

SOUTH CENTRAL RAILWAY

Office of the General Manager
Vigilance Branch
Rail Nilayam
Secunderabad

No.G.180/CON/VIs/Pers//Vol.X V

Dt: 28.04.2022


PCPO/SC, CAO/SC, Chairman/RRB/SC
DRM/SC, HYB, BZA, GTL, GNT, NED,
CWMs/GTPL, TPTY & LGDS,
Sr.DPOs/SC, HYB, BZA, GTL, NED & GNT,
WPO/TPTY, LGDS & GTPL.

Sub: - Filling up of 01 ex-cadre post of Vigilance Inspector/Personnel
in Level- 6 of 7th CPC

It is proposed to conduct a selection by calling volunteers from Personnel Department, fulfilling the following conditions to fill up **ONE** ex-cadre post of Vigilance Inspector/Personnel Discipline in Level - 6 of 7th CPC. Therefore, it is requested to give wide publicity amongst the eligible candidates and forward the applications received in the proforma enclosed, duly certified the relevant information.

Terms and Conditions for Eligibility :-

1. Volunteers should be working in Pay Matrix Level-6 of 7th CPC on regular measure (not under MACP) of Personnel department.
2. Staff working in Pay Matrix Level-6 of 7th CPC in substantive grade.
3. Staff working in Pay matrix Level-5 of 7th CPC in substantive grade, who have put in 03 years regular service in the said grade are eligible.
4. Staff of Level -5 will be considered for selection only in case no volunteers from Pay Matrix Level-6 are eligible.
5. In any case the volunteers should have put in minimum five years services in Railways as on the date of notification.
6. They should have minimum 05 years leftover service at the time of applying to the post.
7. They should be free from DAR/SPE/Vigilance cases and should not have been taken up under DAR as a result of SPE/Vigilance cases during their entire period of service. They should have good record of service with proven integrity.
8. They should not have served as Vigilance Inspector in the past.
9. They should have flair for vigilance work i.e. in vigilance investigations and other associated works.
10. Nature of work requires extensive travelling. Therefore, volunteers should be willing to work under such condition.
11. They should be working in a cadre post but NOT in the ex-cadre post.


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12. The posting of VI is on tenure basis for a period of 04 (four) years. However, if the performance of the employee posted as VI is found unsatisfactory, he/she will be repatriated to the parent department at any time before completion of tenure without assigning any reasons thereof.

MODE OF SELECTION:

A written test will be conducted for the eligible employees for 50 marks with duration of three hours. No supplementary written test will be conducted since the selection is by calling volunteers. The question paper consists of descriptive questions on Establishment matters and Official language.

The candidates/employees who secure minimum 60% of marks in the written examination will be called for next level of examination i.e for Vigilance Aptitude Computer Knowledge test of 30 marks.

Thereafter, considering APARs of last 3 years (Max – 15 marks) and for academic qualifications (Max – 5 marks) put together with the above written examination marks the final empanelment will be done purely based on merit since it's a selection among the candidates who secure minimum 60% marks in aggregate subject to having qualified in the written examination with minimum 60% of marks.

The copy of the Syllabus for written exam is enclosed.

Applications in the proforma enclosed should be complete in all respects duly signed by respective branch officers. After due verification personnel branch officers should certify the contents clearly with respect to APARs grading, Integrity, and Details of Punishments undergoing/contemplated.

All applications along with it enclosures should be sent to this office **only through e-office** to Senior Vigilance Officer/Personnel so as to reach this office not later than **27/ 05 / 2022**.

The notification and proforma of application can be downloaded from the S.C.Rly website [www.scr.indianrailways.gov.in] under the head About Us – Department-Vigilance-Selections.

Encl: As above.


(B.SRINIVASA RAO) 28/4/22
Sr. Vigilance Officer/P
For SDGM & CVO/SC

(Enclosure to letter No G.180/CON/VIs/Pers /Vol. XV, dated 28.04.2022)

Application for the Post Of Vigilance Inspector/Personnel in Pay Matrix Level-6 of 7th PC

Name	
P.F.No.	
Designation/Station	
D.O.B / D.O.A	
Substantive Grade/Level	
Date of entry into present Pay Level	
Educational Qualifications	
Whether punished as a result of Vig/SPE Cases	Yes/No
Whether worked earlier as V.I. or I.I in Railway Board	Yes/No
Working knowledge in Computers	Yes/No
Official contact phone No & CUG if any.	

Date:

Signature of applicant

It is certified that the above service particulars are verified and found correct. There are no DAR/SPE/VIG cases pending against him. The grading as per APARs and Educational Qualifications as per Service Register is as under.

Year	2018-19	2019-20	2020-21	Academic Qualifications as per SR
APAR Grading				
Integrity as mentioned in the APARs				
Details of undergoing Punishments /Contemplates				

Signature of Cadre Officer

Date:

Signature of Controlling Officer

Date

**SYLLABUS FOR SELECTION TO THE POST OF CVI/VI/PERSONNEL
IN VIGILANCE DEPARTMENT**

1.
 - a] Organisation and Role of Personnel Department, its functions and objectives, Schedule of Powers in Establishment Matters.
 - b] Dealing of Court cases at CAT, High Courts, Supreme Court.
 - c] Factories Act, payment of wages, Workmen's Compensation Act, ex-gratia payment, incentive bonus scheme, Minimum Wages Act, etc.
 - d] Hours of Employment Regulations, conducting of job analysis, payment of overtime etc.
 - e] Sexual Harassment of women at workplace [Prevention, Prohibition & Redressal], Act, 2013.
 - f] Grievance redressal mechanism, Staff Welfare –Staff Benefit Fund, Consumer Co-op. Societies, medical assistance, Workers Education Scheme, Societies and educational assistance.
 - g] Any related topic.
 - h] Manpower Planning, surrender and creation of posts, work charged posts, temporary posts, supernumerary posts, vacancy bank etc.
 - i] Functioning of Railway Recruitment Boards, Recruitment at Zonal Railways including recruitment of artisan staff. RRC, its role and functions.
 - J] Appointment of land losers, compassionate ground appointments, Sports quota appointments, Cultural quota and Scouts & Guides quota appointments etc.
 - k] Reservation in recruitment, horizontal and vertical reservation, reservation rosters etc.
 - l] Apprentice act and implementation of Apprentices Act.
 - m] Absorption of medically de-categorised staff in alternative posts.
2. Training and Development
3. Pay and allowances & fixation of pay
4. Seniority and Promotion & Reservation rules
5. Retirement benefits,

6. Disciplinary & Appeal Rules [1968], Railway Services Conduct Rules [1966] & Schedule of Disciplinary Powers.
7. Pass Rules, Leave Rules and joining time. Medical assistance to Railway employees and retired Railway employees.
8. Computerisation of records and personnel management functions [Human Resource Management System] – benefits, challenges and implementation, IPAS, HRMS, e-office.
9. Right to Information Act, 2005.
10. Official Language Policy and Official Language Rules.
11. General Finance Rules, the matters like Parliamentary control over Railway Finances, Cannons of financial Propriety.

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