

गोपनीय" / Confidential/



दक्षिण मध्य रेलवे SOUTH CENTRAL RAILWAY

महाप्रबंधक के कार्यालय General Manager's Office,

सतर्कता शाखा Vigilance Branch,

सिकंदराबाद Secunderabad

No.G.265/V/PC/2024/07/01572/P/N.

तारीख Date: September 5, 2024

**ALL PHOD's
DRMs/CWMs.**


Sub: Irregularities in processing DAR cases.

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During a vigilance check on the function of dealing DAR cases at Divisional/Workshop level the following discrepancies/irregularities were noticed, with regard to Minor & Major penalties on DAR cases related to safety, disciplinary, performance etc.,

1. In some of the DAR cases, SF.11 (Minor) were prepared and kept, but no signatures of DA have been obtained nor the charge sheets issued.
2. In a few cases, the DAs have passed orders for issuing Warning letters to the employees; but they were not issued.
3. In a few cases NIP (notice of implementation of penalty) orders were prepared but signatures of DA were not obtained even after more than a month's time of preparation of the order.
4. In some cases Disciplinary Authority has passed and signed NIP orders, but NIP orders were not sent to Personnel Department for implementation.
5. In a few DAR case files, dates were not mentioned either by dealing officials or by DA while signing on such papers.
6. In many cases minor penalties were issued by DA, but penalties were actually imposed only as "Warning". In one case, it is observed that two different penalties were imposed for single and same charge.
7. In few cases, acknowledgment of the delinquent employees, as well as of Personnel department were not available in the files, i.e., as an evidence for serving of NIP Orders to the employees and to the Personnel Department.
8. No register is being maintained for DAR cases in the office to record the stage wise progress of the cases.


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In view of the above, Vigilance department advices the following steps to be taken by all concerned.

1. It is the prime responsibility of the Disciplinary Authority to peruse the IO's report before taking a decision towards imposition of penalties rather merely depending on the notings.
2. The Disciplinary Authorities should regularly monitor the departmental proceedings and ensure that they are completed within the prescribed time limits. DA should not hesitate to take appropriate action against the responsible staff.
3. Review the cases where minor penalties have been issued and finally imposed only warning (which is an Administrative Action and not a penalty), similarly where major penalty charge sheet issued and imposed minor penalties, without bringing out clear reasoned speaking orders and justification to that effect.
4. In DAR case whenever signatures are done, the dates should be mentioned invariably by the dealing officials and DA.
5. A Register should be maintained physically for recording entries stage wise of each DAR case and must be counter signed by DA, till it is transformed on Tech. base.

This has the approval of SDGM.


05/09/2024
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For SDGM & CVO / SCR