

By Registered Post

GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

RIGHT TO INFORMATION CELL

New Delhi, Dated: 1.8.2007

No. RTI Cell/2007/475

Shri Sukhvir Singh,
AXEN/C, Northern Railway/RDK,
Tilka Bridge,
New Delhi.

Sub: Information sought under Right to Information
Act-2005.

Dear Sir,

Kindly refer to your letter dated 28.6.2007, which was received in this
office on 5.7.2007, seeking information under the Right to Information Act, 2005.

The requisite information as received from the Directorate concerned is
enclosed herewith.

In case, you are not satisfied with the information, you may prefer an
appeal within 30 days as provided in the Act to the Appellate Authority viz. Additional
Member (Commercial) Railway Board, New Delhi.

DA: As above.

Public Information Officer
Railway Board.

(B.L. Meena)
1.8.07

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Item No.1 to 5 :-

Rules and regulations relating to appointment of Group 'B' officers into Group 'A' of various Railway Services are broadly contained in the procedure for conducting DPCs contained in Board's letter No.E(GP)97/1/5 dated 07.07.1997 and 06.09.2002 (copies enclosed).

For the promotion quota vacancies upto 2004-05, the method of vacancy distribution mentioned in item no (2) of Board's letters dated 07.07.1997 was followed.

However, for the vacancies of 2005-06 and 2006-07, the total promotion quota vacancies have been distributed based on item 2 (ii) of the letter dated 07.07.1997 in order to reduce the imbalances in the level of stagnation in various Railway Units more effectively. This modified method has been extended further for years 2007-08 onwards.

Item No.6:-

The extant rules regarding zone of consideration are contained in Department of Personnel and Training Office- Memorandum No.22011/2/2002-Estt (D) dated 06.01.2006 (copy enclosed).

16/7/07
NCS

Subj:- Information under RTI Act,2005 by Shri Sukhvir Singh, AXEN/C/NR/ROK/T/Ilak Bridge/New Delhi.

E(GP)2007/1/50
RTI Case/2007/475

The General Managers/OSDs,
All Indian Railways & Production Units etc

Sub: Procedure for conducting DPC's-promotion from Group 'B' to
Group 'A'

Reference Board's letter of even number dated 7.7.97, under which a Note
on the procedure for conducting DPCs for promotion from Group 'B' to Group
'A' was circulated for information and guidance. These DPCs are conducted by
the Union Public Service Commission

2. In terms of para 5 of the Note referred to above, for the promotions to
Group 'A' posts from lower groups, though the benchmark would be 'Good',
Officers graded as 'Outstanding' would, in turn, rank en-bloc senior to those who are
graded as 'Very Good' and placed in the select panel accordingly, up to the number
of vacancies, officers with the same grading maintaining their inter-se seniority in
the feeder grade.

3. The Deptt. of Personnel & Training has issued revised instructions
mentioned in para 1 above may be treated as deleted as per the "Note" now
regarding procedure for conducting DPCs. Accordingly, para 4(f) of the "Note"
be read as under:-
"Having regard to the levels of posts to which promotions are made and the
nature and importance of duties attached to the posts a benchmark grade is
determined. For the promotions to Group 'A' posts the officers as 'Fit' or 'unfit'
benchmark would be "Good". The DPC shall grade the officers as 'Fit' or 'unfit'
only with reference to the benchmark of "Good". Only those who are graded 'Fit'
by the DPC shall be included and arranged in the select panel in order of their
inter-se seniority in the feeder grade. Those officers who are graded 'unfit' by the
DPC shall not be included in the select panel. Thus, there shall be no supersession
in promotion among those who are graded 'Fit' by the DPC..."

4. The above change in the DPC procedure for promotion of Group 'B'
officers to Group 'A' of various Railway services may please be circulated for
information and guidance of all concerned.

(V. Vaidich)
Jt. Director I&M (GP)
Railway Board

(Copy to)
The Secretary General, Indian Railways, Promotee Officers Federation, Room No.
268, Rail Bhawan, New Delhi.

[Handwritten signature]

New Delhi, dt. 7.7.97

NO. E(GP) 97/1/5

The General Managers/OSDs,
All Indian Railways & Production Units etc.

Subj: Procedure for conducting DPCs -
Promotion from Group 'B' to Group 'A' *****

A number of representations are received in Board's office regarding promotion of Group 'B' officers to Group 'A' / Jr. Scale of various services. The representations indicate that the officers are not adequately informed about the DPC Procedure.

A "Note" on the extant procedure for conduct of DPC for promotion from Group 'B' to Group 'A' is enclosed for information and guidance.

(A.V.M. KUTTY)
Director, Estt. (Gaz. P)
Railway Board

Promotee
General, Indian Rlys
Room No. 26B, Rail Bhavan, New
Secretary
Federation
Officers,
Delhi

ISSUED
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Copy to:
2/3/97

For the purpose of determining the number of officers who will be considered for promotion, the field of choice will be restricted as under with reference to the number of vacancies proposed to be filled by promotion in the year.

(3) The zone of consideration

(1) Remaining 50% of such vacancies are distributed taking into account the extent of length of service of Officers of the Department on different Railways/Units.

(2) 50% of such vacancies are distributed according to Rosters prepared on the basis of the Group A cadre strength of the Service on each Railways/Unit.

The promotion quota vacancies in Group A/Junior scale of various Services as per relevant Recruitment Rules are distributed among the different Railways/Production Units in the following manner:

(1) Vacancy distribution amongst Railways/Production Units.

Minimum status of the officers who should be Members of the DPC for Group A/Jr. Scale is Deputy Secretary to the Government of India or above. Chairman or a member of the UPSC will preside at the meeting of the DPC. Generally, three officers from the Ministry of Railways are nominated as Members of the DPC, one of them being an SC or ST officer.

(2) Composition of DPC

The following procedure is adopted for conducting the DPC:

Promotion of Group 'B' officers of Indian Railways to Group 'A' Junior Scale where the Recruitment Rules so provided, is done through Departmental promotion Committee (DPC) which are convened by UPSC.

Promotion from Group 'B' to Group 'A'

When an officer is officiating in the next higher grade and has earned CRA in that grade his CRA may be considered but no extra weightage may be given merely on the ground that he has been officiating in the higher

Where one or more CRs have not been written for any reason during the relevant period, the DPC should consider the years preceding the period in question and in case even this is not available the DPC should take the CRs of the lower grade into account to complete the number of CRs required to be considered. If this is also not possible all the available CRs should be taken into account.

The DPC should assess the suitability of the officers on the basis of their service record and with reference to the CRs for five preceding years. However, in cases where the qualifying service is more than 5 years, the DPC should see the record with particular reference to the CRs for the years equal to the required qualifying service. (If more than one CR have been written for a particular year, all the CRs for the relevant year shall be considered together as the CR for one year.

The DPC should consider CRs for equal number of years in respect of all officers considered.

Confidential Reports are basis inputs on the basis of which assessment is to be made by each DPC.

(4) Assessment of Confidential Reports

where X = No. of vacancies
 varying from 2x(X)+4
 creating an excess of 3
 10 + twice the No. of vacan-

No. of vacancies	No. of officers to be considered
1	5
2	8
3	10
4 and above	10 + twice the No. of vacancies

The date of UPSC's letter communicating the Commission's approval to the panel on the date of promotion of the officer is reckoned as the date of regular promotion of the officer.

Where the appointing authority is the President of India, the recommendation of the DPC should be submitted to the Minister in charge of the Department concerned for acceptance of the recommendation.

Before making actual promotion of the officers it must be ensured that no disciplinary/Criminal proceedings are pending against the officer.

Appointments from the panel shall be made in order of names appearing in the panel for promotion. Promotions from the panel

Having regard to the levels of posts to which promotions are to be made and the nature and importance of duties attached to the posts a benchmark grade is determined. For the benchmark grade, the benchmark would be 'Good'. However, officers who are graded as 'Outstanding' and they would in turn rank and placed in select panel accordingly, upto the number of vacancies, officers with same grading main- taining their inter se seniority in the leader grade.

Selection Procedure

- (a) The DPC should not be guided merely by overall grading but should make its own assessment in the basis of the entries in GRA.
- (b) In case of each officer an overall grading should be given. The grading shall be one among (i) Outstanding (ii) Very Good (iii) Good (iv) Average and (v) Unit.

