

Government of India
Ministry of Railways
Railway Board

No. 97/Sec(Spl)6/6

New Delhi, dt 28.8.1997

STANDING ORDER NO.37

Sub: Issue of cloth in lieu of stitched uniforms
to RPF/RPSF Personnel.

Railway Board vide their letter No.97/RS(G)/113/1 dated 7.8.97 addressed to all General Managers (copy enclosed) have issued instructions to the effect that uniform cloth will be issued to RPF personnel, in respect of certain items, instead of stitched uniforms.

This Standing Order is being issued to lay down a procedure for proper accountal of the cloth, stitching of uniforms and inspections thereof to ensure that stitched uniforms are as per the prescribed pattern and remain with RPF staff for their use, for the life period for which the uniform is stitched.

The following procedure is laid down to achieve the aim so that the cloth issued is stitched and put to proper use:-

1. Cloth will be issued for the following items of the uniforms as per prescribed scale as indicated in Board's letter quoted above:-

- i) Terycot Shirt
- ii) Terycot Trouser
- iii) Angola Shirt
- iv) Trouser Serge (Woollen)

2. The cloth after drawal from the DOM will be accounted for in a "Stock Register" and thereafter will be issued to the staff as per their entitlement personally by the officer-in-charge of the Post/Company/Out-post as the case may be. Necessary signatures of the staff may also be taken in the register as a token of their having received the cloth.

3. The register so maintained should also have relevant columns clearly indicating details as under:-

- (a) Date on which cloth is issued to the staff.
- (b) Date on which staff presented their items of uniform duly stitched for inspection.
- (c) Whether the stitching is as per the prescribed pattern or not.

4. Personal number of the staff alongwith year of issue should be written with indelible ink on the reverse side of the cloth strip of the shirt on which buttons are stitched. The writing in indelible ink will be exactly in the space between the two buttons over the navel.

portion and in line of the belt, so that the number so written is not visible from outside.

Similarly, the personal number of the staff and the year of issue of the uniform should also be written with the indelible ink on the inner side of the belt line of the trouser just above in line of the pocket.

5. Officer-in-charge of the RPF/Post/Coy/Out-Post will ensure that staff under his Administrative control get their uniform stitched within one month from the date of issue of the cloth.

6. Marking on the uniform items with indelible ink will be organised by the officer-in-charge of the Company/Out-Post etc. at the time the stitched items of uniforms are produced by the staff for inspection.

7. To ensure that the uniforms are stitched according to the laid down pattern, they should keep a stitched sample of each such item according to the prescribed pattern at the RPF/Post/Coy/Out Post for guidance of the staff, so as to maintain uniformity in the stitching of the uniforms.

8. Possibility of engaging a trained tailor master at Divisional/Post/Company level may be considered so that uniformity in the stitching pattern is maintained which may also work out to be cost-effective.

9. Weekly "Kit Inspection" parade should be organised on every working "Monday", when officer-in-charge of the staff should carry out kit inspection to ensure that the stitched uniforms are available with the staff.

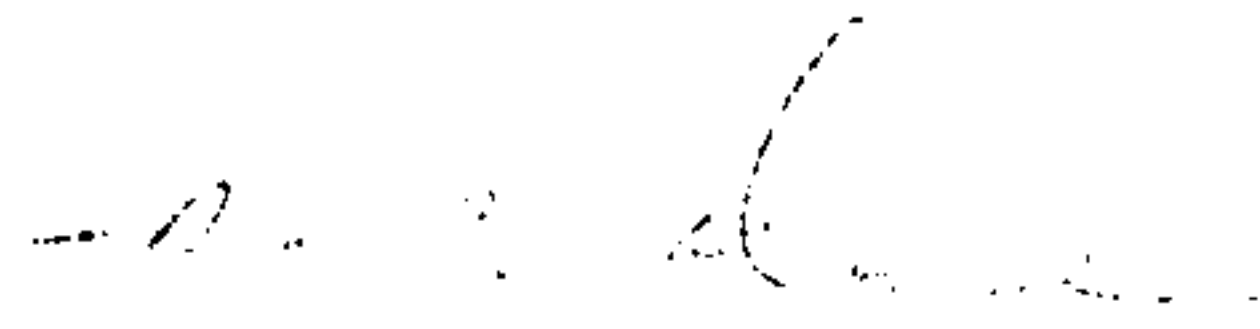
10. Superior officers of the Force should also conduct regular kit inspections during their visits to various locations and endorse their remarks in the kit-books of the staff concerned.

11. As advised earlier, difference between the actual stitching charges paid by the RPF staff and the stitching charges payable by the Railways shall have to be borne by the staff concerned.

12. Each Company Commander in-charge of the establishment concerned will issue six-monthly certificate to his DSC/Commandant, that he has carried out kit-inspection of all the staff working under him and cloth issued to the staff has been properly utilised in getting the uniform stitched according to the prescribed pattern.

13. It should be made clear to all the staff that any misuse of the cloth meant for the uniform will render them liable for the disciplinary action.

Please acknowledge receipt.


(A.P. DURAI)
Director General/RPF
Railway Board.

Encl: One.