

रेल पहिया कारखाना  
RAIL WHEEL FACTORY  
(भारतीय रेल/Indian Railways)

महाप्रबंधक का कार्यालय,  
Office of the General Manager,  
कार्मिक विभाग/ Personnel Department,  
यलहंका, बेंगलूर-64/ Yelahanka, Bangalore-64.

No. RWF/EW-8/39/Pt. V

Dated: 06.05.2017

**All Officers/Supervisors/Staff/RWF/YNK.**

Sub: Election for Staff Council  
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Fresh elections are proposed to be conducted for formation of Staff Council in terms of Rules for formation and functions of Staff Council in Rail Wheel Factory.

2. The staff Council will be formed with 8 elected representatives amongst the non-gazetted staff working in Rail Wheel Factory as indicated in para 4.3.1 of revised Rules for formation and functions of Staff Council in RWF. Duration of elected members of this Staff council will be three years.
3. Eligibility:
  - 3.1 All non-gazetted staff (excluding employees under suspension from duty, employees against whom Minor/Major penalty proceedings are pending or undergoing punishment of Minor/Major penalty, apprentices and substitutes) with more than 3 years continuous service as on **31.03.2017** will be eligible for contesting in the election to the Staff Council.
  - 3.2 For determining eligibility for contesting in the election, continuous service, used therein would mean 3 years service as on **31.03.2017**
  - 3.3 All the non-gazetted staff (excluding employees under suspension from duty, apprentices and substitutes) who were in service as on **31.03.2017** will be eligible to exercise their franchise.
4. Nominations for elections to the Staff Council are hereby called from such of the eligible employees who are desirous of contesting in elections in respect of the 8 (eight) groups referred in the enclosed Annexure 'A'

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5. The following instructions are issued in regard to filing of nomination papers, which should be complied with strictly by the contesting candidates. Any deviation in this regard will result in rejection of the nomination papers.
- 5.1 Nomination of every candidate shall be made only in the prescribed proforma (Specimen enclosed - Annexure 'C') and all columns detailed therein are to be filled up legibly and completely failing which the nomination will be treated as 'Invalid'.
- 5.2 The nomination papers should be addressed to the President, Staff Council (Chief Mechanical Engineer) in a closed envelope duly superscribing as "Nomination for Election to the Staff Council/RWF, Group No. \_\_\_\_\_".
- 5.3 The closed envelope should be handed over to SPO/APO in person by obtaining necessary acknowledgement therefor.
- 5.4 The nomination papers will be received till 15.00 Hrs. on **15.05.2017**
- 5.5 Nomination paper received thereafter will not be considered.
- 5.6 Every nomination shall be proposed and seconded by 2 employees viz. one proposing and the other seconding who are eligible voters of the respective group to which the contesting candidate belongs.
  - a. Candidate contesting for elections should not propose or second any other candidate.
  - b. Eligible voter, who propose/second one candidate should not propose/second another candidate.
- 5.7 An employee eligible to contest shall submit one nomination paper in the Group to which he belongs. One candidate must submit only one nomination and in case any candidate submits more than one nomination, all the nominations of that candidate shall be made invalid.
- 5.8 Blank nomination papers can be had from the office of the Staff & Welfare Inspector/Shop Offices/Staff Canteen. Typed and hand written nomination forms as per the prescribed proforma may also be used.

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- 5.9 The Proposer, the Seconder and the contesting candidate should necessarily sign only in the respective columns of the nomination papers. Before submitting the nomination paper, the contesting candidates should also ensure that they –
- i) are eligible voters in the same group.
  - ii) were in service as on 31.03.2017
- 6 The nomination papers will be opened by the Election Officer (Sr. Personnel Officer) at 15.00 Hrs. on 15.05.2017 in his office in the Administrative Building and the names of the valid nominations will be published at 12.00 hrs. on 20.05.2017 after due scrutiny.
- 7 Requests for withdrawals, if any, from the list of valid nominations will be entertained till 15.00 Hrs. on 22.05.2017
- 8 Final list of candidates contesting for election will be published on 26.05.2017
- 9 Election will be conducted on 07.06.2017
- 10 The President, Staff Council reserves the right of accepting/rejecting the validity of nominations and his decision is final.
- 11 All the controlling officers/supervising officials are requested to give wide publicity and display a copy of the circular prominently on the Notice Boards.

Encl.: Two

  
Senior Personnel Officer/  
Election Officer

Copy to: All Notice Boards.



CONSTITUENCIES OF STAFF COUNCIL/RWF

Group No.	Category of staff covered	No. of representatives to be elected
1	Technical Supervisors - Mechanical & Electrical including Metallurgical Lab, Mech. Drawing Office, MIS Centre, Civil Engineering and S&T Dept.	01
2	Wheel Shop Staff (Production) All Technicians and erstwhile Group D (excluding Machinists)	01
3	Axle Shop Staff (Production) All Technicians and erstwhile Group D Staff and Machinists working in all shops.	01
4	Mechanical Maintenance staff, MMVs (Utility Staff and excluding Machinists) Group C and erstwhile Group D.	01
5	All Electrical and S & T staff - Gr. C and erstwhile Group D (Excluding Technical Supervisors/Ministerial Staff).	01
6	Ministerial staff of all departments including Accounts, R.T. Drivers attached to Administration Block, except Stores but including Typists/ Stenographers/peons working in Stores Dept.	01
7	All Group C and erstwhile Group D staff of Stores Department including staff working in GSD, PC Bay, Material handling, Wheelset loading Area (except Typists/Stenographers/Peons).	01
8	Civil Engineering, Medical and Canteen Staff (All Group C and erstwhile Group D, excluding Technical Supervisors/ Ministerial Staff, Office Peons).	01
<b>Total</b>		<b>08</b>

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## ELECTION TO RAIL WHEEL FACTORY STAFF COUNCIL

## NOMINATION PAPER

I hereby propose (Name) \_\_\_\_\_  
 (Designation) \_\_\_\_\_ as a candidate to represent Group No. \_\_\_\_\_  
 in the Rail Wheel Factory Staff Council.

(1) PROPOSER

(2) SECONDER

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Employee No. \_\_\_\_\_

Employee No. \_\_\_\_\_

Designation \_\_\_\_\_

Designation \_\_\_\_\_

Shop/Office \_\_\_\_\_

Shop/Office \_\_\_\_\_

I hereby declare that I am willing to contest as a candidate to represent Group No. \_\_\_\_\_  
 in the Rail Wheel Factory Staff Council and that I am eligible to contest, as per  
 rules/regulations framed for formation of Staff Council.

Station \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Staff No. \_\_\_\_\_

Designation \_\_\_\_\_

Shop/Office \_\_\_\_\_

Date of Appointment \_\_\_\_\_