

**RAILWAY CLAIMS TRIBUNAL
PRINCIPAL BENCH
13/15, Mall Road, Delhi-54**

No. RCT/DLI/Admn. Policy/2019

Dated: 25.03.2020

To,
All Additional Registrars,
Railway Claims Tribunal,
All Benches

Sub: Preventive measures to contain the spread of COVID-19
Ref: Ministry of Home Affairs, G.o.I., Order No. 40-3/2020-DM-I (A) dated 24.03.2020

The Ministry of Home Affairs, Government of India vide Order under reference, has issued guidelines in pursuance of the Hon'ble Prime Minister's declaration of COVID-19 as a National Disaster. A complete lock down all over the country for 21 days with effect from 25.03.2020 till 14.04.2020 was announced to prevent the spread of COVID-19.

In view of the above, the Hon'ble Chairman is pleased to authorize the Hon'ble Vice-Chairman of the Zone to take a decision in consultation with Administrative member of the respective Bench to permit the officers and staff to work from home instead of attending office for a further period beyond 27.03.2020 up to 14.04.2020. In the case of Benches where no Administrative Member is posted, the Vice-Chairman of the Zones shall solely decide on the matter.

In the Benches of North Zone (Allahabad, Lucknow, Gorakhpur, Chandigarh) and Amaravati, the Administrative Members are being authorized to pass orders in this regard.

The orders issued by Vice-Chairman/ Administrative Member shall be subject to the following conditions:

- 1) The officers and staff will remain available on the phone/email.
- 2) No one will leave the Headquarters.
- 3) The officers and staff can be called at any time in case of exigency of work.
- 4) The names and telephone numbers of the RCT personnel who may be contacted for assistance/enquiry with regards to filing of cases or any other matter is to be displayed on Notice Board/ website.
- 5) If any new advisory/instructions are issued by the Government, these orders can be revised.

Sawkmie
25.03.2020
(Sarah Jayal Sawkmie)
Additional Registrar