



SOUTHERN RAILWAY

No. P(S)535/III/Legal Cell/Comml. Dept.

Headquarters Office
Personnel Branch
Chennai-600 003
Dated: 03/01/2023.

PCCM, CCM/PS, CCM/FM, CCM/PM, CPRO
Sr.DCMs/MAS, TPJ, MDU, SA, PGT & TVC
DRM/P/MAS, TPJ, MDU, SA, PGT & TVC
Chairman/RRB/MAS & TVC
Chairman/RRC/MAS & ERS,
PO/RCT/ERS

NOTIFICATION

Sub: Calling volunteers to fill vacancies in Legal Cell under Claims office – reg.

A Legal Cell is formed with the approval of competent authority under Claims wing at Headquarters duly earmarking 6 posts of OS in level-6 for dealing with court cases and connected matters. It is proposed to fill up these 6 posts in PML-6 by calling volunteers from All Departments of Divisions/Headquarters offices with formal legal qualifications on drafting basis for a period of 5 years to work under this wing on their same pay and level.

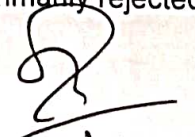
The volunteers should have the following qualifications:

1. LLB/LLM/BL graduate (full time or part time from a recognized universities (OR) Graduate with Diploma (OR) PG Diploma in Law Any Branch).
2. Staff of any Department having formal legal drafting skills
3. Should be in PML-6 (OR) one grade below in PML-5.
4. Should be free from DAR/SPE/Vigilance cases.

If selected the lien of the volunteers will be maintained in the parent Cadre/Division and will continue to progress in their parent cadre for all purpose.

General Instructions

- i) Application should be submitted through online mode only duly adhering to the procedures and instructions envisaged in PBC No. 150/2022 dated: 30.08.2022. The link for the same will be made available from 25.01.2023 to 08.02.2023 in Personnel Branch notification website at <https://notifications.srhqpb.in> and also in the Railnet website of Southern Railway.
- ii) Applications received from any other mode will be summarily rejected.


3/1/23

- iii) The employees should upload the requisite documents in the above mentioned website in PDF format as a single file only.
- iv) The list of supporting document as detailed below should be kept in PDF format (to be attached along with the application) as the case may be.
 - a) Community Certificate in the case of reserved community employees.
 - b) Certificate in support of Education Qualification/Professional Qualification (LLB/LLM/BL or PG Diploma in Law Any Branch other than Qualification mentioned in Service Register.
 - c) Other relevant documents sought in the notification.
- v) After the closing date of the application, the Cadre Dealer/Personnel Officer should login and download the application details in Excel format.
- vi) The respective cadre dealer/controlling Personnel Officer should verify the correctness of the particulars of each applicant in the downloaded excel file with the Service Register and other available relevant records. After due verification, each applicant has to be certified in the excel file in remarks column without fail. The same has to be uploaded in the website along with the covering letter. A copy of the same should also be forwarded in e-office to the undersigned as e-receipt on or before 17:00 hrs. of 09.02.2023.
- vii) If there are no volunteers for the proposed selection, then the cadre controlling officer/Personnel officer concerned shall send a NIL report on or before 09.02.2023 through e-office certainly to avoid delay in processing of the selection.
- viii) Wide publicity of this notification may be given by exhibiting in the Office/Station Notice Boards for information of all staff concerned.
- ix) For any enquiries, the applicants may contact the Railway Phone Number for support – Ch. S&WI/T,M&E/HQ-9003160626 and Ch. OS/Commercial – 23538.


(S. K. Indusekar) 3/1/23

Assistant Personnel Officer/T
For Principal Chief Personnel Officer.

**Copy to: PCPO, CPO/Admin for kind information
Sr. DCM/MAS, TPJ, MDU, TVC, PGT & SA
General Secretary/SRMU
General Secretary/NFIR
General Secretary/AISCSTREA
General Secretary/AIOBC Assn.
Notice Board**

CS&WI/Computer Section for uploading the notification on the Railnet.