



दक्षिण रेलवे/SOUTHERN RAILWAY

No.P(R)532/Promotions/GAZ/Vol.II

प्रधान कार्यालय/ Headquarters Office
कार्मिक शाखा/ Personnel Branch
चेन्नै/Chennai - 600 003
दि./ Dated: 16-09-2019

आर बी ई सं/RBE No. 142 / 2019

पी बी सी सं/ PBC No: 206 / 2019

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units.
etc.,


(As per mailing list -'A')

विषय/Sub :Pre-Selection Training to SC/ST Candidates for
selections held for promotion from Group 'C' to Group 'B'
posts.

A copy of Railway Board letter No.E(GP)2010/2/39 dated
28-08-2019 on the above subject is enclosed for information, guidance and
necessary action.

Copy of Railway Boards letter dated 14-04-1983, 20-10-1993,
26-01-1974, 12-08-1975, 14-04-1983, 11-04-1991is enclosed for reference.

संलग्न/Encl: as above


(S.JANAKIRAMAN)
वरिष्ठ कार्मिक अधिकारी/नियम
Senior Personnel Officer/Rules
For Principal Chief Personnel Officer



GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No: 14/2019

No. E(GP)2010/2/39

New Delhi, dt: 23/08/2019

**The General Managers (P),
All Indian Railways and Production Units.**

(Kind attn.: PCPOs, PFAs, Dy. CPO/G, Dy.CAO(G))

Sub: Pre-selection Training to SC/ST Candidates for selections held for promotion from Group 'C' to Gr. 'B' posts.

Ref: Board's letter nos. E(SCT)74CM/5/1 dated 26.1.1974, 75-E(SCT)15/34 dated 12/08/1975, 83-E(SCT) 42/1 dated-14.04.1983, 88-E(SCT) 1/42/2 dated 8.04.1991, E(GP) 91/2/10 dated 05.03.1991, 02.07.1991, 06.05.1992 and 20.10.1993.

In order to improve the representation of SC and ST candidates in services through promotion, instructions were issued vide Board's letter no E(SCT)74CM15/1 dated 26.1.1974 for imparting pre-selection coaching to all eligible candidates from reserved category. Thereafter, several guidelines/clarifications have been issued in this regard from time to time.

2. These instructions have since been reviewed and in supersession of all existing instructions issued on the subject including those issued by the Reservation Directorate of the Board (to the extent of promotion to Group 'B' posts only), following instructions may be kept in view for imparting pre-selection training while holding Selections/LDCEs for promotion from Group 'C' to Group 'B' posts:

i) Pre-selection training must cover the syllabus prescribed for Selections/LDCEs held for promotion to Group 'B' posts and should be imparted to all eligible candidates from reserved category, who are to be considered against vacancies reserved for them in Safety as well as Non-Safety category posts. Training can also cover clarifications/removal of doubts on different subjects in the syllabus.

ii) Pre-selection training is not required if there is no reserved vacancy and candidates are appearing in the Selections/LDCEs against unreserved vacancies.

iii) The course content, design and module of Pre-selection Training covering the syllabus should be finalised in consultation with PHOD/HOD of the concerned Department to ensure its efficacy


iv) The Pre-selection Training should be spread over 15-20 working days (3-4 weeks). Further, Pre-selection Training being imparted should not be less than 60 hours.

v) Training may be arranged as far as possible in the Zonal Training Schools/System Technical Schools and if not found possible, it may be arranged at Divisional level and should be managed without serious dislocation to the work.

vi) The serving divisional officers and supervisors as well as retired officers and supervisors can be deputed to take the classes.

3. It may also please be noted that pre-selection training classes are mandatory for reserved category candidates who are being considered for appearing in the Selections held for promotion to Group 'B' posts against vacancies reserved for them. If any of the candidates wants to opt out of the same, his/her refusal should be obtained in writing and its record may be kept. Similarly, if any of the staff cannot attend the course on account of leave, sickness or any other reasons, they will have to wait for the next coaching classes or make their own arrangement for self-coaching. Not attending the coaching classes on this account will not be treated as an excuse for cancellation of the Selections/LDCEs or for demanding another coaching class.

4. Please acknowledge receipt


(Meenakshi Saluja)
Dy. Director, Estt.(GP)III
Railway Board

सुवारी डिब्बा कारखाना
IMPERIAL COACH FACTORY

सं. पीबी/आर.एत/93/VIII
No. PB/RL/93/VIII.

महाप्रबंधक का कार्यालय/कार्मिक शाखा/सेल
General Manager's Office,
Personnel Branch/Shell, मद्रास-38
Madras-38, Dt 28.5.83 दि. 28/5/83

A.C. CIRCULAR NO. 55 ए.सी. परिपत्र सं. 55

A copy of Board's letter No. 83-F(SCT) 42/1 dated 14.4.83 is forwarded for information and guidance.

दिनांक 14.4.83 के बोर्ड के पत्र सं. 83/ई एस सी टी 42/1 की एक प्रति सूचना एवं मार्गदर्शन के लिए प्रेषित है।

GENERAL MANAGER (P) कृते महाप्रबंधक [का.]

Copy of Board's letter No. 83 F(SCT) 42/1 dated 14.4.83 received from /
from GM's/All Indian Railways including ICF etc. Addl. Dir. B(R) Railway Board
New Delhi addressed to

Sub: Reservation for Scheduled Castes/Scheduled Tribes in posts filled by promotion.

Some Railways have come up for clarifications on certain points in regard to the applications of reservation rules for Scheduled Castes/Scheduled Tribes in posts filled by promotion. The clarifications on the points referred to by the Railways are given below:

1. Whether a Junior SC/ST employee who qualifies in the selection of non-safety categories as per general standards laid down i.e. obtains 60% marks will be preferred to a senior SC/ST candidate who passes with marks of relaxed standard i.e. 50% for placement against reserved vacancy and whether this section will not amount to supersession of SC/ST employees?

The concession in qualifying marks is granted to fill up the reserved vacancies only. This has already been clarified vide item 2 of Board's letter No. E(SCT) 69CM15/10 dated 23.10.69. It is, however, further clarified that by applying the general standard for qualifying a selection and empanelment, the selection committee should first draw a list of candidates who can be empanelled. This list should be checked up whether this contains the required number of candidates belonging to SC and ST as per the 40-point roster. In case of deficiency, the same should be made good by including the other reserved candidates who pass by applying relaxed standards.

- ii. Whether SC/ST employee who passes by relaxed standard is not to be placed on the panel against unreserved vacancy, through he is the seniormost SC/ST employees.

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No. ii. The relaxation is given to the SC/ST, candidates only against the reserved vacancies.

iii. When selection is conducted for posts in which there is no reserved vacancy whether the SC/ST candidates should be called for interview in a separate block and whether in such a selection inclusion of a SC/ST officer in the Selection Committee is necessary?

It is not necessary to call the SC/ST candidates for interview in a separate block when the reserved candidates are considered against the unreserved vacancies. However, the inclusion of a SC/ST member in the Selection Committee is necessary.

iv. Whether pre-promotional training is necessary to be imparted to SC/ST candidates when they are required to appear for selection as per general seniority in which there is no reserved vacancy?

Not necessary.

v. Whether pre-promotional training is required for SC/ST candidates when they have to appear in a selection against reserved vacancies, though the selection is to be conducted for the next higher grade or the same category in which the SC/ST employees are working where there is no difference in the working experience of the lower and the higher grades for shouldering higher responsibility?

Yes, as the pre-promotional training would enable the SC/ST candidates to qualify in the selection.

vi. Whether relaxation of 10% in the qualifying marks is to be given to SC/ST candidates who are considered to fill up unreserved vacancies in seniority-cum-suitability posts or they have to secure the minimum marks fixed for the general candidates for the qualifying the test in the category where safety aspects are not involved.

The SC/ST candidates have to obtain the minimum marks fixed for general candidates to fill up the unreserved vacancies. The concession in qualifying marks are granted only fill up to reserved vacancy.

vii. At what point of time, the failed SC/ST candidates earmarked for promotion on ad-hoc basis for 6 months should be promoted?

As the promotion is to be ordered according to the roster point, the failed SC/ST candidates may be promoted against the reserved vacancies as per the roster points on adhoc basis.

Viii. Whether the roster point will be treated as consumed in the circumstances mentioned below:

(a) A junior SC person was promoted against a roster point through mistake and later on a senior SC person is required to be promoted by reverting the junior person.

No. The Senior SC candidates will be promoted against the same roster point against which the junior SC person was promoted earlier.

(b) An SC candidate has been promoted on adhoc basis. However, shortly after his promotion he resigns.

Yes, the point on which promotion has been made on adhoc basis will be treated as consumed but not the reserved point on roster or regular promotion.

(c) A person has been promoted being a SC/ST. Subsequently, it is discovered that he is not a SC/ST and his claim was incorrect. He is reverted as he does not come up for his seniority as a general candidate.

No, the roster point will not be treated as having been operated or consumed. The next SC/ST person should be promoted in his place.

(d) In the case mentioned at (c) above, if the candidate has become due for promotion as per his seniority as a general candidate and he is not required to be reverted on the date of considering his case.

No, The reserved roster point will remain unconsumed. Correct SC/ST person should be promoted against the reserved point. The unreserved person wrongly promoted earlier as SC/ST should be adjusted against subsequent UR points.

(e) In terms of Railway Board's letter No.F(SCT)70CM15/10 dated 29.4.70 the vacancies filled on or after 25.3.70 should be shown in the revised roster unless selection for filling recruitment/promotions vacancies were made prior to 25.3.70. A clarification is required whether the names of such persons who were placed on panel prior to 25.3.70 but promoted after 25.3.70 are required to be shown in the revised roster.

The person placed on panel prior to 25.3.70 but promoted after that date need not be shown in the revised roster.

A Hindi version will follow.

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01/11/91

No. E(GP) 91/2/10

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Office of the General Manager
GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)
L.C.F. MADRAS

New Delhi, dt. 20.10.93

The General Managers,
All Indian Railways including
CLW, DLW, ICF, RCF, DCW, N.F. Rly. (Con),
W&AP Bangalore and
Metro Railway, Calcutta.

Sub: Selections/LDCEs for promotion
from Group 'C' to Group 'B'.

On representation from Railways, the instructions
contained in Board's letter of even number dated 5.3.91
have been reviewed.
2. With a view to expedite Group 'B' selections, it has
been decided that pre-selection coaching classes for Group 'B'
selections should no longer be treated mandatory except for
SC/ST candidates.

Please acknowledge receipt.

(Ashok Phendari)
Dy. Director, Estt (Gaz. P)
Railway Board

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20/10/93

By 21/10/93

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OS/KL

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SAP vol 31

Railway Board's letter No. E(SCT)74CM15/1 dated 26th January 1974.

Sub : Filling up the quota reserved for Scheduled Castes and Scheduled Tribes—Imparting of training to suitable staff before selection.

It has come to the notice of the Board that in a large number of cases the selection of Scheduled Caste and Scheduled Tribe candidates has not been impressive particularly in safety categories where the professional efficiency standard cannot be lowered even for such candidates. In most of the cases though sufficient number of candidates are available for consideration, most of them failed in the written test for professional ability. Proportion of failures in the *viva voce* has also not been less. The Board, therefore, desire that in order to improve the representation of Scheduled Castes and Scheduled Tribes in services, all eligible candidates from reserved communities who are otherwise eligible and are likely to come under consideration for a post should be given a special suitable pre-selection coaching by Railway Administration so that they may perform better in the written test as well as *viva voce*.

Extracts of Railway Board's letter No. E(SCT)74CM15/34 dated 31st August 1974.

Sub : Promotion of Scheduled Caste and Scheduled Tribe employees against reserved vacancies—In-service training for candidates who are below standard.

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The matter has been further considered by the Board and it has been decided that if, during the selection proceedings it is found, that the requisite number of Scheduled Caste and Scheduled Tribe candidates are not available for being placed on the panel in spite of the various relaxations already granted, the best among them *i.e.*, who secure the highest marks, should be earmarked for being placed on the panel to the extent vacancies have been reserved in their favour. The panel excluding the names of such persons may also be declared provisionally. Thereafter, the Scheduled Caste and Scheduled Tribe candidates who have been so earmarked may be promoted on *ad hoc* for a period of six months against the vacancies reserved for them. During the said six months period, the Administration should give them all facilities for improving their knowledge and coming up to the requisite standard,

Railway Board's letter No. 75-E(SCT)15/34 dated 12th August 1975.

Sub : Measures to increase representation of the Scheduled Castes and Scheduled Tribes in Railway Services—Pre-selection coaching.

It has come to the notice of the Board that on the South Eastern Railway pre-selection coaching is provided to the eligible Scheduled Caste and Scheduled Tribe candidates appearing for selection to the posts of A. E. N. and A. S. T. E. The duration of the coaching is 20 days for selection for A. E. N. and 24 days for A. S. T. E. The subjects on which coaching is given are given below—

A. E. N.		A. S. T. E.	
Subjects	Days	Subjects	Days
1. Budget work	2	1. Budget work	3
2. Accounts work	2	2. Accounts work	3
3. Estimate work	2	3. Estimate work	3
4. Drawing work	2	4. Drawing work	3
5. Stores work	2	5. Stores work	3
6. General Rules and Procedure for O. A. and works.	2	6. General Rules and Procedure for O. A. and works.	3
7. Matters of staff establishment including the Rules and Regulations thereof and also D. & A. Rules.	2	7. Matter of staff establishment including the Rules and Regulations thereof and also D. & A. Rules.	3
8. General working of the Civil Engineering Branch including inspections, surprise visits, verification of stores adjustments of loss/thefts.	3	8. General working of the Signal and Telecommunication Branch including inspection of stores, adjustments, loss/thefts.	
9. Schedule of dimension and Way and Works Manual.	3		
	20		24

2. The Board consider that the practice adopted by the South Eastern Railway is worth emulating by other Railways and Production Units. Accordingly, they desire that similar schemes of pre-selection coaching to the Scheduled Caste and Scheduled Tribe candidates, particularly in the various higher categories of posts, should be drawn up and implemented on your Administration, so as to reduce the number of the failures in promotion tests amongst such candidates to the minimum.

Extracts of Railway Board's letter No. 83-E(SCT)42/1 dated 14th April 1983.

1. (iv) Whether pre-promotional training is necessary to be imparted to Scheduled Caste/Scheduled Tribe candidates when they are required to appear for selection as per general seniority in which there is no reserved vacancy.

Not necessary.

(v) Whether pre-promotional training is required for Scheduled Caste/Scheduled Tribe candidates when they have to appear in a selection against reserved vacancies, though the selection is to be conducted for the next higher grade or the same category in which the Scheduled Caste/Scheduled Tribe employees are working where there is no difference in the working experience of the lower and the higher grades for shouldering higher responsibility.

Yes, as the pre-promotional training would enable the Scheduled Caste/Scheduled Tribe candidates to qualify in the selection.

(For full text refer Chapter V).

Para 1.

R.B.E. No. 71/91

Subject : Pre-selection/Pre-promotion Training in Safety Categories.

No. 88-E(SCT)/42/2, dated 11.4.1991

A study recently undertaken about the effectiveness of the present practice of providing pre-selection coaching to eligible SC/ST employees has revealed that this training has not produced the desired results as a large number of SC/ST candidates continue to fail in the selections and many of the reserved posts remain unfilled. The Parliamentary Committee on Welfare of Scheduled Castes and Scheduled Tribes in their 47th report have also expressed their concern and have recommended that this training should be made more effective with a view to ensure that the reserved posts are filled by the reserved community candidates avoiding the need of dereservation.

The position has been reviewed by the Ministry of Railways. It is observed that on

most of the Railways, this training is not being organised properly and mostly left with some supervisors/Officers. It is, therefore, desired that this training must cover the syllabus of the examinations to be conducted for selections to Safety Category posts and should be imparted, as far as possible in the Zonal Training Schools/System Technical Schools for a period of 3-4 weeks. Necessary arrangements may, therefore, please be made accordingly.