



SOUTHERN RAILWAY

No.P(S)608/III/CLA/Selection/Vol.2

Headquarters Office,
Personnel Branch,
Chennai - 3
Dated: 10 /07/2024

PCE, CAO/CN & MTP/MS, CAO/CN/ERS, PCOM, PCCM, PCME, PCEE, PCSTE, PCMM, PCMD, PCSO/MAS, PFA/MAS, SDGM & CVO/MAS, PCPO/ICF, CEE/CN/MS, CPD/RE/MS, CSTE/CN/MS, CSTE/Proj/MAS, Dy.CPLO/MAS CPRO/MAS, PFA/CN/MS, PFA/WST/PER, PFA/MTP/MS, CPD/MTP/MS, CEWE/PER, CWM/GOC, CWM/CW/PER, CWM/LW/PER, MD/RH/PER, WPO/GOC, DGM/G. DRM/P/MAS, TPJ, MDU, PGT,TVC & SA, Dy.CMM/GOC, Dy.CMM/GSD/PER, Dy.CMM/MSD/PER Dy.CE/EWS/AJJ, Sr.DEE/RS/AVD, AJJ,TBM, Chairman/RRB/MAS & TVC, Chairman/RCT/Chennai & Ernakulam, Chairman/ RRC/MAS, Dy.CMM/RPM.

Sub: Selection for the post of Chief Law Assistant in Pay Matrix Level-7 in VII PC (4600) against 60% Promotional Quota by General Selection-reg.

It is proposed to conduct a selection to fill up 05 vacancies (ST-1 & UR-4, including PwBD-1) of **Chief Law Assistant in Level-7** against 60% Promotional Quota vacancies by General Selection.

One vacancy earmarked for PwBD is for (a) category with functional classification of "Blindness and Low Vision" as per RBE No. 74/2022 and PBC No. 37/2019.

1) Eligibility Criteria

Employees / Volunteers called from	<p>Serving Group 'C' employees from all departments (Except RPF/RPSF) working in substantive grade of Level-2 and above and up to and including substantive grade of Level-6 with 5 years regular service and possessing a Degree in Law (L.L.B or B.L.), irrespective of the Department in which they may be working, are eligible to apply (ACS No. 274 to IREM, Vol.I, 1989 Edition) as per RBE No. 26/2021 (PBC No. 51/2021). Employees granted Financial Upgradation from Level-1 to Level-2 under MACPS are not eligible to apply. Training/Apprenticeship period will count for the purpose of reckoning the stipulated 5 years regular service as per Railway Board's letter No. E(NG)I-2019/PM1/24 dated 25.06.2019 (PBC No. 145/2019). The Degree in Law should have been obtained either under 11+1+3+3 or 10+2+3+3 or 10+2+5 stream of education from a recognized University. Bachelor of General Law (2 years course) is not an eligible qualification.</p>
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Undergraduate or Postgraduate Degrees obtained from Open University/Distance Education mode are acceptable subject to the fulfillment of the terms and conditions of recognition/acceptability of such qualifications as laid down in RBE No. 116/2013, PBC No. 69/2014, RBE No. 22/2015 & RBE No. 50/2016. However, the L.L.B or B.L. degree obtained should be in consonance with provisions of the Indian Bar Councils Act, 1926. Such applications which do not fulfil the above stipulations will be summarily rejected.

2) Selection procedure

- i) 100% objective type examination with negative marking followed by *viva voce* test in respect of qualified candidates in the examination.
- ii) In terms of PBC No.263/2018, 46/2019 and PBC 268/2022, the examination shall comprise of 100% Objective-type multiple-choice questions and will be conducted on OMR or CBT as decided by the competent authority. The duration of exam will not be less than 120 minutes.
- iii) The facility of scribe/compensatory time for persons with specified disability covered under the definition of Section 2(s) of the RPwD Act, 2016 for conducting the examination are issued in terms of RBE No. 162/2022 dated 16.12.2022
- iv) Questions for 10% of total marks will be set apart for Official Language Policy and rules, which however, will not be compulsory (PBC No.46/2019).
- v) In terms of PBC No.264/2019, there shall be negative marking @ 1/3rd mark reduced for every wrong answer. In case of exam in OMR, Cutting, overwriting, erasing or alteration of any type in the answer sheet is not permissible. Zero marks will be given for answer having correction/overwriting.
- vi) As per Railway Board's letter No. E(NG)-2008/PM7/4 dated 19.06.2009 (PBC No. 121/2009) issued as ACS No. 209 to IREM, Vol. I, 1989 edition, selection will be based entirely on merit with reference to aggregate marks obtained by the candidates in the Examination, *Viva Voce* test and Record of Service. Minimum qualifying marks in the examination in order to be called for *viva voce* test is 60% and placement in the panel will be in the order of merit based on the 60% aggregate marks obtained in the Examination, *Viva Voce* test and Record of Service to the extent of the notified vacancies.
- vii) In respect of SC/ST employees, the minimum qualifying marks under relaxed standard shall be 50% in aggregate (MC-31).
- viii) If the vacancies reserved for SC/ST is unfilled due to non-availability of SC/ST employees under general/relaxed standard, such vacancy can be filled by SC/ST employees qualifying under the "Best among the Failed Scheme " in terms of RBE No. 119/89 and 44/2017.
- ix) The extent of relaxation standard prescribed for PwBD's are stipulated in RBE No.133/2023 dated 08.12.2023.

General Instructions

- i) In terms of PBC No. 155/2006, the employees should have completed 5 years of regular service in substantive post from Level-2 to Level-6 in the pay matrix of 7th PC as on the date of notification.
- ii) Applications should be submitted through online mode only from 12.07.2024 to 11.08.2024 in Personnel Branch notification website at <https://notifications.srhqpb.in> duly adhering to the procedures and instructions envisaged in PBC No.150/2022 dated 30.08.2022.

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- iii) The link will be made available from 12.07.2024 in the Personnel Branch notification website at <https://notifications.srhqpb.in> and also in the Railnet website of Southern Railway.
- iv) The employees willing to apply for the above selection have to submit their applications (enclosed as Annexure-III) through the above-mentioned website in online mode only. Applications received from any other mode will be summarily rejected.
- v) The employees should upload the requisite documents in the above-mentioned website in PDF format as a single file only.
- vi) 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 both Educational Qualification (B.A, B.Sc, B.Com or any other degree and Professional Qualification (L.L.B or B.L or L.L.M or M.L or L.L.D).
- c) PwBD employees should possess necessary disability certificate of his/her disability of 40% or more and the same entered in the service register duly certified by the Competent Authority.
- d) Other relevant documents sought in the notification.
- vii) Employees are advised to read the eligibility criteria carefully before applying against this notification. Selected employees should be prepared to serve anywhere on the Southern Railway/ICF system. They are eligible for privileges on transfer account wherever applicable as per extant rules. They will not be permitted to withdraw their application or candidature after selection/empanelment.
- viii) After the closing date of the application, the Cadre Dealer/Personnel Officer should login and download the applicant details in Excel Format.
- ix) The respective Cadre Controlling Personnel Officer/Divisions/Units/Workshops are responsible for the correctness of the date and certify the eligibility of the candidates for selection with 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 21.08.2024.
- x) 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 21.08.2024 through e-office certainly to avoid delay in processing of the selection.
- xi) Wide publicity of this notification may be given by exhibiting in the Office/Station Notice Boards for information of all staff concerned.
- xii) The syllabus for the above selection is enclosed as an Annexure-I and the instructions to the employees is enclosed as Annexure-II.
- xiii) For any enquiries, the applicants may contact the following Phone number.
Ch.S&WI/T,M&E/HQ- 9003160626,
Ch.OS/NGS/Comml-7845668488.
Rly No. 23538.

Encl : As above.


(R. RAJESH KUMAR)
APO/T,M&E/HQ/MAS

for Principal Chief Personnel Officer

Copy to: PCPO, CPO/G for kind information.
Sr.DCM/MAS, TPJ, MDU, TVC, PGT, SA
DGM/OL/HQrs, ACM/Claims/TPJ
General Secretary/SRMU
General Secretary/NFIR
General Secretary/AISCSTREA
General Secretary/AIOBC Assn
Notice Board
Ch. OS/Computer Section for uploading the notification on the Railnet.

Syllabus for the post of Chief Law Assistant in Pay Matrix Level-7
[GP Rs.4600 in VI PC] - 60% Promotional Quota

1. General

1. Constitution of India (Articles 14, 16, 32, 226, 227, 285, 309, 310, 311)
2. Civil Procedure Code – 1908
3. Indian Contract Act, 1872
4. Limitation Act, 1963 (Sections 5 to 12)
5. The Railways Act, 1989
6. Public Premises (Eviction of Unauthorised Occupants) Act, 1971
7. Arbitration and Conciliation Act, 1996
8. Land Acquisition Act, 2013
9. Railway Claims Tribunal Act, 1987
10. Administrative Tribunals Act, 1985
11. Consumer Protection Act, 1986
12. Payment of Wages Act, 1936
13. Employees Compensation Act, 1923
14. Minimum Wages Act, 1948
15. Factories Act, 1948
16. Industrial Disputes Act, 1947
17. Maternity Benefits Act, 1961
18. Railway Property (Unlawful Possession) Act, 1966
19. Indian Evidence Act, 1872 (Sections 118, 119, 120, 123, 132)
20. Right to Information Act, 2005
21. Official Language Act and Rules (Rajbhasha)
22. Establishment Rules
23. Railway Services (Conduct) Rules, 1966
24. Railway Servants (Discipline & Appeal) Rules, 1968
25. Railway Servants (Pass) Rules, 1986
26. Railway Servants (Hours of Work and Period of Rest) Rules, 2005

2. General Knowledge of Railways and the functioning of its various Branches with special reference to

- a) Commercial Branch : Claims, Rates and Development.
- b) Personnel Branch : DAR cases, settlement cases with reference to PF and Pension Rules, Official Languages and policy framed thereunder.
- c) Accounts Branch : Disposal of Court Attachments and dealing with prohibitory orders from Courts.
- d) Works Branch : Execution of Agreements, Indemnity Bonds, Power of Attorney, Guarantee Bonds


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INSTRUCTION FOR ONLINE APPLICATION

Link for applying online- www.srhqpb.in

Instruction to employees-

- (i) The willing employees will have to click on the link. The link will lead to the application format in which the candidate needs to fill up the required particulars.
- (ii) The application format has to be filled up carefully and after the employee is satisfied that all the particulars have been correctly filled up, he/she should register. Once registered, the employee will not be able to make any changes in the application.
- (iii) After registration, a unique application number will be allotted to the employee and the employee should download and take a print of the filled in application from the portal in PDF format.
- (iv) In the print out, latest photograph of the employee should be affixed in the space provided and his/her signature should be affixed in the space provided.
- (v) In the above application, the photograph should be attested by the controlling supervisor/official and the application should be forwarded by the controlling supervisor/official affixing signature duly mentioning the name, designation along with the seal of the forwarding supervisor/official.
- (vi) **The application completed in all respect duly forwarded by the Controlling supervisor/official, community certificate & any other relevant documents should be scanned as a single PDF and uploaded in the portal after obtaining Competent Authority approval.**
- (vii) Employee can thereafter login either by using "IPAS number & Date of Birth" or "Application number & Date of Birth" for uploading above scanned copies by using the "Upload the application" option in the portal.
- (viii) Employee can also download acknowledgement for the submission of his/her application. The employee may use the unique application number to check the status of his/her application/instructions later on.

Application form for selection to the post of Chief Law Assistant in Pay Matrix Level-7 in VII PC [GP Rs. 4600] against 60% PQ by General Selection.

1	Application No.	Paste recent (Not older than one month) Passport size photograph duly attested by supervisor
2	Name of the Employee	
3	Father's Name	
4	DOB	
5	Community	
6	DOA	
7	Employee No.	
8	HRMS ID	
9	Designation/Pay Level	
10	Department/Office/Station	
11	Date of entry into present post	
12	Initial Appointments details a. Division/Unit b. Department c. Designation d. Pay Level e. Office/Station	
13	Is currently working in Ex-Cadre post?	Yes/No
14	Is previously worked in Ex-Cadre post?	Yes/No
15	Aadhaar No.	
16	Mobile No.	
17	Email ID	
18	Whether qualified in GRS?	
19	Educational Qualification	
20	Language option for question paper	
21	Knowledge in Computer	
22	Knowledge in Hindi	
23	No. of awards received in last 5 years.	
24	No. of penalties imposed in last 5 years.	
25.	Whether belonging to PwBD of "a" category disability (i.e) "Blindness & Low vision" if yes attach necessary disability certificate of 40% or more.	Yes/No

I hereby declare that all conditions stipulated above notifications are accepted and further declare that the particulars furnished above are correct and if it is proved to be false, I am liable to be taken under D&AR for major penalties proceedings and my candidature may also be summarily rejected.

Date:

Place:

Signature of the employee.

Verified and forwarded by:

Signature of the Supervisory Official/Controlling Officer with Seal

Name:

Designation:

Office & Station:

Date:

Office Seal