



EAST COAST RAILWAY

प्रमुख मुख्य कार्मिक अधिकारी का कार्यालय/
Office of the Principal Chief Personnel Officer
रेल सदन, द्वितीय तल, भुवनेश्वर - 751017
Rail Sadan, IInd Floor, Bhubaneswar-751017

स्थापना क्रमांक/ Estt. Srl. No.96/2019
पूतरे/कार्मिक/आर/ECOR/Pers/R/D&A

Date: 25.04.2019

सेवा मे,
सभी प्रमुख विभागाध्यक्षों/समन्वयक विभागाध्यक्षों, पू त रे/भुवनेश्वर
मं.रे.प्र.व.मं.का.अधिकारी/मं.का.अधिकारी-खोरधारोड,बालातेरू, 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

Sub: Delay in finalization of D&AR cases.

उपर्युक्त विषय पर बोर्ड पत्र सं. E(O)-I/2019/Policy/03 दिनांक 10.04.2019 की प्रतिलिपि सूचना,
मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of the Board's Lr. No- E(O)-I/2019/Policy/03 dated 10.04.2019 on the above quoted
subject is forwarded herewith for information, guidance and necessary action.

Encl: As above,


(G.Sathy)

**Dy.Chief Personnel Officer(IR&W)
For Principal 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.प्री), उप मुकाधि(औ.सं.एवं कल्याण), वकाधि(इंजी.)
- 4) वकाधि(स्टाफ), वकाधि(मुख्या. एवं न्याया.)
- 5) मुकाधि के निजी सचिव/सहा.कार्मिक अधि.(मुख्या.),सहा.कार्मिक अधि.(कल्याण),
सहा.कार्मिक अधि.(बिल).

RB-829
क्र.सं./Sl.No.....
दिनांक/Date...15/4/19
साक्षर/Initial.....

638
13/4/19
Government of India
Ministry of Railways
(Railway Board)

OS/R
for Circulation

Cin. as/DGA(M)
OS/SKZ.(Gf)
By CEO-SKZ
(Clock)
Seco

No. E(O)-I/2019/Policy/03

New Delhi, dated 10.04.2019.

✓ The General Managers,
All Indian Railways including CORE, Metro Railway,
and Production Units,

The Director General,
RDSO, Lucknow.

The Directors,
Railway Institutes (as per standard list).

Sub: Delay in finalisation of D&AR cases.

Board vide their letter of even number dated 13.02.2019, had brought to the notice of the Railways that Hon'ble MR has taken a serious view in regard to the delay in finalisation of D&AR cases and had desired that these cases should be brought to a logical conclusion in a time bound manner. Several instances and cases have come to the notice of Board, wherein, even **minor penalty proceedings are unduly delayed**. There are no justifiable reasons for delay in disposing of Minor Penalty proceedings, especially after the defence of the Charged Officer/employee is submitted.

All Zonal Railways are requested to immediately review the pending Minor Penalty proceedings and expedite the disposal of cases. All such cases ought to be brought to a logical conclusion within a reasonable period say 50-60 days as advised vide Board letter No. E(D&A)2008RG6-29 dated 23.09.2008 (copy enclosed).

Action taken in this regard may be appraised to Board.

(B. Majumdar)
Joint Secretary(Estt.)
Railway Board.

पु.स. (G.M.)
सचिव/Secy. 15/4
साक्षर/Initial
दिनांक/Date

ECOR

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(D&A) 2008 RG6-29

New Delhi, 23 / 9 /2008

The General Manager(P)
All Indian Railways and
Production Units etc.
(As per standard list).

Sub: Need for speedy finalisation of disciplinary cases regarding.

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Union Public Service Commission while tendering advice in the disciplinary case of a Railway servant have expressed concern regarding the delay in processing of such cases and have desired that the procedure for conducting inquiries/ disciplinary proceedings be streamlined to avoid long delays in these cases.

2. The need for speedy finalization of disciplinary cases has already been emphasized from time to time in the past. A model time schedule for finalization of these cases has already been laid down under Board's letter No. E(D&A) 86 RG6-41 dated 3.4.86 read with their letter No. E(D&A) 90 RG6-18 dated 9.2.90. This schedule also incorporates the time frame for completion of various stages of disciplinary proceedings. It has also been emphasised that where the disciplinary authority does not find it practicable to adhere to this time schedule rigidly, steps should be taken to minimise the additional time likely to be taken over and above the time schedule.

3. Various measures have also been suggested under Board's letter No. E(D&A) 85 RG6-21 dated 30.5.85 to facilitate expeditious disposal of disciplinary cases. These include supplying copies of documents relied upon on behalf of the disciplinary authority to the charged official along with the charge sheet wherever possible, laying down a definite time bound programme for inspection of listed documents/submission of the list of defence documents/ defence witnesses etc at the preliminary hearing, holding regular hearings on day to day basis; not allowing adjournments on frivolous grounds, adhering to the time limits laid down in the rules for certain stages of disciplinary proceedings etc. Instructions issued under Board's letter No. E(D&A) 2004 RG6-14 dated 2.7.2004 also list various measures to streamline the conduct of disciplinary proceedings to reduce delay. It inter-alia envisages grant of leave to the charged official for preparation and submission of defence to the charge sheet and relieving inquiry officer from his normal duties for the period specified therein so that he could attend to the inquiry on full time basis and submit the report.

4. The existing guidelines may please be brought to the notice of all concerned authorities on your Railway and it may be impressed upon them to adhere to these guidelines scrupulously in the interest of speedy finalisation of disciplinary cases. Apart from the above, the disciplinary authorities should also be advised to carefully ascertain their competence before passing orders in a case so that delay on account