

# RAIL WHEEL FACTORY

(Ministry of Railways)

General Manager's Office,  
Personnel Branch,  
Yelahanka, Bangalore 64

No.RWF/EW-41/668

Dated: 18.01.2019

## NOTIFICATION

**Sub: Selection for the post of Staff & Welfare Inspector in Pay Band Rs.9300 – 34800 + GP Rs.4200(PRS)/Level-6 of RSRP Rules 2016 in the Personnel department, against 35% quota.**

1. It is proposed to form a panel of 01 (one) UR Candidate for the post of Staff and Welfare Inspector in Pay Band Rs.9300 – 34800 + Grade Pay Rs.4200(PRS)/Level-6 of RSRP Rules 2016, in the Personnel deptt.

2. The selection will consist of a written test and the final empanelment will be on merit based on the marks secured by the employees in written test and record of service. There will be no weightage for seniority in terms of Railway Board's letter No. E(NG)I-2008/PM/7/4/SLP dated 19.06.2009 and Railway Board's letter No.E(NG)I-2011/PM1/26 dated 06.02.2014 (RBE No.17/2014).

3. Eligible volunteers should apply in the enclosed application form complete in all respects, duly enclosing self attested copies of all the required certificates and duly forwarded by their controlling Officers/Supervisors.

### 4. Eligibility Criteria:

The following staff of all departments (except RPF staff) are eligible to volunteer for the selection.

- (i) Staff in Pay Band Rs.5200 – 20200 with GP of Rs.1900(PRS)/L-2, Rs.2000 (PRS)/L-3, Rs.2400(PRS)/L-4 and Rs.2800(PRS)/L-5 in possession of any of the following qualifications, irrespective of the grade or length of service or other educational qualifications;
- (a) Diploma in Labour Welfare/Social Welfare.
  - (b) Diploma in Labour Laws.
  - (c) LLB with paper(s) in Labour Laws
  - (d) Post Graduate Diploma in Personnel Management awarded by an Institution recognised by the Government of India.
  - (e) MBA with paper(s) in Personnel Management awarded by an institution recognized by the Government of India.

Staff working in GP Rs.4200/- or above on regular basis will not be eligible to appear in the aforesaid selection. Staff who are holding GP Rs.4200/-(PRS)/Level-6 of RSRP Rules 2016 on grant of financial upgradation under MACPS are eligible to volunteer provided they fulfil all other eligibility criteria.

*General*  
18/1/19  
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- (ii) Staff in Pay Band Rs.5200-20200 with GP Rs.1800(PRS)/L-1 who have completed atleast 7 years regular service and are in possession of any of the qualifications mentioned in (i) above.
- (iii) Staff in Pay Band Rs.5200-20200 with GP Rs.2400(PRS)/L-4 and Rs.2800(PRS)/L-5 with 5 years regular service in the respective grade in case the higher grade does not fall in the normal line of advancement, otherwise 5 years service together in these grades.
- (iv) Staff in Pay Band Rs.5200- 20200 with Grade Pay Rs. 2400(PRS)/L-4 and Rs. 2800(PRS)/L-5 who are Graduates, irrespective of the length of service in these grades provided the staff concerned have successfully completed the probation of 2 years in the respective grades.
- (v) Staff in Pay Band Rs.5200- 20200 with Grade Pay Rs.1900(PRS)/L-2 and Rs.2000(PRS)/L-3 who are Graduates, and who have completed not less than 7 years regular service in the respective grade in case the higher grade does not fall in the normal line of advancement, otherwise 7 years regular service together in these grades.

**Note (a) :** The possession of qualification of Graduation wherever quoted above should be obtained either under 11 + 1 + 3 years stream or under 10 + 2 + 3 years stream from a recognized University and also as per Railway Board's letter No.E(NG)I-2014/PM/1-CC dtd. 22.05.2014 and E(NG)-11/2013/RR-1/6 dtd. 18.03.2015.

Railway Board vide letters dtd. 22.05.2014 and 18.03.2015 have issued clarification on the aspect of recognition of degrees obtained from Open University without prosecuting 10 + 2 or 11 + 1 stream of studies as under :

"No student is eligible for admission to the 1<sup>st</sup> degree course through non-forms/distance unless he has successfully completed 12 years schooling through an examination conducted by a Board/University. In case there is no previous academic record, he/she is eligible for admission if he/she has passed an entrance test conducted by the University provided that he/she is not below the age of 18 years at the time of admission".

(b) Post Graduation obtained directly from Open University or other such institutions will not be eligible and such applications will summarily be rejected. Post Graduation obtained after 11 + 1 + 3 or 10 + 2 + 3 stream will only be eligible.

(c) Self attested copies of all the certificates i.e. 10<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>/PUC/Pre-degree/ Graduation/Post-Graduation/Others in proof of the qualifications and community. Community certificate in respect of SC/ST should be enclosed. Proof of passing the entrance test conducted by the University as per the instructions of Railway Board letters dt.22.05.2014 and 18.03.2015 should also be enclosed.

(d) All the service conditions mentioned in Para-4 under eligibility criteria (i) to (v) will be reckoned as on the date of notification (i.e.) as on 08.01.2019.

*G. Jeyaraj*  
18/1/19  
AP02  
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5. There will be no supplementary selection. The candidates will have the option of writing the examination either in English or in Hindi language and they are required to indicate the same in the application form itself.

6. Applications in the prescribed form submitted by willing employees satisfying the prescribed conditions may be forwarded in one lot so as to reach this office on or before **05.02.2019**. Applications received late would not be entertained under any circumstances.

It is reiterated that 05.02.2019 is the closing date for receipt of applications in one bunch in Personnel department duly forwarded by the respective controlling officer/s. In case of any failure either by the candidate or by the Controlling Officer to submit/forward the applications given by the employee so as to reach Personnel department on or before 05.02.2019, such applications will not be considered.

7. Applicants may please not that the nature of duties of the post of S&WI involves frequent visits to the colonies, shop floor, travelling to outstations at short notice, attending training programmes and any other duties assigned by the administration from time to time.

8. Written test is tentatively scheduled to be held on **06.03.2019** at **14.00 Hrs** in **TTC/RWF/YNK** as a part of the above selection. Syllabus for the above selection is enclosed in Annexure A.

9. No supplementary examination is permissible.

This may be please be given wide publicity/notified to all the eligible staff working under your control, including those who are on long leave/placed on sick list/proceeded on training/out-station duty, deputation, etc. The responsibility sending intimation to their personal addresses rests with the controlling officers.

Encl: as above

  
18/1/19  
Assistant Personnel Officer-I

Copy for information to:-

1. The Chairman, Railway Recruitment Board, Millers Road, Bangalore-560046.
2. The Additional Member, Railway Claims Tribunal, Bangalore Cantonment Station, Bangalore.
3. PCME, PCEE, PCMM, PFA, PCE, PCMO, CWE/W, CWE/A, CME/Planning, CMM/RWF/YNK
4. Secy to GM & Dy CME/Tech. Coordn., Dy FA&CAO, Dy CMEs, Dy CE, Dy CMMs, Dy CVO, Dy CPM, Sr. SC, Sr. EDPM/RWF/YNK
5. SEE/HQ, AME/HQ, AMM, ADGM/HQ/RWF/YNK
6. CSWIs, All SSEs, Ch.OSs, Sr. SO/RWF/YNK
7. Jt. Secretary/Staff Council/RWF/YNK
8. General Secretary/AISCTREA & AIOBCREA/RWF/YNK
9. All Notice Boards

  
18/1/19  
AP-2  
For Principal Chief Personnel Officer

## Syllabus for the post of Staff & Welfare Inspector in Level-6 of RSRP Rules 2016

### 1. Pay, Increments, Fixation of pay and Allowances:

Pay scales/grade/levels as per various Pay Commissions, Fixation of pay on appointment/promotion, Increments, Pay during suspension, Productivity Linked Bonus, Group Incentive, House Rent allowance, Risk allowance, Hospital patient care allowance, Dress allowance, Traveling allowance, Night Duty allowance, Transport allowance, Composite transfer grant.

### 2. Loans & Advances:

Computer advance, House Building advance, Advances & Withdrawal from the State Railway Provident Fund.

### 3. Joining Time Rules, Leave Rules, Medical Attendance and Treatment Rules.

### 4. Pension and Settlement Benefits Rules.

Classes of Pensions and conditions governing their grant, regulation and amounts of pension, family pension and Death cum Retirement Gratuity in respect of Railway servant died while in service, Commutation of pension, Central Govt. Employees group Insurance Scheme (CGEGIS), Death Relief Fund, Encashment of Leave, New Pension Scheme 2004, Fixed medical allowance.

### 5. Railway Servants Pass Rules

### 6. Labour Laws:

The Factories Act 1948, The Industrial Disputes Act 1947, The Minimum Wages Act 1948, The Payment of Gratuity Act 1972, The Payment of Wages Act 1936, The Trade Unions Act 1926, Employees Compensation Act 1923, The Apprentices Act 1961, The Contract Labour (Regulation & Abolition) Act 1970 Sexual Harassment (Prevention, Prohibition and Redressal) Act, 2013, Right to Information Act 2005, Right of Persons with Disabilities Act-2016.

### 7. Staff Welfare:

Duties of Staff & Welfare Inspector, Railway Institutes and Clubs, Children Educational Allowance, Holiday homes, Hostel Subsidy, Handicraft Centres, Scouts & Guides, Special Casual Leave and Passes, Staff Benefit Fund.

### 8. Industrial Relations:

Staff Council and Negotiating Machinery, Permanent Negotiating Machinery (PNM), Joint Consultative Machinery (JCM), Dealing with un-recognized Unions.

### 9. Various reservation in Recruitment & Promotion, Official Language Policy & Official Language Rules.

### 10. Total Quality Management and awareness on Integrated Management System on RWF.

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*Gandhi*  
18/1/16  
AP/2

APPLICATION FORM

Sub: Selection for the post of Staff & Welfare Inspector in Level-6 of RSRP Rules 2016, against 35% Quota.

Ref: This office Notification No.RWF/EW-41/668 Dated 18.01.2019.

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1	Name in full (block letters)	
2	Staff No.	
3	Present (a) Designation	
	(b) Level	
	(c) Date of entry	
	(d) Working Station/Office	
4	Date of Birth	
	Date of (a) appointment	
	(b) Appointment as (Designation)	
	(c) Department	
5	(d) Level	
	(e) Date of entry into grade on regular service.	
6	Whether belongs to SC/ST/UR	
7	Educational Qualification/s	
8	Option to write the examination in English/Hindi (Tick the appropriate language and strike out the other)	English / Hindi
9	Contact No (Railway Phone) (Mobile, if any)	

10. Eligibility criteria: The applicant is required to choose and fill up the appropriate eligibility criteria, which he fulfils for being eligible to volunteer.

**Eligible under para-4 (i) of notification**

Grade Pay (PRS) (either 1900, 2000, 2400 or 2800 )/L-2, L-3, L-4 or L-5		
Date of entry in Grade	GP 1900/L-2	
	GP 2000/L-3	
	GP 2400/L-4	
	GP 2800/L-5	
Date of completion of probation in the respective grade		
Qualification as per para-4(i) of notification (mention any of (a) to (e))		

**Eligible under para-4 (ii) of notification**

Grade Pay(PRS)/Level	Rs.1800/Level-1
Date of entry into grade on regular service	
Date of completion of 7 years on regular service	
Qualification as per para 4(i) of notification(mention any of (a) to (e))	

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**Eligible under para 4(iii) of notification**

Grade Pay(PRS) (either Rs. 2800 or Rs.2400)/Level-5 or Level-4		
Date of entry into grade pay/Level	GP 2400/L-4	
	GP 2800/L-5	
Date of completion of 5 years of regular service in the respective grade or put together		

**Eligible under para-4 (iv) of notification**

Date of entry in grade pay/Level	GP 2400/L-4	
	GP 2800/L-5	
Educational Qualification	Graduate	
	Post graduate	
Date of completion of probation in the respective grades.		

**Eligible under para-4(v) of notification**

Grade pay (PRS) (either Rs.2000 or Rs.1900)/Level-3 or Level-2		
Date of entry in grade pay	GP 1900/L-2	
	GP 2000/L-3	
Educational Qualification	Graduate	
	Post graduate	
Date of completion of 7 years of regular service in the respective grade or put together		

**DECLARATION OF THE EMPLOYEE**

I hereby declare that the particulars furnished by me are true and correct to the best of my knowledge.

Date:-

Place:-

Signature of an employee

**Forwarded to PCPO/RWF/YNK.**

Date:-

Place:-

Signature of the controlling officer  
with seal