South Eastern Railway

Office of the
Sr. Divl. Finance Manager/Adra

No- ADA/A/Cs/Admn/Re-engage/

Date: 25/02/2025

To
The PS to DRM
S. E Railway/Adra

Sub: Publication Notification for Re- engagement of Non-gazetted retired Accounts staff in Adra Division/S. E. Railway.

With reference to the above subject matter Notification for Re- engagement of Non-gazetted retired Accounts staff in Adra Division/S. E. Railway may please be published in the website of Adra Division.

Enclo: Detailed Notification for Re- engagement of Non-gazetted retired Accounts staff in Adra Division/S. E. Railway.

25/2/25

Sr. Divl. Finance Manager/Adra

दक्षिणपूर्वरेलवे/SOUTH EASTERN RAILWAY
लेखाविभाग/ACCOUNTS DEPARTMENT

S.E.RAILWAY

Office of the
Sr. Divl. Finance Manager/Adra

NOTIFICATION FOR RE-ENGAGEMENT OF RETIRED ACCOUNTS STAFF.

No: Admn/ADA/Re-engage/246 Dated: 25/02/2025

Sub: Notification for Re- engagement of Non-gazetted retired Accounts staff in Adra Division/S. E. Railway.
Ref: Railway Boards Letter No. E(NG)II/2024/RC-4/9 dated 15.10.2024 (RBE No.96/2024) & dated 31.12.2024 (RBE No.115/2024).
(Closing Date for application: 25/03/2025)

1. Applications are invited in prescribed proforma from willing Retired Non-Gazetted Railway Accounts Staff who have retired from Accounts Department in pay Level-2 to Level-9, for re-engagement on monthly remuneration basis.
Eligibility Criteria:

01	Designation of the post	SSO(A), AA/JAA/ACLK
02	No of Vacancy	SSO(A): **08**, AA/JAA/ACLK: **12**
03	Who are eligible to apply	**(a)**Retired Railway Non-Gazetted Staff who have retired from SER Accounts Department in pay Level-2 to Level-9 **(b)** Retired Railway Non-Gazetted staff should not have been compulsorily retirement or removed or dismissed from service.
04	Medical fitness	Must be found medically fit in appropriate category.
05	Age limit/period of engagement	Period of re-engagement of an individual retired staff shall be initially for a period of ONE year or till further order whichever is earlier. However, based on satisfactory performance of a reengaged retired staff, his/her period of engagement can further be extended for a further period of 01 year or till attainment of 65 years of age, whichever is earlier. No retired staff should be engaged beyond the validity of the scheme i.e. not beyond 15-10-2026. [Re-engaged staff shall be removed immediately on joining of selected candidate(s) from RRB panel or through departmental selection as per the recommendation of the competent authority concerned, even when the minimum period of one year is not completed. However, such retired staff are eligible to apply for re-engagement in subsequent re-engagement cycles.

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06	Place of posting	Sr. DFM Office/S.E Railway/Adra
07	Remuneration	A fixed monthly remuneration shall be admissible as remuneration during the contract period, arrived at by deducting the Basic Pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for the term of the contract. The amount so fixed shall remain unchanged during the term of appointment. Annual increment/percentage increase and DA shall NOT be allowed during the contract period. No increment, Dearness Allowance and HRA shall be allowed during the term of contract. [Example for determining remuneration shall be as given in DoE's OM No.F.no.3-25/2020-E.IIIA dated 09.12.2020]
	Documents to be attached (Self- attested)	a) Copy of Service Certificate b) Copy of Pension Payment Order(PPO) c) Details of work experience as per Annexure- II
09	Application Format	Application to be submitted as per pro-forma in Annexure-I & II along with documents mentioned above. Ineligible, incomplete, illegible applications and applications without necessary enclosures will NOT be considered.
10	Applications to be Sent/ e-mailed to	Sr. DFM Office/S.E Railway/Adra
11	Last date of submission of application	**25/03/2025**
12	Website	The detailed notification can also be obtained from the Official website https://ser.indianrailways.gov.in & 10.41.2.100

Procedure for re-engagement:

Selection/ Suitability and other conditions re-engagement	Suitability / Competency of the retired staff shall be adjudged by a Committee nominated by Divisional Railway Manager/S.E.Railway, on the basis of last 05 (five) years APARs and viva-voce test, before such re-engagement. While re-engaging such staff, medical fitness of the appropriate category shall be obtained from the designated authorities as per existing practice.

2. **Other Terms & Conditions of contract for Re-engaged Staff**:

(i) Age Limit – Maximum age limit of the re-engagement shall be 65 years i.e the re-engagement will stand automatically terminated on attaining the age of 65 years.

(ii) Terms of reference of the work to be assigned i.e. roles and responsibilities:

1) Work related to NPS cell, GST, MACP cases, Railway Board Inspection Report (Pending cases), Audit Inspection Report (Pending cases).
2) Assistance to scrutiny of Finance proposal, Books & Budget Matters, Stores matters.
3) Supervision of Court Cases
4) Timely implementation of RTI cases, CPGRAM Cases, Parliamentary questions.
5) Field inspection
6) Any other work assigned by the Administration

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(iii).The re-engagement of the staff is purely on temporary basis and shall not be considered as a case of re-employment. Period of such re-engagement will not be counted as service for any purpose as admissible to regular serving staff.

(iv) The re-engaged staff will not be covered under any statutory enactment admissible to serving employees.

(v) The re-engaged staff shall not be given any financial and disciplinary powers and shall not be authorized to issue safety or any other certificate. Re-engaged staff may recommend their suggestions on financial and other matters to regular officer.

(vi) The re-engaged staff shall not divulge any information gathered by him/her during the period of assignment related to the organization to anyone who is not authorized to know / have the same. For this purpose, the staff shall sign an agreement of confidentiality with the Govt. of India containing a clause on Ethics and Integrity.

3. Leave: Paid Leave of absence may be allowed at the rate of 1.5 days for each completed month of service. Accumulation of leave beyond a calendar year will not be allowed nor carried forward in case the engagement is extended. Also, no payment in lieu of unutilized leaves will be paid at the time of discharge / expiry of the contract.

4. Re-engaged staff shall not be entitled for HRA, residential accommodation. However, Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. The amount so fixed shall remain unchanged during the terms of appointment. Retired employees may be allowed TA/DA in official tour, if any, as per their entitlement at the time of retirement.

5. The re-engaged staff may be posted at Sr. DFM Office/Adra.

6.The shortlisted retired staff should be in readiness to appear before selection committee for scrutiny which is proposed to be held immediately after closing date of submission of application.

7. <u>Submission of Applications</u>: Applications should be submitted in prescribed proforma as per Annexure-I & II and should be sent through e-mail: sdfmada@gmail.com. **<u>or</u>** by hand/post to office of the Sr. Divl. Finance Manager, S.E Railway, Adra, Dist- Purulia, Pin- 723121. A copy of PPO, service certificate and details of posts held as per Annexure- II, should be enclosed along with the application. Please note that no application will be entertained beyond the closing date i.e. **<u>25.03.2025</u>**.

This notification has been uploaded in S.E. Railway website **www.ser.indianrailways.gov.in**. Retired non-gazetted employees are hereby intimated that all communication will be made through notification under railway website; they have to check the website for any further updates.

Encl: Application format in Annexure – I and Annexure – II.

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TIKA RAM MEENA
Sr. Divl. Finance Manager
S.E Railway/Adra

Annexure – I

Please paste a recent coloured photograph.

To
The Sr. DFM
S.E Railway/Adra
Dist- Purulia, Pin- 723121

[Through email: sdfmada@gmail.com in PDF format or hardcopy by Hand/Post]

Sub: Application for Re-engagement in Accounts/ Adra Division/SER.
Ref: Office of the Sr. DFM/Adra/S.E Railway's re-engagement notice no: No: Admn/ADA/Re-engage/246 , Dated: 25/02/2025.

With reference to the above, I hereby submit my application for the post of_____ (As per prescribed notification). My details are furnished below :-

1.	Full name (in BLOCK letters)	
2.	Father's name	
3.	Date of Birth	
4.	Educational Qualification	
5.	Date of Appointment	
6.	P.F no.	
7.	Community	
8.	Working experience	Annexure-II attached.
9.	Last Unit/Division/Railway	
10.	Last Designation (at the time of Retirement)	
11.	Last basic pay & Pay level (7th CPC) (at the time of Retirement)	
12.	Date of retirement	
13.	Mode of retirement (superannuation /VR/Other)	
14.	Basic pension	
15.	PPO no	
16.	Aadhaar no.	
17.	Mobile & e-mail id	
18.	Address for communication	

Declaration:

(1) I hereby declare that the above information is true to the best of my knowledge and belief. I agree to be re-engaged in Accounts Deptt/Adra Division/SER as per terms and conditions laid down under the Sr. DFM/Adra's notification No: Admn/ADA/Re-engage/246 , Dated: 25/02/2025 under reference. I am aware that decision of the Railway Administration in regard to the re-engagement shall be final and binding on the candidate. I have no objection if I am discharged, at any time, due to exigencies felt by the Railway Administration.

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Contd to. P/2(Annexure-I)

(2) No police case/criminal Court case is pending against me and I have not been sent to jail since my retirement.

(3) I have been working as _____ (Designation) with (Name of the Organization) _____since _____ (date) or worked for the period from _____ to _____.No DAR/Vigilance case was initiated or is pending against me.

[Please strike out, if not applicable]

Enclosure: 1. Copy of PPO,
2. Copy of Service Certificate
3. Details of post held as per Annexure- II

Place:

Date:

(Signature of the applicant)
Name:

ANNEXURE II

DETAILS OF POSTING HELD DURING THE SERVICE PERIOD

Sl. No	Office	HQ Genl Accounts/ Traffic Accounts/ Stores Accounts/ Construction Accounts/ Name of the Division or Workshop (Pls specify)	Place of Posting	Designation	Sections worked/ supervised	Period of posting: (From-To)

25/2/25

(Signature of the applicant)
Name: