

SOUTH WESTERN RAILWAY

Divisional Office,  
Personnel Branch,  
Bangalore-23,  
DT:18.11.2019.

B/P 608/VI/PG/S & WI/Stream II/2019

All Branch officers/SBC Dn,  
Director /IRIDM/HJL, Director/STC/SBC, Chairman/RRB/BNC,  
Dy CPO/CN/BNC,  
All Supervisory Officials/SBC Dn.

Sub: Selection for the post of S & WI in Level 6 of Pay Matrix (VIIPC)/  
Personnel Dept/SBC against 35% Stream - II Quota, duly  
diverting unfilled stream-I quota vacancies.  
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It is proposed to conduct a selection comprising of Computer Based Test for the post of  
Staff & Welfare Inspector in Level 6 of Pay matrix against 35% Stream- II Quota duly diverting  
unfilled Stream-I quota vacancies, as detailed below:

Period of Assessment: 1.11.2019 to 31.01. 2021  
Number of vacancies: SC: Nil, ST: 01, UR: 02, Total= 03.

**I Eligibility conditions to appear for this selection are:**

(1). Group 'C' staff of all departments (except Security and Accounts) who are in  
possession of Graduation plus any of the following qualifications irrespective of the  
grade or length of service:

- (i) Diploma in Labour/Social Welfare
- (ii) Diploma in Labour Laws
- (iii) LLB with papers in Labour Laws
- (iv) Post Graduate Diploma in Personnel management awarded by an institution  
recognized by the Govt of India
- (v) MBA with paper(s) in Personnel management awarded by an institution  
recognized by the Govt of India

**Provided that staff working in Level 6 of Pay Matrix (VIIPC) or above on regular  
basis will not be eligible to appear in the aforesaid selection.**

**Provided further that eligibility of staff in possession of qualification as mentioned  
above will also be subject to the condition that they have successfully completed the  
probation in the respective grade.**

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- (2) Staff in Level-1 of Pay Matrix (erstwhile Group 'D' staff) who have completed at least seven years' service in Level-1 and are in possession of any of the qualification mentioned in (1) above.
- (3) Staff in Level next below the Level of Staff & Welfare Inspector i.e. in Level-5 and in Level-4 of Pay Matrix (VIIPC) with 5 years' service in the respective Level in case the higher Level of Pay Matrix does not fall in the normal line of advancement, otherwise 5 years' service together in Level-5 & Level-4 of Pay Matrix.
- (4) Staff in Level -5 and in Level-4 of Pay Matrix 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 Level of Pay Matrix.
- (5) Staff in Level, below the Level of Staff & Welfare Inspector i.e. those in Level-3 & Level-2 of Pay Matrix who are **Graduates** and who have completed not less than 7 years' service in the respective grade in case the higher grade does not fall in the normal line of advancement, otherwise 7 years' service together in Level-3 & Level-2 of Pay Matrix.
- (6) The conditions of five & seven years of service as stated in the above paras' will be reckoned as on the date of notification.

**Note:** The possession of qualification of graduation wherever quoted above should be obtained either under 11+1+3-year stream or under 10+2=3 years stream from a recognised University. Graduation (both UG/PG) obtained directly from open university or other such institutions without 11+1+3 or 10+2+3 stream will not be eligible. Such applications will summarily be rejected.

**II.** All the staff who satisfy the conditions prescribed above would be subjected to a selection which will consist of Computer Based Test as per Syllabus appended below and the suitability of the candidates who qualify in the CBT, will further be adjudged by the selection committee by perusal of Service records and APARs.

[Note: (i) The question paper will comprise 100% objective type Multiple Choice Questions only (ii) All Objective type MCQ will carry equal marks (iii) There shall be negative marking for incorrect answers. One third of the marks allotted to each question will be deducted for every wrong answer]

**SYLLABUS:**

1. General knowledge, basic constitutional provisions, Organization of Railways and Railway finances, general challenges faced by Railways as an organization.
2. Rules contained in IRE Code Vol I & II and IRE Manual and Policy decisions taken by Railway Board relating to Railway employees.

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3. Hours of Employment Regulations (HOER) including RLT Award as accepted by the Railway Board.
4. Mechanics of job analysis, CIRM Machinery and disposal of observations of CIRM Officials pertaining to HOER and payment of Wages Act.
5. Settlement dues of employees and rules contained in Pension Manual.
6. Rules pertaining to engagement and discharge of Substitutes, Pass Rules.
7. Rules regarding special reservation to SC/ST employees.
8. Labour Laws, Labour Legislation, elements of Administrative Law, Procedure for dealing with CAT cases.
9. Grievances redressal Machinery/Procedure.
10. Discipline and Appeal Rules.
11. Staff Welfare and amenities.
12. PRIME, AFRES& IPAS
13. Use of PCs as a tool for enhancing productivity; MS Office Software.
14. Duties of Welfare Inspector (i) at Zonal/Divisional HQ (ii) at field locations.

Apart from the above there will also be optional questions on Official language policy & Rules to the extent of at least 10% of the total marks.

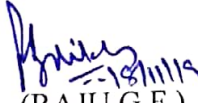
All eligible employees may submit their application in the proforma enclosed herewith. The filled in application complete in all respects should be submitted through their controlling Supervisors/Officers on or before 18.12.2019. No applications will be entertained after the last date and will be summarily rejected.

**All those who volunteer against this notification should also treat this as alert notice and to be in readiness to appear for the CBT at short notice after 18.12.2019**

No supplementary examination will be conducted

Please note and notify the staff concerned.

Encl: AA

  
(RAJU.G.F.)  
DPO/SBC  
/Sr DPO/SBC

Copy to: PA to DRM/ADRMS for infn of DRM/ADRMS/SBC,  
CA to Sr DPO for infn of Sr DPO/SBC,  
All Ch.OSs/PB, Ch,OS/Genl Br/SBC,  
Selection Cell, Notice Board,  
DS/SWRMU, AISCSTREA and AIOBCREA/SBC.

P R O F O R M A

(REF : SR.DPO/SBC Notification No.B/P.608/VI/S&WI/Stream II/2019Dtd 18.11.2019)

Application for the post of Staff and Welfare Inspector in level-6 of Pay matrix, Personnel Dept SBC, against 35% Stream II Quota (on diverting unfilled Stream I vacancies)

01. Name :
02. Designation :
03. Pay /Level :
04. PF/NPS No. :
05. Date of Birth :
06. Date of Appointment :
07. Post/Level to which appointed initially :
08. Date of entry into present grade on regular measure. :
09. Whether regular or adhoc :  
( If adhoc followed by regularization, the dates should be mentioned.)
10. Whether belong to UR/SC/ST :
11. Educational qualification :  
(Attested copies of to be enclosed as proof of educational qualification)
12. Additional qualification, if any. :

Signature of the employee

The particulars mentioned above have been verified and certified as correct.

Office:

Signature of the forwarding Official  
with designation & Office Seal

Date: