

NORTHERN RAILWAY

Headquarters Office,
Baroda House,
New Delhi.

P.S.No.14896 / 2018

No.831E/63-2/XIV-E/Pt-V/EIV/R&P/2017.

Dt:-26.04.2018.

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:- Guidelines for fair and transparent selections.

A copy of Railway Board's letter No.E(NG)I-2018/CFP/1. dated 26.03.2018 (RBE No.45/2018), is enclosed herewith for your information and necessary action please.

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/14896.pdf>

Please acknowledge the receipt.

DA. As above.

S Verma
25/4/18
(Seema V. Verma)
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.

o/c

P.S.No. 14896/2018
28/3/18

SNO- (39)

RB/Estt.No. 45/2018

Government of India (Bharat Sarkar)
Ministry of Railways (Rail Mantralaya)
(Railway Board)

No.E(NG)I-2018/CFP/1

New Delhi, dated 26.03.2018



PLPO
CPO/A B...
DyCPO/R Pl. circulate
24/3/18
27/3/18

NR

The General Managers (P)
All Zonal Railways and
Production Units.
(As per standard list)

Sub:- Guidelines for fair and transparent selections.

A selection was conducted in one of the Divisions against 16-2/3% quota for promotion from Level-1 to Level-2 to the post of Junior Clerk in terms of Para 174 of IREM, Volume.I, 2009 Edition. The matter was investigated by the Vigilance Directorate of the Railway Board and certain irregularities were noticed. These lapses/shortcomings are as under:-

- (i) Anticipated vacancies were not assessed correctly.
- (ii) Selection under LDCE quota should have been conducted after completion of the process of selection under the promotee quota, since as per the extant provisions, the unfilled vacancies of the promotee quota have to be diverted to LDCE quota. This was not done.
- (iii) ~~Wide circulation of Notification should have been ensured so that it reached all the potential applicants.~~
- (iv) Committee's composition should have been of Senior Scale Officers but one of three members was a Junior Scale Officer. In case, the officer representing SC/ST was a Junior Scale Officer, he should have been added as the fourth member to the Committee.
- (v) Names were added after the expiry of the cut-off date without their formal applications.

उ. रेलवे

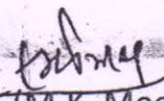
RAP

2. The matter has been reviewed by the Board. In any selection, it is necessary to ensure that each eligible person gets an opportunity to apply and participate in the selection. It is incumbent on the Personnel Department of the Unit concerned to ensure that the policy/instructions issued on the subject are scrupulously followed. In particular, it should be ensured that:

- (i) Vacancy assessment is done properly as per the prescribed guidelines and approved by the competent authority.
- (ii) All notifications issued are checked thoroughly.
- (iii) Notification should be given wide publicity amongst the employees of Divisions/Units/Workshops for notice of all concerned.
- (iv) Composition of the Selection Committee should be of the prescribed level and in case an officer from reserved community is not available, only then should a lower grade officer be nominated as the 4th member.
- (v) Provisions of IREM Vol.I, 2009 Edition and subsequent modifications, if any are scrupulously followed.
- (vi) Entire process of selection should be monitored at an appropriate level for its timely completion.

Please acknowledge receipt.

Hindi version shall follow.


(M.K. Meena)
Deputy Director Estt.(N)
Railway Board