



West Central Railway

PFA's office,
2nd Floor, Core Building,
Indira Market,
Jabalpur – 482 001

No. HQ/AC/GA/Admn./Award (2018-19)

Dated: 18.02.2019

Sr.DFM/ JBP, Kota, BPL

Dy. FA&CAO (F&B), Dy. FA&CAO (S&W),

Dy. FA&CAO (T) ,

Sr. EDPM,CIO, Sr. AFA/C/JBP/BPL/Kota

WAO/BPL, Sr. AFA (W&S)/Kota, AFA/C/HQ,

Sr. S&AO, ACC/JBP

Sub: - 64th Railway Week Award at GM's level for the year -2019.

Ref: DGM/WCR/JBP letter no. WCR/HQ/100/GM's level Award level dated
13.02.2019

64th Railway Week will be celebrated between 10th to 16th April 2019. West Central Railway will celebrate the railway week function during the Railway week.

It is requested to send the recommendation in prescribed Proforma complete in all respect in five copies along with big passport size colour photographs to the undersigned latest by 25.02.2019. Recommendation received after 25.02.2019 will not be considered.

Kindly acknowledge the receipt.

DA : As above

[P. Madhusudanan]

Sr. AFA(HQ.)

WCR/JBP



WEST CENTRAL RAILWAY

No.WCR/HQ/100/GM's level Award

GM's Office,
Jabalpur
Date: 13.02.2019

All PHODs/CHODs WCR

Sub: 64th Railway Week Awards at GM's level for the year 2019

It is requested to kindly obtain recommendations for Railway week awards at GM's level from all divisions/workshop/units and forward to this office after **approval of concerned PHOD/CHOD**. While making the recommendations, the following points may kindly be given due consideration:-

1. **Integrity, Conduct and Character:** - Particular weightage may be given to the conduct, behavior, discipline etc. of officials nominated.
2. **Efficiency and Diligence in discharging duties:-** Officials who perform extraordinarily in their workplace, go out of the way to perform/complete a work, shoulder responsibilities beyond their assigned duties in public interest etc. may be given due consideration.
3. The Categories under which the nomination are to be made have been listed below. Employees displaying exemplary bravery and valor while performing their task in ensuring safe train operations, in taking steps leading to a quantum jump in revenue, steps towards arresting leakages of Railway's revenue in any of the following Categories may be nominated:

- Cat. (A) New Innovations/processes/procedures leading to economies in expenditure, improvement in productivity, import substitution etc;
- Cat. (B) Meritorious act even in disregard to personal safety leading to protection of life and property on Railways;
- Cat. (C) Special efforts made to increase earning and to tackle ticket less travel, thefts etc;
- Cat. (D) Exemplary work done to improve operations, security and safety, better maintenance and utilization of assets;
- Cat. (E) Completion of projects etc in record time;
- Cat. (F) Outstanding performance in the field of sports, leading to national/international recognition and
- Cat. (G) Outstanding performance in any other field.

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प्राप्ति दिनांक 15/02/19
हस्ता. प्राप्तकर्ता 04
प्र.वि.स. कार्यालय
प.म. रेल, जबलपुर

Pam
Deputy General Manager
प.म.रे - जबलपुर
W.C. Rly - Jabalpur

While sending recommendations following points may be ensured:

- (i) Brief citation (half-a-page maximum) bringing out the specific outstanding work/performance, for which the persons are being recommended, may be sent in two copies (both in Hindi and English) and in Hard & Soft copy.
- (ii) Details of service to be provided in the prescribed proforma in Section-I & II of Annexure-II (copy enclosed) in two copies.
- (iii) Undertaking to be enclosed as per Annexure-III with regard to receipt of Railway Week National Award/GM's Level Award in the past 03 Years (i.e.2018,2017,2016) in two copies.
- (iv) Two big passport size **colour photographs** should be pasted at the place indicated in the proforma of Annexure -II
- (v) The persons, so recommended, do not figure in D&AR and/ or Vigilance case(s). DAR and Vigilance clearance should be obtained and submitted with the application.
- (vi) No abbreviations are to be used while filling in the proforma.
- (vii) Recommendations should be in Hindi and English both.
- (viii) All recommendations shall have approval of concerned PHOD/CHOD and DRM/CWM of the Concerned units.
- (ix) No Group Awards shall be given.

Limit is fixed by GM as given in Annexure-'I'. Kindly send recommendations with clear indication of priority.

The recommendations, complete in all respect after compilation, may be sent to this office by **28.02.2019** for obtaining GM's approval.


(Rahul Jaipuriyar)
DGM/WCR/JBP
Deputy General Manager
प म रे - जयपुर
WCR

Copy: All DRMs/CWMs:-They are requested to send their recommendations through concerned PHODs/CHODs.

Revised limits for Railway Week Awards 2018-19 at GM's level:

S.N	Department	Recommendation (department wise)
1	General Administration	3
2	Accounts	1
3	Commercial	4
4	Electrical (including Diesel Shed, Loco Pilots, LI & CCOR)	12
5	Engineering	18
6	Mechanical	9
7	Medical	1
8	Operating	7
9	Safety	1
10	Personnel	1
11	Security	2
12	S&T	4
13	Stores	1
14	Vigilance	1
15	Construction	1

Rahul
18/12

(Rahul Jaipuriyar)

DGM/WCR/JBP

उप महाप्रबन्धक
Deputy General Manager

प.म.रे - जबलपुर
W.C. Rly. - Jabalpur

(TO BE FILLED IN DUPLICATE)
PROFORMA FOR NOMINATION IN RAILWAY WEEK
GENERAL MANAGER AWARDS, 2019
(No abbreviations should be used)

Section-I

(Category/Categories for which Nomination is being made)

Name of Nominee

A. Category under which Nomination is being made
(Refer to Item No. 3 of Letter No. WCR/HQ/100/GM's level Award)

Name of Category: -----

B. Details of work Done/Citation in respect of Category as indicated above.

(To be signed by Nominee and Controlling Officers).

Section -II
(Personal Detail)

1	Name (in English)	:	
	(IN Hindi)		
2	Designation	:	
3	Gazetted / Non-Gazetted	:	
4	If Gazetted, specify Grade (SG/JAG/SS/JS/Group B)	:	
5	Basic Pay and Pay level/scale (as per 7 th CPC matrix)	:	
6	Department / Directorate/Concerned Board Member (All of three needs to be provided)	:	
7	Name of Railway /Production Unit, etc.	:	
8	Office address (with Telephone no.) Mobile Number of immediate next higher official	:	
9	Date of Birth	:	
10	Particulars of Railway Week National Award/GM or other award received earlier	:	
11	Whether undertaking enclosed as per Annexure-III with regard to receipt of Railway Week General Manager Award in the past.	:	
12	Particulars of posts held from time to time since date of appointment.	:	
13	Railway Contact No./Mobile No. & Email ID of the nominee.	:	

Signature of Nominee

Counter signed by Controlling Officer

DECLARATION

I ----- SON/DAUGHTER OF -----

-----WORKING AS ----- DESIGNATION IN -----
 ----- (NAME OF OFFICE, RAILWAY/PU/ DO HEREBY CERTIFY THAT IN
 THE PAST WHILE WORKING IN ----- (RAILWAY/PU/BOARD'S OFFICE OR ANY
 OTHER ZONAL RAILWAY/PU AS----- HAVE RECEIVED GENERAL MANAGER AWARD
 DURING "----- "IN LAST 03 YEARS OR HAVE NEVER RECEIVED OR SELECTED FOR GENERAL
 MANAGER AWARD IN THE LAST 03 YEARS.

I DECLARE THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE AND
 NOTHING HAS BEEN CONCEALED THEREOF. I ALSO DECLARE THAT IN FUTURE, IF THE ABOVE
 INFORMATION IS FOUND TO BE FALSE, NECESSARY ACTION AS DEEMED FIT MAY BE TAKEN AGAINST
 ME.

DATED:

PLACE:

SIGNATURE

(NAME OF EMPLOYEE)
 DESIGNATION:
 IDENTITY CARD NO:
 SERVICE BOOK NO:
 RUID NO:
 PHONE (M)-
 Email ID: