

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

No.2021/Sec(IVG)/Instruction

New Delhi, Dated .09.2021

The Principal Chief Security Commissioners/RPF,
All Zonal Railways, RPSF, Metro Rail/Kolkata & KRCL,
All Production Units, CORE, Const., RDSO,
Director/JR RPF Academy/LKO &
Director/RPF Training Centre, MLY & KGP.

(SECURITY CIRCULAR NO.05/2021)

**Sub:- Mandatory Declaration of Private cash by RPF/RPSF Personnel
before taking up duty – Instructions regarding.**

Instructions have been issued from time to time regarding procedure for mandatory declaration of carrying of private cash by RPF staff deployed in Mass contact areas and conducting surprise checks by Senior officers. However, differential practices are being adopted over zonal railways in respect of the above. In addition, instances of violation of extant instructions on subject matter are also being reported.

In order to streamline the procedure to be followed in this regard, hence forth, the following course of action shall be adopted :-

1. RPF Staff deployed in Mass Contact areas shall mandatorily declare their Private Cash. The entry in respect of private cash shall be made in both figures as well as in words at the time of reporting on duty on the specified register with their signatures.
2. For this purpose duties in "Mass Contact Area" includes Train Escorting, Platform duty, PRS/ Booking counter duty, witnessing of scrap delivery, staff attending auctions / tender dropping, circulating areas/ parking lots duty, workshops gates duty, Goods shed duty, Parcel office duty, C&W siding duty, Central Stores gates duty, seal checking duty and staff deployed for Raids/Search/Special drives where RPF staff come in contact with passengers, businessmen or common public.
3. The RPF staff on Train Escort Duties/Patrolling duties shall mandatorily declare their Private Cash, both in Private Cash Declaration Register and Movement order.
4. The prescribed ceiling limit for carrying private cash by RPF staff on duty is fixed to Rs.750/- for staff deployed in static duties and Rs.2000/- for staff deployed on mobile duties i.e. Train Escort, patrolling duties etc.
5. In case, private cash being carried by RPF/RPSF staff is more than the prescribed ceiling, the denominations of the cash and its purpose should be clearly mentioned in the Private Cash Declaration Register and such cash should duly be got verified by Supervisor / officer on duty /failing which departmental action against such staff (carrying undeclared cash) may be initiated.

6. While deploying the RPSF staff in Mass Contact Areas, Post Commander should ensure that the formalities of declaration of private cash has been complied. The same procedure may be adopted while deploying of Homeguards, Ancillary Force members (like Maharashtra Security Force) etc. working under supervision and control of RPF.
7. Regular surprise checks by the officers of the rank of ASC and above may be conducted to check carrying of surplus cash by on duty RPF staff and in cases of abnormal recovery, appropriate necessary action may be ensured.
8. Monthly review of the checkings conducted by superior officers may be done at PCSCs level.
9. PCSCs should include such checking in the monthly charter of duties of their IVG teams. The Railway Board IVG team should also conduct such checks with element of surprise.

These instruction may be conveyed down to field staff and strict compliance be ensured.

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DG/RPF