

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.120/2015

आरबीई सं./ RBE No. Nil

सं./No.SER/P-HQ/Ruling/O/833

दिनांक/ Dated: 02.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Grant of Transport Allowance @ Rs.7000 p.m +
DA thereon to the IRMS .officers drawing Grade Pay
of Rs.10000/- under DACP Scheme-
clarification regarding

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.
PC-V/2010/A/TA/1 दिनांक//dated 12.09.2014
(स्थापना क्रमांक सं./ Estt.Srl.No.116/14)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **PC-V/2010/A/TA/1**
दिनांक/dated 25.08.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं
आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. PC-V/2010/A/TA/1
दिनांक/dated 25.08.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under
:-

**विषय/ Sub: Grant of Transport Allowance @ Rs.7000 p.m +
DA thereon to the IRMS .officers drawing Grade Pay
of Rs.10000/- under DACP Scheme-
clarification regarding**

Attention is invited to Board's letter of even number dt. 12.09.2014 (RBE No.100/2014) whereby Board's decision regarding grant of Transport Allowance @ Rs.7000 p.m + DA the thereon to the IRMS officers drawing Grade Pay of Rs.10,000/- under DACP Scheme have been communicated. The issue regarding admissibility of Transport Allowance @ Rs.7000/- p.m. + DA thereon to IRMS officers is being re-considered. In view of this position, Board have decided that payment of Transport Allowance to IRMS Officers @ Rs.7000/- p.m + DA thereon, may be kept in abeyance till further advice.

2. Necessary action as per Board's above decision may please be taken immediately.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 121/2015

आरबीई सं./ RBE No. 89/2015

सं./No.SER/P-HQ/ Ruling/O/848

दिनांक/ Dated: 02.09.2015

सेवा में :सर्व संबंधित
To: All concerned

विषय/ Sub: Clarification regarding engagement of Substitutes
on the railways

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.
E(NG)-II/2013/SB/3 दिनांक//dated 29.10.14
(स्थापना क्रमांक सं./ Estt.Srl.No.149/14)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)-II/2013/SB/3 दिनांक/dated 11.08.2015 (आरबीई सं./RBE No.89/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रप्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. E(NG)-II/2013/SB/3 दिनांक/dated 11.08.2015** (आरबीई सं./RBE No.89/2015) निम्नानुसार है/ is as under :-

विषय/ Sub: Clarification regarding engagement of Substitutes
on the railways

Words -1S Pay Band of Rs.4440-7440 (Grade Pay Rs.1300) appearing in para 5 of Board's letter of even number dated 29/10/2014 may be read as -1S Pay Band of Rs. 4440-7440 without any grade pay.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.122/2015

आरबीई सं./ RBE No.93/2015

सं./No.SER/P-HQ/Ruling/O/812

दिनांक/ Dated: 09.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Admissibility of Daily Allowance to Staff Car Drivers**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. **Railway Board's letter No.**
 F(E)/2006/AL-28/15 दिनांक//dated 12.03.08
 (स्थापना क्रमांक सं./ Estt.Srl.No.43/08)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.F(E)/2009/AL-28/21
दिनांक/dated 25.08.2015 (आरबीई सं./RBE No.93/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No.F(E)/2009/AL-28/21**
दिनांक/**dated 25.08.2015** (आरबीई सं./**RBE No.93/2015**) निम्नानुसार है/ is as
under :-

विषय/ Sub: Admissibility of Daily Allowance to Staff Car Drivers

It has been decided by the Board, after discussions with both the Federations, to modify the provisions regarding admissibility of Daily Allowance to Staff Car Drivers contained in para 2 of Board's letter No. F(E)/2006/AL-28/15 dt. 12.03.2008. Accordingly, para 2 of the said letter, is partially modified to read as under:-

"2. As per the provisions contained in Supplementary Rule 186 and Government of India's order (1) there under, read with Note 8 under Rule 26 of Staff Car Rules, Staff Car Drivers who perform a 'local journey' or journey on tour on the official vehicle in his charge, may draw travelling allowance under the ordinary rules as admissible to other Railway employees even if the journey does not involve the absence of at least one night from his Headquarters. When they perform local journeys for distance exceeding 8 Kms. beyond prescribed hours of duty and such journeys involve absence of a night from headquarters, they are entitled to draw D.A. under ordinary rules admissible to other employees, for the period beyond duty hours, in addition to OTA. In case the journey does not involve their absence of one night from their headquarters, they are entitled to draw D.A. for the period beyond duty hours subject to the condition that no OTA shall be payable for the period with reference to which D.A. has been drawn. In such cases, they have the option to draw either OTA or DA on any day on which such journeys have been undertaken.

2. This would be applicable to all Drivers irrespective of the type of vehicle they drive.

3. These orders will take effect from the date of issue. Past cases, will, however, continue to be dealt with under provisions of letter No. F(E)/2006/AL-28/15 dt. 12.03.08.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.123/2015

आरबीई सं./ RBE No.92/2015

सं./No.SER/P-HQ/O/942

दिनांक/ Dated: 09.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Comparison of grades of running staff with those of stationary staff for the purpose of promotion/selection to Group 'B' posts**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(GP)2005/2/87 दिनांक//dated 25.04.11
(स्थापना क्रमांक सं./ Estt.Srl.No.122/11)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(GP)2005/2/87 दिनांक/dated 18.08.2015 (आरबीई सं./RBE No.92/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(GP)2005/2/87
दिनांक/dated 18.08.2015 (आरबीई सं./RBE No.92/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Comparison of grades of running staff with
those of stationary staff for the purpose of
promotion/selection to Group 'B' posts**

Consequent upon implementation of scales of pay recommended by the Sixth Central Pay Commission, equivalence of grades of running staff with that of stationary staff for the purpose of promotion to the posts in stationary categories where both running and stationary staff are eligible and are considered together was advised in terms of Board's letter number E (GP) 2005/2/87 dated 25.04.2011 (RBE No. 53/2011). However, taking cognizance of requests from various quarters including the Federations, a Committee was constituted to examine the issues arisen on account of implementation of these instructions. Now, taking note of the recommendations of the Committee, it has been decided that for the purpose of determining the eligibility of the candidates for promotion/Selection to Group 'B' posts, the grades of running staff may be equated with those of the stationary staff as indicated below:-

Designation	Scale of Pay applicable (VI CPC)	Scale of stationary post to which should be equated (VI CPC)
Loco Pilot (Mail/Exp)	PB-2 + GP Rs. 4200 + 1000 addl.allowance	PB-2 + GP Rs. 4600
Loco Pilot (Passenger)	PB-2 + GP Rs. 4200 + 500 addl.allowance	PB-2 + GP Rs. 4600
Loco Pilot (Goods)	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4600
Loco Pilot (Shunting)-I (NF)	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4200
Loco Pilot (Shunting)-II	PB-1 + GP Rs. 2400	PB-2 + GP Rs. 4200
Sr.Asstt.Loco Pilot (NF) (80%)	PB-1 + GP Rs. 2400	PB-2 + GP Rs. 2400
Asstt.Loco Pilot (20%)	PB-1 + GP Rs. 1900	PB-2 + GP Rs. 2400
Mail/Express Guard	PB-2 + GP Rs. 4200 + 500 addl.allowance	PB-2 + GP Rs. 4600
Sr.Passenger Guard	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4600
Sr.Goods Guard (NF)	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4200
Goods Guard	PB-1 + GP Rs. 2800	PB-2 + GP Rs. 4200

3. It has further been decided that for equating running staff in the erstwhile scale of Rs.5500-9000 (now in PB2 + GP Rs.4200) with stationary staff in scale of Rs.6500-10500 (now GP Rs.4600), the running staff in erstwhile scale of Rs.5000-8000 (now GP Rs.4200) shall be

placed below running staff in erstwhile scale of Rs. Rs.5500-9000 (now in PB2+ GP Rs.4200).

4. Selection to Group 'B' posts which are already in progress may be proceeded with and finalised as per the existing principles. All fresh selections including those which have been initiated but where the written examination has not been held, should be held in accordance with the instructions contained herein. The LDCE, wherever the same is in force, is a part of the process of filling vacancies in Group 'B' and therefore, whatever is followed in the case of 70% Selection, may also be followed in the case of corresponding LDCE.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.124/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Ruling/O/992

दिनांक/ Dated: 16.09.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: Transfer from one Railway/Division/Unit
to another Railway/Division/Unit on
mutual exchange**

**संदर्भ/Ref: This Railway's स्थापना क्रमांक सं./
Estt.Srl.No. 164/14**

Some doubts/queries regarding mutual transfer between different cadres/trades of the two employees in Gr 'D' categories are being received from various corners of this Railway after issuance of the Estt. Srl.No. 164/14.

The matter has been examined and it is being clarified that in Group 'D' categories, since the educational qualifications are same (i.e minimum of Xth pass), mutual exchange should be permitted, provided that the medical classification is same and applicable to both the concerned posts.

This issues with the approval of the CPO.

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.125/2015

आरबीई सं./ RBE No. Nil

सं./No.SER/P-HQ/Ruling/O/992

दिनांक/ Dated: 16.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **COMPREHENSIVE TRANSFER POLICY FOR
RAILWAY OFFICERS**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(O)III/2014/PL/05
दिनांक/dated 31.08.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं
आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
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संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(O)III/2014/PL/05
दिनांक/dated 31.08.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under
:-

**विषय/ Sub: COMPREHENSIVE TRANSFER POLICY FOR
RAILWAY OFFICERS**

1. The transfer policy for Railway Officers has been reviewed by the Ministry of Railways, In supersession of all existing instructions, Ministry of Railways have now decided to formulate a Comprehensive Transfer Policy for Railway Officers The salient features of the Comprehensive Transfer Policy are given in the succeeding paragraphs :

- (i) Ordinarily a Group 'A' officer will not be transferred out of his allotted Zone/Unit till Selection Grade.

On empanelment to Group 'iA', there may be inter-Zonal transfer of a Group 'B' officer with residual service of more than 3 years.

- (ii) Officers, will be considered for posting to Railway Board/RDSO/CTIs/PUs/Other Units in administrative interest after completion of minimum of 5 years in allotted zone.
- (iii) No request for transfer will be considered till completion of 5 years in assigned zone.
- (iv) Transfers and postings will be done against clear vacancy of a sanctioned post. The present policy of posting officers to the Eastern Region on return from deputation abroad will continue to be followed.
- (v) Posting in Railway Board/CTI/RDSO/RRB is tenure posting having maximum tenure of 5 years and not a deputation post. Hence, normal procedure for Railway/Unit transfers be followed.
- (vi) A cooling off period of minimum 3 years between two tenures in Railway Board/RDSO will be required.
- (vii) Normally, minimum tenure on a particular post at a time will be 2 years and maximum tenure will be 5 years. For

sensitive posts, maximum tenure will be 4 years. Minimum tenure will not be applicable for Junior Scale/Senior Scale officers of Group A. However, in administrative exigencies, relaxation may be granted by cadre controlling officer.

(viii) Total stay at a stretch at a particular station should not be more than 10 years and the total cumulative stay (in broken spells) should not be more than 15 years. Deputation to PSUs and other Ministries will not be counted for this purpose. This will be implemented in a phased manner.

(ix) In case of IRMS doctors (including Dental Cadre) in Railways, the proposed policy will be as per following guidelines :-

(a) The transfer of doctors within and outside the zone should be decided by the Railways/Board at appropriate level on case-to-case basis, keeping in view the administrative interest. Total stay at a stretch/cumulative stay (in broken spells in a particular station) be limited to 15 & 20 years respectively. However, while issuing such transfer orders the following guidelines should be observed.

- (1) Super specialist doctors can only be transferred from one super speciality centre to another super specialty center of same specialities.
- (2) Senior specialist of Central Hospital of the Zone or Division should be transferred to another Divisional or Zonal Centre of equal status.
- (3) General Duty Medical Officers and Dental Surgeon can be shifted from one such post to equivalent post in other places.

Note : The idea behind these guidelines is that specialist services are not disturbed while keeping the administrative interest in mind.

(x) Transfer of RPF/RPSF personnel will be in terms of Railway Board's Standing Order No.102 and 110 issued by DG/RPF. Total stay at a stretch at a particular station should not be more than 10 years and the total cumulative stay (in broken spells) should not be more than 15 years.

- (xi) In terms of para 124 of IREC, Vol.I, GMS have full powers to make rules with regard to non-gazetted Railway Servants. No change is recommended. Maximum tenure on sensitive posts will however be 4 years. In case of non-gazetted Railway employees, no inter railway transfer request will be considered till completion of 5 years of joining Railway.
- (xii) Deputation of Railway Officers will be governed by DOP&T's guidelines as adopted by Ministry of Railways vide letter No.2010/F(E)II/1(1)/1 dated 28.07.2010.
- (xiii) Transfers other than those caused due to promotion, deputation/return from deputation, retirements etc. will be generally issued from January to March. However, in administrative exigencies, transfer orders may be issued as and when required.
- (xiv) The controlling officer will ensure that the officer transferred will be relieved within a maximum period of one month.
- (xv) A government servant who is also a care giver of disabled child may be exempted from the routine exercise of transfer/rotational transfer subject to administrative constraints as per OM No.42011/3/2014-Estt.(Rs.) dated 6.6.2014.
- (xvi) Every effort will be made to post the husband and wife at the same station as detailed in DOP&T's Circular No. F.No.28034/9/2009-Estt(A) dated 30th September 2009.
- (xvii) All fresh transfer orders will be governed by this policy.
- (xviii) In future, requests for inter railway transfers from officers will be done online for which a system will be developed separately and circulated.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.126/2015

आरबीई सं./ RBE No.95/2015

सं./No.SER/P-HQ/Ruling/O/833

दिनांक/ Dated: 16.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Grant of Transport Allowance to Railway employees

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.
PC-V/2008/A/TA/2 दिनांक//dated 12.09.08
(स्थापना क्रमांक सं./ Estt.Srl.No.124/08)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. PC-V/2008/A/TA/2
दिनांक/dated 26.08.2015 (आरबीई सं./RBE No.95/2015) को सूचना, मार्गदर्शन एवं
आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
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(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. PC-V/2008/A/TA/2
दिनांक/dated 26.08.2015 (आरबीई सं./RBE No.95/2015) निम्नानुसार है/ is as
under :-

विषय/ Sub: Grant of Transport Allowance to Railway employees

Reference is invited to Railway Board's letter of even number dt. 12.09.2008 (RBE No.111/ 2008) regarding grant of Transport Allowance to Railway employees, consequent upon the implementation of the recommendations of the Sixth Central Pay Commission (6th CPC).

2. The Government has since considered the re-classification of cities/towns/ localities as per Census-2011 (population criteria) for the purpose of Transport Allowance. Accordingly, the President is pleased to decide the revised classification of cities, towns and localities, for the purpose of grant of Transport Allowance **at higher rates** to Railway employees, as per **Annexure-I**. Therefore, the table below para '1' of Railway Board's letter dt.12.09.2008 stands partially modified as under:-

Employees drawing Grade Pay of	Rates of Transport Allowance admissible per month	
	Cities classified as per Annexure-I	All cities, towns and localities, other than those included in Annexure-I
Grade pay of Rs.5400 & above	Rs. 3200 plus Dearness Allowance thereon	Rs. 1600 plus Dearness Allowance thereon
Grade pay of Rs.4200, Rs.4600 and Rs.4800	Rs. 1600 plus Dearness Allowance thereon	Rs. 800 plus Dearness Allowance thereon
Those drawing grade pay below Rs.4200 but drawing pay in the pay band equal to Rs.7440 & above		
Grade pay below Rs.4200 and pay in the pay band below Rs.7440	Rs. 600 plus Dearness Allowance thereon	Rs. 400 plus Dearness Allowance thereon

3. The revised classification of cities/ towns/ localities for the purpose of Transport Allowance shall take effect from **1st April, 2015**.
4. All other conditions mentioned in Railway Board's letter of even number dt.12.09.2008 shall remain unchanged.
5. This issues with the concurrence of Finance Dte. of Railway Board.

ANNEXURE-I

LIST OF CITIES AND TOWNS ELIGIBLE FOR HIGHER RATES OF TRANSPORT ALLOWANCE ON RE-CLASSIFICATION OF CITIES/TOWNS AS PER CENSUS-2011 (WITH EFFECT FROM 1ST APRIL, 2015)

Sl.No.	NAME OF THE STATE/ UNION TERRITORIES	NAME OF THE CITY/TOWN
(i).	ANDAMAN AND NICOBAR ISLANDS	---
(ii).	ANDHRA PRADESH/ELANGANA	Hyderabad(UA)
(iii).	ARUNACHAL PRADESH	---
(iv).	ASSAM	---
(v).	BIHAR	Patna(UA)
(vi).	CHANDIGARH	---
(vii).	CHHATTISGARH	---
(viii).	DADRA & NAGAR HAVELI	---
(ix).	DAMAN & DIU	---
(x).	DELHI	Delhi(UA)
(xi).	GOA	---
(xii).	GUJARAT	Ahmadabad(UA); Surat(UA)
(xiii).	HARYANA	---
(xiv).	HIMACHAL PRADESH	---
(xv).	JAMMU AND KASHMIR	---
(xvi).	JHARKHAND	---
(xvii).	KARNATAKA	Bangalore/Bengaluru(UA)
(xviii).	KERALA	Kochi(UA); Kozhikode(UA)
(xix).	LAKSHWADEEP ISLANDS	---
(xx).	MADHYA PRADESH	Indore (UA)
(xxi).	MAHARASHTRA	Greater Mumbai(UA);

		Nagpur(UA); Pune(UA)
(xxii).	MANIPUR	---
(xxiii).	MEGHALAYA	---
(xxiv).	MIZORAM	---
(xxv).	NAGALAND	---
(xxvi).	ODISHA	---
(xxvii).	PUDUCHERRY (PONDICHERRY)	---
(xxviii).	PUNJAB	---
(xxix).	RAJASTHAN	Jaipur (UA)
(xxx).	SIKKIM	---
(xxxi).	TAMIL NADU	Chennai(UA); Coimbatore(UA)
(xxxii).	TRIPURA	----
(xxxiii).	UTTAR PRADESH	Ghaziabad(UA); Kanpur(UA); Lucknow (UA)
(xxxiv).	UTTARAKHAND	---
(xxxv).	WEST BENGAL	Kolkata (UA)

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.127/2015

आरबीई सं./ RBE No. Nil

सं./No.SER/P-HQ/Rec/100/Comp/Poly/Pt.VII

दिनांक/ Dated: 16.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Scheme of General Departmental Competitive Examination (GDCE) for filling up of 25% - 50% of net direct recruitment quota vacancies in Group 'C' categories - Setting of Question Papers

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(NG)I-2008/PM1/6 दिनांक//dated 10.06.15
(स्थापना क्रमांक सं./ Estt.Srl.No. 84/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)I-2008/PM1/6 दिनांक//dated 02.09.2015 (आरबीई सं./RBE No. Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. E(NG)/I-2008/PM1/6**
दिनांक/dated 02.09.2015 (आरबीई सं./**RBE No. Nil**) निम्नानुसार है/ is as under
:-

विषय/ Sub: Scheme of General Departmental Competitive Examination (GDCE) for filling up of 25% - 50% of net direct recruitment quota vacancies in Group 'C' categories - Setting of Question Papers

This has reference to South Western Railway's letter No.SWR/RRC/564/GDCE/Policy dated 20.07.2015 on the above subject.

2. With reference to the clarification sought by the Railway, it is advised that deciding the components of question papers and the duration of the same lies solely in the domain of Railway Recruitment Boards (RRBs) and decision so taken by them is final. Therefore, as indicated by the Executive Director/E(RRB), the question paper will be of 100 marks with 90 minutes duration, which is in consonance with Board's letter No.2009/E(RRB)/25/20 Pt. dated 05.01.2011 with regard to single stage examination.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.128/2015

आरबीई सं./ RBE No.94/2015

सं./No.SER/P-HQ/Ruling/O/992

दिनांक/ Dated: 16.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Insistence upon Possession of Educational
Qualification for one way request transfer in case
of merger of categories and Revision of Educational
Qualification- Regarding

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.
E(NG)I-99/TR/15 दिनांक//dated 08.02.2000
(स्थापना क्रमांक सं./ Estt.Srl.No.52/2000)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)I-2015/TR/9
दिनांक/dated 26.08.2015 (आरबीई सं./RBE No.94/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)I-2015/TR/9
दिनांक/dated 26.08.2015 (आरबीई सं./RBE No.94/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Insistence upon Possession of Educational
Qualification for one way request transfer in case
of merger of categories and Revision of Educational
Qualification- Regarding**

As the Railways are aware, in terms of instructions contained in Board's letter No. E(NG)I-99/TR/15 dated 08.02.2000, transfer on request of Railway employees from one Railway/Division/Unit to another Railway/Division/Unit in grades having an element of direct recruitment against DR quota post is accepted on bottom seniority if the employee possesses the educational qualification prescribed for direct recruitment to the post to which transfer is sought for.

2. A question has arisen as to whether in case of merger of categories in Group "C" non-gazetted post, an employee who has been recruited pre-merger from open market in one of the merged grade would be required to possess the educational qualification prescribed for the new merged category for seeking request transfer or not.

3. The matter has been considered by Board. It has been decided that when one category having an element of direct recruitment is merged with another category also having an element of direct recruitment, in such cases possession of educational qualification prescribed for direct recruitment for the new merged category shall not be insisted upon.

4. Similarly, whenever educational qualification for direct recruitment for any category in Group "C" non-gazetted post is revised upwardly, existing employees recruited with pre-revised qualification shall also be allowed to seek request transfer on bottom seniority against DR quota vacancies. Possession of the revised educational qualification shall not be insisted upon in such cases also. Other terms and conditions for seeking one way request transfer shall remain unchanged.

(This disposes of Northeast Frontier Railway's letter No. E/283/38/IRT (Engg) dated 01.05.2015)

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.129/2015

आरबीई सं./ RBE No.70/2015

& आरबीई सं./ RBE No.99/2015

सं./No.SER/P-HQ/E-Sch/459/11/Policy दिनांक/ Dated: 16.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Educational qualifications for the post of Post Graduate Teacher-clarification

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(P&A)I-87/PS-5/PE-9 दिनांक//dated 04.10.89
(स्थापना क्रमांक सं./ Estt.Srl.No.275/89)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2014/PS-5/PE-4 दिनांक/dated 24.06.2015 (आरबीई सं./RBE No.70/2015) along with Railway Board's Corrigendum letter No.E(P&A)I-2014/PS-5/PE-4 दिनांक/dated 01.09.2015 (आरबीई सं./RBE No.99/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। are forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2014/PS-5/PE-4
दिनांक/dated 24.06.2015 (आरबीई सं./RBE No.70/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Educational qualifications for the post of Post
Graduate Teacher-clarification**

NF Railway and RRB Mumbai had raised the following issues in
respect of the educational qualifications for the post of PGT:-

(a) As to whether TGT/Science, having normal avenue to the post of
PGT/Science, may be considered eligible for the post of PGT/Bengali in
Arts Stream by virtue of having the qualification of Masters Degree in
Bengali.

(b) As to whether the candidates having qualifications such as M.Sc.
in Zoology/Botany/Microbiology could be considered for the post of Post
Graduate Teacher (Biology).

2. The above issues have been examined in Board's Office in
consultation with NCTE and the following are clarified :-

(a) A Trained Graduate Teacher (Science) by virtue of having the
qualification of Master Degree in Bengali is eligible for the post of PGT
(Bengali) as the qualifications prescribed for the post of PGT are Post
Graduate degree in the respective subject (Bengali, in the instant case)
along with B.Ed. or its equivalent degree.

(b) In the normal practice, Biology subject is taught up to +2 level in
an integrated form comprising of Zoology, Botany, Microbiology etc.
However, at graduation/post graduation level its branches like Zoology,
Botany and Microbiology etc. are taught as the independent subject. As
such, the candidates having PG degree in branches of Biology may be
treated as eligible for the post of PGT (Biology).

3. However, the Master Degree should not have been acquired
from distance education mode.

(This disposes off NF Railway and RRB Mumbai's letter Nos. E/252/242
Pt-V(W) dated 02.07.2014 and RRB/MB/Edu. Qualification/2007/1 dated
08.05.2014 respectively)

Copy of रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2014/PS-5/PE-4 दिनांक/dated 01.09.2015 (आरबीई सं./RBE No.99/2015)

CORRIGENDUM

विषय/ Sub: Educational qualifications for the post of Post Graduate Teacher-clarification

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(P&A)I-2014/PS-5/PE-4 दिनांक//dated 24.06.15

The Board's above referred letter may be read after deleting Paragraph 3.

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 130/2015

आरबीई सं./ RBE No.88/2015

सं./No.SER/P-HQ/ TRG/135/Policy

दिनांक/ Dated: 22 .09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Forwarding of Notification – regarding Amendments to the Apprenticeship Rules, 1992

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(MPP)/2015/6/5 दिनांक/dated 06.08.2015 (आरबीई सं./RBE No.88/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(MPP)/2015/6/5 दिनांक/dated 06.08.2015 (आरबीई सं./RBE No.88/2015) निम्नानुसार है। is as under :-

विषय/ Sub: Forwarding of Notification – regarding Amendments to the Apprenticeship Rules, 1992

A copy of the Notification No.G.S.R.502(E) dated 18th June, 2015 published in Part II, Section 3, Sub-section (i) of the Extraordinary Gazettee of India issued by Ministry of Skill Development and Entrepreneurship, Directorate General of Training, regarding amendments to the Apprenticeship Rules, 1992 is enclosed for information, guidance and necessary action.

MINISTRY OF SKILL DEVELOPMENT AND ENTREPRENEURSHIP
NOTIFICATION
New Delhi, the 16th June, 2015

G.S.R. 502(E).- In exercise of the powers conferred by sub-section (l) of section 37 of the Apprentices Act, 1961 (52 of 1961), the Central Government, after consulting the Central Apprenticeship Council, hereby makes the following rules further to amend the Apprenticeship Rules, 1992, namely: -

1. (1) These rules may be called the Apprenticeship (Amendment) Rules, 2015.

- (2) Save as otherwise provided, they shall come into force on the date of their publication in the Official Gazette.

2. In the Apprenticeship Rules, 1992 (hereinafter referred to as principal rules), in rule 2, -

- (i) after clause (2), the following clause shall be inserted, namely:-
'(2A) "Diploma in non-engineering" means a person who holds a diploma in non-engineering or equivalent qualification granted by a Board or University or recognised by the concerned State Government or the Central Government, as the case may be;'
- (ii) after clause (5), the following clauses shall be inserted, namely:-
'(5A) "Non-engineering graduate" means a person who holds a degree in any subject other than engineering or technology granted by a statutory University or an institution empowered to grant such degree by an Act of Parliament or passed the graduateship examination of professional bodies recognised by the Central Government as equivalent degree; '

(5B) "Optional 'trade apprentice" means an apprentice who is not undergoing apprenticeship training in a designated trade.'

3. In the principal rules, rule 5 shall be numbered as sub-rule(l) thereof and after sub-rule(l) as so numbered, the following sub-rule shall be inserted, namely :-

- "2. The training places for the Other Backward Classes in designated trades shall be reserved by the employer according to the prescribed norms followed in the respective State or Union territory and if training places can not be filled from the Other Backward Classes, then the training places so lying unfilled may be filled by persons not belonging to the Other Backward Classes."

4. In the principal rules, in rule 6, -`

- (i) Sub-rule (l) shall be omitted;
- (ii) Sub-rule(2) shall be renumbered as sub-rule(l) thereof and in the sub-rule (l) as so renumbered, for clause (a), the following clause shall be substituted, namely:-
"(a) The Central Government may specify model contract form for all apprentices."
- (iii) Sub-rule(3) shall be renumbered as sub-rule(2) thereof.

5. In the principal rules, in rule 7, after sub-rule (3), the following sub-rule shall be inserted, namely:-

- "3A(1) Keeping in view seasonality in operation or business or flexibility desired by trade apprentice, a trade apprentice may complete his period of apprenticeship training within five years or double the duration of apprenticeship training whichever is less from the date of starting of his apprenticeship training. _
- (2) The flexibility referred to in sub-rule(l) shall be permissible in the following manner, namely:-

- (a) Maximum one break for trades having duration two years or less than two years
 - (b) Maximum two breaks for trades having duration more than two years.
- (4) The start and end date of his apprenticeship training shall be reported on portal-site by the employer”.
- 6. In the principal rules, in rule 7, sub-rule (5) shall be omitted.
- 7. In the principal rules, after rule 7, the following rules shall be inserted, namely:-
 - “7A Regulation of optional trade.-
 - (1) A person shall not be qualified for being engaged as an apprentice to undergo apprenticeship training in any optional trade, unless he-
 - (a) is not less than fourteen years of age, and for optional trades related to hazardous industries, not less than eighteen years of age; and
 - (b) satisfies such physical fitness as determined by the employer.
 - (2) The minimum educational qualification for person to undergo apprenticeship training in optional trade shall be eighth class pass from a recognised school.
 - (3) The period of apprenticeship training in the case of non-engineering graduates, diploma in non- engineering and vocational certificate holder shall be maximum one year and the period of apprenticeship training for other apprentices undergoing apprenticeship training in optional trade shall be minimum of six months and maximum of two years.
 - (4) The training places shall be reserved by the employer for the Scheduled Castes and the Scheduled Tribes in every optional trade in accordance with the sub-rule (l) of rule 5 and Schedule-II A of said rule.
 - (5) The training places for the Other Backward Classes shall be reserved by the employer in every optional trade in accordance to the sub-rule (2) of rule 5.
 - (6) It shall be obligatory on the part of employer to disclose the duration and syllabi of the optional trades on the portal-site.
 - (7) The work diary in Format-2 as specified in Schedule-III shall be maintained by each apprentice and countersigned by his supervisor once in a week.
 - (8) Weekly hours of work provided in sub-rule (3) of rule 12 shall be applicable for those apprentices possessing a degree of three or four years after secondary or higher secondary education or diploma of three years after 10th class or diploma of two years after 12th pass or a certificate in vocational course involving two years of study after completion of secondary stage of school education and undergoing apprenticeship training in optional trade and for all other apprentices undergoing apprenticeship training in optional trade, the weekly hours of work provided in sub-rule (1) and (2) of rule 12 shall be applicable.

- (9) No person shall be engaged as an apprentice to undergo apprenticeship training in optional trade unless such person or, if he is minor, his guardian has entered into a contract of apprenticeship with the employer and such contract of apprenticeship shall be uploaded on portal-site by the employer.
- (10) The minimum rates of stipend prescribed for graduate apprentices shall be paid by the employer to those apprentices who possess a degree of minimum three years duration after 10+2 system of education.
- (11) The minimum rates of stipend prescribed for technician apprentices shall be paid by the employer to those apprentices who possess a diploma of three years after 10th class or diploma of two years after 12th pass.
- (12) The minimum rates of stipend prescribed for technician (vocational) apprentices shall be paid by the employer to those apprentices who possess a certificate in vocational course involving two years of study after completion of secondary stage of school education.
- (13) The minimum rates of stipend prescribed for trade apprentices shall be paid by the employer to other apprentices undergoing training in optional trade according to their period of apprenticeship training.
- (14) Every apprentice possessing a degree of minimum three years or a diploma of three years after 10th class or diploma of two years after 12th pass or a certificate in vocational course involving two years of study after completion of secondary stage of school education and undergoing apprenticeship training in optional trade shall follow the terms and conditions of contract of apprenticeship for graduate, technician and technician(vocational) apprentices as provided in Schedule-VI.
- (15) Every employer and other apprentices undergoing training in optional trade shall have the obligations as provided in Schedule-V respectively.
- (16) The employer shall not run a trade as optional which is a designated trade under the Act.
- (17) The progress in apprenticeship training of every apprentice in optional trade shall be assessed by the employer from time to time and every apprentice who completes his apprenticeship training to the satisfaction of the employer shall be granted a certificate of proficiency by that employer.

7B Number of apprentices for designated and optional trade.-

- (1) The employers having six or more workers shall only be eligible to engage apprentices and engagement of apprentices by establishment having number of workers not exceeding forty shall not be obligatory.
- (2) The strength of workers shall be calculated on the basis of average strength in the preceding financial year.

- (3) Within a financial year, each establishment shall engage apprentices in a band of 2.5 per cent. to 10 per cent. of the total strength of the establishment including contractual staff
- (4) In no month, number of apprentices should be less than 2 per cent. of the total strength of the establishment and more than 15 per cent. of the total strength of the establishment subject to the condition that he shall fulfill apprentice months corresponding to 2.5 per cent. obligation in a financial year.
- (5) Every employer shall disclose their intention of engagement of apprentices both in designated and optional trade on portal site as well as establishment's portal-site (if existing) as per quarters given below:-
 - (a) the 1st April to the 30th June;
 - (b) the 1st July to the 30th September;
 - (c) the 1st October to the 31st December;
 - (d) the 1st January to the 31st March.

7C Inspection of establishment.-

An Officer not below the rank of Assistant Apprenticeship Adviser shall inspect an establishment and such inspection shall be after prior approval of the Central or the State Apprenticeship Adviser, as the case may be."

8. In rule 11 of the principal rules, for sub-rule (3), the following sub-rule shall be substituted, namely:-

- "3. The stipend for a particular month shall be paid by the tenth day of the following month and the stipend shall be paid through the bank account of apprentices from a date notified by the Central Government."

9. In the principal rules, rule 13 and the entries relating thereto shall be omitted.

10. In rule 14 of the principal rules, with effect from such date as may be notified by the Central Government, -

- (a) Sub-rule(1), sub-rule(2) and sub-rule(3) shall be omitted;
- (b) Sub-rule(6) shall be omitted;
- (c) Sub-rule(7), sub-rule (8), sub-rule(9) and sub-rule(10) shall be omitted.

11. In the principal rules, in the SCHEDULE-1, column 4 and the entries relating thereto shall be omitted.

12. In the principal rules, for the SCHEDULE-IIA, the following SCHEDULE shall be substituted, namely :-

**“SCHEDULE-IIA
(See rule 5)**

S. No.	Name of State/ Union Territory	Ratio of Scheduled Caste apprentices to the total apprentices in designated trade	Ratio of Scheduled Tribe apprentices to the total apprentices in designated trade
1	Andhra Pradesh	1:7	1:15
2	Arunachal Pradesh	---	1:2
3	Assam	1:15	1:9
4	Bihar	1:7	1:100
5	Chattisgarh	1:9	1:4
6	Gujarat	1:15	1:7
7	Goa	1:50	1:8
8	Haryana	1:5	---
9	Himachal Pradesh	1:4	1:25
10	Jammu and Kashmir	1:12	1:9
11	Jharkhand	1:9	1:4
12	Karnataka	1:7	1:15
13	Kerala	1:10	1:100
14	Madhya Pradesh	1:7	1:5
15	Maharashtra	1:10	1:11
16	Manipur	1:33	1:3
17	Mizoram	---	1:2
18	Meghalaya	---	1:2
19	Nagaland	---	1:2
20	Odisha	1:7	1:4
21	Punjab	1:4	---
22	Rajasthan	1:6	1:8
23	Sikkim	1:20	1:5
24	Tamil Nadu	1:5	1:100
25	Tripura	1:6	1:3
26	Telangana	1:16	1:32
27	Uttar Pradesh	1:5	1:100
28	Uttarakhand	1:6	1:3
29	West Bengal	1:5	1:20
30	Andaman and Nicobar Islands	---	1:13
31	Chandigarh	1:6	---
32	Dadra and Nagar Haveli	1:50	1:2
33	Delhi	1:6	1:13
34	Daman and Diu	1:3	1:11
35	Lakshadweep	---	1:2
36	Puducherry	1:7	---

13. In the principal rules, in SCHEDULE-III, for the FORMAT-1 and FORMAT-2, the following Formats shall be substituted, namely :-

**“Schedule-II
(See rule 14)**

FORMAT-1*Model Contract of Apprenticeship Training for Major/Minor* Apprentices*

Photograph of Apprentice

1. Name and address of establishment : _____
with Tel.no., Fax No. and E-mail address : _____
2. (a) Name of apprentice (Block Letters) : _____
(b) Father's/Mother's/Husband's Name : _____
3. Address of apprentice : _____
4. Gender (please √) : _____
5. Date of birth : _____
- 6a) Whether belongs to SC/ST/OBC/
PwD/Minority (please √) : Yes/No
- b) Name of the category : _____
7. Educational qualification
 - (a) Academic Qualification : _____
 - (b) Technical qualification : _____
 - (i) Name of the Trade or Course : _____
 - (ii) Duration of Training or Course : From __ To __
 - (iii) Name of the Institute or College : _____
 - (iv) Name of the Council or University : _____
- 8 (a) Date of execution of contract : _____
(b) Age on the date of execution of contract : _____
9. Name of the trade for which apprentice
is for apprenticeship training : _____
10. (a) Duration of apprenticeship training : ____ years ____ months
(b) Period of apprenticeship training : From __ To __
11. Rates of stipend : The minimum prescribed stipend per month to be paid by the employer to apprentice
 - (a) During 1st year of training : Rs. _____
 - (b) During 2nd year of training : Rs. _____
 - (a) During 3rd and 4th year of training : Rs. _____

12. (a) Name and address of Guardian : _____
(in case of apprentice is minor)
(b) Relationship with the apprentice : _____

13. Name and Address of the Surety : _____
: _____

14. We, the Employer, Apprentice or Guardian** and the Surety solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 regarding the contract of apprenticeship training including obligations and agree to abide by all the provisions made thereunder. In case of default by the either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main Provisions of the Rules may be seen in the Enclosure)

Signature of the
Employer with Seal

Signature of
Apprentice

Signature of
Guardian**

Signature of
Surety

15. Name of Witnesses with their Address
(1) _____
(2) _____

- ***16. Contract Registration Number : _____
(To be given by the Office of the Apprenticeship Adviser)

* Minor apprentice is an apprentice who has not completed eighteen years of age.

** Guardian, in case of minor apprentices

*** Mandatory only for designated trades

Enclosure to Contract of Apprenticeship Training

The main provisions of the Apprenticeship Rules relating to the Contract of Apprenticeship Training are –

1. The employer shall pay stipend per month to the trade apprentices at the minimum rates (as per the provision of sub-rule(1) of rule 11 of the Apprenticeship Rules, 1992)

(a)	During 1 st year of training	:	Seventy per cent. of minimum wage of semi-skilled workers notified by the respective State or Union territory
(b)	During 2 nd year of training	:	Eighty per cent. of minimum wage of semi-skilled workers notified by the respective State or Union territory
(c)	During 3 rd and 4 th year of training	:	Ninety per cent. of minimum wage of semi-skilled workers notified by the respective State or Union territory

Provided that in the case where the minimum rate of wage for a trade is not notified by the State Government or Union territory, then, the maximum of minimum wages of the Scheduled Employment notified by such State Government or Union territory for semi-skilled workers shall be taken into account for paying the stipend in respect of that trade;

Provided further that in the case of trade apprentices referred to in clause (a) of section 6 of the Act, the period of training already undergone by them in a school or other institution recognised by the National Council, shall be taken into account for the purpose of determining the rate of stipend payable”.

2. The employer shall pay stipend per month to the Graduate, Technician and Technician (Vocational) apprentices at the minimum rates (as per the provisions of sub-rule (2) of rule 11 of the Apprenticeship Rules, 1992)

(a)	Graduate Apprentices	:	Rs. 4984
(b)	Sandwich course (Students from Degree Institutions)	:	Rs. 3542
(c)	Technician Apprentices	:	Rs. 3542
(d)	Sandwich course (Students from Diploma Institutions)	:	Rs. 2890
(e)	Technician (Vocational) Apprentices	:	Rs. 2758

3. The stipend prescribed for graduate apprentices shall be paid by the employer to those apprentices who possess a degree of minimum three years duration after 10+2 system of education and undergoing apprenticeship training in optional trade.

4. The stipend prescribed for technician apprentices shall be paid by the employer to those apprentices who possess a diploma of three years after 10th class or diploma of two years after 12th pass and undergoing apprenticeship training in optional trade.

5. The stipend prescribed for technician (vocational) apprentices shall be paid by the employer to those apprentices who possess a certificate in vocational course involving two years of study after completion of secondary stage of school education and undergoing apprenticeship training in optional trade.

6. The stipend prescribed for trade apprentices shall be paid by the employer to all other apprentices undergoing apprenticeship training in optional trade according to their period of apprenticeship training.

7. The stipend for a particular month shall be paid by the tenth day of the following month. No deduction shall be made from the stipend for the period during which an apprentice remain on leave as observed in the establishment.

8. Where the Contract of Apprenticeship is terminated through failure on the part of the employer in carrying out the terms and conditions of the Contract (as notified under the Apprenticeship Rules, 1992), he shall pay to the apprentice such compensation as may be provided by the Central Government.

9. In the event of premature termination of Contract of Apprenticeship for failure on the part of apprentice to carry out the terms and condition of the contract (as notified under the Apprenticeship Rules, 1992), the surety at the request of apprentice hereby guarantees to employer the payment of such amount as determined by the Apprenticeship Adviser as and towards the cost of training.

10.. The liability of the surety is limited to an amount of two thousand five hundred rupees with interest at twelve per cent. per annum.

Proforma of Work Diary

Name and Address of Establishment :
 Name of Apprentice :
 Trade :

Registration Number

Serial Number	Date (Week)		Competencies covered during' the week	Signature of Supervisor
	From	To		

Note: The list of competencies to be indicated as laid down in the course of trade.

The work diary shall be maintained by the Apprentice and countersigned by his supervisor once a week."

14. In the principal rules, in SCHEDULE-V, -

(i) under paragraph I, relating to "Obligations of Employer", items 2b, 3 and 7 and the entries relating thereto shall be omitted. '

(ii) under paragraph II, relating to "Obligations of Trade Apprentices", for item 10 and the entries relating thereto, the following shall be substituted namely:-

"10. It shall not be obligatory on the part of the employer to offer any employment to the apprentice on completion of period of his apprenticeship training in his establishment nor shall it be obligatory on the part of the apprentice to accept an employment under the employer:

Provided that if there is any recruitment, employer shall formulate its own policy for recruiting any apprentice who has completed the period of apprenticeship training in his establishment in terms of sub-section(1) of section 22 of the Act";

15. In the principal rules, in SCHEDULE-VI, -

(a) for item 2 and the entries relating thereto, the following shall be substituted, namely:-

"2. It shall not be obligatory on the part of the employer to offer any employment to the apprentice on completion of period of his apprenticeship training in his establishment nor shall it be obligatory on the part of the apprentice to accept an employment under the employer:

Provided that if there is any recruitment, employer shall formulate its own policy for recruiting any apprentice who has completed the period of apprenticeship training in his establishment in terms of sub-section(1) of section (22) of the Act";

(b) for item 6(i) and the entries relating thereto, the following shall be substituted, namely:-

“6(i) A Graduate, Technician and Technician (Vocational) Apprentice shall work according to the normal hours of work of the department in the establishment to which he or she is attached for training.”

[No MSD&E-1(2)/2015-AP]
RAJESH AGRAWAL, Jr. Secy.

Note : The principal rules were published in the Gazette of India, Part-II, Section 3, sub-section (i), dated the 1st August, 1992 vide notification number G.S.R. 356, dated the 15th July, 1992 and last amended vide notification number G.S.R. 910(E), dated the 23rd December, 2014.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.131/2015

आरबीई सं./ RBE No.97/2015

सं./No.SER/P-HQ/Ruling/O/952

दिनांक/ Dated: 22.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Re-engagement of retired staff on daily remuneration basis in exigencies of services

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(NG)II/2010/RC-4/6 दिनांक//dated 17.10.14
(स्थापना क्रमांक सं./ Estt.Srl.No.129/14) & दिनांक//dated 27.09.12 (स्थापना क्रमांक सं./ Estt.Srl.No.135/12)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)II/2010/RC-4/6 दिनांक/dated 31.08.2015 (आरबीई सं./RBE No.97/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)/II/2010/RC-4/6
दिनांक/dated 31.08.2015 (आरबीई सं./RBE No.97/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Re-engagement of retired staff on daily
remuneration basis in exigencies of services**

Attention is invited to this Ministry's letter of even number dated 17.10.2014 (RBE No.112/2014) on the above subject. Keeping in view the acute shortage of staff in various categories of posts and consequent hampering of the Railway's services, Ministry of Railways (Railway Board) have decided to extend the said scheme, in exigencies of services, for a further period of one year, i.e., up to 14.09.2016, in the same terms & conditions as mentioned in the Board's letter of even number dated 27.09.2012. While implementing the scheme, General Managers may keep in view the fresh recruitment made in the vacant posts.

This issue with the concurrence of the Finance Directorate of Ministry of Railways (Railway Board).

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.132/2015

आरबीई सं./ RBE No.101/2015

सं./No.SER/P-HQ/Ruling/907

दिनांक/ Dated: 24.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: LARSGESS-Clarification

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.
E(P&A)I-2010/RT-2 दिनांक//dated 28.06.11
(स्थापना क्रमांक सं./ Estt.Srl.No.117/11) &
दिनांक//dated 15.07.11 (स्थापना क्रमांक सं./
Estt.Srl.No.125/11)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/FE-4/3
दिनांक/dated 10.09.2015 (आरबीई सं./RBE No.101/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/FE-4/3
दिनांक/dated 10.09.2015 (आरबीई सं./RBE No.101/2015) निम्नानुसार है/ is as
under :-

विषय/ Sub: LARSGESS-Clarification

In terms of instructions contained in above referred letter, the scope of LARSGESS Scheme was extended from GP 1800 to 1900 in respect of those specified Safety categories in GP 1800, whose list was circulated vide Board's letter dated 11.09.2010. It is clarified that Trackmen/Gangmen in GP 1900 are also eligible for the Scheme in terms of the above referred letter. The terms and conditions of GP 1800/- shall also be applicable for GP 1900/- mutatis mutandis so far as the Trackmen/Gangmen are concerned.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.133/2015

आरबीई सं./ RBE No.105/2015

सं./No.SER/P-HQ/DAR/410

दिनांक/ Dated: 24.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **NOTIFICATION – To be published in the Gazette of India, Part II, Section 3, Sub-section (i)**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2015 RG 6-2 दिनांक/dated 08.09.2015 (आरबीई सं./RBE No.105/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2015 RG 6-2 दिनांक/dated 08.09.2015 (आरबीई सं./RBE No.105/2015) निम्नानुसार है/ is as under :-

विषय/ Sub: **NOTIFICATION – To be published in the Gazette of India, Part II, Section 3, Sub-section (i)**

G.S.R. - In exercise of the powers conferred by the proviso to article 309 of the Constitution, the President hereby makes the following

rules further to amend the Railway Servants (Discipline and Appeal) Rules, 1968, namely:-

1. **Short title and Commencement:** (1) These rules may be called the Railway Servants (Discipline and Appeal) Amendment Rules, 2015.

(2) They shall come into force on the date of their publication in the Official Gazette.

2. In the Railway Servants (Discipline and Appeal) Rules, 1968, in rule 6, in the Explanation, after item (ix), the following item shall be inserted namely:-

“(x) any compensation awarded on the recommendation of the Complaints Committee referred to in the proviso to sub-rule (2) of rule 9 and established in a unit under the Ministry of Railways for inquiring into any complaint of sexual harassment within the meaning of rule 3 C of the Railway Services (Conduct) Rules, 1966”.

Note:- Principal rules were published vide notification number S.O. 3181, dated the 14th September, 1968 and subsequently amended vide numbers:-

1. S.O. No. 1531 dated the 26th April, 1969;
2. S.O. No. 1925 dated the 8th May, 1971;
3. S.O. No. 2501 dated the 3rd July, 1971;
4. S.O. No. 5078 dated the 6th November, 1971;
5. S.O. No. 4050 dated the 30th October, 1971 ;
6. S.O. No. 5264 dated the 4th December, 1971;
7. S.O. No. 9467 dated the 8th April, 1972;
8. S.O. No. 3918 dated the 25th November, 1972;
9. Notification No. E(D&A) 69 RG 6-9 dated the 5th February, 1973;
10. S.O. No. 2897 dated the 6th October, 1973;
11. S.O. No. 1413 dated the 14th May, 1977;
12. S.O. No. 2193 dated the 29th July,,1978;
13. S.O. No. 364 dated the 23rd December, 1978;
14. Notification No. E(D&A) 77 RG 6-30 dated the 7th April 1978
15. S O No.3057 dated the 8th September, 1979;
16. S.O. No. 3777 dated the 17th November, 1979;
17. S.O. No. 3990 dated the 8th December, 1979;
18. S.O. No. 143 dated the 19th January, 1980;
19. S.O. No. 441 dated the 23rd February, 1980;

20. Notification No. E(D&A 81 RG 6-72 dated the 31st August,1982;
21. G.S.R. No. 982 dated the 17th December, 1983;
22. G.S.R. No. 632 dated the 23rd June, 1984;
23. S.O. No. 1822 dated the 27th April, 1985;
24. S.O. No. 5667 dated the 6th July, 1985;
25. G.S.R.No. 667 dated the 22nd February, 1986;
26. G.S.R.No. 241 dated the 4th April, 1987;
27. G.S.R.No. 708 dated the 19th September, 1987;
28. G.S.R.No. 869 dated the 21st November, 1987;
29. G.S.R.No. 420 dated the 21st May, 1988;
30. G.S.R.No. 739 dated the 17th September, 1988
31. G.S.R.No. 850 dated the 11th November, 1989
32. G.S.R.No. 900 dated the 2nd December, 1989;
33. G.S.R.No. 734 dated the 8th December, 1990;
34. G.S.R.No. 723 dated the 1st December, 1990;
35. Notification No. E(D&A) 91 RG 6-42 dated the 8th June 1991
36. G.S.R. No. 568 dated the 5th October, 1991;
37. G.S.R. No. 86 dated the 22nd February, 1992;
38. G.S.R. No. 504 dated the 14th November, 1989;
39. Notification No. E(D&A) 92 RG 6-148 dated the 9th November 1992
40. G.S.R.No. 63 dated the 30th January, 1993;
41. G.S.R.No. 327 dated the 16th July, 1994;
42. G.S.R.No. 106 dated the 6th June, 1998;
43. G.S.R.No. 422 dated the 27th December, 1997
44. G.S.R.No. 87 dated the 20th March, 1999;
45. G.S.R.No. 385 dated the 20th November, 1999;
46. G.S.R.No. 617 dated the 24th November, 2001
47. G.S.R.No. 342 dated the 24th August, 2002;
48. G.S.R.No. 50 dated the 1st February, 2003;
49. G.S.R.No. 134 dated the 29th March, 2003;
50. G.S.R.No. 376 dated the 30th October, 2004;
51. G.S.R.No. 62 dated the 19th February, 2005;
52. G.S.R.No. 195 dated the 11th June, 2005;
53. G.S.R.No. 226 dated the 9th July, 2005;
54. G.S.R.No. 190 dated the 29th July, 2006;
55. G.S.R.No. 154 dated the 21st May, 2011; and
56. G.S.R.No. 253 dated the 5th September, 2011

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.134/2015

आरबीई सं./ RBE No.106/2015

सं./No.SER/P-HQ/Ruling/O/942

दिनांक/ Dated: 24.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Holding of Selections for promotion to Group 'B' post of Law Officer on the Railways- Authorities for setting up of Question Papers and evaluation of Answer sheets

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(GP)2001/2/32 दिनांक//dated 25.10.2001 (स्थापना क्रमांक सं./ Estt.Srl.No.81/14)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **E(GP)2001/2/32** दिनांक/dated 11.09.2015 (आरबीई सं./RBE No.106/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. E(GP)2001/2/32**
दिनांक/**dated 11.09.2015** (आरबीई सं./**RBE No.106/2015**) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Holding of Selections for promotion to Group 'B'
post of Law Officer on the Railways- Authorities
for setting up of Question Papers and evaluation
of Answer sheets**

In terms of instructions contained in Board's letter no. E(GP) 2001/2/32 dated 25.10.2001, the authorities for setting up of the Questions papers and evaluation of answer sheets of the written examination held as part of Selections & LDCEs for promotion to Group 'B' posts have been defined. Accordingly, while PHOD of the concerned Department is the authority for setting up of Question Paper, any SAG officer of the Department is to be entrusted with the evaluation of answer-sheets.

2. Now the Hon'ble Supreme Court, has passed following interim orders dated 27/03/2015 in SLP No.31926-31927 of 2011 filed by Shri P. Rajasekaran of Southern Railway:

“the respondent authorities shall consider its policy with regard to the appointment of examiners and persons having sufficient knowledge of law should be assigned the work examining answer sheets pertaining to the subject of Law. ”

3. Board has now decided that the aforestated directives passed by the Hon'ble Apex Court should be kept in view while nominating the evaluators of answer-sheets of examinations held as part of Selections for promotion to Group 'B' post of Law Officer.

4. Selections to Group 'B' posts of Law Officer which are already in progress may be proceeded with and finalised as per the existing instructions.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.135/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Rec/100/Recruitment/Poly/Pt.VII

दिनांक/ Dated: 24.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Clarification regarding acceptance of educational qualification obtained through distance education mode from Open University without undergoing formal education for the purpose of employment on the Railways-reg.

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(NG)-II/2013/RR-1/8 दिनांक//dated 18.03.15
(स्थापना क्रमांक सं./ Estt.Srl.No.45/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)-II/2013/RR-1/8 दिनांक/dated 09.09.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. E(NG)-II/2013/RR-1/8**
दिनांक/**dated 09.09.2015** (आरबीई सं./**RBE No.Nil**) निम्नानुसार है/ is as under
:-

विषय/ Sub: Clarification regarding acceptance of educational qualification obtained through distance education mode from Open University without undergoing formal education for the purpose of employment on the Railways-reg.

Attention is invited to the clarification issued vide this Ministry's letter of even number dated 18/3/2015 (RBE No. 22/2015) on the above subject. References are being received in this office regarding the applicability of the date of said instructions. Accordingly, the matter has been looked into and it is clarified that the said instructions will be applicable from the date of Notification No. F.1-17/83 (CPP-II) published by University Grant Commission published on 18/10/1995.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.136/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Wel/456/5/Homoeo/Ayur/Policy

दिनांक/ Dated: 24.09.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: Indigenous System of Medicine-Homeopathic/
Ayurvedic Dispensaries under SBF-recovery
from honorarium reg.**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(W)2013/ISM/1
दिनांक/dated 27.08.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं
आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(W)2013/ISM/1
दिनांक/dated 27.08.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under
:-

**विषय/ Sub: Indigenous System of Medicine-Homeopathic/
Ayurvedic Dispensaries under SBF-recovery
from honorarium reg.**

The recognized federations have brought to Board's notice that zonal railways have made recoveries w.e.f. 1.4.2014 from the monthly honorarium paid to the Ayurvedic Dispensers working in 4 hourly dispensaries in terms of Board's letter of even number dated 23.7.2014.

In this connection, it is clarified that the honorarium as revised vide Board's aforesaid order is applicable with effect from the date of its issue i.e.23.7.2014. Such recoveries are not in order and should not be made. However, revised honorarium @ Rs.7100/- per month for Ayurvedic Dispenser in 4 hour dispensaries are effective w.e.f 18.5.2015.

It should be ensured that that there are no such cases of complaint for less payment of honorarium as due as per extant instructions. Necessary action may be taken at your end accordingly under intimation to this office.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.137/2015

आरबीई सं./ RBE No. 115/2015
S.No.PC-VI/356

सं./No.SER/P-HQ/Ruling/O/931(3)

दिनांक/ Dated: 28.09.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Payment of Dearness Allowance to Railway
Employees – Revised rates effective from
01/07/2015

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter Nos :-

1. PC-VII/2008/II/7/2/1 दिनांक/dated 13.04.15
(स्थापना क्रमांक सं./ Estt.Srl.No. 39/15) &
 2. PC-VII/2008/II/7/2/1 दिनांक/dated 09.09.08
(स्थापना क्रमांक सं./ Estt.Srl.No. 123/08)
-

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.PC-VII/2008/II/7/2/1
दिनांक/dated 24/09/2015 (आरबीई सं./RBE No.115/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(A K Aguan)
Sr. Personnel Officer (Engg/HQ)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.PC-VII/2008/II/7/2/1
दिनांक/dated 24/09/2015 (आरबीई सं./RBE No.115/2015) निम्नानुसार है/ is
as under :-

विषय/ Sub: Payment of Dearness Allowance to Railway

**Employees – Revised rates effective from
01.07.2015**

Please refer to this Ministry's letter of even number dated 13/04/2015 (S.No.PC-VI/349, RBE No.35/2015) on the subject mentioned above. The President is pleased to decide that the Dearness Allowance payable to Railway employees shall be enhanced from the existing rate of 113 % to 119% with effect from 1st July, 2015.

2. The provisions contained in Paras 3, 4 & 5 of this Ministry's letter of even number dated 09.09.2008 (S.No. PC-VI/3, RBE No. 106/2008) shall continue to be applicable while regulating Dearness Allowance under these orders.

3. The additional installment of Dearness Allowance payable under these orders shall be paid in cash to all railway employees. The arrears may be charged to the salary bill and no honorarium is payable for preparing separate bill for this purpose.

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

SOUTH EASTERN RAILWAY

CPO's Office/GRC

Estt.Srl.No. 138/2015

RBE No. 121/2015

No. SER/P-HQ/Ruling/O/841

Dated: 08.10.2015

To: All concerned

**Sub: Payment of Productivity Linked Bonus to all
eligible non-gazetted Railway employees
for the financial year 2014-2015**

Railway Board's letter No. E(P&A)II-2015/PLB-4 dated 07.10.2015 (RBE No. 121/2015) is forwarded for information, guidance and necessary action.

Enclo : As above

(A K Aguan)
Sr. Personnel Officer (Engg.& HQ)
for Chief Personnel Officer

Railway Board's letter No. E(P&A)II-2015/PLB-4 dated 07.10.2015 (RBE No. 121/2015) is as under :-

**Sub: Payment of Productivity Linked Bonus to all
eligible non-gazetted Railway employees
for the financial year 2014-2015**

The President is pleased to sanction **Productivity Linked Bonus (PLB)** equivalent to **78 (Seventy Eight)** days wages without any ceiling on wages for eligibility for the financial year 2014-15 to all eligible non-gazetted Railway employees (excluding all RPF/RPSF personnel). Where wages exceed Rs.3500/- per month, Productivity Linked Bonus will be calculated as if 'wages' are Rs.3500/- p.m.

2. 'Wages' for the purpose of calculating Productivity Linked Bonus shall include 'Basic pay' as defined in the Railway Services (Revised Pay) Rules, 2008 and dearness allowance drawn during the financial

year 2014-15. Other conditions of eligibility, method of calculation of wages, etc., as prescribed in this Ministry's instructions and clarifications issued from time to time, shall remain unchanged.

3. It has also been decided that in the case of eligible employees mentioned in Para 1 above who were not placed under suspension, or had not quit service/retired/expired during the financial year 2014-15 or were on leave where leave salary admissible is not less than that admissible on leave on average pay, may be paid an amount of **Rs.8975/-** towards Productivity Linked Bonus for the financial year 2014-15. In the case of employees other than those mentioned above, the amount of Productivity Linked Bonus may be calculated in accordance with the extant instructions on the subject.

4. Further, in relaxation to the provisions in Rules 905(2), 908 and 909 of State Railway Provident Fund Rules, as contained in Chapter 9 of R-I/1985 edition (2003 Reprint edition), such of the subscribers to the SRPF as are entitled to Productivity Linked Bonus may, if they so desire, deposit the whole or part of the amount admissible under the Scheme in their respective State Railway Provident Fund Accounts.

5. Disbursement of Productivity Linked Bonus for the financial year 2014-15 to all eligible non-gazetted Railway employees mentioned in Para 1 above should be made on priority before the ensuing Puja/Dussehra holidays.

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

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.139/2015

आरबीई सं./ RBE No.108/2015

सं./No.SER/P-HQ/R/O/931/10

दिनांक/ Dated: 09.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Payment of difference on arrears of TA/DA arising out of Railway Board's letter No.F(E)1/2011/AL-28/18 dt.29.04.14

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. F(E)/2011/AL/28/18 दिनांक//dated 29.04.14
(स्थापना क्रमांक सं./ Estt.Srl.No.51/14)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.F(E)I/2015/AL-28/46 दिनांक/dated 21.09.205 (आरबीई सं./RBE No.108/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.F(E)/2015/AL-28/46
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.108/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Payment of difference on arrears of TA/DA arising
out of Railway Board's letter No.F(E)1/2011/AL-
28/18 dt.29.04.14**

One of the Railways has sought clarification regarding a supplementary claim for difference of TA/DA arising out of enhancement of Dearness allowance upto 100% w.e.f. 1.1.14 after issue of Board's letter No.F(E)/2011/AL/28/18 dt.29.04.14.

2. The matter has been examined in Board's office and it is clarified that where TA/DA has been paid at old rates supplementary claims for difference of TA/DA would be admissible in respect of official tours made on or after 01.01.14 consequent to increase in the rates of TA/DA by 25%, w.e.f. 01.01.2014.

3. This disposes of South Eastern Railway's letter No. ENG/Bills/TA&DA/604 dated 25.08.2015.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.140/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Rec/100/Recruitment/Poly/Pt.VII

दिनांक/ Dated: 09.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Clarification regarding acceptance of educational qualification obtained through distance education mode from Open University without undergoing formal education for the purpose of employment on the railways - reg.

संदर्भ/Ref: Railway Board's letter No.E(NG) - II/2013/RR-1/8

Dated 18.03.15 (स्थापना क्रमांक सं./ Estt.Srl.No.45/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)-II/2013/RR-1/8 दिनांक/dated 09.09.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)

उप मुख्य कार्मिक अधिकारी(आई आर)

Dy.Chief Personnel Officer (IR)

कृते मुख्य कार्मिक अधिकारी

for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)-II/2013/RR-1/8 दिनांक/dated 09.09.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under :-

विषय/ Sub: Clarification regarding acceptance of educational

**qualification obtained through distance education
mode from Open University without undergoing
formal education for the purpose of employment
on the railways - reg.**

Attention is invited to the clarification issued vide this Ministry's letter of even number dated 18.03.2015 (RBE No.22/2015) on the above subject. References are being received in this office regarding the applicability of the date of said instructions. Accordingly, the matter has been looked into and it is clarified that the said instructions will be applicable from the date of Notification No.F.1-17/83 (CPP-II) published by University Grant Commission published on 18.10.1995.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.141/2015

आरबीई सं./ RBE No.102/2015

सं./No.SER/P-HQ/Ruling/O/861

दिनांक/ Dated: 09.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Filling up the post of Bridge Inspector Grade-III/Junior Engineer (Bridge) with G.P. Rs.4200 – Change in the recruitment pattern in the, Bridge Department under Civil Engineering - regarding

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)I-2012/PM5/2 दिनांक/dated 10.09.12015 (आरबीई सं./RBE No.102/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)I-2012/PM5/2
दिनांक/dated 10.09.12015 (आरबीई सं./RBE No.102/2015) निम्नानुसार है/ is
as under :-

विषय/ Sub: Filling up the post of Bridge Inspector Grade-
III/Junior Engineer (Bridge) with G.P. Rs.4200 –
Change in the recruitment pattern in the, Bridge
Department under Civil Engineering - regarding

संदर्भ/Ref: PNM/AIRF Item N0.41/2012

As per the existing provisions of para 146 (1) of IREM, Vol-I, the post in the category of Bridge Inspector Grade-III/Junior Engineer (Bridge) with G.P. Rs.4200 are filled as under :

- (i) 75% by direct recruitment through Railway Recruitment Board; and
- (ii) 25% by promotion by selection from Bridge Mistries.

2. One of the recognized Federations, viz., AIRF has requested Board to modify the above recruitment pattern to establish parity with recruitment pattern adopted for Junior Engineers in all other departments, including Junior Engineer (Track Machines).

3. The above subject has since been discussed as PNM/AIRF Item No.41/2012 in consultation with the Zonal Railways and it has been decided that the post of Bridge Inspector Grade-III/Junior Engineer (Bridge) with G.P. Rs.4200 will, henceforth, be filled as under:

- (i) 60% plus any shortfall of Intermediate Apprentice Quota as at (iii) below by Direct Recruitment through the RRBs with Educational Qualification of Diploma/Degree in Civil Engineering from Institute recognized /affiliated to AICTE;
- (ii) 25% by promotion through normal selection; and
- (iii) 15% by induction as Intermediate Apprentice from amongst the Technicians below 45 years of age, having qualification of ITI/Act Apprenticeship in the relevant trade or 10+2 in Science stream with a minimum 3 years service in skilled Technician-III and above as well as satisfactory service report with respect to application of work, attendance and general conduct, through the

process of selection (on application basis). Service for the purpose for this clause will not include the training of 3 years imparted to Matriculates recruited for appointment in the Skilled Technician-III.

4. Accordingly, para 146 (1) the Indian Railways Establishment Manual, Vol-I, 1989 (First Reprint Edition 2009) is amended as reflected in the ACS No. 229 enclosed.

Indian Railways Establishment Manual, Vol-I, 1989
(First Reprint Edition 2009)
Advance Correction Slip No. 229

Chapter I, Section 'B' containing rules for the recruitment and training of Group 'C' and Group 'D' and workshop staff

Para 146 (1)

Substitute the following for the existing para 146 (1) :

- (i) 60% plus any shortfall of Intermediate Apprentice Quota as at (iii) below by Direct Recruitment through the RRBs with Educational Qualification of Diploma/Degree in Civil Engineering from Institute recognized /affiliated to AICTE;
- (ii) 25% by promotion through normal selection; and
- (ii) 15% by induction as Intermediate Apprentice from amongst the Technicians below 45 years of age, having qualification of ITI/Act Apprenticeship in the relevant trade or 10+2 in Science stream with a minimum 3 years service in skilled Technician-III and above as well as satisfactory service report with respect to application of work, attendance and general conduct, through the process of selection (on application basis). Service for the purpose for this clause will not include the training of 3 years imparted to Matriculates recruited for appointment in the Skilled Technician-III.

(Authority : Board's letter No.E(NG)I-2012/PM5/2 dated 10.09.2015)

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.142/2015

आरबीई सं./ RBE No.98/2015

सं./No.SER/P-HQ/ Ruling/O/853

दिनांक/ Dated: 09.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: The Lokpal and Lokayuktas Act, 2013 - Submission of declarations of assets and liabilities by the Railway Servant

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(D&A) 2014 GS1-2 दिनांक//dated 27.04.15 (स्थापना क्रमांक सं./ Estt.Srl.No.59/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **E(D&A) 2014 GS1-2** दिनांक/dated 31.08.2015 (आरबीई सं./RBE No.98/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
उप मुख्य कार्मिक अधिकारी(आई आर)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(D&A) 2014 GS1-2
दिनांक/dated 31.08.2015 (आरबीई सं./RBE No.98/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: The Lokpal and Lokayuktas Act, 2013 - Submission
of declarations of assets and liabilities by the
Railway Servant**

Attention is invited to Railway Board's letter of even number dated 27.04.2015, whereby Department of Personnel and Training's O.M.No.407/12/2014-AVD-IV(B) dated 25.04.2015 was circulated, extending the last date for filing the returns under the Public Servants (Furnishing of Information and Assets and Liabilities and the Limits for Exemption of Assets in Filing Returns) Amendment Rules, 2014 from 30.04.2015 to 15.10.2015.

2. In this regard, Department and Personnel and Training has issued O.M.No.11013/7/2014-Estt.(A-III) dated 23.07.2015 reiterating the last date for filing of returns under the aforesaid Rules. A copy of the O.M. dated 23.07.2015 aforesaid is also enclosed alongwith annexures thereto.

3. Rule 18(1)(i) of the Central Civil Services (Conduct) Rules, 1964 referred to in para 1 of the O.M. dated 23.07.2015 corresponds to Rule 18(1)(i) of Railway Services (Conduct) Rules, 1966. The Department of Personnel and Training's d.o. letter dated 30.04.2015, referred to in para 3 of their O.M. dated 23.07.2015 is available at their website 'persmin.nic.in/DOPT.asp' under 'OMs & Orders'-'Vigilance'.

**Copy of Department of Personnel and Training's O.M.No.
11013/7/2014-Estt.(A-III) dated 23rd July, 2015**

Sub: Central Civil Services (Conduct) Rules, 1964 and
the Lokpal and Lokayuktas Act, 2013 – Submission
of Declaration of Assets and Liabilities by the
Public Servant for each year - Regarding

The undersigned is directed to refer to this Department's OM No.11013/3/2014-Estt.(A) dated the 17th February, 2015 regarding submission of declaration of assets and liabilities by the public servants under the Central Civil Services (Conduct) Rules, and the Lokpal and Lokayuktas Act, 2013 and to say that as per the rule 18(1) (i) of the Central Civil Services (Conduct) Rules, 1964, every Government servant

shall on his first appointment to any service or post submit a return of his assets and liabilities, in the form prescribed by the Government, giving the full particulars of movable, immovable and valuable property and debts and other liabilities, etc.. Similarly, Government servants other than newly appointed, belonging to Group 'A' and Group 'B' are required to submit an annual return in prescribed form giving full particulars of the immovable property inherited/ owned/ acquired by him/ her or held by him/her on lease/ mortgage either in his/ her own name or in the name of any member of his/ her family or in the name of any other persons.

2. The Lokpal and Lokayuktas Act, 2013 (Lokpal Act) notified by the Government requires all public servants to declare, on first appointment and subsequently every year, a declaration of his/ her assets & liabilities. In exercise of powers conferred by sub-section (1), clause (k) and clause (1) of sub-section (2) of Section 59 read with section 44 and 45 of the Act, this Department has notified the Public Servants (Furnishing of information and Annual Return of Assets and Liabilities and the Limits for Exemption of Assets in Filing Returns)-Rules, 2014. The form for declarations is at Annexure-I. All Government servants i.e., belonging to Group A, Group B, Group C and erstwhile Group D, are now required to furnish the declaration of their assets & liabilities in the enclosed format.

3. Vide D. O. No. 407/12/2014-AVD-IV-B dated the 30th April, 2015, this Department has informed all concerned the time-lines for filing the returns regarding assets and liabilities under the Lokpal Act, which are as follows:

- (i) The first return under the Lokpal Act (as on 1st August, 2014] should be filed **on or before 15th October, 2015;**
- (ii) The next annual return under the Lokpal Act, for the year ending 31st March, 2015 should be filed **on or before 15th October, 2015;** and
- (iii) The annual returns for subsequent years as on 31st March every year should be filed on or before 31st July of that year.

4. It is, therefore, requested that all concerned may be suitably advised to file the return within the time indicated in paragraph 3. It is relevant to state here that as per section 45 of the Lokpal Act, if any public servant wilfully or for reasons which are not justifiable, fails to (a) to declare his assets; or (b) gives misleading information in respect of such assets and is found to be in possession of assets not disclosed or in

respect of which misleading information was furnished. then, such assets shall, unless otherwise proved, be presumed to belong to the public servant and shall be presumed to be assets acquired by corrupt means.

APPENDIX-I
[Rule 3(1)]

**Return of Assets and Liabilities on First Appointment or as on
the 31st March, 20_____***

(Under Sec 44 of the Lokpal and Lokayuktas Act, 2013)

1. Name of the Public servant in full _____
(in block letters)

2. (a) Present public position _____
held (Designation, name _____
and address of organization) _____

- (b) Service to which belongs _____
(if applicable)

Declaration :

I hereby declare that the return enclosed, namely, Forms I to IV are complete, true and correct to the best of my knowledge and belief, in respect of information due to be furnished by me under the provisions of section 44 of the Lokpal and Lokayuktas Act, 2013.

Date : _____ Signature _____

* In case of first appointment, please indicate date of appointment.

Note 1. This return shall contain particulars of all assets and liabilities of the public servant either in his/her own name or in the name of any other person. The return should include details in respect of assets/liabilities of spouse and dependent children as provided in Section 44(2) of the Lokpal and Lokayuktas Act, 2013.

(Section 44(2) : A public servant shall, within a period of thirty days from the date on which he makes and subscribes an oath or affirmation to enter upon his office, furnish to the competent authority the information relating to –

- (a) the assets of which he, his spouse and his dependent children are, jointly or severally, owners or beneficiaries ;

(b) his liabilities and that of his spouse and his dependent children.)

Note 2. If a public servant is a member of Hindu Undivided Family with co-parcenary rights in the properties of the family either as a 'Karta' or as a member, he should indicate in the return in Form No.III the value of his share in such property and where it is not possible to indicate the exact value of such share, its approximate value. Suitable explanatory notes may be added wherever necessary.

Note 3. "dependent children" means sons and daughters who have no separate means of earning and are wholly dependent on the public servant for their livelihood. (Explanation below Section 44(3) of Lokpal and Lokayuktas Act, 2013).

APPENDIX-II
[Rule 3(1)]

FORM No.I
Details of Public Servant, his/her spouse and dependent children

Sl. No.		Name	Public Position held, if any	Whether return being filed by him/her, separately
1	Self			
2	Spouse			
3	Dependent-1			
4	Dependent-2			
5 *	Dependent-3			

* Add more rows, if necessary

Date : _____ Signature _____

FORM NO.II

**Statement of movable property on first appointment or as
on the 31st March, 20____**
(Use separate sheets for self, spouse and each dependent child)

S.No.	Description	Remarks, if any
(i)*	Cash and bank balance :	
(ii)**	Insurance (premium paid) :	
	Fixed/Recurring Deposit(s):	
	Shares/Bonds :	
	Mutual Funds :	
	Pension Scheme/Provident Fund :	
	Other investments, if any :	
(iii)	Personal loans/advance given to any person or entity including firm, company, trust, etc. and other receivables from debtors and the amount (exceeding two months basic pay or Rupees one lakh, as the case may be)	
(iv)	Motor Vehicles (Details of Make, registration number, year of purchase and amount paid):	
(v)	Jewellery [Give details of approximate weight (plus or minus 10 gms. in respect of gold and precious stones; plus or minus 100 gms. in respect of silver)]	
	Gold :	
	Silver :	
	Precious metals and precious stones :	
	Composite items : (indicate approximate value)***	
(vi)	Any other assets [Give details of movable assets not covered in (i) to (v) above] (a) Furniture (b) Fixtures (c) Antiques (d) Paintings (e) Electronic equipments (f) Others [Indicate the details of an asset, only if the total current value of any particular asset in any particular category (e.g. furniture, fixtures, electronic equipments, etc.) exceeds two months basic pay or Rs.1.00 lakh, as the case may be]	

Date : _____ Signature : _____

- * Details of deposits in the foreign Banks(s) to be given separately
- ** Investments above Rs.2 lakhs to be reported individually. Investments below Rs.2 lakhs may be reported together
- *** Value indicated in the first return need not be revised in subsequent returns as long as no new composite item has been acquired or no existing items had been disposed of, during the relevant year

FORM NO. III
Statement of immovable property on first appointment or as on the 31st
March, 20....
(e.g. Lands, House, Shops, Other Buildings, etc.)

[Held by Public
 Servant, his/her
 spouse and
 dependent
 children]

Sl. No.	Description of property (Land/ House/ Flat/ Shop/ Industrial etc.)	Precise location (Name of District, Division Taluk and Village in which the property is situated and also its distinctive number, etc.)	Area of land (in case of land and buildings)	Nature of land in case of landed property	Extent of interest	If not in name of public servant, state in whose name held and his/her relationship, if any to the public servant	Date of acquisition	H
1	2	3	4	5	6	7	8	

Date.....

Sign

Note (1): For purpose of Column 9, the term "lease" would mean a lease of immovable property from year to year or for any term exceeding one year or reserving a yearly rent. Where, however, the lease of immovable property is obtained from a person having

official dealings with the Government servant, such a lease should be shown in this Column irrespective of the term of the lease, whether it is short term or long term, and the periodicity of the payment of rent.

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**Statement of Debts and Other Liabilities on first appointment or as
on 31st March, 20....**

Sl. No.	Debtor (Self/ Spouse or dependent children)	Name and address of Creditor	Nature debt/liability and amount
1	2	3	4

Date

Signature

Note 1: Individual items of loans not exceeding two months basic pay (where applicable) and Rs. 1.00 lakh in other cases need not be included.

Note 2: The statement should also include various loans and advances (exceeding the value in Note 1) taken from banks, companies, financial institutions, Central/State Government and from individuals.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.143/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/REC/122/Policy/Pt.VII

दिनांक/ Dated: 09.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Appointment on compassionate-grounds – regarding**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)II/2015/RC-1/21 दिनांक/dated 18.09.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)III/2015/RC-1/21
दिनांक/dated 18.09.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under
:-

विषय/ Sub: Appointment on compassionate-grounds – regarding

Vigilance Directorate of this Ministry has pointed out that while making appointment on compassionate grounds, proper procedures are not being followed. In order to expedite the process, shortcuts are adopted in disregard to procedure laid down for the purpose. They have observed the following deficiencies:-

- (i) The appointment orders were not sent through dak procedure but handed over to the candidates. Also, the said orders were not marked to the concerned appointing authorities.
- (ii) It was found that attestation/check list was not issued which is helpful in containing forged appointment cases. q
- (iii) Offers of appointment issued to the candidates were (a) These were not typed but handwritten. (b) They were not in proper format. (c) They did not mention the medical category of the candidates. (d) Corrections were found in the offers of appointment, some of which were even not signed by the appropriate authority.
- (iv) Service sheet was not made at the time of appointment.
- (v) In the cases of all the candidates who were issued offers of appointment verification of character and antecedents was pending but the offers of appointment did not mention that the appointment was provisional subject to verification of their character and antecedents.

The matter has been viewed seriously by this Ministry and it is accordingly directed that CPOs at the Headquarter level/Heads of the Personnel Branch in other units/Sr.DPO/DPO at Divisional level should ensure that procedure laid down to deal cases of compassionate appointment are strictly adhered to.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.144/2015

आरबीई सं./ RBE No. 104/2015
PC VI No.355

सं./No.SER/P-HQ/Ruling/O/931(4)

दिनांक/ Dated: 09.10.2015

सेवा में :सर्व संबंधित
To: All concerned

विषय/ Sub: Amendment of Fundamental Rules-regarding

Ref: Railway Board's letter Nos :-

- 1. PC-VI/2009/RSRP/2 dt.30.04.2009**
(Estt.Srl.No.95/09) and
- 2. E(G)2010/EM/1/2 Pt. 12.12.11**
(Estt.Srl.No.194/11)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2015/F(E)II/3/2
दिनांक/dated 11.09.2015 (आरबीई सं./RBE No.104/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2015/F(E)II/3/2 दिनांक/dated
11.09.2015 (आरबीई सं./RBE No.104/2015) निम्नानुसार है/ is as under :-

विषय/ Sub: Amendment of Fundamental Rules-regarding

DoP&T vide their Circular No.997012/2014-Estt(Pay) dated 26th June 2014 have issued instruction in continuation to CCS(RP) Rules read with their O.M.No.3/13/2008-Estt.(Pay-II) dt.11th November, 2008 which has already been adopted in Railways vide Board's letter No.PC-VI/2009/RSRP/2 dt.30.04.2009 as amended vide Board's letter No.E(G)2010/EM/1/2 Pt. 12.12.2011. A copy of the same is forwarded for information and guidance.

Copy of DoP&T's Circular No.997012/2014-Estt(Pay) dated 26th June 2014

CIRCULAR

It is brought to notice that any amendment of Fundamental Rules/Service Rules is required to be made with the approval of President under powers vested by Article 309 of the Constitution. It is clarified that FR 22(1)(a)(1) continues to exist.

2. Similarly, the Rule 2(2)(vii) of CCS(RP) Rules, 2008 has not been deleted as in the case of FR 22(1)(a)(1) above.

3. Hence, the mode of pay fixation as provided for in FR 22(1)(a)(1) continues to apply in respect of cases in the pre-revised scales. Also, the Rule 2(2)(vii) of CCS (RP) Rules, 2008 read with OM No.3/13/2008-Estt (Pay-II) dated 11th November, 2008, continues to apply in cases of pay fixation of reemployed persons.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.145/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Ruling/O/800

दिनांक/ Dated: 14.10.2015

To: All concerned

विषय/ Sub: Fixation of pay of disabled/medically unfit running staff on being appointed against alternative (stationary) posts in revised (6th CPC) pay structure

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(NG)I-2008/RE-3/4 दिनांक//dated 30.04.13 (स्थापना क्रमांक सं./ Estt.Srl.No.44/13)

Some queries/doubts regarding date of effect of Board's letter dated 30.04.13 (Estt.Srl.No.44/13) are being received from various corners.

A reference was made to Railway Board for clarification in this regard. Board vide their letter No.E(NG)I-2014/RE-3/1 dated 20.05.15 and dated 21.09.15 have clarified that the same is being effected prospectively i.e. from 30.04.2013. रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)I-2014/RE-3/1 दिनांक/dated 21.09.15 along with its enclosure is enclosed herewith.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)I-2014/RE-3/1 दिनांक/dated 21.09.15 निम्नानुसार है/ is as under :-

**विषय/ Sub: Fixation of pay of disabled/medically unfit
running staff on being appointed against
alternative (stationary) posts in revised
(6th CPC) pay structure**

**Ref: S.E.Railway's letter No.SER/P-HQ/Ruling/800
dated 22.10.2014**

A copy of Board's letter of even number dated 20.05.2015 clarifying the issue raised by Southern and North Western Railway is enclosed herewith for necessary action.

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. *E(NG)I-2014/RE-3/1*
दिनांक/dated **20.05.15** निम्नानुसार है/ is as under :-

**विषय/ Sub: Fixation of pay of disabled/medically unfit
running staff on being appointed against
alternative (stationary) posts in revised
(6th CPC) pay structure**

Ref:- (i) Southern Railway's letter No. P(R)11/P/Vol.V
dated 09.05.2014.
(ii) North Western Railway's letter No. 600E/0/
Pay Fixation/125 dated 12.12.2014

The issue as raised by Southern and North Western Railways has been examined in consultation with Finance Directorate of Railway Board. It is clarified in this connection that any orders/instructions under the various circulars being issued from Railway Board have only prospective effects from the date of issue unless specifically stated otherwise. Accordingly Board's letter No. E(NG)I-2008/RE-3/4 dated 30.04.2013 will also have prospective effect. Southern and North Western Railways may take necessary action accordingly subject to the conditions that the cases already settled prior to issue of above instructions need not be re-opened to avoid complexity and litigation in the future.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 146/2015

आरबीई सं./ RBE No. 111/2015

सं./No.SER/P-HQ/Ruling/O/957

दिनांक/ Dated: 14.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Introduction of category of Sr.P.Way Supervisor-
Staff medically de-categorised

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.
PC-III/2004/CRC/1(Pt.1) दिनांक//dated 22.03.07
(स्थापना क्रमांक सं./ Estt.Srl.No.74/07)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.PC-III/2014/FE-II/1
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.111/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.PC-III/2014/FE-III/1
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.111/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Introduction of category of Sr.P.Way Supervisor-
Staff medically de-categorised**

The Staff Side (NFIR) had raised the issue in the PNM that instructions issued vide Board's letter No.PC-III/2004/CRC/1 (Pt.1) dated 22.03.2007 regarding introduction of new category of Sr.P.Way Supervisor (Rs.5000-8000) in place of P.Way Supervisor (Rs.4500-7000 + 100 SA) do not cover the cases of staff who are medically de-categorised between the period from the date of issue of orders to the actual date of implementation of these orders.

The issue has been examined by Board and it has been decided that the employees who were on sanctioned cadre strength of the Track Supervisors (erstwhile P.W.Mistries/Supervisors Permanent Way) as on 22.03.2007 but medically de-categorised between the period from the date of issue of Board's orders dated 22.03.2007 to the actual date of implementation of these orders, are also entitled to the fixation benefit and arrears as per Board's orders dated 22.03.2007, till the date of their medically de-categorisation as in the case of employees who retire/resign/expired from service during this period.

This issues in consultation with the Establishment and Finance Directorates of this Ministry.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.147/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/R/942

दिनांक/ Dated: 14.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Selection of OS and Personnel Inspector –
adoption of negative marking in North
Western Railway**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **E(NG)I-2011/PM1/4**
दिनांक/dated 23.09.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं
आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)I-2011/PM1/4
दिनांक/dated 23.09.2015 (आरबीई सं./RBE No.Nil) □□□□□□□□□□
□□ / is as under :-

**विषय/ Sub: Selection of OS and Personnel Inspector –
adoption of negative marking in North
Western Railway**

On a complaint received North Western Railway Vigilance through Vigilance Directorate of Railway Board, the issue of adopting negative marking in selection of OS and Personnel Inspector has been examined in the light of prevalent instructions on this subject and following observation has been made :

- (1) In terms of Board's letter No.E(NG)I-2005/PM1/20 dated 25.08.2005, concept of negative marking is guided as per the policy of RRBs, albeit the task of LDCE for OS and PI has since been shifted to Railways.
- (2) In view of this the action of NWR in adopting negative marking in selection is in order.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.148/2015

आरबीई सं./ RBE No.107/2015

सं./No.SER/P-HQ/Ruling/O/911

दिनांक/ Dated: 14.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Requirement of taking prior permission by railway servant for leaving station/headquarters

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/CPC/LE-3 दिनांक/dated 18.09.2015 (आरबीई सं./RBE No.107/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/CPC/LE-3
दिनांक/dated 18.09.2015 (आरबीई सं./RBE No.107/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Requirement of taking prior permission by railway
servant for leaving station/headquarters**

A copy of O.M.No.11013/8/2015-Estt.A-III dated 27th July, 2015 received from the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training) on the above subject is enclosed herewith for information and necessary action.

Copy of O.M.No.11013/8/2015-Estt.A-III dated 27th July, 2015 received from the Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training)

OFFICE MEMORANDUM

**Sub: Requirement of taking prior permission for leaving
station/ headquarters for going abroad while on leave**

1.No.11013/7/2004-
Estt.(A) dt. the 1st
September, 2008

2. No.11013/7/2004-
Estt.(A) dt. the 15th
December, 2004

3. No.11013/8/2000-
Estt.(A) dt. the 7th
November, 2000

4. No.11013/7/94-
Estt.(A) dt.the 18th
May, 1994

Undersigned is directed to refer to the Office Memorandum mentioned in the margin and to say that as per the existing instructions, when Government servant applies for leave for going abroad on a private visit, separately prior permission of the Competent authority for such visit is also required. While granting such permission, many factors are required to be kept in view. For example, permission may be denied in the interest of security. Individuals facing investigation/ inquiry on serious charges, who may try to evade apprehension by police authorities, or facing the inquiry, may also not be permitted to leave the country. On the other hand, it is also desirable that requests of Government servants for such permission are dealt with expeditiously.

2. Keeping the above in view, it has been decided that requests for permission for private visits abroad may be processed in the attached formats. As clarified vide the OM dated 1st September, 2008, the competent authority for granting permission will be as per instructions issued by the Cadre Authority/administrative

Ministry/Department. In the absence of any such instructions, it is the leave sanctioning authority. In case due to specific nature of work in a Department, administrative exigencies, or some adverse factors against the Government servant etc., it is not expedient to grant permission to the Government servant, such decision for refusal should not be taken below the level of Head of Department. It may be ensured that the decisions are conveyed to the Government servants within 21 days of receipt of complete application to the competent authority. Any lacunae in the application should be brought to the notice of the Government servant within one week of the receipt of the application. In the event of failure on the part of the competent authority to communicate its decision to the Government employee concerned within 21 days of receipt of the application, the employee concerned shall be free to assume that permission has been granted to him.

3. If in case some modifications are considered necessary due to specialised nature of work handled by any organisation, changes may be made with the approval of this Department.

**PERFORMA FOR TAKING PRIOR PERMISSION BY RAILWAY
SERVANTS FOR PRIVATE VISITS ABROAD**

Part A – To be filled by the Railway servant applying for visit abroad

1. Name and Designation
2. Pay
3. Ministry/Department
4. Passport No.
5. Details of Private foreign travels to be undertaken :

Period of travel	Name of foreign countries to be visited	Purpose	Estimated expenditure (travel, board, lodging, visa, misc., etc.)	Source of funds

6. Details of private foreign travel undertaken during the last four years

Period of travel	Name of foreign countries to be visited	Purpose

Signature

Date :

Name and Designation

Part B – To be filled by the Administration

1. Whether the Railway servant is handling large amounts of railway cash
2. Whether the Railway servant is dealing with secret/top secret matters
3. Whether any case involving serious charges against the Railway servant is under investigation (Details)
4. Whether the Railway servant is under suspension
5. Whether any disciplinary proceedings/criminal case is pending against the Railway servant (Details)

Signature

Date :

Name and Designation

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 149/2015

आरबीई सं./ RBE No.116/2015

सं./No.SER/P-HQ/Ruling/O/945/1

दिनांक/ Dated: 14.10.2015

To: All concerned

विषय/ Sub: Re-classification of cities/towns on the basis of 2011 Census – grant of House Rent Allowance to Railway Employees

Ref: Railway Board's letter Nos :-

- 1. E(P&A)II-2008/HRA-10 dt.12.09.08 (Estt.Srl.No.127/08);**
- 2. E(P&A)II-2008/HRA-10 dt.20.03.09 (Estt.Srl.No.74/09);**
- 3. PC-V/97/II/7/13 dt.16.10.97 (Estt.Srl.No.147/97);**
- 4. E(P&A)II-2004/HRA-16 dt.17.05.05 (Estt.Srl.No.96/05) &**
- 5. E(P&A)II-2008/HRA-10 dt.16.05.11 (Estt.Srl.No.84/11)**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)II-2015/ HRA-7 दिनांक/dated 24.09.2015 (आरबीई सं./RBE No.116/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)II-2015/ HRA-7 दिनांक/dated 24.09.2015 (आरबीई सं./RBE No.116/2015) निम्नानुसार है/ is as under :-

विषय/ Sub: Re-classification of cities/towns on the basis of 2011 Census – grant of House Rent Allowance to Railway Employees

Attention is invited to Board's letter No. E(P&A)II-2008/HRA-10 dated 12-09-2008 relating to grant of House Rent Allowance (HRA) to Railway employees on the recommendations of the Sixth Central Pay Commission whereby a list of cities/towns classified as 'X', 'Y', and 'Z' for the purpose of grant of HRA was enclosed as Annexure. The matter relating to re-classification of cities/towns on the basis of Census-2011 for the purpose of grant of HRA to Central Government employees has been considered by the Government.

2. The President is pleased to decide that in supersession of all the existing orders relating to classification of cities/towns for the purposes of grant of HRA to Railway employees, cities/towns shall now be re-classified as 'X', 'Y', and 'Z', for the purpose of HRA as enumerated in the Annexure to these orders.

3. Consequent upon implementation of the recommendations of the 5th Central Pay Commission, certain cities/towns were placed in a lower classification as compared to their existing classification for CCA/I-IRA purpose, vide Board's letter No. PC-V/97/II/7/13 dated 16.10.1997. However, these cities/towns were allowed to retain their existing higher classification, vide para 3 thereof and further extended vide Board's letter No. E(P&A)II-2004/HRA-16 dated 17.05.2005 & Board's letter No. E(P&A)II-2008/HRA-10 dated 20.03.2009. As other cities/towns to which protection of retaining earlier higher classification was allowed, got upgraded during the intervening period, as on date only two cities i.e. Ajmer in Rajasthan and Durgapur in West Bengal were retaining such protection. Consequent upon upgradation of these two cities also on the basis of their population as per Census-2011, provisions contained in Para 3, of vide Board's letter No. PC-V/97/II/7/13 dated 16.10.1997 which were allowed to further continue vide Board's letter No. E(P&A)II-2004/HRA-16 dated 17.05.2005 & Board's letter No. E(P&A)II-2008/HRA-10 dated 20.03.2009 stand withdrawn/discontinued.

4. Special orders allowing continuance of HRA (a) at Delhi ("X" class city) rates to Railway employees posted at Faridabad, Ghaziabad, NOIDA, Gurgaon and (b) at Jalandhar ("Y" class city) rates to Jalandhar Cantt. and (c) at "Y" class city rates to Shillong, Goa, Port Blair vide Board's letter No. E(P&A)II-2008/HRA-10 dated 12.09.2008 and (d) continuance of HRA at par with Chandigarh ("Y" class city) to Panchkula

vide Board's letter No. E(P&A)II-2008/HRA-10 dated 16.05.2011, shall continue to be applicable till the recommendations of 7th CPC are considered by the Government.

5. These orders shall be effective from 01.04.2015 .

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

ANNEXURE

To Board's letter no. E(P&A)II-2015/HRA-7 dt. 24.09.2015 LIST OF CITIES/TOWNS CLASSIFIED FOR GRANT OF HOUSE RENT ALLOWANCE TO RAILWAY EMPLOYEES

Sl. No.	STATES/UNION TERRITORIS	CITIES CLASSIFIED AS "X"	CITIES CLASSIFIED AS "Y"
1.	ANDAMAN & NICOBAR ISLANDS	---	---
2.	ANDHRA PRADESH/ TELANGANA	Hyderabad (UA)	Vijayawada (UA), Warangal (UA), Greater Visakhapatnam (M.Corp.), Guntur (UA), Nellore (UA)
3.	ARUNACHAL PRADESH	---	---
4.	ASSAM	---	Guwahati (UA)
5.	BIHAR	---	Patna (UA)
6.	CHANDIGARH	---	Chandigarh (UA)
7.	CHATTISGARH	---	Durg-Bhilai Nagar (UA), Raipur (UA)
8.	DADRA & NAGAR HAVELI	---	---
9.	DAMAN & DIU	---	---
10.	DELHI	Delhi (UA)	---
11.	GOA	---	---
12.	GUJARAT	Ahmadabad (UA)	Rajkot (UA), Jamnagar (UA), Bhavnagar (UA), Vadodara (UA), Surat (UA)

13.	HARYANA	---	Faridabad* (M. Corpn.), Gurgaon* (UA)
14.	HIMACHAL PRADESH	---	---
15.	JAMMU & KASHMIR	---	Srinagar (UA), Jammu (UA)
16.	JHARKHAND	---	Jamshedpur (UA), Dhanbad (UA), Ranchi (UA), Bokaro Steel City (UA)
17.	KARNATAKA	Bangalore/ Bengaluru (UA)	Belgaum (UA), Hubli- Dharwad (M.Corpn.), Mangalore (UA), Mysore (UA), Gulbarga (UA)
18.	KERALA	---	Kozhikode (UA), Kochi (UA), Thiruvananthapuram (UA), Thrissur (UA), Malappuram (UA), Kannur (UA), Kollam (UA)
19.	LAKSHADWEEP	---	---
20.	MADHYA PRADESH	---	Gwalior (UA), Indore(UA), Bhopal (UA), Jabalpur (UA), Ujjain (M. Corpn)
21.	MAHARASHTRA	Greater Mumbai (UA), Pune (UA)	Amravati (M.Corpn.), Nagpur (UA), Aurangabad (UA), Nashik (UA), Bhiwandi (UA), Solapur(M.Corpn.), Kolhapur (UA), Vasai- Virar City (M.Corpn.), Malegaon (UA), Nanded- Waghala (M.Corpn.), Sangli (UA)
22.	MANIPUR	---	---
23.	MEGHALAYA	---	---
24.	MIZORAM	---	---
25.	NAGALAND	---	---
26.	ODISHA	---	Cuttack (UA), Bhubaneswar (UA), Raurkela (UA)
27.	PUDUCHERRY (PONDICHERRY)	---	Puducherry/Pondicherry (UA)
28.	PUNJAB	---	Amritsar (UA), Jalandhar

			(UA), Ludhiana (M.Coprn)
29.	RAJASTHAN	---	Bikaner (M. Corpn.), Jaipur (M.Corpn.), Jodhpur (UA), Kota (M.Corpn.), Ajmer (UA)
30.	SIKKIM	---	---
31.	TAMIL NADU	Chennai (UA)	Salem (UA), Tiruppur (UA), Coimbatore (UA), Tiruchirappalli (UA), Madurai (UA), Erode (UA)
32.	TRIPURA	---	---
33.	UTTAR PRADESH	---	Moradabad (M. Corpn.), Meerut (UA), Ghaziabad*(UA), Aligarh (UA), Agra (UA), Bareilly (UA), Lucknow (UA), Kanpur (UA), Allahabad (UA), Gorakhpur (UA), Varanasi (UA), Saharanpur (M. Corpn.), Noida* (CT), Firozabad (NPP), Jhansi (UA)
34.	UTTARAKHAND	---	Dehradun (UA)
35.	WEST BENGAL	Kolkata (UA)	Asansol (UA), Siliguri (UA), Durgapur(UA)

* Only for the purpose of extending HRA on the basis of dependency.

NOTE

The remaining cities/towns in various States/UTs which are not covered by classification as "X" or "Y", are classified as "Z" for the purpose of HRA

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.150/2015

आरबीई सं./ RBE No.109/2015

सं./No.SER/P-HQ/Ruling/O/992

दिनांक/ Dated: 14.10.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: Implementation of Supreme Court's judgment
dated 31.10.2013 in WP(C)82/2011 – Postings/
Transfers in Railways – Corrigendum Regarding**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)I-2013/TR/7
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.109/2015) along with
Railway Board's letter No.E(O)III/2014/PL/03 दिनांक/dated 10.06.2014 को
सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। are forwarded
for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)/-2013/TR/7
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.109/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Implementation of Supreme Court's judgment
dated 31.10.2013 in WP(C)82/2011 – Postings/
Transfers in Railways – Corrigendum Regarding**

Pursuant to the directives of Hon'ble Supreme Court dated 31.10.2013 in WP (C)82/2011, instructions were issued, vide Board's letter number E(O)III-2014/PL/03 dated 10.06.2014 for constitution of Placement Committees for officers and staff working on Zonal Railways in various offices/work units. Some of the Zonal Railways have been expressing difficulties in implementing the above scheme and suggesting alternative ways to form the Placement Committees for different work units. Considering the difficulties experienced and the feedback received from some of the Zonal Railways observing ground realities, the matter has been re-considered by the Board who have decided to replace paras 2(iv) and 2(v) of Board's letter dated 10.06.2014 quoted above as under :-

- (iv) For officials of the level of Group "C" in Railway Divisional Office:-
- (a) One officer of Personnel Branch at least one scale below the Cadre Controlling Authority (minimum Junior scale).
 - (b) One officer of the concerned Department at least one scale below the Cadre Controlling Authority (minimum Junior scale).
 - (c) One officer outside the Department at least one scale below the Cadre Controlling Authority (minimum Junior scale).

Accepting Authority : The competent authority to accept the recommendations of the above Placement committee shall be the Cadre Controlling Officer (JAG/SAG/Sr. Scale) of the Department or the Branch Head.

- (v) For officials of the level of Group "C" in Production Units and RDSOI Workshop:-
- (a) One officer of Personnel Branch at least one scale below the Cadre Controlling Authority (minimum Junior scale).
 - (b) One officer of the concerned Department at least one scale below the Cadre Controlling Authority (minimum Junior scale).

- (c) One officer outside the Department at least one scale below the Cadre Controlling Authority(minimum Junior scale).

Accepting Authority : The competent authority to accept the recommendations of the above Placement committee will be the Cadre Controlling Officer (JAG/SAG/Sr. Scale) of the Department or the Branch Head.

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No.E(O)III/2014/PL/03**
दिनांक/**dated 10.06.2014** निम्नानुसार है/ is as under :-

Sub: Implementation of Supreme Court's Judgement dated 31.10.2013 in WP(C) 82/2011 -Postings/Transfers in Railways.

1. The Hon'ble Supreme Court in its judgement dated 31.10.2013 in Writ Petition (C) 82/2011 interalia directed that :-

"There should be a Committee to be constituted at appropriate levels to decide postings and transfers of fall Group 'A','B' and 'C' officials even if within the same zone. The postings/transfer to be regulated by transparent policies with assured minimum tenure. Policy provision may, therefore, be framed."

2. Board has, therefore, decided that there should be Placement Committee to recommend transfer/postings of all Railway servants as per Hon'ble Supreme Court's decisions. The following shall be the Placement Committees :-

i) **For officers of the level of Group 'B' to Selection Grade in the Zonal Railways and Production Units/Construction Organisations/RDSO etc. and Workshops**

- a) PHOD/CHOD/Cadre' Controlling Officer of the concerned department.
- b) Chief Personnel Officer/HOD of. Personnel Department and standby officer would be another SAG, IRPS officer
- c) One PHOD/CHOD of a Department outside the concerned department

Competent Authority: The Competent Authority to accept the recommendations of the above Placement Committee will be General Manager/Head of the Organisation.

ii) **For officers of the level of Jr. Scale and Sr. Scale in the Zonal Railways and Production Units/Construction Organisations/RDSO etc and Workshops**

- a) HOD of the concerned cadre
- b) HOD of the Personnel Department
- c) HOD from another Department

Competent Authority : The Competent Authority to accept the recommendations of the above Placement Committee will be the PHOD of the Cadre.

iii) **For officials of the level of Group 'C' in Zonal Railway Headquarters**

- a) JA/SG officer of Personnel Branch
- b) The concerned JA/SG Officer of the concerned Department.
- c) One JAG/SG officer of a Department outside the concerned department

Competent Authority : The Competent Authority to .accept the recommendations of the above Placement Committee will be the PHOD/CHOD of the Cadre.

iv) **For officials of the level of Group 'C' in Railway Divisional Office:**

- a) JA/SG officer of Personnel branch.
- b) Cadre Controlling Officer of the Department (JAG/SG/Sr.Scale)
- c) JA Grade officer outside the Department (JAG/SG/ Sr. Scale).

Competent Authority : The Competent Authority to accept the recommendations of the above Placement Committee will be DRM/ADRM.

v) **For officials of the level of .Group 'C' in Production Units and RDSO/Workshop:**

Production Units/Workshops

- a) Sr. Scale/JA/SG officers of Personnel Department.
- b) One JA/SG officer of a department outside the concerned department.
- c) One JA/SG officer of the concerned Department

Competent Authority : The Competent Authority to accept the recommendations of the above Placement Committee will be CME/CWE/CWM.

For RDSO the placement committee shall be :-

- a) JA/SG Officer of Personnel Department
- b) JA/SG officer of a department outside the concerned department.
- c) JA/SG officer Personnel Department ‘

Competent Authority : The Competent Authority to accept the recommendations of the above Placement Committee will be Sr ED/ In- Charge of the Cadre.

- Note : (i) The concerned PHOD/CHOD of the Cadre will nominate the officer from his cadre in various Placement Committee. The GM/DRMs and Heads of Organisations may suitably modify the Placement Committee depending upon the availability of members of the Committee.
- (ii) They will nominate suitable stand by members.

3. **Functions** : The following will be functions of the Placement Committee :-

- (i) To consider and make recommendations for transfer and posting of officers/staff and to make recommendation as per explicitly stated applicable norms under various extant instructions on transfer/postings.
- (ii) For postings for various posts in Board, the suitability for a particular post will be governed by guidelines issued by the concerned Functional Board Member.

(iii) The Placement Committee would meet at least once in three months and also when required at the time of transfers on promotions.

(b) **Tenure in Zonal Railway, Production Units/ Workshops**

(i) The minimum tenure in any post upto SAG will be 2 years & maximum 4 years, subject to guidelines issued in connection with posting in sensitive posts

(c) **Tenure in RDSO**

A minimum of 2 years and a maximum of five-year tenure will be permitted for the officers of the rank of Joint Director, Director and Executive Director.

Note: The Respective Competent Authority may overrule the recommendations of the Placement Committee by recording the reasons in writing.

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मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.151/2015

आरबीई सं./ RBE No.110/2015

सं./No.SER/P-HQ/Rectt/128/S&G/Gr.'C'&'D'

दिनांक/ Dated: 14.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Recruitment against Scouts & Guides
Quota – procedure for

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter Nos :-

1. E(NG)II/99/RR-2/3 दिनांक//dated 04.05.2000
(स्थापना क्रमांक सं./ Estt.Srl.No. 199/2000);
2. E(NG)II/2005/RR-2/3 दिनांक//dated 03.05.05
(स्थापना क्रमांक सं./ Estt.Srl.No. 134/05); &
3. E(NG)II/2011/RR-2/2 दिनांक//dated 22.09.11
(स्थापना क्रमांक सं./ Estt.Srl.No. 159/11);
4. स्थापना क्रमांक सं./ Estt.Srl.No. 195/03

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)II/2015/RR-2/1
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.110/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)

कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(NG)II/2015/RR-2/1
दिनांक/dated 21.09.2015 (आरबीई सं./RBE No.110/2015) निम्नानुसार है। is as
under :-

विषय/ Sub: Recruitment against Scouts & Guides

Quota – procedure for

Attention is invited to this Ministry's letter numbers E(NG)II/79/RR-1/25 dated 19.9.1979 & 25.8.1980, E(NG)II/82/RR-1/32 dated 13.3.84, E(NG)II/84/RR-2/1 dated 14.9.1984, E(NG)II/90/RR-2/1 dated 22.10.1990, letter number E(NG)II/99/RR-2/3 dated 4.5.2000 (RBE No.82/2000), E(NG)II/2003/RR-2/4 dated 19.11.2003 (RBE No. 201/2003), E(NG)II/2005/RR-2/3 dated 3.5.2005 (RBE No. 71/2005), E(NG)II/2011/RR-2/2 dated 22.09.2011 (RBE No.71/2005), laying down guidelines for filling up posts against Scout & Guides quota on the Railways.

2. With a view to consolidate various instructions and to streamline procedure for recruitment against this quota, the entire issue has been reviewed by the Board. Accordingly, in super session of all the instructions quoted in the above para, it has been decided to lay down the following procedure:-

2.1. Recruitment should be done at the Zonal Administration level. For this, each zone should conduct the recruitment by clubbing the requirement/quota fixed for all their respective divisions as well as Production Units (which are also districts under their respective zones), falling within their territorial jurisdiction. This should be done by way of open advertisement following the procedure laid down vide this Ministry's letter No.E(NG)II/96/RR-1/62 dated 17.9.98.

2.2. The recruitment will be done only in Group 'C' {Pay Band-1 of Rs.5200-20200/- having Grade Pay of Rs.1900/-} and erstwhile Group 'D' (Pay Band-1 of Rs.5200-20200/- having Grade Pay of Rs.1800/-). The educational qualification and age limit for consideration for appointment against the quota will be the same as applicable for direct recruitment to Group 'C' and erstwhile Group 'D' categories respectively. Examination Fee may be charged @ Rs. 100/- (Rupees One Hundred) per candidate. However, no such fee shall be charged from SC/ST candidates and also from those candidates as stipulated in this Ministry's letter No. E(NG)II/96/RR-1/62/Vol.II dated 08.12.2000 (RBE No. 175/2010).

5. The annual quota for recruitment will be as under:-

GP Rs.1900:	02 per Railway per year 01 per Production Unit per year
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GP Rs.1800:	02 per Division/Production Unit per year
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(Note: Northern Railway will recruit additional 1 per year in GP Rs.1900 and 2 per year in GP Rs.1800 who will be posted in RDSO, not to be utilized elsewhere)

6. Powers for recruitment of Scouts & Guides quota shall lie with the General Manager. Application shall be called for separately for Pay Band Rs.5200-20200/ Grade Pay Rs.1900/- and Pay Band Rs.5200-20200/ Grade Pay Rs.1800/-. The selection shall also be conducted separately. A candidate may apply both for Grade Pay Rs.1900/- and Grade Pay Rs.1800/-.

7. The following qualification would apply for recruitment of Scouts & Guides to posts in Grade Pay Rs.1900/- and Grade Pay Rs.1800/-:

- (a) A President Scout/Guide/Rover/Ranger **OR** Himalayan Wood Badge (HWP) holder in any section;
- (b) Should have been an active member of a Scouts organization for the last 5 years. The Certificate of Activeness' should be as per Annexure-I; and
- (c) Should have attended two events at National level **OR** All Indian Railways' level **AND** Two events at State level.

8. The candidates, who apply in response to the Notification and are found eligible for consideration for appointment against Scout & Guides quota, should be assessed on the basis of following criteria:

(A)	Written Test	50 Marks
	The written test will consist of 40 objective question (40 marks) & 1 essay type question (10 marks) relating to Scouts and Guides Organization and its activities and General knowledge for Grade Pay Rs.1900/- and Grade Pay Rs.1800/-.The syllabus for this will be as per Annexure-II.	
(B)	Scouting Skill Assessment	10 Marks
	A Skill Assessment Committee will assess the practical ability of the candidates.	

(C)	Marks on certificates	40 Marks
	(i) Participation/ Service rendered in National Events/National Jamboree (including All Indian Railway Events):	10 marks
	• First Two certificates (i.e. minimum	Nil

	eligibility qualification	
	• One additional event	07 marks
	• Two or more additional events	10 marks
	(ii) Participation/ Service rendered in State Events/Rallies:	10 marks
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07 marks
	• Two or more additional events	10 marks
	(iii) Specialized Scout/Guides course organized at National/ State/ All Indian Railways level:	10 marks
	• One course	07 marks
	• Two or more courses	10 marks
	(iv) Participation in District Rallies:	10 marks
	One certificate	Nil
	Two certificates	07 marks
	Three certificates	10 marks
	TOTAL	100 marks

9. For selection in Grade Pay Rs.1900/-, the Recruitment Committee shall consist of three Senior Administrative Grade (SAG) officers to be nominated by the General Manager, whereas for selection in Grade Pay Rs.1800/- the committee shall consist of three Junior Administrative Grade (JAG) Officers. One of them should be an officer holding honorary post of Commissioner in Scouting / Guiding organization in the committee of a Zone/Division/Unit other than the one conducting the recruitment. One of the three members should necessarily be from Personnel department.

10. For Scouting Skill Assessment Committee, one Advance Leader Trainer (ALT)/Leader Trainer (LT) and one HWB should be nominated by the General Manager. If ALT/LT is not available in the Division/Production Unit, necessary assistance may be taken from zonal railway state headquarter/ other Divisions/ District for the nomination of ALT/LT/HWB.

11. A written declaration will be obtained from all the candidates who finally qualify for appointment as per Annexure-III. If the candidate violates any of the said declarations furnished by him/her, he/she should be taken up under DA&R by the concerned CPO/Senior DPO on the recommendation of State Chief Commissioner/District Chief Commissioner, as the case may be.

12. Higher fixation of pay will not be admissible to a person appointed against Scouts & Guides quota.

13. The persons appointed against Scouts & Guides quota to the category of Clerks will be required to possess proficiency in typing within a period of two years from the date of appointment, and their appointment will be provisional subject to the prescribed typing qualification within the stipulated period. In case of non acquisition of typing skill within the prescribed period, no additional time will be given and services of such candidate(s) will be summarily terminated.

14. The candidates selected for appointment under the Scout & Guide quota should be posted by the competent authority in consultation with the concerned State Chief Commissioner/District Chief Commissioner.

15. It may be noted that instead of notifying the posts against this quota as unreserved (UR), this should be mentioned as open to all candidates and candidates belonging to SC/ST/OBC categories who apply against notification published for this quota be extended relaxation in age limit as admissible in a general open market recruitment. However, in case of being selected with any relaxation on account of being a candidate from the above categories, he/she will be taken against reserved roster point.

16. The field units are directed that they should finalize and fill up the posts against this quota during the respective financial year without fail.

ANNEXURE-I

Certificate No. _____

CERTIFICATE OF ACTIVENESS

This is to certify that _____ (name) _____
of _____ State/District/Division is an active
member of _____ Group since _____ years duly
registered with the State/District Association.

Date :

(Name & Sign)

Group Leader (S/G)

(Name & Sign)

DOC (S/.G)

(Name & Sign)

DC (S/G)

ANNEXURE-II

PROPOSED SYLLABUS FOR SELECTION UNDER SCOUTS & GUIDES QUOTA FOR GROUP 'C' AND GROUP 'D' POSTS

History of Scouting/Guiding; Law & Promise; Organisation – 'Distt. & State Level'; Training Centre- Distt. & State Level; Knowledge of Books; Scouting for Boys/Guiding for Girls in India; Motto left hand shake; Salute; Prayer; Flag song' National Anthem; Know the National & Scouting flags; Social Services at various occasions; Hiking; Proficiency Badges; How these are earned ?; Stages in Scouting/Guiding; Thinking Day; Progressive Training of Scouts/Guides/Rovers/Rangers; Pioneering; Handicrafts; Indian Railway Jamborette; National Jamboree, Jamboree on the Air.

Organisation at National level; National Training Centres, WAGGGS/WOSM-Uprashtrapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and Methods of Scouting; How Scouting is useful in producing better citizens?

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CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.152/2015

आरबीई सं./ RBA No.60/2015

सं./No.SER/P-HQ/Ruling/O/861

दिनांक/ Dated: 19.10.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Introduction of new Para 18.3 and 18.4 under the head Miscellaneous Provision in 'Scheme for disbursement of Pension to Railway Pensioners through Public Sector Banks effective from 01.08.1976 in Account Code I' to cover the procedure for issue of duplicate PPOs

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2015/AC-II/21/8
दिनांक/dated 29.09.2015 (आरबीई सं./RBA No.60/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2015/AC-III/21/8
दिनांक/dated 29.09.2015 (आरबीई सं./RBA No.60/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Introduction of new Para 18.3 and 18.4 under
the head Miscellaneous Provision in 'Scheme
for disbursement of Pension to Railway
Pensioners through Public Sector Banks
effective from 01.08.1976 in Account Code I'
to cover the procedure for issue of duplicate PPOs**

Advanced Correction Slip No.44 amending Annexure II, Chapter X, Indian Railway Code for Accounts Department-Vol.I, regarding procedure for issue of duplicate PPOs is enclosed for necessary action.

**Advance Correction Slip No. 44
INDIAN RAILWAYS CODE FOR THE ACCOUNTS DEPARTMENT
PART- I (Second Reprint) 1997**

Two new para 18.3 and 18.4 may be added below the para 18.2 under head 'Miscellaneous Provisions' in Appendix II Chapter X, Indian Railways code for the Accounts Department - Part - I, (Second Reprint) 1997 as under:

18.3 If both the halves of a PPO are reported to have been lost in transit due to floods etc., before commencement of payment of pension, the paying branch to which the matter is reported will address the concerned Accounts Office through the usual channel i.e. Link Branch, FA&CAO requesting for issue of a duplicate PPO in favour of the concerned pensioner in terms of the provisions of rule 332-A of CTRS. Before initiating action in this behalf the paying branch will, however, verify from the register of payment of pensions that no payment has already been made to the pensioner and confirm this fact to the Accounts Office while writing for a duplicate PPO. The paying branch will also take the following further action before commencing payment in such cases on receipt of duplicate PPOs:

- a. The fact that no payment is to be made against the original PPO will be prominently mentioned in the 'Remarks' column of the Register of Payments of Pension while noting therein the particulars of the duplicate PPO.

- b. A declaration from the pensioner to the effect that he has not already received any payment against the Original PPO; and also an undertaking from him to the effect that he will surrender to the paying branch the Original PPO, if traced out later and will not claim any payment on its strength will be obtained from the pensioner and kept on their record.
- c. It will ensure that no payment has been made to the pensioner on the basis of original PPO during the period following the report made to the PAO as regards its reported loss.

18.4 In case where disburser's portion of PPO is lost by the Paying branch of the bank, the Paying branch will report the matter to the concerned Accounts Office through the usual channel, i.e. link branch, FA&CAO requesting for issue of duplicate disburser's portion of PPO. For this purpose, the Paying Branch will forward the photocopy of the pensioner's portion of PPO duly attested by the Bank Manager and certificate indicating the month upto which the payment has been made to the pensioner. FA&CAO will send this information to the concerned Accounts office for issue of duplicate Disbursers' portion of PPO.

(Authority: Board's Letter No. 2015/AC-II/21/8 dated 29.09.2015)

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मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 153/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/

दिनांक/ Dated: 19.10.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: Fixation of pay in Non Functional SA Grade
 of the officers on leave**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2011/leave/misc(pt) दिनांक/dated 05.10.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)-
2011/leave/misc(pt) दिनांक/dated 05.10.2015 (आरबीई सं./RBE No.Nil)
निम्नानुसार है/ is as under :-

**विषय/ Sub: Fixation of pay in Non Functional SA Grade
 of the officers on leave**

One of the Zonal Railways has sought clarification as to whether the benefit of increment as well as fixation of pay in promotional grade can be allowed in favour of employees while on leave including on CCL. the issue has been considered in the Board's Office in consultation with DOP&T, who have advised that while promotions will be made in the order of the consolidated select list, such promotions will have only prospective effect even in cases where the vacancies relate to earlier year(s) i.e. from the date of assumption of charge in the higher post.

2. DOP&T has also advised that if on the basis of empanelment for promotion against vacancies arising in a vacancy year, a promotion order contains name of a person who is on a sanctioned leave, a co of the same is to be endorsed to the officer at his leave address by registered/speed post etc. along with necessary advice about the authority to whom he is to report for assuming charge of the higher post.

3. If the officer assumes charge of the higher promotion post by curtailing leave, if necessary, within the currency of the vacancy year for which the panel is prepared, or within six months from the date of the promotion order, or before the last person borne on the panel is offered promotion without being required to be reassessed by a fresh DPC, whichever is later, the officer will not be required to be considered afresh by the next DPC and he will retain his seniority as per the position in the panel on the basis of which he has been promoted. If, however, he does not join to assume charge of the higher post within the period as specified above and continues to remain on long leave or seeks further extension of leave, the order of promotion, insofar as the said officer is concerned, will become invalid and the officer will be required to be considered afresh by next DPC held in the normal course after he joins his duty on expiry of the leave. His seniority on subsequent promotion will be as per the position in the fresh panel. As such, officers promoted during their long leave are required to join during the prescribed period quoted above order to make the promotion effective.

4. In addition to this, except in two conditions where EOL was granted due to inability of a Government servant to join or rejoin duty on

account of civil commotion and for persecuting higher technical and scientific studies, qualifying service of less than six months on account of EOL (without medical certificate) between 1st July of the previous year till 30th June of the year under consideration shall have the effect of postponing the increment to 1st July of the next year.

5. This disposes of Finance and Accounts Directorate, RDSO's letter No.F/EG/P/631/NC dated 17.10.2014.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 154/2015

आरबीई सं./ RBE No.140/2015

सं./No.SER/P-HQ/Ruling/O/841/1

दिनांक/ Dated: 05.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Grant of ad-hoc bonus for 30 days to the Group 'C' & 'D' RPF/RPSF personnel for the financial year 2014-2015

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(P&A)II-88/Bonus-3 दिनांक//dated 29.12.88
(स्थापना क्रमांक सं./ Estt.Srl.No.10/89)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)II-2015/Bonus-1 दिनांक/dated 02.11.2015 (आरबीई सं./RBE No.140/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(A K Aguan)
Sr.Personnel Officer-II
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)II-2015/Bonus-1
दिनांक/dated 02.11.2015 (आरबीई सं./RBE No.140/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Grant of ad-hoc bonus for 30 days to the
Group 'C' & 'D' RPF/RPSF personnel for
the financial year 2014-2015**

The President is pleased to decide that all Group 'C' & 'D' RPF/RPSF personnel, may be granted ad-hoc bonus equivalent to 30 (thirty) days emoluments for the financial year 2014-2015, without any eligibility wage ceiling. The calculation ceiling of Rs.3500/- will remain unchanged.

2. The benefit will be admissible subject to the following terms and conditions:-

- a) Only those Group 'C' & 'D' RPF/RPSF personnel who were in service on 31.3.2015 and have rendered at least six months of continuous service during the year 2014-2015 will be eligible for payment under these orders. Pro-rata payment will be admissible to the eligible personnel for period of continuous service during the year ranging from six months to a full year, the eligibility period being taken in terms of number of months of service (rounded to the nearest number of months).
- b) The quantum of ad-hoc bonus will be worked out on the basis of average emoluments/calculation ceiling whichever is lower. To calculate ad-hoc bonus for one day, the average emoluments in a year will be divided by 30.4 (average number of days in a month). This will thereafter be multiplied by the number of days of bonus granted. To illustrate, taking the calculation ceiling of Rs.3500/- (where actual average emoluments exceed Rs.3500), ad-hoc bonus for thirty days would work out to $\text{Rs.}3500 \times 30 / 30.4 = \text{Rs.}3453.95$ (rounded off to Rs.3454/-).
- c) All payments under these orders will be rounded off to the nearest rupee.

- d) In the matter where the aforesaid provisions are silent, clarificatory orders issued vide this Ministry's letter No.E(P&A)II-88/Bonus-3 dated 29.12.1988, as amended from time to time, would hold good.
 - e) All the Group 'C & 'D' RPF/RPSF personnel, regardless of whether they are in uniform or out of uniform and regardless of place of their posting, shall be eligible only for ad-hoc bonus in terms of these orders.
3. This issues with the concurrence of the Finance Directorate of the Ministry of Railways.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.155/2015

आरबीई सं./ RBE No.123/2015

सं./No.SER/P-HQ/Ruling/O/811

दिनांक/ Dated: 11.11.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: Admissibility of House Rent Allowance in the
event of non- acceptance or surrender of
railway residential accommodation**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)II-
2012/F.E.2/4 दिनांक/dated 12.10.2015 (आरबीई सं./RBE No.123/2015) को
सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded
for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)II-2012/F.E.2/4
दिनांक/dated 12.10.2015 (आरबीई सं./RBE No.123/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Admissibility of House Rent Allowance in the
event of non- acceptance or surrender of
railway residential accommodation**

Ref : PNM-NFIR Item No. 40/2012 .

During a meeting held on 15.07.2015 with the Board and the NFIR on the subject mentioned above, the Federation pointed out that railway quarters which are unfit for occupation or in a dilapidated condition are being allotted by the railway administration in the Zonal Railways/Units and thereby the affected railway employees are being denied HRA. The Federation further requested that necessary instructions may be issued in this regard.

2. In view of the above, all the Zonal Railways/Units may ensure that before allotment of railway quarters to eligible railway employees, it should be ensured that such railway quarters are fit for occupation.

3. This issues in consultation with the Land and Amenities Directorate of Railway Board.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. /2015 आरबीई सं./ RBE No. Nil

सं./No.SER/P-HQ/Ruling/O/924 दिनांक/ Dated: 11.11.2015

सेवा में :सर्व संबंधित
To: All concerned

**विषय/ Sub: Provision of Emergency Railway Medical
Facilities to Railway beneficiaries**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2012/H/PNM/NFIR
दिनांक/dated 28.10.2015 (आरबीई सं./RBE No.Nil) along with Board's letter
of even number दिनांक/dated 14.07.2015 को सूचना, मार्गदर्शन एवं आवश्यक
कार्रवाई के लिए अग्रेषित किया जाता है। are forwarded for information, guidance
and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No.2012/H/PNM/NFIR**
दिनांक/dated **28.10.2015** (आरबीई सं./**RBE No.Nil**) निम्नानुसार है/ is as under
:-

**विषय/ Sub: Provision of Emergency Railway Medical
Facilities to Railway beneficiaries**

Ref: This office letter of even number dated
14.07.2015

Para 2 of the letter cited under reference may be read as :-

“All India Railwaymen's Federation (AIRF) vide PNM item No.11/2015 has raised the issue of the railway medical beneficiaries facing difficulties in availing railway medical facilities during emergencies in places other than the place where their medical card is registered.”

All other terms and conditions of the letter will remain unaltered.

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No.2012/H/PNM/NFIR**
दिनांक/**dated 14.07.2015** (आरबीई सं./**RBE No.Nil**) निम्नानुसार है/ is as under
:-

**विषय/ Sub: Provision of Emergency Railway Medical
Facilities to Railway beneficiaries**

All railway employees, their spouse and eligible dependents are eligible to avail railway medical facilities in Railway Hospitals and Health Units etc. Similarly on joining RELHS-97 retired railway employees, their spouse and eligible dependents are also become eligible for same level of medical facilities as that of serving railway employees.

Instances have come to the notice of the Board that the railway medical beneficiaries are facing difficulties in availing railway medical facilities during emergencies in places other than the place where their medical card is registered.

The matter has been examined in the Board's Office and it has been decided with the approval of the competent authority that all Railway Hospitals, Health Units etc. would ensure adequate medical facility to serving employees, their spouse and eligible dependents/RELHS-97 card holders, their spouse and eligible dependents in emergencies. Such a facility will be extended on production of railway medical identity card/any other documentary proof that establishes the railway identity in case of serving railway employees and RELHS-97 cards in case of retired railway employees.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.157/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/R/O/930

दिनांक/ Dated: 11.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Issue of Silver Pass**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. **Railway Board's letter No. E(W)2008/PS 5-1/38** दिनांक/dated 03.02.11
(स्थापना क्रमांक सं./ Estt.Srl.No.40/11)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **E(W)2015/PS 5-2/6/Misc.** दिनांक/dated 18.05.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. E(W)2015/PS 5-2/6/Misc.**
दिनांक/**dated 18.05.2015** (आरबीई सं./**RBE No.Nil**) निम्नानुसार है/ is as under
:-

विषय/ Sub: Issue of Silver Pass

Ref: Northern- Railways letter No.89-Pass/9-XII/S.Pass/
EIA(li) dt.. 30.03.2015

With reference to NR's letter cited under reference, it is clarified that the travel entitlements of SAG officers on duty are governed on the basis of Grade Pay and status whether gazetted or non-gazetted, as stipulated in Annexure-1 to Board's letter No.E(W) 2008/PS 5-1/38 dated 3rd February, 2011. As no separate entitlement for Non-Functional Grade (NFG) SAG has been stipulated therein, there is no restriction in the travel entitlement of SAG officers on duty on the basis of NFG. .

2. This issues with the concurrence of the Finance Dte. of Ministry of Railways.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.158/2015

आरबीई सं./ RBE No.118/2015

सं./No.SER/P-HQ/Rec/100/Comp/Poly/Pt.VII

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Minimum prescribed qualification for direct recruitment to the post of Electro Cardiogram (ECG) Technician in Pay Band-1 of Rs.5200-20200 (Grade Pay: Rs.2400) on the railways

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(NG)-II/2001/RR-1/45/Pt.A दिनांक/dated 29.09.2015 (आरबीई सं./RBE No.118/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No.E(NG)-II/2001/RR-1/45/Pt.A**
दिनांक/**dated 29.09.2015** (आरबीई सं./**RBE No.118/2015**) निम्नानुसार है/ is as
under :-

विषय/ Sub: Minimum prescribed qualification for direct
recruitment to the post of Electro Cardiogram (ECG)
Technician in Pay Band-1 of Rs.5200-20200 (Grade
Pay: Rs.2400) on the railways

The issue of prescribing general guidelines for minimum educational qualification for direct recruitment to ECG Technician has been under consideration of this Ministry and after detailed deliberations with Health Directorate, it has now been decided that henceforth the minimum prescribed qualification for direct recruitment to aforesaid category will be as under:-

10+2/Graduation in Science having Certificate/Diploma/Degree in
ECG Laboratory Technology/ Cardiology/ Cardiology Technician/
Cardiology Techniques of a reputed institution

Note : Certificate should be a minimum of one year duration and above qualification should have been done full time and not have been obtained through distance learning mode.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.159/2015

आरबीई सं./ RBE No. 119/2015

सं./No.SER/P-HQ/DAR/410

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Imposition of penalties of dismissal, removal or compulsory retirement - Determination of appointing authority reg.

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(D&A)2002 RG6-36 दिनांक//dated 25.11.2002
(स्थापना क्रमांक सं./ Estt.Srl.No.2/2003)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2012 RG6-34 दिनांक/dated 30.09.2015 (आरबीई सं./RBE No.119/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2012 RG6-34
दिनांक/dated 30.09.2015 (आरबीई सं./RBE No.119/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Imposition of penalties of dismissal, removal or
compulsory retirement - Determination of
appointing authority reg.**

Attention is invited to Railway Board's letter no. E(D&A) 2002 RG6-36 dated 25.11.2002 on the above subject relating to determination of appointing authority for the purpose of imposition of the penalties of dismissal, removal or compulsory retirement on a Railway servant.

2. It was clarified in the above referred instructions that the intention of Rule 2(1)(a) of RS(D&A) Rules, 1968 is that the penalties of dismissal, removal or compulsory retirement from service should be imposed on a Railway servant only by the highest of the following authorities viz. the authority which actually appointed the railway servant to the relevant grade or post, or the authority which is empowered to make appointment to that grade or post at the time of imposition of penalty. It was further emphasized that the penalty of dismissal, removal or compulsory retirement from service should not be imposed by an authority which has merely issued the offer of appointment or order of promotion with regard to the appointment or promotion ordered by a competent authority higher to that authority.

3. In a PNM meeting with the NFIR, the Federation has stated that in spite of the above mentioned instructions, in some instances, the penalties of dismissal, removal or compulsory retirement were imposed on a Railway servant by an authority lower than the authority which had actually ordered the appointment/promotion of the Railway servant. It is therefore reiterated that a lower authority who has merely issued/signed the order regarding appointment/promotion which has been ordered by a higher authority, is not competent to impose the penalty or dismissal, removal or compulsory retirement from service on such Railway servant. Such action is not only violative of the RS(D&A) Rules but also unlikely to withstand judicial scrutiny. Railways may therefore impress upon all concerned to adhere to the provisions of Railway Board's letter no. E(D&A) 2002 RG6/36 dated 25.11.2002, as brought out in para 2 above.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 160/2015

आरबीई सं./ RBE No. 126 /2015

सं./No.SER/P-HQ/P-HQ/Ruling/O/853 दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/Sub: The Lokpal and Lokayuktas Act, 2013 – Submission of declarations of assets and liabilities by the Railway Servant

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(D&A)/2014 GS1-2 दिनांक//dated 31.08.15 (स्थापना क्रमांक सं./ Estt.Srl.No. 142/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A) 2014 GS1-2 दिनांक/dated 12.10.2015 (आरबीई सं./RBE No.126/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(D&A) 2014 GS1-2
दिनांक/dated 12.10.2015 (आरबीई सं. /RBE No.126 /2014) निम्नानुसार है/ is as
under :-

**विषय/Sub: The Lokpal and Lokayuktas Act, 2013 – Submission of
declarations of assets and liabilities by the Railway
Servant**

Attention is invited to Railway Board's letter of even number dated 31.08.2015, whereby Department of Personnel & Training's O.M. No. 11013/7/2014-Estt. (A-III) dated 23.07.2015 was circulated, reiterating the last date for filing the returns under the Public Servants (Furnishing of Information and Assets and Liabilities and the Limits for Exemption of Assets in Filing Returns) amendment Rules, 2014, as 15.10.2015.

2. In this regard, Department of Personnel & Training has issued O.M. No. 407/12/2014-AVD-IV(B) dated 11.10.2015, extending the last date for filing of returns under the aforesaid Rules from 15.10.2015 to 15.04.2016. A copy of the O.M. dated 11.10.2015 aforesaid is enclosed.

3. The Department of Personnel & Training's D.O. letter dated 30.04.2015, referred to in Para 1 of their O.M. dated 11.10.2015 is available at their website 'persmin.nic.in/DOPT.asp' under ÓMs & Orders' – 'Vigilance'.

Copy of Department of Personnel & Training has issued O.M. No. 407/12/2014-AVD-IV(B) dated 11.10.2015

OFFICE MEMORANDUM

Sub: Declaration of Assets and Liabilities by Public Servants under Section 44 of Lokpal and Lokayuktas Act, 2013 – extension of last date of filing of revised returns for the year 2014 and the returns for the year 2015 by Public servants.

The undersigned is directed to refer to this Department's D.O. letter of even number dated 30 April, 2015 regarding the furnishing of information relating to assets and liabilities by public servants under Section 44 of the Lokpal and Lokayuktas Act, 2013 and forwarding

therewith copies of the Central Government's notifications dated 27th April, 2015 containing –

- (a) Amendment to the Lokpal & Lokayuktas (Removal of Difficulties) Order, 2014, for the purpose of extending the time limit for carrying out necessary changes in the relevant rules relating to different services from “eighteen months” to “twenty one months” from the date on which the Act came into force, i.e. 16th January, 2014; and
- (b) The public servants furnishing of Information & Annual Return of Assets & Liabilities and the Limits for Exemption of Assets in Filing Returns) Amendments Rules, 2014, extending the time limit for filing of revised returns by all public servants from 30th April, 2015 to 15th October, 2015.

2. In this regard, the undersigned is directed to convey that the last date for filing of revised returns for the year 2014 (as on 01.08.2014) and the returns for the year 2015 (as on 31.03.2015) by public servants under the rules indicated in Para 1 (b) above has now been **further extended from 15th October, 2015 to 15th April, 2016.** Formal amendments to the Public Servants (Furnishing of Information and Annual Return of Assets and Liabilities and the Limits for Exemption of Assets in Filing Returns) Rules, 2014 and to the Lokpal & Lokayuktas (Removal of Difficulties) Order, 2014 are being notified separately. They will also be uploaded on the website of this Department i.e. <http://persmin.nic.in/DOPT.asp>.

3. All Ministries/Departments and cadre authorities are requested to kindly issue orders towards ensuring compliance with the revised Rules by all officers and staff in the respective Ministry/Department/Organization/PSUs under their control, within the revised time-limit mentioned therein.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.161/2015

आरबीई सं./ RBE No. 128/2015

सं./No.SER/P-HQ/Sett/650

दिनांक/ Dated: 17.11.2015

To: All concerned

**विषय/ Sub: Grant of Dearness Relief to Railway pensioners/
family pensioners – Revised rate effective
from 01.07.2015**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter Nos :-

- 1) PC-VII/2008/II/7/2/2 दिनांक//dated 01.05.15
(स्थापना क्रमांक सं./ Estt.Srl.No. 55/15);**
- 2) F(E)III/96/PN1/9 दिनांक//dated 18.08.98
(स्थापना क्रमांक सं./ Estt.Srl.No. 230/98);**
- 3) F(E)III/99/PN1/21 दिनांक//dated 05.08.99
(स्थापना क्रमांक सं./ Estt.Srl.No. 206/99);**
- 4) F(E)III/2008/PN1/31 दिनांक//dated 20.07.09
(स्थापना क्रमांक सं./ Estt.Srl.No. 161/09)**

**रेलवे बोर्ड का पत्र सं./Railway Board's letter No.PC-VI/2008/II/7/2/2
दिनांक/dated 14.10.2015 (आरबीई सं./RBE No.128/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.**

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
for Chief Personnel Officer

**रेलवे बोर्ड का पत्र सं./Railway Board's letter No.PC-VI/2008/II/7/2/2
दिनांक/dated 14.10.2015 (आरबीई सं./RBE No.128/2015) निम्नानुसार है/ is as
under :-**

**विषय/ Sub: Grant of Dearness Relief to Railway pensioners/
family pensioners – Revised rate effective
from 01.07.2015**

A copy of Office Memorandum No.42/10/2014-P&PW(G) dated 28.09.2015 of Ministry of Personnel, Public Grievances & Pensions (Department of Pension and Pensioners' Welfare) on the above subject is enclosed for your information and necessary action. These orders will apply mutatis mutandis on the Railways also.

2. A concordance of DOP&PW's instructions referred to in the enclosed Office Memorandum and Railway Board's corresponding instructions are given below :-

S. No.	Para No.	No. & date of Deptt. of Pensions & Pensioner's Welfare's O.M.	No. & date of corresponding orders issued by Railway Board
1	1	O.M.No.42/10/2014-P&PW(G) dated 27.04.2015	PC-VI/2008/II/7/2/2 dated 01.05.2015
2	2	(iii) O.M.No.23/1/97-P&PW(B) dated 23.02.1998 (iv) O.M.No.23/3/97-P&PW(B) dated 15.09.2008	N.A.
3	3	(iii) O.M.No.4/59/97-P&PW(D) dated 14.07.1998 (iv) O.M.No.4/29/99-P&PW(D) dated 12.07.2000	(iii) F(E)III/96/PN1/9 dated 18.08.1998 (iv) F(E)III/96/PN1/9 dated 02.08.2000
4	5	(iii) O.M.No.45/73/97-P&PW(G) dated 02.07.1999 (iv) O.M.No.38/88/2008-P&PW(G) dated 09.07.2009	(iii) F(E)III/99/PN1/21 dated 05.08.1999 (iv) F(E)III/2008/PN1/13 dated 20.07.2009

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

Copy of Office Memorandum No.42/10/2014-P&PW(G) dated 28.09.2015 of Ministry of Personnel, Public Grievances & Pensions (Department of Pension and Pensioners' Welfare)

OFFICE MEMORANDUM

Sub: Grant. of Deafness Relief to Central Government pensioners/family pensioners – Revised rate effective from 1.7.2015

The undersigned is directed to refer to this Department's OM No. 42/10/2014-P&PW(G) dated 27th April, 2015 on the subject mentioned above and to state that the President is pleased to decide that the Dearness Relief (DR) payable to Central Government pensioners/family pensioners shall be enhanced from the existing rate of 113% to 119% w.e.f. 1st July, 2015.

2. These orders apply to (i) All Civilian Central Government Pensioners/Family Pensioners (ii) The Armed Forces Pensioners, Civilian Pensioners paid out of the Defence Service Estimates, (iii) All India Service Pensioners (iv) Railway Pensioners and (v) The Burma Civilian pensioners/family pensioners and pensioners/families of displaced Government pensioners from Pakistan, who are Indian Nationals but receiving pension on behalf of Government of Pakistan and are in receipt of ad-hoc ex-gratula allowance of Rs. 3500/- p.m. in terms of this Departments OM No. 23/1/97-P&PW(B) dated 23.2.1998 read with this Departments OM No.23/3/2008-P&PW(B) dated 15.9.2008.

3. Central Government Employees who had drawn lump sum amount on absorption in a PSU/Autonomous body and have become eligible to restoration of 1/3rd commuted portion of pension as well as revision of the restored amount in terms of this Departments OM No. 4/59/97-P&PW (D) dated 14.07.1998 will also be entitled to the payment of DR @ 113% w.,e.f. 1.1.2015 on full pension i.e. the revised pension which the absorbed employee would have received on the date of restoration had he not drawn lump sum payment on absorption and Dearness Pension subject to fulfillment of the conditions laid down in para 5 of the O.M. dated 14.07.98. In this connection, instructions contained in this Departments OM No,4/29/99-P&PW(D) dated. 12.7.2000 refer.

4. Payment of DR involving a fraction of a rupee shall be rounded off to the next higher rupee.

5. Other provisions governing grant of DR in respect of employed family pensioners and re-employed Central Government Pensioners will be regulated in accordance with the provisions contained in this Department's OM No. 45/73/97~P&PW (G) dated 2.7.1999 as amended vide this Department's OM No.F.No.38/88/2008-P&PW(G) dated 9th July, 2009. The provisions relating to regulation of DR where a pensioner is in receipt of more than one pension will remain unchanged.

6. In the case of retired Judges of the Supreme Court and High Courts, necessary orders will be issued by the Department of Justice separately.

7. It will be the responsibility of the pension disbursing authorities, including the nationalized banks, etc. to calculate the quantum of DR payable in each individual case.

8. The offices of Accountant General and Authorised Public Sector Banks are requested to arrange payment of relief to pensioners etc. on the basis of these instructions without waiting for any further instructions from the Comptroller and Auditor General of India and the Reserve Bank of India in view of letter No. 528-TA, II/34-80-II d-ated 23/04/1981 of the Comptroller and Auditor General of India addressed to all Accountant Generals and Reserve Bank of India Circular No. GANB No. 2958/GA-64 (ii) (CGL)/81 dated the 21st May, 1981 addressed to State Bank of India and its subsidiaries and all Nationalised Banks.

9. In their application to the pensioners/family pensioners belonging to Indian Audit and Accounts Department, these orders issue after consultation with the C&AG.

10. This issues with the concurrence of Ministry of Finance, Department of Expenditure vide their OM No. No 1/3/2015-E.II(B) dated 23rd September, 2015.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.162/2015

आरबीई सं./ RBE No. Nil

सं./No.SER/P-HQ/REC/100/Comp/Poly/Pt. VI

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Appointment on compassionate grounds of wards/
spouse of Ex. RPF/RPSF

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No.88/Sec(E)/
RC-3/43 Pol. Pt दिनांक//dated 12.07.2011
(Estt.Srl.No. 132/11)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. 2014-Sec(E)/RC-3/9
(CG) दिनांक/dated 15.10.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं
आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. 2014-Sec(E)/RC-3/9 (CG)
दिनांक/dated 15.10.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under
:-

**विषय/ Sub: Appointment on compassionate grounds of wards/
spouse of Ex. RPF/RPSF.**

The following addendums in Para 4 in Railway Board's letter No. 88/Sec(E)/RC-3/43 Pol. Pt. dated 12.07.2011 have been approved by the Board (MS):

“Para 4A: AGE RELAXATION IN THE MATTER OF COMPASSIONATE APPOINTMENT:

The candidate for appointment in RPF/RPSF on compassionate ground in the ranks of Constable and Sub-Inspector may be given age relaxation. The upper age limit may be relaxed as per following:

- A. Spouse of the ex-employee: 35 years (for all categories viz. UR, OBC, SC, ST)
- B. Ward of the ex-employee : 30 years (for all categories viz. UR, OBC, SC, ST)

The upper age limit is to be calculated on the date of application for appointment on compassionate grounds. If a candidate becomes overage at that point of time, compassionate appointment in Security Department will not be permissible. Candidate may be absorbed in other department of Railways.

However, DG/RPF may exercise his discretion in case of upper age relaxation in deserving cases as deemed fit”.

The above provisions are approved by Board (MS) and are applicable in the matter of compassionate appointment to wards/spouse of RPF/RPSF only.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.163/2015

आरबीई सं./ RBE No. 114/2015

सं./No.SER/P-HQ/Ruling/O/853

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Alignment of Service Rules with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 – Guidelines regarding**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(D&A)2015 GS1-1 दिनांक//dated 05.03.2015
(स्थापना क्रमांक सं./ Estt.Srl.No.30/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2015 GS1-1 दिनांक/dated 23.09.2015 (आरबीई सं./RBE No.114/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2015 GS1-1
दिनांक/dated 23.09.2015 (आरबीई सं./RBE No.114/2015) निम्नानुसार है/ is as
under :-

विषय/ Sub: Alignment of Service Rules with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 – Guidelines regarding

Attention is invited to Railway Board's letter of even no. dated 05.03.2015 on the above subject whereby instructions were issued for alignment of the Service Rules with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 [SHWW(PPR) Act] and the rules issued thereunder.

2. Basic guidelines regarding the constitution of the Internal Complaints Committee are contained in para 5.2 of the letter dated 05.03.2015. The following additional guidelines are laid down in respect of constitution and working of the Internal Complaints Committees :-

2.1 The Internal Complaints Committee shall function at the Zonal Railway level and at Divisional levels. All the extra-Divisional Units reporting directly to the zonal Headquarters shall be covered by the Committee constituted at the zonal Railway level the other units shall be covered by the Committees constituted at the Divisional level. The workshops etc. will also be covered by the Committees at the Divisional level depending on their geographical location. The Public Sector Undertakings under the Ministry of Railways shall have their separate Internal Complaints Committee.

2.2 In terms of section 4(3) of the SHWW(PPR) Act, the tenure of the Presiding Officer/Members of the Internal Complaints Committee shall not exceed three years.

2.3 The composition of the Internal Complaints Committee at the Zonal and Divisional levels and details of their jurisdiction may be published on the official websites of the zonal Railways and the changes in the composition of the Committees may be promptly updated on the websites.

2.4 In terms of Rule 3(1) of the Sexual Harassment of Working Women (Prevention, Prohibition and Redressal) Rules, 2013

[SHWW(PPR) Rules], the Member nominated to the Internal Complaints Committee from amongst non-government organisations in terms of section 4(2)(c) of the SHWW(PPR) Act, shall be entitled to an allowance of two hundred rupees per day for holding the proceedings of the Internal Complaints Committee and also the reimbursement of travel cost incurred in travelling by train in three tier air-conditioned class or air-conditioned bus and auto rickshaw or taxi, or the actual amount spent by him on travel, whichever is less.

3. In terms of section 22 of the Act, the employer shall include the number of cases filed, if any, and their disposal under the Act, in the annual report of his organization. The Railways etc. and the PSUs under the Ministry of Railways may furnish the requisite information as per the proforma enclosed as Annexure-1, through e-mail at the following address - dell@rb.railnet.gov.in. It may be ensured that the information for the year ending on 31st March is furnished to Railway Board's office by 30th April positively so that the same may be compiled and furnished to the Department of Personnel and Training.

4. Railways etc. may advise their units concerned to refer to the SHWW(PPR) Act, 2013 and the SHWW(PPR) Rules, 2013, which are available at the website of the Ministry of Women and Child Development (wcd.nic.in) under Legislation/Acts, and in case of any conflict/doubt vis-a-vis Board's instructions dated 05.03.2015, the provisions of the Act/Rules shall prevail.

5. Rule 9(2) of the RS(D&A) Rules, 1968 lays down that the Complaints Committee established for inquiring into complaints of sexual harassment shall hold such inquiry as far as practicable in accordance with the procedure laid down in these Rules. A guide on 'Steps for Conduct of Inquiry in complaints of Sexual Harassment', intended to give the procedure as prescribed in the rules/instructions is enclosed as Annexure-II. This is, however, not intended as a substitute for reference to the Rules and instructions. Members of the Complaints Committees and others who are required to deal with such inquiries should acquaint themselves with RS(D&A) Rules, 1968 and instructions issued thereunder.

6. The above provisions may be brought to the notice of all concerned on the Railways.

ANNEXURE-1**ANNUAL RETURN ON CASES OF SEXUAL HARASSMENT***

Period : 1st April to 31st March

Name of Railway/Production Unit/Public Sector Undertaking :

S.No.	Subject		
1	Number of complaints of sexual harassment received in the year		
2	Number of complaints disposed off during the year		
3	Number of cases pending for more than 90 days		
4	Number of workshops on awareness programmes against sexual harassment conducted during the year		
5	Nature of action	Number of employees on whom major penalty was imposed	
		Number of employees on whom minor penalty was imposed	
		Number of employees against whom administrative action was taken	
		Number of employees on whom fine was imposed in terms of Section 13(3)(ii) of SHWW(PPR) Act	
		No. of accused employees transferred in terms of Section 12(1)(a) of SHWW(PPR) Act	
6	Number of Internal Complaints Committee functioning as on last day of financial year		

* Information is to be provided in consolidated form for the entire zonal Railway/Production Unit/Public Sector Undertaking

Steps for Conduct of Inquiry in Complaints of Sexual Harassment

Complaints Committees

1. Complaints Committees have been set up at the Zonal and Divisional level in all zonal Railways and other offices under the Ministry of Railways in pursuance to the judgement of the Hon'ble Supreme Court in the Vishakha case. As per Section 4(1) of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 ("the Act"), the Internal Complaints Committee (referred to as "Complaints Committee" hereafter) is to be set up at every workplace. As per Section 4(2), this will be headed by a woman and at least half of its members should be women. In case a woman officer of sufficiently senior level is not available in a particular office, an officer from another office may be so appointed. To prevent the possibility of any undue pressure or influence from senior levels, such Complaints Committees should involve a third party, either an NGO or some other body which is familiar with the issue of sexual harassment.

What is Sexual Harassment?

2. "Sexual harassment" includes any one or more of the following acts or behavior (whether directly or by implication), namely :-

- (i) Physical contact and advances; or
- (ii) a demand or request for sexual favours; or
- (iii) sexually coloured remarks; or .
- (iv) showing any pornography; or
- (v) any other unwelcome physical, verbal, non-verbal conduct of a sexual nature

3. The following circumstances, among other circumstances, in relation to or connected with any act or behaviour of sexual harassment may amount to sexual harassment :-

- (i) implied or explicit promise of preferential treatment in employment; or
- (ii) implied or explicit threat of detrimental treatment in employment; or
- (iii) implied or explicit threat about her present or future employment status; or

- (iv) interference with her work or creating an intimidating or offensive or hostile work environment for her; or
- (v) humiliating treatment likely to affect her health or safety.

Workplace defined:

4. As per Section 2(o) of the Act, the following places are included within the ambit of the expression “workplace”:

- (i) any department, organisation, undertaking, establishment, enterprise, institution, office, etc. -- established, owned, controlled or wholly or substantially financed by funds provided directly or indirectly by the Central Government;
- (ii) hospitals or nursing homes;
- (iii) any sports institute, stadium, etc., used for training, sports or other activities relating thereto;
- (iv) any place visited by the employee arising out of or during the course of employment -- including transportation provided by the employer for undertaking such journey;
- (v) a dwelling place or a house.

Initial relief

5. The Committee will also have the power to recommend:-

- (a) to transfer the aggrieved woman or the charged officer to any other workplace; or
- (b) to grant leave to the aggrieved woman upto a period of three months. (The leave will not be deducted from her leave account.)

Complaints Committee to be Inquiring Authority

6. As per proviso to Rule 9(2) of RS(D&A) Rules, 1968, in case of complaints of sexual harassment, the Complaints Committee set up for inquiring into such complaints shall be deemed to be the Inquiring Authority appointed by the Disciplinary Authority for the purpose of these rules. Complaints Committee, unless a separate procedure has been prescribed, shall hold the inquiry as far as practicable in accordance with the procedure laid down in the Rule 9.

Need for investigation

7. The Complaints Committees may act on complaints of sexual harassment when they receive them directly or through administrative authorities etc, or when they take cognizance of the same suo-moto. As per Section 9(1) of the Act, the aggrieved woman or complainant is required to make a complaint within three months of the incident and in case there has been a series of incidents, three months of the last incident. The Complaints Committee may however extend the time limit for reasons to be recorded in writing, if it is satisfied that the circumstances were such which prevented the complainant from filing a complaint within the stipulated period.

8. As mentioned above, the complaints of sexual harassment are required to be handled by Complaints Committee. On receipt of a complaint, facts of the allegation are required to be verified. This is called preliminary enquiry/fact finding enquiry or investigation. The Complaints Committee conducts the investigation. They may then try to ascertain the truth of the allegations by collecting the documentary evidence as well as recording statements of any possible witnesses including the complainant. If it becomes necessary to issue a Charge Sheet, disciplinary authority relies on the investigation for drafting the imputations, as well as for evidence by which the charges are to be proved. Therefore this is a very important part of the investigation.

Dual Role

9. In the light of the Proviso to the Rule 9 (2) mentioned above, the Complaints Committee would normally be involved at two stages; The first stage is investigation already discussed in the preceding para. The second stage is when they act as Inquiring Authority. It is necessary that the two roles are clearly understood and the inquiry is conducted as far as practicable as per Rule 9 of RS (D&A) Rules, 1968. Failure to observe the procedure may result in the inquiry getting vitiated.

10. As the Complaints Committees also act as Inquiring Authority in terms of Rule 9 (2) mentioned above, care has to be taken at the investigation stage that impartiality is maintained. Any failure on this account may invite allegations of bias when conducting the inquiry and may result in the inquiry getting vitiated. When allegations of bias are received against an Inquiring Authority, such Inquiring Authority is required to stay the inquiry till the Disciplinary Authority takes a decision on the allegations of bias. Further, if allegations of bias are established

against one member of the Committee on this basis, that Committee may not be allowed to conduct the inquiry.

11. In view of the above, the Complaints Committee when investigating the allegations should make recommendations on whether there is a prima facie substance in the allegations which calls for conducting a formal inquiry. They should avoid making any judgmental recommendations or expressing views which may be construed to have prejudiced their views while conducting such inquiry.

Decision to issue Charge sheet, and conducting Inquiry

12. On receipt of the Investigation Report, the Disciplinary Authority should examine the report with a view to see as to whether a formal Charge Sheet needs to be issued to the Charged Officer. As per Rule 9 (6), Charge Sheet is to be drawn by or on behalf of the Disciplinary Authority. In case the Disciplinary Authority decides on that course, the Charged Officer should be given an opportunity of replying to the Charge Sheet. As per Rule 9(9), a decision on conducting the inquiry has to be taken after consideration of the reply of the charged officer.

13. If the Charged Officer admits the charges clearly and unconditionally, there will be no need for a formal inquiry against him and further action may be taken as per Rule 10 of the RS(D&A) Rules.

The Inquiry-stages

14. In case the Charged Officer denies the charges and his reply is not convincing, the Charge Sheet along with his reply may be sent to the Complaints Committee for formal inquiry, and documents mentioned in Rule 9 (10) will be forwarded to the Complaints Committee. As per Section 11(3) of the Act, for the purpose of making an inquiry, the Complaints Committee shall have the same powers as are vested in a civil court under the Code of Civil Procedure, 1908 when trying a suit in respect of the following matters, namely:-

- (a) summoning and enforcing the attendance of any person and examining him on oath;
- (b) requiring the discovery and production of documents; and
- (c) any other matter which may be prescribed.

The Section 11(4) of the Act requires that the inquiry shall be completed within a period of ninety days.

15. The Disciplinary Authority shall also in terms of Rule 9 (9) (c) appoint a railway or any other Government servant as a Presenting Officer to present evidence on behalf of prosecution before the Complaints Committee/Inquiring Authority. The listed documents are to be sent to the Presenting Officer. The Complaints Committee would, thereafter, summon the Presenting Officer and the Charged Officer. The inquiry would be held in respect of those charges which have not been admitted by the Charged Officer. The Charged Officer is also entitled to engage a Defence Assistant. The provisions relating to Defence Assistant are given in Rule 9 (13).

16. The Inquiring Authority is, thereafter, required to ask the Presenting Officer to have the prosecution documents, listed in the Charge Sheet inspected by the Charged Officer. Copies of such documents, if not given to the Charged Officer, would be handed over to him. The Charged Officer would, therefore, be required to submit a list of documents and witnesses which he wants to produce in support of his defense. The Inquiring Authority would consider allowing such documents or witnesses on the basis of their relevance. Normally, any document or witness which reasonably appears to be relevant and helpful in defense may be allowed. Once the documents have been allowed, the Inquiring Authority would send a requisition for these documents to the custodian of such documents.

17. When the regular hearing commences, the Inquiring Authority would ask the Presenting Officer to produce the documentary evidence. Such documents as are disputed by the Charged Officer have to be proved by the witnesses before they are taken on record. The undisputed documents would be taken on record and marked as exhibits.

Examination of Witnesses

18. Summons would, thereafter, be sent to the witnesses listed in the Charge Sheet. The Presenting Officer may choose to produce them in any order he finds appropriate. These witnesses would be examined in the inquiry in the following manner. The examination in chief would be done by the Presenting Officer where the Presenting Officer may ask questions of the witness to ascertain the facts. The witness would, thereafter, be cross-examined by the Defense. After the cross-examination, the Presenting Officer would be given an opportunity to re-examine the witness. In the examination in chief, leading questions are not allowed. These are however allowed in the cross examination.

19. The procedure of Inquiry requires opportunity to the Charged Officer to cross-examine all the witnesses that appear on behalf of the Prosecution. Failure to do so may be construed as a denial of reasonable opportunity to the charged officer, resulting in vitiation of the Inquiry. If the complainant appears as a witness, she would also be examined and cross-examined. The Inquiry Officer may however disallow any questions which are offensive, indecent or annoying to the witnesses, including the complainant. .

20. If Inquiring Authority wishes to ascertain some facts for clarity, he may pose questions to the witnesses. This should however, be done in such a manner as to not show any bias for or against the Charged Officer. This has to be done in the presence of the Presenting Officer and the Charged Officer/Defence Assistant. No inquiry should be conducted behind the back of the charged officer. The witnesses will be examined one by one, and the other witness who are either yet to be examined, or have been examined are not allowed to be present during the examination of a witness.

Daily Order Sheet

21. The Inquiring Authority would also maintain a document called Daily Order Sheet in which all the main events of the inquiry and including requests/representations by the Charged Officer or the Presenting Officer, and decisions thereon would be recorded. For example (i) if the Charged Officer refuses to cross-examine the witnesses, this should be recorded in the Daily Order Sheet (ii) the Daily Order Sheet should record that the Charged Officer had been advised that he has the right to engage a Defense Assistant (iii) it should also be clearly mentioned that the Charged Officer was also informed as to who are eligible to assist him as Defense Assistant. (iv) the Daily Order Sheet should also record in case request of the Charged Officer for engaging a particular person as Defense Assistant is disallowed in the light of the existing instructions. Daily Order Sheet should be signed by the Inquiring Authority, Presenting Officer and the Charged Officer/Defense Assistant.

Defence Evidence

22. After the prosecution evidence is over, the Charged Officer is required to submit his statement of defense. In this statement, the Charged Officer is required to briefly indicate his line of defense. After this, the Defense evidence will be taken. The evidence will be produced in the same order as the prosecution evidence. First, the documents allowed by the Inquiry Authority would be taken on record and then the

witnesses called and their examination, cross-examination and re-examination done. The only difference here would be that the Examination in Chief would be done by defense while the cross-examination would be done by the prosecution. The defense would then have the opportunity of re-examining the witness.

General Examination of the Charged Officer

23. After the Defense evidence is over, the Inquiring Authority shall ask the Charged Officer as to whether he wishes to appear as his own witness. In case he does so, he will be examined like any other defense witness. In case however, he declines to do so, the Inquiring Authority is required to generally question him. At this stage due care is required to be exercised that as per Rule 9(21) the purpose of this stage is to apprise Charged Officer of the circumstances which appear to be against him. This is to enable the Charged Officer to explain them to the Inquiring Authority. Presenting Officer and the Defence Assistant do not take any part in the General Examination. Charged Officer may not be compelled to answer questions during examination by the Inquiring Authority.

Brief

24. After this, the Presenting Officer would be asked to submit his brief. A copy of this brief would be given to the Charged Officer. Both the Presenting Officer and the Charged Officer may be allowed reasonable time for submission of their brief

25. The Inquiring Authority then writes the Inquiry Report in which the evidence in support of the charges and against them will be examined. The Report should be a speaking one clearly bringing out as to the evidence on the basis of which any particular conclusion has been reached. Based on this analysis, the Inquiring Authority will give its findings on the Articles as proved or not proved. In case any Article of charge is proved only partially, then the Inquiring Authority should record the extent to which that Article has been proved.

Powers of the Committee to make recommendations

26. Normally, the Inquiry Officer is not allowed to make any recommendations in his report. Here the function of the Complaints Committee acting as the Inquiring Authority differs. The Complaints Committee may however, make recommendations including what has been mentioned in para 5 above;

- (c) to grant such other relief to the aggrieved woman as may be prescribed; or
- (d) to deduct from the salary or wages of the charged officer such sum as it may consider appropriate to be paid to the aggrieved woman or to her legal heirs.
- Any amount outstanding at the time of cessation of the services of the charged officer due to retirement, death or otherwise may be recovered from the terminal benefits payable to the officer or his heirs.
- Such compensation will not amount to penalty under Rule 6 of RS(D&A) Rules, 1968 in terms of the Explanation (x) to Rule 6 inserted vide notification no. E(D&A) 2015 RG6-2 dated 08.09.2015.
- Committee may recommend action to be taken against complainant, if the allegation is malicious, or the complainant knows it to be false, or has produced any forged or misleading document.
- The Committee may also recommend action against any witness if such witness has given false evidence or produced any forged or misleading document.

27. The Complaints Committee should also remember that as per the Section 16 of the Act, notwithstanding the RTI Act, 2005, information as regards identity and addresses of the aggrieved woman, respondent and witnesses, Inquiry proceedings, Recommendations of the Committee, shall not be published or communicated or made known to public, press or media in any manner. Provided that information may be disseminated regarding the justice secured to any victim of sexual harassment under Act without disclosing the name, address, identity or any other particulars calculated to lead to the identification of the aggrieved woman and witnesses.

28. With the above stage, the inquiry would be formally over. The Inquiring Authority should prepare separate folders containing the documents mentioned in Rule 9 (25) (ii).

Suspension

29. A Railway servant may also be placed under suspension before or after issue of a Charge Sheet where his continuance in office will prejudice the investigation, for example if there is an apprehension that he may tamper with witnesses or documents. Suspension may also be resorted to where continuance of the Railway servant in office will be against wider public interest such as there is a public scandal and it is necessary to place the Railway servant under suspension to demonstrate the policy of the Government to deal strictly with officers involved in such scandals. It may be desirable to resort to suspension in case of misdemeanor involving acts of moral turpitude.

Special provisions to deal with threats or intimidation

30. Disciplinary Authority may also dispense with inquiry under Rule 14 (ii), and action may be taken without the inquiry when the Disciplinary Authority concludes that it is not reasonably practicable to hold such an inquiry. The circumstances leading to such a conclusion may exist either before the inquiry is commenced or may develop in the course of the inquiry. Such situation would be deemed to have arisen:

- (i) Where the Railway servant, through or together with his associates terrorizes, threatens or intimidates witnesses who are likely to give evidence against him with fear of reprisal in order to prevent them from doing so; or
- (ii) Where the Railway servant himself or with or through others threatens, intimidates and terrorizes the Disciplinary Authority, Members of the Committee, the Presenting officer or members of their family.

Disciplinary Authority is not expected to dispense with the inquiry lightly, arbitrarily or with ulterior motive or merely because the case against the Railway servant is weak.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.164/2015

आरबीई सं./ RBE No.122/2015

सं./No.SER/P-HQ/Ruling/O/931(4)/Pt.III

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Fixation of pay of ex-servicemen re-employed
on the Railways – clarification reg.

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter Nos :-

1. E(G)2013/EM 1-4 दिनांक//dated 24.07.13
(स्थापना क्रमांक सं./ Estt.Srl.No.76/13);
2. E(G)86/EM 1/8 दिनांक//dated 21.01.87
(स्थापना क्रमांक सं./ Estt.Srl.No.77/87);
3. E(G)2010/EM 1/2 Pt. दिनांक//dated 12.12.11
(स्थापना क्रमांक सं./ Estt.Srl.No.194/11)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(G)2013/EM 1-5
दिनांक/dated 08.10.2015 (आरबीई सं./RBE No.122/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(G)2013/EM 1-5
दिनांक/dated 08.10.2015 (आरबीई सं./RBE No.122/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Fixation of pay of ex-servicemen re-employed
 on the Railways – clarification reg.**

The issue regarding fixation of pay of ex-servicemen re-employed on the Railways was taken up by NFIR in the PNM. It was pointed out that the policy instructions on the issue were not been implemented on the Zonal Railways in their proper perspective and there was a lot of confusion in the matter. They had requested for issue of suitable guidelines/clarification in the matter.

2. As the Railway administration are aware, fixation of pay of ex-servicemen re-employed on the Railways is done on the basis of instructions contained in Railway Board's letter No. PC-VI/2009/1/RSRP/2 dated 30/4/2009 read with instructions contained in letter No.E(G)86/EM 1/8 dated 21/1/87 and the clarificatory instructions issued vide letter No.E(G)2013/EM 1-4 dated 24/7/2013 and E(G)2010/EM 1/2 pt. dated 12/12/2011.

3. It may be stated that para 3 (iv) of the DOP&T's OM dated 05.04.2010 as circulated vide Board's letter No. E(G)2010/EM 1/2 pt. Dated 12.12.2011 is applicable in respect of persons re-employed prior to 01.01.2006 and were in re-employment as on 01.01.2006. Thus, for this category of persons, pay would have been already fixed as per V CPC provisions as on 01.01.2006. Para 3(iv) prescribes manner of pay fixation/migration to VI CPC scales, in case of PBOR persons, Commissioned Officers etc.

4. Para 3(v) of the OM dated 05.04.2010 prescribes manner of pay fixation/migration to VI CPC scales, in case of PBOR persons, Commissioned Officers etc., who retired prior to 01.01.2006 and have been re-employed after 01.01.2006 and before issue of the OM dated 05.04.2010.

5. Thus, the Paras 3(iv) and 3(v) have detailed provisions for pay fixation/fitment as per VI CPC rates, for all ranks of re-employed pensioners who retired prior to 01.01.2006 and re-employed as on and after 01.01.2006 and before issue of the OM dated 05.04.2010 respectively.

6. It may also be stated that the Orders make a clear distinction between fixation of pay of those who were Commissioned Officers and those who were non-commissioned. In the case of Commissioned Officer, non-ignorable pension is deducted, but last pay drawn (with Grade Pay in

the re-employment post) is allowed, in terms of para 2 of OM dated 05.04.2010.

7. In the case of non-commissioned officers, pension is not deducted and pay is allowed only at the Entry pay in the revised pay structure of the re-employed post applicable in the case of Direct Recruits appointed on or after 01.01.2006 as notified vide section II of First Schedule to RS(RP) Rules, 2008 in terms of para 2 of the OM dated 05.04.2010.

8. As regards the Federation's demand that MSP will have to be reckoned for fixation of pay, the provision is already there vide DOP&T's OM No. 3/19/2009-Estt.Pay-II dated 8.11.2010 which was circulated to the Railways vide Board's letter No. E(G)2013/EM 1-4 dated 24/7/2013 which stipulates that all defence officers/personnel whose pension contains an element of MSP, that need not be deducted from the pay fixed on re-employment.

दक्षिण पूर्व रेलवे
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मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.165/2015

आरबीई सं./ RBE No.125 /2015

सं./No.SER/P-HQ/Ruling/O/862

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Amendment of Provisions relating to Railway Staff
Benefit Fund – Chapter 8 of the Indian Railway
Establishment code Volume I, 1985 Edition (Second
Reprint Edition – 2003)

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. E(W)
2014/FU-1/1 दिनांक//dated 01.06.15 आरबीई सं./RBE
No.54 /2015 (स्थापना क्रमांक सं./ Estt.Srl.No. 75/2015)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **E(W)2010/FU-1/4**
दिनांक/dated 12.10.2015 (आरबीई सं./RBE No.125/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. E(W)2010/FU-1/4
दिनांक/dated 12.10.2015 (आरबीई सं. /RBE No.125/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Amendment of Provisions relating to Railway Staff
Benefit Fund – Chapter 8 of the Indian Railway
Establishment code Volume I, 1985 Edition (Second
Reprint Edition – 2003)**

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is please to direct that Rules 805 (1) and 805 (2) of the Indian Railway Establishment Code, Volume-I 1985 Edition be amended as per enclosed Advance Correction Slip No. 127.

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

INDIAN RAILWAY ESTABLISHMENT CODE VOLUME-I, 1985 EDITION
(Second Reprint Edition – 2003)

CHAPTER-8

Railway Staff Benefit Fund

Advance Correction Slip No. 127.

(1) Clause (1) of Rule 805 may be substituted by the following:-

In addition to the credits to the Fund detailed in Rule 804, there shall be credited to the fund on the 1st April of each financial year an annual grant from the revenues of the Railway at a per capita rate of Rs. 800/- based on the sanctioned strength of non-gazetted Railway employees, permanent and temporary, as on the 31st March, posts charged to capital being excluded. The Fund shall be credited provisionally on the 1st April each year with an amount equal to the contribution for the previous year, the necessary adjustment being made as soon as the correct amount of the contribution has been determined. The distribution of Rs. 800/- among different activities will be as under:-

S No.	Head/ Activity	Allocation (in Rs.)	Scope
1.	Education – Scholarship for Higher Technical/Professional education for wards of staff in grade pay of above Rs.2400/- & up to Rs.4200/- @ Rs.1500/-	116	For railway wards of employees in grade pay of Rs. 2400/- and up to Rs.4200/- pursuing higher technical/ professional education.

	p.m.		
2.	Scholarship for higher technical /professional education of Girl children of staff in grade pay up to Rs.2400/- @ Rs.1500/- p.m.	110	Scholarship for pursuing technical/professional diploma/degree for girl children of railway employees in grade pay up to Rs. 2400/-
3.	Scholarship for higher technical/ professional education of Male children of staff in grade pay up to Rs.2400/- @ Rs.1500/- p.m.	100	Scholarship for pursuing technical/professional diploma/degree for male children of railway employees in grade pay up to Rs. 2400/-.
4.	Women empowerment activities including seminar, camps, training programmes and gender sensitization camps etc.	28	Giving support to crèches, arrangements for safety of women railway employees & other initiatives taken by Railways.
5	Recreation other than sports	32	Recreational facilities, purchase of gym equipments, employees'/ wards' holiday camps, study tours.
6	Recreational facilities at Institutes & Clubs etc.	36	
7.	Promotion of Cultural Activities	16	Organizing Cultural programmes in residential colonies, Divisions & schools and purchase/maintenance of instruments etc.
8.	Relief of distress, sickness, etc. for staff in grade pay up to Rs. 4600/-	120	To grant higher amount of relief to employees in need such as immediate financial assistance to railway employees in accidents and for employees who are long sick and hospitalized for along period and are on leave without pay: no leave (LAP or LHAP) is in his credit. Funeral charges for death of Railway employees be given Rs. 10,000/- in each case.
9.	Sports activities	30	Encouraging sports by giving latest sports equipment and imparting training at schools, institutes and clubs.
10.	Scouts & Guides activities	22	Augmentation of training facility all over railways.
11.	Indigenous system of medicine including Homoeopathy	36	
12	Immediate relief in times of crisis arising out of floods, famines, landslides, fire or any other calamity.	24	
13.	Developing occupational skills of physically/mentally challenged railway employees and their wards including purchase of wheel chairs, other aids, special	50	Assistance to employees/wards in need of special equipments etc.

	software etc. and organizing workshops, seminars, camps etc.		
14.	Miscellaneous	80	Support for improvement in holiday homes, rest houses, entertainment/information facility viz. colour TV; electrical appliances/maintenance fund for recurring expenses on such facilities.
TOTAL		800/-	

Note:

1. Allocation provided against Head/Activity at S.No. (1) (2) & (3) will also be utilized for financing the scheme of Cash Award for wards of railway employees for outstanding contribution in Academics & Sports as stipulated vide Annexure-I to Board's letter No. E(W)2014/ FU-1/1 dated 01.06.2015 (RBE No. 54/2015).
2. Note 3 below Clause (2) of Rule 805 may be substituted by the following:-

Based on the overall per capital contribution of Rs. 30/- for sports activities, sports allotments shall continue to be made by the Ministry of Railways in consultation with the Railway Sports Promotion Board, to the Zonal Railways/Production Units.

Allotment of Rs. 22/- for scouting activities will also be made by the Ministry of Railways. Rs. 24/- per capita allotted for Immediate Relief in times of crisis arising out of natural calamities" will be made from the "SBF Calamity Relief Fund" at the level of the Ministry of Railways. Therefore, allotment for Rs. 76/- will be authorized centrally by Ministry of Railways (Railway Board) from sanctioned Budget allotments.

(Authority: Board's letter No. E(W)2014/FU-1/1 dated 30.07.2014, 08.12.2014 & 01.06.2015.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 166/2015

आरबीई सं./ RBE No.96/2015

सं./No.SER/P-HQ/RP/603

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Fixation of Jr.Scale/Group 'A' cadre

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter Nos :-

1. E(GP)2005/2/61 दिनांक//dated 22.11.05
(स्थापना क्रमांक सं./ Estt.Srl.No.224/05);
2. E(GP)2005/2/61 दिनांक//dated 14.08.07
(स्थापना क्रमांक सं./ Estt.Srl.No.151/07)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(GP)2005/2/61 दिनांक/dated 26.08.2015 (आरबीई सं./RBE No.96/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(GP)2005/2/61
दिनांक/dated 26.08.2015 (आरबीई सं./RBE No.96/2015) निम्नानुसार है/ is as
under :-

विषय/ Sub: Fixation of Jr.Scale/Group 'A' cadre

Percentage of the combined cadre strength of Jr. Scale/Group 'B' posts for working out the Group 'B' cadre strength for operation of post based roster for promotions from Group 'C' to Group 'B' was prescribed in terms of instructions contained in Board's aforementioned letters.

2. The procedure has since been reviewed by the Board and it has now been decided to earmark the number of jr. Scale/Group 'A' posts by distributing the total number of Gr. 'A/Jr. Scale posts (including leave reserve) in proportion to the number of Group 'A' posts (up to JAG) as on 01.01.2015 on each Railway for a particular department (except for Stores and Mechanical Engineering Departments where it is in proportion to the number of Sr. Scale & JAG Posts).

3. Accordingly, department-wise sheets indicating the Railway-wise distribution of Group 'A' posts along with leave Reserves are enclosed as Annexure-I to VIII.

4. The revised distribution of Posts will be effective from the next/ fresh Selection cycle of calculation of vacancies for promotion to Group 'B' posts.

ACCOUNTS

GAZETTED CADRE OF ACCOUNTS DEPARTMENT AS ON 1.1.2015

RAILWAY		JS/Gr.B		JUNIOR SCALE/Gr.A		
		WP	RESV	WP(50)	LR(68)	TOTAL
CENTRAL+ CAMTECH +IRIEEN+IRIMEE	R	26	8			
	WC	13	0			
	TOTAL	39	8	4	6	10
ER+CLW+METRO/ KOL	R	38	11			
	WC	6	0			
	TOTAL	44	11	4	5	9
NR+DMW+RCF/KXH + RCF/RBL +IROAF +RB+COFMOW+ IRCOT+IRITM	R	55	9			
	WC	21	0			
	TOTAL	76	9	8	10	18
NE+DLW+RDSO	R	27	6			
	WC	1	0			
	TOTAL	28	6	2	2	4
N.F.	R	21	4			
	WC	17	0			
	TOTAL	38	4	4	6	10
SR+ICF	R	28	8			
	WC	8	0			
	TOTAL	36	8	4	5	9
S.C.	R	22	5			
	WC	5	0			
	TOTAL	27	5	3	4	7
S.E.	R	21	8			
	WC	4	0			
	TOTAL	25	8	3	4	7
WR+RSC/BRC	R	33	9			
	WC	6	0			
	TOTAL	39	9	3	4	7
ECR+CRW /HARNAUT+ CWP/BELA	R	20	0			
	WC	22	0			
	TOTAL	42	0	2	3	5
EAST COAST	R	12	0			
	WC	4	0			
	TOTAL	16	0	2	3	5
NORTH CENTRAL+RE	R	12	0			
	WC	16	0			
	TOTAL	28	0	3	4	7
NORTH WESTERN	R	18	0			
	WC	6	0			
	TOTAL	24	0	2	3	5
SWR+RWF	R	15	0			
	WC	9	0			
	TOTAL	24	0	2	3	5

WEST CENTRAL	R	14	0			
	WC	1	0			
	TOTAL	15	0	2	3	5
SECR	R	11	0			
	WC	8	0			
	TOTAL	19	0	2	3	5
ALL TOTAL	R	373	38			
	WC	146	0			
GRAND TOTAL		519	68	50	68	118

CIVIL

GAZETTED CADRE OF CIVIL ENGG. DEPARTMENT AS ON 1.1.2015

RAILWAY		JS/Gr.B		JUNIOR SCALE/Gr.A		
		WP	RESV	WP(50)	LR(68)	TOTAL
CENTRAL+ CAMTECH +IRIEEN+IRIMEE	R	54	13			
	WC	28	0			
	TOTAL	82	13	10	6	16
ER+CLW+METRO/ KOL	R	43	13			
	WC	58	0			
	TOTAL	101	13	13	8	21
NR+DMW+RCF/KXH + RCF/RBL +IROAF +RB+COFMOW+ IRCOT+IRITM	R	76	16			
	WC	89	0			
	TOTAL	165	16	21	12	33
NE+DLW+RDSO	R	51	9			
	WC	35	0			
	TOTAL	86	9	12	7	19
N.F.	R	34	7			
	WC	85	0			
	TOTAL	119	7	17	10	27
SR+ICF	R	40	12			
	WC	59	0			
	TOTAL	99	12	13	8	21
S.C.	R	46	10			
	WC	63	0			
	TOTAL	109	10	12	7	19
S.E.	R	40	16			
	WC	40	0			
	TOTAL	80	16	10	6	16
WR+RSC/BRC	R	57	14			
	WC	65	0			
	TOTAL	122	14	14	8	22
ECR+CRW /HARNAUT+ CWP/BELA	R	53	0			
	WC	48	0			
	TOTAL	101	0	13	8	21
EAST COAST	R	29	0			
	WC	34	0			
	TOTAL	63	0	7	4	11
NORTH CENTRAL+RE	R	34	0			
	WC	38	0			
	TOTAL	72	0	10	6	16
NORTH WESTERN	R	31	0			
	WC	55	0			
	TOTAL	86	0	11	7	18
SWR+RWF	R	23	0			
	WC	38	0			
	TOTAL	61	0	7	4	11

WEST CENTRAL	R	26	0			
	WC	34	0			
	TOTAL	60	0	7	4	11
SECR	R	30	0			
	WC	18	0			
	TOTAL	48	0	7	4	11
ALL TOTAL	R	669	110			
	WC	788	0			
GRAND TOTAL		1457	110	185	110	295

ELECT

GAZETTED CADRE OF ELECTRICAL DEPARTMENT AS ON 1.1.2015

RAILWAY		JS/Gr.B		JUNIOR SCALE/Gr.A		
		WP	RESV	WP(50)	LR(68)	TOTAL
CENTRAL+ CAMTECH +IRIEEN+IRIMEE	R	57	7			
	WC	7	0			
	TOTAL	64	7	18	4	22
ER+CLW+METRO/ KOL	R	55	8			
	WC	26	0			
	TOTAL	81	8	21	6	27
NR+DMW+RCF/KXH + RCF/RBL +IROAF +RB+COFMOW+ IRCOT+IRITM	R	31	5			
	WC	18	0			
	TOTAL	49	5	13	2	15
NE+DLW+RDSO	R	25	3			
	WC	6	0			
	TOTAL	31	3	10	3	13
N.F.	R	9	3			
	WC	7	0			
	TOTAL	16	3	5	1	6
SR+ICF	R	35	4			
	WC	16	0			
	TOTAL	51	4	14	4	18
S.C.	R	33	3			
	WC	8	0			
	TOTAL	41	3	10	3	13
S.E.	R	34	7			
	WC	10	0			
	TOTAL	44	7	11	3	14
WR+RSC/BRC	R	41	5			
	WC	11	0			
	TOTAL	52	5	13	3	16
ECR+CRW /HARNAUT+ CWP/BELA	R	23	0			
	WC	11	0			
	TOTAL	34	0	9	2	11
EAST COAST	R	12	0			
	WC	10	0			
	TOTAL	22	0	6	2	8
NORTH CENTRAL+RE	R	31	0			
	WC	58	0			
	TOTAL	89	0	26	6	32
NORTH WESTERN	R	7	0			
	WC	1	0			
	TOTAL	8	0	3	1	4
SWR+RWF	R	10	0			
	WC	4	0			
	TOTAL	14	0	4	1	5

WEST CENTRAL	R	16	0			
	WC	3	0			
	TOTAL	19	0			
SECR	R	17	0			
	WC	6	0			
	TOTAL	23	0	6	2	8
ALL TOTAL	R	436	45			
	WC	202	0			
GRAND TOTAL		638	45	175	45	220

PERS

GAZETTED CADRE OF PERSONNEL DEPARTMENT AS ON 1.1.2015

RAILWAY		JS/Gr.B		JUNIOR SCALE/Gr.A		
		WP	RESV	WP(50)	LR(68)	TOTAL
CENTRAL+ CAMTECH +IRIEEN+IRIMEE	R	32	6			
	WC	0	0			
	TOTAL	32	6	6	3	9
ER+CLW+METRO/ KOL	R	33	6			
	WC	1	0			
	TOTAL	34	6	6	4	10
NR+DMW+RCF/KXH + RCF/RBL +IROAF +RB+COFMOW+ IRCOT+IRITM	R	47	6			
	WC	2	0			
	TOTAL	49	6	10	5	15
NE+DLW+RDSO	R	23	2			
	WC	4	0			
	TOTAL	27	2	3	2	5
N.F.	R	22	2			
	WC	0	0			
	TOTAL	22	2	5	2	7
SR+ICF	R	36	6			
	WC	0	0			
	TOTAL	36	6	7	4	11
S.C.	R	24	0			
	WC	2	0			
	TOTAL	26	0	5	3	8
S.E.	R	19	4			
	WC	0	0			
	TOTAL	19	4	3	2	5
WR+RSC/BRC	R	35	6			
	WC	1	0			
	TOTAL	36	6	6	3	9
ECR+CRW /HARNAUT+ CWP/BELA	R	17	0			
	WC	1	0			
	TOTAL	18	0	4	2	6
EAST COAST	R	9	0			
	WC	0	0			
	TOTAL	9	0	2	1	3
NORTH CENTRAL+RE	R	10	0			
	WC	3	0			
	TOTAL	13	0	5	1	6
NORTH WESTERN	R	15	0			
	WC	0	0			
	TOTAL	15	0	3	2	5
SWR+RWF	R	16	0			
	WC	1	0			
	TOTAL	17	0	3	2	5

WEST CENTRAL	R	12	0			
	WC	1	0			
	TOTAL	13	0	3	1	4
SECR	R	9	0			
	WC	0	0			
	TOTAL	9	0	2	1	3
ALL TOTAL	R	359	38			
	WC	16	0			
GRAND TOTAL		375	38	73	38	111

S & T

GAZETTED CADRE OF S & T DEPARTMENT AS ON 1.1.2015

RAILWAY		JS/Gr.B		JUNIOR SCALE/Gr.A		
		WP	RESV	WP(50)	LR(68)	TOTAL
CENTRAL+ CAMTECH +IRIEEN+IRIMEE	R	23	5			
	WC	22	0			
	TOTAL	45	5	10	3	13
ER+CLW+METRO/ KOL	R	22	5			
	WC	22	0			
	TOTAL	44	5	10	3	13
NR+DMW+RCF/KXH + RCF/RBL +IROAF +RB+COFMOW+ IRCOT+IRITM	R	31	6			
	WC	49	0			
	TOTAL	80	6	20	5	25
NE+DLW+RDSO	R	24	4			
	WC	17	0			
	TOTAL	41	4	10	2	12
N.F.	R	13	2			
	WC	22	0			
	TOTAL	35	2	8	2	10
SR+ICF	R	19	4			
	WC	30	0			
	TOTAL	49	4	11	3	14
S.C.	R	18	4			
	WC	21	0			
	TOTAL	39	4	9	2	11
S.E.	R	17	6			
	WC	22	0			
	TOTAL	39	6	8	2	10
WR+RSC/BRC	R	24	5			
	WC	34	0			
	TOTAL	58	5	13	4	17
ECR+CRW /HARNAUT+ CWP/BELA	R	15	0			
	WC	19	0			
	TOTAL	34	0	8	2	10
EAST COAST	R	8	0			
	WC	16	0			
	TOTAL	24	0	6	2	8
NORTH CENTRAL+RE	R	14	0			
	WC	57	0			
	TOTAL	71	0	18	5	23
NORTH WESTERN	R	9	0			
	WC	12	0			
	TOTAL	21	0	5	1	6
SWR+RWF	R	5	0			
	WC	19	0			
	TOTAL	24	0	4	1	5

WEST CENTRAL	R	18	0			
	WC	14	0			
	TOTAL	32	0	6	2	8
SECR	R	8	0			
	WC	15	0			
	TOTAL	23	0	6	2	8
ALL TOTAL	R	272	41			
	WC	391	0			
GRAND TOTAL		663	41	153	41	194

TRAFFIC

GAZETTED CADRE OF TRAFFIC DEPARTMENT AS ON 1.1.2015

RAILWAY		JS/Gr.B		JUNIOR SCALE/Gr.A		
		WP	RESV	WP(50)	LR(68)	TOTAL
CENTRAL+ CAMTECH +IRIEEN+IRIMEE	R	63	14			
	WC	0	0			
	TOTAL	63	14	13	8	21
ER+CLW+METRO/ KOL	R	58	12			
	WC	2	0			
	TOTAL	60	12	13	8	21
NR+DMW+RCF/KXH + RCF/RBL +IROAF +RB+COFMOW+ IRCOT+IRITM	R	81	14			
	WC	5	0			
	TOTAL	86	14	24	13	36
NE+DLW+RDSO	R	44	9			
	WC	0	0			
	TOTAL	44	9	9	5	14
N.F.	R	41	8			
	WC	2	0			
	TOTAL	43	8	11	7	18
SR+ICF	R	47	12			
	WC	0	0			
	TOTAL	47	12	11	7	18
S.C.	R	40	5			
	WC	0	0			
	TOTAL	40	5	10	6	16
S.E.	R	55	13			
	WC	0	0			
	TOTAL	55	13	11	7	18
WR+RSC/BRC	R	63	13			
	WC	2	0			
	TOTAL	65	13	14	9	23
ECR+CRW /HARNAUT+ CWP/BELA	R	58	0			
	WC	1	0			
	TOTAL	59	0	11	7	18
EAST COAST	R	17	0			
	WC	5	0			
	TOTAL	22	0	6	4	10
NORTH CENTRAL+RE	R	26	0			
	WC	2	0			
	TOTAL	28	0	7	4	11
NORTH WESTERN	R	34	0			
	WC	0	0			
	TOTAL	34	0	7	4	11
SWR+RWF	R	20	0			
	WC	1	0			
	TOTAL	21	0	6	4	10

WEST CENTRAL	R	26	0			
	WC	1	0			
	TOTAL	27	0	6	4	10
SECR	R	19	0			
	WC	0	0			
	TOTAL	19	0	5	3	8
ALL TOTAL	R	692	100			
	WC	21	0			
GRAND TOTAL		713	100	164	100	264

PROPOSED DISTRIBUTION OF IRSME JTS GROUP 'A' POSTS OVER
ZONAL RAILWAYS/PRODUCTION UNITS/OTHER ESTABLISHMENTS

S No.	Zonal Railways/ PUs /Other Establishments	No. of JTS Group 'A' Posts
1	Central Railway	14
2	East Coast Railway	9
3	East Central Railway (including CRW/HAR)	16
4	Eastern Railway	21
5	North Central Railway	15
6	North Eastern Railway	12
7	Northeast Frontier Railway	13
8	Northern Railway	24
9	North West Railway	13
10	South Central Railway	14
11	South East Central Railway	10
12	South Eastern Railway	13
13	Southern Railway	19
14	South Western Railway	8
15	West Central Railway	10
16	Western Railway	18
17	CLW	8
18	DLW	18
19	ICF	12
20	RWF	6
21	DMW	7
22	RCF/KXH	12
23	RCF/RBL	11
24	ORO,EE/JMP	2
25	COFMOW	2
26	CWP/BELA	3
27	IROAF	2
28	RDSO	26
TOTAL		337

PROPOSED DISTRIBUTION OF IRSS JTS GROUP 'A' POSTS OVER
ZONAL RAILWAYS/PRODUCTION UNITS/OTHER ESTABLISHMENTS

S No.	Zonal Railways/ PUs /Other Establishments	No. of JTS Group 'A' Posts
1	Central Railway	7
2	East Coast Railway	4
3	East Central Railway (including CRW/HAR)	5
4	Eastern Railway	7
5	North Central Railway	5
6	North Eastern Railway	3
7	Northeast Frontier Railway	4
8	Northern Railway	7
9	North West Railway	4
10	South Central Railway	6
11	South East Central Railway	4
12	South Eastern Railway	5
13	Southern Railway	6
14	South Western Railway	4
15	West Central Railway	5
16	Western Railway	7
17	CLW	3
18	DLW	5
19	ICF	3
20	RWF	1
21	DMW	2
22	RCF/KXH	4
23	RCF/RBL	4
24	ORO,EE/JMP	0
25	COFMOW	1
26	CWP/BELA	2
27	IROAF	0
28	RDSO	0
TOTAL		108

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.167/2015

आरबीई सं./ RBA No.62/2015

सं./No.SER/P-HQ/Sett/676/Rev of Pension

दिनांक/ Dated: 17.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Verification of Pensioners/ Family pensioners
in banks**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. **Railway Board's letter No.
2010/AC-II/21/10/Pt.IV** दिनांक//dated 18.09.2014
(स्थापना क्रमांक सं./ Estt.Srl.No.113/14)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **2010/AC-II/21/10/Pt.IV** दिनांक/dated 05.10.2015 (आरबीई सं./RBE No.62/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. 2010/AC-II/21/10/Pt.IV**
दिनांक/**dated 05.10.2015** (आरबीई सं./**RBE No.62/2015**) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Verification of Pensioners/ Family pensioners
in banks**

Please refer to Board's letter of even no.. dated 18.09.2014 vide which Railways were advised to undertake a special drive for verification of pensioners/family pensioners in the month of November, 2014 when they come for submission of life certificate in banks.

It is desired that similar exercise may be carried out the month of November, 2015 also in the premises of banks, through which a major part of pension is disbursed, for identification of railway pensioners with reference to the relevant pension records with the railways.

For this purpose, as was done last year, staff drafted from Accounts and Personnel departments in Headquarters/ Divisions/ Workshops may be deputed to the banks located in the vicinity of HQ/ Divisions/Workshops to remain present with the bank staff assigned for government pension. This exercise may be carried out during the entire month of November, 2015. During this period, besides verification of pensioners, the Railway staff would undertake check of pension, as per the draft check list enclosed. The concerned pension disbursing banks are being advised separately to facilitate this exercise. However, the Railway may also co-ordinate with nodal branch of the various banks and ensure that suitable instructions reach their concerned branches.

Kindly prepare action plan and monitor its implementation. Results of action taken as above may please be advised to Board in the first week of December, 2015.

SUGGESTED CHECKLIST FOR GUIDANCE OF STAFF NOMINATED FOR VERIFICATION OF PENSION AT THE BANKS

1. The employees deputed to the particular branch should carry the latest debit scroll with the names of the pensioners to verify its correctness with bank records.
2. 100% matching of pensioners' names and amount with that of the bank.
3. Physical verification of the pensioner will be checked w.r.t.:-
 - i) Life certificate
 - ii) PPO details- confirm the personal details and details of his/ her dependants
 - iii) Proof/Authenticity of the certificate of dependency in case of dependants drawing family pension.
4. Correctness of revised pension from ready reckoner, etc.
5. After conclusion of this exercise, the nominated railway official will jointly sign certificate with the bank that _____ number of pensioners/ family pensioners are drawing pension from the branch and the debit for the month of November, 2015 is Rs. _____.
6. Any other item which the FA&CAO/CPO may consider fit.

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मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No. 168/2015

आरबीई सं./ RBE No.127/2015

सं./No.SER/P-HQ/Sett/650

दिनांक/ Dated: 18.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Change in date of birth/age of family pensioners-
regarding

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.F(E)III/2008/PN1/12
दिनांक/dated 13.10.2015 (आरबीई सं./RBE No.127/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.F(E)III/2008/PN1/12
दिनांक/dated 13.10.2015 (आरबीई सं./RBE No.127/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Change in date of birth/age of family pensioners-
regarding**

A copy of Department of Pension and Pensioners' Welfare (DOP&PW)'s O.M.No. 1/23/2012-P&PW(E) dated 13th September, 2012 on the above subject is enclosed for information and compliance. These instructions shall apply mutatis mutandis on the Railways also. DOP&PW's O.Ms dated 21.05.2009, 11.08.2009, 25.06.2010 and 28.09.2010, referred to in the enclosed O.M., were circulated on the Railways vide this office letters of even number dated 26.05.2009, 19.08.2009, 07.07.2010 and 11.10.2010 respectively.

Copy of Department of Pension and Pensioners' Welfare (DOP&PW)'s O.M.No. 1/23/2012-P&PW(E) dated 13th September, 2012

OFFICE MEMORANDUM

Sub: Change in date of birth/age of family pensioners –
regarding.

In accordance with the instructions issued vide this Department's OM No.38/37/08-P&PW(A) dated 21.5.2009, 11.8.2009, 25.6.2010 & 28.9.2010 and OM No.1/19/11-P&PW(E) dated 3.8.2011, additional pension/family pension to old pensioners/family pensioners is allowed on the basis of the date of birth/age recorded in the Pension Payment Order (PPO) or other office records. Only in case the details regarding date of birth/age are not available in the PPO/office records, additional pension/family pension to old pensioners/family pensioners has been allowed on the basis of certain documents i.e. PAN Card, Matriculation certificate. Passport, CGHS Card, Driving Licence, Voter's ID Card and Aadhaar Number issued by UIDAI.

2. During his service and at the time of retirement, a Government servant is required to give details of his family, including date of birth of its members, in Form 3. Date of birth/age of the members of family mentioned by the Government servant in Form 3 was not mandatory to be verified by the Head of Office. It is felt that in some case, the date of

birth/age of a family pensioner, as recorded in the PPO/office records might be incorrect.

3. Some representations have been received in this Department regarding the hardship being caused to old family pensioners in getting the additional pension on account of incorrect recording of the date of birth/age in the PPO. They have been requesting for allowing the change of date of birth in the PPO on the basis of the documents prescribed in the various OMS mentioned in Para I above.

4. The matter has been considered in this Department in consultation with the Ministry of Finance, Department of Expenditure and the following decisions have been made:

- i. Since the date of birth of the Government servant is recorded in the PPO on the basis of the service records and the date of superannuation etc. also is determined on the basis of this date of birth, there is no question of allowing change in the date of birth of the retired/deceased pensioner in the PPO.
- ii. The request for change of date of birth/age of the family pensioner (parents and spouse) in the PPO may be submitted by a pensioner/family pensioner to the Head of the Department of the organisation where the Government servant had last served along with at least one of the documents mentioned in Para 1 above and a declaration on a non-judicial stamp paper regarding the correct date of birth of the family pensioner. The Head of the Department may allow the change in the date of birth of the family pensioner if he is satisfied that the conditions indicated in this Department's OM No.38/37/08-P&PW (A) dated 21.5.2009 have been fulfilled and that a bona-fide mistake has been made in recording the date of birth in the PPO.
- iii. No other document will be accepted for allowing the change in date .of birth/age of the family pensioner in the PPO.
- iv. In order to avoid any possibility of recording an incorrect date of birth in the PPO, in future, the Government servant may be required to submit one of the documents indicated in Para 1 above as proof of date of birth of

spouse or parents along with the details of family in Form 3. **In the case of children**, certificate of birth from the Municipal authorities or from the local panchayat or from the head of a recognised school if the child is studying in such a school or from a Board of Education may be accepted. ~

5. As regards pensioners/family pensioners belonging to the Indian Audit and Accounts Departments, these Orders issue after consultation with the Comptroller and Auditor General of India.

6. This issues with the concurrence of Ministry of Finance; Department of Expenditure vide their I.D. No 428/E.V/2012, dated 27/8/2012.

दक्षिण पूर्व रेलवे
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मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.169/2015

आरबीई सं./ RBE No. 120/2015

सं./No.SER/P-HQ/TRG/135/Policy

दिनांक/ Dated: 18.11.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: System improvement regarding selection
 of Apprentices for training under the Apprentices
 Act, 1961**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(MPP)/2009/6/14
दिनांक/dated 06.10.2015 (आरबीई सं./RBE No.120/2015) को सूचना, मार्गदर्शन
एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information,
guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(MPP)/2009/6/14
दिनांक/dated 06.10.2015 (आरबीई सं./RBE No.120/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: System improvement regarding selection
 of Apprentices for training under the Apprentices
 Act, 1961**

Apprenticeship training programme in the industry was made statutory with the enactment of the Apprentices Act, 1961. The Apprentices Act, 1961 has the following objectives:-

- (i) To regulate the programme of training of apprentices in the industry so as to conform to the prescribed syllabi, period of training etc prescribed by the Central Apprenticeship Council; and
- (ii) To utilize fully the facilities available in the industry for imparting practical training with a view to meeting the requirements of skilled workers in the industries.

As per the Act, it is not obligatory on the part of the Railways to offer any employment to the Apprentices on completion of their Apprenticeship training. Accordingly, the Act Apprentices imparted training in Railway establishments, will have no claim to seek employment on Railways on the basis of such training.

2. Guidelines such as the number of apprentices to be engaged, schedule of engagement, age, etc have been elaborated in the Master Circular issued vide Board's letter No. E(MPP)/2001/6/7 dated 22.07.2002 and as amended from time to time.

3. On review of the entire system including procedure for engagement for imparting training, certain inconsistencies have been noticed, which has also drawn the attention of the Vigilance Directorate. In view of the above and as a system improvement measure, guidelines as detailed hereunder at Para 4 (A to G) are being issued, for guidance. Zonal Railway, administration may keep these in view while deciding the procedure on their jurisdiction.

A. Selection of Units:

- (i) The provisions of the Apprentices Act 1961 apply on the Railways to various units like Workshops, Production Units, Loco Sheds, Carriage and Wagon Depots and Electrification Projects and the number of apprentices to be engaged for training are decided through joint survey with RDAT and keeping in view the provisions of the Act.
- (ii) Instructions detailing the names of the Railway Establishments and the actual number of training slots (as decided through a joint survey with RDAT officials) have been issued vide RBE No 85/2012 dated 30/7/2012 and subsequently, on the basis of the joint survey reports, the slots of various railway establishments have been revised vide Board's letter No.E(MPP)97/6/7/Vol.IV dated 15.2.2013, 07.06.2013, 01.08.2013, 30.10.2013 & 17.7.2014.
- (iii) The general philosophy would be decentralized notification by the Unit concerned, where Act Apprentices are to be engaged for training. However, General Managers of the Zonal Railways, Production Units and RE may decide if it is necessary to club various units for the purpose of selection of apprentices for training, and if so, the specific Units to be clubbed for this purpose. Where certain Units are clubbed, General Managers would also decide the nodal unit, which would issue notification on behalf of all clubbed units.
- (iv) Wherever, General Managers decide on centralized notification as opposed to decentralized notification suggested herein, guidelines for such Zonal Railways/PU's shall be as under:
 - a. A Centralized Notification for all the Units in the Railway may be issued. A JA/SG Grade officer of Personnel Department may be nominated by the CPO of the Railway to coordinate and monitor the work of issuing this notification. Indents from each Unit for the vacant slots to be notified trade wise/category wise will reach the nominated Dy.CPO in HQs at least one month in advance to facilitate timely issue of notification. The notification should clearly mention the last date of application, probable date of display of list of selected candidates and tentative date of commencement of training. Railways can call the applications online also. In

case applications are called online, the procedure detailed below in Para B (v) and (vi) be followed.

- b. The notification should be sent to the CPRO of the Railway 10 days in advance for publishing in the local dailies of the region where the respective Railway training establishment is located. **All the selection procedures mentioned below for decentralized notification, will also hold good, for centralized notification as well, with necessary modification for centralized notification.**

B. Selection Procedure for Decentralised Notification:

As per the guidelines below for selecting Act Apprentices for training, notification is to be issued by each of the concerned Units individually where Act Apprentices are to be engaged for training and all the procedures for selecting Act Apprentices for training will continue to be handled by the units concerned in a decentralized manner.

- (i) A JA/SG Grade officer of Personnel Department may be nominated by the CPO of the Railway to monitor the issuing of notifications and to ensure that all Units where Act Apprentices are to be engaged for training, issue their notifications timely. All individual notifications trade wise/category wise of individual units will be vetted by this nominated officer. A report giving compliance of issue of full notification by all the concerned Units in the Zonal Railway, Production Unit, RE where Act Apprentices are to be engaged for training, should be put up to General Manager for his information.
- (ii) The notification should clearly mention the last date of application, probable date of display of list of selected candidates and tentative date of commencement of training.
- (iii) The notification should be published in the local daily where the concerned Unit is located, where Act Apprentices are to be engaged for training. In addition, copy of the notification should be sent to local employment exchanges, SC/ST Associations of the Railway, controlling Board's office of ITI's and the

recognized Railway trade unions for giving wide publicity and also for information to the prospective candidates. The applications from wards of Railway employees may be forwarded by the authorities prescribed by the Railway Administration.

- (iv) Receipt of applications will be done at one centralized place in each of the Units, where the Apprentices are to be engaged for being imparted training. Addresses of these Units in full along with pincode should be mentioned in the notification. A postal order/Demand Draft of Rs 100/- as processing fee which is not refundable is to be enclosed with the application form. No fee is required to be paid by SC/ST/PH/women candidates.
- (v) Individual Units can call the applications online also. In case applications are called online, processing fee of Rs.100/- has to be paid online by the applicant using internet banking or debit/ credit cards or can be paid through challan in any branch of SBI or computerized Post Office Pay-in-Slip. Applicable service charges will also have to be borne by the applicants.
- (vi) If the payment of the fee is made through a challan at SBI branch or computerized Post Office Pay-in-slip (Service Charges apply), the receipt of the same should be preserved by the candidates. The same would be called for verification at the time of Document Verification. Applications not accompanied with processing fee, wherever required, will be summarily rejected.
- (vii) Applications will either be received in sealed drop boxes kept at a suitable centralized location in the Unit concerned or by registered post or online as the case may be. **The period for receiving applications will not be more than one month from the date of notification and should not to be extended by the Railway/PU/Unit concerned.**
- (viii) After all the applications are received and collated at one place, they shall be opened in presence of a three member Assistant Scale Officers Selection committee,

one of whom should be a Personnel Officer. The Committee will be nominated by the Head of the Workshop/Division/PU. One member of the Selection Committee should belong to Scheduled Caste or Scheduled Tribe.

- (ix) All applications received in the box shall be opened, serially numbered, stamped and the list should be signed by all the Committee members on all pages of the list.
- (x) Applications received by registered post will also be placed before this Committee to be duly opened, serially numbered, stamped and the list signed by all the Committee members. Where the Railway or the training unit decides to receive applications on on-line basis also, the above procedure in part or in full can be dispensed basing upon the need. However Railways would be required to devise suitable guidelines, for receipt of applications, online, with the approval of General Manager.
- (xi) Scrutiny of applications will be done by the said committee along with assisting staff nominated for the same.
- (xii) Zonal Railways/ Production Unit have the option to prescribe one of the two educational qualifications listed below for candidates applying against the notification for the purpose of selection of Act Apprentices for training. However once the Railways/Unit decides on one of the options regarding educational qualification the same shall be applied uniformly for all applicants applying against the particular notification. In other words both the options regarding minimum educational qualification shall not be permitted in a Railway or Production Unit. **Option number one** would be to consider the candidature of the candidates on the basis of matriculation [with minimum 50% (aggregate) marks]. Option number two would be to consider the candidature of the candidates by taking average of matriculation (with minimum 50% (aggregate) marks) plus ITI marks. **It is reiterated that Railways, PUs may decide one of the two options listed above before notification is issued and the same would stand uniformly adopted in their Railway/ Production**

Units for selection of Act Apprentices against this notification.

- (xiii) The selection of Act Apprentices by the Unit is to be made on the basis of merit list prepared in respect of all the candidates who apply against the notification. The merit list is to be made on the basis of marks obtained by the candidates either in matriculation alone or in matriculation and ITI combined, as the case may be as decided by the Zonal Railway/PU. Therefore, on a given Railway, merit list may be prepared either on the basis of %age of marks in matriculation [with minimum 50% (aggregate) marks] or merit list would be prepared taking the average of the %age marks obtained by the candidates in both matriculation [with minimum 50% (aggregate) marks] and ITI examination giving equal weightage to both. In case of two candidates having the same marks, the candidate having older age shall be preferred. In case the dates of birth are also same, then the candidate who passed matriculation exam earlier shall be considered first.
- (xiv) A merit list will be prepared by the Committee who will then place the result before the Head of Workshop/Unit/Division for approval. The result should be declared within 15 days of the closure of receipt of application. Call letters for scrutiny of documents will be issued to 1.5 times the identified slots. Railways or Units can prepare computerized merit list also.
- (xv) The panel of selected candidates shall be published and exhibited on the Notice Boards outside the Unit where training is to be imparted under this scheme, other Railway Offices situated in the area of selection, the concerned Workshops/Divisions, Zonal Railway HQ/PU and individual advise should also be issued to the selected candidates. The Railways could also display online, the list of selected candidates, on their Zonal Railway official website.
- (xvi) Certificate/Document verification/scrutiny is to be completed within one month of declaration of result.

(xvii) In the event of any slot not being filled up due to non-turning up of selected candidates in the first list or a candidate being declared medically unfit etc., the vacant slot shall be filled from the merit list strictly in the order of merit. Due process should be followed before cancelling the candidature of non turned up candidates. Waiting list stands cancelled after one month from the date of commencement of training.

- C. If it is noticed by the Railway Administration that an applicant has furnished wrong information/fake certificates, the Railway Administration reserves the right to discharge the candidate/selected candidate at any stage without notice even after his selection to undergo training.
- D. **Reservation while selecting Act Apprentices for training:**
Reservation and age relaxation for various categories/communities shall be as per the Government of India Rules for the purpose and as revised by the Railway Board from time to time.
- E. **Qualification:**
The Candidate should have already passed the prescribed qualification on the date of issue of notification.
- F. **Physical Fitness:**
A person shall be eligible for being trained under the Apprentices Act, 1961 and Apprenticeships Rules-1992 as amended from time to time, if he or she satisfies the minimum standards of physical fitness as prescribed in the aforesaid Act and Rules and the standards prescribed for imparting training to the relevant trades which will be certified by a Railway Doctor.
- G. **Age for Engagement of Act Apprentices for training on Railway:**
Candidates should have completed 15 years of age and should not have completed 24 years as on the cut-off date for receiving application. Age relaxation for various categories/communities shall be applicable as per rules as amended from time to time.

It is desired that the selection of candidate for training purpose under the Apprentices Act 1961 as brought out in the aforesaid paras should invariably be followed in the Railways/PUs for batches notified after the issue of this letter.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.170/2015

आरबीई सं./ RBE No. 130/2015

सं./No.SER/P-HQ/DAR/410

दिनांक/ Dated: 19.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Instructions regarding timely issue of charge sheet under RS(D&A) Rules, 1968

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2014 RG6-35 दिनांक/dated 21.10.2015 (आरबीई सं./RBE No.130/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(D&A)2014 RG6-35
दिनांक/dated 21.10.2015 (आरबीई सं./RBE No.130/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Instructions regarding timely issue of charge sheet
under RS(D&A) Rules, 1968**

A copy of Department of Personnel and Training's O.M. No. 11012/17/2013-Estt. (A) dated 03.07.2015 on the above subject is enclosed herewith for guidance.

2. Department of Personnel and Training's O.M.s dated 02.01.2014 & 09.11.1982, referred to in Paras 1 and 3 respectively of their above mentioned O.M. dated 03.07.2015, are available at their website 'persmin.nic.in/DOPT.asp' under OMs & Orders – 'Establishment' – 'CCS(CCA) Rules'. Rule 18(i) of RS (D&A) Rules, 1968 corresponds to Rule 23 (i) of CCS (CCA) Rules 1965, referred to in Para 3 of DoPT's O.M. dated 03.07.2015.

Copy of Department of Personnel and Training's O.M. No. 11012/17/2013-Estt. (A) dated 03.07.2015

OFFICE MEMORANDUM

Sub: Central Civil Services (Classification, Control and Appeal) Rules 1965 – Instructions regarding timely issue of Charge-sheet – regarding.

The undersigned is directed to refer to DoP&T O.M. of even No. dated 2nd January, 2014 regarding consolidated instructions on suspension and to say that in a recent case, Ajay Kumar Choudhary vs Union of India Civil Appeal No. 1912 of 2015 dated 16.02.2015 the Apex Court has directed as follows:

"We, therefore, direct that the currency of Suspension Order should not extend beyond three months if within this period the Memorandum of Charges/Charge-sheet is not served on the delinquent officer/employee;"

2. It is noted that in many cases charge sheets are not issued despite clear prima facie evidence of misconduct on the ground that the

matter is under investigation by an investigation agency like Central Bureau of Investigation etc. In the aforesaid judgement the Hon'ble Supreme Court has superseded the direction of the Central Vigilance Commission that pending a criminal investigation departmental proceedings are to be held in abeyance.

3. In this connection, attention is invited to this Department O.M. No. 35014/1/81- Estt. A dated 09.11.1982 which contained the guidelines for timely issue of charge-sheet to Charged officer and to say that these instructions lay down, inter-alia, that where a Government servant is placed under suspension on the ground of "Contemplated" disciplinary proceedings, the existing instructions provide that every effort would be made to finalise the charges, against the Government servant within three months of the date of suspension. If these instructions are strictly adhered to, a Government servant who is placed under suspension on the ground of contemplated disciplinary proceedings will become aware of the reasons for his suspension without much loss of time. The reasons for suspension should be communicated to the Government servant concerned at the earliest, so that he may be in a position to effectively exercise the right of appeal available to him under Rule 23 (i) of the CCS (CCA) Rules, 1965, if he so desires. The time limit of forty-five days for submission of appeal should be counted from the date on which the reason for suspension are communicated.

4. All Ministries/Departments are requested to bring the above guidelines to the notice of all concerned officials for compliance.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.171/2015

आरबीई सं./ RBE No.131/2015

सं./No.SER/P-HQ/Rec/100/Comp/Poly/Pt.VII

दिनांक/ Dated: 19.11.2015

To: All concerned

विषय/ Sub: Recruitment of sportspersons against Sports Quota through Talent Scouting & Open Advertisement – Clarification regarding

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter Nos :-

- 1. 2010/E(Sports)/4(1)/1(Policy) दिनांक//dated 31.12.10 (RBE No.189B/2010) (स्थापना क्रमांक सं./ Estt.Srl.No.21/11) &**
- 2. 2014/E(Sports)/4(1)/1/Policy दिनांक//dated 20.01.14 (RBE No.11/2014) (स्थापना क्रमांक सं./ Estt.Srl.No.14/14)**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2014/E(Sports)/4(1)/1/Policy Clarifications (Part) दिनांक/dated 21.10.2015 (आरबीई सं./RBE No.131/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2014/E(Sports)/4(1)/1/Policy Clarifications (Part) दिनांक/dated 21.10.2015 (आरबीई सं./RBE No.131/2015) निम्नानुसार है/ is as under :-

विषय/ Sub: Recruitment of sportspersons against Sports Quota through Talent Scouting & Open Advertisement – Clarification regarding

The matter of considering the eligibility of sportspersons for recruitment against sports quota in the games where there is a difference in distance/weight category in Senior Nationals and other recognized sports events (viz. All India Inter-University, Junior National & International), has been considered and for the said purpose following is decided:

“Sportsperson having the sports achievement in any of the recognized championship/event in the game of Athletics (Walk), Cross Country, Wrestling (FS/GR), Cycling Track (Individual Pursuit, Point Race and Scratch Race) & Cycling Road (Individual Time Trial, Team Time Trial and Road Mass Start) and fulfilling all other conditions as per extant policy instructions, will be eligible to be considered for trial for recruitment against sports quota, irrespective of any difference in distance/weight category. However, selection trials for recruitment against sports quota, should be done as per requirement/standard of Senior National Championships for that game & event.

In the game of Wrestling (FS/GR) trials shall be conducted as per weight categories of Senior National Championships. In the case of any difference in weight category of Senior Nationals and other recognized championship/event, sportsperson having performance in the weight category which is closest to the notified weight category, shall be eligible for recruitment and selection trials, subject to the condition that on the day of the trial, actual body weight of said wrestler should not exceed the weight category for which recruitment is being done”.

2. Accordingly, instructions contained in letter No.2014/E(Sports)/4(1)/1/Policy Clarifications dated 20.01.2014 (RBE No.11/2014) stand withdrawn.

3. This issue with the approval of Board (MS).

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.172/2015

आरबीई सं./ RBE No.132/2015

सं./No.SER/P-HQ/IRMC/524/AIOBCREA/15

दिनांक/ Dated: 19.11.2015

सेवा में :सर्व संबंधित

To: All concerned

**विषय/ Sub: Amended Certificate of Registration No. S-33475
dated 03.06.2015 (provisional) and Amended
Constitution of All India Other Backward Classes
Railway Employees Federation registered
(Provisional)**

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.1998-E(SCT)/71/2
दिनांक/dated 26.10.2015 (आरबीई सं./RBE No.132/2015) along with Board's
letter No. 1998-E(SCT)/71/2 दिनांक/dated 08.07.2015 (आरबीई सं./RBE
No.76/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता
है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.1998-E(SCT)/I/71/2
दिनांक/dated 26.10.2015 (आरबीई सं./RBE No.132/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Amended Certificate of Registration No. S-33475
dated 03.06.2015 (provisional) and Amended
Constitution of All India Other Backward Classes
Railway Employees Federation registered
(Provisional)**

Please refer to Board's letter of even No. dated 08.07.2015 vide which the provisional Amended Certificate of Registration No. S-33475 dated 03.06.2015 along with the Amended Constitution of All India Other Backward Classes Railway Employees Federation registered (Provisional) on 03.06.2015 was circulated.

2. Now, the matter has been reviewed in terms of the clarification issued vide Registrar of Farms & Societies, NCT of Delhi's order No. ROS/Society/AIOBCREF/2015.1716-18 dated 24.09.2015. Accordingly, it has been decided by the Board that the said provisionally Amended Bye-laws of CEC/AIOBCREF circulated vide Board's letter under reference may be withdrawn. As such, the same circulated vide Board's letter of even number dated 08.07.2015 is withdrawn, as if it has not been issued at all. Further, action taken, if any as per the above mentioned Provisional Bye-laws of CEC/AIOBCREF stands null and void.

The above may please be brought to the notice of all concerned for information and necessary action.

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.1998-E(SCT)I/71/2
दिनांक/dated 08.07.2015 (आरबीई सं./RBE No.76/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Amended Certificate of Registration No. S-33475
dated 03.06.2015 (provisional) and Amended
Constitution of All India Other Backward Classes
Railway Employees Federation registered
(Provisional)**

- Ref: i) Board's letter No.96-E(SCT)I/71/5 dated
28.8.1997 (RBE No.116/97)
ii) Board's letter No.98-E(SCT)I/71/2
dated 30.6.1998
iii) Board's letter No.96-E(SCT)I/71/5
dated 10.5.1999

The amended Certificate of Registration No. S-33475 dated 03.06.2015 (Provisional) along with the Amended Constitution of All India Other Backward Classes Railway Employees Federation registered (Provisional) on 03.06.2015 under Societies Registration Act XXI of 1860 by the Registrar of Societies/Govt. of NCT of Delhi has been made available to Board's office by the General Secretary of the said Federation.

2. A copy of the same is circulated (provisionally) herewith for information and guidance in regulating the functioning of AIOBCREF and AIOBCREA. The few clauses/instructions as laid down in Board's letters under reference stands amended (provisionally) to the extents as contained in the above mentioned amended Constitution of All India Other Backward Classes Railway Employees Federation (Registration No. S-33475 dated 03.06.2015 (Provisional) till further orders, subject to outcome of court case(s), if any.

The above may please be brought to the notice of all concerned for information/guidance and necessary action.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.173/2015

आरबीई सं./ RBE No.135/2015

सं./No.SER/P-HQ/Ruling/O/862

दिनांक/ Dated: 19.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Amendment to the Indian Railway Establishment Code, Volume-I, 1985 Edition (Third Reprint Edition 2008)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(GP)2005/1/33 दिनांक/dated 28.10.2015 (आरबीई सं./RBE No.135/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(GP)2005/1/33
दिनांक/dated 28.10.2015 (आरबीई सं./RBE No.135/2015) निम्नानुसार है/ is as
under :-

**विषय/ Sub: Amendment to the Indian Railway Establishment
Code, Volume-I, 1985 Edition (Third Reprint
Edition 2008)**

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is pleased to direct that the Indian Railway Establishment Code, Volume-I, 1985 edition (Third Reprint Edition 2008), may be amended as in the enclosed Advance Correction Slip No. 128.

ADVANCE CORRECTION SLIP TO THE INDIAN RAILWAYS
ESTABLISHMENT CODE, VOLUME-I, 1985 EDITION (THIRD REPRINT
EDITION 2008)

ADVANCE CORRECTION SLIP NO. 128

CHAPTER-2, GENERAL CONDITIONS OF SERVICE:- Recruitment, Training and Promotion to Group 'A' and Group 'B' posts.

1. In the existing sub-para (1) of Para 209 (B), the following words may be deleted:-
"on merit".

(Authority: Railway Board's letter No. E(GP)2005/1/33 dated 28.10.2015)

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.174/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Ruling/907

दिनांक/ Dated: 19.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: LARSGESS – Clarification

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/FE-4/3 दिनांक/dated 27.10.2015 (आरबीई सं./RBE No.Nil) along with Board's letter No. E(P&A)I-2015/FE-4/3 दिनांक/dated 10.09.2015 (आरबीई सं./RBE No.101/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। are forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/FE-4/3
दिनांक/dated 27.10.2015 (आरबीई सं./RBE No.Nil) निम्नानुसार है/ is as under
:-

विषय/ Sub: LARSGESS – Clarification

The clarification contained in Board's letter of even number dated 10.09.2015 (copy enclosed) on the above cited subject is to be implemented from the retirement/recruitment cycle of July – December 2015 onwards.

(This disposes off Northern Railways letter No. 831-E/O/169/2V/EIV/Pt.I dated 15.09.2015)

Copy of रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2015/FE-4/3 दिनांक/dated 10.09.2015 (आरबीई सं./RBE No.101/2015)

Sub: LARSGESS –Clarification.

- Ref:
1. Board's letter No.E(P&A)I-2010/RT-2 dated 28.06.2011 (Estt.Srl.No.117/11) &
 2. Board's letter No.E(P&A)I-2010/RT-2 dated 15.07.2011 (Estt.Srl.No.125/11)
 3. Board's letter No.E(P&A)I-2015/FE-4/3 dated 11.09.2010 (Estt.Srl.No.150/10)

In terms of instructions contained in above referred letter, the scope of LARSGESS Scheme was extended from GP 1800 to 1900 in respect of those Specified Safety categories in GP 1800, whose list was circulated vide Board's letter dated 11.09.2010. It is clarified that Trackmen/Gangmen in GP 1900 are also eligible for the Scheme in terms of the above referred letter. The terms and conditions of GP 1800/- shall also be applicable for GP 1900/- mutandis so far as the Trackmen/Gangmen are concerned.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.176/2015

आरबीई सं./ RBE No.Nil

सं./No.SER/P-HQ/Ruling/O/814

दिनांक/ Dated: 30.11.2015

To: All concerned

**विषय/ Sub: List of categories of staff of Operating Deptt.
of HQ's Office/GRC who may be booked on
National Holidays and paid cash compensation**

**संदर्भ/Ref: Railway Board's letter No.E(P&A)II/86/HL/2
dated 21.07.87) Estt.Srl.No. 268/87)**

Sanction of the General Manager is hereby communicated to the payment of National Holiday Allowance in favour of the the categories of Railway employees as mentioned in Annexure-A (copy enclosed) pertaining to the Operating Department of HQ's Office/GRC.

This issues with the concurrence of FA & CAO/GRC vide letter No.FB/ENG/Policy/97 dated 16.10.15. The stipulations agreed to be followed in connection with the payment of National Holiday Allowance are that booking of staff on National Holiday(s) should be made on a scaled down basis for minimum maintenance of Railway service without compromising the requirement of safety of the Railway Assets, travelling public and operational efficiency as envisaged vide Railway Board's letter No.E(P&A)II/86/HL/2 dated 21.07.87. A rigorous and strict control should be made while booking such staff on National Holiday(s).

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

OPERATING DEPARTMENT OF HQ OFFICE/GRC

1. Chief Controller (CHC)
2. Dy.Chief Controller (Dy.CHC)
3. Section Controller (SCR)
4. Control Clerk
5. Peon (working in Central Control)
6. FOIS Inspectors & Technical Assistants
7. Chief DTI (working at Central Control)
8. Motor Vehicle Driver
9. Staff working in Central FAX under Central Control
(Sr.Signaller, Hd.Signaller & Peon)

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.177/2015

आरबीई सं./ RBE No. Nil

सं./No.SER/P-HQ/Rectt/134/LARSGESS

दिनांक/ Dated: 30.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **Appointment in the category of Pointsman**
 GP 1800 under LARSGESS

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.E(P&A)I-2014/RT-16(pt) दिनांक/dated 29.10.2015 (आरबीई सं./RBE No.Nil) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No.E(P&A)/-2014/RT-16(pt)**
दिनांक/**dated 29.10.2015** (आरबीई सं./**RBE No.Nil**) निम्नानुसार है/ is as under
:-

**विषय/ Sub: Appointment in the category of Pointsman
GP 1800 under LARSGESS**

The issue raised in your above referred letters on the above cited subject has been examined in Board's Office in consultation with Establishment (Non-Gazetted) Directorate. It is advised that in a normal system, the persons who pass in an earlier examination/panel, are placed above those who pass/empanelled subsequently. Therefore, if two panels are formed, the persons in earlier panel will rank senior. However, if the second examination is a supplementary to the first examination, then there will be one panel, where the seniority will be as per the marks obtained.

2. The GM should ensure that the above procedure is followed uniformly in all the Divisions under their jurisdiction.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.178/2015

आरबीई सं./ RBE No.133/2015

सं./No.SER/P-HQ/IRMC/524/AIOBCREA

दिनांक/ Dated: 30.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: **All India OBC Railway employees Federation-guidelines reg.**

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. **Railway Board's letter No. 1998-E(SCT)II/71/2** दिनांक//dated 10.07.15
(स्थापना क्रमांक सं./ Estt.Srl.No. 101/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No. **1998-E(SCT)II/71/2** दिनांक/dated 26.10.2015 (आरबीई सं./RBE No.133/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./**Railway Board's letter No. 1998-E(SCT)/I/71/2**
दिनांक/**dated 26.10.2015** (आरबीई सं./**RBE No.133/2015**) निम्नानुसार है/ is as
under :-

**विषय/ Sub: All India OBC Railway employees Federation-
guidelines reg.**

Please refer to Board's letter of even number dated-10.7.2015 issued in partial modification of certain clauses of Board's letter of even number dated 30.6.1998 and Board's letter No.1996-E(SCT)/I/71/5 dated 28.8.1997 (RBE. No. 116/97) to the extent mentioned therein due to some basic changes found in the provisional amended Bye-laws of CEC/AIOBCREF (Registration No. S-33475 dated 03.06.2015 (Provisional)) circulated to all the Zonal Railways/PUs etc. vide Board's letter of even number dated- 08.07.2015 (RBE. No. 76/2015).

2. Since, the said provisional Amended Bye-laws of CEC/AIOBCREF has been withdrawn vide Board's letter dated 21.10.2015, Board's letter of even number dated 10.7.2015 partially modifying the Board's letter mentioned at para '1' above also stands withdrawn, as if it has not been issued at all. Further, action taken, if any as per the above mentioned Board's letter under reference stands null and void.

The above may please be brought to the notice of all concerned for information and necessary action.

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय
CPO's Office/GRC

स्था.क्र.सं./ Estt.Srl.No.179/2015

आरबीई सं./ RBV No.6/2015

सं./No.SER/P-HQ/Ruling/O/892

दिनांक/ Dated: 30.11.2015

सेवा में :सर्व संबंधित

To: All concerned

विषय/ Sub: Enhancement of the rates of honorarium for Inquiry Officers in the conduct of Departmental Inquiries, arising out of Vigilance investigations against Railway Servants

संदर्भ/Ref: रेलवे बोर्ड का पत्र सं. Railway Board's letter No. 2009/V-1/DAR/6/1 दिनांक//dated 22.09.2011
(स्थापना क्रमांक सं./ Estt.Srl.No. 88/15)

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2012/V-1/DAR/6/2 दिनांक/dated 07.10.2015 (आरबीई सं./RBV No.6/2015) को सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई के लिए अग्रेषित किया जाता है। is forwarded for information, guidance and necessary action.

संलग्न/ Enclo :यथोक्त As above

(B N Soren)
Dy.Chief Personnel Officer (IR)
कृते मुख्य कार्मिक अधिकारी
for Chief Personnel Officer

रेलवे बोर्ड का पत्र सं./Railway Board's letter No.2012/V-1/DAR/6/2 दिनांक/dated 07.10.2015 (आरबीई सं./RBV No.6/2015) निम्नानुसार है/ is as under :-

विषय/ Sub: Enhancement of the rates of honorarium for Inquiry Officers in the conduct of Departmental

Inquiries, arising out of Vigilance investigations against Railway Servants

In partial modification to Board's letter No.2009/V-1/DAR/6/1 dated 22.9.2011, the revised rates of honorarium to Inquiry Officers for conducting departmental inquiries arising out of vigilance investigations against Railway Servants will be as per Annexure-I, subject to the terms and conditions given in Annexure-II. The rates of honorarium for Presenting Officers, Stenographers and other emoluments, i.e., local transport charges, shall continue to be governed by Board's letter No.2009/V-1/DAR/6/1 dated 22.09.2011(RBV No.12/2011).

This issues with the concurrence of Finance Directorate in the Ministry of Railways. The revised rates will be applicable to those cases in which the Inquiry Officer(s) has/have been appointed after issue of this letter.

ANNEXURE-II OF BOARD'S LETTER NO.2012/V-1/DAR/6/2 **DATED 07/10/2015**

TERMS AND CONDITIONS FOR APPOINTMENT OF INQUIRY OFFICERS TO CONDUCT DEPARTMENTAL INQUIRY, UNDER RAILWAY SERVANTS (DISCIPLINE 85 APPEAL) RULES, 1968, IN CASES ARISING OUT OF VIGILANCE INVESTIGATIONS AGAINST RAILWAY SERVANTS

A: SPECIFIC TERMS AND CONDITIONS FOR RETIRED INQUIRY OFFICERS:

- A1 The Inquiry Officer should not be more than 70 years of age on the first day of July of the year of his empanelment.
- A2. The panel will be reviewed every year. The R.I.O. will be depanelled on attaining the age of 70 years. However, he will be allowed to complete the ongoing Departmental Inquiries already entrusted to him, even if he has crossed the age of 70 years.
- A3. The Inquiry Officer shall not engage himself/herself in any other professional work or service, which is likely to interfere with the performance of his/ her duties as Inquiry Officer. He/ She should be in sound health, physically and mentally.
- A4. Inquiry proceedings will be conducted only in the office premises of the concerned railway so allotted to the Inquiry Officers. A

room with furniture and lockable almirahs, will be allotted to the Retired Inquiry Officer in the concerned office on the days of Inquiry.

- A5. Where the duties and responsibilities involve travel for conduct of departmental inquiry under the D&AR Rules, the Competent Authority may grant travel authority in the form of Special Duty Passes in the same class to which serving officers of equivalent rank are entitled, while on duty and one attendant in sleeper/second class from the place of the residence to the Zonal Railway headquarters, where the departmental inquiry is conducted or to the place near the residence of retired charged officer, where inquiry is conducted owing to ill health of the charged officer and in the case of training from the place of their residence to the place where the training programmes are conducted or for any other official purpose in this connection.

B: GENERAL TERMS AND CONDITIONS FOR SERVING/ RETIRED INQUIRY OFFICERS:

- B1. The Inquiry Officer shall maintain strict secrecy in relation to the documents he receives or information/data collected by him/her in connection with the Inquiry and utilise the same only for the purpose of Inquiry in the case entrusted to him / her. No such documents / information or data are to be divulged to any one during the Inquiry or after presentation of the Inquiry Report. The Inquiry Officers entrusted with the Inquiries will be required to furnish an undertaking to maintain strict secrecy and confidentiality of all records / documents / proceedings, etc. All the records, reports, etc. available with the Inquiry Officer shall be duly returned to the authority which appointed him as such, at the time of presentation of the report.
- B2. The IO will be entrusted with inquiries, on case to case basis, by the Disciplinary Authority.
- B3. The Inquiry Officer will be eligible for the amount of honorarium specified in Annexure I only in case of those inquiry reports that are complete in all respects.
- (i) It has been assumed that 15 days will be required to start the Inquiry and accordingly, the time taken to complete the inquiry will be deemed to have started on the 1601 day after issue of appointment order.

- (ii) The date of receipt of report with due acknowledgement will be taken as deemed date of completion of inquiry for the purpose of calculating the number of days taken to complete the inquiry provided that the inquiry report is complete in all respects. The completeness of the inquiry report is to be checked by the Personnel Branch/Branch dealing with the concerned D&AR case.
 - (iii) Instances have come to notice that in some cases, the Disciplinary Authority may require the Inquiry Officer to carry out further re-inquiry or fresh inquiry on some charges. For this, while submitting the Inquiry Report to the Disciplinary Authority, an undertaking may be given to the DA by the Inquiry Officer that he shall carry out the subsequent directions of the DA to **carry out further inquiry, if any**, in terms of Rule 10 of the RS(D&A) Rules, 1968.
 - (iv) In case the Inquiry cannot be conducted on account of a court order, the period from the date of imposition of court order to the date of vacation of the said order shall not be considered for the purposes of calculating the calendar days taken to complete the inquiry.
- B4. An Inquiry Officer when entrusted with a composite case comprising both gazetted and non-gazetted officials, will be required to conduct inquiry against all gazetted and the non-gazetted officials. However, honorarium payable for inquiry against each charged official (whether gazetted or non-gazetted) shall be the same as mentioned in Annexure-I of letter No. 2012/V-1/DAR/6/2 dated 07.10.2015.
- B5. Payment of honorarium to Inquiry Officers shall be made by the Zonal Railways in accordance with Board's letter No.2012/V-1/DAR/6/1 dated 11.12.2012
- B6. The services of the Inquiry Officer may be terminated at any time by his appointing Authority, without any notice and without assigning any reason.

**ANNEXURE-I OF BOARD'S LETTER NO. 2012/V-1/DAR/6/2
DATED 07.10.2015**

**HONORARIUM FOR RETIRED AND SERVING INQUIRY OFFICERS
ENGAGED IN CONDUCTING DEPARTMENTAL INQUIRIES ARISING
OUT OF VIGILANCE INVESTIGATIONS AGAINST RAILWAY
SERVANTS**

CATEGORY	Time taken to complete inquiry		365 days & beyond
	0-180 days	181-365 days	
RETIRED IO – RETIRED IN SG & ABOVE	60,000	30,000	15,000
RETIRED IO – RETIRED IN JAG & BELOW, UPTO THE RANK OF GROUP 'B' GAZETTED	30,000	15,000	7,500
SERVING IO – IN SG & ABOVE	21,100	12,500	6,000
SERVING IO – IN JAG & BELOW, UPTO SENIOR SUPERVISORY LEVEL	12,500	6,000	3,000

1. It has been assumed that 15 days will be required to start the Inquiry period, and accordingly, time taken will begin to be calculated from the 16th day after the date of issue of the Appointment Order. The date of receipt of report will be taken as the date of completion of inquiry, for the purpose of calculating the honorarium provided the inquiry report is completed in all respects.
2. In case the inquiry cannot be conducted on account of a court order, the period from the date of imposition of court order to the date of vacation of the said order shall not be considered for the purposes of calculating the calendar days taken to complete the inquiry.
3. Besides the above, an amount of Rs.100/- (Rs. Hundred only) will be permitted as contingency expenditure, to meet the courtesy requirement of serving Tea/Biscuits etc. for each sitting of the Inquiry. The expenditure will be incurred by the Presenting Officer, duly certified by the Inquiry Officer and will be reimbursed to the Presenting Officer by the Railway administration. In case expenditure is incurred by the Inquiry Officer, the amount should be reimbursed to him directly.
4. Postage/Stationary charges will be borne by the concerned Railway Administration.
5. In case of Retired Inquiry Officers, the departmental inquiries are to be conducted at the Headquarters of the Zonal Railways etc.

and the duties and responsibilities entrusted to the inquiry officers would not involve any travel in normal circumstances. However, in cases where the travel becomes inescapable, and so approved by the Competent Authority, the rate of TA/DA will be the same as applicable to the serving Railway officers of equivalent rank.

6. In case of Retired Inquiry officers, where the duties and responsibilities involve a travel for conduct of departmental inquiry under the D&AR Rules, the Competent Authority may grant travel authority in the form of Special Duty Pass for self, spouse and attendant as per Railway Board's letter No.E(W)2000/PS5-1/24 dated 30.01.2012 (i.e. RBE No.12/2012)
7. Expenses made by the Inquiry Officer towards fax and telephone call charges shall be reimbursed to him on actual, on certification by Inquiry Officer, subject to a maximum of Rs.250/- (Rs.Two Hundred Fifty only) per inquiry report.
8. This honorarium is not applicable to Investigating Officers/Investigating Inspectors posted in the Enquiry Cell of Zonal Railways/Production Units.