



Office of the
Principal Chief Personnel Officer
Rail Sadan, Chandrasekharpur
Bhubaneswar-751017

No: -ECoR/Pers/01/Selection/CLA/60% DPQ/I-II

Date-12.02.2025

To
The AGM/ECoR/BBS
The All PHOD & CHOD/ECoR/BBS & CAO (Con)/ECoR/BBS,
The DRM/ECoR/KUR, WAT & SBP & CWM/CRW/MCS,
The Chairman/RRB/BBS, The Registrar/RCT/BBS & DGM(Law)/ECoR/BBS,
Sr.DPO/ECoR- KUR, WAT & SBP,
The APO/CRW/MCS, SPO(Con)/ECoR/VSKP, SPO(RE)/BBS

Sub: Notification for filling up of the post of Chief Law Assistant in Pay Matrix Level-7 at East Coast Railway against 60% Departmental Promotion Quota by General Selection.

Applications are invited from serving permanent railway employees of East Coast Railway for filling up the post of Chief Law Assistant post in Pay Matrix Level-07(7th CPC) on regular basis against 60% Departmental Promotion Quota by General Selection as per the following conditions:

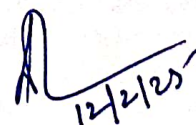
1	No of Vacancy	05 (FIVE) Break up vacancies: [UR-01, SC-02 & ST-02] (Including 01 PwBD i.e. VH)
2	Pay Matrix	Level-07 in 07 th CPC
3	Eligibility Conditions	a. Serving Gr-“C” employees of ECoRly. (Except RPF/RPSF Personnel & Accounts Deptt.) working in Level-02 (GP Rs.1900/-) to Level-06 (GP Rs.4200/-) on regular basis, irrespective of the Departments in which they may be working and having five years regular service in Group-‘C’ as on the date of notification. b. He/She must be a law Graduate (LLB) from any recognized University on or before the date of notification(RBE No.26/2021).
4	Other Conditions.	a. The Chief Law Assistants have their own channel of promotion. Hence, those who are selected and posted as Chief Law Assistant on the basis of this selection should seek their promotion in the channel only. b. After their posting as Chief Law Assistant, they will no longer have lien in their old unit or claim for transfer back to their erstwhile Cadre/Department/Unit. c. Volunteering staff, who accept these conditions only need to apply. d. The employees selected should be prepared to serve anywhere in East Coast Railway. e. Any other provisions of IREM or circular issued by Railway Board regarding terms and conditions of Chief Law Assistant selection and other conditions applicable although inadvertently omitted in this notification should be treated as valid and operative. f. All applications should be submitted through proper channel. Any advance copy submitted directly without forwarding of controlling officer will not be entertained.

[Handwritten signature]
12/2/25

	Other Conditions	<p>g. Serving employees will have to submit attested copy of their certificate of Graduation of Law along with his/her application while applying for the above post.</p> <p>h. The candidature of the applicants is purely provisional and will be rejected at any stage if any discrepancy is found later on regarding their eligibility to the post.</p> <p>i. On the event of selection to the post of CLA, if any candidate submitted unwillingness for the post, the same will be processed as per extant rules governing promotion of Gr-C staff and D&AR rules as applicable to that effect.</p> <p>j. Syllabus is enclosed at <u>Annexure-II</u>.</p>
5	Mode of Selection	<p>a. The eligible staff who satisfy the above prescribed conditions of eligibility will be called for selection which will comprise of written examination and viva-voce test. There is no supplementary examination for the absentees under any circumstances as this is being a general selection.</p> <p><u>Written Examination</u></p> <p>b. The questions of the written examination will be 100% objective multiple choice type both in Hindi & English.</p> <p>c. The answers are to be marked on OMR answer sheets.</p> <p>d. There will be 110 questions (including 10 questions from Rajbhasha & Official Language Policy which are not mandatory) of objective multiple choice types with four answer options i.e. A, B, C & D and the candidate has to choose the correct answers of a maximum of 100 questions.</p> <p>e. In case the candidate answers more than 100 questions, first 100 attempted questions are to be taken for evaluation and rest will be ignored.</p> <p>f. There shall be negative marking for wrong/incorrect answer. One third of the mark allotted to each question will be deducted for every wrong/incorrect answer to that question.</p> <p>g. The evaluation of the examination will follow RBE No. 122/2023. Candidates are advised to read the instructions carefully to ensure a fair evaluation.</p> <p>h. Cutting, overwriting, erasing or alternation of any type in answer will not be accepted and zero marks will be given for answer having correction/overwriting or more than one answer given.</p> <p>i. The duration of the written exam will be 02:00 Hrs. (120 minutes).</p> <p>j. Only those candidates who qualify & secure required minimum qualifying marks in the written test will be called for viva-voce test.</p> <p>k. The final panel will be drawn for notified vacancies in the order of merit based on aggregate marks on Professional ability (i.e. Written Test & Viva-Voce Test) and 'Record of Service' from amongst those who secure a minimum of 60% marks in professional ability and 60% marks in the aggregate for UR candidate. And a reserved community candidate should obtain 50% marks in Professional Ability and 50% marks in aggregate for being empaneled against reserved vacancy.</p> <p>l. There will be no classification of candidates as "Outstanding".</p>

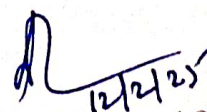
		<p>m. After the written examination, the provisional answer key will be uploaded on the ECo.Rly. website (www.eastcoastrail.indianrailways.gov.in > About Us > HQ Departments > Personnel Department > Notifications). Candidates who appeared in the examination may submit representations regarding the answer key or question paper, if any, via email to (ngcadrepersonnel@gmail.com) within seven days from the date of uploading the answer key in the website. Representations must include documentary proof and a soft copy of the release memo issued at the conclusion of the written examination. The Question Setter's decision on publishing the final answer key, after reviewing and disposing of representations submitted within the stipulated period, will be final. No further correspondence on this matter will be entertained.</p>
6	How to Apply & Forwarding of Application by Units	<p>a. Willing candidates may submit his/her application in the format at Annexure-I. Applicants are advised to fill up the application form after thoroughly reading the eligibility conditions and submit the filled in application form with enclosures through his/her controlling officer. Incomplete application form will be summarily rejected. The staff who are working in different units having lien in other units of East Coast Railway should forward his/her application through competent authority of lien unit.</p> <p>b. The last date for submission of application by applicant is 07.03.2025.</p> <p>c. The respective Sr.DPOs/SPOs/APOs should verify the correctness of the particulars furnished by the employee in his/her application along with their Service Particulars, certify the same in the applications with signature & stamp and forward the same to PCPO's office/BBS on or before 13.03.2025 in one bunch with a covering letter containing separate lists of eligible & in-eligible applicants.</p> <p>d. In case of non-receipt of any application for the post, a 'NIL' report may be sent to this office by the concerned Sr.DPOs/SPOs/APOs.</p>
7	This notification shall be given wide publicity among the staff and copy of the notification may be pasted in the office notice board also. This notification is also available in East Coast Railway website at www.eastcoastrail.indianrailways.gov.in .	

Encl: 1. Application Form (Annexure-I),
2. Syllabus (Annexure-II).


12/2/25

(Santosh Kumar Mishra)
Asst. Personnel Officer-HQ
For Principal Chief Personnel Officer

Copy to
1. The SSM(IT)/ECoR/BBS.
2. The General Secretary/ECoRSC, ECoRSU/ ECoR/BBS
3. Notice Board of PCPO's Office ECoR/BBS.


12/2/25

For Principal Chief Personnel Officer

PROFORMA OF APPLICATION

Application for calling volunteers from serving employees of East Coast Railway for filling up of Chief Law Assistant in Level-07 in East Coast Railway against Departmental Promotion Quota vide PCPO/BBS's letter No:-ECoR/Pers/01/Selection/CLA/60% DPQ/1-H Date-12.02.2025.

1	Name (CAPITAL LETTERS ONLY)						
2	Father's Name						
3	Date of Birth						
4	Date of Initial Appointment / Capacity/ Pay Scale		Date		Capacity		Pay Scale
	Date of Regular Entry to		Level-02	Level-03	Level-04	Level-05	Level-06
5	Community (UR/SC/ST/OBC)						
6	PwBD (Yes/No)						
7	Present Department /Division						
8	Present Designation	Substantive					
		Officiating					
9	Date of Regular Entry to Present Scale	Substantive					
		Officiating / MACP					
10	Educational Qualification						
11	Lien Department / Unit						
12	Contact Number						
	Email ID (CAPITAL LETTER ONLY)						
13	HRMS ID:						
14	Employee No:						

I do hereby declare that I have gone through the above referred notification and I am volunteering for the post of Chief Law Assistant in East Coast Railway after agreeing to abide all the conditions in the said notification. I am aware that my application will not be considered if it is deficient in any form or incorrect or not forwarded by the controlling officer / department / division/ unit to PCPO office. In case, anything is found to be incorrect, I shall be held responsible and my candidature may be cancelled.

Date:

Place:

Signature of the Applicant

Certified that the above employee submitted the application before the cutoff date in this office.

Date:

Signature of the Controlling Officer with seal

Certified that the above service particulars are found correct as per the service record maintained in this office. The total length of non-fortuitous service of the above employee as a regular railway servant is _____ (in words) (Years & Months)

Signature of cadre Personnel Officer with Seal

Syllabus for Chief Law Assistant in Level-07

1. In depth knowledge in:

- a. Procedural Laws (i.e. Civil Procedure Code, Criminal Procedure Code, Indian Evidence Act and Limitation Act.)
- b. Labour and Industrial Laws i.e.. Workmen's Compensation Act, Industrial Disputes Act, Trade Unions Act, Payment of Wages Act, Payment of Gratuity Act and Payment of Bonus Act.
- c. Constitutional Law of India
- d. Commercial Law-Indian Contract Act, Partnership Act.
- e. Railways Act, Public Premises (Eviction of Unauthorized Occupants) Act, Railway Properties (Unlawful Possession) Act.
- f. Arbitration and Conciliation Act 1996
- g. Consumer Protection Act
- h. RCT Act
- i. CAT Act
- j. Official Languages Act
- k. RTI Act-2005

2. General Knowledge of the working of various branches of Railways with special reference to:

Commercial Branch	Claims, Rates & Marketing
Personnel Branch	DAR Cases, Settlement Case with special reference to PF and Pension Rules and House Building Advance.
Accounts Branch	Disposal of Attachments and Prohibitory orders from Court
Engineering Branch	Execution of Agreement Indemnity Bonds, Power of Attorney, Guarantee Bonds etc.

D
12/4/25