Copy of Board’s letter No. E(W)2008/PS5-1/38 dated 6.1.2011 is forwarded for information, guidance and necessary action.

Copy of Bd’s ltr No. E(W)2008/PS5-1/38 dated 6.1.2011 (RBE No.03/2011)PC VI-244

Sub: Revised pay limits for entitlement of Passes/PTOs on the basis of Pay drawn in the Railway Services (Revised Pay) Rules, 2008.

Consequent upon revision of Pay Scales on the basis of decision of the Government on the recommendations of the 6th Central Pay Commission, the question of revision of existing entitlement of Passes/PTOs under the Railway Servants (Pass) Rules, 1986 (Second Edition, 1993) has been under consideration of this Ministry.

2. The matter has been examined and the President is pleased to decide that the entitlement of Passes/PTOs for railway servants drawing pay in the Railway Services (Revised Pay) Rules, 2008 shall be as under:-

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Category</th>
<th>Type of Privilege Pass &amp; Privilege Ticket Order</th>
<th>Type of Duty Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Group ‘A’ &amp; Group ‘B’ [Gazetted]</td>
<td>Ist Class ‘A’ Pass</td>
<td>Ist Class ‘A’ Pass</td>
</tr>
<tr>
<td>2</td>
<td>Non-Gazetted employees:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>[i]</td>
<td>In Grade pay ₹ 4200 &amp; above</td>
<td>Ist Class Pass</td>
<td>Ist Class Pass</td>
</tr>
<tr>
<td>[ii]</td>
<td>In Grade pay ₹ 2800</td>
<td>IInd Class ‘A’ Pass*</td>
<td>IInd Class ‘A’ Pass*</td>
</tr>
<tr>
<td>[iii]</td>
<td>In Grade Pay ₹ 1900 and above but below Grade Pay ₹ 2800</td>
<td>One IInd Class ‘A’ Pass* in a year, remaining passes and PTOs of Second/Sleeper Class</td>
<td>IInd Class ‘A’ Pass*</td>
</tr>
<tr>
<td>[iv]</td>
<td>Employees in Grade Pay ₹ 1800/-</td>
<td>One IInd Class ‘A’ Pass* in a year, remaining passes and PTOs of Second/Sleeper Class</td>
<td>Second/Sleeper Class Pass</td>
</tr>
</tbody>
</table>

*Note*: In terms of the extant instructions, the holder of II Class ‘A’ pass shall be entitled to travel by AC-3 tier class in trains other than Rajdhani/Shatabdi/Duronto Exp. Trains. IInd Class ‘A’ Pass is of yellow colour.


4. The Railway employees who are already entitled to Ist Class Passes, shall continue to draw Ist Class Passes, irrespective of their eligibility in terms of these orders.


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

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Copy of Board’s letter No.E[NG]II/2009/RR1/10/Pt. dated 05.01.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 09.12.2010 quoted therein was circulated under Serial Circular No.186/2010.
Pursuant to the instructions issued vide Board’s letter No. E[NG]II/ 2009/RR-1/10/Pt. dated 09.12.2010, a large number of references have been received from Zonal Railways regarding the cut-off date from which the educational qualification of class 10th pass or ITI or equivalent will be applicable for appointments in the erstwhile Group ‘D’ categories on compassionate grounds, engagement as substitutes [fresh face, TADK, Act Apprentices etc], legal heirs of accident victims where specific approval has been given by Board and other related matters like regulation of pay etc. Clarifications have also been sought regarding applications which are under process and are at various stages of approval of candidates who are below 10th pass.

As the matter is under consideration and is likely to be resolved in 2-3 months time, it has been decided to continue with existing the practice that has been followed before the issue of Board’s letter dated 09.12.2010 upto 31.3.2011 for the above categories.

From 1st April, 2011 all cases of recruitment /engagement for the above categories in PB-1 5200-20200 with GP1800 will be with the minimum educational qualification of 10th pass or ITI or equivalent. It must be ensured that those cases which are not finalized [where the offer of appointments has not been issued] by 31st March, 2011 will lapse.

SERIAL CIRCULAR No.03/2011
No. SCR/P-HQ/Ruling/O/984 Dated: 18-01-2011
No. P[R]676/II

Copy of Board’s letter No.E[Rep]-06/Transfer/Misc./1 dated 07.01.2011 is forwarded for information, guidance and necessary action.

Board’s letters dated 23.10.2006 and 25.08.2008 quoted therein were circulated under Serial Circular Nos.185/2006 and 104/2008, respectively.

Copy of Board’s letter No. E[Rep]-06/Transfer/Misc./1 dated 07.01.2011

Sub: Inter Railway transfer cases-streamlining
Ref: Board’s letters of even number dt. 23.10.2006 & 25.08.2008

The conditions regarding completion of minimum service for consideration of Inter Railway own request Transfer of Group ‘C’ and ‘D’ employees imposed vide Board’s letters under reference, have been reviewed. Board has decided to withdraw the said conditions of completing minimum service laid down in Board’s above quoted letters.

However, the system of putting transfer requests on web in the manner described in Board’s letters under reference be expedited and there should be conscious efforts from Zonal Railway and PU administrations to consider request transfers in streamlined manner on regular basis so that the single largest reason for employees grievance is addressed in a regular manner.

SERIAL CIRCULAR No.04/2011
PAY COMMISSION CIRCULAR No.245
No. SCR/P-HQ/Ruling/O/926 Dated:18-01-2011
No. P[R]473/VIII

Copy of Board’s letter No.PC-V/2009/ACP/2 dated 12.01.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 10.06.2009 quoted therein was circulated under Serial Circular No.85/09. Board have clarified that the benefit of Passes/PTOs corresponding to the next higher Grade Pay granted under MACP Scheme will be available to employees. This position was already clarified vide this office letter of even number dated 13.01.2011

Copy of Board’s letter No. PC-V/2009/ACP/2 dated 12.01.2011[RBE No.06/2011]PC VI 245

Sub: Entitlement of Pass facilities under MACPS-Clarification reg.
Ref: Board’s letter of even number dated 10.06.2009

The issue regarding the entitlement of privilege and other passes in case of employees who have been granted financial upgradation under the MACP Scheme has been under consideration.

2. In terms of Para 16 of Annexure of Board’s letter referred to above, financial upgradation under MACP Scheme is personal to the incumbent and entitles the employee to certain benefits which are linked to the pay drawn by the employee. Hence, the benefit of Passes/PTOs corresponding to the next higher Grade Pay granted under MACP Scheme will be available to the employee. It is also reiterated that the grant of financial upgradation under the MACP Scheme does not entail any change in the designation, classification and status of an employee. Accordingly, the benefits related to higher status inherent in the higher Pay Band and/or Grade Pay is not available to such an employee who has been granted higher Grade Pay under the MACP Scheme.

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

According to the circular, the aggregate of the relief / ex-gratia compensation paid from different sources, such as Prime Minister’s Relief fund, Chief Minister’s Relief Fund etc. as mentioned in para 12 of Annexure to Board’s letter dated 05.11.99 [SC No. 337/99] is enhanced from existing ₹10 lakhs to ₹20 lakhs in each individual case.

Further, Board have withdrawn the clarification issued under their letter dated 09.02.2000 [SC No. 49/2000] that the compensation payable under WCA should be reduced from the lumpsum amount payable as ex-gratia compensation. However, the aggregate of the relief/Ex-gratia compensation paid from different sources of workmen compensation , viz. compensation under WCA, compensation under Section 124 of the Railways Act,1989 as applicable, etc. is subject to the ceiling limits laid down in para -12 of Annexure to SC No. 337/99 and 138/2008 notifying revised rates of compensation w.e.f 1.1.2006. These orders are effective from 01.08.1997.

Copy of Board’s letter No. E(W)2007/CP-1/37 dated 10.01.2011 (RBE No.4/2011)

Sub: Payment of Ex-gratia lumpsum compensation to families of Railway employees who die in harness on duty.

Ref: Board’s letter No.E(W)99/CP-1/1 dated 5.11.1999 (RBE No.285/99)

In partial modification of this office letter No.E(W)99/CP-1/1 dated 09.02.2000, the clarification that the compensation payable under Workmen’s Compensation Act (WCA) should be reduced from the lumpsum amount payable as Ex-gratia compensation is hereby withdrawn. However, the aggregate of the relief/Ex-gratia compensation paid from different sources of workmen compensation , viz. compensation under WCA, compensation under Section 124 of the Railways Act,1989 as applicable, etc. is subject to the ceiling laid down in para -12 of Annexure to the DOP&PW’s O.M. dated 11.09.1998 ibid referred to above from ₹10 lakh to ₹20 lakh in each individual case w.e.f 01.01.2006. These orders are effective from 01.08.1997.

2. Sanction is also communicated to revision of the ceiling on aggregate amount mentioned in Para-12 of Annexure to the DOP&PW’s O.M. dated 11.09.1998 ibid referred to above from ₹10 lakh to ₹20 lakh in each individual case w.e.f 01.01.2006.

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

SERIAL CIRCULAR No.06/2011

No. SCR/P-HQ/Ruling/O/856 Dated: 31-01-2011
No. P[I]436/R-I

Copy of Board’s letter No.F[E]III/2009/LE-1/1 dated 04.01.11 is forwarded for information, guidance and necessary action.

Copy of Board’s letter No. F[E]III/2009/LE-1/1 dated 04.01.11 [RBE No.01/2011]

Sub: Reckoning of period spent on Study Leave for earning leave.

In terms of Sub-rule[2] under Sub-heading- Counting of study leave for promotion, pension, seniority, leave and increments of Rule 556 of the Railway Services [Liberalised Leave] Rules, 1949 of the Indian Railway Establishment Code Volume. I, 1985 Edition, the period spent on study leave shall not count for earning leave other than half pay leave under the Liberalised Leave Rules. The matter has been under consideration in consultation with the Department of Personnel & Training and it has been decided that the period spent on study leave shall be counted for earning both Leave on Average Pay and also Leave on Half Average Pay. These orders shall be effective from the date of issue of this letter.


[Third Reprint Edition-2008]

Advance Correction Slip No. 115
1. Sub-rule[2] under Sub-heading- Counting of study leave for promotion, pension, seniority, leave and increments of Rule 556 may be substituted with the following:

" [2] The period spent on study leave shall be counted for earning both Leave on Average Pay and Leave on Half Average Pay."


SERIAL CIRCULAR No. 07/2011
No. SCR/P-HQ/Ruling/O/937 Dated: 31-01-2011
No. P[R]500/XXI

Copy of Board’s letter No.F[E]III/2008/PN1/20 dated 31.12.2010 is forwarded for information, guidance and necessary action. Board’s letters dated 08.03.2000 and 25.11.2008 quoted therein were circulated under Serial Circular Nos. 67/2000 and 194/2008, respectively.


Sub: Special benefits in cases of death and disability in service – payment of disability pension/family pension – relaxation of qualifying service.


Copy of Ministry of Personnel, PG & Pensions [DOP&PW]'s O.M. No. 33/5/2009-P&PW (F) Dated the 10th December, 2010

OFFICE MEMORANDUM

Sub: Special benefits in cases of death and disability in service – payment of disability pension/family pension – relaxation of qualifying service.

The undersigned is directed to say that the scales of disability pension admissible under CCS (EOP) Rules were laid down in para 3 of Department of Pension & Pensioners’ Welfare’s O.M. No.45/22/97-P&PW(C) dated 3.2.2000. The said O.M. dated 3.2.2000 was modified vide Department of Pension & Pensioners’ Welfare’s O.M. No.45/3/2008-P&PW (F) dated 18-11-2008.

2. The service element of the disability pension under Categories ‘B’ and ‘C’ of this Departments’ O.M. No.45/22/97-P&PW(C) dated 3.2.2000 is regulated by the CCS (Pension) Rules, 1972 and CCS (EOP) Rules, according to which only service gratuity is admissible to Government servants with less than 10 years qualifying service and pension is admissible for qualifying service of 10 years or more. The matter has been reviewed by the Government considering the hardships being faced by the disabled.

Govt. servants who have less than 10 years qualifying service at the time of discharge and it has been decided that the disability pension of Govt. servants who are discharged from Govt. service will be regulated as under:

**Disability Pension – for cases covered under categories ‘B’ and ‘C’**

(1) Disability pension comprising a service element equal to the retiring pension (@50% of the emoluments or average emoluments received during the last 10 months, whichever is more beneficial to the Government servant) and gratuity admissible under the CCS(Pension) Rules, 1972, plus disability element equal to 30% of basic pay, for 100% disability. There shall be no condition of minimum qualifying service for earning service element. No service gratuity would be admissible. The condition of minimum of qualifying service of 5 years for payment of gratuity would continue to be admissible/applicable in accordance with Rule 50 of CCS (Pension) Rules, 1972.

(2) For disability less than 100%, disability element of disability pension shall be reduced proportionately. In cases of disability pension where permanent disability is not less than 60%, the disability pension (i.e. total of service element plus disability element) shall not be less than 60% of the reckonable emoluments last drawn subject to a minimum of ₹ 7000/- per month.

**Disability pension – For cases covered under Category ‘D’**

(1) Disability pension comprising a service element equal to the retiring pension (@50% of the emoluments or average emoluments received during the last 10 months, whichever is more beneficial to the Govt. servant) and gratuity to which the employee would have been entitled to on the basis of his pay on the date of invalidation but counting service up to the date on which he would have retired in the normal course and disability element equal in amount to normal family pension subject to the condition that the aggregate of the service and disability element shall not be less than 80% of the pay last drawn, for 100% disability. There shall be no condition of minimum qualifying service for earning service element. No service gratuity would be admissible.
For lower percentage of disability, the disability element shall be proportionately lower as at present subject to the broad banding of percentage of disability as in OM dated 3/2/2000.

Disability pension – For cases covered under Category ‘E’

(1) Disability pension comprising a service element equal to the retiring pension (@50% of the emoluments or average emoluments received during the last 10 months, whichever is more beneficial to the Govt. servant) and gratuity to which the employee would have been entitled to on the basis of his pay on the date of invalidation but counting service up to the date on which he would have retired in the normal course and disability element equal to pay last drawn. There shall be no condition of minimum qualifying service for earning service elements. No service gratuity would be admissible.

The condition that the aggregate of the service and disability elements shall not exceed the pay last drawn for 100% disability – stands withdrawn w.e.f. 1.7.2009.

(2) For lower percentage of disability, the disability element shall be proportionately lower as at present subject to the broad banding of percentage of disability as in OM dated 3.2.2000.

3. Other terms and conditions in the CCS (EOP) Rules and Liberalized Pensionary Awards Scheme which are not specifically modified by these orders shall continue to remain operative.

4. These orders will be effective from 01.01.2006.

5. This issues with the concurrence of the Ministry of Finance, Department of Expenditure vide their U.O. NO.515/EV/2010 dated 26.10.2010.

6. In so far as persons belonging to the Indian Audit & Accounts Department, these orders issue after consultation with the Comptroller & Auditor General of India.

SERIAL CIRCULAR No.08/2011
No. SCR/P-HQ/Ruling/O/946  Dated: 01-2011
No. P[R]563/IX


Sub: Re-engagement of retired staff on daily remuneration basis in exigencies of service.

Keeping in view the acute shortage of staff in various categories of posts owing to various reasons and consequent hampering of the Railways services, Ministry of Railways [Railway Board] have decided to permit General Managers to re-engage retired employees with the following conditions:

1. Railway should issue necessary notification for such re-engagement by giving wide publicity through open advertisement so that all may get equal opportunity.
2. Re-engaged employees should not have been covered under the Safety Related Retirement Scheme/Liberalised Active Retirement Scheme for Guaranteed Employment for Safety Staff [LARSGESS].
3. While engaging such staff, medical fitness of the appropriate category should be obtained from the designated authorities.
4. Suitability/competency of the staff should also be adjudged before engaging and the issue of their safety record should be addressed.
5. Maximum age limit for such re-engagement shall be 62 years and this limit shall not be exceeded in case of any retired railway employee during the period of re-engagement.
6. While engaging such staff and assigning duties to them, it must be ensured that safety and other operational requirements are adequately addressed.
7. Remuneration to such staff be made as stipulated vide this Ministry’s letter No. E[NG]II/2007/RC-4/CORE/1 dated 11.12.2009 [in each and every case of engagement of retired employee, the daily allowances plus full pension should not exceed the last pay drawn].
8. The scheme will be valid up to December, 2011. This may be terminated if adequate staff become available.
Copy of Board’s letter No.2010/[Sports]/[4][1][1][Policy] dated 31.12.2010 is forwarded for information, guidance and necessary action. Letter dated 9.2.2005 quoted therein was circulated under SC No. 29/05.


Sub: Instructions for Sports persons on Indian Railways- Norms and procedure for recruitment, norms for incentives and out-of-turn promotions and Sports quota for Railways/Units, etc.

1. It has been decided by the Railway Board that in supersession to all earlier instructions/clarifications/corrigendum on the above mentioned subject, the following revised instructions shall be applicable in all Zonal Railways and Units for recruitment of sports persons, their sports quota, and incentives and out-of-turn promotions to Railway servants for their outstanding sports achievements in the field of sports, from the date of issue of this letter.

2. SPORTS QUOTA

2.1 Recruitment of Sportspersons shall be done through Talent Scouting and Open Advertisement. 60% of the total quota, including the Railway Sports Promotion Board (RSPB), shall be through Talent Scouting and balance 40% shall be filled up by Open Advertisement. Distribution of quota for a financial year, amongst Railways, Units, RSPB and Workshops having staff strength of 4000 or more, shall be as under:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Zonal Railway/ Production Unit</th>
<th>Name of Pay Band/ Scale</th>
<th>Pay Band/ Scales</th>
<th>Corresponding Grade Pay</th>
<th>Quota Allotted for a Financial Year</th>
<th>Total Quota</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Open Adv.</td>
<td>Talent Scouting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>ZR/PU Quota</td>
<td>ZR/PU Quota</td>
</tr>
<tr>
<td>2.1.1</td>
<td>CR,ER,ECR,ECOR,NR,NCR,NER,NFR,</td>
<td>PB-2</td>
<td>9300-34800</td>
<td>4200</td>
<td>....</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>NWR,SR,SCR,SER,SECR,SWR,WR,WCW</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>2800</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PB-1</td>
<td>5200-20200</td>
<td>2400</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PB-1</td>
<td>5200-20200</td>
<td>2000</td>
<td>9</td>
<td>8</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1900</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Quota Per Railway</strong></td>
<td>12</td>
<td>12</td>
<td>6</td>
<td>30</td>
</tr>
<tr>
<td>2.1.2</td>
<td>CLW,DLW,DMW,ICF,RCF,RWF,RDSO</td>
<td>PB-2</td>
<td>9300-34800</td>
<td>4200</td>
<td>....</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Metro Railway/ Kolkata</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>2800</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PB-1</td>
<td>5200-20200</td>
<td>2400</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PB-1</td>
<td>5200-20200</td>
<td>2000</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1900</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Quota Per Unit</strong></td>
<td>6</td>
<td>6</td>
<td>3</td>
<td>15</td>
</tr>
<tr>
<td>2.1.3</td>
<td>Headquarter of each Zonal Railways</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1800</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>2.1.4</td>
<td>Each Division of Zonal Railways</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1800</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2.1.5</td>
<td>DLW,ICF,RCF,CLW</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1800</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>2.1.6</td>
<td>DMW,RWF,Metro Railway/ Kolkata</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1800</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td>2.1.7</td>
<td>RDSO</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1800</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2.1.8</td>
<td>Workshops having the staff</td>
<td>PB-1</td>
<td>5200-20200</td>
<td>1800</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>
2.2 CLW, DLW, DMW, ICF, RCF & RWF can recruit the sportspersons in the category of Skilled Artisans and such recruitment shall be counted against the 25% direct recruitment of Skilled Artisans as advised vide Board’s letter No.E(NG)III/78/RC-1/9 dated 24.02.1979.

2.3 The quota allotted as per para 2.1 above, is for a financial year and unused quota shall lapse on the expiry of financial year.

2.4 Final approval of the competent authority in all cases of recruitment against sports quota is to be obtained by the 31st March of the given financial year.

2.5 The competent authority for recruitment of sportspersons against sports quota, shall be the same as mentioned in the relevant paras of Indian Railway Establishment Code, Volume-I.

2.6 Appointment orders should be issued within one month from the date of approval of the competent authority.

2.7 The recruitment shall be done in the games as mentioned below or as recognized by RSPB for this purpose:-

<table>
<thead>
<tr>
<th>S.No</th>
<th>Game</th>
<th>S.No</th>
<th>Game</th>
<th>S.No</th>
<th>Game</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Aquatics</td>
<td>11</td>
<td>Chess</td>
<td>21</td>
<td>Karate</td>
</tr>
<tr>
<td>2</td>
<td>Archery</td>
<td>12</td>
<td>Cricket</td>
<td>22</td>
<td>Kabaddi</td>
</tr>
<tr>
<td>3</td>
<td>Athletics</td>
<td>13</td>
<td>Cross Country</td>
<td>23</td>
<td>Kho-kho</td>
</tr>
<tr>
<td>4</td>
<td>Badminton</td>
<td>14</td>
<td>Cycling</td>
<td>24</td>
<td>Powerlifting</td>
</tr>
<tr>
<td>5</td>
<td>Ball-Badminton</td>
<td>15</td>
<td>Football</td>
<td>25</td>
<td>Shooting</td>
</tr>
<tr>
<td>6</td>
<td>Basketball</td>
<td>16</td>
<td>Golf</td>
<td>26</td>
<td>Table Tennis</td>
</tr>
<tr>
<td>7</td>
<td>Billiards &amp; Snooker</td>
<td>17</td>
<td>Gymnastics</td>
<td>27</td>
<td>Tennis</td>
</tr>
<tr>
<td>8</td>
<td>Body Building</td>
<td>18</td>
<td>Handball</td>
<td>28</td>
<td>Volley Ball</td>
</tr>
<tr>
<td>9</td>
<td>Boxing</td>
<td>19</td>
<td>Hockey</td>
<td>29</td>
<td>Weightlifting</td>
</tr>
<tr>
<td>10</td>
<td>Bridge</td>
<td>20</td>
<td>Judo</td>
<td>30</td>
<td>Wrestling (Free Style &amp; Greco Roman only)</td>
</tr>
</tbody>
</table>

2.8 Recruitment of sportspersons, both through Talent Scouting and Open Advertisement shall be to a Grade where there is an element of direct recruitment and shall be counted against that quota.

2.9 In exceptional cases, Railway Board can consider the recruitment of outstanding sportspersons fulfilling the norms in the intermediate grades. Zonal Railways/Units may send the proposals of eligible sportspersons to Railway Board for prior approval after the recommendation of General Manager.

2.10 Talent Scouting quota of RSPB Pool shall be operated by RSPB. However, the request of Zonal Railways/Production Units etc., duly recommended by the President of their Sports Association, for release of berths from RSPB Pool, may be considered by RSPB on merit. Railways/Units may send proposals in this regard only after complete utilisation of their Talent Scouting and Open Advertisement Quota, along with all relevant information and documents, at least one and a half months before the completion of the financial year i.e. by 15th February.

2.11 In the case of appointment of a sportsperson against RSPB’s Talent Scouting Quota, Railway Board is the final authority for release of berth from RSPB’s Talent Scouting Quota. Therefore, the approval of the Railway Board for release of berth from RSPB’s Talent Scouting Quota for appointment of a sportsperson must be on or before 31st March of a financial year against the quota of which the sportsperson is being appointed; and the appointment orders should be issued within one month from the date of issue of letter from Board’s office in this regard.

2.12 Railway Board may re-allocate the Talent Scouting Quota, from one Railway/Unit to another Railway/Unit and one Grade Pay and Pay Band to another Grade Pay and Pay Band, as and when required.

2.13 General Manager may re-allocate the Talent Scouting Quota allotted to their Railway, for appointment against the posts in Grade Pay ₹1800 in Pay Band ₹5200-20200 from one Division/Workshop/Headquarter to another Division/Workshop/Headquarter, as and when required. However, other quota i.e. Open Advertisement Quota cannot be transferred.

3. CATEGORISATION OF INTERNATIONAL CHAMPIONSHIPS

For recruitment and incentive purposes, international Championships/Events are categorized as under:-

Category-A : Olympic Games [Senior Category]

Category-B : World Cup [Junior/Senior Category]
World Championships [Junior/Senior Category]
Asian Games [Senior Category]
Commonwealth Games [Senior Category]
### 4. SPORTS NORMS FOR RECRUITMENT OF SPORTSPERSONS IN DIFFERENT GRADE PAY AND PAY BANDS.

The minimum sports norms for recruitment of sportspersons against sports quota, both through **Talent Scouting** and **Open Advertisement**, in different Grade Pay and Pay Bands, for both team and individual events, shall be as under. These provisions shall be read along with Notes below the Para.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Pay Band/Scale</th>
<th>Grade Pay</th>
<th>Pay Band (in rupees)</th>
<th>Minimum Sports Norms for Recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>PB-2</td>
<td>4,200</td>
<td>9,300-34,800</td>
<td>Upto 8th Position in Olympics</td>
</tr>
<tr>
<td>(ii)</td>
<td>PB-1</td>
<td>2,800 OR 2,400</td>
<td>5,200-20,200</td>
<td>Represented the Country in Olympic Games (Category-A) OR At least 3rd Position in any of the Category-B Championships/events</td>
</tr>
<tr>
<td>(iii)</td>
<td>PB-1</td>
<td>2,000 OR 1,900</td>
<td>5,200-20,200</td>
<td>Represented the Country in any of the Category-B Championships/ events OR At least 3rd Position in Senior/Youth/Junior National Championships OR At least 3rd Position in National Games organized under the aegis of Indian Olympic Association. OR At least 3rd Position in All India Inter University Championship organized under the aegis of Association of Indian Universities. OR 1st Position in Federation Cup Championships (Senior Category)</td>
</tr>
<tr>
<td>(iv)</td>
<td>PB-1</td>
<td>1,800</td>
<td>5,200-20200</td>
<td>Represented the Country in any of the Category-C Championships/ events OR At least 3rd Position in Federation Cup Championships (Senior Category) OR Represented a State of equivalent Unit, except in Marathon and Cross Country, in Senior /Youth/Junior National Championships OR At least 3rd Position in Senior State Championships for all Units and Districts of the State.</td>
</tr>
</tbody>
</table>

**Notes (Read with Para 4.1 above):**

(a) In **Athletics**, Medal winning performance in National Inter State Senior Athletics Championships, may also be considered for recruitment against the posts having the Grade Pay ₹ 1,900 in Pay Band ₹ 5,200-20,200.

(b) In **Chess**, following sports achievements may also be considered for recruitment in different Grade Pay and Pay Bands:-

<table>
<thead>
<tr>
<th>Name of Pay Band/Scale</th>
<th>Grade pay</th>
<th>Pay Band (in rupees)</th>
<th>Minimum Sports Norms for Recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td>PB-1</td>
<td>2,800 OR 2,400</td>
<td>5,200-20200</td>
<td>Grand Master title in Chess</td>
</tr>
<tr>
<td>PB-1</td>
<td>2,000 OR 1,900</td>
<td>5,200-20200</td>
<td>International master title in Chess OR 2350 or more rating points, in last two consecutive FIDE Rating lists</td>
</tr>
</tbody>
</table>
In **Badminton, Table Tennis and Tennis**: sports persons may also be considered for recruitment on the basis of their current Annual All India Rankings; in different Grade Pay and Pay Bands, as per following criteria:

<table>
<thead>
<tr>
<th>Name of Pay Band/Scale</th>
<th>Grade Pay</th>
<th>Pay Band</th>
<th>Minimum Sports Norms for Recruitment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Age Category</td>
</tr>
<tr>
<td>PB-1</td>
<td>2,800 or 2,400</td>
<td>5,200-20200</td>
<td>Seniors</td>
</tr>
<tr>
<td>PB-1</td>
<td>2,000 or 1,900</td>
<td>5,200-20200</td>
<td>Seniors</td>
</tr>
<tr>
<td>PB-1</td>
<td>1,800</td>
<td>5,200-20200</td>
<td>Seniors</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Youth</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Juniors</td>
</tr>
</tbody>
</table>

Only the current Annual All India Ranking shall be considered for these purposes, Ranking in Mixed-Doubles shall not be considered.

In **Cricket** (Men and Women) at International level, representation of Main Indian Seniors Team in a Test Match or in a Limited Overs One Day International Match or in a Twenty-20 Overs Match; shall also be considered for recruitment against the posts having Grade Pay ₹1900 or ₹2,000 in Pay Band ₹5200-20,200.

However, if a cricket player represented Main Indian Seniors Team (Men/Women) at least in five Test Matches or in ten Limited Overs One Day International Matches; may be considered for recruitment against the posts having Grade Pay ₹4,200 in Pay Band ₹9,300-34,800.

In Cricket at National level, following sports achievements in 4 days/One Day Limited Overs/Twenty-20 Overs men/Women Cricket Championships (except Vizzy Trophy) organized under the aegis of BCCI; may also be considered for recruitment against the posts having Grade Pay ₹1,800 or ₹1,900 in Pay Band ₹5,200-20,200.

In **Golf**, (i) for recruitment against the posts having Grade Pay ₹1,900 or ₹2,000 in Pay Band ₹5,200-20,200; sportsperson having I.G.U. ranking from 1-50; and (ii) for recruitment against the posts having Grade Pay ₹1,800 in Pay Band ₹5,200-20,200, sportsperson having I.G.U. ranking up to 100, subject to single handicap i.e. less than 10; (in order of Merit/Amateur Merit list) shall also be eligible for recruitment. Only the current Annual All India Ranking shall be considered for these purposes.

In **Hockey**, for recruitment against the posts having Grade Pay ₹1,900 or ₹2,000 in Pay Band ₹5,200-20,200; at least 2nd position in the International Tournaments of four or more nations, may also be considered. Participation in these tournaments may be considered for recruitment against the posts having Grade Pay ₹1,800 in Pay Band ₹5,200-20,200.

In **Rifle Shooting**, for recognized domestic championships as mentioned in Para 4.1 above, only individual performance shall be considered for recruitment purpose. All India G.V.Mavlankar Shooting Championship is not a recognized championship for this purpose.

All the recruitments against Talent Scouting Quota and Open Advertisement Quota, shall be at the minimum of the scale of pay.

All the championships mentioned above should be conducted under the aegis of recognized International/National/State Sports Federations and also recognized by the Railway Sports Promotion Board.
(1) For recruitment of sportspersons, on the basis of sports achievements in Junior National Championships, the age groups as mentioned in Annexure-I, shall only be considered.

4.2 Period of reckoning Sports Achievements:

4.2.1 For recruitment against sports quota, the sports achievement shall be in the immediate previous two years for both Talent Scouting and Open Advertisement and sportspersons shall be an active player. For this purpose previous two financial years from the date of receipt of application or date of notification, as the case may be, shall be taken in to account.

For example, for applications received in 2010-11 (i.e. from 01.04.2010 to 31.03.2011) for recruitment through Talent Scouting or notification issued during this period for recruitment through Open Advertisement, the sports achievements of current and previous two financial year i.e. 2009-10 & 2008-09 shall be taken into account and therefore, sports achievements on or after 01.04.08 shall only be considered for appointment, in the extant case. For this purpose concluding day of the championship shall be taken into account.

4.2.2 Activeness in sports shall be adjudged as per his/her performance during the trials. It is, therefore, not necessary that the sportsperson must have sports achievement during current/previous financial year to see his/her activeness in sports.

5. Age Limit:

5.1 Talent Scouting:

5.1.1 The age limit for recruitment through Talent Scouting Quota shall be 18-25 years.

5.1.2 The lower and upper age relaxation for recruitment of sportspersons through Talent Scouting shall be granted only by the Railway Board to the outstanding sportspersons. In exceptional cases, Railway Administration may send the proposals to Board, along with all relevant information and documents after the recommendation of the General Manager.

5.1.3 The date of reckoning of the age for recruitment of sportspersons through Talent Scouting shall be the date of Trials, conducted by the Trial Committee.

5.2 Open Advertisement:

5.2.1 The age limit for recruitment through Open Advertisement Quota shall also be 18-25 years.

5.2.2 No age relaxation (upper or lower) shall be permissible for recruitment through Open Advertisement.

5.2.3 The date of reckoning of age shall be 1st July for the posts for which notifications are issued between January to June of that year and 1st January of the next year, for the posts for which notifications are issued between July to December.

6. Minimum Educational Qualification:

Sportspersons recruited through Talent Scouting and Open Advertisement must possess the minimum educational qualification, as applicable to the post to which the sportsperson is to be appointed.

No relaxation in minimum educational qualification shall be permissible in the case of recruitment through Open Advertisement.

In the case of recruitment through Talent Scouting, if a sportsperson is having outstanding sports achievements, but does not possess the minimum educational qualification; he/she may be appointed after the prior approval of the Railway Board for relaxation in minimum educational qualification, subject to acquiring the same within a period of four years from the date of his/her appointment.

However, for considering the case of relaxation in educational qualification, the sportsperson must have the minimum educational qualification required for recruitment in the Railways, as per the extant rules.

Probation period of a sportsperson shall not be completed till he/she acquires the minimum educational qualification, if recruited by granting relaxation in minimum educational qualification, as per Para 6.3 above.

He/she shall also not be entitled for any promotion till acquiring the minimum educational qualification.

If the sportsperson recruited by granting relaxation in the minimum educational qualification in accordance with Para 6.3 above, is not able to acquire the minimum educational qualification within four years from the date of his/her appointment, he/she may be terminated from service, immediately after the completion of four years’ period. However, in exceptional cases, where after joining Railways sportsperson continues to excel in the National Championships and/or participates in the International Championships mentioned under Para-3 above, case may be referred to Board, after GM’s personal recommendation for extension in the time limit for acquiring the minimum educational qualification, before the completion of four years period, so that decision is communicated before completion of four years’.

7. Proficiency in Typing Skill:
7.1 The sportspersons recruited as Clerk or Senior Clerk against sports quota, should pass the requisite type-writing test within a period of four years from the date of their appointment, as per instructions as contained in Railway Board’s letter No. E(NG)-II/2004/RR-1/48 dated 09.02.2005 (RBE No.25/2005).

7.2 If a sportsperson is unable to pass the type-writing test within the period of four years, the regular increments due on completion of four years and thereafter, should not be released.

7.3 However, in exceptional cases, where a sportsperson is not able to pass the type-writing test due to his/her active involvement in sporting activities at International and National levels, after joining the Railways; Railway Board can grant the exemptions for releasing his/her further increments after four years period.

7.4 In deserving cases, proposals from Railway/Unit should be received in Railway Board within three months from the expiry of four years period from the date his/her appointment, with General Manager’s personal recommendation, detailing the participation in sports events and his/her achievements therein, after joining the Railways.

8 Procedure for recruitment:

8.1 Talent Scouting:

8.1.1 Appointments against sports quota under Talent Scouting shall be given only after trials, except:

When a sportsperson represented the country in individual event in any of the Category-A or Category-B International Championships as mentioned in Para-3 above, concluded within last six months
OR
When a sportsperson obtained up to third position in individual event in the Senior National Championships, concluded within last six months.

However, in team games and in all other cases, trial is necessary.

8.1.2 The approval of the competent authority shall be obtained within six months from the concluding day of the Championship/event, in case of exemption from trials, according to Para 8.1.1 above.

8.1.3 Trials of the candidates shall be conducted within one month from the date of receipt of the application from the candidate or receipt of case from Railway Board/RSPB.

8.1.4 Personnel Department shall receive all the applications for recruitment through Talent Scouting, from the candidates or from the Railway Board/RSPB. A separate register shall be maintained by Personnel Department for this purpose mentioning the particulars of the candidate, date of receipt of application, date of Trials, target date for obtaining approval of competent authority for appointment, target date for issue of offer of appointment, etc. as per extant policy.

8.1.5 For the purpose of Trials for recruitment through Talent Scouting, a Trial Committee shall be nominated by the President of concerned Sports Association at Headquarter level and by the DRM at Divisional level.

8.1.6 The Trial Committee shall comprise of four/five officials with experience of sports. Four members of Trial Committee shall be from the Railways. Railways/Units may incorporate an outside expert of that game, as a fifth Member, if they so desire. The four members from the Railways shall be:-

(i) Junior Administrative Grade (JAG) Officer;
(ii) Coach of respective game (National/Railway/NIS qualified);
(iii) Senior National/International player of the respective game; and
(iv) Assistant Sports Officer/Sports Officer of that game.

8.1.7 Assistant Sports Officer/Sports Officer in the Trial Committee should be from the approved panel of Railway Board.

8.1.8 If any Railway/Unit does not have any coach/player/ASO/Sports Officer of the level mentioned in Para 8.1.6 above, they may request RSPB, at least 15 days before the date of Trials, for nominating them as a member of Trial Committee.

8.1.9 Trials shall be conducted in the presence of all the members of the Trial Committee.

8.1.10 Trials of the candidates shall be conducted to assess their sports performance and suitability for Railway/Unit team as well as Indian Railways team. For performance in Trials, Trial Committee shall give its recommendation in terms of either FIT or NOT FIT by giving the marks (maximum 40 marks) to the candidates as per the criteria given below. Each member of Trial Committee will give marks to the candidates in separate sheets and sum of the marks given by all members shall be mentioned in the Trial Report. Marks sheet of each member with his/her signature, must be attached with the Trial Report.

(i) For game skill, physical fitness & Coach’s observations during Trials: 40 Marks

(ii) FIT Candidate: Candidate securing 25 Marks or more

(iii) NOT FIT Candidate: Candidate securing marks below 25.
8.1.11 Trial Report, in the prescribed proforma as per Annexure-II, shall be signed by all the members of the Trial Committee immediately after the completion of Trials. Members of Trial Committee shall fill all the information in the Trial Report and also categorically state whether the candidate is FIT or NOT FIT for appointment.

8.1.12 Trial Committee shall also give marks for recognized sports achievements, educational qualification and general intelligence etc. The distribution of marks shall be as under :-

<table>
<thead>
<tr>
<th>Description</th>
<th>Maximum Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i) For assessment of recognized Sports Achievement as per norms</td>
<td>50 Marks</td>
</tr>
<tr>
<td>(ii) For game skill, physical fitness &amp; Coach’s observations during Trials</td>
<td>40 Marks</td>
</tr>
<tr>
<td>(iii) Educational Qualification</td>
<td>5 Marks</td>
</tr>
<tr>
<td>(iv) General Intelligence, personality traits &amp; physiological make up</td>
<td>5 Marks</td>
</tr>
<tr>
<td>Total Marks</td>
<td>100 Marks</td>
</tr>
</tbody>
</table>

Note: For educational qualification, three marks shall be given to the candidate fulfilling only the minimum educational qualification, to the post of against which he/she is being considered for appointment. Candidate having higher educational qualification shall be given higher marks.

8.1.13 Minimum qualifying marks for recruitment through Talent Scouting in different Grade Pay and Pay Bands, observing the criteria as mentioned in Para 8.1.12 above, shall be as follows :-

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Pay Band/Scale</th>
<th>Grade Pay</th>
<th>Pay Band (In Rupees)</th>
<th>Minimum Qualifying Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>PB-2</td>
<td>4,200</td>
<td>9,300-34,800</td>
<td>75 Marks</td>
</tr>
<tr>
<td>(ii)</td>
<td>PB-1</td>
<td>2,800</td>
<td>5,200-20,200</td>
<td>70 Marks</td>
</tr>
<tr>
<td>(iii)</td>
<td>PB-1</td>
<td>2,400</td>
<td>5,200-20,200</td>
<td>65 Marks</td>
</tr>
<tr>
<td>(iv)</td>
<td>PB-1</td>
<td>2,000</td>
<td>5,200-20,200</td>
<td>60 Marks</td>
</tr>
<tr>
<td>(v)</td>
<td>PB-1</td>
<td>1,900</td>
<td>5,200-20,200</td>
<td></td>
</tr>
<tr>
<td>(vi)</td>
<td>PB-1</td>
<td>1,800</td>
<td>5,200-20,200</td>
<td></td>
</tr>
</tbody>
</table>

8.1.14 Merit list of all the qualified candidates shall be prepared by the Trial Committee. Recruitment shall be done on the basis of merit and availability of vacancies. In case, more than one sportsperson scores the same marks, preference shall be given to younger candidate to decide the merit.

8.1.15 Trial Committee shall submit the Trial Reports of all qualified candidates along with relevant documents to President of Divisional/H.Q. Sports Association, within next three working days after the day of trials, to put up for approval of the competent authority i.e. DRM or GM, as the case may be.

8.1.16 The validity of trial shall be for one month. Therefore, if a candidate is found fit during trial and eligible for recruitment as per merit, the approval of the competent authority for such recruitment shall be obtained within one month from the date of trials.

8.2 Open Advertisement :

8.2.1 The recruitment of sportspersons through Open Advertisement shall be done by respective Railway Administrations.

8.2.2 The general procedure for preparation of Employment Notice and publicizing the same shall be the same as is being followed in the case of recruitment through Railway Recruitment Board.

8.2.3 Employment Notice must contain the details of the vacant posts viz. name, Pay Band, grade pay of post, sports discipline (with position like 100M in Athletics, Wicketkeeper in Cricket, Goalkeeper in Football etc.), age limit, minimum educational qualification, period of performance of sports achievement and minimum sports achievements as required as per Para 4.1 above.

8.2.4 Vacancies for different games shall be worked out by concerned Sports Association with the approval of General Secretary, for recruitment of sportspersons in different posts, Pay Bands and Grade Pay.

8.2.5 Sports Associations shall send their request to Personnel Department in the beginning of the financial year to assess vacancies. After determination of vacancies, Personnel Department will take out Advertisement.
8.2.6 Advertisement in this regard must be issued by 30th June and recruitment process should be completed latest by 31st October of the year.

8.2.7 After receiving applications, screening of applications is to be done by a Committee consisting of a Personnel Officer and an ASO/Sports Officer/ Sports In-charge of the Railway.

8.2.8 List of eligible candidates to call for trial shall be prepared and letters, as per proforma at Annexure-III, will be issued to the applicants by Personnel Department, at least 20 days before the date of trials.

8.2.9 A Recruitment Committee shall be constituted to look after the recruitment process.

8.2.10 **Recruitment Committee**:

8.2.10.1 Recruitment Committee shall comprise of three members who shall be nominated by GM at Headquarter Level and by DRM at Divisional level.

8.2.10.2 At Headquarter level, all the three members of the Recruitment Committee shall be of the rank of Senior Administrative Grade (SAG). These members shall be:

(i) Personnel Officer (SAG);
(ii) President/Secretary of Sports Association (SAG); and
(iii) Co-opted Member (SAG)

8.2.10.3 At Divisional level, the members of the Recruitment Committee shall be of the rank of Junior Administrative Grade (JAG) / Senior Scale Officer. These member shall be:

(i) Personnel Officer (JAG/Sr.Scale);
(ii) President/Secretary of Divisional Sports Association (JAG/Sr. Scale); and
(iii) Co-opted JAG/Sr. Scale Officer from the Division.

8.2.10.4 Recruitment Committee shall constitute a Trial Committee to conduct trials of the candidates

8.2.11 **Trial Committee**:

8.2.11.1 Trial Committee shall comprise of three/four members with experience of sports. Three members of Trial Committee shall be from the Railways. Railways/Units may incorporate an outside expert of that game, as a fourth Member, if they so desire. Members from the Railways to be nominated by the Recruitment Committee shall be:

(i) Coach of respective game (National/Railway/NIS Qualified);
(ii) Senior International/National level player in the relevant discipline; and
(iii) Assistant Sports Officer/Sports Officer of that game.

8.2.11.2 Assistant Sports Officer/Sports Officer in the Trial Committee should be from the approved panel of Railway Board.

8.2.11.3 If any Railway/Unit does not have any coach/player/ASO/Sports Officer of the level mentioned in Para 8.2.11.1 above, they may request RSPB, at least one month before the date of Trials, for nominating them as a member of Trial Committee.

8.2.11.4 Trials by the Trial Committee shall be conducted in the presence of all the members of the Trial Committee and Recruitment Committee.

8.2.11.5 Trials of the candidates shall be conducted to assess their sports performance and suitability for Railway/Unit team as well as Indian Railways team. Trial Committee shall give its recommendation in terms of either FIT or NOT FIT, for consideration for next stage, by giving marks(maximum 40 Marks), as per the criteria given below. Each member of Trial Committee will give marks to the candidates in separate sheets and sum of the marks given by all members shall be mentioned in the Trial Report. Marks sheet of each member with his/her signature, must be attached with the Trial Report.

(i) For game skill, physical fitness and Coach’s observations during Trials: 40 Marks

(ii) FIT Candidate: Candidate securing 25 Marks or more.

(iii) NOT FIT candidate: Candidate securing Marks below 25.

8.2.12 After Trial only the FIT candidates shall be considered for the next stage i.e. interview stage by the Recruitment Committee. Trial Committee shall submit the Trial Reports (in the prescribed proforma as per Annexure-II) along with all relevant documents to Recruitment Committee.
8.2.13 Recruitment Committee shall take interviews and award the marks (out of 60 Marks) only to the FIT candidates for their sports achievements, educational qualifications, general intelligence etc. Candidates declared 'NOT FIT' will not be assessed further by the Recruitment Committee.

8.2.14 Interviews of the candidates shall invariably be held on the same day, just after trials or at the most next day of the trials.

8.2.15 Recruitment Committee is to add the marks given by the Trial Committee to the FIT candidates (i.e. out of 40 Marks), in order to make the final merit list (out of 100 Marks). All the three members of Recruitment Committee shall jointly sign the recommendation to put up to GM at H.Q. level and to DRM at Divisional level, for final approval.

8.2.16 **Distribution of Marks**:

Maximum marks which can be awarded by the Trial Committee for performance during Trial and Recruitment Committee during Interview Stage, shall be as follows:-

(i) For game skill, physical fitness & Coach’s observations during Trials : 40 Marks

(ii) For assessment of recognized Sports Achievements as per norms. : 50 Marks

(iii) Educational Qualification : 5 Marks

(iv) General Intelligence/Personality etc. : 5 Marks

**Total Marks** : 100 Marks

8.2.17 Minimum qualifying marks for recruitment through Open Advertisement in different Grade Pay and Pay Bands, observing the criteria as mentioned in Para 8.2.16 above, shall be as follows:-

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Name of Pay Band/Scale</th>
<th>Grade Pay</th>
<th>Pay Band</th>
<th>Minimum Qualifying Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>PB-1</td>
<td>2,800</td>
<td>5,200-20,200</td>
<td>70 Marks</td>
</tr>
<tr>
<td>(ii)</td>
<td>PB-1</td>
<td>2,400</td>
<td>5,200-20,200</td>
<td></td>
</tr>
<tr>
<td>(iii)</td>
<td>PB-1</td>
<td>2,000</td>
<td>5,200-20,200</td>
<td>65 Marks</td>
</tr>
<tr>
<td>(iv)</td>
<td>PB-1</td>
<td>1,900</td>
<td>5,200-20,200</td>
<td></td>
</tr>
<tr>
<td>(v)</td>
<td>PB-1</td>
<td>1,800</td>
<td>5,200-20,200</td>
<td>60 Marks</td>
</tr>
</tbody>
</table>

**NOTE:** The offer of appointment shall be given purely on the basis of merit. In case more than one sportsperson score the same marks, preference should be given to younger candidate to decide the merit.

8.2.18 The validity of trial shall be for one month. Therefore, if a candidate if found fit during trials and eligible for recruitment as per merit, the approval of the competent authority for such recruitment shall be obtained within one month from the date of trials.

8.2.19 **Fee:** The processing fee for recruitment of sportspersons through Open Advertisement shall be equivalent to the examination fee as prescribed for recruitment through RRBs, from time to time.

8.3 **Probation Period for persons recruited against Sports Quota**:

8.3.1 All the candidates getting appointment through Sports Quota will undergo Probation Period of two years.

8.3.2 Probation period of a sportsperson shall not be completed till he/she acquire the minimum educational qualification, if recruited by granting relaxation in minimum educational qualification, as per Para 6.3 above.

8.3.3 Before completion of the probation period, the performance of the sportsperson shall be reviewed at the Railway/Unit level by a three members Committee comprising :-

(i) President/Hony. General Secretary of the Sports Association of Zonal Railway /Unit;
(ii) A personnel officer of Sr.Scale/JAG level, and
(iii) Captain/Coach of the particular discipline,

8.3.4 If the performance of a person recruited on sports account is considered to be unsatisfactory, the probation period will be extended maximum up to two years and the person will have to improve his/her performance to get confirmed in appointment. Even after extended probation, if the performance is found unsatisfactory, then normal procedure will be followed for termination, before the completion of extended probation.
8.3.5 For review of cases involving sportsperson recruited in intermediate grades, with Board’s approval, one nominee of the RSPB, shall also be associated with the aforesaid Committee.

8.4 “Service Bond” for persons recruited against Sports Quota.

The “Service Bond” period for the persons recruited against sports quota shall be of five years. At the time of his/her appointment, the sportsperson shall fill and sign the Bond, in the format attached at Annexure-IV.

8.5 The “Offer of Appointment” for recruitment against sports quota shall be issued as per the format prescribed at Annexure-V.

8.6 Medical Examination : The sportsperson (male/female) appointed through Talent Scouting or Open Advertisement, shall fulfill the minimum medical norms for the post, for which he/she is being appointed.

8.7 Sportsperson recruited against sports quota shall be terminated from service, if the information and documents furnished by him/her for recruitment, are found incorrect/fake at any stage; observing requisite procedure for such termination.

9 Incentives :

9.1 Incentive Increments for Outstanding Sports Achievements :

9.1.1 Incentive Increments to Sportspersons:

For excellence at International and National levels, following number of additional increments may be granted to sportspersons by the Railway Administration, after the approval of competent authority :-

9.1.1.1 For excellence in International Championships as mentioned in Para 3 above.

(i) Category-A (Olympic Games) : Grant of additional increments for medal winning performance shall be considered on merits, on receipt of results.

(ii) Category-B Championships:

Gold Medal : 3 increments
Silver Medal : 2 increments
Bronze Medal : 1 increment

(iii) Category-C Championships:

Golden Medal : 2 increments
Silver/Bronze Medal : 1 increment

9.1.1.2 For excellence in Senior/Youth/Junior National Championships :

(i) Two increments for Gold medal winning performance.
(ii) One increment for Silver or Bronze medal winning performance.

9.1.2 Incentive Increments to Coaches :

One incentive increment for each occasion, may be granted to coaches by the Railway Administration, after the approval of competent authority, for any of the following sports achievement :-

(i) Appointed as a Coach to Indian Team in any of the Category-A or Category-B Championship.

OR

(ii) Appointed as a Coach to Indian Team or Indian Railways Team, in any of the Category-C Championships, with medal winning performance of the team.

OR

(iii) Appointed as a Coach to Indian Railways team, in National Championship, with Gold Medal winning performance of the team.

9.1.3 Incentive Increments to Referees/Umpires :

9.1.3.1 Two advance increments may be granted by the Railway Administration, after the approval of Competent authority, to the Referees/Umpires, for each event, who excel at the International level in the sports events recognized by the National Sports Federations.

9.1.3.2 The terms ‘excellence’ would mean that the Umpire/Referee has been accepted as a Referees/Umpire by the International Federation governing the particular sports discipline and has performed the duties in International Competitions recognized by such International Federation. However, no such incentive will be allowed to those Referees/Umpires, who perform such duties at the National level.
9.1.4 Only five incentive increments shall be granted to a Railway servant in entire service career, on sports accounts.

9.1.5 A sportsperson can be considered for out-of-turn promotion, on acquiring requisite sports norms as mentioned in Para 9.2 below; even though he/she has been granted incentive increments for the same sports achievement(s).

9.1.6 The incentive increments granted to sportspersons would continue to be drawn at the same rate till retirement and these increments will not be counted for any service matters like pay fixation on promotion, retirements or DA/CCA etc. These increments will be in the form of Personnel Pay, equal to the amount of the next increment due at the time of grant of the concession and will remain fixed during the entire service.

9.1.7 The incentive increments to sportspersons as mentioned in Para 9.1.1 above, shall be granted only for the sports achievements after joining the Railways; by representing India in International Championships/meets or Indian Railways in National/International Championships.

9.1.8 In case, a sportsperson winning more than one medal in the same championship, not more than five increments shall be given.

9.1.9 These increments shall take effect from the first day of the month, following the concluding day of the Championship.

9.2 **Out-of-Turn Promotion**

9.2.1 **First Out-of-Turn Promotion**

First out-of-turn promotion, to next higher post in his/her cadre, may be given to the outstanding sportspersons by the Railway Administration after the personal approval of the General Manager, subject to acquiring following sports achievements, after joining the Railways.

9.2.1.1 (i) Represented the country with medal winning performance in the International Championships as defined in Category-A&B, under Para 3 above.

OR

(ii) Sportsperson acquired the sports norms for higher Grade Pay and Pay Band, as mentioned in Para 4.1 above.

OR

(iii) Sportsperson represented Indian Railways in the Senior/Youth/Junior National Championships/USIC (World Railway) Championships on three occasions, with medal winning performance in each championship.

9.2.1.2 Not more than one out-of-turn promotion to a sportsperson shall be given by the General Manager at Railway's level.

9.2.1.3 As far as possible, the out-of-turn promotion shall be to a Grade, where there is a direct recruitment quota. However, where there is no provision of direct recruitment in the promotional grade, General Manager has discretion to create the special supernumerary post with matching surrender, for accommodating such promotion.

9.2.2 **Second and Subsequent Out-of-Turn Promotion**

9.2.2.1 Second and subsequent out-of-turn promotion, to next higher post in his/her cadre, shall be granted by the Railway Board to the outstanding sportspersons, subject to acquiring following sports achievements, after first/previous out-of-turn promotion.

(i) Represented the country with medal winning performance in the International Championships as defined in Category-A&B under Para 3 above.

OR

(ii) Sportsperson acquired the sports norms for higher Grade Pay and Pay Band, as mentioned in Para 4.1, after his/her first/previous out-of-turn promotion.

OR

(iii) Sportsperson represented Indian Railways in the Senior National Championships on three occasions, with medal winning performance on each championship. All the sports achievements should be after first/previous out-of-turn promotion.

9.2.2.2 Railway can forward the cases of eligible sportspersons, for second and subsequent out-of-turn promotions to Railway Board, along with all relevant information and documents, after the recommendation of the General Manager.

9.2.3 For considering the out-of-turn promotion case as per the sports norms mentioned under Para 9.2.1 & 9.2.2 above, the last recognized sports achievement should be within the current or immediate preceding two financial years, at the time of considering such case.

9.2.4 Out-of-turn promotions on sports account as per criteria mentioned in Para 9.2.1 & 9.2.2 above, shall only be granted against the Non-Gazetted posts of Pay Band 1 and Pay Band 2.

9.2.5 Out-of-turn promotion shall be granted on normal fixation of pay, as per the extant rules.

9.2.6 No out-of-turn promotion shall be granted during probation period.

9.2.7 The provisions of out-of-turn promotion as mentioned in Para 9.2.1 & 9.2.2 above, shall be read along with Para 9.2.8 (Note) below.
9.2.8 **NOTE (for Para 9.2.1 & 9.2.2 above):**

(a) If a sportsperson acquires the sports norms for out-of-turn promotion, but does not possess the minimum educational qualification, the Railway Administration may recommend such promotion cases to Railway Board, for relaxation in the minimum educational qualification. Depending upon the merit, such cases shall be considered by the Railway Board with the proviso that sportsperson, has to acquire the required minimum education qualification, within a period of four years, from the date of such promotion. Further promotion shall be considered only after acquiring such educational qualification.

In Artisan Category, if a sportsperson acquires the sports norms but does not possess minimum educational qualification, he/she may be promoted on provisional basis and allotted a trade and given on job practical training for a period of two years, on the expiry of which sportsperson shall be subjected to trade test. Subject to their passing the trade test, the provisional promotion of such sportsperson shall be regularized.

(b) If the sportsperson promoted in accordance with Note(a) above, is not able to acquire the minimum educational qualification or unable to pass the Trade Test, within four years, as the case may be, he/she would be reverted to the original grade, immediately after the completion of four years period. This stipulation should be incorporated in the orders for such out-of-turn promotion.

However, in exceptional cases, where after such promotion, sportsperson continues to excel in the National Championships and/or participates in the International Championships mentioned under Para-3, case may be referred to Board, after GM's personal recommendation for extension in the time limit for acquiring the minimum educational qualification or for passing the Trade Test, immediately after the completion of four years' period.

(c) Sportspersons promoted in Artisan Category on sports account, should not be allowed to participate in the 11 months Diploma Course from NIS or any other similar course during the period of two years on the job practical training. Therefore, ZR/PU should also not recommend the names of such sportspersons to Board for participation in these courses.

(d) On out-of-turn promotion in Artisan Category, probation period will commence from the date of such promotion and "on the job practical training" will run concurrently with probation. The period of "on the job practical training" in the case of out-of-turn promotion in Artisan Category, will also count for seniority and towards minimum period of service prescribed for further promotion. However, the question of further promotion will arise only after the provisional promotion stands regularized after fulfillment of conditions stipulated in the relevant instructions.

(e) Out-of-turn promotion to the sportspersons shall be given as soon as they fulfill the criteria as mentioned in Para 9.2.1 & 9.2.2 above. However, in order to ensure the benefit from sports achievements, if his/her immediate junior in his/her cadre gets the promotion in the normal course within the period of one year from the date on which he/she fulfills the criteria for out-of-turn promotion on sports account, then the sportsperson is entitled to be considered for the next higher post in his/her cadre. For calculation of one year's period, the concluding day of the championship shall be taken into account.

(f) For out-of-turn promotion, sportsperson has to complete three years in the existing post and Grade Pay. However, relaxation in three years' service condition can be granted by Railway Board to the out standing sportspersons. Railway can forward the deserving cases for relaxation to Railway Board, after the recommendation of the General Manager.

(g) A sportsperson shall be eligible for out-of-turn promotion, if he/she acquire the minimum sports norms as mentioned in relevant paras of this letter; irrespective of any age limit.

10. The norms as mentioned in this letter shall be strictly followed. However, the power to give relaxation to any of the provisions mentioned in these norms in the greater interest of sports, shall vest solely at Board's (MS) discretion.

11 In very exceptional cases, the Railway Board shall have the powers to engage the consultants and specialists related to sports, to enhance the performance of team/players.

12 Railway Board shall have all the powers to modify/replace/delete any para of this letter.

13 Maintenance of Recruitment Records: For maintenance of the papers relating to recruitment against sports quota, the guidelines prescribed for maintenance of records for recruitments through RRB, may be adopted.

14. These instructions issue with the concurrence of the Finance Directorate of the Ministry of Railways (Railway Board).

(Read with Note (1) below Para 4.1)

**ANNEXURE – 1**

List of Junior National Championships Recognized by RSPB for Recruitment of Sportspersons on Indian Railways Against Sports Quota

<table>
<thead>
<tr>
<th>Sl. No</th>
<th>Discipline</th>
<th>Category</th>
<th>Age Group</th>
<th>Name of Championship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event</td>
<td>Boys</td>
<td>Girls</td>
<td>Description</td>
<td></td>
</tr>
<tr>
<td>------------------------</td>
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<td>--------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Men Under-17 (Group-1)</td>
<td>Junior National Aquatics Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-17 (Group-1)</td>
<td>Junior National Aquatics Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Athletics</td>
<td>Men Under-20</td>
<td>Junior National Athletics Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-20</td>
<td>Junior National Athletics Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ball Badminton</td>
<td>Men Under-19</td>
<td>Junior National Ball Badminton Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-19</td>
<td>Junior National Ball Badminton Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Billiards Snooker, 8 Ball &amp; 9 Ball Pool</td>
<td>Men Under-21</td>
<td>Junior National Billiards &amp; Snooker Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-21</td>
<td>Junior National 8 Ball &amp; 9 Ball Pool Championship.</td>
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<td></td>
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<tr>
<td></td>
<td>Women</td>
<td>Not conducted.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boxing</td>
<td>Men Under-16</td>
<td>Junior National Boxing Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-16</td>
<td>Junior National Boxing Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bridge</td>
<td>Men Under-25</td>
<td>Junior National Bridge Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cricket</td>
<td>Men Under-22</td>
<td>Col. C.K.Nayudu Trophy (Inter State Championship)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Under-19</td>
<td>CoaCh Behar Trophy (inter State Championship)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Under-19</td>
<td>Vinoo Mankad Trophy (One day Limited Overs Inter State Championship)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women</td>
<td>Vijay Hazare Trophy (One day Limited Overs All India Inter Zonal Championship)</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Inter State All India Knock Out/Inter State Zonal Tournament (One Day Limited Overs Championship)</td>
<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td>All India Inter Zonal Tournament (One Day Limited Overs Championship)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cycling (Track &amp; Road)</td>
<td>Men Under-19</td>
<td>National Track Cycling Championship (for all age groups)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Under-19</td>
<td>National Road Cycling Championship (for all age groups)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-19</td>
<td>National Track Cycling Championship (for all age groups)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Under-19</td>
<td>National Road Cycling Championship (for all age groups)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gymnastics</td>
<td>Men Under-17</td>
<td>Junior National Gymnastic Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-18</td>
<td>Junior National Gymnastic Championship.</td>
<td></td>
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<tr>
<td>Handball</td>
<td>Men Under-19</td>
<td>Junior National Handball Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-19</td>
<td>Junior National Handball Championship.</td>
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<tr>
<td></td>
<td>Women Under-19</td>
<td>Junior National Hockey Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Judo</td>
<td>Men Under-17</td>
<td>Junior National Judo Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-17</td>
<td>Junior National Judo Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Karate</td>
<td>Men Under-18</td>
<td>Junior National Karate Championship.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Women Under-18</td>
<td>Junior National Karate Championship.</td>
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<td></td>
</tr>
<tr>
<td>24</td>
<td>Powerlifting</td>
<td>Men</td>
<td>Under-23</td>
<td>Junior National Powerlifting Championship</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-23</td>
<td>Junior National Powerlifting Championship</td>
</tr>
<tr>
<td>25</td>
<td>Shooting</td>
<td>Men</td>
<td>Under-21</td>
<td>National Shooting Championship Competition (for all age groups)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-21</td>
<td>National Shooting Championship Competition (for all age groups)</td>
</tr>
<tr>
<td>26</td>
<td>Table Tennis</td>
<td>Men</td>
<td>Under-17</td>
<td>Junior &amp; Youth National Table Tennis Championship</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-17</td>
<td>Junior &amp; Youth National Table Tennis Championship</td>
</tr>
<tr>
<td>27</td>
<td>Tennis</td>
<td>Men</td>
<td>Under-18</td>
<td>DSCL National Tennis Championship (for all age groups)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-18</td>
<td>DSCL National Tennis Championship (for all age groups)</td>
</tr>
<tr>
<td>28</td>
<td>Volleyball</td>
<td>Men</td>
<td>Under-19</td>
<td>Junior National Volleyball Championship</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-19</td>
<td>Junior National Volleyball Championship</td>
</tr>
<tr>
<td>29</td>
<td>Weightlifting</td>
<td>Men</td>
<td>Under-20</td>
<td>Junior National Weightlifting Championship</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-20</td>
<td>Junior National Weightlifting Championship</td>
</tr>
<tr>
<td>30</td>
<td>Wrestling (Free Style and Greco Roman only)</td>
<td>Men</td>
<td>Under-20</td>
<td>Junior National Wrestling Championship</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Women</td>
<td>Under-20</td>
<td>Junior National Wrestling Championship</td>
</tr>
</tbody>
</table>

ANNEXURE  
(for Para 8.1.11 & 8.2.12)

FORMAT FOR TRIAL REPORT FOR RECRUITMENT OF SPORTSPERSONS AGAINST SPORTS QUOTA THROUGH TALENT SCOUTING AND OPEN ADVERTISEMENT

File/Ref. No…………………………………………………………………………………

1. **Personal Details of Sportsperson**:
   (i) Name:
   (ii) Sex:
   (iii) Father’s Name:
   (iv) Name of Sports:
   (v) Date of Birth:
   (vi) Age, as on date of Trial: …Years …Months …Days
   (vii) Educational Qualification:
   (viii) Details of recognized Sports Achievements, as per norms:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of Championship</th>
<th>Venue</th>
<th>Date of Championship</th>
<th>Name of Event, in which participated</th>
<th>Performance (mention Timings/Weight/Points, etc. in case of individual sport)</th>
<th>Medal/Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b)</td>
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<tr>
<td>(c)</td>
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<td></td>
</tr>
</tbody>
</table>

2. **Details of Quota and Post against which candidate is being considered for recruitment**:
   (i) Name of Sports Quota:
   (ii) Year of Sports Quota:
   (iii) Name of Post:
   (iv) Scale of Pay:
   (v) Grade Pay:

3. **Details of Trials & performance during Trials**:
   (i) Date of Trials:
4. **Details of Marks for Trials:**

   (i) Maximum Marks : 40 Marks
   (ii) Minimum Qualifying Marks : 25 Marks
   (iii) Marks Obtained During Trials : ……..

5. **Details of sports achievements, age, educational qualification certificates, checked up in Original by the Members of Trial Committee, on the day of Trials:**

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Details of Certificate Checked up in Original</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td></td>
</tr>
<tr>
<td>(b)</td>
<td></td>
</tr>
<tr>
<td>(c)</td>
<td></td>
</tr>
</tbody>
</table>

6. **Recommendation/Remarks of the Members of Trial Committee:**

   (Clearly mention, FIT or NOT FIT for recruitment and the utility of player for their Railway / Indian Railways team in case of FIT and if found NOT FIT advise the reasons therefor)

   (Signature of all the Members of Trial Committee with names, date and designations)

---

**ANNEXURE - III**

**FORMAT OF LETTER TO BE ISSUED TO CANDIDATES TO APPEAR IN SELECTION TRIALS**

File No………………………………. Date :……………………

Shri/Smt/Kum…………………………….

Sub:- Selection Trials for recruitment in Railways against Sports Quota, in …………………. discipline.

Ref:- ………………………………………………………………………

Please refer to your application dt………………… for recruitment in ………. Railway against sports quota, in …………… discipline, for the post of ……………….. in Pay Band Rs………………. with Grade Pay Rs……………….

In this connection it is informed that the selection trials to assess your game skill and physical fitness, etc. will be held at……………………………………………. (mention here complete address of Trial venue) at ……. Hrs. You are requested to reach at Trial venue at least one hour before the schedule time and report to Shri/Smt/Kum. …………………………….Please bring your playing kit and sports equipments for Trials.

Also bring the following documents, in original for verification :-

   (i) Date of Birth Certificate
   (ii) Educational Qualification Certificates
   (iii) Sports Achievement Certificates

Please note that all expenses towards stay, conveyance charges, etc. will be borne by you.

**Signature of Signing Authority**

(Name & Designation of Signing Authority)

Copy to – i) The candidate;
   ii) Secretary/RSPB, 452 Rail Bhavan, New Delhi-110001; and
   iii) All other concerned Officers/Offices of the Railway.)
FORMAT FOR SERVICE BOND
FOR THE PERSONS RECRUITED AGAINST SPORTS QUOTA

An Agreement is made on this……………. day of 20….. Between
……………………………….. son/daughter of ……………………….. residing at …………………………..(hereinafter called the Employee) of
the first part and the President of India acting through the ……………………… of the Railway Administration (hereinafter called the
Government of the second part.

WHEREAS the employee has submitted an application for appointment as ………………………. In ………………………….. Claiming that he is
proficient in the game of ………………………………………………………………………………

AND WHEREAS the Government has agreed to appoint the employee as …………………………………………………..
On “Sports Account” under the special powers vested in the Government without the adoption of the normal mode of recruitment through the
Railway Recruitment Board ……………………………………………………………..

AND WHEREAS the employee has agreed to abide by all the terms and conditions set-forth hereunder in consideration of the Government
having agreed to appoint him as ………………………………..under Sports Account without subjecting him to the usual mode of recruitment
through Railway Recruitment Board.

NOW THESE PRESENTS WITNESSETH and the parties hereto respectively agree as follows : -

(1) That, the employee hereby bind himself to serve the Government as …………….
In any place situated on …………….Railway for a period of five years commencing from the ……………………….. day of
……………..20……

(2) That, the Employee shall be governed by all the rules and regulations issued from time to time by the Ministry of Railways and
the G.M. of the……….. Governing the conditions of services of the Railway employees.

(3) That, the Employee shall serve the Administration honestly, efficiently and diligently by not only discharging the official duties entrusted
to him as …………………………………….. but also by participating in all the sports activities for which he/she has been appointed
whenever called upon to do so by the Government and that he/she shall not participate in sports activities other than those of the
Government without previous sanction of the Government.

(4) That, the employee shall not without valid reasons fail to take part in the respective sports activities.

(5) That, in case if infringement/violation of any of the above conditions by the Employee, he/she shall pay to the Government of an amount
of Rs…………… (equivalent to the salary payable for the period of five years, i.e. bond period) and that his/her service shall be
terminated on one month’s notice.

(6) Subject to terms and conditions stipulated herein the Employee shall be governed by all the rules and regulations and orders issued
from time to time governing the conditions of services of Railway employees.

IN WITNESS WHEREOF the parties hereto have set their hands and seals on the ……………………. Day of  ………………………. 20………………..

ANNEXURE - V
(for Para 8.5)

FORMAT FOR APPOINTMENT ORDERS
FOR RECRUITMENT OF SPORTSPERSONS AGAINST SPORTS QOUTA

File No………………………………….
Date:----------------

OFFER OF APPOINTMENT

Sub:- Recruitment of …………………….. (name of sportsperson),
……………………… (game) as ……… (name of post), against
Sports quota through Talent Scouting/Open Advertisement.

Shri/Smt/Kum…………………………….. (name of sportsperson),… (game is hereby offered the appointment in .........Railway,
against sports quota through Talent Scouting/Open Advertisement, to the post of …………………….. (name of post), in Pay Band ₹…………….. +
Grade Pay ₹ ………….. in PB…..... (1or2), with normal fixation of pay, after the approval of the Competent Authority.

2. The particulars of Shri/Smt/Kum. …………………….. as per information and documents furnished by him /her, are as under :-

   (i) Name (as per educational qualification
       Certificates):

   (ii) Father’s Name:

   (iii) Date of Birth(as per Matriculation}:
Appointment to Sri/Smt/Kum. ………………………… (name of sportsperson) is being offered on the following terms and conditions.

(i) He/She shall execute the Service Bond in the prescribed proforma, to serve the Railways at least for five years.

(ii) He/She shall be on probation for a period of two years. If, his/her performance in the field of sports during probation period if found unsatisfactory, his/her services are liable to be terminated.

(iii) He/She should acquire the minimum educational qualification i.e. ………. within four years from the date of his/her appointment, failing which his/her services are liable to be terminated. (para applicable in case of sportsperson recruited after relaxation in minimum educational qualification by Railway Board).

(iv) His/her request shall not be considered for transfer to any other Railway/Division, before completion of ten years’ service.

(v) In addition to above, he/she shall be governed with all other rules and regulations stipulated for Railway employees from time to time.

(vi) He/she shall be terminated from service; if the information and documents furnished by him/her for said recruitment are found incorrect/fake, at any stage.

Signature of Signing Authority

(Name & Designation of Signing Authority)

Copy to : (i) The Candidate;
(ii) ED/E(Sports), Railway Board, 452 Rail Bhavan, New Delhi-110001; and
(iii) All other concerned Officers/Offices of the Railway.

SERIAL CIRCULAR No.10/2011
PAY COMMISSION CIRCULAR No.164
No. SCR/P-HQ/Ruling/O/874 Dated: -01-2011
No. P[R]481/VIII

Copy of Board’s letter No.F[E]II/2009/FOP/1.Misc. dated 30.11.2009 is forwarded for information, guidance and necessary action. Board’s letters dated 17.04.2007 and 01.11.07 quoted therein were circulated under Serial Circular No.68/07 and 159/07, respectively.


Sub: Fixation of pay in case of employees who seek transfer to a lower post under FR 15[a] – clarification regarding.

Reference is invited to Board’s circulars No. F[E]II/2003/FOP/1 Misc dated 17.04.2007 and 01.11.07 on the above subject. DOP&T vide their O.M. No. 13/9/2009-Estt[Pay 1] dated 21.10.2009, have issued clarification regarding fixation of pay in case of employees who seek transfer to a lower post under FR 154[a], a copy of which is forwarded for information and guidance.


Sub: Fixation of pay in case of employees who seek transfer to a lower post under FR 15[a] – clarification regarding.

The undersigned is directed to refer to instructions issued vide this Department’s OM No. 16/6/2001-Estt[Pay-I] dated 14.2.2006 on the above subject. It was clarified therein that on transfer to the lower post/scale under FR 15[a], the pay of a Government servant holding a post on regular basis will be fixed at a stage equal to the pay drawn by him in the higher grade. If no such stage is available, the pay will be fixed at the stage next below the pay drawn by him in the higher post and the difference may be granted as personal pay to be absorbed in future increments. If the maximum of the pay scale of the lower post is less than the pay drawn by him in the higher post, his pay may be restricted to the maximum under FR 22(1(a) (3).

2. Consequent upon implementation of the revised pay structure comprising grade pays and running Pay Bands, w.e.f. 1.1.2006 in cases of appointment of Government servant to posts carrying lower Grade Pay under FR 15[a] on their own request, the pay in the pay band of the Government servant will be fixed at a stage equal to the pay in the pay band drawn by him prior to his appointment against the lower post. However, he will be granted Grade Pay of lower post. Further, in all cases, he will continue to draw his increments based on his pay in the pay band + grade pay [lower].
3. Where transfer to a lower post is made subject to certain terms and conditions then the pay may be fixed according to such terms and conditions.

4. Insofar as persons serving in the Indian Audit & Accounts Department are concerned, these orders issue after consultation with the Comptroller & Auditor General of India.

5. This order takes effect from 01.01.2006.

Sd/
[B.K.Mukhopadhyay]/Director[Pay]

SERIAL CIRCULAR No.11/2011
No. SCR/P-HQ/Ruling/O/946 Dated: -01-2011
No. P[R]563/IX

Copy of Board’s letter No.2011/E(Sports)/4[1]/1/Policy Clarifications dated 11.01.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 30.03.07 and 31.12.2010 quoted therein were circulated under Serial Circular Nos. 55/07 and 09/11, respectively.

Copy of Board’s letter No. 2011/E(Sports)/4[1]/1/Policy Clarifications dated 17.01.2011 [RBE No.05/2011] Clarification/Corrigendum No.2

Sub:Dealing the cases for recruitment of sportspersons against sports quota, as per old and new policy letters.

Please refer to Board’s policy letters mentioned above containing instructions for recruitment of sportspersons on Indian Railways.

In this connection it is clarified that the cases for recruitment of sportspersons on Indian Railways against sports quota for the year 2010-11, for which trials have been completed up to 31.12.2010 may be concluded as per previous policy letter dt. 30.03.2007, referred above.

SERIAL CIRCULAR No.12/2011
No. SCR/P-HQ/Ruling/O/946 Dated: -01-2011
No. P[R]563/IX

Copy of Board’s letter No. 2011/E(Sports)/4[1]/1/Policy Clarifications dated 17.01.2011 was forwarded for information, guidance and necessary action. Board’s letter dated 31.12.2010 quoted therein was circulated under Serial Circular No.09/2011.

Copy of Board’s letter No. 2011/E(Sports)/4[1]/1/Policy Clarifications dated 17.01.2011 [RBE No.08/2011] Clarification/Corrigendum No.3

Sub:Re-organisation of 8-Ball & 9-Ball Pool.

Please refer to Para 2.7 of Board’s policy letter mentioned above, detailing the names of recognized games on Indian Railways.

In this connection it is clarified that the game “Billiards & Snooker” as mentioned at S.No.7 of Para 2.7 of letter referred above, includes “8-Ball &9-Ball Pool”. Therefore, the performance of sportspersons in “8-Ball &9-Ball Pool”, shall also be considered for recruitment and incentive purposes as per the provisions of Board’s policy letter dt. 31.12.2010 referred above.

This also disposes WR’s letter No. Sports/65/OTP/C-C dt. 23.12.2010

SERIAL CIRCULAR No.13/2011
No. SCR/P-HQ/Ruling/O/938 Dated:31-01-2011
No. P[R]554/VII

Copy of Board’s letter No.2008/LMB/10/16 dated 27.01.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 10.01.2000 quoted therein was circulated under Serial Circular No. 33/2000.
**Sub: Entitlement of various types of accommodation based on the revised Pay Scales recommended by the 6th Central Pay Commission.**

Consequent upon the revision of the pay scales recommended by the 6th Central Pay Commission and as approved by the Government of India, the revised entitlement for allotment of the staff quarters will be as given below. This is in supersession of the Board’s circular No. 98/LMB/10/62 dated 10.01.2000 as amended from time to time.

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Description</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Staff with Grade Pay equal to or less than ₹1800</td>
<td>Type-I</td>
</tr>
<tr>
<td>2</td>
<td>Staff with Grade Pay more than ₹1800 and upto ₹2400</td>
<td>Type-II</td>
</tr>
<tr>
<td>3</td>
<td>Staff with Grade Pay more than ₹2400 and upto ₹4200</td>
<td>Type-III</td>
</tr>
<tr>
<td>4</td>
<td>Staff with Grade Pay more than ₹4200</td>
<td>Type-IV</td>
</tr>
<tr>
<td>5</td>
<td>Gazetted Officers with Grade Pay less than ₹6600</td>
<td>Type-IV</td>
</tr>
<tr>
<td>6</td>
<td>Gazetted Officers with Grade Pay ₹6600</td>
<td>Type-IV special</td>
</tr>
<tr>
<td>7</td>
<td>Gazetted Officers with Grade Pay more than ₹6600</td>
<td>Type-V</td>
</tr>
</tbody>
</table>

NOTE- No existing Type-IV or other types of quarters will be transferred from Non-Gazetted pool to Gazetted pool merely because the number of staff eligible for such quarters in accordance with the above instructions happens to be less than the number of available quarters.

2. This order will come into force from the date of issue.

3. This issues in consultation with the Finance Directorate of the Ministry of Railways.

**SERIAL CIRCULAR No.14/2011**
No. SCR/P-HQ/Ruling/O/ 860 Dated:14-02-2011
No. P[R]227/XVI

Copy of Board’s Notification issued under letter No. E(D&A)2009/RG-6-1 dated 19.1.2011 is forwarded for information, guidance and necessary action.

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 :-

**Short title and Commencement –**

1. These rules may be called the Railway Servants (Discipline and Appeal) First Amendment Rules, 2011.
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, for Schedule I and Schedule II, the following Schedules shall be substituted, namely:-

**SCHEDULE –I**
(See rule 4 and sub-rule(2) of rule 7)

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Authority empowered to place a Railway servant under suspension or to impose penalties</th>
<th>Class of Railway servants over whom disciplinary powers can be exercised</th>
<th>Nature of penalties mentioned in rule 6 which the authorities specified in Column 2 are empowered to impose on Railway servants mentioned in corresponding entries in Column 3 and powers of that authority to place them under suspension</th>
<th>Appellate Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Secretary, Railway Board</td>
<td>All classes of non-negotiated Railway servants including group ‘B’ non-gazetted Ministerial Staff</td>
<td>All penalties and suspension</td>
<td>Railway Board</td>
</tr>
<tr>
<td>2</td>
<td>Joint Secretary, Railway Board</td>
<td>All classes of non-negotiated Railway servants including</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Secretary, Railway Board</td>
</tr>
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</tr>
<tr>
<td>3</td>
<td>Joint Secretary Railway Board</td>
<td>All classes of non-gazetted Railway servants including Group 'B' non-gazetted Ministerial Staff appointed on or after 1st July, 1988</td>
<td>All penalties and suspension</td>
<td>Secretary, Railway Board</td>
</tr>
<tr>
<td>4</td>
<td>Under Secretary, Railway Board</td>
<td>Staff with Grade Pay of up to and including ₹1650/- appointed upto 30th June, 1988</td>
<td>Penalties specified in clauses (i) to (iv) and suspension</td>
<td>Joint Secretary, Railway Board</td>
</tr>
<tr>
<td>5</td>
<td>Under Secretary, Railway Board</td>
<td>Staff with Grade Pay of up to and including ₹1650/- appointed on or after 1st July, 1988</td>
<td>All penalties and suspension</td>
<td>Joint Secretary, Railway Board</td>
</tr>
</tbody>
</table>

**RESEARCH, DESIGNS AND STANDARDS ORGANISATION**

<table>
<thead>
<tr>
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<th>1</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Junior Administrative Grade/Selection Grade Officers or Senior Administrative Grade Officers or Higher Administrative Grade Officers or Additional Director General or Director General</td>
<td>All classes of non-gazetted Railway servants including Group 'B' non-gazetted Staff</td>
<td>All penalties and suspension</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Deputy Director and other Officers in Senior Scale or equivalent</td>
<td>All staff with Grade Pay of upto and including ₹2800</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Junior Scale or Group 'B' Officers (Gazetted)</td>
<td>All staff with Grade Pay of upto and including ₹1650</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Junior Scale or Group 'B' Officers (Gazetted)</td>
<td>All staff with Grade Pay of upto and including ₹2400</td>
<td>Penalties specified in clauses (i) to (v) and suspension</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Senior Supervisors with Grade Pay of ₹4200 and above</td>
<td>All staff with Grade Pay of upto and including ₹2000</td>
<td>Penalties specified in clauses (i) (iii)(iii-a) and (iv) no such power can be exercised where inquiry under sub-rule(2) of rule 11 is required and also suspension subject to report to Junior Scale or Group 'B' (Gazetted) Officer of the respective branch within twenty four hours in the case of Group 'C' staff</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
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</tr>
<tr>
<td><strong>RAILWAY STAFF COLLEGE, VADODARA</strong></td>
<td>Director General, Higher Administrative Grade Officers, Senior Administrative Grade Officers, Junior Administrative Grade Officers</td>
<td>All classes of non-gazetted Railway servants</td>
<td>Full powers in respect of non-gazetted staff placed under their control (except that only Appointing Authority or above will impose penalties under clauses (vii),(viii) and (ix))</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
<tr>
<td><strong>RAILWAY STAFF COLLEGE, VADODARA</strong></td>
<td>Senior Scale Officers</td>
<td>All classes of non-gazetted Railway Servants (a) with Grade Pay of upto and including ₹ 2400/-, (b) for whom the officer concerned is the appointing authority</td>
<td>(a) Penalties specified in clauses (i) to (iv) and suspension (b) Penalties specified in clauses (vii) to (ix)</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
<tr>
<td><strong>RAILWAY STAFF COLLEGE, VADODARA</strong></td>
<td>Officers in Junior Scale or in Group ‘B’ (Gazetted)</td>
<td>All classes of non-gazetted Railway Servants (a) with Grade Pay of upto and including ₹ 2000/-, (b) for whom the officer concerned is the appointing authority</td>
<td>(a) Penalties specified in clauses (i) to (iv) and suspension (b) Penalties specified in clauses (vii) to (ix)</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
<td></td>
</tr>
</tbody>
</table>

**INDIAN RAILWAYS’ INSTITUTE OF CIVIL ENGINEERING, PUNE**
**INDIAN RAILWAYS’ INSTITUTE OF ELECTRICAL ENGINEERING, NASIK**
**INDIAN RAILWAYS’ INSTITUTE OF MECHANICAL & ELECTRICAL ENGINEERING, JAMALPUR**
**INDIAN RAILWAYS INSTITUTE OF SIGNAL ENGINEERING & TELECOMMUNICATIONS, SECUNDERABAD**

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<tbody>
<tr>
<td><strong>RAILWAY STAFF COLLEGE, VADODARA</strong></td>
<td>Director, Senior Administrative Grade Officers (other than Director), Junior Administrative Grade Officers</td>
<td>All classes of non-gazetted Railway servants</td>
<td>Full powers in respect of non-gazetted staff placed under their control (except that only Appointing Authority or above will impose penalties under clauses (vii),(viii) and (ix))</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
</tr>
<tr>
<td><strong>RAILWAY STAFF COLLEGE, VADODARA</strong></td>
<td>Senior Scale Officers</td>
<td>All classes of non-gazetted Railway Servants (a) with Grade Pay of upto and including ₹ 2400/-, (b) for whom the officer concerned is the appointing authority</td>
<td>(a) Penalties specified in clauses (i) to (iv) and suspension (b) Penalties specified in clauses (vii) to (ix)</td>
<td>Next higher authority to whom the authority in column 2 is immediately subordinate</td>
</tr>
<tr>
<td><strong>RAILWAY STAFF COLLEGE, VADODARA</strong></td>
<td>Officers in Junior Scale</td>
<td>All classes of non-</td>
<td>Next higher</td>
<td></td>
</tr>
</tbody>
</table>
or in Group ‘B’ (Gazetted) gazetted Railway Servants
(a) with Grade Pay of upto and including ₹2000/-
(b) for whom the officer concerned is the appointing authority

(a) Penalties specified in clauses (i) to (iv) and suspension
(b) Penalties specified in clauses (vii) to (ix)

authority to whom the authority in column 2 is immediately subordinate

<table>
<thead>
<tr>
<th>RAILWAY RECRUITMENT BOARDS</th>
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<tbody>
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<td>1</td>
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<thead>
<tr>
<th>RAILWAY RATES TRIBUNAL</th>
</tr>
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<tbody>
<tr>
<td>1</td>
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</table>

<table>
<thead>
<tr>
<th>RAILWAY LIAISON OFFICE</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ALL OTHER OFFICES (NOT SHOWN ABOVE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
</tr>
</tbody>
</table>

Note:-
(1) The Railway Board may impose any of the penalties specified in rule 6 on all non-gazetted Railway servants employed in the offices mentioned in this Schedule and place them under suspension.
(2) The penalty of compulsory retirement or removal or dismissal from service shall be imposed only by the Appointing Authority or an authority of equivalent rank or a higher authority.

SCHEDULE – II
(See rule 4 and sub-rule (2) of rule 7)
Schedule of Disciplinary powers and powers of suspension of different grades of Railway Officers and Senior supervisors in respect of non-gazetted Railway servants of Zonal Railways, Chittaranjan Locomotive Works, Diesel Locomotive Works, Integral Coach Factory, Rail Wheel Factory, Metro Railway (Kolkata), Diesel Loco Modernisation Works (Patiala), Rail Coach Factory (Kapurthala), Railway Electrification Projects and Metropolitan Transport Projects (Railways).

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Authority empowered to place a Railway servant under suspension or to impose penalties under Rule 6</th>
<th>Class of Railway servants over whom disciplinary powers can be</th>
<th>Nature of penalties mentioned in rule 6 which the authority in Column 2 is empowered to impose on Railway servants mentioned in</th>
<th>Appellate Authority</th>
</tr>
</thead>
</table>


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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Senior Supervisors Incharge with Grade Pay of ₹4200 and above. (Described as Supervisors In-charge by the Railway Administration for this purpose)</td>
<td>All staff who are three grades (Grade Pay) below and lower than the Disciplinary Authority</td>
<td>Penalties specified in clauses (i) to (iv) (no such power can be exercised where inquiry under sub-rule [2] of rule 11 is required) and suspension subject to report to Divisional Officer or Assistant Officer Incharge within twenty four hours in the case of Group ‘C’ staff</td>
<td>Assistant Officers (Junior Scale and Group ‘B’ Gazetted)</td>
</tr>
<tr>
<td>2</td>
<td>Assistant Officers (Junior Scale and Group ‘B’ (Gazetted))</td>
<td>All staff with Grade pay of up to and including ₹2400/-</td>
<td>Penalties specified in clauses (i) to (v) and suspension. Also Penalty specified in clause (vi) on staff with Grade Pay of upto and including ₹1650/- only.</td>
<td>Senior Scale Officers and Assistant Officers (Junior Scale and Group ‘B’ Gazetted) holding independent charge</td>
</tr>
<tr>
<td>3</td>
<td>Senior Scale Officers and Assistant Officers (Junior Scale and Group ‘B’ (Gazetted) holding independent charge</td>
<td>All staff with Grade Pay of up to and including ₹2800/-</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Junior Administrative Grade Officers and Senior Scale Officers holding independent Charge or In-charge of a Department in the Division</td>
</tr>
<tr>
<td>4</td>
<td>Junior Administrative Grade Officers and Senior Scale Officers holding independent Charge or In-charge of a Department in the Division</td>
<td>All classes of non-gazetted staff</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Additional Divisional Railway Managers in relation to the Departments attached to them or Divisional Railway Managers</td>
</tr>
<tr>
<td>5</td>
<td>Additional Divisional Railway Managers in relation to the Departments attached to them or Divisional Railway Managers</td>
<td>All classes of non-gazetted staff</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Senior Administrative Grade Officers in the Zonal Railways’ Head Quarters in Pay Band-4 with Grade Pay ₹10,000/- including Principal Heads of Departments in pay Band-4 with Grade Pay ₹12,000/-</td>
</tr>
<tr>
<td>6</td>
<td>Senior Administrative Grade Officers in the Zonal Railways’ Head Quarters in Pay Band-4 with Grade Pay ₹10,000/- including Principal Heads of Departments in pay Band-4 with Grade Pay ₹12,000</td>
<td>All classes of non-gazetted staff</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Additional General managers in relation to Departments attached to them or Chief Administrative Officers or General Managers.</td>
</tr>
<tr>
<td>7</td>
<td>Additional General managers in relation to Departments attached to them or Chief Administrative Officers or General Managers.</td>
<td>All classes of non-gazetted staff</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>Railway Board</td>
</tr>
<tr>
<td>8</td>
<td>Railway Board</td>
<td>All classes of non-gazetted staff</td>
<td>Penalties specified in clauses (i) to (vi) and suspension</td>
<td>President</td>
</tr>
</tbody>
</table>

Note:-
(1) An Appointing authority or an authority of equivalent rank or any higher authority shall be competent to impose penalties specified in clauses (vii),(viii) and (ix) of rule 6.
(2) Where the post of appellate authority as shown in column 5 is vacant, then, in that case, the next higher authority shown in the row just below that authority shall be the appellate authority.

(3) The appointing authority or an authority of equivalent rank or any higher authority who is competent to impose the penalty of dismissal or removal or compulsory retirement from service, may also impose any lower penalty.

Sd/-
V.K. Gupta
Secretary, Railway Board

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

<table>
<thead>
<tr>
<th></th>
<th>Notification/Order Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>S.O.No.1531 dated the 26th April,1969</td>
</tr>
<tr>
<td>2</td>
<td>S.O.No.1925 dated the 8th May,1971</td>
</tr>
<tr>
<td>3</td>
<td>S.O.No.2501 dated the 3rd July,1971</td>
</tr>
<tr>
<td>4</td>
<td>S.O.No.5078 dated the 6th November,1971</td>
</tr>
<tr>
<td>5</td>
<td>S.O.No.4050 dated the 30th October,1971</td>
</tr>
<tr>
<td>6</td>
<td>S.O.No.5264 dated the 4th December,1971</td>
</tr>
<tr>
<td>7</td>
<td>S.O.No.9467 dated the 8th April,1972</td>
</tr>
<tr>
<td>8</td>
<td>S.O.No.3918 dated the 25th November,1972</td>
</tr>
<tr>
<td>9</td>
<td>Notification No. E(D&amp;A)69 RG 6-9 dated the 5th February, 1973</td>
</tr>
<tr>
<td>10</td>
<td>S.O.No.1531 dated the 6th October,1973</td>
</tr>
<tr>
<td>11</td>
<td>S.O.No.1413 dated the 14th May,1977</td>
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<tr>
<td>12</td>
<td>S.O.No.2193 dated the 29th July,1978</td>
</tr>
<tr>
<td>13</td>
<td>S.O.No.364 dated the 23rd December,1978</td>
</tr>
<tr>
<td>14</td>
<td>Notification No. E(D&amp;A)77 RG 6-30 dated the 7th April, 1978</td>
</tr>
<tr>
<td>15</td>
<td>S.O.No.3057 dated the 8th September,1979</td>
</tr>
<tr>
<td>16</td>
<td>S.O.No.3777 dated the 17th November,1979</td>
</tr>
<tr>
<td>17</td>
<td>S.O.No.3990 dated the 8th December,1979</td>
</tr>
<tr>
<td>18</td>
<td>S.O.No.143 dated the 19th January,1980</td>
</tr>
<tr>
<td>19</td>
<td>S.O.No.441 dated the 23rd February,1980</td>
</tr>
<tr>
<td>20</td>
<td>Notification No. E(D&amp;A)81 RG 6-72 dated the 31st August, 1982</td>
</tr>
<tr>
<td>21</td>
<td>GSR No. 982 dated the 17th December,1983</td>
</tr>
<tr>
<td>22</td>
<td>GSR NO. 632 dated the 23rd June,1984</td>
</tr>
<tr>
<td>23</td>
<td>S.O.No.1822 dated the 27th April,1985</td>
</tr>
<tr>
<td>24</td>
<td>S.O.No.5667 dated the 6th July,1985</td>
</tr>
<tr>
<td>25</td>
<td>GSR No.667 dated the 22nd February,1986</td>
</tr>
<tr>
<td>26</td>
<td>GSR No.241 dated the 4th April,1987</td>
</tr>
<tr>
<td>27</td>
<td>GSR No.708 dated the 19th September,1987</td>
</tr>
<tr>
<td>28</td>
<td>GSR No.969 dated the 21st November,1987</td>
</tr>
<tr>
<td>29</td>
<td>GSR No.420 dated the 21st May,1988</td>
</tr>
<tr>
<td>30</td>
<td>GSR No.739 dated the 17th September,1988</td>
</tr>
<tr>
<td>31</td>
<td>GSR No.850 dated the 11th November,1989</td>
</tr>
<tr>
<td>32</td>
<td>GSR No.900 dated the 2nd December,1989</td>
</tr>
<tr>
<td>33</td>
<td>GSR No.734 dated the 8th December,1990</td>
</tr>
<tr>
<td>34</td>
<td>GSR No.723 dated the 1st December, 1990</td>
</tr>
<tr>
<td>35</td>
<td>Notification No. E(D&amp;A)91 RG 6-42 dated the 8th June,1991</td>
</tr>
<tr>
<td>36</td>
<td>GSR No.968 dated the 5th October,1991</td>
</tr>
<tr>
<td>37</td>
<td>GSR No.86 dated the 22nd February,1992</td>
</tr>
<tr>
<td>38</td>
<td>GSR No.504 dated the 14th November,1992</td>
</tr>
<tr>
<td>39</td>
<td>Notification No. E(D&amp;A)92 RG 6-148 dated the 9th November,1992</td>
</tr>
<tr>
<td>40</td>
<td>GSR No.63 dated the 30th January,1993</td>
</tr>
<tr>
<td>41</td>
<td>GSR No.327 dated the 16th July,1994</td>
</tr>
<tr>
<td>42</td>
<td>GSR No.106 dated the 6th June,1998</td>
</tr>
<tr>
<td>43</td>
<td>GSR No.422 dated the 27th December,1997</td>
</tr>
<tr>
<td>44</td>
<td>GSR No.87 dated the 20th March,1999</td>
</tr>
<tr>
<td>45</td>
<td>GSR No.385 dated the 20th November,1999</td>
</tr>
<tr>
<td>46</td>
<td>GSR No.617 dated the 24th November,2001</td>
</tr>
<tr>
<td>47</td>
<td>GSR No.342 dated the 24th August,2002</td>
</tr>
<tr>
<td>48</td>
<td>GSR No.50 dated the 1st February,2003</td>
</tr>
<tr>
<td>49</td>
<td>GSR No.134 dated the 29th March,2003</td>
</tr>
<tr>
<td>50</td>
<td>GSR No.376 dated the 30th October,2004</td>
</tr>
<tr>
<td>51</td>
<td>GSR No.62 dated the 19th February,2005</td>
</tr>
<tr>
<td>52</td>
<td>GSR No.195 dated the 11th June,2005</td>
</tr>
<tr>
<td>53</td>
<td>GSR No.226 dated the 9th July,2005</td>
</tr>
<tr>
<td>54</td>
<td>GSR No.190 dated the 29th July,2006</td>
</tr>
</tbody>
</table>
Copy of Board’s letter No. 2011/E[Sports]/4[1]/1/Policy Clarifications dated 27.01.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 31.12.2010 quoted therein was circulated under Serial Circular No. 09/2011.

Copy of Board’s letter No. 2011/E[Sports]/4[1]/1/Policy Clarifications dated 27.01.2011[RBE No.11/2011]

Sub: Inclusion of Assistant Sports Officer/Sports Officer in Trial Committee.

... Ministry of Railways (Railway Board) have decided to revise the Para Nos. 8.1.6[iv] and 8.2.11.1[iii] of Board’s policy letter mentioned above, regarding inclusion of Assistant Sports Officer/Sports Officer in Trial Committees for recruitment against Sports quota through Talent Scouting and Open Advertisement. These paras shall now be read as under:

<table>
<thead>
<tr>
<th>Para No.</th>
<th>Existing Para</th>
<th>Revised As</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.1.6[iv] &amp; 8.2.11.1[iii]</td>
<td>Assistant Sports Officer/ Sports Officer of that game</td>
<td>Assistant Sports Officer/ Sports Officer</td>
</tr>
</tbody>
</table>

It is therefore, not mandatory for the Assistant Sports Officer / Sports Officer associated with the Trial Committees, to be from the particular game for which recruitment is to be done.

This also disposes Metro Railway/Kolkata’s letter No. MRSA/SPORTS/ RECRUITMENT dt. 13.01.2011.

SERIAL CIRCULAR No.16/2011
No. SCR/P-HQ/Ruling/O/912 Dated:28-02-2011
No. P[R]438/CHS/IV

Copy of Board’s letter No. 2010-E(LLL)/AT/USW/1 dated 27.1.2011 is forwarded for information, guidance and necessary action.

Copy of Board’s ltr. No. 2010-E(LLL)/AT/USW/1 dated 27.1.2011 [RBE No.12/2011)]

Sub: MR’s Budget Pronouncement 2010-11 – Extension of Rashtriya Swasthya Bima Yojana (RSBY) to licensed porters, licensed vendors and licensed hawkers.

In pursuance of Hon’ble Minister of Railways’ announcement while introducing the Railway Budget 2010-2011 and in fulfillment of our corporate social responsibility, it is proposed to extend Rashtriya Swasthya Bima Yojana (RSBY) to licensed porters, licensed vendors and licensed hawkers belonging to the Above Poverty Line (APL) category who are from the unorganized sector and are socially challenged.

2. The objectives of the Rashtriya Swasthya Bima Yojana are to provide financial security to the unorganized sector workers belonging to Below Poverty Line (BPL) and their families from hospitalization related expenses, improve access to quality health care, provide beneficiaries the power of choice to select a health care provider and to provide a scheme which is simple to use for the end user and transparent.

2.1 The Rashtriya Swasthya Bima Yojana provides for smart card based cashless health insurance cover of Rs. 30,000/- per annum in case of hospitalization and certain day care procedures to a BPL family of five on a floater basis. Transportation charges are also covered upto a maximum of Rs. 1,000/- per annum with a limit of Rs. 100/- per hospital visit. Pre and post hospitalization expenses upto one day prior to hospitalization and upto five days from the date of discharge from the hospital are covered in the Yojana. All pre-existing diseases are covered from day one and there is no age limit on the enrolment of beneficiaries. A network of health care providers is created across India through empanelment based on defined criteria. Further details of the Rashtriya Swasthya Bima Yojana could be accessed from Ministry of Labour & Employment’s website: www.rsby.gov.in.

3. In the case of BPL licensed porters, licensed vendors and licensed hawkers not yet covered, Zonal Railways shall facilitate them for coverage under the existing scheme of RSBY being implemented by the concerned State Governments.

4. The guidelines for extension of Rashtriya Swasthya Bima Yojana to the licensed porters, licensed vendors and licensed hawkers belonging to the above poverty line group whose records are maintained by the Railways and who are not covered under BPL category have been...
prepared in consultation with the Ministry of Labour & Employment and are as under:-

(i) The Rashtriya Swasthya Bima Yojana is to be implemented through State Nodal Agencies set up to implement RSBY by the State Governments.

(ii) In the States where State Nodal Agency has not been set up, a body will be identified by the State Government which will act as State Nodal Agency for this purpose.

(iii) It has been decided that premium payable to be shared between the Railways and the beneficiaries would be in the ratio of 75:25. Railways’ contribution would be to a maximum of ₹565/- per family per annum or 75% of the annual premium, whichever is less. In addition to this, beneficiaries will be paying ₹30/- per family per year at the time of registration.

(iv) Railways are required to prepare the data of beneficiaries in the specified RSBY format on Division-basis. This is to enable the Railways to pay the premium to one authority even though the beneficiaries will be spread over one or more districts.

(v) Zonal Railways will have to make advance payment of the full premium for one year for all the beneficiaries to the State Nodal Agency which will pass that on to the Insurance Company selected through open bidding by the State Nodal Agency. Besides 75% of the premium being borne by the Railway, it would be Railways’ responsibility to collect the balance share of 25% from the beneficiaries. Insurance companies will enroll beneficiaries and issue Smart Cards after receipt of advance premium.

(vi) Beneficiaries will have to pay a small charge of ₹30/- per family per year as registration/renewal fee in addition to their share of 25% of the premium. The registration fee will be collected by the Insurance Company at the time of enrolment directly from the beneficiaries.

(vii) Once enrolled in the scheme, beneficiaries of Railways will be able to get the benefits of the scheme across India in all the empanelled hospitals.

(viii) A workshop on RSBY would be organized in New Delhi inviting Key Field Officers from the Division and the Coordination Officers from the Zonal headquarters to create awareness about the Yojana.

(ix) The Insurance Company/State Nodal Agency will also conduct wide awareness generation programmes during pre and post enrolment period. Railways may nominate officers from headquarters and divisions to attend such awareness programmes/workshops so that they are able to spread awareness amongst railway staff which is essential for proper implementation of the scheme.

5. The expenditure on payments made by the Railways and the contributions received from the vendors/porters etc under Rashtriya Swasthya Bima Yojana shall be accounted for under the following heads in Abstract K – Miscellaneous Working Expenses:

* Minor Head : 600 – Other Expenses
* Sub Head : 660 – Rashtriya Swasthya Bima Yojana
* Detailed heads : 661 – Premium towards Rashtriya Swasthya Bima Yojana
* Detailed Heads : 662 – Other Expenses

: 663 Credits for contributions paid by beneficiaries to RSBY

An advance Correction Slip to introduce these accounts heads in the expenditure classification is being issued separately.

6. Necessary action may be taken to provide funds in the Revised Estimates/Budget Estimates for implementation of the scheme.

7. Ministry of Railways desire that this scheme be implemented for the eligible beneficiaries and compliance reported to the Ministry.

8. This issues with the concurrence of Finance and Accounts Directorates of the Ministry of Railways.

SERIAL CIRCULAR No.17/2011
No. SCR/P-HQ/Ruling/O/880 Dated:28-02-2011
No. P[R]381/I


In continuation of this Ministry’s letter No.PC-III/2000/GIS/2 dated 05.01.10 quoted therein was circulated under Serial Circular No. 08/2010.

Copy of Ministry of Finance, Department of Expenditure’s OM No. No. 7(1)/EV/2010 dated 31.01.2011


...
month from 1.1.1982 to 31.12.1989 and ₹ 15 per month w.e.f. 1.1.1990 onwards have been prepared for the year 2011 and a copy of the table is enclosed. Another Table of Benefits for the savings fund based on a subscription of ₹ 10 per month for those employees who had opted out of the revised rates of subscription w.e.f. 1.1.1990 have also been drawn up for the year 2011 and a copy of that table is also enclosed. The amounts in the Tables have been worked out on the basis of interest @ 10% per annum (compounded quarterly) for the period from 1.1.1982 to 31.12.1982, 11% per annum (compounded quarterly) w.e.f. 1.1.1983 to 31.12.1986, 12% per annum (compounded quarterly) w.e.f. 1.1.1987 to 31.12.2000, 11% per annum (compounded quarterly) w.e.f. 1.1.2001 to 31.12.2001, 9.5% per annum (compounded quarterly) w.e.f. 1.1.2002 to 31.12.2002 and 9.0% per annum (compounded quarterly) w.e.f. 1.1.2003 to 31.12.2003 and 8% per annum (compounded quarterly) w.e.f. 1.1.2004 onwards. The mortality rate under the Scheme has been taken as 3.75 per thousand per annum upto 31.12.1987 and 3.60 per thousand per annum thereafter in both the cases. While calculating the amount it has been assumed that the subscription has been recovered or will be recovered from the salary of the month in which a member ceases to be in service failing which it should be deducted from accumulated amounts payable.

2. In its application to the employees of Indian Audit and Accounts Department this Office Memorandum issues in consultation with the Comptroller and Auditor General of India.


Sub: Recommendations of the 6th Central Pay Commission-Encashment of Leave on Average Pay [LAP] while availing Privilege Pass/PTO.

Attention of the Zonal Railways etc. is invited to clause [3] of Rule 540-A of R-I/1985 Edition which, inter-alia, stipulates that successive encashment of LAP cannot be made before a minimum period of two years has elapsed.

2. The matter regarding defining the two years period for the above purpose was under consideration of the Board and it has been decided that the period of two years for the purpose of successive encashment of LAP shall be w.r.t. a two year block, the first one commencing from 1.9.2008 and ending on 31.8.2010 w.r.t. the outward journey performed. The next block would commence from 1.9.2010 and end on 31.8.2012 and successive blocks would follow similar pattern.

SERIAL CIRCULAR No.19/2011
No. SCR/P-HQ/Ruling/O/946 Dated:28-02-2011
No. P[R]563/I

Copy of Board’s letter No.E[NG]-II/96/RR-1/62/Vol.II dated 02.02.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 01.11.2006 and 12.03.2007 quoted therein were circulated under Serial Circular Nos. 190/06 and 107/07, respectively.


Ref: This office letter of even number dated 01.11.2006[RBE No. 164/2006] and 12.03.2007 [RBE No. 37/2007]

The procedure for recruitment of staff to erstwhile Group ‘D’ posts [enhanced to Pay Band-1, Grade Pay 1800] issued vide letters under reference, has been reviewed by Railway Board and it has now been decided that in partial modification of instructions contained in the letter quoted above, recruitment procedure will now consist of written test followed by PET [Physical Efficiency Test] of candidates found successful in written test.

Amendment may be issued for the on-going recruitment for which notification has been issued in December, 2010 regarding change in the examination pattern and the last date of receipt of applications be extended by another 30 [thirty] days beyond the present prescribed closing date for receipt of application.

Schedule of dates for written examination will be centrally coordinated and detailed procedure will be issued separately.

SERIAL CIRCULAR No.20/2011
PAY COMMISSION CIRCULAR No.247
No. SCR/P-HQ/Ruling/O/823 Dated:28-02-2011
No. P[R]53/IV

Copy of Board’s letter No. PC-V/2009/A/DA/1 dated 03.02.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 17.11.2008 and 30.10.2009 quoted therein were circulated under Serial Circular Nos. 196/08 and 175/09, respectively.

Copy of Board’s ltr. No. PC-V/2009/A/DA/1 dated 03.02.2011 [RBE No.17/2011] [PCVI/247]

Sub: Rates of Dearness Allowance applicable w.e.f. 01.01.2010 and 1.7.2010 to the Railway employees continuing to draw their pay in the pre-revised scale.

In continuation of Ministry of Railway’s letter of even Number dated 30.10.2009, [PC-VI/156, RBE No.195/2009] revising rates of Dearness Allowance w.e.f. 01.07.2009 in respect of Railway Servants who continue to draw their pay and emoluments in the pre-revised scales of pay [5th CPC scale], the rates of Dearness Allowance admissible to these category of employees shall be enhanced from the existing 73% to 87%/w.e.f. 01.01.2010 and 87% to 103% w.e.f. 1.7.2010. All other conditions as laid down in the board’s letter dated 17.11.2008 will continue to apply.
Copy of Board’s letter No. E(W)2008/PS 5-1/38 dated 03.02.2011 is forwarded for information, guidance and necessary action.

Copy of Board’s letter No. E(W)2008/PS 5-1/38 dated 03.02.2011 [RBE No.18/2011]

**Sub: Revised travel entitlements of gazetted officers on duty passes, privilege passes and post retirement complimentary passes.**

Consequent upon revision of Pay Scales on the basis of decision of the Government on the recommendations of the 6th Central Pay Commission, the question of revision of existing entitlements for travel on duty passes, privilege passes/PTOs and post-retirement complimentary passes in the case of gazetted officers has been under consideration of this Ministry.

2. The matter has been examined and the President is pleased to decide that the entitlements of different categories of gazetted officers for travel on (i) duty and (ii) privilege passes/PTOs and post retirement complimentary passes shall be as per Annexure-1 and 2 respectively.

3. In all other respects, the extant provisions of the Railway Servants (Pass) Rules, 1986 (Second Edition, 1993) will continue to apply.


5. The revised entitlements would take effect from 06-01-2011.

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

### ANNEXURE-1

#### TRAVEL ENTITLEMENTS ON DUTY FOR GAZETTED OFFICERS

<table>
<thead>
<tr>
<th>Status</th>
<th>Pay Scale/Grade Pay</th>
<th>Type of Duty Pass</th>
<th>Revised Entitlements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Mail/Express Trains</td>
<td>Raigdhan Express Trains</td>
</tr>
</tbody>
</table>

SERIAL CIRCULAR No.21/2011
No. SCR/P-HQ/Ruling/O/926   Dated:28-02-2011
No. P[R]473/VII

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

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Copy of Board’s letter No. E(W)2008/PS 5-1/38 dated 03.02.2011 is forwarded for information, guidance and necessary action.
| CRB, Board Members including FC and officers who are equal in grade and status and Chief Commissioner for Railway Safety | 80000 | GOLD PASS | Gold Pass holder while traveling with members of his/her family is entitled to travel in any class over Indian Railways. **NOTE:** While traveling with family the holder of a Gold Pass may have: [a] not more than two berths in First AC Class and two berths in AC Sleeper /First Class; or [b] not more than four berths in AC Sleeper/First Class; or [c] First AC coupe [2 berths] even when traveling alone and can also take his/her family members in the coupe. Permitted to carry a dog in case First AC/First Class coupe is allotted exclusively. | First AC Coupe even while traveling alone and can take his/her family members in the Coupe. Or Four berths in 2-AC Class | 4 Seats in Executive Class/Chair Car |
| GMs and other officers who directly report to Railway Board | 75500-80000 | GOLD PASS | Officers in HAG 67000-79000 | SILVER PASS | Officers in SAG 10,000 | SILVER PASS | Officers in Selection Grade 8700 | BRONZE PASS & First 'A' Pass holders (with I-AC) | Alone in any class Or Along with his/her family in any class other than First AC Class Or Along with his/her family in First AC Class on payment of 1/3rd of difference of fare between 1st AC Class and AC Sleeper Class for his/her family Or One berth in First AC Class for the pass holder and AC Sleeper Class for his/her family subject to reserving a maximum number of four berths. | One berth in First AC Class for self and one extra berth for the eligible family member on payment of 1/3rd of difference of fare between 1st AC Class and AC Sleeper Class for his/her family. Or One berth in First AC Class for self and one berth in 2nd AC Class for the eligible family member. Or Two berths in 2-AC Class Or Four berths in 3-AC Class | 2 Seats in Executive Class Or 4 Seats in Chair Car |
JAG Officers with more than 3 years service in the grade 7600 BRONZE PASS & First ‘A’ Pass holders [with I-AC authority] Along with his/her family in First AC Class on payment of 1/3rd of difference of fare between 1st AC Class and AC Sleeper Class for his/her family Or One berth in First AC Class for the pass holder and AC Sleeper Class for his/her family subject to reserving a maximum number of four berths. However, traveling in First AC Class, while on duty, the authority should be issued by the Railway Administration Or Two berths in 2-AC Class Or Four berths in 3-AC Class

All other Group-A & B Gaz. 4800 to 7600 BRONZE PASS & First ‘A’ Pass holders Entitles the holder to travel in any class other than First AC class along with his/her family, subject to reserving a maximum number of four berths One berth in 2-AC Class for self and one extra berth for the eligible family member on payment of 1/3rd of difference of fare between 2-AC Class and 3-AC Class of Rajdhani Express Trains Or 2 berths in 3-AC

NOTE:  
[1] All officers can travel on duty in 1st AC Class of Mail/Express Trains on payment of 1/3rd of difference of fare between 1st AC Class and AC Sleeper Class.  
[2] Entitlement on Duty is subject to a maximum of 4 berths/seats  
[3] Entitlement on higher class includes lower class travel as per train accommodation  
[4] Existing provision regarding Attendant shall continue to apply.

## ANNEXURE -2

<table>
<thead>
<tr>
<th>Status</th>
<th>Pay Scale/ Grade</th>
<th>Revised Entitlements</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Mail/Express Trains</td>
</tr>
<tr>
<td>CRB, Board Members</td>
<td>80000</td>
<td>Two berths in First AC Class and extra berths in First AC Class for travel of eligible family members on payment of 1/3rd of difference of fare between 1st AC Class and 2nd AC Class</td>
</tr>
<tr>
<td>GMs and equivalent officers</td>
<td>75500-80000</td>
<td>One berth in First AC Class for self. For travel of spouse, one extra berth on payment of 1/3rd</td>
</tr>
<tr>
<td>Category</td>
<td>Salary Range</td>
<td>In any class other than First AC Class</td>
</tr>
<tr>
<td>----------------------------------------------</td>
<td>-------------------</td>
<td>---------------------------------------</td>
</tr>
<tr>
<td>Officers in HAG</td>
<td>67000-79000</td>
<td>In any class other than First AC Class</td>
</tr>
<tr>
<td>SAG Officers drawing pay of ₹51,850/- and above in the Pay Band [Excluding Grade Pay]</td>
<td>10000</td>
<td>In any class other than First AC Class</td>
</tr>
<tr>
<td>Officers in SAG with more than 5 years service in the grade</td>
<td>10,000</td>
<td>In any class other than First AC Class</td>
</tr>
<tr>
<td>Officers in SAG with more than 3 years service but less than 5 years in the grade</td>
<td>10,000</td>
<td>In any class other than First AC Class</td>
</tr>
<tr>
<td>All other SAG, Selection Grade Officers, JAG Officers with more than 3 years service in the grade and Officers in the Grade Pay of ₹6600 and above and drawing pay of ₹26,600/- and above [Excluding Grade Pay]</td>
<td>6600 to 10000</td>
<td>In any class other than First AC Class</td>
</tr>
<tr>
<td>All other Group- A &amp; B</td>
<td>4800</td>
<td>In any class other than First AC Class</td>
</tr>
</tbody>
</table>
Gazetted Officers to 7600

<table>
<thead>
<tr>
<th>Class OR</th>
<th>2 berths in 2-AC Class</th>
<th>Chair Car</th>
</tr>
</thead>
<tbody>
<tr>
<td>In First AC Class on payment of 1/3rd of difference of fare between 1st AC Class and 2-AC Class</td>
<td>Or 4 berths in 3-AC Class</td>
<td></td>
</tr>
</tbody>
</table>

NOTE: [1] Entitlement on higher class includes lower class travel as per train accommodation
[2] With regard to facility of Attendant/Companion, existing orders shall continue to apply.

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**SERIAL CIRCULAR No.22/2011**

No. SCR/P-HQ/Ruling/O/933 Dated: 28-02-2011

No. P[R]535/VII

Copy of Board’s letter No.E[NG]-2004/CFP/8 dated 04.02.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 04.07.2005 quoted therein was circulated under Serial Circular No.119/2005.

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**Copy of Board’s letter No. E[NG]-2004/CFP/8 dated 04.02.2011 [RBE No.19/2011]**

**Sub:Procedure for conducting typewriting test on computers.**

In terms of this Ministry’s letter of even number dated 04.07.2005, in case of promotion of an employee from Group ‘D’ [now paced in Group ‘C’ in Grade Pay ₹1800] to Group ‘C’ in the ministerial cadre and promotion of Clerks as Sr. Clerks against LDCE/Graduate quota, typewriting skills are required to be tested on Personal Computers [PCs] at the speed of 40 words per minute [w.p.m.] in English or 35 words per minute [w.p.m.] in Hindi with the stipulation that editing tool for correcting the mistakes in the typed matter may be allowed to function. It was also decided that in case of difficulty in conducting the test on computers, the existing procedure for conducting the typewriting test on typewriters at the speed of 30 w.p.m. in English and 25 w.p.m. in Hindi will remain in force.

2. Pursuant to certain modifications carried out in the procedure for conducting type test for those candidates who are recruited directly from open market through RRBs and also a demand raised by one of the Railways, the need of adopting these modifications in conducting typing test for promotees has also been experienced necessary. Accordingly, the matter has been considered by the Board and it has been decided that para 7[i] & 7[ii] including the note given below it, of the annexure to Board’s letter ibid, may be modified as under:

[i] The minimum speed may be fixed at 30 w.p.m. in English and 25 w.p.m. in Hindi for the typing test to be conducted on both Manual typewriters and Personal Computers.

[ii] 5% mistakes of the total words typed may be ignored and thereafter for every mistake corresponding words may be deducted from the total words typed for arriving at final speed.

For example:

For a typing test of 10 minutes:

5% mistakes of total words typed are ignored.

| Total strokes typed | 1600 |
| Words typed | 1600/5=320 |
| Mistakes | 19 |
| Ignorable mistakes | 5% of 320 = 16 |
| Remaining mistakes | 19-16 = 3 |
| Mistakes to be deducted for arriving at net words typed | 320-[3x10]=290 |
| As per formula | No. of total words typed – [No. of mistakes x10] / Time |
| Speed per minute | 290/10 = 29 |

[iii] Use of editing tools for correcting the mistakes of the typed matter should not be permitted in case typing test is conducted on computer if the candidate opts to type at speed of 25 w.p.m. in Hindi and 30 w.p.m. in English. This function should be disabled before conducting the typing test.

[iv] In case, typewriting skills are tested on Personal Computers [PCs] at the speed of 40 w.p.m. in English and 35 w.p.m. in Hindi, the use of editing tool for correcting the mistakes may be permitted to function as per procedure in vogue but the benefit of ignoring of 5% mistakes will not be allowed.
3. It has also been decided that the procedure as revised above will be applicable from the date of issue of this letter.

[This also disposes of W.C. Railway's letter NO. WCR/ka.HQ/Conf/Typing Test dt. 22.07.2010]

SERIAL CIRCULAR No.23/2011
No. SCR/P-HQ/Ruling/O/933 Dated: 28-02-2011
No. P[R]535/VIII

Copy of Board’s letter No.E[NG]-1999/PM7/17 dated 04.02.2011 is forwarded for information, guidance and necessary action. Railway Board vide their letter dated 12.8.2002 [SC No. 186/02] revised the qualification of Matriculation to ITI/Act Apprenticeship pass or 10+2 in Science stream for appearing in the selection for induction as Intermediate Apprentice Mechanics in the category of JE Gr.II in the pay scale of ₹5000-8000 in all departments wherever the system of induction of Inter Apprentice from serving employees is prevalent. However, in the case of existing staff in service as on 12.8.02 who were eligible with pre-revised qualification of Matriculation, were allowed to appear in two consecutive selections held after the issue of Board’s letter i.e. 23.06.03. [SC No. 122/03]. Now Board in their letter dated 04.02.2011 have allowed one more chance for selection of the employees against Intermediate Apprentices Quota for the post of Junior Engineers in G.P. ₹4200, who qualified in previous selection on cut off date i.e. 12.08.2002, with pre-revised qualification but could not be promoted due to non-availability of vacancies.

Copy of Board’s letter No. E[NG]-1999/PM7/17 dated 04.02.2011 [RBE No.20/2011]


The matter has been considered by the Board in the light of deliberations held in the meeting of DC-JCM and it has been decided to allow one more chance as the last opportunity for selection of the employees against Intermediate Apprentices Quota for the post of Junior Engineers in G.P. ₹4200, who qualified in previous selection on cut off date i.e. 12.08.2002, with pre-revised qualification but could not be promoted due to non-availability of vacancies.

SERIAL CIRCULAR No.24/2011
PAY COMMISSION CIRCULAR No.248
No. SCR/P-HQ/Ruling/O/904 Dated:28-02-2011
No. P[R]420/VI

Copy of Board’s letter No.E[P&A]-2008/CPC/LE-8 dated 08.02.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 04.10.2010 quoted therein was circulated under Serial Circular No. 142/2010.


Sub: Child Care Leave to female railway employees- Clarification regarding
Ref: This office letter of even number dated 04.10.2010.

Subsequent to issue of the instructions contained in Board’s above referred letter regarding Child Care Leave [CCL], the following clarifications are issued in pursuance to the clarifications issued by the Department of Personnel & Training vide their OM No. 13018/1/2010-Estt. [Leave] dated 30.12.2010:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Point</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Whether Leave Average Pay availed for any purpose can be converted into Child Care Leave? How should applications where the purpose of availing leave has been indicated as ‘Urgent Work’ but the applicant claims to have utilized the leave for taking care of the needs of the child, be treated?</td>
<td>Child Care Leave is sanctioned to women employees having minor children, for rearing or for looking after their needs like examination, sickness etc. Hence Leave Average Pay -availed specifically for this purpose only should be converted.</td>
</tr>
<tr>
<td></td>
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<tr>
<td>---</td>
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<td>---</td>
</tr>
<tr>
<td>2</td>
<td>Whether all Leave on Average Pay availed irrespective of number of days i.e. less than 15 days, and number of spells can be converted? In cases where the CCL spills over to the next year (for example 30 days CCL from 27th December), whether the Leave should be treated as one spell or two spells?</td>
<td>No. As the instructions contained in this office letter dated 04.10.2010 ibid have been given retrospective effect, all the conditions specified therein would have to be fulfilled for conversion of the Leave on Average Pay into Child Care Leave. In cases where the leave spills over to the next year, it may be treated as one spell against the year in which the leave commences.</td>
</tr>
<tr>
<td>3</td>
<td>Whether those who have availed Child Care Leave for more than 3 spells with less than 15 days can avail further Child Care Leave for the remaining period of the current year?</td>
<td>No. As per the instructions contained in this office letter dated 04.10.2010 ibid, Child Care Leave may not be granted in more than 3 spells. Hence CCL may not be allowed for more than 3 times irrespective of the number of days or times Child Care Leave has been availed earlier. Past cases may not be reopened.</td>
</tr>
<tr>
<td>4</td>
<td>Whether Encashment of Leave admissible in terms of Rule 540-A Indian Railway Establishment Code I, Volume, 1985 Edition can be availed during Child Care Leave?</td>
<td>The benefit of encashment of Leave on Average Pay admissible in terms of Rule 540-A Indian Railway Establishment Code, Volume I, 1985 Edition cannot be availed during Child Care Leave as Child Care Leave is granted for the specific purpose of taking care of a minor child for rearing or for looking after any other needs of the child during examination, sickness etc.</td>
</tr>
</tbody>
</table>

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

**SERIAL CIRCULAR No.25/2011**

No. SCR/P-HQ/Ruling/O/933 Dated:28-02-2011

No. P[R](535/VIII)

Copy of Board’s letter No.PC-V/2010/MACP/7/ECR dated 10.2.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 11.09.08 and 10.06.09 quoted therein were circulated under Serial Circular Nos. 110/08 and 85/09, respectively. In response to the clarification sought vide this office letter No.SCR/P/HQ/ Ruling/O/933 dated 23-12-10 [copy enclosed] as to whether the non-functional promotions earned from Goods Guard with GP 2800 to Sr. Goods Guard with GP 4200 is to be counted as a promotion for the purpose of grant of benefits of financial upgradation under MACPS or otherwise, Board have replied that the placement/ grant of higher Grade Pay from Goods Guard to Sr. Goods Guard on Non-functional basis should be reckoned as upgradation for the purpose of MACP Scheme.

Copy of Board’s letter No. PC-V/2010/MACP/7/ECR dated 10.2.2011

**Sub: Grant of MACPS benefit to Guards category – clarification regarding.**

With reference to the letter above, it is stated that the matter has been examined in consultation with Department of Personnel & Training and it is clarified that every financial upgradation is to be counted as upgradeation and offset against the financial upgradation under MACPS in terms of Board’s letter dt. 10.6.09 [RBE No. 101/2009]. Therefore, the placement/ grant of higher Grade Pay from Goods Guard to Sr. Goods Guard or from Sr. Goods Guard to Sr. Passenger Guard on Non-functional basis should be reckoned as upgradeation for the purpose of MACP Scheme.

Further, the categories of Passenger Guard [5000-8000] & Sr. Passenger Guard [5500-9000] have been merged and allotted Grade Pay of 4200/- in PB-2 vide Board’s letter dt. 11.9.08 [RBE No. 108/2008]. In terms of Para-8 of the Board’s letter dt. 10.6.09 the promotion from Sr. Goods Guard to Passenger Guard should be counted for the purpose of MACPS and in terms of Para-5 of the said letter, the promotion from Passenger Guard to Sr. Passenger Guard should be ignored for MACPS. Therefore, an employee appointed as Goods Guard has earned following three promotions/financial upgradations till he reaches Mail/Express Guard, viz:-

- [i] From Goods Guard to Sr. Goods Guard
- [ii] From Sr. Goods Guard to Passenger Guard
- [iii] From Sr. Passenger Guard to Mail /Express Guard [Passenger Guard to Sr. Passenger Guard to be ignored].

Thus, such employees are not entitled to any further financial upgradation under MACP scheme.
Sub: Implementation of MACP Scheme

The posts in the category of Guards on Railways in V CPC / VI CPC is filled as under:

<table>
<thead>
<tr>
<th>Serial No.</th>
<th>Category</th>
<th>V CPC scales</th>
<th>VI CPC scales</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Goods Guard /4500-7000</td>
<td>60% by General Selection; 15% plus shortfall against General Selection by LDCE; &amp; 25% plus shortfall against LDCE quota by DR</td>
<td>Selection (Rectt. grade) PB-1[2800] 60% by General Selection; 15% plus shortfall against General Selection by LDCE; &amp; 25% plus shortfall against LDCE quota by DR</td>
</tr>
<tr>
<td>2</td>
<td>Sr. Goods Guard /5000-8000</td>
<td>100% Promotion</td>
<td>Non-Selection PB-2 4200</td>
</tr>
<tr>
<td>3</td>
<td>Passenger Guard /5000-8000</td>
<td>100% Promotion</td>
<td>Selection PB-2 4200</td>
</tr>
<tr>
<td>4</td>
<td>Sr. Passenger Guard /5500-9000</td>
<td>100% Promotion</td>
<td>Non-Selection PB-2 4200</td>
</tr>
<tr>
<td>5</td>
<td>Mail /Express Guard /5500-9000</td>
<td>100% Promotion</td>
<td>Non-election PB-2 4200</td>
</tr>
</tbody>
</table>

As per the hierarchy, Goods Guards are promoted/placed in non-functional higher scale of Sr. Goods Guard with GP-4200 On placement/promotion in such higher scale of Sr. Goods Guard on non-functional basis their pay is fixed under Rule 1313 FR22 I(a)[2] R-II in terms of Board letter No. PC-IV/93/JCM/DC/3 dated 20.04.04 [RBE No. 89/04] duly allowing the difference in Grade Pay ₹1400. However, on functional promotion to the post of Passenger Guard involving duties and responsibilities of greater importance though in the same Grade Pay, benefit of fixation of 3% is allowed under Rule 13 of RS(RP) Rules, 2008 [RBE 103/08].

Para 5 of Annexure I to Board’s letter dt. 10.6.2009(RBE No.101/2009) stipulates that promotions earned /upgradations granted under the ACP scheme in the past to those grades which now carry the same Grade Pay due to merger of pay scales /upgradations of posts recommended by the 6th CPC shall be ignored for the purpose of granting upgradations under MACPS.

While extending the benefit under MACPS a doubt has now arisen as to whether the non-functional placement/promotions earned from Goods Guard with GP 2800 to Sr. Goods Guard with GP 4200 is to be counted as a promotion for the purpose of grant of benefits of financial upgradation under MACPS or otherwise without assumption of duties/ responsibilities of greater importance.

Board are requested to examine and issue necessary clarification in the matter early.
instructions shall be applicable in all Zonal Railways and Units for considering the transfer cases of sportspersons, recruited against sports quota, from one Railway/Unit/Division to another Railway/Unit/Division.

2.[i] : Eligibility conditions:-
   [a] At least 5 years' service on the Railway, including probation period; and
   [b] Person should be a regular employee;

[iii] : Exceptions to the conditions as mentioned in Para 2[i] above can be made in the following circumstances:-
   [a] When the spouse of the sportsperson is an employee of Central Government/State Government/Public Sector; and the sportsperson requests for transfer to the place of posting of the spouse;
   [b] When a sportsperson has been afflicted with a serious physical and mental ailment rendering him/her unfit for competitive sports and he/she desires to be transferred to another place where better treatment facilities for the ailment, are available; and
   [c] When sportspersons request for their transfers on mutual basis from one Railway/Division/Unit to another Railway/Division/Unit, provided both such employees are sportspersons.

3. Inter-Divisional/Unit transfers of sportspersons within the same Railway, shall be within the competence of General Manager of that Railway and will be decided only after his/her personal approval.

4. Inter-Railway transfers of sportspersons shall be considered at the personal level of General Manager and after his/her recommendation, referred to the Railway Board for final approval.

5. Railway Board, after the personal approval of Member[Staff], can grant relaxation in five years' service condition as mentioned in Para 2[[a] above, to the sportspersons having medal winning performance in the recognized international championships after joining the Railways on his/her request.

6. The general conditions governing request transfers, like, educational qualifications prescribed for recruitment to the category/post to which transfer has been sought for, assignment of bottom seniority etc., will apply in all cases of transfer of sportspersons on their own requests.

SERIAL CIRCULAR No.27/2011
No. SCR/P-HQ/Ruling/O/965 Dated:28-02-2011
No. P[R]411

Copy of Board’s letter No.E(W)2010/FU-1/4 dated 15.02.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 26.4.2010 quoted therein was circulated under Serial Circular No.65/2010.

SERIAL CIRCULAR No.28/2011
No. SCR/P-HQ/Ruling/O/846 Dated:10-03-2011
No. P[R]563/IX

Copy of Board’s letter No.E(W)2010/FU-1/4 dated 15.02.2011 [RBE No.22/2011]

Sub:Staff Benefit Fund – Continuance of benefits to staff receiving benefit of the MACP Scheme.
Ref: This office letter of even number dated 26.04.2010

Some of the Zonal Railways have sought clarification as to whether the staff in Grade Pay ₹1,800 and below and eligible for benefits of scholarship for higher education and relief of distress/sickness etc. under items I[i][a][2], I[i][a][3] and I[i][d][2] of this office letter dated 26.4.2010 ibid are entitled for these benefits even after being placed in higher Grade Pay under the MACP Scheme.

2. The matter has been considered and it is clarified that since even after placement in higher Grade Pay under the MACP Scheme the employee continues to retain the classification of his/her basic post, such staff continue to be eligible for these benefits under SBF. The grant of these benefits shall, however, be subject to the staff in the lower Grade Pay being given precedence.

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

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Attention is invited to this Ministry’s letter under reference vide which the currency of the relaxation contained in letter of even number dated 10.05.1999 (RBE No.99/99) was extended for a period of one year i.e. up to 03-02-2011.

The matter has been reviewed and it has now been decided that this relaxation of 03 (three) years above the prescribed upper age limit for recruitment to all Group ‘C’ & ‘D’ posts including engagement of Substitutes may be extended further for a period of one year i.e. up to 03-02-2012. These orders take effect from 4.2.2011. Indents placed after 3.2.2011 may be suitably amended.

SERIAL CIRCULAR No.29/2011
No. SCR/P-HQ/Ruling/O/984 Dated:10 -03-2011
No. P[R]676/I

Copy of Board’s letter No.2011/E[Sports]/4[1]/1/Policy Clarifications dated 24.02.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 31.12.2010 and 17.02.2011 quoted therein were circulated under Serial Circular Nos. 09/2011 and 26/2011, respectively.

Copy of Board’s letter No. 2011/E[Sports]/4[1]/1/Policy Clarifications dated 24.02.2011 [RBE No.28/2011] Clarification/Corrigendum No. 6

Sub: Minimum service period required for Inter-Railway/Divisional transfer, as mentioned in Offer of Appointment to sportspersons for recruitment against Sports Quota.


The issue of granting out-of-turn promotion to sportspersons, who after getting promotion in normal course i.e., on their seniority, again apply for out-of-turn promotion on the basis of sports achievements prior to such promotion; has been considered by the Railway Board.

In this connection, it is clarified that if any sportsperson applies for out-of-turn promotion on sports account, after getting promotion on his/her own seniority; for considering such cases as per Board’s policy letter referred above; the concluding day of last recognized sports achievement should not be more than one year old, from the date of his/her promotion on seniority.

This also disposes Western Railway’s letter No. Sports/65/OTP/C-C dt. 16.2.2011

SERIAL CIRCULAR No.31/2011


Sub: Children Education Allowance/Hostel Subsidy-Clarification regarding.

Please refer to Railway Board’s letter of even number dated 01.10.2008 followed by subsequent letters regarding revised policy instructions/clarifications on Children Education Allowance and Hostel Subsidy admissible to Railway Servants, based on the recommendations of Sixth Central Pay Commission.

2. Now, DOP&T vide Office Memorandum No.12011/08/2010-Estt.[AL] dated 30.12.2010 has issued certain clarification related to reimbursement of Children Education Allowance and Hostel Subsidy admissible to Government employees. The same is circulated herewith for guidance of all concerned.

***

Copy of DOP&T’s Office Memorandum No.12011/08/2010-Estt.[AL] dated 30.12.2010

Sub: Children Education Allowance Scheme – Clarification

Subsequent to issue of this Department OM No. 12011/32008-Estt (Allowance) dated 02/09/2008 and clarificatory OMs dated 11/11/2008, 23/11/2009 and OM No. 12011/16/2009-(Allowance) dated 13/11/2009 on the Children Education Allowance (CEA) Scheme, this Department has been receiving references from various Departments, seeking further clarifications.

The doubts raised are clarified as under:

<table>
<thead>
<tr>
<th>Doubt</th>
<th>Clarification</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i). Whether CEA is admissible to a Government Servant who ceases to be in service due to retirement, discharge, dismissal or removal from service in the course of an academic year?</td>
<td>CEA/hostel subsidy shall be admissible till the end of the academic year in which the Government servant ceased to be in service due to retirement, discharge, dismissal or removal from service in the course of an academic year. The payment shall be made by the office in which the Govt. servant worked prior to these events and will be regulated by the other conditions laid down under CEA scheme.</td>
</tr>
<tr>
<td>(ii). Whether Children of a Government servant who dies while in service are still eligible for reimbursement under the new CEA scheme?</td>
<td>If a Government servant dies while in service, the Children Education Allowance or hostel subsidy shall be admissible in respect of his/her children subject to observance of other conditions for its grant provided the wife/husband of the deceased is not employed in service of the Central Govt., State Government, Autonomous Body, PSU, Semi-Government Organization such as Municipality, Post Trust Authority or any other organization partly or fully funded by the Central Govt./State Governments. In such cases the CEA/Hostel Subsidy shall be payable to the children till such time the employee would have actually received the same, subject to the condition that other terms and conditions are fulfilled. The payment shall be made by the office in which the Govt. servant was working prior to his death and will be regulated by the other condition laid down under CEA Scheme.</td>
</tr>
<tr>
<td>(iii). Whether any upper age limit of the children has been prescribed for claiming CEA? Whether CEA can be allowed in case of children studying through “Correspondence or Distance Learning”? If so the age limit prescribed for the same.</td>
<td>The upper age limit for disabled children has been set at the age of 22 years. In the case of other children the age limit will now be 20 years or till the time of passing 12th class, which ever is earlier. Cases where reimbursement have been already made, in respect of children above this age may not be reopened. It has also been decided that CEA may henceforth be allowed in case of children studying through “Correspondence or Distance Learning” subject to other conditions prescribed.</td>
</tr>
</tbody>
</table>
iv) What is the definition of the terms ‘two sets of uniform’ which occur in para 1(e) of our O.M. dated 2.9.08. What is the definition of ‘one set of shoes’?  

It is clarified that ‘one set of shoes’ would mean one pair of shoes and ‘two sets of uniform’ would mean two sets of uniform prescribed by the school in which the child is studying. A set of uniform will include all items of clothing prescribed for a day, as uniform by the school. Reimbursement may be allowed for two sets of such uniform irrespective of the colours/winter/summer/PT uniform.

(v) What is the definition of ‘station’ for the purpose of hostel subsidy?  

It is clarified that for the purpose of hostel subsidy, station would be demarcated by the first three digits of the PIN Code of the area where the Government Servant is posted and/or residing. The first three digits of the PIN Code indicate a Revenue District.

(vi) Whether fee paid to organizations/institutions other than the school or fee paid to private tutors for purposes mentioned in para 1(e) of the OM dated 2.9.2008 is reimbursable?  

No. It is clarified that the term ‘fee’ contained in the para 1(e) of the OM dated 2.9.2008 would mean the fee charged by the school directly from the student.

SERIAL CIRCULAR No.32/2011  
No. SCR/P-HQ/Ruling/O/933 Dated: 17-03-2011  
No. P[R]535/VIII


Sub: Filling up the posts of Dresser Gr.III/Operation Theatre Assistant Gr.III in the PB-1 Rs.5200-20200 GP Rs.1900 in the Medical Department.

Attention is invited to Board’s letter of even number dated 28.07.2004 by which, in addition to two chances given earlier vide Board’s letter of same number dated 30.03.2001 and 06.09.2001, third chance was given to the existing Hospital Attendants and other Group ‘D’ staff who are otherwise eligible as per provisions of IREM to appear in the selections without insisting the condition of qualification of Matriculation prescribed for promotion as Dresser Gr.III/OTA Gr.III.

2. In the PNM/NFIR meeting held on 27th and 28th December, 2010, the Federation demanded to review the condition of matriculation to enable the experienced staff to get a chance of promotion. The matter has accordingly been considered by the Board in partial modification of Board’s letter dated 28.07.2004, it has been decided that the existing staff as on 10.05.1998 may be given one more chance to appear in the selection to be held for promotion to the post of Dresser Gr.III/OTA Gr.III without insisting on the condition of qualification of Matriculation as a special case. With this relaxation, the existing staff has been given four opportunities to appear in the selection in question.

Copy of Board’s letter No.E[NG]-2000/PM 10/2 dated 28.07.2004 [RBE No. 169/04]

Sub: Filling up the posts of Dresser Gr.III/Operation Theatre Assistant Gr.III in the pay scale of Rs.3050-4590 in the Medical Department.

Reference this Ministry’s letter of even number dated 30.03.2001 as modified vide their letter of same number dated 06.09.2001 allowing two chances to the existing Hospital Attendants to appear in the two consecutive selections held after 30.03.2001 without the condition of qualification of Matriculation prescribed for promotion as Dresser Gr.III/OTA Gr.III as a result of acceptance of V PC recommendation vide their letter No. PC-V/98/11/18[A] dated 10.05.1998.

2. In the PNM/AIRF meeting held on 24-25.5.2004 the federation requested that the qualification of Matriculation may be relaxed to Class VIII pass to enable the experienced staff to get a chance of promotion. The matter has been considered carefully by this Ministry. It has been decided that while the qualification of Matriculation cannot be done away with, the existing staff as on the date of issue of instructions contained in this Ministry’s letter No PC-V/98/11/18[A] dated 10.05.1998 may be given one more chance to appear in the selection held for promotion to the post of Dresser Gr.III/OTA Gr.III without the condition of qualification of Matriculation. With this relaxation the existing staff become eligible to appear in the three consecutive selections held for promotion as Dresser Gr.III/OTA after 30.03.2001 without the condition of qualification of Matriculation.

3. It is also clarified that in mentioning the existing Hospital Attendants in this Ministry’s letters of 30.03.2001 and 06.09.2001 the Ministry’s intention is not to exclude the other Group ‘D’ staff who are otherwise eligible to appear in the selection for promotion as Dresser Gr.III/OTA Gr.III as per provisions in the IREM. Accordingly, Group ‘D’ staff hitherto eligible to appear in the selection for promotion as Dresser Gr.III/OTA Gr.III will continue to be eligible. To this extent this Ministry’s letters of 30.03.2001 and 06.09.2001 may be deemed to have been modified.
Copy of Board’s letter No. PC-VI/2008/I/7/2/1 dated 25.03.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 09.09.2008 and 22.09.2010 quoted therein were circulated under Serial Circular Nos.111/2008 and 135/2010, respectively.

Sub: Payment of Dearness Allowance to Railway employees – Revised rates effective from 01.01.2011.

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 payment of arrears of Dearness Allowance for the months of January and February, 2011 shall not be made before the date of disbursement of salary for March 2011 and no 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.

Copy of Ministry of Finance, Department of Expenditure’s OM No. 1[2]/2010-E-II[B] dated 24.03.2011

Sub: Payment of Dearness Allowance to Central Government employees – Revised rates effective from 01.01.2011.

2. The provisions contained in paras 3, 4, and 5 of this Ministry’s O.M. No. 1[3]/2008-E-II[B] dated 29th August, 2008 shall continue to be applicable while regulating Dearness Allowance under these orders.

3. The additional instalment of Dearness Allowance payable under these orders shall be paid in cash to all Central Government employees.

4. The payment of arrears of Dearness Allowance for the months of January and February, 2011 shall not be made before the date of disbursement of salary of March 2011.

5. These orders shall also apply to the civilian employees paid from the Defence Services Estimates and the expenditure will be chargeable to the relevant head of the Defence Services Estimates. In regard to Armed Forces personnel and Railway employees separate orders will be issued by the Ministry of Defence and Ministry of Railways, respectively.

5. Insofar as the persons serving in the Indian Audit and Accounts Department are concerned, these orders issue after consultation with the Comptroller and Auditor General of India.
In continuation of Board’s letters of even number dated 01.12.2008 and 29.12.2010, it is clarified that the higher rates of road mileage prescribed for ‘X’ and ‘Y’ class cities would be admissible for transfers within ‘X’ and ‘Y’ class cities; ‘X’ to ‘Y’ class cities and vice-versa; and from ‘X/Y’ class cities to ‘Z’ class cities and vice-versa. In all other cases of transfers within ‘Z’ class cities, the rates prescribed for ‘Z’ class cities shall be admissible.

Copy of Board’s letter No. E[MPP]2007/6/3 dated 09-03-2011 is forwarded for information, guidance and necessary action. Board’s letter dated 23.08.2007 quoted therein was circulated under Serial Circular No. 119/07


Sub: Apprentices Act, 1961 - Payment of stipend to the Trade Apprentices - Increase in the rate of.

It has been decided that the Trade Apprentices engaged on the Indian Railways under Apprentices Act, 1961 should be paid stipend with effect from 18th October, 2010 at the revised rates as notified in the Ministry of Labour's Notification No. DGET-23[4][3304]2010-AP dated 18.10.2010 published in Gazette of India Extraordinary (Copy of the Notification is enclosed). The expenditure should be met from the existing budget allotment.

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

Copy of Ministry of Labour And Employment (Directorate General of Employment and Training)'s Notification No. DGET-23[4][3304]2010-AP dated 18-10-2010

G.S.R. 838(E).- In exercise of the powers conferred by Sub-section (1) of Section 37 of the Apprenticeship Act, 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 (Fifth Amendment) Rules, 2010.

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

2. In the Apprenticeship Rules, 1992, in rule 11, in sub-rule(1) for clauses (a), (b), (c) and (d) and entries relating thereto, the following shall be substituted, namely:-

<table>
<thead>
<tr>
<th>Training Year</th>
<th>Revised Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>Rs. 1490/- per month</td>
</tr>
<tr>
<td>Second</td>
<td>Rs. 1700/- per month</td>
</tr>
<tr>
<td>Third</td>
<td>Rs. 1970/- per month</td>
</tr>
<tr>
<td>Fourth</td>
<td>Rs. 2220/- per month</td>
</tr>
</tbody>
</table>

( F.No.DGET-23[4][3304]2010-AP)

Note: The Principal rules were published in the Gazette of India vide number G.S.R. 356 dated 1.8.1992 and last amended vide number GSR 733[E], dated the 18th September, 2010.

Sub: Analysis of causative factors for human error during train accidents.

Based on a study by RDSO on “Analysis of causative factors for human error during train accidents”, among other things, practicing yoga, meditation and Physical Training are some of the behavioural techniques to improve agility and concentration level of running staff like drivers as well as ASMs. It may be mentioned that yoga has already been introduced vide Board’s letter No. E[MPP]2000/19/1/Pt/Meditation dated 23.11.2001 [RBE No.231/2001] as amended from time to time.
Board have now decided to introduce Physical Training [PT] for the railway staff in the morning hours as under:

[a] Railway employees attending training may be given the option of either choosing Physical Training [PT] or Yoga with a view to improve their fitness, agility and level of concentration.

[b] To begin with, Physical Training [PT] should be imparted in the 83 training centres as per the list attached irrespective of the fact whether they cater to safety or non-safety category of staff;

[c] PT classes may be divided into two age groups i.e. 20-40 years and 41-55 years and the intensity and level of physical training appropriately be decided by the persons taking PT classes keeping the age of the group in mind;

[d] These 83 training Centres will arrange PT classes by engaging local agencies or RPF /railway employee who are qualified in the subject of Physical Training;

[e] The persons taking PT classes will be paid honorarium @ ₹75/- per hour per day subject to maximum of ₹2500/- per month for taking PT classes;

[f] These 83 training centres would be required to engage 1 person taking PT classes for each group, i.e. one person taking PT classes will conduct classes for the age Group of 20-40 years and another will conduct classes for the age Group of 41-55;

[g] Each of these 83 training centres would be required to have a panel of 3 qualified persons taking PT classes, to avoid disruption of classes, in case one is on leave/sickness etc; and

[h] Railways will have to make available necessary budgetary provision to these training centres to meet the expenditure incurred on engaging 2 persons taking PT classes, through suitable re-appropriation within General Manager’s powers.

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

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**ANNEXURE**

**List of Training Centres where PT instructors is required**

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<tr>
<th>CR</th>
<th>Zonal Railway Training Institute/ Bhusawal/CR</th>
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<tr>
<td>2</td>
<td>S&amp;T Training Centre, Byculla, CR</td>
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<td>3</td>
<td>Electrical Training Centre, Thakurli/CR</td>
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<td>4</td>
<td>Drivers/Assistant Drivers Training Centre, Ajni/CR</td>
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<td>5</td>
<td>Motorman Training Centre, Kalyan/CR</td>
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<td>Motorman Training Centre, Kurla/CR</td>
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**SERIAL CIRCULAR No.37/2011**
Copy of Board’s letter No.F[E]III/2009/PN-1/10 dated 10.03.2011 is forwarded for information, guidance and necessary action.


Sub: Counting of period spent on Extraordinary Leave as qualifying service – Clarification regarding.

Attention of the zonal Railways etc. is invited to clause[ii] of Rule 36 of Railway Services [Pension] Rules, 1993 which provides for counting the period of extraordinary leave granted to a Railway servant for prosecuting higher scientific or technical studies towards qualifying service for pensionary benefits.

2. In terms of Rule 14 of the Study Leave Rules under Annexure V of IREC Vol.I, 1985 Edition, the study leave availed by those Railway servants who resign or retire from service or otherwise quit service without returning to duty after a period of study leave or within a period of three years after such return to duty or who fail to complete the course of study and are thus unable to furnish the certificate as required in sub-rule [5] of Rule 14 of Study Leave Rules ibid, shall be converted into regular leave standing at his credit on the date on which the study leave commenced, any regular leave taken in continuation of study leave being suitably adjusted for the purpose and the balance of the period of study leave, if any, which cannot be so converted, treated as extraordinary leave.

3. One of the zonal Railways raised a doubt regarding counting such extraordinary leave as qualifying service for pensionary benefits. The matter has been examined in consultation with the Department of Personnel and Training and it is clarified that study leave granted to a Railway servant fails to comply with the conditions on which study leave was granted to him, is converted into regular leave standing in his credit and the balance of extraordinary leave, if any, which cannot be so converted, due to deficiency in the leave account of the Railway servant, is converted into extraordinary leave. Extraordinary leave thus sanctioned is due to the reason that the Railway servant has no other leave admissible to him and not for the purpose of pursuing studies as such. Hence clause [ii] of Rule 36 of Railway Services [Pension] Rules, 1993 is not applicable in such cases. In other words, the period of extraordinary leave shall not be counted as qualifying service for pensionary benefits.

SERIAL CIRCULAR No.38/2011
No. SCR/P-HQ/Ruling/O/933 Dated: 31-03-2011
No. P[R]535/VII

Copy of Board’s letter No.E[NG]l-2006/PM10/2 dated 11.03.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 12.11.2001 and 02.12.2002 quoted therein were circulated under Serial Circular Nos. 260/01 and 03/2003, respectively.

Copy of Board’s letter No. E[NG]-2006/PM10/2 dated 11.03.2011 [RBE No.34/2011]

Sub: Promotion to the post of Laboratory Superintendent Gr.III-Medical Department.

As the Railways are aware, in terms of para 165(3) (ii) of IREM, Vol.I 1989 Edition as modified vide ACS No.128 issued under this Ministry’s letter No.E(NG)II/2001/RR-1/20 dated 12.11.2001, the persons in service as on 01.08.1998 in grade Rs.3200-4900/PB-1 Rs.5200-20200 GP Rs.2000 with the then existing qualification of Matriculation with Science with or without one year’s experience in Pathological or Biochemical Laboratory will also continue to be considered eligible for promotion to grade Rs.4000-6000/PB-1 Rs.5200-20200 GP Rs.2400 and Rs.4500-7000/PB-1 Rs.5200-20200 GP Rs.2800 after they have completed 10 years in each grade viz. Rs.3200-4900/ PB-I Rs.5200-20200 GP Rs.2000 and Rs.4000-6000/ PB-I Rs.5200-20200 GP Rs.2400. Later this was reduced to 6 years subject to their passing a trade test/practical test and are found suitable otherwise, vide ACS No.142 issued under Board’s letter No.E(NG)-2002/PM10/1 dated 02.12.2002. Similarly, persons in service as on 01.08.1998 with the then existing qualification of Matriculation with Science plus Diploma in Laboratory Technician’s course and five years as Lab.technician/ Asstt.Chemist in grade Rs.4500-7000/ PB-1 Rs.5200-20200 GP Rs.2800 will also continue to be eligible for promotion by selection as Lab.Supdt. Gr.III/Chemist in the pay scale Rs.5000-8000/PB-2 Rs.9300-34800 GP Rs.4200.

2. The staff side have raised a demand in the forum of DC-JCM for consideration of promotion of staff who are in service with the then existing qualification of Matriculation with Science with or without one year’s experience in Pathological or Biochemical Laboratory as on 01.08.1998 in scale Lab.Asstt Gr. II Rs. 3200-4900/PB- 1 Rs. 5200-20200 GP Rs.2000, Lab.Asstt. Gr.I Rs.4000-6000 PB-1 Rs.5200-20200 GP Rs. 2400, Lab. Technician/Assistant Chemist in scale Rs.4500-7000/PB- 1 Rs.5200.-20200 GP Rs.2800 to their respective next higher grade.

3. The matter has been considered by the Ministry of Railways and in the light of the above discussion, it has been decided that employees working as Lab.Asstt.Gr.II Rs.3200-4900/PB-1 Rs.5200-20200 GP Rs.2000, Lab.Asstt. Gr.I Rs.4000-6000 PB-1 Rs.5200-20200 GP Rs.2400, Lab. Technician/Assistant Chemist in scale Rs.4500-7000/PB-1 Rs.5200-20200 GP Rs.2800 as on 01.08.1998 recruited with the qualification of Matric with Science with or without one year’s experience in pathological or bio-chemical laboratory may be detailed for imparting 24 weeks training as per the following procedure:
i) There shall be three training sessions of 8 weeks each of which 6 weeks will be at the work place and 2 weeks hands-on training at the nominated Zonal Hospital.

ii) Each training session to be followed by a suitable evaluation programme which will be conducted by the Pathologist Incharge/Zonal Hospital.

iii) Zonal Hospitals of Northern and Southern Railway to be the nominated Hospitals for hands-on training and evaluation programme.

iv) There is no age bar for detailing for this training programme for Lab. Technician which is specifically designed for the existing Lab.Tech staff as on 01.08.1998 and who had been recruited with the then existing pre-requisite qualification of “Matric with Science with or without one year’s experience in pathological or bio-chemical laboratory”.

4. The mode of training programme for Lab Technicians may be seen from Annexure ‘A’. The Lab. Technician/ Asstt. Chemist in question may be considered for promotion as Lab.Supdt Gr.III (now replaced provisionally by the designation as Lab.Sudpt. in grade pay Rs.4200) based on fulfilling the criteria as laid down in training module and as per the provision contained in ACS No.128 ibid subject to availability of vacancies.

**************************************************
ANNEXURE ‘A’ to Board’s letter No. E[NG]I-2006/PM10/2 dated 11.03.2011

Training Programme for Lab Technician

- Total duration - 24 weeks

Training Structure
- There shall be three training sessions of 8 weeks each of which 6 weeks will be at work place & 2 weeks hands-on training at the nominated Zonal Hospitals.
- Each training session to be followed by a suitable evaluation programme which will be conducted by the Pathologist Incharge/Zonal Hospital.
- Zonal Hospital of Northern & Southern Railway to be the nominated Hospitals for hands-on training & evaluation programme.

****

THE COURSE CONTENT AND THE MODE OF TRAINING- LAB TECHNICIAN

The course content and the mode of training for the three 6 weeks training session shall be as follows:

1st 6 weeks training session

1. Anatomy and Physiology
   a. Parts of human body – Anatomical terms and position, Different types of tissues and their identification
   b. Cardiovascular system-Circulation, Heart Arteries, Veins, Blood-composition, function, normal counts, coagulation and anticoagulants, CSF (composition, function), Grouping, identification of blood cells.
   d. Nutrition-Carbohydrate, Protein, Fat Vitamins and Minerals.

2. Haematology and Blood Banking
   b. Haemoglobin estimation
   c. RBC-Haemocytometer, calculation, abnormal forms, normal values, haematocrit, red cell indices, reticulocyte count, sickle cell preparation, anaemia.
   d. WBC-Methods, calculation, immature forms, normal values, leukaemia.
   e. Differential White cell count-including staining procedure, esinophil count.
   f. Erythrocyte Sedimantaion Rate-Methods, values factors affecting ESR.
   g. Coagulation tests-BT, CT, PT, APTT, Clot retraction test, Platelet count.
   h. Preparation of bone marrow smears-All immature cells.
   i. CSF examination
   j. ABO blood group system
   k. Rh blood group system – Techniques of grouping.
   l. Cross matching, coombs test.
   m. Blood transfusion-Procedure and complications.

Two theory classes per week of 1 hour duration covering the above course shall be conducted during the entire 6 weeks session. Practical working covering the course content shall be supervised and monitored by the medical officer incharge during the routine laboratory working. The posting of the trainee during this session shall be in the haematology section of the laboratory.

2nd 6 weeks training session
1. Microbiology
   b. Sterilization- Physical, chemical and mechanical methods.
   c. Bacteria- Identification, Different methods of staining, different types of cocci & bacilli.
   d. Bacterial growth and cultivation of Micro-organisms- Method, common culture and special media, antibiotic sensitivity tests.
   e. Fungi- Morphology and cultivation.
   f. Collection and processing- Sputum, urine, swabs, stool, blood, CSF and aspirations.
   g. Semen analysis
   h. Parasitology- Ova and cysts in stool.
   i. Virology- General, HIV & Hepatitis.
   j. Equipment- Theory and practical working of equipments used in microbiology.

2. Biochemistry
   b. Carbohydrate- Theory and practical of glucose.
   c. Lipids- Theory and practical of cholesterol, triglyceride, ketone bodies.
   d. Liver function tests
   e. Kidney function tests.
   f. Collection and preservation- Blood, serum, plasma, CSF.
   g. Electrolytes- Sodium, potassium and chlorides.
   h. Equipments- Principle and practical working of equipments in biochemistry.

Two theory classes per week of 1 hour duration covering the above course shall be conducted during the entire 6 weeks session. Practical working covering the course content shall be supervised and monitored by the medical officer in charge during the routine laboratory working. The posting of the trainee during this session shall be in the microbiology and biochemistry section of the laboratory.

3rd 6 weeks training session
1. Clinical Pathology, Serology & Immunology
   a. Urine examination- Collection & preservation, Routine, microscopic, 24 hrs. urine examination.
   b. Stool examination.
   c. Sputum examination.
   d. Semen analysis
   e. Antigen and antibody reactions- Agglutination, widal, VDRL, RA test, CRP test, ASO test.
   f. Immunoassay- ELISA, Hormone & tumor marker study by different immunoassay methods.
   g. Equipments- Principle & practice of equipments used in clinical pathology and immunology.

2. Histopathology and Cytology
   a. Tissue Fixation – Different fixatives used in histopathology and cytopathology.
   b. Tissue processing – Collection, labeling, fixation, dehydrating, clearing, impregnation, embedding.
   c. Section cutting-Microtome, technique of section cutting.
   d. Staining- H&E, Giemsa, PAP.
   e. Cytology- Types of specimens, preservation, Smear preparation and staining.
   f. Equipments- Principle & practice of equipments used in histopathology & cytology.

3. Quality control in laboratory practice
4. Laboratory management and planning

Two theory classes per week of 1 hour duration covering the above course shall be conducted during the entire 6 weeks session. Practical working covering the course content shall be supervised and monitored by the medical officer in charge during the routine laboratory working. The posting of the trainee during this session shall be in the respective section of the laboratory.

SERIAL CIRCULAR No.39/2011
No. SCR/P-HQ/Ruling/O/926 Dated: 31-03-2011
No. P[R]473/VIII

Copy of Board’s letter No.E[W]2008/PS5-1/38 dated 14.3.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 06.01.2011 and 03.02.2011 quoted therein were circulated under Serial Circular Nos. 01/2011 and 21/2011, respectively. In this connection, clarification No. 4 issued under this office letter No. SCR/P-HQ/Ruling/O/926 dated: 13-01-2011 may be referred to.

Clarification has been sought whether the passes on 2010 year ending account due to the employees shall be as per revised entitlements.

2. The matter has been examined and it is clarified that since the revised entitlements are effective from 06.01.2011, any pass issued on or after 06.01.2011, including 2010 year ending pass, shall be as per the revised entitlements.

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

**SERIAL CIRCULAR No.40/2011**

No. SCR/P-HQ/Ruling/O/885  Dated: 31-03-2011

No. P[R]299/IV

Copy of Board’s letter No. E[LL]2009/PREM/3 dated 11.03.2011 together with their letter dated 22.12.2010 is forwarded for information, guidance and necessary action.

**Sub: PREM-Secretarial Assistance to PREM affiliates.**

**Ref: Board’s letter of even No. dated 22.12.2010.**

In terms of instructions contained in Board’s letter dated 22.12.2010 referred to above, ceiling amount of honorarium being granted to the Stenographers and Peons of the Railways engaged for work connected with Participation of Railway Employees in Management [PREM] at the various levels were revised. The above referred instructions further provide that the exact amount of honorarium is to be decided by the Railways concerned in consultation with Finance keeping in view the volume of work etc.

After the discussions held in the last meeting of Sub-group on PREM, it has been decided to delete the following clause from the above referred letter:

"The exact amount of honorarium is to be decided by the Railways concerned in consultation with Finance keeping in view the volume of work etc."

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

**SERIAL CIRCULAR No.41/2011**

No. SCR/P-HQ/Ruling/O/975  Dated: 31-03-2011

No. P[R]605/XII

Copy of Board’s letter No. E[NG]I-2011/PM1/5 dated 22.03.2011 is forwarded for information, guidance and necessary action.

**Sub: Merger of grades – Filling up of non-gazetted posts – Constitution of Selection Committee regarding.**
As the Railway Administrations are aware, in terms of extant instructions, for selection post in the erstwhile scale of \( R.5500-9000 \) and above the Selection Board consisted of officers of Junior Administrative Grade, while for all other selection posts the Selection Board consisted of officers not lower than Senior Scale.

2. Pursuant to the merger of grades, as a result of implementation of recommendations of 6\(^{th}\) Central Pay Commission, Ministry of Railways have considered the matter afresh and it has been decided that henceforth the Selection Board will consist of Junior Administrative Grade officers for selection to the posts carrying grade pay \( R.4200/- \) and above, whereas officers in the rank of Senior Scale may be nominated for selection to the post carrying grade pay \( R.2800/- \) & below.

**SERIAL CIRCULAR No.42/2011**

No. SCR/P-HQ/Ruling/O/946 Dated: 31-03-2011

No. P[R]563/I

Copy of Board’s letter No. E[NG]-II/96-RR-1-62/Vol.II dated 21.03.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 18.07.05, 29.08.05, 01.11.2006 12.03.2007, 02.02.2011 quoted therein were circulated under Serial Circular Nos. 126/05, 176/05, 190/06, 107/07 and 19/11, respectively.


Sub: Recruitment of staff in Pay Band-1 of \( 5200-20200 \) [Grade Pay \( 1800 \)] on Indian Railways.


Attention is invited to Para 4.2[j] of the annexure I enclosed with instructions contained in Board’s letter of even number dated 18.7.2005.

2. The provision stipulated therein has been reviewed in the light of announcement made by Hon’ble Minister of Railways in Budget [Railway] Speech 2010-11 and it has now been decided to add **Urdu** as an additional language for setting of question paper for recruitment of candidates from open market in Pay Band-1 \( 5200-20200 \) [Grade Pay \( 1800 \)].

3. This issues with the concurrence of Finance Directorate of Ministry of Railways [Railway Board].

*****

**SERIAL CIRCULAR No. 43/2011**

No. SCR/P-HQ/Ruling/O/845 Dated: 31-03-2011

No. P[R]579/VI

Copy of Board’s letter No. E(P&A)I-2010/RT-2 dated 29.03.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 11.09.2010 and 24.09.2010 quoted therein were circulated under Serial Circular Nos. 131/2010 and 145/2010, respectively. With the issue of Board’s guidelines, the instructions issued under this office letter dated 09.12.2010 are modified to that extent.

Copy of Board’s letter No.E(P&A)I-2010/RT-2 dated 29.03.2011 (RBE No.42/2011)

Sub: **Safety Related Retirement Scheme covering Drivers, Gangmen and other safety categories with Grade Pay of Rs.1800/-**.

Ref: Board’s letter of even number dated 11.09.2010 and 24.09.2010

*******

The demands raised by the employees’ Federations, such as constitution of a lower level Assessment Committee at Divisions, processing of the retirement/ recruitment cases more than once in a year, etc., under Liberalized Active Retirement Scheme for Guaranteed Employment for Safety Staff (LARSGESS) have been under consideration of Board for some time. It has been decided that the retirement/recruitment process under the LARSGESS in respect of all safety categories of staff including Gangmen in Grade pay of Rs.1800/-p.m. and Drivers/Loco Pilots may be done twice in a year as per the annexed time schedule. The suitability of the wards for recruitment under the Scheme may be adjudged by the Assessment Committee as follows:-

(i) Assessment Committee of 3 JAG Officers at Divisional Level to adjudge the suitability of wards for recruitment against safety category post in Grade Pay of Rs.1800/-p.m., and

(ii) Assessment Committee of 3 SAG Officers at Headquarters Level may continue to adjudge the suitability of wards of Drivers/Loco Pilot.
2. The process of retirement/recruitment may be started from July 2011 for the current calendar year 2011.

3. The other terms and conditions of the Scheme will remain the same.

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

**ANNEXURE**

*Time Schedule*

<table>
<thead>
<tr>
<th></th>
<th>1&lt;sup&gt;st&lt;/sup&gt; half - January - June</th>
<th></th>
<th>2&lt;sup&gt;nd&lt;/sup&gt; Half July – December</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)</td>
<td>Cut off date for reckoning eligibility of the Employee and his ward : 1&lt;sup&gt;st&lt;/sup&gt; January</td>
<td></td>
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<tr>
<td>(ii)</td>
<td>Last date for receiving the applications : 31&lt;sup&gt;st&lt;/sup&gt; January</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iii)</td>
<td>Scrutinizing the applications : 1&lt;sup&gt;st&lt;/sup&gt; February to 28&lt;sup&gt;th&lt;/sup&gt;/29&lt;sup&gt;th&lt;/sup&gt; February</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(iv)</td>
<td>Last date for withdrawal of application : 28&lt;sup&gt;th&lt;/sup&gt;/29&lt;sup&gt;th&lt;/sup&gt; February</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(v)</td>
<td>Conducting of Physical Test/Written Test etc. : 1&lt;sup&gt;st&lt;/sup&gt; March to 30&lt;sup&gt;th&lt;/sup&gt; April</td>
<td></td>
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<tr>
<td>(vi)</td>
<td>2&lt;sup&gt;nd&lt;/sup&gt; chance to failure in written test in first chance giving a gap of 20-30 days : Upto 31&lt;sup&gt;st&lt;/sup&gt; May</td>
<td></td>
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</tr>
<tr>
<td>(vii)</td>
<td>Medical exam, acceptance of retirement/joining the job by the wards : 1&lt;sup&gt;st&lt;/sup&gt; to 30&lt;sup&gt;th&lt;/sup&gt; June</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SERIAL CIRCULAR No.44/2011**

PAY COMMISSION CIRCULAR No.252

No. SCR/P-HQ/Ruling/O/933 Dated: 31-03-2011

No. P[R]535/VIII

Copy of Board’s letter No.PC-V/2009/ACP/2 dated 25.3.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 10.06.2009 quoted therein was circulated under Serial Circular No.85/2009. It is reiterated that the organized Group ‘A’ services are not covered under the Modified Assured Career Progression Scheme [MACPS] in terms of Board’s letter dated 10.06.2009 [SC No. 85/09].


*Sub: Modified Assured Career Progression Scheme [MACPS]for the Railway employees- clarifications regarding.*
Please refer to Board’s letter of even number dated 10.06.2009 wherein the financial upgradation under the Modified Assured Career Progression Scheme [MACPS] has been allowed upto the highest Grade Pay of ₹12000/- in the Pay Band-4. Consequent upon introduction of the new HAG scale of ₹67000-79000 in replacement of ₹37400-67000 with Grade Pay of ₹12000 in PB-4, it is clarified that the benefits of financial upgradation under the MACPS shall be available to the aforementioned HAG scale also.

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


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SERIAL CIRCULAR No.45/2011
No. SCR/P-HQ/Ruling/O/946 Dated:21-04-2011
No. P[R]563/IX

Copy of Board’s letter No.E[NG]-I-2011/PM1/2 dated 29.03.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 22.08.08 quoted therein was circulated under Serial Circular No.106/08.

Copy of Board’s letter No. E[NG]-I-2011/PM1/2 dated 29.03.2011 [RBE No.41/2011]

Sub: General Departmental Competitive Examination(GDCE) for filling up of 25% net direct recruitment quota vacancies in Group ‘C’ categories- Extension of currency upto 31.03.2014.

As the Railways are aware, the currency of the scheme of General Departmental Competitive Examination (GDCE) has been extended from time to time and the same was last extended upto 31.03.2011 vide this Ministry’s letter No.E(NG)-2008/PM1/6 dated 22.08.2008. After considering the views of Zonal Railways/Production Units regarding its further continuance, it has been decided to extend the currency of the scheme upto 31.03.2014 on existing terms and conditions.

SERIAL CIRCULAR No.46/2011
No. SCR/P-HQ/Ruling/O/938 Dated: 21-04-2011
No. P[R]554/VII

Copy of Board’s letter No.E[G]2006 QR1-14 dated 05.04.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 15.01.90, 20.11.2006 and 12.11.2007 quoted therein were circulated under Serial Circular Nos. 20/90, 206/06 and 158/07, respectively.

Copy of Board’s letter No. E[G]2006QR1-14 dated 05.04.2011 [RBE No.43/2011]

Sub: Retention of Railway accommodation on educational grounds – definition of “end of academic/scholastic session”

Ref:Board’s letters No. E(G) 2006 QR1-14(C)dated 20-11-2006, E(G) 85 QR1-9 dated 15-01-90 and E(G) 2006 QR1-14 dated 12-11-2007.

Attention is invited to the contents of Railway Board’s letter No: E(G)2006 QR1-14 dated 12-11-2007 where the matter regarding retention of accommodation on educational grounds was reiterated as under:

“Retention of Railway accommodation in the event of permanent transfer is permitted on educational grounds to cover the current academic session. The academic/scholastic session has been defined as the academic course ending with annual examination. This aspect has been reviewed and in partial modification of instructions contained in letter No. E[G]85 QR 1-9 dated 15-01-1990, it has been decided that for the purpose of retention of Railway accommodation, the end of academic/scholastic session shall mean 'last paper of annual examination plus fifteen days time.'

The matter regarding reiteration of the existing instructions was discussed in the DC/JCM vide item No.2/2009 and as decided the instructions are reiterated as under:

“ In the event of permanent transfer retention of Railway accommodation is allowed on educational grounds to cover the current academic session only ( i.e. end of the academic/ scholastic session) plus 15 days. The end of academic /scholastic session shall, in this case, mean “ last paper of annual examination”.

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

SERIAL CIRCULAR No.47/2011
No. SCR/P-HQ/Ruling/O/933 Dated: 27-04-2011
Copy of Board’s letter No. E(NG)-2008/PM 1/15 dated 06.04.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 22.07.10 and 28.12.10 quoted therein were circulated under Serial Circular Nos. 108/2010 and 192/10.

Copy of Board’s letter No. E(NG)-2008/PM 1/15 dated 06.04.2011 [RBE No.44/2011]

Sub: Implementation of recommendations of 6th CPC-Merger of grades-Revised classification and mode of filling up of posts of catering Dept.

Reference this Ministry’s letter No. E(NG)-I/2003/TR/10 dated 28/12/10 vide which instructions were issued for calling option from erstwhile catering staff and for restoration of catering posts transferred to IRCTC. It has been stated at para 4 and 5 of the above letter that the seniority of the staff who opts for catering department may be assigned to the position existed before they were transferred to IRCTC as on 31.3.03. It was further stated, in order to bring the staff of catering department at par with others, and the posts as on 31.3.03 will be restructured and the upgraded posts may be filled up from the staff through promotion as per procedure to be issued separately.

2. Accordingly, it has now been decided by the Board that the instructions issued after 6th CPC on revised classification and mode of filling up of catering posts vide Board’s letter of even No., dated 22.7.10 will also hold good for the staff of restored catering cadre on Railways. The bench marking for filling up of posts which are proposed to be filled up by ‘seniority cum suitability’ in GP ₹ 4200 shall be 6 marks out of 15 and 8 marks out of 15 marks for posts in GP ₹ 4600 and above for the vacancies arising upto 31.12.2011. In respect of posts where merger of posts is not involved may be filled up according to the extant instructions as followed before the staff were sent to IRCTC.

3. The restoration of cadre as stated in Board’s letter dated 28.12.10 and affecting the promotions to the catering staff as per procedure mentioned at para 2 above may be completed early and compliance reported to the Board by 30.4.2011.

Copy of Board’s letter No. PC-VI/2010/I/7/5/2 dated 11.04.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 07.11.1975 and 19.08.2010 quoted therein were circulated under letter No. P.487/III PC/11/Imp. dated 15.11.1975 and Serial Circular No. 125/10.

Copy of Board’s letter No. PC-VI/2010/I/7/5/2 dated 11.04.2011 [RBE No.47/2011]PC VI 253

Sub: Grant of advance increments/Special Allowance to Stenographers in subordinate offices for acquiring higher speed in Shorthand.

Following the notification of the Railway Services [Revised Pay] Rules, 2008 and issue of instructions vide Board’s letter No. PC-IV/2010/Increment/1 dated 19.08.2010, this Ministry has received references from some Railways seeking clarification regarding grant of advance increments/special Allowance to Stenographers in subordinate offices for acquiring higher speed in Shorthand. An item has also been raised in DC /JCM regarding rate of above advance increment in the revised pay structure. The matter has been examined in consultation with Department of Personnel and Training and following clarifications are being issued:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Points of doubts</th>
<th>Clarifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Whether the Scheme of grant of one or two additional increments continues in the revised pay structure effective from 01.01.2006 or otherwise?</td>
<td>Grant of one or two advance increments in the revised pay structure will be effective from 01.01.2006</td>
</tr>
<tr>
<td>2</td>
<td>Whether those becoming eligible for the same w.e.f. 01.01.2006 would be granted one/two increments @ 3% at the specific stage of Basic Pay, [Pay in Pay Band + Grade Pay] or alternatively first increment @ 3% of ₹ 100 &amp; second at ₹103 if hypothetically, the basic pay on the date of passing of Stenography test happens to be ₹ 100</td>
<td>The increment @ 3% will be counted on the specific stage of Basic Pay [Pay in Pay Band + Grade Pay] the Railway Servants are drawing on the date of passing of Stenography test.</td>
</tr>
<tr>
<td>3</td>
<td>As per existing scheme [Board’s letter No.PC-III/74/INC/3 dated 07.11.1975] date of next increment after the grant of advance increments should remain the same. Since above additional increments are to be treated as pay for all purposes as per Board’s letter No. PC-IV/2010/Increment/1 dated 19.08.2010, it may please be clarified whether next normal increment will be granted to the concerned official on next 1st July ignoring date of grant of above advance increments.</td>
<td>The normal increment will be granted to the concerned official on next 1st July ignoring date of grant of above advance increments.</td>
</tr>
</tbody>
</table>
Concerned official on next 1st July ignoring date of grant of above additional increments in between or otherwise?

Consequent upon the instructions contained in Board’s letter dated 19.08.2010, above increment would not be reckoned for fixation pay in the higher post.

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

**SERIAL CIRCULAR No.49/2011**

**PAY COMMISSION CIRCULAR No.255**

No. SCR/P-HQ/Ruling/O/823 Dated:27-04-2011

No. P(R)53/IV

Copy of Board’s letter No. PC-VI/2008/1/7/2/2 dated 15.04.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 18.08.1998, 05.08.1999, 02.08.2000, 20.07.2009 and 11.10.2010 quoted therein were circulated under Serial Circular Nos. 234/98, 212/99, 176/2000, 129/09 and 151/10, respectively.

Copy of Bd’s ltr No. PC-VI/2008/1/7/2/2 dated 15.04.2011 (RBE No.49/2011)PC VI-255

**Sub: Grant of Dearness Relief to Railway pensioners /family pensioners –Revised rate effective from 01.01.2011**

The undersigned is directed to refer to this Department’s O.M. No. 42/18/2010-P&PW[G] dated 27th September, 2010 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 45% to 51% w.e.f. 1st January, 2011.

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 and pensioners/families of displaced Government pensioners from Pakistan, and are Indian Nationals but receiving pension on behalf of Government of Pakistan, who are in receipt of ad-hoc ex-gratia allowance of Rs.3500/- p.m. In terms of this Department’s O.M.No.23/1/97-P&PW(B) dated 23.02.1998 read with this Department’s O.M.No.23/3/2008–P&PW(B) dated 15.09.2008.

3. Central Government Employees who had drawn lumpsum amount on absorption in a PSU /Autonomous body and have become entitled to restoration of 1/3rd commuted portion of pension as well as revision of the restored amount in terms of this Department’s O.M.No.4/59/97-P&PW(D) dt.14.07.98 will also be entitled to the payment of DR @ 51% w.e.f. 1.1.2011 on full pension i.e. the revised pension which the absorbed employee
have received on the date of restoration had he not drawn lumpsum payment on absorption and Dearness Pension subject to fulfilment of the conditions laid down in para 5 of the O.M. dated 14.7.98. In this connection, instructions contained in this Department’s O.M.No.4/ 29/99- P&PW(G) dated 12.07.2000 refers.

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) dt.2.07.99 as amended vide this Department’s O.M 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 dated 23.04.1981 of the Comptroller and Auditor General of India addressed to all Accountant Generals and Authorised Public Sector Banks 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 C&AG.

10. This issues with the concurrence of Ministry of Finance, Department of Expenditure conveyed vide their O.M. No. 1[4]/EV/2004 dated 28 March, 2011.

SERIAL CIRCULAR No. 50/2011
No. SCR/P-HQ/Ruling/O/802 Dated: 29-04-2011
No. P[R]96/II

Copy of Board’s letter No.E[MPP]2006/6/11 dated 08.04.2011 is forward for information, guidance and necessary action.


Copy of Ministry of Labour and Employment [DGE&T]’s Notification issued under F.No.DGET-2[1]/2010-AP dated 07. 09.2010, published in Part II, Section 3, sub-section[i] of the Gazette of India

G.S.R. 734[E]- In exercise of the powers conferred by sub-section [1] 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:

2. [2] They shall come into force on the date of their publication in the Official Gazette.
3. In the Apprenticeship Rules, 1992, in the Schedule I, -
   
   [i] under Group No. 20, after serial number 5 and the entries relating thereto, the following shall be inserted, namely:

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>&quot;6</td>
<td>&quot;6</td>
<td>Florist and Landscaper</td>
<td>2213.20</td>
<td>1:5</td>
<td>One Year</td>
<td>Florist and Landscaping</td>
<td>Six Months</td>
</tr>
</tbody>
</table>

   [ii] under Group No.23, after serial number 4 and the entries relating thereto, the following shall be inserted, namely:

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<tr>
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<th>5</th>
<th>6</th>
<th>7</th>
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<tbody>
<tr>
<td>&quot;6</td>
<td>&quot;6</td>
<td>Florist and Landscaper</td>
<td>2213.20</td>
<td>1:5</td>
<td>One Year</td>
<td>Florist and Landscaping</td>
<td>Six Months</td>
</tr>
<tr>
<td>No.</td>
<td>Course Title</td>
<td>Duration</td>
<td>Years</td>
<td>Training Details</td>
<td>Exam Passed</td>
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<td>------------------------------------------------------------------------------</td>
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<tr>
<td>46</td>
<td>Mechanic Radio, Audio, Video System and T.V. Maintenance</td>
<td>1.3</td>
<td>Two years</td>
<td>Broad Based Basic Training in Electronics under Centre of Excellence Scheme</td>
<td>Passed 10th class</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td>and Advanced Module of Centre of Excellence Scheme in Electrical Engineering</td>
<td></td>
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<tr>
<td>47</td>
<td>Mechanic Repair and Maintenance System</td>
<td>1.3</td>
<td>Two years</td>
<td>Broad Based Basic Training in Electronics under Centre of Excellence Scheme</td>
<td>Passed 10th class</td>
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<td></td>
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<tr>
<td>48</td>
<td>Mechanic Automobile Electronics</td>
<td>1.3</td>
<td>Two years</td>
<td>Broad Based Basic Training in Electronics under Centre of Excellence Scheme</td>
<td>Passed 10th class</td>
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<td></td>
<td>and Advanced Module of Centre of Excellence Scheme in Automotive Electronics</td>
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<tr>
<td>49</td>
<td>Mechanic Mechanical Maintenance (Industrial Automation)</td>
<td>1.3</td>
<td>Two years</td>
<td>Broad Based Basic Training in Electronics under Centre of Excellence Scheme</td>
<td>Passed 10th class</td>
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<td>and Advanced Module of Centre of Excellence Scheme in Mechanical Maintenance</td>
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<td>for Automation</td>
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<td>50</td>
<td>Mechanic Electrical Maintenance (Industrial Automation)</td>
<td>1.3</td>
<td>Two years</td>
<td>Broad Based Basic Training in Electronics under Centre of Excellence Scheme</td>
<td>Passed 10th class</td>
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<td>and Advanced Module of Centre of Excellence Scheme in Electronics</td>
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<td>and Advanced Module of Centre of Excellence Scheme in PLC</td>
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<tr>
<td>51</td>
<td>PLC Operator</td>
<td>1.3</td>
<td>Two years</td>
<td>Broad Based Basic Training in Industrial Automation under Centre of Excellence</td>
<td>Passed 10th class</td>
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<td></td>
<td>Scheme and Advanced Module of Centre of Excellence Scheme in Automation and PLC</td>
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</tbody>
</table>
After Group No. 36 and the entries relating thereto, the following shall be inserted, namely:-

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<tr>
<th>1</th>
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<th>4</th>
<th>5</th>
<th>7</th>
<th>8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tourist Guide</td>
<td>5113.20</td>
<td>1:7</td>
<td>One year</td>
<td>Tourist Guide</td>
<td>Six months</td>
<td>Passed 12th class examination under 10+2 system of education or its equivalent.</td>
</tr>
<tr>
<td>2</td>
<td>Old Age Care Taker</td>
<td>5131.20</td>
<td>Secretarial Assistant</td>
<td>One year</td>
<td>Old Age Care</td>
<td>Six months and six months</td>
</tr>
<tr>
<td>2</td>
<td>Stenographer (English)</td>
<td>4111.10</td>
<td>1:5</td>
<td>One year and six months</td>
<td>Stenography (English)</td>
<td>One year</td>
</tr>
</tbody>
</table>

[F.No.DGET-2(1)/2010-AP]

ANIL SWARUP, Director GENERAL/ Jt. Secy.

Note: The principal rules were published in the Gazette of India, vide number G.S.R. 356, dated the 1st August, 1992 and last amended vide number G.S.R. 609(E), dated the 21st July, 2010.

SERIAL CIRCULAR No.51/2011
PAY COMMISSION CIRCULAR No.254
No. SCR/P-HQ/Ruling/O/937 Dated:29-04-2011
No. P[R]500/XXII


Sub: Grant of family pension to childless widow of a deceased Central Government employee after her remarriage-Clarification -reg.

A copy of Department of Pension and Pensioners Welfare [DOP&PW]'s O.M. No.1/4/2011-P&PW[E] dated 1st April, 2011 on the above subject is enclosed for information and compliance. These instructions shall apply mutatis mutandis on the Railways also. DOP&PW’s O.M. dated 02.09.2008 referred to in the enclosed O.M. was adopted on the Railways vide this office letter of even number dated 15.9.2008.


Sub: Grant of family pension to childless widows of a deceased Central Government employee after her remarriage-Clarification -reg.

A reference is invited to the Department of Pension & Pensioners’ Welfare’s O.M.No. 38/37/08-P&PW(A) dt. 2.9.2008 whereby provisions regulating pension/family pension/ gratuity/ commutation of pension/disability pension/ex-gratia lump sum compensation, etc. were revised consequent upon implementation of Government’s decision on the recommendations of 6th CPC.

2. As per the provisions of para 8.6 of the ibid O.M., the childless widow of a deceased Government employee shall continue to be paid family pension even after her remarriage subject to the condition that the family pension shall cease once her independent income from all other sources becomes equal to or higher than the minimum prescribed for family pension in the Central Government.

3. References/Representations have been received in this Department from various quarters raising therein doubts that the provisions of this Department’s O.M. dt. 2.9.2008 do not adequately take care of cases wherein death of the employee took place prior to 1.1.2006 and the childless widow of the deceased employee got remarried before/on or after 1.1.2006.
4. The issue has been examined in this Department in consultation with Department of Expenditure. It is hereby clarified that the childless widow of a deceased Central Government employee who had expired before 1.1.2006, shall be eligible for family pension in the light of 6th CPC’s recommendations irrespective of the fact that the remarriage of the widow had taken place prior to/on or after 1.1.2006. The financial benefits in such cases, however, will accrue from 1.1.2006. This, however, would be subject to the fulfillment of certain conditions laid down therein, including the income criterion that the income of the widow from all sources does not become equal to or higher than the minimum prescribed for family pension in the Central Government.

5. This issues with the concurrence of Department of Expenditure, Ministry of Finance vide their U.O. No.64/EV/2011 dt. 11 3.2011.

6. This order, in so far as their applicability relates to the employees of Indian Audit & Accounts Department, is being issued in consultation with the Comptroller and Auditor General of India vide their U.O. No.50 -Audit(Rules)/ 14-2010 dt. 31.3.2011…

SERIAL CIRCULAR No.52/2011
No. SCR/P-HQ/Ruling/O/946 Dated:29-04-2011
No. P[R]563/IX

Copy of Board’s letter No. 2011/E(Sports)/4(1)/1/Policy Clarifications dated 20.04.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 21.12.2010 and 31.12.2010 quoted therein were circulated under Serial Circular Nos. 182/2010 and 09/2011, respectively.

Copy of Board’s letter No. 2011/E(Sports)/4(1)/1/Policy Clarifications dated 20.04.2011 [RBE No.51/2011] Clarification/Corrigendum No.8

Sub: Minimum educational qualification for sportspersons for recruitment against Sports Quota.


Refer Board’s policy letter mentioned above. In this connection it is clarified that instructions as contained in Board’s letter No. 2010/E(Sports)/4(1)/1 Pt.(E.Q.) dated 21.12.2010 (RBE No. 181/2010) on the above cited subject, may also be applicable in all cases for recruitment of sportspersons on Zonal Railways and Production Units against sports quota, as per Board’s letter dt. 31.12.2010 referred above.

This also disposes ECOR’s letter No. ECOR/Pres/R/Rectt./20 dt.25.-3.2011.

SERIAL CIRCULAR No.53/2011
No. SCR/P-HQ/Ruling/O/933 Dated: 29-04-2011
No. P[R]535/VIII

Copy of Board’s letter No.PC-V/2009/ACP/2 dated 20.04.2011 is forwarded for information, guidance and necessary action.

Copy of Board’s letter No. PC-V/2009/ACP/2 dated 20.04.2011

Sub: Modified Assured Career Progression Scheme (MACPS) for the Railway Employees- Clarifications regarding.

References from various Zonal Railways have been received in Board’s office seeking clarification as to whether the placement of Pharmacists in the Grade Pay of ₹4200 in PB-2 on completion of 2 years service in the Grade Pay of ₹2800 in PB-1 [Entry Grade], is to be taken into account for the purpose of MACPS or otherwise.

The matter has been examined in consultation with DoP&T, the nodal department of Govt. for MACP Scheme, and it has been clarified that every financial upgradation has to be treated as an upgradation. Accordingly, the placement of Pharmacists in Grade Pay of ₹4200 in PB-2 on completion of 2 years regular service in the Grade Pay of ₹ 2800 in PB-1 [Entry Grade] has to be counted /treated as one upgradation under the MACP Scheme.

SERIAL CIRCULAR No.54/2011
No. SCR/P-HQ/Ruling/O/865 Dated: 29-04-2011
No. P[R]39/VI

Sub: Rightsizing Indian Railways.

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The matter has been considered and it has been decided to withdraw restrictions on annual fresh recruitment issued vide above letters, with immediate effect.

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Copy of Board’s letter No. E(MPP)/2000/1/11 dated 11.08.2000 [RBE No. 98/2000]

Sub: Rightsizing Indian Railways

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Concern of the Government of India as reflected in the last Budget regarding, “Rightsizing of the Government Departments”, has been engaging Railways attention for some time. The need and urgency of rightsizing of the Railways was discussed in the last Special Meeting of GMs held on 24.6.2000. Therefore, considering that the only strategy for financial survival of the Railways is to contain staff costs within a reasonable limit, the decision of the Board as conveyed vide D.O. letter of even number dated 19.7.2000 is reproduced below:-

a) Percentage in take in Civil, Mechanical, Electrical, S&T, Transportation and Commercial Departments shall be fixed at a maximum of 1% per annum of on-roll strength.

b) For all other Departments including the PUs, the intake percentage would be a maximum of 0.5% per annum of on-roll strength.

c) Additional intake will be allowed for new assets/facilities/ trains to the extent of a maximum of 75% of the norms hitherto followed. The creation of post for this purpose would be with matching surrender as per orders in force.

d) Inter-departmental re-deployment of surplus manpower shall be ensured by the Divisional Railway Managers and General Managers, as the case may be.

e) Each Board Member shall nominate the Directorate, which will do the benchmarking for the concerned Department so as to ensure suitable inter-zonal adjustment of staff intake in the respective disciplines.

The word ‘intake’ used above would include inductions made into a department through all possible modes like RRB recruitments, Sports and various other quotas or any other intake made by the Railway, etc. This will, however, exclude Compassionate Ground appointments made in essential categories, where no surpluses are likely to be generated in foreseeable future. Inter-departmental transfers for re-deployment of surplus staff would also be taken as intake to the receiving departments.

You may have already advised your PHODs on the decision of the Board for immediate implementation. In case there are any unusual circumstances requiring adjustments in the percentage intake among the Railways for any particular department (within the frame work of the overall intake percentage for the department on IR basis), the same may be brought to the notice of the concerned Directorate in Board's office by the PHOD and the concerned Directorate would take such circumstances into consideration while deciding the final Railway-wise intake percentage within the overall intake percentage for the Departments.

For the purpose of this exercise the Divisions allotted to New Zones shall also be considered with the parent zones.

Chief Personnel Officers would maintain records and accountal of the annual intake of each department and would see that the percentages prescribed by Board are adhered to.

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Copy of Board’s letter No. E(MPP)/2000/1/11 dated 31-12-2001

Sub: Right Sizing- Indian Railways.

Ref: (i) Board’s letter of even number dated 11-08-2000.
(ii) Board’s letter of even number dated 04-01-2001.

With imperative need to right size manpower, without risk to safety. It was decided by the Board that rightsizing of Indian Railways should be done and annual fresh recruitment should be regulated. As decided earlier, vide reference (i) above. The percentage intake in Civil, Mechanical, Electrical, S&T, Transportation and Commercial Departments has been kept at a maximum of 1% per annum of on roll strength of each of the departments. For all other departments including the PUs; the intake percentage have been kept at a maximum of 0.5% per annum of on–roll strength of each of the departments.

2.0 Subsequent clarifications were also issued vide Board’s letter referred at (ii)above wherein it was further clarified that the percentage limits shall apply to each department individually. Many of the Zonal Railways have been representing that while certain departments/activities are contracting there are others, which are expanding, and difficulties are being faced by them to manage the expanding activities. Zonal Railways have, therefore, been requesting for a review of the instructions/clarifications Issued vide (i) and (ii) to take care of this situation.

3.0 The position has since been reviewed. It is clarified that annual fresh Recruitment should be limited to 1% as a whole for the entire group of departments viz. Civil, Mechanical, Electrical, S&T, Transportation and Commercial Departments put together as a whole. Within this group of departments, the numbers to be inducted for each department, is to be decided by the DRM for his Division or the General Manager for his Zone, depending upon the ground position obtaining in that Division/ Zonal Railway for each of those departments in respect of work–load, yard-sticks, surpluses etc.
Similarly for all other remaining departments, for which the percentage of annual intake up to a maximum of 0.5% per annum has been permitted, the limit shall be for this group of departments as a whole and not for individual departments. The intake for individual department shall be decided by the DRM/GM taking into account the ground position on that Division/Zonal Railway as brought out above.

The Inter-divisional adjustments, if needed, shall be done by GMs for which the DRMs shall have to approach Zonal HQrs, with full justification. Similarly the Inter-Zonal adjustments, if needed, shall be done by Railway Board, for which the GMs have to approach Railway Board with full justification.

4.0 The Instructions/clarifications, issued vide Board’s letter referred at (i) and (ii) above stand modified to this extent

5.0 The CPOs shall maintain, records and Accountal of the annual intake of each Division/Zonal HQrs and would ensure that the percentage limit prescribed by the Board as above are adhered.

6.0 This issues with the approval of Board (MS, CRB).

SERIAL CIRCULAR No.55/2011
No. SCR/P-HQ/Ruling/O/975 Dated: 29-04-2011
No. P[R]605/XII

Copy of Board’s letter No. E[NG]-2004/PM1/41 dated 25.4.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 08.07.1992 quoted therein was circulated under Serial Circular No.154/99.

Railway Board in their letter dated 08.07.1992 permitted use of regional language in lieu of English in all Selections suitability tests and examinations at the end of Training courses subject to the condition where necessary, knowledge of English may be separately tested to ensure that the persons would understand the instructions relating to the requirements of his job. The competent authority may, however, insist upon such tests being conducted in English in these special cases which should be few in number, where it is considered that knowledge of English would be essential. The term regional language has been defined as official language of the State in which the employee is working. The above instructions have now been reiterated by Board for strict adherence.

Sub: Conducting of selection/suitability test in regional language

2. Board desire that the instructions as envisaged in Railway Board’s letter No. E[NG]-90/PM1/41 dated 08.07.92, should be implemented positively.

SERIAL CIRCULAR No.56/2011
No. SCR/P-HQ/Ruling/O/946 Dated:16.05.2011
No. P[R]563/VIII

Copy of Board’s letter No.E[NG]II/2009/RR-1/10/Pt. dated 27.4.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 09.12.2010 and 05.01.2011 quoted therein were circulated under Serial Circular Nos.186/2010 and 02/2011, respectively.

Copy of Board’s letter No. E[NG]II/2009/RR-1/10/Pt. dated 27.4.2011

Sub: Minimum educational qualifications for recruitment in PB-1 ₹ 5200-20200 with grade pay of ₹ 1800/-

Attention is invited to this Ministry’s letter of even number dated 05.01.2011 on the above subject, stipulating therein, to continue with the existing practice that has been followed before the issue of Board’s letter of even number dated 09.12.2010 up to 31.03.2011 for appointment on compassionate grounds, engagement as substitutes [fresh face, TADK, Act Apprentices etc.] and legal heirs of accident victims where specific approval has been given by the Board.
Pursuant to references received from some of the zonal Railways and also the recognized federations, the issue of relaxation in educational qualification for the above categories have been reviewed by the Board and it has been decided to extend the date of relaxation of the minimum educational qualification to the above categories up to 31.07.2011 beyond 31.03.2011 uniformly to all zonal Railways. Other conditions remain the same.

Further, wherever the model code of conduct for elections comes in the way, the concerned Railway may take prior clearance from the Election Commission.

**SERIAL CIRCULAR No.57/2011**

**PAY COMMISSION CIRCULAR No.256**

No. SCR/P-HQ/Ruling/O/823  Dated: 19-05-2011
No. P[R]53/IV

Copy of Board’s letter No. PC-V/2009/A/DA/1 dt. 26-4-2011 is forwarded for information, guidance and necessary action. Board’s letters dated 17.11.2008 and 03.02.2011 quoted therein were circulated under Serial Circular Nos.196/2008 and 20/2011, respectively.

**SERIAL CIRCULAR No.58/2011**

No. SCR/P-HQ/Ruling/O/933  Dated:25-05-2011
No. P[R]535/VIII

Copy of Board’s letter No. E(GP)2005/2/87 dated 25.04.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 10.01.92, 01.10.99 and 02.02.2006 quoted therein were circulated under Serial Circular Nos. 12/92, 295/99 and 17/06, respectively.


**Sub: Rates of Dearness Allowance applicable w.e.f. 01-01-2011 to the Railway employees continuing to draw their pay in the pre-revised scale as per 5th C.P.C.**

In continuation of Ministry of Railway’s letter of even number dated 03.02.2011, (PC–VI/247), RBE No.17/2011 revising rates of Dearness Allowance w.e.f. 01.01.2010 and 01-07-2010 in respect of Railway Servants who continue to draw their pay and emoluments in the pre-revised scales of pay (5th CPC Scales), the rates of Dearness Allowance admissible to these categories of employees shall be enhanced from the existing rate of 103% to 115% w.e.f. 01-01-2011. All other conditions as laid down in the Board’s letter dated 17-11-2008 (RBE No.179/2008 ) will continue to apply.

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

[Authority: MoF’s OM No.1[3]/2008-EII[B], dated 31.03.2011]

**SERIAL CIRCULAR No 58/2011**

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

In terms of Board’s letter of even number dated 02.02.2006 (RBE No.10/2006), Railways/PUs were advised that instructions issued vide Board’s letter No. E(NG)/89/PM2/B-A dated 10.1.92 and letter No. E(NG)-98/PM2/8 dated 1.10.99, regarding 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 were eligible and were considered together, would be applicable for determining eligibility of the candidates for promotion to the respective Group ‘B’ posts.

2 The question of equivalence of grades has since been reviewed in the light of the scales of pay introduced on the basis of scales of pay recommended by the Sixth Central Pay Commission, and it has been decided that for the purpose of determining 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:

<table>
<thead>
<tr>
<th>S.No</th>
<th>Category of running staff</th>
<th>Scale of pay applicable (VI CPC )</th>
<th>Scale of stationary post to which should be equated (VI CPC )</th>
</tr>
</thead>
</table>
| 1    | (1) Loco Pilot (M/Exp.)  
(2) Sr. Loco Pilot (Pass)/ 
Senior Motor Man | PB-2 + GP 4200 | PB-2 + GP 4600 |
| 2    | (1) Loco Pilot (Pass)/ 
Motor Man 
(2) Sr.Goods Loco Pilot | PB-2 + GP 4200 | PB-2 + GP 4600 |
| 3    | (1) Goods Driver 
(2) Sr. Shunter | PB-2 + GP 4200 | PB-2 +GP 4600 |
| 4    | (1) Shunter | PB-1 + GP 2400 | PB-2 +GP 4200 |
3. Selections to Group ‘B’ 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’, therefore, whatever is followed in the case of 70% Selection may also be followed in the case of corresponding LDCE.

(B.MAJUMDAR)/Director/Estt[GP]/Rly Board

SERIAL CIRCULAR No.59/2011
No. SCR/P-HQ/Ruling/O/889 Dated:25-05-2011
No. P[R]359/IV

Copy of Board’s letter No.E[NG]-2008/IC-2/1 dated 02.05.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 21.02.2008 quoted therein was circulated under Serial Circular No.26/2008.

Copy of Board’s letter No. E[NG]-2008/IC-2/1 dated 02.05.2011 [RBE No.55/2011]

Sub: Incentive for acquiring higher Scientific/Accounts/Technical Qualification of Group ‘C’ employees.

Reference Board’s letter No. E[NG]-2008/IC-2/1 dated 21.02.2008 regarding incentive to Group ‘C’ employee who acquired the specified qualifications prior to 01.07.1988. A question has arisen as to whether the benefit as extended under Board’s letter ibid may be extended to Group ‘C’ employees who had acquired the requisite qualification before the cut off dates, but retired subsequently without availing the additional benefit.

2. The matter has accordingly been considered by the Board and it has been decided that Group ‘C’ staff who acquired the requisite qualification prior to the cut off date i.e. prior to 01.07.88 and retired subsequently without availing the benefit, may also be granted additional increments w.e.f. 04.05.1990 as per their entitlements.

3. This issues with the concurrence of the Finance Directorate of Railway Board.

Sd/-

[M.K.Meena]/DDE[N]

SERIAL CIRCULAR No.60/2011
No. SCR/P-HQ/Ruling/O/856 Dated 25-05-2011
No. P[R]436/IREC-I/IV

Copy of Board’s letter No.E[P&A]-2008/CPC/LE-8 dated 04.05.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 23.10.2008, 12.12.2008, 06.03.09, 23.04.2010, 04.10.2010 and 08.02.2011 quoted therein were circulated under Serial Circular Nos.144/08, 198/08, 48/09, 63/10, 142/10 and 24/11, respectively.

Copy of Board’s letter No. E[P&A]-2008/CPC/LE-8 dated 04.05.2011 [RBE No.57 /2011]


In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is pleased to direct that Rules 525, 526 & 551 of the Indian Railway Establishment Code, Volume-I, 1985 edition (Reprint Edition-2008) may be amended as in the enclosed Advance Correction Slip No.116

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

Advance Correction Slip No. 116


(I) Rule 525 may be substituted as under:

525- Leave on Average Pay applicable to School Staff

1(a) A Railway servant serving in a Railway School such as a teacher, principal, headmaster, librarian, laboratory assistant or a waterman shall not be entitled to any Leave on Average Pay in respect of duty performed in any year in which he avails the full vacation.

(b) In respect of any year in which a Railway servant avails a portion of the vacation, he shall be entitled to Leave on Average Pay in such proportion of 30 days, as the number of days of vacation not taken bears to the full vacation.

Provided that no such leave shall be admissible to a Railway servant not in permanent employ or quasi-permanent employ in respect of the first year of his service.

c) If, in any year, the Railway servant does not avail any vacation, Leave on Average Pay shall be admissible to him in respect of that year under Rule 523.

Explanation: For the purpose of this rule, the term year” shall be construed not as meaning a calendar year in which duty is performed but as meaning twelve months of actual duty in a Railway School.

Note 1 – A Railway servant entitled to vacation shall be considered to have availed a vacation or a portion of a vacation unless he has been required by general or special order of a higher authority to forego such vacation or portion of a vacation.

Provided that if he has been prevented by such order from enjoying more than fifteen days of the vacation, he shall be considered to have availed himself of no portion of the vacation.

Note 2 – When a Railway servant serving in a Railway school proceeds on leave before completing a full year of duty, the Leave on Average Pay admissible to him/her shall be calculated not with reference to the vacations which fall during the period of actual duty rendered before proceeding on leave but with reference to the vacation that falls during the year commencing from the date on which he completed the previous year of duty.

2. Vacation may be taken in combination with or in continuation of any kind of leave under these rules. Provided that the total duration of vacation and Leave on Average Pay taken in conjunction, whether the Leave on Average Pay is taken in combination with or in continuation of other leave or not, shall not exceed the amount of Leave on Average Pay due and admissible to the Railway servant at a time under rule 523.

3. The Leave on Average Pay under this rule at the credit of a Railway servant at the close of the previous half year shall be carried forward to the next half year. subject to the condition that the leave so carried forward plus the credit for the half year shall not exceed the maximum limit of 300 days.

Note: - The facility of crediting of unavailed portion of joining time shall be admissible to persons serving In Railway Schools, in accordance with the provisions of Rule 1110.

(Authority Board’s letter No E(P&A)I-2008/CPC/LE-10 dated 06.03.2009)

(II) Sub Rule 1(a) 3 and 3(1) of Rule 526 may be substituted as under:

1(a) A railway servant, permanent or temporary including the one who is serving in a railway school, shall be entitled to Leave on Half Average Pay of 20 days in respect of each completed year of service.

(3) The Leave on Half Average Pay will be credited to the leave account of a Railway servant on 1’ January and 1 July each as indicated below:

1) The account of Leave on Half Average Pay of every railway servant shall be credited with Leave on Half Average Pay in advance, in two instalments of ten days each on the first day of January and July of every calendar year.

(Authority Board’s letter No E(P&A)I-2008/CPC/LE-10 dated 06.03.2009)

(III) Rule 551- may be substituted as under:

551- Maternity leave.

1) A female railway servant (including an apprentice) with less than two surviving children may be granted maternity leave by an authority competent to grant leave for a period of 180 days from the date of its commencement.

2) During such period, she shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.
(3) Maternity Leave not exceeding 45 days may also be granted to a female Railway servant (irrespective of the number of surviving children) during the entire service of that female Railway servant in case of miscarriage including abortion on production of medical certificate as laid down in Rule 519.

(4) (a) Maternity Leave may be combined with leave of any other kind.

(b) Notwithstanding the requirement of production of medical certificate contained in Rule 527 or sub-rule (1) of Rule 528, leave of the kind due and admissible (including commuted leave for a period not exceeding 60 days and leave not due) up to a maximum of two years may, if applied for, be granted in continuation of maternity leave granted under sub-rule (1).

(5) Maternity leave shall not be debited against the leave account.

(IV) Clause (A) of Rule 551 may be substituted with the following:

551(A)- Paternity leave
(1) A male Railway servant (including on apprentice) with less than two surviving children, may be granted Paternity Leave by an authority competent to grant leave for a period of 15 days, during the confinement of his wife for childbirth, i.e., up to 15 days before, or up to six months from the date of delivery of the child.

(2) During such period of 15 days, he shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.

(3) The Paternity Leave may be combined with leave of any other kind.

(4) Paternity Leave shall not be debited against the leave account.

(5) If Paternity Leave is not availed of within the period specified in sub-rule (1), such leave shall be treated as lapsed.

(6) The Paternity Leave can be granted only in a single spell.

Note: The Paternity Leave shall not normally be refused under any circumstances.

(V) Clause (D) of Rule 551 may be substituted with the following:

551 (D)- Paternity Leave for child adoption -
(1) A male Railway servant (including an apprentice) with less than two surviving children, on valid adoption of a child below the age of one year, may be granted Paternity Leave by an authority competent to grant leave for a period of 15 days within a period of six months from the date of valid adoption.

(2) During such period of 15 days, he shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.

(3) The Paternity Leave may be combined with leave of any other kind.

(4) The Paternity Leave shall not be debited against the leave account.

(5) If Paternity leave is not availed of within the period specified in sub-rule(l), such leave shall be treated as lapsed.

Note:- The Paternity Leave shall not normally be refused under any circumstances.

(VI) A new para as 551(E) –Child Care Leave may be inserted below Rule 551 (D) as follows:

551(E) – Child Care Leave.
(1) A woman railway servant having minor children below the age of eighteen years (upto the age of 22 years in case of disabled children) may be granted Child Care Leave by an authority competent to grant leave, for a maximum period of two years (i.e. 730 days) during the entire service for taking care of up to two children, whether for rearing or to look after any of their needs like examination, sickness etc.

(2) During the period of Child Care Leave, she shall be paid leave salary equal to the pay drawn immediately before proceeding on leave.

(3) Child Care Leave may be combined with leave of any other kind.

(4) Notwithstanding the requirement of production of medical certificate contained in Rule 527 or sub-rule (1) (ii) of Rule 528, leave of the kind due and admissible (including commuted leave not exceeding 60 days and leave not due) up to a maximum of one year, if applied for, be granted in continuation with child care leave granted under sub-rule (1).

(5) Child Care Leave shall not be granted in more than 3 spells in a calendar year with each spell of Child Care Leave being not less than 15 days.
(6) Child Care Leave shall be admissible for the two eldest surviving children only.

(7) Child Care Leave cannot be demanded as a matter of right. Under no circumstances can any employee proceed on Child Care Leave without prior proper approval of the leave by the leave sanctioning authority.

(8) The Child Care Leave is to be treated like Leave on Average Pay and sanctioned as such.

(9) Child Care Leave should not ordinarily be granted during the probation period except in case of certain extreme situations where the leave sanctioning authority is fully satisfied about the need of Child Care Leave to the probationer. It may also be ensured that the period for which this leave is sanctioned during probation is minimal.

(10) Child Care Leave shall not be debited against the leave account.

Note 1: The leave account for Child Care Leave shall be maintained in the following format and shall be kept along with the Service Book of the female Railway servant concerned:

Format for maintaining the Child Care Leave Account:

<table>
<thead>
<tr>
<th>Period of Child Care Leave taken</th>
<th>Balance of Child Care Leave</th>
<th>Signature &amp; Designation of the certifying officer</th>
</tr>
</thead>
</table>

Note 2: Disabled Child having a minimum disability of 40% is elaborated in the Ministry of Social Justice and Empowerment’s Notification No. 16-18/97-N.I dated 01.06.2001. documents relating to the handicap as specified in the above said Notification dated 01.06.2001, as well as a certificate from the Railway servant regarding dependency of the child on the Railway servant would have to be submitted by the female Railway employee. The Child Care Leave would be permitted to female Railway employees only if the child is dependent on her.

Note 3: The benefit of encashment of Leave on Average Pay, admissible in terms of Rule 540-A, cannot be availed during Child Care Leave as Child Care Leave is granted for the specific purpose of taking care of a minor child for rearing or for looking after any other needs of the child during examination, sickness etc.

Serial Circular No. 61/2011
Pay Commission Circular No. 257
No. SCR/P-HQ/Ruling/O/936 Dated: 25-05-2011
No. P[R]524

Copy of Board’s letter No. PC-VI/2009/I/5/1 dated 05.05.2011 is forwarded for information, guidance and necessary action. Board’s letters 04.09.2008 and 23.09.2008 dated quoted therein were circulated under Serial Circular Nos. 108/08 and 122/08 respectively.

Copy of Board’s letter No. PC-VI/2009/I/5/1 dated 05.05.2011 [RBE No.58/2011]PC VI-257


Based on the recommendations of Sixth Central Pay Commission, the Group ‘A’ posts of Principals/Head Masters/Head Mistress of Intermediate Colleges/Higher Secondary Schools/ Higher Secondary Multipurpose Schools in pre-revised scale [10000-15200] were granted revised pay structure of PB-3 [15600-39100] Grade Pay 7600 w.e.f. 01.01.2006 vide G.S.R.674[E] dt. 23.09.2008. References are being received from various Railways regarding applicability of above revised pay structure/Grade Pay to those holding above posts on ad hoc basis.

2. The issue has been considered in consultation with Management Services and Secretary’s Directorates. As per extant policy, only those candidates who fulfill the eligibility requirements as prescribed in the Recruitment Rules for regular promotion to the post of Principal in Group ‘A’/Sr. Scale, are allowed to draw regular pay in Sr.Scale even on their adhoc promotion to the grade. Others who do not, would be entitled to only a charge allowance as fixed by the Railway Board form time to time, in addition to their pay in Group ‘B’, subject to the condition that pay plus charge allowance does not exceed the pay that would have otherwise been admissible had it been fixed under Rule 1313 [FR 22] R-II on their regular promotion to Sr. Scale. Such officers would, however, be entitled to draw pay in Sr.Scale only after their fulfilling the eligibility requirements of the Recruitment Rules prescribed for regular promotion to Group ‘A’/Sr. Scale. Accordingly, it is clarified that the Group ‘B’ Gazetted officers holding the Group ‘A’ posts of Principals/Head Masters/Head Mistress of Intermediate Colleges/Higher Secondary Schools/ Higher Secondary Multipurpose Schools [pre-revised scale [10000-15200] on ad hoc basis, on qualifying the eligibility requirements as prescribed in the Recruitment Rules may be allowed benefit of pay fixation in revised pay structure PB-3 GP 7600. Their pay fixation in the
revised pay structure would be governed by the provisions of Rule 7 or Rule 13 [as the case may be] of the Railway Services [Revised Pay] Rules, 2008 notified vide GSR 643[E] dated 04.09.2008. Pay fixation in higher pay structure PB-3 GP ₹ 7600 will not however, confer upon the incumbents holding above posts on adhoc basis, any right or claims for retention in the above posts or for regular promotion against such posts.

3. This issues in consultation with Management Services Directorate and Secretary's Directorate and with the concurrence of Finance Directorate of the Ministry of Railways.

Sd/-

[Koshy Thomas]/JDPC-II/Rly Brd.

SERIAL CIRCULAR No.62/2011
No. SCR/P-HQ/Ruling/O/826 Dated: 30-05-2011
No. P[R]66/NDA/IV

Copy of Board’s letter No.E(P&A)II-2011/HW-2 dated 16.05.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 27.10.2010 and 25.03.2011 quoted therein were circulated under Serial Circular Nos.162/2010 and 33/2011, respectively.

Copy of Board’s letter No. E(P&A)II-2011/HW-2 dated 16.05.2011 [RBE No.67/2011]

Sub: Rates of Night Duty Allowance w.e.f. 1-1-2011

Consequent to sanction of an additional instalment of Dearness Allowance vide this Ministry’s letter No.PC-Vl/2008/1/7/2/1 dated 25.03.2011, the President is pleased to decide that the rates of Night Duty Allowance, as notified vide Annexures ‘A’ and ‘B’ of Board’s letter No.E(P&A)II-2010/HW-4 dated 27.10.2010 stand revised with effect from 01-01-2011 as indicated at Annexure ‘A’ in respect of Continuous’, ‘Intensive’, ‘Excluded’ categories and workshop employees, and as indicated at Annexure ‘B’ in respect of Essentially intermittent’ categories.

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

(Salim Md. Ahmed)DD[E]

ANNEXURE ‘A’
Rates of Night Duty Allowance (NDA) with effect from 1.1.2011 for ‘Intensive’, ‘Continuous’ and ‘Excluded’ categories and Workshop staff

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Pay Band</th>
<th>Grade Pay</th>
<th>Rate of NDA (₹)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>4440-7440</td>
<td>1300</td>
<td>50.85</td>
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<td>51.55</td>
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<td>3</td>
<td>4440-7440</td>
<td>1600</td>
<td>52.95</td>
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<tr>
<td>4</td>
<td>4440-7440</td>
<td>1650</td>
<td>53.30</td>
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<td>5</td>
<td>5200-20200</td>
<td>1800</td>
<td>101.85</td>
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<td>9300-34800</td>
<td>4200</td>
<td>184.35</td>
</tr>
<tr>
<td>11</td>
<td>9300-34800</td>
<td>4600 [and above]</td>
<td>187.15</td>
</tr>
</tbody>
</table>

ANNEXURE ‘B’
Rates of Night Duty Allowance (NDA) with effect from 1.1.2011 for Essentially Intermittent’ categories of staff

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Pay Band</th>
<th>Grade Pay</th>
<th>Rate of NDA (₹)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
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<tr>
<td>11</td>
<td>9300-34800</td>
<td>4600 [and above]</td>
<td>124.75</td>
</tr>
</tbody>
</table>

SERIAL CIRCULAR No.63/2011
No. SCR/P-HQ/Ruling/O/926 Dated: 31-05-2011
No. P[R]473/VIII

Copy of Board’s letter No. E[W]2008/PS5-6/8 dated 13.5.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 23.2.96, 4.7.96, 25.2.2003, 6.10.2004 and 9.4.2008 quoted therein were circulated under Serial Circular Nos. 69/96, 98/96, 56/03, 189/04 and 57/08, respectively.

In terms of this Ministry’s letters dated 23.02.96 and 04.07.96, referred to above, instructions were issued for grant of 1st Class/2nd AC Complimentary Card passes to Defence personnel recipients of gallantry awards of Chakra series and to widows of posthumous awardees of Chakra series awards viz Param Vir Chakra, Maha Vir Chakra, Vir Chakra, Ashok Chakra, Kirti Chakra and Shaurya Chakra, for life-long free rail travel over all Indian Railways (except Metro Railway/Kolkata) in 1st Class/2nd AC alongwith one companion in the same class, by any train other than Rajdhani/Shatabdi trains. Accordingly, Defence personnel recipients of Kirti Chakra or Shaurya Chakra, their widows or widows of posthumous such awardees shall be issued 1st Class/2nd AC Complimentary Card passes valid for travel in 2nd AC /3rd AC in Rajdhani Express trains and Chair Car (CC) of Shatabdi / Jan Shatabdi trains along with one companion in the same class besides normal travel entitlements on such pass. Accordingly, the Complimentary Card passes now being issued to Kirti Chakra and Shaurya Chakra awardees shall be withdrawn and all Chakra awardees from Defence forces shall henceforth be issued Complimentary Card Pass meant for Param Vir Chakra, Maha Vir Chakra and Vir Chakra awardees (i.e. Orange cover hard bound Card pass with three Golden stripes across the face of the Card pass below the national emblem). When such a Complimentary Card pass is issued to a recipient of Ashok Chakra, Kirti Chakra or Shaurya Chakra, the following may be stamped on the inside of the Complimentary Card pass:

“Category - Ashok Chakra / Kirti Chakra / Shaurya Chakra”

3. Other conditions governing issue of Complimentary Card passes to recipients of gallantry awards shall remain the same.

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

sd/-

(Debasis Mazumdar)JDE(Welfare) Rly.Bd.

SERIAL CIRCULAR No.64/2011

No. SCR/P-HQ/Ruling/O/881 Dated: 31-05-2011
No. P[R]219

Copy of Board’s letter No.2010/F[E]II/1[1]/1 dated 13.05.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 04.04.2008 and 28.07.2010 quoted therein were circulated under Serial Circular Nos.51/08 and 130/2010, respectively. Necessary action may be taken by the Cadre Controlling Officers to ensure that no employee overstays while on deputation.

Sub: Overstay while on deputation.


Under the existing instructions issued by DOP & T vide their O.M. dated 17.6.2010, circulated on the Railways vide Board’s letter of even number dated 28.7.2010, extension of deputation beyond fifth year is not allowed. Further as per the DOP & T’s O.M. dated 29.11.2006, circulated vide Board’s letter No. F[E]II/2008/DE1/1 dated 04.04.2008, deputationist officer would be deemed to have been relieved on the date of expiry of the deputation period unless the competent authority with requisite approvals, extended the period of deputation in writing, prior to the date of its expiry.

2. In their present O.M. dated 1.3.2011 (copy enclosed ) it has been stated by DOP&T that despite these clear instructions, proposals for regularization of overstay of officers on deputation beyond the five year period continue to be received in the Department. It has therefore, been reiterated by DOP&T that it will be the responsibility of the immediate superior officer to ensure that the deputationist does not overstay and in the event of the officer overstaying for any reason whatsoever, he/she is liable to disciplinary action and other adverse Civil / Service consequences which would include the period of unauthorized overstay not being counted for purpose of pension and that any increment due during the period of unauthorized overstay being deferred with cumulative effect, till the date on which the officer rejoins his parent cadre and henceforth no ex-post facto approval for regularization of overstay on deputation would be allowed.

*****
Sub: Overstay while on deputation.

Undersigned is directed to refer to this Department's OM of even number dated the 17th June, 2010 and to say that as per existing instructions no extension in deputation beyond the fifth year is allowed. Further, as per the OM No.14017/30/2006-Estt (RR) dated the 29th November, 2006, the deputationist officer is deemed to have been relieved on the date of expiry of the deputation period unless the competent authority has with requisite approvals, extended the period of deputation, in writing, prior to the date of its expiry. It is observed that despite these clear instructions, proposals for regularisation of overstay of officers on deputation beyond the five year period continue to be received in the Department. It is reiterated that it will be the responsibility of the immediate superior officer to ensure that the deputationist does not overstay. In the event of the officer overstaying for any reason whatsoever, he/she is liable to disciplinary action and other adverse Civil/Service consequences which would include the period of unauthorised overstay not being counted for service for the purpose of pension and that any increment due during the period of unauthorised overstay being deferred with cumulative effect, till the date on which the officer rejoins his parent cadre.

2. All Ministries/Departments may please note that henceforth no ex-post facto approval for regularization of overstay on deputation would be allowed.

Sd/-

[Sukhinder Kaur][DDF][E.I]/Rly Board

SERIAL CIRCULAR No.65/2011
No. SCR/P-HQ/Ruling/O/926 Dated:31-05-2011
No. P[R]473/VIII

Copy of Board’s letter No.E[W]2008/PS5-6/8 dated 16.5.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 23.2.96, 4.7.96, 25.2.2003, 6.10.2004 9.4.2008 and 13.5.2011 quoted therein were circulated under Serial Circular Nos.69/96, 98/96, 56/03, 189/04, 57/08 and 63/2011, respectively.


Sub: Extension of facility of Complimentary Card passes to parents of unmarried Defence personnel awarded Param Vir Chakra or Ashok Chakra posthumously.


In terms of this Ministry’s letters dated 23.02.96 and 04.07.96, referred to above, instructions were issued for grant of 1st Class /2nd AC Complimentary Card passes to Defence personnel recipients of gallantry awards of Chakra series and to widows of posthumous awardees of Chakra series awards viz. Param Vir Chakra, Maha Vir Chakra, Vir Chakra, Ashok Chakra, Kirti Chakra and Shaurya Chakra, for life-long free rail travel over all Indian Railways (except Metro Railway/Kolkata) in 1st Class/2nd AC alongwith one companion in the same Class, by any train other than Rajdhani/ Shatabdi trains. Subsequently, in terms of letters dated 25.02.2003, 09.04.2008 and 13.05.2011, the Complimentary Card passes issued to all categories of Chakra awardees have been made valid for travel by AC 2 tier /AC 3 tier of Rajdhani express trains and Chair Car (CC) of Shatabdi /Jan Shatabdi Express trains. Further, in terms of the letter dated 06.10.2004, the facility of Complimentary Card pass has been extended to the widow after the death of such a gallantry awardee.

2. The issue regarding extension of the aforesaid facility of Complimentary Card passes to the parents of unmarried personnel from the armed forces who have been awarded Param Vir Chakra or Ashok Chakra posthumously was under consideration of this Ministry and it has now been decided to extend the aforesaid facility of Complimentary Card Pass to them. Accordingly, 1st Class/2nd AC Complimentary Card passes may be issued in the joint name of parents of unmarried armed force personnel posthumously awarded Param Vir Chakra or Ashok Chakra, with similar facilities of rail travel available on the Complimentary Card pass as are available to Chakra awardees viz., travel facility over all Indian Railways (except Metro Railway/Kolkata) by 1st Class /2nd AC in any train including 2AC / 3AC in Rajdhani Express trains and Chair Car (CC) in Shatabdi /Jan Shatabdi trains. As regards companion facility, when one of the parents travels alone on the Complimentary Card pass, he/she shall be entitled to take one companion in the same Class along with him/her. However, when both the parents are travelling together, the facility of companion shall not be admissible on the Complimentary Card Pass. The procedure and other conditions for issue of such Complimentary Card passes to parents in the aforesaid cases shall be the same as followed while issuing Complimentary Card passes to the gallantry awardees under the existing scheme.

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

Sd/-

(Debasis Mazumdar)/JDE[Welfare]Rly Bd.

SERIAL CIRCULAR No.66/2011
PAY COMMISSION CIRCULAR No.258
No. SCR/P-HQ/Ruling/O/826 Dated:31-05-2011
No. P[R]54/IV

Copy of Board’s letter No. E(P&A)II-2008/HRA-10 dated 16.05.2011 is forwarded for information, guidance and necessary action.
Sub: Decision of the Government on the recommendations of the Sixth Central Pay Commission relating to re-classification of cities/towns for grant of House Rent Allowance (HRA) to Railway employees.

Attention is invited to para 6 of Board's letter of even number dated 12.9.2008 on the above mentioned subject, vide which the special dispensation for grant of HRA has been allowed to continue to (i) Faridabad, Ghaziabad, Noida & Gurgaon at "X" class city rates and (ii) Jalandhar Cantt., Shillong, Goa & Port Blair at "Y" class city rates and to state that the special dispensation allowed to Panchkula for grant of HRA at par with Chandigarh vide Board's letter No. E(P&A)II-2003/HRA-6 dated 19.8.2003, shall also continue.

2. In this context, it is also clarified that any other similar special dispensation allowed by the Railway Board in the past in respect of other cities for grant of HRA at higher rates and not specifically mentioned in Board's letter of even No. dated 12.9.2008 shall continue to apply, if the same has not been superceded/dispensed with or the existing classification of such city has not been revised to higher classification on account of the population criteria, vide Board's letter of even no. dated 12.9.2008.

3. These orders shall be effective from Ist September, 2008.

4. All other conditions governing grant of HRA under existing orders shall continue to apply.

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

sd/-

(Salim Md. Ahmed)/DDE[P&A]III

SERIAL CIRCULAR No.67/2011
No. SCR/P-HQ/Ruling/O/847 Dated: 31-05-2011
No. P[R]182/V

Copy of Board’s letter No.E[D&A]2011 GS1-2 dated 18.5.2011 is forwarded for information, guidance and necessary action. Necessary action may be taken by Dy.CPO/Gaz. to place the immovable property returns in the public domain as directed therein and compliance reported to Railway Board.


Sub: Submission of Immovable Property Returns by officers of Group ‘A’ Central Services for the year 2010 [as on 01.01.2011] – Placing in the public domain regarding.

A copy of Department of Personnel and Training’s O.M. No.11013/3/2011-Estt-A dated 11.04.2011 on the above subject is sent herewith. As directed therein the immovable property returns submitted by members of all Group ‘A’ services of the Government of India for the year 2010 i.e. as on 1.1.2011 be placed in the public domain by the respective cadre controlling authorities by 31.5.2011 and report compliance.


sd/-


Sub: Submission of immovable Property Returns by officers of Group A Central Services for the year 2010 (as on 01.01.2011) – Placing in the public domain regarding.

Rule 18(1) (ii) of the CCS (Conduct) Rules have provision for submission of annual property returns in respect of immovable property by all Group ‘A’ and ‘B’ officers by 31st January of each year. Conduct Rules for Railways and other Rules in respect of Central Government servants contain similar provisions.

2. It has been decided that the immovable property returns submitted by members of all Group ‘A’ Services of the Central Government for the year 2010 i.e. as on 01.01.2011 will be placed in public domain by the respective cadre controlling authorities by 31.05.2011. A copy of the circular in this connection issued by Establishment Officer to all Ministries/Departments is also enclosed herewith.

3. All the Cadre Controlling authorities in respect of Group ‘A’ Central Services are requested to ensure compliance. They are also requested to report status on 31.05.2011.

[Mamta Kundra]/Jt.Secy. to Govt. of India.
Sir,

As per Rule 16(2) of AIS [Conduct] Rules, 1968, all the members of the Service are required to submit their Immovable Property Returns [IPRs] latest by 31st January every year. Vide this Department’s circular of even number, dated 22nd December, 2010 all State Governments and Central Ministries/Departments were requested to forward Immovable Property Returns of all IAS officers for the year 2010, to the Department of Personnel and Training [DOPT] latest by 15th February, 2011. Subsequently D.O. letters were issued to all Chief Secretaries by Secretary, DOPT to forward the IPRs of all IAS officers borne on their cadre latest by 26th March, 2011.

2. It has been decided that officers who do not submit the property return in time would be denied Vigilance Clearance and will not be considered for promotion and empanelment for senior level posts in Government of India. Government of India have also decided that the annual property return as on January 1, 2011 of members of All India Service and other Group ‘A’ Central Service Officers will be placed in the public domain.

3. Against this backdrop, it is once again requested that IPRs of all IAS officers working in the State Governments and Central Ministries/Dept. be forwarded to reach us positively by 5 p.m. on 20.4.2011.

4. The decisions of Government of India contained in Para 2 of this circular may be brought to the notice of the officers concerned and they be requested to adhere to the time and date indicated in Para 3 above. The names of defaulting officers will be put up on the website of DOPT and action initiated in terms of the decision enumerated in Para 2 of this letter.

Sd/-

[Dr. I.V.Subba Rao].

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Copy of Board’s letter No.F[E]III/2007/PN1/5 dated 20.05.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 05.11.97, 16.03.2005, 13.10.2006, 18.09.2007 and 02.09.2009 quoted therein were circulated under Serial Circular Nos.181/97, 130/05, 178/06, 129/07 and 151/09, respectively.

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Copy of Department of Pension and Pensioners’ Welfare [DOP&PW]’s O.M. No.1/13/09-P&PW[E] dated 28th April, 2011 on the above subject is enclosed for information and compliance. As advised by DOP&PW in para 6 of the enclosed O.M., the family pension claims of widowed/divorced/unmarried daughters and dependent disabled siblings may be settled on priority.

2. A concordance of DOP&PW’s instructions referred to in the enclosed O.M. and Railway Board’s corresponding instructions is given below:

<table>
<thead>
<tr>
<th>S.No.</th>
<th>DOP&amp;PW’s instructions</th>
<th>Railway Board’s corresponding instructions</th>
</tr>
</thead>
</table>

The undersigned is directed to state that as per the existing provisions of CCS (Pension) Rules, 1972 as amended from time to time, the son/daughter of a Government servant/Pensioner is eligible for family pension upto the date of his/her marriage / remarriage or till he/she starts earning or till the age of 25 years, whichever is earlier. Further, a disabled son/daughter of a Government servant/Pensioner suffering from any disorder or disability of mind, including mentally retarded, or who is physically crippled or disabled, is eligible for family pension for life subject to the fulfilment of certain conditions. Subsequently, orders were issued vide this Department’s O.M. No.45/86/97-P&PW(A) dt. 27.10.97 and No.1/19/03-P&PW(E) dt. 30.8.2004 making divorced/ widowed daughters eligible for family pension even after attaining the age limit of 25 years subject to the fulfilment of certain conditions. It was subsequently clarified vide this Department’s O.M. No.1/19/03-P&PW(E) dt. 11.10.2006 that family pension to widowed/ divorced daughters is admissible irrespective of the fact that the divorce/widowhood takes place after attaining the age of 25 years or before.
2. Further, orders have been issued vide this Department’s O.M. No.1/19/03-P&PW(E) dt. 6th September, 2007, whereby an unmarried daughter of a Government servant/Pensioner beyond 25 years of age, has been made eligible for family pension at par with the widowed/divorced daughter subject to fulfillment of certain conditions. However, family pension to the widowed/divorced/unmarried daughters shall be payable in order of their date of birth and the younger of them shall not be eligible for family pension unless the next above has become ineligible for grant of family pension. Further, the family pension to widowed/divorced/unmarried daughters above the age of 25 years, shall be payable only after the other eligible children below the age of 25 years have ceased to be eligible to receive family pension and that there is no disabled child to receive the family pension.

3. Subsequently, orders have been issued vide this Department’s O.M. No.1/15/2008-P&PW(E) dt. 17.8.2009 whereby dependent disabled siblings of a Government servant/pensioner have been made eligible for family pension for life subject to the fulfilment of certain conditions.

4. Representations have been received in this Department from various quarters (i.e. Pensioners’ Associations, etc.) to the effect that the claims for family pension of widowed/divorced/unmarried daughters and dependent disabled siblings are not being entertained by certain Ministries/Departments on the plea that their names do not appear in the details of family members submitted by the Government servant/Pensioner to the Head of Office from where he/she had retired. Besides, in cases where a Government servant/Pensioner had expired prior to the issue of above referred orders by this Department, the claims of widowed/divorced/unmarried daughters, etc. for family pension are not being entertained by Ministries/Departments on the plea that they were not eligible for family pension at the time of retirement/death of the Government servant or death of the Pensioner. This Department has been requested for issue of appropriate clarificatory orders in the matter so as to settle the family pension claims of the aggrieved widowed/divorced/unmarried daughters, etc., of the Government servants/Pensioners.

5. The matter has been considered in this Department in consultation with Department of Expenditure, Ministry of Finance. It is hereby clarified that subject to fulfillment of other conditions laid down therein, the widowed/divorced/unmarried daughter of a Government servant/Pensioner, will be eligible for family pension with effect from the date of issue of respective orders irrespective of the date of death of the Government servant/Pensioner. Consequently, financial benefits in such cases will accrue from the date of issue of respective orders. The cases of dependent disabled siblings of the Government servants/Pensioners would also be covered on the above lines.

6. All Ministries/Departments are requested kindly to settle the family pension claims of widowed/divorced/unmarried daughters and dependent disabled siblings accordingly on priority. They are also requested to bring these orders to the notice of their attached/subordinate organizations for compliance.

7. This issues with the concurrence of the Ministry of Finance, Department of Expenditure vide their U.O. No.97/EV/201 1 dated 06.04.2011.

8. In so far as their applicability to the personnel of Indian Audit and Accounts Department is concerned, these orders are being issued in consultation with the C&AG of India vide their U.O. No.65-Audit (Rules)/14-2010 dt. 26.4.2011.

Sd/-
(K.S.Chibb)/ Director

SERIAL CIRCULAR No.69/2011
No. SCR/P-HQ/Ruling/O/847 Dated:31-05-2011
No. P[R]182/V

A copy of Board’s letter No. E(D&A)2010 GS1-7 dated 19.5.2011 is forwarded for information, guidance and necessary action.

Copy of Board’s ltr No. E(D&A)2010 GS1-7 dated 19.5.2011 (RBE No.70/2011)

Sub: Holding of formal/informal functions by Railway servants – involvement of private person, firm, company, organization, etc. – regarding.

In terms of note 2 below rule 13 (1) of the Railway Services (Conduct) Rules, 1966, a Railway servant shall avoid accepting lavish or frequent hospitality from any individual, industrial or commercial firms, organizations, etc. having official dealing with him. Further, a Railway servant is expected to avoid the familiarity arising out of private hospitality.

2. A case has recently come to the notice of Board where a group of Railway officers arranged a function in a reputed private hotel to bid farewell to a senior Officer retiring on superannuation. Though the function was purportedly arranged on contribution from the Railway Officers, a substantial amount was paid by a private party towards the expenditure for holding the function.
3. Board desire that all Railway servants should follow the extant rules on the subject scrupulously and violation, if any, will be viewed seriously inviting strict punitive action.

(Sd/-)
(Harish hander)/DDE[D&A]/Rly.Board
SERIAL CIRCULAR No.70/2011
PAY COMMISSION CIRCULAR No.259
No. SCR/P-HQ/Ruling/Q/823 Dated:31-05-2011
No. P[R]53/IV

A copy of Board’s letter No. PC-V/2009/A/DR/1 dated 20.05.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 31.12.97, 15.11.2006 and 16.11.2010 quoted therein were circulated under Serial Circular Nos.20/98, 203/06 and 169/10, respectively.

Copy of Board’s ltr. No.PC-V/2009/A/DR/1 dated 20.05.2011 [RBE No.712011]PC VI 259

Sub: Grant of Dearness Relief to the Railway pensioners who are in receipt of provisional pension or pension in the pre-revised scale of 5th CPC w.e.f. 01.01.2011.

***


2. In pursuance of the enhanced rates of ex-gratia to the surviving SRPF(C) retirees issued vide Board’s letter No.F(E)III/98/PN1/Ex-Gr/3 dated 15.11.2006 para 1[ii] of DOP&PW’s O.M.dated 11.04.2011 may be read as under:-

“The surviving Group ‘A’, ‘B’, ‘C’ and ‘D’ SRPF (Contributory) beneficiaries who had retired from service during the period from 01.04.1957 to 31.12.1985 and have been sanctioned enhanced slab-wise ex-gratia @ r 3000/-, r 1000/-, r 750/- and r 650/- per month respectively w.e.f. 01.11.2006, in lieu of uniform rate of r 600/- p.m. are entitled to Dearness Relief @ 115% w.e.f. 01.01.2011”.

3. A concordance of various instructions and orders referred to in the enclosed office memorandum with reference to corresponding Railway instructions is indicated below:-

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Para No. &amp; Date of OM</th>
<th>No. and date of Deptt. of Pension &amp; Pensioners’ Welfare’s O.M.</th>
<th>No. and date of Corresponding orders issued by Railway Board</th>
</tr>
</thead>
</table>

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


Sub : Grant of Dearness Relief to Central Government pensioners who are in receipt of provisional pension or pension in the pre-revised scale of 5th CPC w.e.f. 1.1.2011.

***

In continuation to this Department's OM No. 42/18/2010-P&PW(G) dated 27th October, 2010 sanctioning the Dearness Relief to those Central Government pensioners who are in receipt of provisional pension or pension in the pre-revised scales of 5th CPC, the President is pleased to grant the Dearness Relief to these Central Government pensioners as under:

(i) Those who are in receipt of provisional pension or pension in the pre revised scales of 5th CPC are entitled to Dearness Relief @ 115% w.e.f 1.1.2011.

(ii) The surviving CPF beneficiaries who have retired from service between the period 18.11.1960 to 31.12.1985 and are in receipt of ex-gratia @ r 600/ p.m. w.e.f. 1.11.1997 under this Department's OM No. 45/52/97-P&PW(E) dated 16.12.1997 are entitled to Dearness Relief @ 115% w.e.f. 1.1.2011.

2. The following categories of CPF beneficiaries who are in receipt of ex-gratia payment in terms of this Department’s OM No. 45/52/97-P&PW(E) dated 16.12.1997 are entitled to DR @ 107% w.e.f. 1.1.2011.

(i) The widows and dependent children of the deceased CPF beneficiary who had retired from service prior to 1.1.1986 or who had died while in service prior to 1.1.1986 and are in receipt of Ex-gratia payment of r 605/- p.m.
Central Government employees who had retired on CPF benefits before 8.11.1960 and are in receipt of Ex-gratia payment of ₹654/-, ₹659/-, ₹703/- and ₹965/-

3. Payment of DR involving a fraction of a rupee shall be rounded off to the next higher rupee. In their application to the pensioners/family pensioners belonging to Indian Audit and Accounts Department, these orders issue in consultation with the C&AG.

4. This issues with the concurrence of Ministry of Finance, Department of Expenditure vide their OM No. 1[4]/EV/2004 dated 8th April, 2011

SERIAL CIRCULAR No.71/2011  
PAY COMMISSION CIRCULAR No.260  
No. SCR/P-HQ/Ruling/O/807 Dated: 31-05-2011  
No. P[R]65/I

A copy of Board’s letter No. PC-V/2008/A/O/3(OTA) dated 20.05.2011 is forwarded for information, guidance and necessary action. Board’s letter dated 17.02.2010 quoted therein was circulated under Serial Circular No.39/10.

Copy of Board’s lt. No. PC-V/2008/A/O/3(OTA) dated 20.05.2011 [RBE No.72/2011]PC VI 260

Sub: Grant of Overtime Allowance to Railway employees consequent upon revision of pay scales and allowances-date of effect.

The issue of revising the date of effect of OTA w.e.f.01-01-2006 instead of 01-9-2008 (as communicated vide para 3 of Board’s letter of even number dated 17-2-2010), as demanded vide item No.24/2010 in DC/JCM, has been considered by the Board. It has now been decided to revise the date of effect of OTA as 01-01-2006. It is however clarified that the basic pay and DA element for the purpose of OTA shall be revised w.e.f.01-01-2006 and other elements constituting emoluments for the purpose of OTA viz. HRA and Transport Allowance etc shall be taken into account at revised rates w.e.f.01-9-2008 as per the Sixth CPC recommendations.

2. This has the approval of Finance Directorate of Ministry of Railways.

Sd/-  
(N.P.Singh)/DDPC-V /Railway Board.

SERIAL CIRCULAR No.72/2011  
No. SCR/P-HQ/Ruling/O/856 Dated: 31-05-2011  
No. P[R]436/R-I/IV

A copy of Board’s letter No. E(W) 2010/FU-1/4 dated 23.05.2011 is forwarded for information, guidance and necessary action. Board’s letters dated 17.8.09, 26.04.10 and 15.2.2011 quoted therein were circulated under Serial Circular Nos.148/09, 65/10 and 27/11, respectively.

Copy of Board’s letter No. E(W) 2010/FU-1/4 dated 23.05.2011 [RBE No.73/2011]


In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is pleased 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. 117.

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

Encl: Advance Correction Slip.

sd/-  
(Debasis ar) JDE/Welfare/Rly.Brd

Advance Correction Slip No. 117 – Rule 805

[1] Clause [1] 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 ₹ 500/- 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 ₹ 500/- amongst different activities will be as under:

<table>
<thead>
<tr>
<th>(I) General activities</th>
<th>₹</th>
</tr>
</thead>
<tbody>
<tr>
<td>(i)(a) [1] Education</td>
<td>72.75</td>
</tr>
<tr>
<td>(a)[2] Scholarship for higher education of girl children of staff in grade pay ₹ 1,800/– and below [₹ 1,200/- p.m.]</td>
<td>100.00</td>
</tr>
<tr>
<td>(a)[3] Scholarship for higher education of Male children of staff in grade pay ₹ 1,800/– and below [₹ 1,000/- p.m.]</td>
<td>60.00</td>
</tr>
<tr>
<td>(b) Recreation other than sports</td>
<td>22.25</td>
</tr>
<tr>
<td>(c) Promotion of Cultural Activities</td>
<td>10.50</td>
</tr>
<tr>
<td>(d)[1] Relief of distress, sickness, etc.</td>
<td>50.00</td>
</tr>
<tr>
<td>(d)[2] Relief of distress, sickness, etc. for staff in grade pay ₹ 1,800/- and below</td>
<td>50.00</td>
</tr>
<tr>
<td>(e) Women empowerment activities including higher education for girls</td>
<td>23.00</td>
</tr>
<tr>
<td>(f) Miscellaneous</td>
<td>10.50</td>
</tr>
<tr>
<td>(ii) Sports activities</td>
<td>20.00</td>
</tr>
<tr>
<td>(iii) Scouts activities</td>
<td>13.50</td>
</tr>
<tr>
<td>(iv) Indigenous system of medicine including Homoeopathy</td>
<td>22.50</td>
</tr>
<tr>
<td>(v) Immediate relief in times of crisis arising out of natural calamities</td>
<td>18.00</td>
</tr>
<tr>
<td>(vi) Training for developing occupational skills of physically/mentally challenged wards especially girls of railway employees</td>
<td>27.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>500.00</strong></td>
</tr>
</tbody>
</table>


[2] Note 3 below clause 2 of Rule 805 may be substituted by the following:

Based on the overall per capita contribution of ₹ 20.00 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 ₹ 13.50 for scouting activities will also be made by the Ministry of Railways ₹ 18/- 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 ₹ 51.50 will be authorised centrally by Ministry of Railways [Railway Board] from sanctioned Budget allotments.

[Authority: Board’s letter No. E(W)2010/FU-1/4 dated 26-4-2010]

**SERIAL CIRCULAR No.73/2011**
No. SCR/P-HQ/Ruling/O/926 Dated:31-5-2011
No. P[R]473/VII


Copy of Board’s ltr No. E(W)2007/PS5-3/10 dated 24.5.2011 (RBE No.74/2011)

**Sub:** Complimentary Card passes issued to freedom fighters/ their widows – validity to travel in 2nd AC in Rajdhani trains.


In terms of Railway Board’s letter No.E(W)89/PS 5-6/13 Vol.I dated 31.8.1989 freedom fighters/their widows receiving pension from Central revenues under the “Swatantrata Sainik Samman Pension Scheme” of the Government of India, are issued Complimentary Card passes on life time basis for free rail travel over all Indian Railways (except Metro Railway/Kolkata) in 1st Class/ 2nd AC alongwith one companion in same class by any train other than Rajdhani/Shatabdi trains.
2. The validity of aforesaid Complimentary Card passes issued to freedom fighters/their widows was extended for travelling by 3rd AC in Rajdhani trains and Chair Car (CC) of Shatabdi/Jan Shatabdi trains alongwith one companion in same class besides the existing entitlements, in terms of Railway Board’s letter of even number dated 16.6.2010 referred to above.

3. The demand of the freedom fighters to permit them rail travel by 2nd AC in Rajdhani trains on the Complimentary Card passes issued to them had been under consideration of this Ministry. It has now been decided in consultation with Ministry of Home Affairs to let the freedom fighters/their widows travel by 2nd AC in Rajdhani trains alongwith one companion in same class on the Complimentary Card passes provided to them. Accordingly, the 1st Class /2nd AC Complimentary Card passes issued to freedom fighters/their widows shall be valid for travel in 2nd AC/3rd AC in Rajdhani trains alongwith one companion in same Class, besides the existing entitlement of travel by Chair Car(CC) in Shatabdi/Jan Shatabdi trains and 1st Class/2nd AC in other mail/express trains. The Card pass issued to freedom fighters/their widows may accordingly be stamped as below:

“Valid for travel in 2 AC/3 AC in Rajdhani trains and Chair Car (CC) in Shatabdi/Jan Shatabdi trains alongwith one companion in same Class.”

Signature of issuing authority

4. Other conditions as contained in Board’s letter dated 31.8.1989 shall remain same.

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

Sd/-
Debasis Mazumdar/JDE(Welfare) Rly. Board

SERIAL CIRCULAR No.74/2011
No. SCR/P-HQ/Ruling/O/806 Dated:31-05-2011
No. P[R]61/1

A copy of Board’s letter No. F(E)I/2010/AL-28/46 dated 26.5.2011 is forwarded for information, guidance and necessary action.


Sub: Payment of Composite Transfer Grant.

Representations have been received from various quarters for doing away with the condition of production of documentary evidence for transportation of personal effects from one station to another for admissibility of 100% CTG, where transferee/retiree submits self declaration of having transported personal effects by own means, without availing of the facility of Kit Pass, VPU and Goods/Container.

The matter has been examined and it has been decided by the Board that henceforth:

(i) When transferee/retiree submits self declaration that transportation of personal effects has been made by own arrangement and facility Kit Pass/VPU/Goods Train/Container has not been availed of, production of documentary evidence of such transportation of personal effects by own arrangement need not be insisted upon, subject to fulfillment of other conditions. Proof of journey/change of residence will however continue to be required. In the cases where Kit Pass has been availed by the railway employee for transportation of personal effects, extant provisions under the rules would continue to be applicable to regulate quantum of Composite Transfer Grant.

(ii) For short distance transfers/settlement after retirement within the same station or to an outstation within 20 Kms., where transportation of personal effects is generally carried out by road, CTG may be granted at prescribed rates, i.e. 1/3rd of Basic Pay on production of documentary proof of change of residence, as a result of transfer/retirement, subject to fulfillment of other conditions.

Sd/-
(Sonali Chaturvedi)DDF[E]/Rly.Brd.