



PBC No: 3 / 2023  
RBE No: -- / ----

दक्षिण रेलवे Southern Railway  
प्रधान मुख्य कार्मिक अधिकारी का कार्यालय  
Office of the Principal Chief Personnel Officer  
मुख्यालय, कार्मिक विभाग, चेन्नै -600003  
Headquarters, Personnel Department, Chennai-600003

सं/No: P(W)594/XIV/RS/Admission/Pilot

दिनांक/Dated: 09.01.2023

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/Dy.CPOs/ Sr.DPOs/ Secy to GM,  
Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS,  
Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD,  
DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

विषय /Sub: Admission of students/engagement of contract Teacher/Non-Teaching  
staff in Railway Schools.

Ref: Railway Board's letter No.E(W)2022/SC/11 Dated 14.07.2022 circulated  
as PBC 274/2022

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A copy of letter No. P(W)594/XIV/RS/Admission/Pilot dated 03.01.2023 is enclosed  
for information, guidance and necessary action.

Encl: 2 pages

उपमुकाधि/समन्वयन/Deputy Chief Personnel Officer/ R&W.

कृते प्रमुकाधि/For Principal Chief Personnel Officer

Copy to: The General Secretary/SRMU  
The General Secretary/AISCTREA  
The General Secretary/AIOBCREA  
The General Secretary/NFIR

IT Section/PB/HQ - to upload in the SR website.



Southern Railway

No. P(W)594/XIV/RS/Admission/Pilot

Headquarters Office,  
Personnel Department,  
Chennai-600003.

Date: 03/01/2023

DRM/MAS, MDU, PGT, SA,  
CWM/GOC, CWM/S&T/PTJ  
Sr.DPOs/DPOs/MAS, MDU, PGT, SA  
WPO/GOC, APO/S&T/PTJ

Sub: Admission of students/engagement of contract Teacher/Non-Teaching staff in Railway Schools.

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In terms of Railway Board's letter dated 28.09.2021 & 25.10.2021, Board have issued instructions to conduct an assessment and explore the feasibility of closer/merger of Railway Schools and also for identification of Schools to be handed over to the Kendriya Vidyalaya Sangathan (KVS).

Subsequently, Railway Board vide letter referred above withdrew the above instructions and advised to undertake revival of Railway Schools having potential to provide basic education service.

In the context of the Board's latest policy directions with emphasis on increasing the students intake in Railway schools, enhancing the existing classroom capacity and optimum utilization of resources, the following instructions are issued in continuation and partial modification of existing instructions for compliance.

1. The number of students in a section of a class should not exceed 40, as prescribed in CBSE norms.
2. Children of Railway employees shall be given preference over other children at the time of admission.
3. New Admission in X<sup>th</sup> & XII<sup>th</sup> Stds may be restricted to children of Railway employees.
4. While granting admissions, it may be ensured that there will be no additional requirements for any physical infrastructure including class rooms for running the existing sections and also for running the future sections.

5. Similarly, while granting admissions, it may be ensured that there will be no increase in the sanctioned strength of the Teachers/Non-Teaching staff.
6. Admission of children of other than Railway employees in the Railway schools should be done with the approval of DRM/CWM only. Correspondents of the Schools may decide the modalities of admission of children of other than Railway employees with the approval of DRM/CWM, to ensure fair and transparent admission process.
7. DRMs/CWMs may permit engagement of contract Teachers/Non-Teaching staff wherever necessary under advice to Headquarters.
8. All the norms prescribed by CBSE should be complied with.

This has the approval of General Manager

M205/12023  
(MEENA BASKARAN)  
Dy. Chief Personnel Officer/R&W  
for Principal Chief Personnel Officer

Copy to: Principal/HM, RHSS/RHS/PER } for information & necessary action.  
MDU, PGT, ED, GOC, PTJ