



दक्षिण रेलवे/SOUTHERN RAILWAY

सं./No.P(R)220/P/Vol.IV.

प्रधान कार्यालय/ Headquarters Office  
कार्मिक शाखा/ Personnel Branch  
चेन्नै/Chennai - 600 003  
दि./ Dated: 18-09-2013

**पी बी सी सं/ PBC No: 107 / 2013**

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: Extension of deputation of Non-gazetted Railway  
employees working with Railways PSUs-Unauthorised  
stay regarding.

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A copy of Railway Board's letter No.E(NG)I-2012/DP/23 dated 18-06-  
2013 on the above subject is enclosed for information, guidance and  
necessary action.

Railway Board's letter dated 01-11-1989 and 18-12-2000 referred  
therein have been circulated under PBC No. 214 / 1989 and PBC No.06 /  
2001 respectively.

संलग्न/Encl: as above

  
(V.SRINIVASAN)  
वरिष्ठ कार्मिक अधिकारी/नियम  
Senior Personnel Officer/Rules  
कृते मुख्य कार्मिक अधिकारी  
For Chief Personnel Officer

प्रतिलिपि/Copy to : The Genl.Secy. SRMU  
The Genl.Secy. AISCSTREA  
The Genl.Secy. AIOBCREA

Government of India  
Ministry of Railways  
(Railway Board)

No. E(NG)I-2012/DP/23

New Delhi 18.06.2013

The Managing Directors,  
RITES, IRCON, IRCTC, RVNL,  
RCIL, CONCOR, KRCL, DFCCIL,  
MRVC, IRFC, BWEC, CRIS & RLDA etc.

राज्यपालक का कार्यालय  
RAI MANAGER'S OFFICE  
24 JUN 2013  
मुंबई / Southern Railway  
चेन्नई / Chennai-600 003

**Sub:** Extension of deputation of Non-gazetted Railway employees working with Railways PSUs-Unauthorised stay regarding.

**Authority:** Board's letters Nos.  
E(NG)I-89/DP/24 dated 01.11.1989,  
E(NG)I/97/DP/12 dated 18.12.2000,  
2006/V-I/VC/I dated 18.09.2006, DOP&T's No.14017/30/2006-Estt(RR) dated 29.11.2006 circulated to the Railways and PSUs vide letter No.2007/E(O)II/41/2 dated 05.03.2007, F(E)II/2007/DEI/1 dated 24.07.2007 DPEs' OM No.10(2)/09-DPE(WC)-GL-XV/09 dated 08.06.2009, forwarded to PSUs vide letter No.2008/PL/59/2 dated 20.07.2009, DOP&T's OM No.6/8/2009-Estt.(Pay-II) dated 17.05.2010 forwarded to Railways & PSUs vide letter No.2010/F(E)II/1(1)/1 dated 28.07.2010 DOP&T's O.M. No.6/8/2009-Estt.(Pay-II) dated 01.03.2011 sent to Railways & PSUs vide Board's letter No.2010/E(NM)I/1/1 dated 13.05.2011, No. E(NG)I-2012/DP/23 dated 15.10.2012.

Attention of all the Public Sector Undertakings functioning under the aegis of Ministry of Railways, is invited to various instructions, mentioned in the margin, issued from time to time emphasizing the need of obtaining prior approval of competent authority to the extension of term of Non-gazetted Railways' personnel working with them on deputation basis. However, instances have come to the notice of this Ministry where these instructions are not being followed and the staff is persistently being kept unauthorisedly. The proposals for extension/regularizing of period are sent in a routine manner without any regard to the provisions of policy governing overstay while on deputation which has bad impact on service career of the employees concerned as he even may be considered to have resigned from service.

2. The matter has been considered by the Board and it has been decided that all should follow the instructions on the subject scrupulously. In no case approval of competent authority may be taken for granted or presumed. Any lapse in this regard will be viewed seriously. In future if cases are received late for the purpose of extension in this Ministry, action taken against the defaulting officials must be indicated in the proposal itself. If there is a case for permanent absorption, it must be finalized well before the expiry of approved term. A mechanism should also be devised to ensure that unauthorized extension of deputation term do not take place in future.

3. The proposal should be complete in all respect enclosing MD's certificate certifying the adherence of guidelines laid down for the purpose, complete information/particulars in Check-list provided, the consent of parent Railway/organization, willingness of employee concerned, the status of fixation of pay whether it is fixed as warranted under the guidelines issued by DOP&T and DPEs, Vigilance/D&A clearance etc. so that unnecessary back references can be avoided.

Please acknowledge receipt.

  
(Arvind Kumar)  
Executive Director Estt.(N)  
Railway Board

**Copy to** : The General Managers(P), All Indian Railways & Production Units with advice to ensure that compliance of the above instructions/guidelines by evolving a mechanism for this purpose. If approval for extension of employee concerned is not received well before expiry of the approved term of deputation, the employee may be recalled forthwith. In order to make the process simple, whenever an official is cleared for deputation, repatriation date should be indicated in the relieving order itself.