दक्षिण मध्य रेलवे, SOUTH CENTRAL RAILWAY
नांदेड़ मंडल,NANDED DIVISION
Divisional Office, Personnel Branch, Nanded- 431605.

No.SCR/P.NED/529/De-Centralisation/E.E/P.Way Date: 07.08.2024

Sr.DEN/Co-ord/NED

Sub:-De-centralisation of JE/P.Way category in Level-6 in Civil Engineering Department as divisional controlled post- Civil Engineering Department as divisional controlled post- Circulation of Norms/Modalities to be followed for implementation of the orders.

Ref:- (i) PCPO/SC,s Lt.No.SCR/P-HQ/529/De-Centralisation/EE/P.Way, Dt.15.05.2024.
(ii) PCPO/SC,s Lt.No.SCR/P-HQ/529/De-Centralisation/EE/P.Way, Dt.31.07.2024.

* * * * *

In regard to above subject under refernnce- ii, approval of the Competent Authority i.e., General Manager/SCR/SC has communicated for de-centralization of post of JE/P.Way in Level-6 in Civil Engineering Department as divisional controlled post vide PCPO/SC's Lt. Dated 15.05.2024 under reference-i, duly mentioning that, the date of effect and the modalities for implementation of the order.

In future, as above, the following guidelines/norms/modalities to be adopted in implement at of the above de-centralisation are issued for guidance and strict compliance of all concerned.

Date of effect- the order regarding de-centralization of JE/P.Way post as division controlled will take effect **from 01.09.2024.**

(i) Transfer of staff :

(a) In order to facilitate the employees working in the category of JE/P.Way on the division of their choice before implementation of de-centralization orders, it has been decided with the approval of Competent Authority, to call for three (03) option from the staff desired to be transferred to other divisions. Indicating their choice of division for posting in the order of preference.

(b) Accordingly, the option from to be submitted by the willing employees who desired to be transferred to other divisions is enclosed herewith as **Annexure**. The willing employees, if desired so, should submit their option from duly filled in all respects to this office through proper channel on or before 16.08.2024, No application will be entertained if received after 16.08.2024 for whatsoever be the reason.

All the instruction mention in the notification will be carefully gone through and scrupulously followed.

Willing employees who fulfil the eligibility conditions mentioned in notification issued from HQRS may submit their application in the proforma Annexure (enclosed) on or before **12.08.2024** to their respective controlling officer who may forward the application duly verified to this office before **13.08.2024** to enable this office for forwarding the application to PCPO/office after scrutiny.

All ADEN/P.Way may advised to send the application should forward duly verifying and certifying the date in the option from submitted by the willing employees in one bunch, along with ***DAR/SPE/Vig Clearance and certification about their holding any official position in Recognised Trade Union*** in favour of the employees so as to reach SPO/Engg & Secy to PCPO by **20.08.2024**. Vide Letter under Referece. Same is circulated herewith for guidance.

7/8/24

(विश्वनाथ सोपान फड /Viswanath S.P)
सहायक कार्मिकअधिकारी/Assistant Personnel Officer
कृते वरिष्ठ मंडल कार्मिक अधिकारी/नांदेड/for Sr. DPO/NED

The copy of above said notification are & option form (Annexure) enclosed for wide publicity.

C/ADEN/NED/PAU/AWB/J & Akola
C/All SSE/P.Way & JE/P.Way

7/8/24

कृते वरिष्ठ मंडल कार्मिक अधिकारी/नांदेड/for Sr. DPO/NED

Azadi Ka Amrit Mahotsav

G20

SOUTH CENTRAL RAILWAY

Headquarters office Personnel Branch, 4th Floor,Rail Nilayam, Secunderabad

No.SCR/P-HQ/529/De- Centralisation/EE/P.Way **Date: 31-07-2024**

Sr.DPOs/SC, HYB, BZA, GTL, GNT, NED
Secy. To PCE, Dy.CPO/Construction, SPO/RE, WPO/LGD

Sub:-De-Centralisation of JE/P.Way category in Level-6 in Civil Engineering Department as divisional controlled post – Circulation of Norms/Modalities To be followed for implementation of the orders.

Ref: This Office letter No. SCR/P-HQ/529/De-Centralisation/EE/P.Way dated 15.05.2024.

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In connection with the above subject, approval of the Competent Authority i.e., General Manager/SCR/SC was communicated for de-centralization of post of JE/P.Way in Level-6 in Civil Engineering Department as division controlled post vide this office letter dated 15-05-2024 cited under reference, duly mentioning that, the date of effect and the modalities for implementation of the orders will be issued separately.

Now in accordance with the above, the following guidelines/norms/modalities to be followed in implementation of the above de-centralization orders are issued for guidance and strict compliance of all concerned.

1. **Date of effect** - The orders regarding de-centralization of JE/P.Way posts as division controlled will take effect **from 01.09.2024.**

2. **Norms/Modalities to be followed in implementation of the de-centralization orders are as under :**

(i) **Book of Sanctions** : The revised distribution of the sanctioned strength in JE/P.Way category in Level-6 (including W/C posts) w.e.f 01-09-2024 will be as under :

Division/Unit	Sanctions			
	Permanent	Temporary	Work-Charged	Total
SC	60	60	5	125
BZA	77	1	0	78
HYB	18	3	4	25
GTL	52	55	0	107
GNT	17	0	4	21
NED	19	1	7	27
PCE/O	3	0	0	3
EWS/LGD & FBWP/MLY*	1	0	0	1
CAO/C	0	0	5	5
CAO/C/RSP/RE/SC	0	0	1	1
Total	**247**	**120**	**26**	**393**

* Three (03) permanent posts of JE/P.Way are transferred from EWS/LGD & FBWP/MLY to GTL division as per administrative requirement.

Contd. on P/2

31-07-2024

(ii) **Clubbing of small seniority units with SC division** : As a consequence of the de-centralization, the JE/P.Way posts operated at small units like CAO/CN/SC, CAO/C/RSP/SC, EWS/LGD PCE/O/SC will be merged with SC division w.e.f **01-09-2024** for the purpose of seniority, promotions & postings.

(iii) **Transfer of staff** : (a) In order to facilitate the employees working in the category of JE/P.Way on the divisions to get transferred to the divisions of their choice before implementation of de-centralization orders, it has been decided with the approval of Competent Authority, to call for three (03) options from the staff who desired to be transferred to other divisions, indicating their choice of division for posting in the order of preference.

(b) Accordingly, the option form to be submitted by the willing employees who desired to be transferred to other divisions is enclosed herewith as **Annexure**. The willing employees, if desired so, should submit their option forms duly filled in all respects to respective Sr.DPO/DPO through proper channel **on or before 16-08-2024. No application will be entertained if received after 16.08.2024 for whatsoever be the reason**

(c) Respective Sr.DPOs/DPOs should forward duly verifying and certifying the data in the option forms submitted by the willing employees in one bunch, along with DAR/SPE/Vig clearance and certification about their holding any official position in Recognised Trade Union in favour of the employees, **so as to reach the undersigned on or before 20-08-2024 without fail. Divisions/Units should give wide publicity with regard to submission of options by willing employees only.**

(d) The option forms received in this office after the cut off date i.e after **20-08-2024** will not be entertained under any circumstances.

(e) It may be noted and notified to the employees concerned that transfer of staff based on the options exercised by the employees will be ordered subject to availability of vacancies on respective divisions. While ordering the transfers, the senior employees will be given preference over the junior employees for posting on a particular division. In the event of non-availability of vacancies on the division of their first choice, their cases will be considered for posting on the division of their second choice, and so on.

(f) In the event of non-availability of vacancies on all the three divisions of their choice, the employee concerned will be provided paper lien on any of the 3 divisions opted by him as per the arising of first available future vacancy. Further, if more number of employees opted from a particular division, their relief will be in a phased manner. In such cases, the employees are required to work on their present division until their cases are considered for transfer to the division on which lien was provided to them.

(g) It is the responsibility of the Sr.DPO/DPO of concerned division to ensure that, the staff who are working on other divisions and were provided paper lien on their division, are relieved by respective divisions expeditiously, before any action is taken for filling up of the vacancies in the category on the division.

(iv) **On Roll strength/Seniority lists:** After ordering the transfers/provision of lien in favour of the staff as detailed in **Para – (iii) above**, the division-wise seniority lists of JE/P.Way in Level-6 **as on 31-08-2024** will be advised to the divisions by Headquarters office duly indicating the 'Mode of appointment' in respect of each of the employee for further maintenance at respective divisions.

Shalimar
31-07-2024

(v) **Maintenance of " Post Based Rosters" and further filling up of vacancies :** Based on the seniority lists of JE/P.Way as on 31-08-2024 so provided by Headquarters office, respective divisions should prepare **"Post based Rosters"** separately for each stream i.e DRQ/PQ/LDCE for further maintenance and filling up of vacancies. The excess operation, if any, against any stream viz., DR/PQ/LDCE with reference to the sanctioned strength on each division should be continued for the time being and should be adjusted against the future vacancies in that stream. However, while filling up of the vacancies in any stream, it should be ensured by the divisions that, there should not be any excess operation in the overall category.

(vi) **Posting of candidates undergoing training :** The employees already selected for the posts of JEs against both Promotional & LDCE and the candidates selected for appointment as JE/P.Way on Compassionate Grounds, who are undergoing Initial training/Pre-promotional course training at present, will be considered for posting on the divisions based on the options exercised by them to the extent possible, duly considering the vacancies and administrative requirement on each division.

(vii) **Filling up of vacancies against 20% LDCE quota :** As the matter related to the earlier selection is pending before Hon'ble High Court of Telangana, necessary advice in this regard will be issued separately based on the outcome of the case.

(viii) **Placing of Indents against DR quota vacancies** : Necessary on-line indents were already placed on RRB/SC and RRC/SC (for GDCE) by HQrs office based on the overall vacancy position. On materialization of the indents, papers will be supplied to the divisions based on the actual requirement on each division at that point of time.

(ix) **Furnishing of seniority lists and other related information to HQrs office** : The present de-centralization is only for the category of JE/P.Way in Level-6 and the posts of **SSE/P.Way in Level-7 & level-8 are continued to be operated as HQrs controlled post.** Hence, any changes in the sanctions/actuals in feeder category of JE/P.Way at divisional level, should be informed to HQrs office **without fail**. The updated seniority lists of JE/P.Way should be furnished to HQrs office periodically, to avoid delay in filling up of the vacancies in the promotional grade of SSE/P.Way.

3. Necessary changes should be carried out by all the divisions in their Book of Sanctions and On Roll Strength in HRMS portal against in JE/P.Way category with effect from **01-09-2024** and compliance should be advised to this office by 30-09-2024 certain.

This issues with the approval of the competent authority.

Muralidhar 31-07-2024

(M.B. Muralidhar)
Dy.CPO/IR
for Principal Chief Personnel Officer

Copy to:
DGM/Cooord. & Secy. to GM for kind information of GM/SCR.
AGM, PCE/SC, CAO/C/SC, PFA/SC, CTE/SC PFA/C/SC.
DRMs/SC, BZA, GTL, GNT, HYB & NED.
Sr.DENs/Co-Ord/Sr.DFMs/SC,BZA, GTL, GNT, HYB & NED
Dy.CE/EWS/LGD.
GS/SCRE Sangh, GS/SCRM Union – for information
ZPs/AISCSTRE Assn/SC : AIOBC Assn for information
Principal/ZCETI/NLGD, APO/Bills - for information & necessary action
Ch.OS/IT/Cell/HQ, Ch.OS/MPP Section/HQ for information & necessary action.

Annexure

(Annexure to letter No.SCR/P-HQ/529/De-centralization/EE/P.Way dated 31.07.2024)

OPTION FORM TO BE SUBMITTED BY WILLING JE/P.WAY FOR OPTING OTHER DIVISION DUE TO DECENTRALIZATION OF JE/P.WAY

PART -1 : Employee details

1. Name of the employee :
2. Present Designation :
3. Place of working :
4. Peresent lein available of Division :
5. Present level of pay :
6. HRMS ID :
7. PF No :
8. Mobile Number(Personal and CUG):
9. Native Place :
10. Holding official position in Recognised Trade Union (Yes/No):
    If so details thereof

PART -2 : Options exercised (Three options required in the order of preference)

11. Choice of Division/place for posting on Decentralization :

	Option-1	Option-2	Option-3
Division			

12. Special remarks, if any :

I hereby declare that the above details are correct. I am willing to join in any of the above division allotted to me on account of JE/P.Way decentralisation. I am aware that submission of option form will not create any prescriptive right on me for seeking immediate relief/ division/place of posting. The option exercised by me is final and irreversible.

SIGNATURE OF THE EMPLOYEE:
Name of the employee :
Designation :
Date :

File No.

Certified that Point No 1 to 12 are verified from office records and found correct and forwarded to PCPO/O/SC through Sr.DPO office.

Signature of controlling officer :
Designation with stamp :

31-07-2024