



EAST COAST RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय/
Office of the Pr.Chief Personnel Officer
द्वितीय तल, - 751 017
Rail Sadan, IInd Floor, Bhubaneswar-751 017

स्थापना क्रमांक/ Estt. Srl. No. 65/2018
पूतरे/कार्मिक/आर/ECOR/Pers/R/Selection

RBE No-45/2018
Date: 24.04.2018

सेवा मे,
सभी प्रमुख विभागाध्यक्षों/समन्वयक विभागाध्यक्षों, पू त रे/भुवनेश्वर
मं.रे.प्र/व.मं.का.अधिकारी/मं.का.अधिकारी-खोरधारोड,वालातेरु, संबलपुर,
मु;कारखाना प्रबंधक/कारखाना कार्मिक अधिकारी- मंचेश्वर, अतिरिक्त रजिस्ट्रार/रेल दावा अधिकरण,
व.का अधिकारी (नि)/भुवनेश्वर
महा सचिव/इकोर थ्र. कां., महा सचिव/इकोर थ्र. यू.,
महा सचिव/एआई ओ बी सी आर ई ए, महा सचिव/ ए आई एस सी एस टी आर ई ए

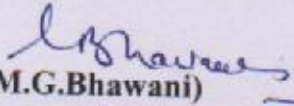
Sub: Guidelines for fair and transparent selections.

पूतरे के विषय क्रमांक/ECOR's Subject Serial No. EPS-06/2018

उपर्युक्त विषय पर बोर्ड पत्र सं E(NG)I-2018/CFP/1दिनांक 26.3.2018
की प्रतिलिपि सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of the Board' Lr.No- E(NG)I-2018/CFP/1 dated- 26.03.2018 on
the above quoted subject is forwarded herewith for information, guidance and necessary
action.

Encl: As above,


(M.G. Bhawani)

Dy.Chief Personnel Officer(IR&W)
For Pr. Chief Personnel Officer

प्रतिलिपि प्रेषित/Copy to :

- 1) महाप्रबंधक के सचिव/पूर्व तट रेलवे, भुवनेश्वर
- 2) मुकाधि/मुकाधि(प्रशा.), उप म.प्र, अध्यक्ष(रेलवे भर्ती प्रकोष्ठ)
- 3) उप मुख्य प्रबंधक(सू.प्रौ), उप मुकाधि(औ.सं.एवं कल्याण), वकाधि(इंजी.)
- 4) वकाधि(मुख्या.), वकाधि(स्टाफ), वकाधि(राज. एवं न्याया.)
- 5) मुकाधि के निजी सचिव/सहा.कार्मिक अधि. (मुख्या.-1), सहा.कार्मिक अधि. (कल्याण),
सहा.कार्मिक अधि. (बिल), सहा.कार्मिक अधि. (भर्ती)

45

**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

EGOR

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

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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:-

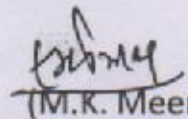
- (i) Anticipated vacancies were not assessed correctly.
- (ii) Selection under LDCE quota should have been conducted after completion of the process of selection under the promotee quota, since as per the extant provisions, the unfilled vacancies of the promotee quota have to be diverted to LDCE quota. 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.

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