

ALL CONCERNED SOLAPUR DIVISION**NOTIFICATION**

Sub:- Selection for the post of S&WI GP 4200/- (Level-6) 35% LDCE quota to be from other departments having certain E.Q & Service conditions contained in Rly. Bd letter No. E(NG)1/2001/PMA/1 dated. 12-07-2002.

It is proposed to hold a selection to fill up 04 posts (UR-02, SC-00, ST-02) of Staff & Welfare Inspector GP.4200,(Level-6) against 35% LDCE quota from amongst the serving staff of other departments of Solapur Division having E.Q, and service conditions contained in Railway Board's letter No. E(NG)I-2002/PM4/1 dated 12.07.2002.

Terms and conditions.

01)	<p>Vacancies assessed</p> <p>35% quota from other department. UR- 02, SC- 00, ST- 02 Total= 04</p>
2)Eligibility Conditions	<p><u>35% from amongst eligible staff of all departments.</u></p> <p>The following staff will be considered eligible to volunteer for appearing in the selection for promotion to the post of welfare Inspector in the pay scale of 4200 (L-6) against 35% LDCE quota.</p> <p>A) Group 'C' staff in possession of any of the following qualifications irrespective of the grade or length of service or other educational qualifications.</p> <p>a)Diploma in Labour Welfare /Social Welfare b)Diploma in Labour Laws c)LLB with paper(s) in Labour Laws. d)Post Graduate Diploma in Personnel Management awarded by an institution recognized by the Government of India and e)MBA with paper(s)in Personnel Management awarded by an Institution recognized by the Government of India</p> <p>B)Provided that staff working in GP.4200 (Level-6) or above on regular basis will not be eligible to appear in the aforesaid selection.</p> <p>C) Provided further that eligibility of staff in possession of qualification as mentioned above will also be subject to the condition that they have successfully completed the probation in the respective grade.</p> <p>ii)Group 'D' staff who have completed at least 7 years service in group 'D' and are in possession of any of the qualifications mentioned in (i) A above.</p> <p>iii)Staff in the grades next below the grade of Welfare Inspector i.e those in GP2800 (L-5) & 2400 (L-4) with 5 years service in the respective grade in case the higher grade does not fall in the normal line of advancement, otherwise 5 years service together in these grades.</p>

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	iv) Staff in the GP 2800 (L-5) & 2400 (L-4) who are Graduate irrespective of the length of service in these grades provided the staff concerned have successfully completed the probation in the respective grades.
	v) Staff in grades lower than the grades next below the grade of Welfare Inspector i.e those in GP 2000 (L-3) and 1900 (L-2) who are Graduate and who have completed not less than 7 years service in the respective grade in case the higher grade does not fall in the normal line of advancement, otherwise 7 years service together in these grades.

4) Mode of Examination

i) Qualifying marks in written examination	Minimum 60% marks in written examination, subject to usual relaxation for SC staff. (Examination will be for 100 marks) The question paper will henceforth be 100% Objective Type and all question will be of multiple choice only, as per RBE-196 dtd. 14.12.2018 & HQ letter no. P/HQ/Ruling/O/803 dtd. 19.12.2018. The examination will be held in OMR based. There shall be negative marking for incorrect Answers. One third of the marks allotted for each question will be deducted for wrong Answers.
ii) Panel formation	All staff who satisfy the conditions prescribed above would be subject to qualify Written Test and scrutiny of CR/SR and final panel drawn up as per procedure prescribed in Para 219(i) of the Indian Railway Establishment Manual, Vol.1(1989 Edition) as amended vide ACS No. 209 issued under Railway Board's letter No. E(NG)198/PM7/4 dated 19.06.2009. The final panel drawn up in the order of Merit based on aggregate marks of 'Professional Merit' and 'Record of service'. The Panel will be formed as per Railway Board RBE No. 117/2016 dated 30.09.2016 received under CPO@CSTM letter dated 04.10.2016 & 15.03.2017.

(5) Tentative programme

Sr. No.	Description	Tentative Date
i	Date of issue of notification	21.05.2019
ii	Date by which applications to be submitted to Depot In charges/ Officer in charge of shed/Workshop	18.06.2019
iii	Date of submission of applications by the Depot In charge/officer to concerned P/Branch Office in one lot.	24.06.2019
iv	Date of submission of eligible application duly scrutinized to P/Admn SUR in one lot.	28.06.2019
v	Date of publication of eligibility list after scrutiny of applications received.	05.07.2019
vi	Date of Written Test	16.07.2019 at DRM Office SUR.

(6) Documents required along with the application:

i	Attested copies of caste certificate
ii	Age and Education qualification certificates.
iii	If no documents are enclosed his application will not be accepted, and he will not be eligible to appear for selection.

Note-The Educational Qualification of the employee will be considered based on the entry exists in the Service Record of the employee.

Date of written test is 16.07.2019 at 09.45. The reporting time of exam hall is 09.55. After time of reporting no candidate should be allowed in exam hall as per HQ letter no. P/HQ/Ruling/O/803 dtd. 08.06.2018.

Syllabus for examination : - Copy of Syllabus and question Bank is enclosed herewith. However, it may be noted that there will not be any mandatory limit of questions from the question Bank only.

The candidates are expected to have through knowledge of Rules and procedure connection with Establishment matter including Pension Rules and various Labour Laws and Acts. They will also be examined in several of employment Rules etc.

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As per existing instruction before appearing the selection, employee should submit his written option that if he will select for the post of S&WI, he will continue the channel of promotion and will not seek reversion to his parent post/cadre, option once exercised will be treated as final.

The last date of submission of application is 18.06.2019 application should be sent through proper channel so as to reach to this office on or before. 24.06.2019, application received to this office after 24.06.2019 will not be entertained.

The concerned supervisors/controlling officers should forward the applications received from the employees working under their control to Concerned Personnel Branch Officer/Supervisor/Ch.OS in one lot on or before 24.06.2019. After proper scrutiny and duly verified all the particulars furnished by applicant, from Service Register, Concerned Personnel Sr. Supervisor/Ch.OS/OS shall retain one copy in his office and the other copy of the application should be submitted to this office i.e P/Administration section Solapur on or before 28.06.2019 without fail and he should also certify that no more eligible applications are left out. Applications of the employees who are not eligible should not be forwarded to this office. However, reason for disqualification of the employee may be advised to them through proper channel, by the concerned P/Br.Section.


Please ensure that the applications should be strictly as per attached proforma, incomplete application will be rejected.

All Branch officers/Senior Supervisors are requested to paste the notification on the notice board and this should be given vide publicity.

Applications from volunteers are accordingly invited on or before 24.06.2019, in the enclosed proforma and declaration to opt for S&WI cadre.

No supplementary Written Test will be held

Hindi Version will be follow.


(रमेश आर. अर्थर)
मंडल कार्मिक अधिकारी (W)
सोलापुर

C/- SDGM(Vig)CSTM for information.

C/- CMS/SUR, Sr DOM.Sr.DCM.Sr.DEE,SR.DSTE(M), SR.DME,Sr.DEN(Co) SUR for inf.

C/- WM(w/s)KWV, for inf. & action.

C/- Ch.OS(P)Optg, Comml, Elect., Loco, C&W, Engg, MED, Rect, S&T, SP ,Pass, & HOER for information & necessary action.

They are requested to forward the applications received from the employees working under their control in one lot on or before 24.06.2019. After proper scrutiny and duly verified all the particulars furnished by applicant, from Service Register, Concerned Personnel Br. Officer/ Ch.OS/OS shall retain one copy in his office and the other copy of the application should submit to this section on or before 28.06.2019 without fail and he should also certify that no more eligible applications are left out. Applications of the employees who are not eligible should not be forwarded to this office. However, reason for disqualification of the employee may be advised to them through proper channel.

C/- Divl. Secy. NRMU/SUR,CRMS/SUR, SC/ST & OBC Association/SUR,

QUESTION BANK FOR SELECTION OF S&WI G.P. 4200/- (Level-6)

1. Interest on House building advance up to 5 lakhs is _____.
a. 9% b. 8.5% c. 7.5% d. 9.5%
2. Rate per month for Hostel subsidy is _____.
a. 3000/- b. 3250/- c. 2750/- d. 3600/-
3. After how many year final withdrawal can be done from PF account.
a. 15 years b. 10 years c. 05 years. d. 08 years
4. An employee is out of headquarter for 28 days training in a month, how much transport allowance will he get in that month.
a. 75% b. 100% c. 50% d. 00%
5. What is the maximum number of privilege pass given to an Officer ?
a. 3 full sets b. 8 full sets c. 4 full sets d. 6 full sets
6. What is period of validity for return trip on Privelege Ticket order?
a. 5 Months b. 2 Months c. 4 Months d. 3 Months
7. Full night means period between _____ and _____.
a. 06pm to 06 am b. 10 pm to 6 am c. 11 pm to 07 am d. 10 pm to 08am.
8. No Railway Servant classified as intensive shall be called upon to duty before completion of rest of _____.
a. 12 hours b. 15 hours. c. 10 hours d. 8 hours.
9. Under how many classes HOER has been classified ?
a. 4 Classes. b. 3 Classes c. 5 Classes d. 6 Classes.
10. What is the weekly working hours for Intensive / Continious roster ?
a. 48 hours b. 54 hours c. 30 hours. d. 72 hours
11. What is the working hour per week under the Factory Act?
a. 48 hours b. 72 hours. c. 56 hours d. 30 hours.
12. _____ Maximum No. of financial upgradation is granted under MACP.
a. 03 b. 02 c. 04 d. 01
13. How much amount can be paid from SBF one set of teeth?
a. 10000/- b. 5000/- c. 7500/- d. 12000/-
14. How many times does the SBF meet in the year?
a. One time b. Two times c. three times d. Five times
15. _____ form is issued to nominate Investigating Officer.
a. SF-4 b. SF-6 c. SF-7 d. SF-5
16. When was NPS introduced?
a. 1.1.2004 b. 1.1.2005 c. 1.7.2004 d. 1.7.2005

17. What is the maximum percentage for commutation of pension?
a. 40% of Pension b. 30% of Pension c. 20% of Pension d. 50% of Pension
18. How many persons participate from employees side in PNM ?
a. 25 b. 20 c. 30 d. 15
19. How many days special Casual Leave may be given for participation in PNM ?
a. 2 days. b. 3 days. c. 1 day d. 4 days
20. Before how many days agenda of JCM should be given ?
a. 02 Month Before. b. 01 Month Before. c. 03 Month Before. d. 15 days before.
21. Name the allowance which is inadmissible during Study Leave
a. DA b. HRA c. Transportation Allowance d. None of the above.
22. How many sections are covered under RTI Act?
a. 08 sections b. 11 sections c. 10 sections d. None of the above.
23. Which only state is not covered under RTI Act
a. Jammu & Kashmir b. U.P c. Bihar d. Goa
24. Main Bench of CAT is situated at ?
a. New Delhi b. Patna c. Kolkata d. Mumbai
25. The maximum LAP can be granted at a time is:
a) 300 days b) 24 months c) 180 days d) 5 years
26. CCL is admissible if the child is below --- years
a) 21 b) 20 c) 22 d) 18
27. Period of Training for the post of Staff and Welfare Inspector
a) 30 days b) 60 days c) 90 days d) None
28. Penalty for loss of First class 'A' duty card pass
a) Rs. 30 b) Rs. 35 c) Rs. 20 d) Rs. 25
29. What is the working hour per day under the Factory Act?
a. 9 hours b. 8 hours c. 10 hours d. 12 hours
30. हिंदी दिवस कब मनाया जाता है?
a. 1 सितम्बर को b. 14 सितम्बर को c. 7 सितम्बर को d. 30 सितम्बर को
31. राजभाषा अधिनियम-1963 किस वर्ष में संशोधित किए गए?
a. वर्ष 1967 में b. वर्ष 1969 में c. वर्ष 1968 में d. वर्ष 1970 में

**SYLLABUS FOR SELECTION TO THE POST OF
STAFF & WELFARE INSPECTOR -III GR RS 9300-34800 + 4200
ON CENTRAL RAILWAY, PUNE DIVISION.**

1. Duties responsibilities and qualities of Staff & Welfare Inspector.
2. Role of Staff & Welfare Inspector in tackling the various complaints, grievances received from Personnel Branch.
3. Role of Staff & Welfare Inspector in disposing the settlement cases (Retirement/Death).
4. Role of Staff & Welfare Inspector in dealing MR/MOSR/MP/MPA/CA-II references.
5. Railway Services (Conduct) Rules, Railway Servants (DAR) Rules.
6. Recruitment, Training, Seniority, Cadre, Promotion, Selection, Confirmation.
7. CAT, LEO, Man Power Planning, Absorption of medically de-categorised staff, Reimbursement of Tuition fees, Medical expenses, Legal expenses, etc.
8. Leave Rules, Pass Rules, Rules regarding allotment of Railway quarter.
9. Various advances (Revenue/PF) provided for railway employees.
10. Compassionate appointments and role of Staff & Welfare Inspector in dealing comp appointments cases.
11. Various machineries REDRESS THE GRIEVANCES OF Rly. Employees.
12. Industrial Relation & Role of Trade Unions. PNM, Adhoc Tribunal, JCM, PREM.
13. Labour Laws. (a) Factories Act, (b) Payment of wages Act, (c) Workmen compensation Act, (d) Industrial dispute Act, (e) Minimum Wages Act, (f) HOER Rules.
14. Settlement / Pensionary benefits, PF Insurance Schemes on Rlys & various facilities available to Rly Employees after retirement.
15. Welfare activities on Rlys, SBF committees.
16. Rajbhasha act/Rules & various incentives for promoting Rajbhasha.
17. Pay, Allowances, Fixation of pay, annual confidential reports etc.
18. Welfare Assistance available to Rly Employees.
19. Reservation (SC/ST) Rules facilities and concessions to SC/ST Rly Employees.
20. Casual Labours, Substitutes, their regularization & retrenchment.
21. Organisational set up on Indian Rlys.
22. Ongoing Computer activities in Personnel Department, especially their use for redressal of grievances and reduction of grievances.

(As the cadres of Personnel Inspector & Welfare Inspector have been merged and unified cadre of Personnel Inspector has been formed, the duties of erstwhile Welfare Inspector may be treated as duties of Personnel Inspector)

Passport
Photo duly
Signed by
Gaz Officer

**Application for the post of Staff & Welfare Inspector GP 4200 (Level-6) against 35%
LDCE quota of Solapur Division.**

Ref: No. No. SUR/P/Admn/S&WI/Sele.35% LDCE date 21.05.2019

PROFORMA

- 01) Name in full : -----P.F.No. -----
(In block letter)
- 02) Fathers/Husband name : -----
- 03) Date of Birth : -----
- 04) Educational Qualification. : -----
(Enclose certificate)
- 05) Designation.. : -----
- 06) GP & Level : -----
- 07) Place of working & Depot In charge: -----
- 08) Date of Appointment : -----
- 09) Length of service in Regular GP-1900 : ---years ---months ---days Dt.Of.Pro. ____
- 10) Length of service in Regular GP-2000: ---years ---months---days Dt.Of.Pro. ____
- 11) Length of service in Regular GP-2400: ---years---months----days Dt.Of.Pro. ____
- 12) Length of service in Regular GP-2800: ---years---months----days Dt.Of.Pro. ____
- 13) Whether belongs to SC community: -----
(Enclose caste Certificate)

Note: I hereby enclose herewith educational / caste certificate duly attested, without which no application will be accepted. I have noted & understood the instructions mentioned in notification No. SUR/P/Admn/S&WI/Sele.35% LDCE date 21.05.219. The above information submitted by me if found incorrect, then I will not eligible be for appearing the above selection and for wrong information liable for action under DARand deletion of my name from the panel.

Place:

Date:

Applicant's Signature

The information given by the employee is verified and found correct. The Application of the above named employee is forwarded herewith for necessary action please.

No.

Date:

Place;
(Office Stamp)

Signature of controlling Officer