attending a meeting of the committee from a place other than his usual place of residence or returns to such a place he may draw travelling allowance for the actual journey performed or journey from or to his usual place of residence whichever is less.

ii) The daily allowance is not payable on any day on which the Member is entitled to his daily allowance as a Member of Parliament.

iii) The out-of-pocket allowance of an amount equal to one first class fare and one second class fare spent in travelling between the Railway Station nearest to his place of residence and the place of meeting, and vice-versa, will be limited to recoup the expenditure incurred by the member. For this purpose, the claim of the member will include an appropriate certificate to the following effect.

“Certified that the expenditure actually incurred by me in performing the functions as \_\_\_\_\_ for which travelling allowance/conveyance allowance has been claimed in this bill was not less than the amount claimed”.

**III. For Members of State Legislatures:**

The travelling allowance and daily allowance (including conveyance allowance) of Members of State Legislatures appointed to serve the Zonal Railway Users' Consultative Committee or its sub-committee will be regulated under the travelling allowances Rules of State Government concerned and they will be treated as their first grade officers for this purpose during non-session of the State Legislatures; and during the session of State Legislatures they will be governed by their respective payment of Salaries and Allowances and Removal of Disqualification Act.

However, first class pass may be issued to these Members for their journeys from the Railway Station nearest to the Members place of residence to the place of Meeting and back. In case Members of State Legislatures make such a request, return journey passes may also be issued from the place of meeting to the Station serving the town in which the State Legislature is situated.

**IV. For Official Members representing State Government and Public Sector under takings.**

The official Members will be governed by the travelling allowance rules as applicable to them in their parent Departments / Organizations and the cost thereof will be borne by those departments/organizations.

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