

WEST CENTRAL RAILWAY

Office of the General Manager
West Central Railway
Personnel Branch
Jabalpur
Date:-18.02.2019

No. WCR/P-HQ/GAZ/Re-engagement/Gazetted Officers

NOTIFICATION

Sub:- Re-engagement of Retired Railway Gazetted Officers in Exigencies of Services.

Ref:- (1) Railway Board's letter No. 2018/Trans Cell/S&T/Contractual Staff, Dated 25.10.2018 & 20.12.2018

(2) This office letter of even No/Note, Dated 21.12.2018, 03.01.2019 & 09.01.2019

In terms of Railway Board's letter under reference (1), competent authority has decided to re-engage Retired Railway Gazetted Officers in Junior Scale (only) as Consultant in view of exigencies of services. Department-wise vacancies for re-engagement in Junior Scale as Consultant are as under:-

Sl. No.	Description of Post	No. of Vacancy	Who can apply
1.	Consultant (Engineering)	13	Retired Gazetted Officers of Engineering Dept
2.	Consultant (Commercial)	04	Retired Gazetted Officers of Commercial Dept.
3.	Consultant (Operating)	06	Retired Gazetted Officers of Operating Dept.
4.	Consultant (Electrical)	05	Retired Gazetted Officers of Electrical Dept.
	Total	28	

Applications are invited from interested and willing retired gazetted officers from all over Indian Railways (**Jr. Scale/Sr.Scale**) who fulfill the terms & conditions as mentioned below. They may apply for re-engagement against Junior Scale post as Consultant accepting the following terms & conditions:-

2. Terms & Conditions:-

- The engagement of Consultant shall not be considered as a case of re-employment.
- Maximum age limit of the re-engagement shall be 65 years.
- The period of engagement shall be initially for one year and further extendable as per requirement of the administration
- Suitability/Competency of the retired officer shall be adjudged before such re-engagement by a committee of three PHODs/CHODs/SAG officers.
- While re-engagement such officers, medical fitness of the appropriate category shall be obtained from the designated authorities as per existing practices (as done in selection from Group C to Group B).
- Re-engaged officer shall not be entitled for requisites such as HRA, CCA, Transport Allowance, Residential accommodation, etc. However, when required to travel in connection with official work, TA/DA admissible to regular employee working in the same Grade will be admissible.
- Monthly remuneration of a retired officer being re-engaged will be determined by reducing Pension from his/her last pay drawn (i.e. Basic Pay+DA) in case of retired Jr.Scale officer and by reducing pension from his/her last pay drawn (i.e. Basic Pay+DA) by the officer in Jr. Scale just before the promotion to Senior Scale minus the pension of the retired officer in case of retired Sr. Scale officers respectively. For absenteeism, the remuneration will be deducted proportionately.
- 12 days leave in a calendar year on pro-rata basis is admissible.
- The designation shall be Consultant followed by (trade name) as indicated above.
- Re-engaged officer shall be discharged immediately on joining of selected candidate(s)

from UPSC or departmental selection or as per the recommendation of PHOD/CHOD concerned.

- xi. Re-engaged officers shall be given responsibilities like inspections, supervision, drawing etc. Detailed day to day duty list has been prepared by respective PHODs which is attached with this notification and the re-engaged Office shall work under the guidance and command of assigned Controlling Officer.
- xii. The consultant shall not divulge any information gathered by him/her during the period of assignment related to the organization to anyone who is not authorized to know/have the same.
- xiii. They will not be made incharge of the unit like Branch Officer in the Division or independent incharge in the Construction Unit.
- xiv. Re-engaged officers shall not be given the financial and D&AR powers and shall not be authorized to issue any safety certificate.
- xv. The Administration will have the right to transfer re-engaged officers within jurisdiction of WCR in Administrative exigency.
- xvi. The advertised vacancies and conditions shall be subject to change depending upon administrative requirement.
- xvii. This scheme is experimental in nature and valid for 2 years from the date of issue of Railway Board's letter dt.25.10.2018 in reference (1).
- xviii. Reservation policy will not be followed in re-engagement and no weightage will be given to retired officers of reserved community (SC/ST/OBC), but their applications are also invited.

3. How to apply:-

The retired Railway Gazetted Officers (Jr. Scale/Sr. Scale) intending to join as Consultant through re-engagement should apply on prescribed format (enclosed as Annexure – A) and submit the same alongwith required documents viz. self attested photo copy of P.P.O., Service Certificate and 04 copies of recent passport size photograph on or before 21 days of issuance of this notification. Detail of Notification including Term of Reference(ToR) is also available on WCR's website <http://wcr.indianrailways.gov.in>

4. Whom to apply

The retired Railway Gazetted Officers(Jr.Scale/Sr.Scale) should apply for re-engagement in the prescribed format addressing the application along with self attested documents to Dy. CPO(Gaz), General Manager's Office, Personnel Branch, West Central Railway/Jabalpur (M.P.)-482001 on or before 21 days of issuance of this notification.

(Rajesh Kumar Sharma)
Dy CPO/GAZ
For General Manager (P)

Copy to:-

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|---------------------------|--|
| • Secy. to GM- | For kind information please. |
| • AGM- | For kind information please. |
| • SDGM- | For kind information please. |
| • All PHODs/CHODs/WCR- | For wide publicity of this Notification |
| • CAO(Con)/ WCR- | For wide publicity of this Notification |
| • DRM/JBP, KOTA, BPL- | For wide publicity of this Notification. |
| • CWM/CRWS-BPL, WRS-KOTA- | For wide publicity of this Notification. |
| • CPRO/WCR- | For publishing the notification in News Papers/Print Media |
| • CIO/WCR- | For uploading on WCR'S website |

For General Manager(P)

**PROFORMA FOR APPLICATION FOR RE-ENGAGEMENT OF
RETIRED GAZETTED OFFICERS**

To

The Dy. Chief Personnel Officer (Gaz),
West Central Railway/Jabalpur

Sub:- Re-engagement of Retired Railway Gazetted Officers in Exigencies of Services.

Ref:- GM(P)/W.C. Railway/Jabalpur's Notification no. WCR/PHQ/GAZ/Re- engagement/
Gazetted Officers, dated:-18.02.2019

In response to the above notification, I hereby apply as a candidate for re-engagement for the post of Consultant (.....). My previous service particulars are as under

01. Name (In capital letter)
02. Father/Husband's name
03. Date of Birth
04. Age as on 18.02.2019
05. Date of superannuation
06. Pension Pay Order No
07. Previous post & place of posting
at the time of retirement indicating
Railway & Division/Unit
08. Last pay drawn (in Rly.service).....
09. Pension drawn as on 18.02.2019
10. Community (UR/SC/ST/OBC)
11. Address of communication
12. Telephone number/Mobile number & E-mail address.....
13. Educational qualification/Professional Qualification

Affix here self
Attested
Passport size
photograph

Particular of Examination	Result (year)	Board/University	Percentage of marks

14. Preference for posting
15. List of enclosure

I hereby declare that the particulars given above are correct. If any information given by me is found incorrect/false at any stage, my selection/re-engagement is liable to be terminated without any further notice to me and action may be taken against me under criminal/civil law/DAR. I also give an undertaking, that I have understood the terms and conditions of the Notification No.WCR/PHQ/GAZ/Re-engagement/Gazetted Officers dated: 18.02.2019 and I accept these terms and conditions.

Signature of the candidate
Full name:
Address :

Place :
Date :

Term of reference for Consultant (Engineering)

1. Track related matter:-

For doing track planning & monitoring of Safety works, Track Renewal works, utilization of budget under this Plan Head, compilation and submission of MCDO of Engineering Department, GM, PCE, Sr. DENs conference, USFD, TSC, planning monitoring progress of track matters related to Safety, Quality control, patrolling, management of Engineering CTO, P.Way Scrap, power plan, Speed restrictions, punctuality, disaster management, Track recording, P. Way manual etc. & any other item assigned by controlling officers, these posts are required.

2. Bridge related matter:-

Bridge organization is assigned with design of bridges and structures latest tools, methodology, concept and solutions in respect of bridge, flood monitoring, data collection, analysis and planning etc. & any other item assigned by controlling officers, these post is required.

3. P&D related matter:-

Budget and Works Programmed, World Class Stations, Water Supply & Drainage Plans at all Stations & Colonies, Passenger Amenities - Model Modern, Adarsh Stations & Multi-functional Complex, Works Standard Committee, Water Supply -Planning, Sanction, Execution & Monitoring Quality, Drainage -Planning, Sanctions & Monitoring, Schedule of Powers, Revenue Budget of Engineering Department, Innovations, Modernization & Technological Advancements in all related fields, these post is required, & any other item assigned by controlling officers,

4. General related matter:-

Meeting of PNM, PREM, and Federations etc, Parliamentary and other Committees, Audit and Account Inspections Reports, References from MR, MP, MLA, Railway Board & CA -III, Parliament questions, Maintenance of Colonies and Buildings, legal Matters and Court Cases, ZRUCC Meeting, Right to Information Act, Encroachments on Railway Land, Land Boundaries, Rajbhasha etc., & any other item assigned by controlling officers, these posts are required.

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Term of reference for Consultant (Commercial)

- (i) Compilation of earning and all stastics related with freight and passenger business including sundry and other coaching earning.
- (ii) Co-ordination and delaing with all the matters pertaining to passenger Services related items like coaching, booking, PRS , Goods, Parcel, Publicity ,YTSK, STBA,JTBS NFR, Running of special trains, Coach attachment, Introduction of new trains & related matters.
- (iii) Coaching refund and GST matters.
- (iv) Review of various quota utilization allotted in trains and corrective action thereof.
- (v) Complaints.
- (vi) Passenger amenities and cleanliness related issues.
- (vii) MP/MLA references.
- (viii) Co-ordination with concerned officers and staff of IT and communication related matter.
- (ix) Finailization of Audit Paras related to Goods and Coaching.
- (x) Organizing various ticket checking drives and to take remedial action to pull up the performances of poor performer.
- (xi) Monitoring of condition of TTE rest house within and outside WCR.
- (xii) Allottment of EQ and all other matters pertaining to EQ.
- (xiii) Matter related with ZRUCC, DRUCC, PNM, MR CA-III , DPG,MP meeting and other meetings.
- (xiv) Monitoring of window sale of tickets, reserved and unreserved and thereon.
- (xv) Marketing efforts to increase freight and parcel loading. Organising Freight Customers meeting with key customers in order to convince them to offer more traffic.

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Term of reference for Consultant (Operating)

- (i) Monitoring of punctuality of all mail express and passengers trains and taking remedial action to improve identification of bad runners and analysis of statistics.
- (ii) Liaisoning with interchange counter parts and different departments at HQs level & divisional level.
- (iii) Ensuring smooth and proper functioning of control and manning emergency control in emergent cases.
- (iv) Co-ordination with concerned officers and staff of IT and communication related matter.
- (v) Monitoring of Temporary engineering speed restrictions.
- (vi) Freight operation & Mobility of freight trains.
- (vii) IT related projects including FOIS, COIS etc.
- (viii) Compilation of all statistics of freight operation.
- (ix) Compilation of earning & Audit Para relating to freight & coaching.
- (x) Conduct enquiry whenever needed, but not to work as Disciplinary Authority.
- (xi) Watch on detention to coaching and goods trains.
- (xii) Carry out Inspections related with safety/operating.
- (xiii) Participate in safety related enquiry.
- (xiv) Work related to planning such as identification of bottleneck, preparation of proposals, examination of ESP, SIP etc.
- (xv) NI working, DCN, TWOs in consultation with Sr. DOM. Inspection of work site.
- (xvi) Assisting in making rules regulations and manuals in traffic department.
- (xvii) Preparation and review of SWR.
- (xviii) Manpower planning-monitoring of selections as per calendar, indents etc.
- (xix) Except for financial matter budget related to operating department, APAR of staff and awarding of tender/contract matters
- (xx) Sanction of leave (CL full power, LAP upto 10 days)



Term of reference for Consultant -Electrical

Consultant (Electrical) is the officer in immediate charge of:

- He is responsible for the proper and efficient functioning of all equipment under his control, and the standard of workmanship of repair and maintenance work.
- He is also responsible for dealing, on behalf of the Electrical Department, with all technical and organizational matters connected with the operation of electrical assets.
- Efficient and safe upkeep and operation of the installations in accordance with the prescribed schedules including detailed planning of all maintenance works.
- Personal and periodical checking of the breakdown organization to ensure that it is in good fettle to deal with all breakdowns.
- Prompt implementation of instructions received from time to time including those contained in Inspection Notes of superior officers and keeping record of action taken against each item.
- Effective co-ordination with officers and staff of other departments in matters that warrant joint action and similar co-ordination with officers of contiguous sections.
- Preparation of preliminary plans and estimates for works and scrutiny of plans and estimates for works of other departments in the section so far as they affect the system.
- Any work assigned by Sr.DEE.
- His chief duties under various wings of Electrical department is as under:

(1) Specific duties for TRD:

- a. Maintenance & operation and safety of all power supply installations, overhead equipment (OHE) and RC equipment in his jurisdiction and is answerable to Sr. DEE in all matters connected therewith.
- b. He should ensure that Traction Power Controller (TPQ) takes effective and prompt action to restore services in the event of power supply interruptions or other failures of the distribution system affecting train services.
- c. Close liaison with power supply authorities to ensure continuity of power supply.
- d. Careful and prompt investigation of all recurring or major power supply interruptions and equipment failures and initiation of appropriate remedial

measures.

- e. Careful scrutiny of statistical and other periodical returns before submission to Sr. DEE (TRD) and taking appropriate corrective action.
- f. Study the pattern of energy consumption and maximum demand figures in relation to the traffic handled and initiation of appropriate measures;
- g. Inspection of his jurisdiction as under: -
 - 1. Detailed visual inspection of the OHE in his section from observation dome/roof of OHE Inspection Car once in six months. Similarly inspection from cab of locomotives shall also be carried out.
 - 2. Detailed inspection of traction sub-stations, switching stations and other power supply installations, in particular, protective gear, once in 3 months.
 - 3. Frequent surprise checks of maintenance gangs at work including gangs working at night. The musters for casual staff, if any, should be checked and initialed.
 - 4. Random check of the procedure followed for imposition of power Blocks to verify that all prescribed safety rules are being rigidly followed.
 - 5. Periodic inspection of subordinate offices, including stores, at least once in six months.
 - 6. Current Collection Test over his entire jurisdiction at least once in six months.
 - 7. Co-ordination, monitoring, inspection of ongoing electrification works in his jurisdiction.

(2) Specific duties for TRO:

- a. Maintenance & operation and safety of all electric locomotives and electric multiple units (EMU) stocks outside the electric loco shed in his jurisdiction and is answerable to Sr. DEE in all matters connected therewith.
- b. Plan the requirements of locos to meet traffic requirements and preparation of loco links to suit traffic requirements;
- c. Plan/review of the requirement of crew every six months;
- d. Maintain close liaison with the Operating Department officials and keeping himself fully conversant with operating problems and evolving counter measures to get over them so far as electric stock is concerned. Ensure maximum utilization of locos by watching detentions, taking on additional services, improving the engine links etc.;

- e. Make available locos as well as running staff as required for traffic and keeping a watch over train operations and making suggestions for better utilization of available stock;
- f. Keep himself fully posted with the technical details of the electrical equipment on rolling stock so as to give guidance to the Drivers of locos in case of failures of equipment to give first aid attention, and arranging relief when required, so that normal working may be restored with the least possible delay;
- g. Ensure by periodical and surprise inspections that rules and procedures laid down in the General and Subsidiary Rules, Manual of AC Traction, departmental codes and orders and circulars issued from time to time are being complied with by all staff under him and that they are performing their allotted duties efficiently;
- h. Ensure efficient and safe operation and running maintenance of the rolling-stock under his charge in accordance with the prescribed rules;
- i. Prompt and careful investigation of electrical rolling-stock failures and furnishing of necessary details to the maintenance shed for taking remedial action. Failures causing detention of more than 30 minutes or other unusual occurrences shall be investigated jointly with Sr.DEE (RS) in- charge of the loco shed. Appropriate remedial action should be taken by himself if the failure is attributable to lapses of running maintenance or defective operation;
- j. Organize, in co-operation with the Operating Department, the timely withdrawal of electric rolling-stock for maintenance attention in accordance with prescribed maintenance schedules. Liaison with the PPO of the shed for this purpose;
- k. Compile prescribed statistical information on electric rolling-stock, performance and utilization and their timely submission, after proper scrutiny, to PCEE and other concerned officers;
- l. Maintain watch over the punctual running of electrically hauled trains and report of serious lapses to the Divisional Railway Manager;
- m. Give requisite technical guidance to Operating Department officers and staff in regard to the special techniques involved in the operation of electric rolling stock;
- n. Train and, examine for competency of electric running staff, watch over their performance and arranging refresher courses for such staff;
- o. Arrange the rosters for electric running staff;
- p. Issue of trouble-shooting, standing and other instructions required for the guidance and education of running staff. Arrange notification in the Working

- Time Table of instructions specially applicable to Electric Running Staff;
- q. Supervise restoration work when electric rolling-stock is involved in accidents and arranging representation of Electrical Department at joint inquiries;
 - r. Foot-plate inspection of train working so as to cover the entire division at least once in 3 months, when he should pay special attention to –
 - (i) Punctuality of trains in accordance with the timetable and allotted paths;
 - (ii) Observance of safety rules by Drivers and other operating staff;
 - (iii) Correct observance of the prescribed rules of driving including, the best use of coasting and gradients for conservation of energy;
 - (iv) Proper functioning of loco equipment;
 - (v) Observance of speed restriction;
 - (vi) Scrutiny of loco logbooks and test check of locomotives and EMU stock as often as feasible for compliance with prescribed safety regulations and for efficient upkeep; by frequent surprise checks and questioning of electrical running staff. He will observe their alertness on duty, knowledge of and observance of rules and carrying of prescribed equipment;
 - (vii) Look for reasons of poor signal visibility, train parting, stalling and other irregularities in the section where such things are reported;
 - s. Periodic inspection of booking points, running rooms at least once in two months and at least one night inspection in a month.
 - t. Ensure that speedometer charts are regularly scrutinized through Senior Divisional Inspectors having suitable cell. Duration, for which charts are to be preserved, may be fixed by Division.

(3) Specific duties for TRS:

- a. Maintenance of electric locomotives stocks in his jurisdiction and is answerable to Sr. DEE in all matters connected therewith.
- b. Manage the working of the sections under his control (PPO, Maint, Insp, MW, TM, Time office section) to make the best use of manpower and facilities provided.
- c. Keep in touch with the day-to-day problems of the (PPO, Maint, Insp, MW, TM Time office section) and take appropriate measures to deal with these.
- d. Make a careful statistical analysis of all defects and failures occurring and take appropriate steps if they are attributable to inadequate or improper attention in the shed. In the case of type defects due to improper design or manufacturing defects, furnish full analysis to PCEE for taking up the matter

with RDSO and the manufacturers.

- e. Keep a watch on the progressing of modifications approved and Special Maintenance Instructions (SMIs pertaining to PPO, Maint, Insp. MW, TM section) as well as the efficacy of such modifications/SMIs.
- f. Keep a careful watch on the availability of spare parts and stores required for maintenance of the locos.
- g. Through the Planning and Progress Organization(PPO)watch that maintenance is being carried out in accordance with prescribed schedules and carry out frequent test checks to ensure required standard of maintenance.
- h. Keep effective liaison with Operating in regard to operating problems, particularly shortcomings of the shed affecting optimum utilization of the locos.
- i. Careful study of the prescribed statistical returns before submission to HQ etc. and initiation of appropriate steps in case of departure from accepted norms; Arrange adequate training of the staff under him in the correct methods of maintenance and operation; Ensure by periodical inspection that rules and procedures laid down in the General and Subsidiary Rules, Manual of AC Traction, departmental codes and orders and circulars issued from time to time are being complied with by all staff under him and that they are performing their allotted duties efficiently.
- j. Ensure safety of tuck, security of asset and staff in the shed.
- k. Keep in touch with day -to-day problems of the shed take appropriate measures to deal with them.
- l. Ensure electric troubleshooting, engine examination, testing of locomotives, blowing & cleaning of locomotives. This section work round the clock
- m. Arrange for inspection & repairs and replacement of parts noticed to be defective on the locomotives itself during inspection only. Control equipments and heavy electrical equipment like tap changer, TFP and RSI and their associated equipments, fall under this section for attention.
- n. Ensure inspection, repairs & overhauling of all rotating machines like traction motors etc
- o. Arrange inspection of mechanical parts of locomotives like under frame, brake gears, wheel & puffing gears; etc. & carrying out running mechanical repairs
- p. Arrange lifting of locos in the lifting bay, removing of roofs & hoods and all equipments requiring crane work in the lifting bay
- q. Arrange day-to-day maintenance & operation of machine hop & wheel lathes

- r. Arrange heavy mechanical repairs work of bogies, body and intermediate overhaul of mechanical equipments
- s. Organize a general section for crane operation tool repairs, inspection of shed, machinery, welding, smithy etc. & preparation of special card pass
- t. Arranging for shed cleaning & handling the materials.
- u. Arrange planning the schedule inspection, repairs & overhauling etc. maintenance of history card defects cards, preparation of job cards & preparing liaison between running & maintenance sides.
- v. To arrange test & trials of material procured and of locos.

(4) Specific duties for General Services:

(For Jabalpur div. TL & AC only and for Bhopal/Kota div. TL/AC & OSM both)

- a) Maintenance & operation of electrical assets in his jurisdiction and is answerable to Sr. DEE in all matters connected therewith.
- b) Careful and prompt investigation of all recurring or major power supply interruptions and equipment failures and initiation of appropriate remedial measures.
- c) Personal and periodical checking of the breakdown organization to ensure that it is in good fettle to deal with all breakdowns.
- d) Prompt implementation of instructions received from time to time including those contained in Inspection Notes of superior officers and keeping record of action taken against each item.
- e) Effective co-ordination with officers and staff of other departments in matters that warrant joint action and similar co-ordination with officers of contiguous sections.
- f) Liason with MPSEB to maintain uninterrupted Power supply at different stations, colonies, etc.
- g) He will be responsible for all OSM/AC/Train lighting activities on the division.
- h) He will co-ordinate/monitor for all types of Running contract related to TL&AC.
- i) Planning of material for OSM/TL-AC group.