



पूर्व तट रेलवे/EAST COAST RAILWAY

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

स्थापना क्रमांक/ Estt. Srl. No. 48/2016

पूतरे/कार्मिक/आर/ ECoR/ Pers/R/Leave-6

RBE NO-41/2016

दिनांक/Date: 17.05.2016

सेवा मे,

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

विषय/ Sub: Grant of EOL to Probationary officers appearing in one next CSE/ESE/CMS Examination.

पूतरे के विषय क्रमांक/ECoR's Subject Serial No.LVE-9/2016

उपर्युक्त विषय पर बोर्ड पत्र सं E(Trg)98(19)/2 दिनांक 27.04.2016 की प्रतिलिपि सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अशेषित है।

A copy of the Board's letter No. E(Trg)98(19)/2 dated 27.04.2016 on the above quoted subject is forwarded herewith for information, guidance and necessary action.

संलग्न/Encl: यथोक्त/As above,

(M. Ganga Bhavani)

Dy. Chief Personnel Officer(IR&W)

कृते मुख्य कार्मिक अधिकारी

For Chief Personnel Officer

प्रतिलिपि प्रेषित/Copy to : महाप्रबंधक के सचिव/पूर्व तट रेलवे, भुवनेश्वर

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

क.सं/Sl.No. RB-934
दिनांक/Date 7/5
आयकर/Initial

719
6/5/16

म.प्र./G.M.
सचिव/Secy.
RBE No. 41/2016
दिनांक/Date
क 4/5
ए 4/5



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

No. E(Trg) 98 (19)/2

New Delhi, dated 27-04-2016

The Director General,
National Academy of Indian Railways
Vadodara.

The Directors,
IRIEN/Nasik.
IRICEN/Pune.
IRIMEE/Jamaipur.
IRISET/Secunderabad.
IRITM/Lucknow
JR RPF Academy, Lucknow

as/R
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Sub: Grant of EOL to Probationary Officers appearing in one next CSE/ESE/CMS Examination.

In terms of Board's letter of even number dated 09.06.2006, probationers who joined Railway service and wished to appear in the subsequent recruitment examination(s) were granted short leave covering the period for the exam duration only and not for preparation for the exam. It has however been observed that due to this, attention of a large number of probationers is getting diverted from their 'ongoing probationary training' since they are more interested in preparing for their next Civil Services Examination for their career progression. This adversely affects the training discipline and disturbs the concentration of other Railway probationers also who are devoting themselves fully to the training. This has been brought to the notice of Railway Board by the CTIs. Further, it has come to light of Railway Administration that some of the probationary officers who are posted in field either take long leave to prepare for these competitive exams or do not devote themselves fully to the Railway job at hand. Railway being involved with public service and concerned with safety, it has been felt necessary to strike a balance between career aspiration of officers and needs of Railway training and actual performance of duty. With this in view following instructions are issued.

2. The matter has been reviewed and in supersession of the instructions issued vide Board's letter of even no. dated 09.06.2006, it has now been decided that those joining as probationary officers in various Railway Services can seek Extra Ordinary Leave (EOL) for one year only and that also on first occasion only for preparation of one next CSE/ESE/CMS. Seniority of those availing such EOL, would be reckoned with their batchmates as per initial date of joining at NAIR/CTI, i.e. there would be no effect on their seniority on this account which will be determined on successful completion of the probationary period.

W. S. S.

3. All the selected candidates immediately on reporting at the respective Centralized Training Institute (CTI) or NAIR as the case may be, to join as probationary officers, shall have to necessarily give a declaration on the date of joining regarding their intention of appearing in the one next/subsequent recruitment examination CSE/ESE/CMS as the case may be. There will be two options for giving such declarations, one of which has to be necessarily filled by all the candidates:

- (i) Declaration 'A': Those who plan to appear in the one next recruitment examination to improve their career prospects, (i.e. next one examination only), must apply in writing to the Head of Centralized Training Institute (CTI or NAIR) concerned, requesting for grant of EOL for one year.
- (ii) Declaration 'B': Those probationers who do not intend to appear for the next or any subsequent CSE/ESE/CMS, shall give declaration to that effect and they will be allowed to undergo training with immediate effect.

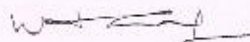
4. On reporting back after availing EOL, the candidates who had opted for option 3(i) above, shall have to necessarily fill in the Declaration 'B' as per 3(ii) above, as EOL will be granted only once. In case, they do not give this declaration, it will be taken that they are no more interested in Railway job, they will not be allowed to join and their services would be terminated following due procedure.

5. EOL shall be granted by the Head of the CTI/NAIR concerned. For this purpose there shall be no need to make any reference to Board.

6. In case a probationer who has been granted EOL as per 3(i) above and he/she fails to join at the end of this one year EOL, it will be taken that they are no more interested in Railway job, and his/her services would be terminated following due procedure.

7. Guidelines governing the above policy are as under:-

- i) A probationer who has been granted EOL for one year, will not be allowed to join before the expiry of one year, since probationary training is a structured programme and intermittent joining mid-way of this structured training, would vitiate the flow of training both for the existing trainees as well as the new entrant.
- ii) Technical resignation during the period he/she is on EOL will be permitted which will be accepted by Head of CTI/NAIR without making any reference to Board. However, in case of resignation on any other account, the probationer would have to refund all the money spent on him by the government, the quantum of which will be decided by the CTIs/NAIR concerned to which the probationer is attached. The requests for all such resignations will be accepted by the CTIs/NAIR concerned.



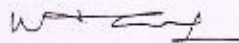
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- iii) Due to changes in the schedule of the next CSE/ESE/CMS Main examinations, it may be possible that one year EOL may expire before the CSE/ESE/CMS is actually concluded. In such a situation, the date of joining may be suitably modified by the CTIs/NAIR on same terms & conditions by further extending the EOL period, without referring such cases to Board.
- iv) Those probationers, who avail EOL as per para 3(i) above, will have to voluntarily forgo availing the facility of free Railway Passes and Privilege Ticket Orders during the period of such EOL.
- v) Extension of the trainee posts for the probationers who have availed one year EOL for preparation of CSE/ESE/CMS, may be done by the CTIs concerned in consultation with their Associate Finance.

8. Centralized Training Institutes (CTIs/NAIR) shall ensure that every probationer on reporting to the concerned CTI/NAIR, is informed of the above instructions, under their clear acknowledgement and the necessary declarations as per the choice exercised by the probationers are obtained on the date of joining itself.

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


(R. Vijayan Nair)
Joint Director (Training)
Railway Board.

Encl: Three pages.

Copy to :

- ECOR*
1. GMs, All Indian Railways and PUs.
 2. DG/RDSO
 3. DG/NAIR: This is issued in reference to his letter No.EP/NAIR/CTRG/General/2013 dated 02.07.2015
 4. E(GR)I, E(GR)II & E(O) Branches, Railway Board.

To,
The Director,

Sir,

Sub : Reporting for joining and declaration about appearing in CSE/ESE/CMS.

The undersigned has joined the Indian Railway(Service) Group 'A' based on the results of the Civil Services Examination/Engineering Services Examination/Combined Medical Services Examination.....(year). I have reported on..... at (CTI name).

(1) I submit that to improve my career prospects, I intend to appear for the next one Civil Services Examination/Engineering Services Examination/Combined Medical Services Examination _____ (year) (i.e. next one examination only), for which I wish to proceed on EOL for one year. Declaration 'A' duly filled is enclosed.

OR

(2) I declare that I will not appear in the next or any subsequent CSE/ESE/CMS examination and wish to join probationary training with immediate effect. Declaration 'B' duly filled is enclosed.

Note: Probationers must select one of the two options (1) or (2) above, and strike-off the one not relevant in their case.

Thanking you,

Yours faithfully,

_____ (Name)

_____ (Service)

_____ (Exam Batch)

Encl: One DECLARATION as above

Date:

Permanent Address:

Email:

Contact Tel. No.

DECLARATION 'A'

To,
The Director,

Sub: Request for grant of Extra Ordinary Leave (LWP) for appearing in the CSE/ESE/CMS Examination ____ (year) (i.e. next examination only).

Sir,

The undersigned has joined the Indian Railway(Service) Group 'A' based on the results of the Civil Services Examination/Engineering Services Examination/Combined Medical Services Examination.....(year). I have reported on..... at (CTI name).

I submit that to improve my career prospects, I intend to appear for the Civil Services Examination/Engineering Services Examination/Combined Medical Services Examination ____ (year) (i.e. next examination only), for which I wish to proceed on EOL for one year.

I state that I have carefully read the instructions laid down in the Railway Board's letter No.E(Trg)98(19)/2 dated 27.04.2016 mentioned in the offer of appointment issued to me. I hereby accept the conditions laid down therein for grant of EOL. I am aware that in the event I fail to report after availing this one year's EOL or I fail to submit Declaration 'B' at the time of joining after availing this one year's EOL, it will be treated as my resignation from Railway service in both these cases.

I also submit that I shall not avail the facility of free Railway Passes and Privilege Ticket Orders during this period of EOL.

I, therefore, request that I may be granted EOL (Leave Without Pay) for one year, with the condition that I will join next year. Further, when I will join next year, I will give Declaration 'B'.

Thanking you,

Yours faithfully,

_____(Name)
_____(Service)
_____(Exam Batch)

Date:

Permanent Address:

Email:

Contact Tel. No.

DECLARATION 'B'

To,
The Director,

Sub : Reporting for joining.

Sir,

The undersigned has joined the Indian Railway(Service) Group 'A' based on the results of the Civil Services Examination/Engineering Services Examination/Combined Medical Services Examination.....(year). I have reported on..... at (CTI name).

I declare that I will not appear in the next or subsequent CSE/ESE/CMS examinations and wish to join probationary training with immediate effect, devoting my full attention to Railway service.

Thanking you,

Yours faithfully,

_____ (Name)

_____ (Service)

_____ (Exam Batch)

Date:

Permanent Address:

Email:

Contact Tel. No.