

NORTHERN RAILWAY

Headquarters Office,  
Baroda House,  
New Delhi.

**P.S.No.14875 / 2018**

No.752E/552/Policy-selection/EIC.

Dt:- 15.03.2018.

The DRM / NR, DLI, FZR, LKO, MB & UMB.  
CAO/C K Gate DLI, CAO/C USBRL/Satyam Complex, Trikuta Ngr / JAT.  
CWM / CB-LKO, JUDW, AMV-LKO & ASR, CWM/Signal Shop/GZB.  
Dy CMM / SSB, AMV-LKO & JUDW.  
Chief Manager (Ptg & Sty) Punjabi Bagh, Delhi.  
DyCE/Bridge, CB-LKO & JUC.

Sub:- Revision in cadre structure and staffing pattern due to merger of three categories of posts in the Commercial Department over Indian Railways – viz. Ticket Checking (TC), Commercial Clerk (CC), and Enquiry-cum- Reservation-Clerk (ECRC).

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A copy of Railway Board's letter No. E(NG)I-2016/PM1/12(pt) dated 22.02.2018, (RBE No. 28/2018) is enclosed herewith for your information and necessary action please.

A copy of Railway Board's letter mentioned there in has already been circulated as under:-

S.No.	Railway Board's Letter & date	NR P.S.No.
1.	PC-VII/2016/RSRP/2 dated 02.08.2016 (RBE No. 93/2016)	14600/2

The above P.S.No. is available on the website given as under:-  
10.2.2.19/dept/personnel\_main.html and

<http://10.2.2.19/dept/personnel/14875.pdf>

Please acknowledge the receipt.

DA. As above.

  
( Virendra Kumar )  
For General Manager/P.

Copy to:-

1. All PHODs and All Officers of Personnel Dept. HQs office, Baroda House, NDLS.
2. Genl. Secy NRMU, 12 Chelmsford Road, New Delhi.
3. Genl. Secy URMU, 166/2, P.K.Road, New Delhi.
4. Genl. Secy AIOBC Rly Emp Asso 171/A3, Basant lane, New Delhi.
5. Zonal. Secy All India SC/ST Rly Emp Asso North Zone office, Baroda House, NDLS.
6. Genl Secy NRPOA Room No.301, HQs office, Baroda House, NDLS.
7. Dy CPO/T&C, HQs office, Baroda House, NDLS for uploading on the website.

भारत सरकार/GOVERNMENT OF INDIA  
रेल मंत्रालय/MINISTRY OF RAILWAYS  
(रेलवे बोर्ड/RAILWAY BOARD)

No.E(NG)I-2016/PM1/12(pt)

New Delhi, dated: 22.02.2018

The General Manager(P)  
All Indian railways & PUs  
(as per standard list)

Sub: Revision in cadre structure and staffing pattern due to merger of three categories of posts in the Commercial Department over Indian Railways- viz: Ticket Checking (TC), Commercial Clerk (CC), and Enquiry-cum Reservation - Clerk (ECRC).

The 7<sup>th</sup> CPCs' recommendations pertaining to the Commercial Department staff of the Railways are contained in Para 11.40.64 to 11.40.70 of their Report.

Upgradation of posts proposed from erstwhile GP 1900 to GP 2000, and from erstwhile GP2400 to GP 2800 have already been notified for implementation vide Annexure-B of Railway Board's communication No. PC-VII /2016/RSRP/2 dated 02.08.2016 (RBE No 93/2016). Recommendations regarding the merger of posts in the three categories of TC, CC and ECRC have been under consideration in Board's office. After consultation with both recognized staff Federations (AIRF and NFIR) and with the concerned Directorates in the Railway Board, it has now been decided to implement the merger into a unified category of 'Commercial and Ticketing Staff' in a phased manner. Details of the cadre structure/AVC, staffing pattern and norms of appointment/selection for this unified category are tabulated in the Annexure to this letter.

2. The following modalities may be adopted while switching over to the unified cadre structure detailed in the accompanying Annexure:

2.1 Merger of the three categories will follow a graded approach. In first phase, the Ticket Checking category as a whole, with all its existing incumbents, will continue as a separate category with its existing cadre structure and staffing pattern, while the existing staff working in the categories of CC and ECRCs may be merged. The merged categories of CC and ECRC will accordingly have a four tier structure of posts and functional designation, as below:

- i) Commercial-cum Reservation Clerk in Level-3 (entry level)
- ii) Senior Commercial-cum - Reservation Clerk in Level-5 consisting of merged posts currently designated as Senior Commercial Clerk and Enquiry-cum-Reservation Clerk that are in Level-5
- iii) Chief Commercial -cum-Reservation Clerk in Level-6 consisting of merged posts currently designated as Head Commercial Clerk and Enquiry-cum-Reservation Supervisor that are in Level-6
- iv) Commercial Superintendent in Level-7 consisting of merged posts currently designated as Chief Booking Supervisor and Chief Enquiry-cum- Reservation Supervisor that are in Level-7

2.2 In the second phase of the merger, all future recruitments to the relevant category(ies) will be in the unified cadre structure merging Ticket Checking category also with the cadre of CC & ECRC. The final unified cadre structure with designation of posts, staffing pattern and norms for appointment will be as detailed in accompanying Annexure.

2.3 As merger progresses from the first phase (Para in 2.1 above) to the second phase (Para in 2.2 above), nomenclature(s) of posts will also change correspondingly.

3. 10 + 2 minimum entry qualification has been prescribed for entry into Level-3 of the Ticket Collectors/ Commercial Clerks categories, as may be seen in the accompanying Annexure. It is clarified that this stipulation (of 10 + 2 minimum qualification) will not apply to existing regular staff against promotional intake.

4. Usual rules/principles will apply while determining inter se seniority in the merged categories.

5. Revised training modules necessitated due to the merger above will be prepared and notified separately by the concerned Directorate.



( P.M.Meena)  
Dy. Director-II/Estt.(NG)I

Please acknowledge receipt.

**Annexure to letter Railway Board's letter No. E(NG)/I/2016/PM1/12  
dated : 22.02.2018 (RBE No. 28/2018)**

S. No.	Name of post	Mode of appointment	Classification	Level and Revised Pay Structure	Qualification / Training/Age	Grade wise %age distribution of the total merged and unified Cadre
1.	<b>Commercial-cum-ticket Clerk</b> (erstwhile PB-1 Rs.5200-20200, G.P. Rs.1900/2000)  (The posts operate in erstwhile G.P. 2000 now, as post in G.P. Rs.1900 has been upgraded to G.P. Rs.2000).	50% by DR  33-1/3% by General Selection (T&C Staff in erstwhile G.P.Rs.1800)  16-2/3% by LDCE	Recruitment  General Selection  Selection	<u>Level-3</u> Rs.21700-69100	DR qualification - 12 <sup>th</sup> (+2 stage) or its equivalent examination with not less than 50% Marks in the aggregate. 50% is not to be insisted upon in case of SC/ST/Ex-Servicemen  Proper training will have to be imparted to the employees as per present requirement. Age limit for DR18-27 years	11%
2.	<b>Sr. Commercial-cum-ticket Clerks</b> (erstwhile PB-1, Rs.5200-20200, G.P. Rs.2800)  (The posts operate in erstwhile GP 2800 now, as post in GP Rs.2400 has been upgraded to G.P. Rs.2800).	50% DR by  50% by Promotion.	Recruitment  Non-Selection	<u>Level-5</u> Rs.29200-92300	DR qualification - A University Degree or its equivalent Age limit for DR- 18-30 years  Proper training will have to be imparted to the employees as per present requirement.	22%
3.	<b>Chief Commercial-cum-ticket Clerk</b> (erstwhile PB-2, Rs.9300-34800, G.P. Rs.4200)	Promotion	Selection	<u>Level-6</u> Rs.35400-112400	Proper training will have to be imparted to the employees as per present requirement.	47%
4.	<b>Commercial Superintendent</b> (erstwhile PB-2, Rs.9300-34800, G.P. Rs.4600)	Promotion	Non-Selection	<u>Level-7</u> Rs.44900-142400	Proper training will have to be imparted to the employees as per present requirement.	20%