

NORTH CENTRAL RAILWAY

NCRPS-6303/2024

Headquarters Office
Subedarganj, Prayagraj

No. 797-E/NCR/Policy/2024/Reservation (Roster)

Dated: .05.2024

All PHODs / CHODs, NCR HQ office, Prayagraj,
Divisional Railway Manager AGRA, JHANSI & PRAYAGRAJ,
CWM/JHS WS, CWM/ MLR WS, CWM/ RSK/STLI, CWM/CPOH Prayagraj,
Sr.DPO AGRA, JHANSI & PRAYAGRAJ, Dy.CPO/Const PRYJ, Dy.CPO/WS/JHS,
SPO/MLR, APO /RSK/STLI, CEE/WS/ JHS, Dy.CE/WS/JHS, Dy.CMM/GSD JHANSI,
Dy.CE/ Bridge Line JHANSI AGRA, Prayagraj, Dy.CE/ TMC Line JHANSI DyCE / CSP
Prayagraj, Staff Officer/RPF/NCR/HQ/Prayagraj. Dy.FA&CAO/G/NCR,
Principal- ETC/ Kanpur. Principal- IRTMTC / Prayagraj, Principal- CETA / Kanpur,
Principal- Supervisor Training Centre /Jhansi, Principal- Area Training Centre/Jhansi,
Principal- Transportation Training Centre, Subedarganj / Prayagraj, Principal- Basic Training
Centre, Loco/Jhansi, Principal- BTC/C&W/Jhansi, Principal- BTC, Wagon Workshop/Jhansi,
Principal- C&W training Centre/ Kanpur, Principal- Permanent Way Training Centre/JHS,
Principal- Electric Training Centre/TRD/Jhansi.

Sub: Implementation of reservation policy of SC/ST/OBC and proper maintenance of
Reservation Rosters-reg.

Ref: Railway Board Letter No. 2024-E(SCT)I/25/6 dated 03.05.2024.

Copy of Railway Board's letter No. 2024-E(SCT)I/25/6 dated 03.05.2024, is annexed
herewith for further necessary action.

Policy Letter Circulated under NCRPS/NCRBE is also be available on website
www.ncr.indianrailways.gov.in (About us→Department→Personnel→NCR Policy Circulars).

DA: as above

Digitally Signed by
Jitendra Singh
(Jitendra Singh)
Date: 10-05-2024 17:45:20
APO/HQ
Reason: Approved
for General Manager

- C/- Secretary to GM for kind information to General Manager.
- C/- Secretary to AGM for kind information to AGM.
- C/- All Personnel Officer in HQ.
- C/- All Recognized Union and Associations.
- C/- RP Cell, NCR/HQ monitor the position of reservation as advised in the letter.
- C/- SWC for information in reference to SWC No.

~~SECRET~~ *belly*
GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

Mail Received on 07.5.24

206144
Date: 07-05-24

No.2024-E(SCT)I/25/6

New Delhi, dated. 3.05.2024

The General Managers(P):

All Indian Railways & Production Units

Sub: Implementation of reservation policy of SC/ST/OBC and proper maintenance of Reservation Rosters –reg.

National Commission for Backward Classes during discussion in the review meeting/hearing held on 22.2.2024, observed and pointed out that that reservation rosters are not being properly maintained in the Railways. Further, during inspections, it has been found that reservation policies are not being followed in true spirit and even reservation rosters are not being properly maintained by the some of Railways/Units, as per the extant guidelines issued from time to time.

2. Major irregularities found during the said inspections are mentioned below:

- i. Concept of Own Merit: Persons belonging to communities, for whom reservation has been made, but appointed on merit/seniority and not owing to reservation, should be shown against unreserved points only, which is not being followed .
- ii. Promotional/recruitments files are not being routed through the liaison officers. Rosters/Reservation registers have sometimes not been signed by the Liaison officers/Cadre Controlling Authority.
- iii. Remarks column has been left blank, where entries like own merit, superannuation, death, VRS , promotion, on deputation need to be entered.
- iv. Rosters/Reservation registers have not been prepared in uniform manner by the Zonal Railways as well as not maintained as per Board's letter no. 2001-E(SCT)I/41/1 dated 14.06.2002, wherein a standard format for maintaining Reservation register has been specified.
- v. Rosters/Reservation registers are untidy as overwriting/use of correction pen has been seen in many rosters.

The GMs of all the Zonal Railways and PUs are therefore advised to take a call in the matter so as to ensure proper implementation of extant reservation policies and maintain Reservation Rosters both in Recruitments and promotions strictly as per the guidelines issued from time to time.

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Naveen Gulati
Director General, Human Resources
Railway Board
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