

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

सं/No: P(R) 608 / P/ Vol.X

दिनांक/Dated: 19.04.2022

All concerned

विषय /Sub: Clarification regarding instructions on exemption from passing the Typewriting in respect to Clerk-cum-Typist.

A copy of Railway Board's letter No. E(NG)I-2015/CFP/7 dated 07.04.2022 on the above subject is enclosed for information, guidance and necessary action.

Railway Board's letter dated 16.01.2017 and DOPT's O.M. dated 22.04.2015 referred therein have been circulated as PBC No.1 / 2017.

Extract of Railway Board's letter RBE No. 66 / 2000 is enclosed for reference.

Encl. 2 pages



Digitally signed by M SENTHIL
KUMAR
Date: 2022.04.19 12:35:55 +05'30'

उप मुख्य कार्मिक अधिकारी / समन्वय
Deputy Chief Personnel Officer/ Co-ord

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.

RBE No. 45/2022

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

No. E(NG)I-2015/CFP/7

New Delhi, dated 07.04.2022

The General Managers (P)
All Zonal Railways & PUs
(as per standard mailing list)

Sub: Clarification regarding instructions on exemption from passing the Typewriting in respect to Clerk-cum-Typist.

Ref.: 1. Board's letter No E(NG)I-96/CFP/19 dated 07.04.2000(RBE No.66/2000)

2: Board's letter No.E(NG)I-2015/CFP/7 dated 16.01.2017(RBE No 82/2017)

3. DoPT's O.M. No.14020/1/2014-Estt.(D) dated 22.04.2015

One of the Zonal Railways has sought clarification as to whether the instructions contained in Railway Board's letter No.E(NG)I/96/CFP/19 dated 07.04.2000 which inter alia provides for reversion of employees promoted from L-1 to L-2 posts against the 33&1/3% quota in the Ministerial Cadre, if they do not qualify in the typing test within the stipulated number of chances and time period is still in vogue.

The matter has been examined and it is clarified that in the light of instructions contained in Board's letter No.E(NG)I-2015/CFP/7 dated 16.01.2017, the provision regarding reversion of the employees promoted against the 33&1/3% quota in the ministerial cadre as contained in the instructions dated 07.04.2000 cited in para-1 above, is no longer in vogue.

This disposes off North Western Railway's letter No.880-E/HQ/Clerk/Type Test/Vol.II dated 24.02.2022.


(Sanjay Kumar)
Deputy Director Estt.(N)
Railway Board
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R.B.E. No. 66/2000

Subject : Promotion of Group 'D' employees to Group 'C' posts in the Ministerial Cadre — Possession of typing qualification.

[No. E(NG)1-96/CFP/19, dated 7.4.2000.]

In terms of the instructions contained in this Ministry's letter of even number dated 3.2.97, promotions from Group 'D' to Group 'C' against 33-1/3% quota in the Ministerial cadre and from Clerks to Sr. Clerks against LDCE quota are to be allowed on provisional basis and the concerned staff given two years time from the date of promotion to qualify in the prescribed typewriting test. In case of their failure to qualify in the typewriting test within this period, they are liable to be reverted.

2. It has come to the notice of this Ministry that the staff promoted on provisional basis in terms of above instructions are either subjected to the requisite typewriting test at the far end of the two-year period or only after the expiry of the two-year period. Such a procedure not only results in delayed action to process reversion of staff who fail in the typewriting test but also gives rise to a legitimate grievance amongst the concerned staff that they are not subjected to the typewriting test in time.

3. The Ministry of Railways have considered the matter and wish to clarify that concerned staff should be given at least three chances before completion of two years period to qualify in the typewriting test. In order to ensure that sufficient chances are availed of by the concerned staff, the Railways may arrange at least three typewriting tests with a gap of six months between tests within a period of two years from the date of promotion on provisional basis. Once this process is over, action to revert those who fail in the test should be initiated well in time.