Estt Srl No. 34/2026

पूर्व तट रेलवे/EAST COAST RAILWAY

मुख्यालय कार्यालय, कार्मिक विभाग, रेल सदन, साउथ ब्लॉक भुवनेश्वर

Headquarters Office, Personnel Department, Rail Sadan,

South Block, Bhubaneswar- 751017

सं./No.ECoR/Pers/HQ/R/Service Review **दिनांक/Date:**02.04.2026

All PHODs/CHODs/HODs/-ECoR/BBS
DRM-SBP/WAT/KUR
CWM/CRW/MCS, APO/CRW/MCS,
APO (Con)/BBS.

विषय/Sub: Strengthening of administration by Periodic review under Rule-1802(a)/1803(a) /1804(a)-R-II, 1987 Edition.

संदर्भ/Ref: RB's Letter No. E(P&A)I-2019/RT-21(Pt) dated 08.04.2022 (RBE No. 47/2022) and letter of even No, dated: 11.04.2022 (RBE No.48/2022).

As approved by GM, Review Committees at HQs for the staff working in HQs office has been constituted and circulated to all concerned vide this office letter No. ECoR/Pers/R/Service Review dated 07.07.2020.

In compliance to RBE 47/2022, Para-3, it has been decided by the Board that the officer nominated as member of the committee may be from the same division, but should not be amongst those who exercise direct/immediate control or supervision over the officers being screened. Further, Committees should be constituted in such a manner so as to ensure that there is an element of fairness in the review and there is no claim of arbitrariness of action by the employee.

In supersession to the earlier instructions circulated vide this office letter dated: 07.07.2020, the Revised Review Committee for HQs staff working in HQs office, where the appointing authority is JA grade and below will be as per the enclosed Annexure –A. Besides, One Representation Committee has been constituted to consider appeal cases at HQs level as per the enclosed Annexure-B.

In view of the above, necessary action may be taken to implement the above Revised Review Committees to conduct the periodical review of services of the staff working at HQs office and in case of appeal, Representation Committee may consider the appeal cases at ECoR/HQs/BBS.

The Revised Review Committees and Representation Committee may start functioning with immediate effect.

(Sunil Bishnoi)
Dy. Chief Personnel Officer (IR&Wel)
For Principal Chief Personnel Officer

Annexure-A

REVIEW COMMITTEES AT HQ FOR THE STAFF WORKING IN HQ OFFICES:

SI No	The Department To which Group 'C' & Group 'D' staff belongs	Chairman of the Committee	2nd Member of the Committee	3rd Member of the Committee (In case of doubtful integrity only)
(1)	(2)	(3)	(4)	(5)
1	Administration (GM's Office)	DGM	Chairman/RRC	Dy. CVO/Mech.
2	Administration (Law, Vigilance & PRO's office)	DGM	Chairman/RRC	Dy. CVO/Mech.
3	Statistical	Dy. F&CAO/Traffic	Chairman/RRC	Dy.CVO/Traffic
4	Civil Engineering	Dy. CE/TP	Chairman/RRC	Dy.CVO/Engg.
5	Mechanical Engineering	Dy. CME/ Freight	Chairman/RRC	Dy. CVO/ Mech.
6	Electrical Engineering	Dy. CEE/TRD	Chairman/RRC	Dy. CVO/ S&T
7	S & T Engineering	Dy. CSTE/ Signal/ HQ	Chairman/RRC	Dy. CVO/ S&T
8	Medical	ACMD/TA	Chairman/RRC	Dy. CVO/ Stores
9	Stores	Dy.CMM/HQ	Chairman/RRC	Dy. CVO/ Stores
10	Security	CSC/ECoR/BBS	Chairman/RRC	Dy. CVO/ Traffic
11	Accounts (Including Construction)	Dy. FA&CAO/G	Chairman/RRC	Dy. CVO/ Traffic
12	Personnel	Dy.CPO/HQ	Chairman/RRC	Dy. CVO/ Mech.
13	Commercial	Dy.CCM/PS	Chairman/RRC	Dy. CVO/ Traffic
14	Operating	Dy.COM/ Fois	Chairman/RRC	Dy. CVO/ Traffic
15	Safety	Dy. CSO/Engg.	Chairman/RRC	Dy. CVO/ Stores

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Annexure-B

REPRESENTATION COMMITTEES AT HQs TO CONSIDER APPEAL CASES

SI No	The Department To which Group 'C' & Group 'D' staff belongs	Chairman of the Committee	2nd Member of the Committee	3rd Member of the Committee (In case of doubtful integrity only)	4th Member of the Committee (In case of Appeal)
(1)	(2)	(3)	(4)	(5)	(6)
1	Administration (GM's Office)	SDGM	Chairman/RRC	Dy.CVO/Mech	CPO/Admn.
2	Administration (Law, Vigilance & PRO's office)	SDGM	Chairman/RRC	Dy.CVO/Mech	CPO/Admn.
3	Statistical	F&CAO/Traffic	Chairman/RRC	Dy.CVO/Trafic	SDGM/CVO
4	Civil Engineering	CPDEs	Chairman/RRC	Dy.CVO/Engg	SDGM/CVO
5	Mechanical Engineering	CEE (EnHM)	Chairman/RRC	Dy.CVO/Mech	SDGM/CVO
6	Electrical Engineering	CEE/EEM	Chairman/RRC	Dy.CVO/S&T	SDGM/CVO
7	S & T Engineering	CSTE/PLG	Chairman/RRC	Dy.CVO/S&T	SDGM/CVO
8	Medical	CHD*	Chairman/RRC	Dy.CVO/Store	SDGM/CVO
9	Stores	CMM/Con.	Chairman/RRC	Dy.CVO/Store	SDGM/CVO
10	Security	PCSC	Chairman/RRC	Dy.CVO/Trafic	SDGM/CVO
11	Accounts (Including Construction)	FA&CAO/HQ	Chairman/RRC	Dy.CVO/Trafic	SDGM/CVO
12	Personnel	CPO(IR)	Chairman/RRC	Dy.CVO/Mech	SDGM/CVO
13	Commercial	CCM/Catg.	Chairman/RRC	Dy.CVO/Trafic	SDGM/CVO
14	Operating	CTPM	Chairman/RRC	Dy.CVO/Trafic	SDGM/CVO
15	Safety	PCSO	Chairman/RRC	Dy.CVO/Store	SDGM/CVO

*In absence of CHD, MD/CH has to work as the Chairman of the Committee.

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