

**Government of India
Ministry of Railways
(Railway Board)**

No. 2008/TG-II/1010/39

New Delhi, dt . 29 09.2008.

The General Managers (Commercial),
All Zonal Railways.

Commercial Circular No. 55/2008.

Subject: Procedure for engagement of licensed porters .

Kindly refer to Board's letter No. 2006/TG-II/48/Policy/LP dt.22.12.2006 (Commercial Circular No. 109/2006) wherein instructions were issued regarding review, calling for applications through press notifications and members of selection committee for engagement of licensed porters. References have been received seeking clarification regarding the procedure, physical standards and the medical category under which licensed porters can be engaged.

The matter has been examined in Board's office and it has been decided that for engagement of licensed porters, the applications may be invited from those willing candidates who are local residents. The reservation for Scheduled Castes/Tribes, other backward classes etc may be followed as per the existing rules. The overall suitability of the applicant including his physical ability should be evaluated on the basis of the following parameters:

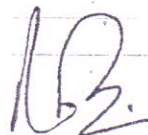
- (1) **Age Limit.** Proper weightage can be given to the applicants with lower age.
- (2) **Educational Qualification.** Some weightage can also be given to the applicants having basic educational qualification.
- (3) **Physical Ability Test.** A physical ability test may be prescribed for the applicants to carry a specific weight upto a certain distance. Weightage may be given as per physical ability shown by the applicants.

- (4) **Antecedents.** The applicants having Scouts and Guides background and wards of railway employees/ ex-servicemen/ licensed porters can be given adequate weightage.
- (5) **Additional parameters,** if any, as deemed fit by Railway, may also be included.

The evaluation sheet giving proper weightage to the above parameters of selection should be got approved by the Chief Commercial Managers of the railway. In order to avoid the complaints, this exercise should be undertaken before calling for applications for engagement of licensed porters. The numerical evaluation of the candidates should be done on the basis of the approved criteria and the candidates may be selected on merit so obtained. As regards the physical standard, a general medical certificate of his fitness may be obtained by the applicant from any qualified and registered MBBS doctor.

The guidelines framed by Northern Railway for engagement of licensed porters are enclosed herewith for guidance purpose. Similar guidelines may be framed and circulated to the divisions of your railway keeping in view the local conditions.

Encl: One



(Ravinesh Kumar)
Director Traffic Commercial (G)
Railway Board.

उत्तर रेलवे Northern Railway

प्रधान कार्यालय Headquarters Office

बड़ोदा हाउस Baroda House,

नई दिल्ली 110 001 New Delhi 110 001

सं० No 43-AC/LP/Policy/2008

दिनांक dated: 16/7/2008

Divisional Railway Manager
Northern Railway
DRM Office
Delhi, Firozpur, Moradabad, Lucknow and Ambala

Subject: Filling up of vacancies of Licensed Porters (LP) arising out of their appointment as Gangman – detailed procedure thereof.

The terms and condition for the engagement of Licensed Porters have been laid down vide Railway Board letter number 2006/ TG-II/ 1010/ 48/ Policy/ LP dated 22.12.2006. The salient features of the policy are:

- Composition of Selection Committee consisting of two Junior Scale Officers, one each from Commercial and Personnel departments.
- Satisfaction of antecedents and physical fitness of the candidates to perform the duties of the licensed porters
- Invitation of application from the willing candidates through press notification.

The existing policy of engagement is broad in nature and hence it is desirable that certain general guidelines for the selection committee's internal use should be framed. Accordingly, the competent authority has approved the following guidelines which would be used for facilitating the process of engagement of licensed porters.

The overall suitability of the applicant including his physical ability will be adjudged to carry out the job of a licensed porter. The applicants will be subjected to **two stages** of tests:

- 1) **Stage 1:** All applicants would be required to undertake a Physical Efficiency Test (P.E.T), wherein, male applicants would be required to cover a distance of 1500 meters in 7 (seven) minutes and female applicants would be required to cover a distance of 400 meters in 3 (three) minutes.
- 2) **Stage 2:** Applicants, **who qualify Stage 1**, would be assessed under five heads each having a maximum of 20 points.

SN	Description	Limits	Points
1	Age Limit (Maximum Marks 20)	18 to 35 years	20
		36 to 42 years	18
		43 to 50 years	10
		51 years and above	0
2	Educational Qualification (Maximum Marks 20)	Class 8 th and above	20
		Less than class 8 th	10
		Illiterate	0
3	Physical Ability Test (40 kg weight to be carried for 200 meters on horizontal ground) (Maximum Marks 20)	40 seconds or less	20
		Upto 40 to 50 seconds	18
		Upto 51 to 60 seconds	10
		More than 60 seconds	0
4	Experience (Maximum Marks 20)	Working experience as porters in Hotels/ Airports/ Bus stand etc.	20
		Labourer	10
			0

Sl.	Description	Limits	Points
5	Antecedents (Maximum Marks 20)	No experience	16
		Scouts and Guides	20
		Wards of Railway Employee or Ex. Serviceman or Licensed Porters	18
		Others	16

It is again reiterated that the guidelines mentioned above are strictly for internal use and for the guidance of the selection committee for the engagement of fresh Licensed Porters.

The instructions issued for keeping on hold the process of fresh engagement of Licensed Porter conveyed by this office letter of even no dated 26.05.2008 is hereby withdrawn. In addition, the process of temporary suspension of transfer of Licensed Porter's badges conveyed by this office letter no. 43-AC/ LP/ Policy/ 2003 dated 09.04.2008 is also withdrawn and divisions could consider the process of transfer of badges in terms of Board's letter no. 85/ TG-II/ 1010/ 8/ Licensed Badge/ Policy dated 09.12.1988.

A standard format of the press notifications for invitation of application for engagement of fresh Licensed Porters is enclosed. The terms & conditions of the working of Licensed Porters are under vetting of the Law & Personnel branch of HQ and will follow.

Divisions are directed to initiate the fresh selection process by suitable press notification.


17/7/08

(Capt J P Singh)

Chief Commercial Manager (G)

Copy to

SR. Dist. Commr. Mangru, Delhi, Faridkot, Lucknow
Muzaffargarh & Ambala for information & necessary
action.

FORM 1-A *

MEDICAL CERTIFICATE

[Sec Rule 5(1), 30, 7, 10(a), 14(d) and 18(d)]

1. Name of the Applicant
2. Identification marks (1).....
(2).....
3. (a) Does the applicant to the best of your judgement suffer from any defect of vision ? Is so, has it been corrected by suitable spectacles ? Yes/No.
- (b) Can be applicant to the best of your judgement, readily distinguish the pigmentary colours, red and green ? Yes/No
- (c) In your opinion, is he able to distinguish with his eye sight at a distance of 25 metres in good day light a motor car number plate Yes/No
- (d) In your opinion, does the applicant suffer from a degree of deafness which would prevent his hearing the ordinary sound signals ? Yes/No
- (e) In your opinion, does the applicant suffer from night blindness ? Yes/No
- (f) Has the applicant any defect or deformity or loss of member which would interfere with the efficient performance of his duties as a driver ? Is so give your reasons in details Yes/No.

(g)

OPTIONAL

Blood Group and RH factor of the applicant (if the applicant so desires that the information may be noted in his driving licence)

(a) Blood Group (b) RH factor

Declaration made by the applicant in Form-I as to his physical fitness is attached.

P.T.O.

CERTIFICATE OF MEDICAL FITNESS

I Certify that :

- (i) I have personally examined the applicant, Shri/Smt. Km _____
- (ii) That while examining the applicant I have directed special attention to his/her distant vision.
- (iii) While examining the applicant I have directed special attention to his/her hearing ability, the condition of the arms, legs, hands and joint of both extremities of the applicants ; &
- (iv) I have personally examined the applicant for reaction time, side vision and glare recovery, (applicable in case of persons applying for a licence to drive goods carriage carrying goods of dangerous or hazardous nature to human life).
- * And, therefore I certify that to the best of my judgement, he/she is medically fit/not fit to hold a driving licence.
- * The applicant is not medically fit to hold a licence for the following reasons :

- * Strike out which is inapplicable

Signature

1. Name and designation of the Medical Officer/Practitioner

(Seal)

2. Registration Number of Medical Officer

Date : _____

Signature of thumbs impression of the candidate

Note : The Medical Officer shall affix his signature over the photograph in such a manner that part of his signature is upon the photograph affixed and part on the certificate.

- * This certificate is not required if the application is for licence to drive private (non-transport) vehicles except, if the applicant had any physical disability which may cause danger to the public or if the holder of licence is beyond 40 years of age on the date of application for renewal.

The General Managers (Commercial)
All Zonal Railways.

Commercial Circular No. 58

Sub:- Procedure for engagement of licensed porters.

Kindly refer to Board's letter of even No. dated 29.09.2008 (Commercial Circular No.55) on the above subject. Certain clarifications have been sought in regard to the pregnant women candidates appearing for physical ability test for licensed porter.

It has been decided as under:

- 1) The pregnant women candidates appearing for physical ability test for licensed porters are to be treated as temporary unfit and given an opportunity to present themselves at a later date after being certified as fit to carry heavy loads by a Govt. Doctor.
- 2) Ladies working as Licensed Porters may be debarred from working during the period they are in family way till such time, they are given clearance by a Govt Doctor for lifting of heavy loads. However, it must be clearly noted that for the period the pregnant ladies are debarred from working, they are not entitled to any compensation in this regard.

Kindly acknowledge the receipt of this letter.

Ministry of Railways
With Enclosure

(V. K. Sharma)
Director Traffic Commercial/G
Railway Board.

License porter785

**Government of India
Ministry of Railways
(Railway Board)**

No.2009//TG-II/1010/59

New Delhi, dt. 29 .10.2009.

The General Managers (Commercial)
All Zonal Railways.

Commercial Circular No. 62/2009

Sub: - Transfer of badges of licensed porters.

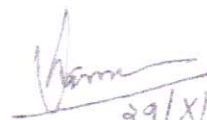
Kindly refer to Board's letter no. 85/TG-II/1010/08/Licensed badge/ policy dated 09.12.1988 whereby instructions were issued regarding transfer of badge of licensed porters.

Board have reviewed the instructions contained in letter quoted above.

It has now been decided that the transfer of badge of deceased/medically unfit licensed porter is permitted in favour of son/adopted son, daughter/ adopted daughter, wife/husband (as the case may be) or near relative that includes brother/ brother's son or wife's brother only.

The other conditions mentioned in Board's letter no. 85/TG-II/1010/08/ Licensed badge/policy, dated 09.12.1988 would remain unchanged.

Please acknowledge receipt of this letter.


29/10/09
(V. K. Sharma)

**Director Traffic Commercial(G)
Railway Board.**