

WEST CENTRAL RAILWAY

Office of the General Manager
West Central Railway
Personnel Branch
Jabalpur
Date:-26.05.2020

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

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 (PS-I)	01	Retired Gazetted Officers of PS-I/PPS cadre
	Total	01	

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:-

- i. The engagement of Consultant shall not be considered as a case of re-employment.
- ii. Maximum age limit of the re-engagement shall be 65 years.
- iii. The period of engagement shall be initially for one year and further extendable as per requirement of the administration
- iv. Suitability/Competency of the retired officer shall be adjudged before such re-engagement by a committee of three PHODs/CHODs/SAG officers.
- v. 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).
- vi. 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.
- vii. 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.
- viii. 12 days leave in a calendar year on pro-rata basis is admissible.
- ix. The designation shall be Consultant followed by (trade name) as indicated above.
- x. 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.

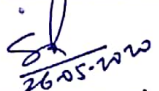
- xi. Re-engaged officers shall be given responsibilities connected to their core area. Detailed day to day duty list has been prepared by the PHODs which is attached with this notification and the re-engaged Office shall work under the guidance and command of assigned Controlling Officer.
- xii. The 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>. Willing candidates may also send their application through their e-mail on this office e-mail ID dycpogwcr@gmail.com along with attached application form duly filled in (Annexure-A) and required documents before due date.

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, Opp. Indira Market, West Central Railway/Jabalpur (M.P.)-482001** on or before 21 days of issuance of this notification.


 (Rahul Shrivastava)
 Dy CPO/GAZ
 For General Manager (P)

Copy to:-

- Secy. to GM-
- AGM-
- SDGM-
- All PHODs/CHODs/WCR-
- CAO(Con)/ WCR-
- DRM/JBP, KOTA, BPL-
- CWM/CRWS-BPL, WRS-KOTA-
- CPRO/WCR-
- DGM/WCR-

For kind information please.

For kind information please.

For kind information please.

For wide publicity of this Notification

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For wide publicity of this Notification.

For wide publicity of this Notification.

For publishing the notification in News Papers/Print Media

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:-26.05.2020.

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

1. Name (In capital letter)
2. Father/Husband's name
3. Date of Birth
4. Age as on 26.05.2020
5. Date of superannuation
6. Pension Pay Order No
7. Previous post & place of posting
at the time of retirement indicating
Railway & Division/Unit
8. Last pay drawn (in Rly.service).....
9. Pension drawn as on 26.05.2020
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: 26.05.2020 and I accept these terms and conditions.

Signature of the candidate
Full name:
Address :

Place :
Date :



Term of Reference of the work to be assigned to re-engage PS-I(Gaz.)

- (a) Will keep the officer free from routine nature of work by mailing correspondence, filing papers and collecting information so as to give the officer more time to devote himself to the work in which he has specialized.
- (b) Will maintain the confidentiality and secrecy of confidential and secret papers entrusted to him and also exercise his skill in human relations and to be cordial with the persons who come in contact with his boss officially or who are helpful to his boss or who have dealings with the boss as professional persons.
- (c) Taking dictation in shorthand and its transcription on the computer in the best possible manner.
- (d) Fixing up of appointments, arranging meetings and if necessary cancelling them.
- (e) Screening the telephone calls and the visitors in a tactful manner.
- (f) Keeping an accurate list of engagements, meeting etc. and reminding the officer sufficiently in advance for keeping them up.
- (g) Maintaining in proper order, the papers required to be retained by the officer.
- (h) Keeping a note of the movement of all incoming and outgoing papers, files etc.
- (i) Destroying by burning or shredding the stenographic record of the confidential and secret letters after they have been typed and issued.
- (j) Carrying out corrections to the officer's reference books and making fair copies of draft demi-official letters to be signed by the officer. During the office hours they can take assistance of the source where the draft has been typed.
- (k) Generally assisting the officer in such manner as he may direct.

M. L. S.
22/5/2020

SL