

उत्तर रेलवे

लेखा विभाग प्रधान कार्यालय बड़ौदा हाउस नईदिल्ली – 110001

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## उत्तर रेलवे

उत्तर रेलवे में सेवानिवृत्त जूनियर तथा सेनियर स्केल अधिकारियों (लेखा) की सलाहकार(खाता) (जूनियर स्केल) के पद पर पुनर्नियुक्ति।

जारी करने की तारीख 01/05/2019

समाप्ति की तारीख 15/06/2019

इस कार्यालय के विज्ञापन जो की 27.04.2019 को जारी हुआ था जिसमें उत्तर रेलवे में मासिक पारिश्रमिक के आधार पर सेवानिवृत्त रेलवे जूनियर तथा सेनियर स्केल (कनिष्ठ तथा वरिष्ठ) लेखा अधिकारियों से सलाहकार (लेखा) (जूनियर स्केल) (कुल 03 पद) के रूप में पुनर्नियुक्ति, से निर्धारित प्रोफॉर्मा पर आवेदन आमंत्रित किये गये थे, उसके आवेदन भेजने की अंतिम तारीख 15.06.2019 बड़ाई जाती है।

तत्संबंधी नियम एवं शर्तें, मासिक पारिश्रमिक की दर, योग्यता का मापदंड और निर्धारित प्रोफॉर्मा आदि आधिकारिक वेबसाइट पर उपलब्ध है। इच्छुक सेवानिवृत्त रेलवे लेखा अधिकारी प्रोफॉर्मा डाउनलोड करके उस पर अपने आवेदन समाप्ति की तारीख अर्थात् 15/06/2019 से पूर्व, प्रमुख वित्त सलाहकार कार्यालय, उत्तर रेलवे, बड़ौदा हाउस नई दिल्ली को भेज सकते हैं। अधिक जानकारी के लिए उत्तर रेलवे की वेबसाइट [www.nr.indianrailways.gov.in](http://www.nr.indianrailways.gov.in) देखी जा सकती है।

अंग्रेजी और हिंदी के बीच अंतर के मामले में, अंग्रेजी संस्करण के निर्देशों को प्रासंगिक माना जाएगा।

# Northern Railway

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## NORTHERN RAILWAY

### **Re-engagement of retired Railway Senior & Junior Scale officers of Accounts as Consultants(Accounts) in Junior Scale in Northern Railway**

Date of issue: 01.05.2019

Closing Date: 15.06.2019

In continuation to this office's advertisement published on 27.04.2019, it is intimated that the last date for sending the applications in prescribed proforma invited for the 03 posts of Consultants (Accounts) in Junior Scale only in Accounts Department, from the retired Railway Accounts Senior & Junior Scale officers for re-engagement on monthly remuneration basis for Northern Railway, is now extended up to 15.06.2019.

Terms and conditions, eligibility criteria, rate of monthly remuneration and the Prescribed Proforma etc. are available on official website. Interested retired Railway Accounts officers may download the Proforma and send their application to office of PFA, Northern Railway, Baroda House, New Delhi-110001, before the closing date i.e. 15.06.2019. For details, Northern Railway website [www.nr.indianrailways.gov.in](http://www.nr.indianrailways.gov.in). may please be visited.

In case of difference between English and Hindi, the instructions of English version shall be considered relevant.

## **NORTHERN RAILWAY**

Subject: Procedure and Guidelines for Re-engagement of retired Railway Accounts officers as Consultant (Accounts) in exigencies of service.

Railway Board vide their letter NO.2018/Trans Cell/S&T/Contractual Staff dated 25-10-2018 has conveyed the approval of re-engagement of retired officers in Junior Scale(only) as Consultants in exigencies of services against the vacant posts and General Managers/PHODs are empowered to re-engage retired officers.

Further, in order to re-engage retired Railway Accounts officers in exigency of service due to acute vacancies of Gazetted officers in Accounts Department, this document lays down comprehensive guidelines pertaining to it.

The scheme of re-engagement of retired railway accounts officers shall henceforth be regulated as per the following guidelines.

### **1 General Conditions for Re-engagement of Retired Railway Accounts Officers :**

The appointment of retired officers is temporary in nature against the specific jobs or against identified vacancies. In general the guidelines for re-engagement of retired officers will be as per the policy laid down as per Railway Board letters with reference to maximum time of re-engagement, remunerations etc., on re-engagement of retired officers.

### **2 Period of Re-engagement:**

- (i) Maximum age limit for which re-engagement shall continue will be 65 years or validity of the scheme of re-engagement of retired employee which is two years i.e. upto 25.10.2020 or on joining of selected candidates from UPSC/Departmental selection (70% Selection & 30% LDCE) or in case of unsatisfactory service whichever is earlier or as governed by the instructions issued by Ministry of Railways from time to time.
- (ii) The engagement of retired staff can be terminated by the Department/office at any time without assigning any reason thereof However, retired officer will be given 7 (Seven) days advance notice or remuneration in lieu thereof before termination from the engagement.
- (iii) If the re-engaged officer, remains absent from duty without prior intimation (i. e beyond the period of permitted leave as detailed at (9) below), his/her services shall be liable for termination without any prior notice. The competent authority in this regard shall be HOD concerned.

### **3 Age Limit**

All the retired ( Railway Accounts) officers who have not achieved 64 years 6 months on the last date prescribed for submission of application ( to ensure at least Six months service is available after re-engagement ) for re-engagement purpose will be eligible for re-engagement.

### **4 Eligibility Criteria**

- (i) The retired officer should have normally superannuated as Railway Accounts officer in the same category or above. He/she should not have been compulsorily/Voluntarily retired/removed/terminated from service etc. and should be free from Vigilance/SPE or departmental enquiry and criminal proceedings at the time of retirement.
- (ii) He/she should not have any police case at the time of re-engagement.
- (iii) He/she shall submit copy of Pensioner Identity card, PPO, service certificate and an Affidavit duly notarized declaring that no police case/criminal proceedings is pending against him/her at the time of re-engagement , along with the application.
- (iv) ACRs for the period up to 3 years preceding his/her retirement will be considered. ACRs should have at least been graded as 'Very Good' before retirement.
- (v) He/She should be medically fit for the category for which applying and Medical fitness certificate for the appropriate category should be obtained from the designated railway medical officer and submitted at Accounts Department , 4<sup>th</sup> floor, Northern Railway, Baroda House, New Delhi with the concerned authority.
- (vi) A retired officer who has been a member of any political party after his/her retirement shall not be eligible for re-engagement.

#### 5 **Jobs to be Discharged**

- (i) A re-engaged appointee has to discharge such duties, and in such a matter, as may be prescribed by the concerned Department from time to time.
- (ii) Performance of an re-engaged retired officer shall be monitored rigorously by the Administrative Department against the targets/deliverables assigned to the re-engaged retired officer.

#### 6 **Procedure**

- (i) The re-engagement will generally be against the vetted vacancies in the Junior Scale Cadre. At any point of time, total staff strength after re-engagement should not be more than Sanctioned Strength + Resultant Vacancies in higher grade. Assessment of the vacancies may also include the requirement against retirements in the next quarter.
- (ii) Vetting of vacancies shall be done by "Personnel" branch within three days of receipt of details of vacancies from accounts department.
- (iii) Based on requirement and Terms of Reference, a notification (on- line/off-line) shall be prepared for advertisement for inviting applications from eligible retired Railway Accounts officers.
- (iv) Wide publicity will be given to such re-engagement by putting notification via the Railway's web-site and by publishing the Notice in

Hindi/English/vernacular Newspapers and on the notice boards of Headquarter's office.

- (v) All applications received in response to the advertisement will be processed with the authorization/approval of the concerned HOD as per their requirement. Thereafter, the proposals of applicants will be submitted before the nominated Committee which would recommend a panel of eligible candidates based on the suitability/competency of the applicants. The composition of the nominated committee will be as at (7) below. The Order of seniority on the Panel for re-engagement will be in order of higher residual service available to willing candidates on the date of formation of the Panel.

**7 Composition of Evaluation Committee to evaluate suitability of eligible candidates for Accounts department, shall be as under:-**

(i)	PHOD	Accepting Authority
(ii)	SAG officer (Convener for Accounts Deptt. )	Member
(iii)	SAG officer of Personnel	Member
(iv)	SAG officer of any department including accounts)	Member

Evaluation Committee shall assess the candidates on the basis of 50 Marks which will be distributed as under :-

a) APARs of last 03 years : 15 Marks {5 Marks each of last 03 years APARs which will be marked as under:-

Outstanding : 05 Marks  
Very Good : 04 Marks }  
Less than Very Good:-Nil

b) Years of experience in Gazetted Cadre of Accounts Department : 15 Marks {to be evaluated as under:

With 05 or more years of experience: 15 Marks  
With less than 05 years of experience: 10 Marks

c) Interaction : 20 Marks

On the recommendation of the Committee, Administration Section will process the case for approval of the Accepting Authority and on getting approval will issue offers to the selected candidates and issue re-engagement orders. Competent Authority for acceptance of recommendation of Committee will be PHOD.

**8 Tenure, Terms and Conditions of Re-engagement of Retired Accounts Staff**

- (i) The appointment of retired officers is temporary in nature against specific jobs or against identified vacancies. He/she shall not be entitled for further employment in the Railways.

- (ii) The contractual appointment will be initially made for a period six months, extendable by spells of six months or less, depending upon satisfactory performance and shall not be extended beyond the age of 65 years or on joining of candidates selected by UPSC/Departmental selection, whichever is earlier, or as governed by instructions issued by Ministry of Railways from time to time.
- (iii) The engagement of retired re-engaged officer can be terminated by the Department/Office at any time without assigning any reason thereof. However, retired re-engaged officer will be given seven days advance notice, or remuneration in lieu thereof, of termination from the engagement.
- (iv) The Department may also terminate the services of retired re-engaged officer in case he/she is unable to achieve assigned works within prescribed time frame or the work assigned to him/her is not found satisfactory to the Department or he/she is found to be lacking in honesty and integrity.
- (v) Selected re-engaged retired officer can be posted anywhere in Northern Railway.
- (vi) Retired re-engaged officer may be required to perform assigned duties on Saturdays, Sundays and other Gazetted Holidays and beyond office hours, in case of exigencies of work. No extra allowances will be permissible for the same.
- (vii) The re-engagement of retired re-engaged officer shall be on full time basis and they shall not be permitted to take up other private assignment while they are engaged with the Department.
- (viii) The data collected as well as deliverables produced for the Department shall remain with the Department. No one shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of the assignment or during the course of assignment for the Department without the express written consent of the Department.
- (ix) Ministry of Railways/Northern Railway shall not be held responsible for any loss, accident, damage or injury suffered by the re engaged retired officer while executing their official duties.
- (x) Re-engaged retired officer shall be required to mark their attendance in the Biometric Attendance System.
- (xi) Monthly remuneration of a retired officer being re-engaged will be determined by reducing Pension from his/her last pay drawn(i.e. Basic Pay + DA) in terms of NR PS 14899/2018.
- (xii) The payment of remuneration to retired engaged staff will be through electronic mode.
- (xiii) Taxes as applicable shall be deducted from their monthly remuneration.
- (xiv) Nature of work shall be assigned by Railway Administration and can be changed as per administrative exigencies.

- (xv) The period of the contractual appointment shall not be counted as Government service for the purpose of pension or any other retirement benefits.
- (xvi) The retired officer must obtain the fitness in the suitable category in medical examination in Railway Hospital. For medical examination, they will deposit the requisite fee with Chief Cashier at any Railway Station and HQ office (Northern Railway) under Head Z-660.
- (xvii) The applicant will furnish an undertaking while filling the application in the prescribed Performa with regard to the truth and correctness of the information furnished by him/her and also submit at the time of joining the declaration of allegiance and secrecy as per Annexure II.
- (xviii) Any breach of information/declaration by him/her will lead to immediate termination of service without any prior notice.
- (xix) Re-engaged officer shall not be entitled for any consequential benefits apart from those explicitly stated in the Terms and Conditions of Notification.
- (xx) Re-engaged officer shall not be entitled for requisites such as HRA, CCA, Transport Allowance, Residential Accommodation, etc. However, when required to travel in connection with official work, TA/DA admissible to regular employee working in the same grade, will be admissible.
- (xxi) The designation of the re-engaged retired officer shall be Consultant (Accounts).
- (xxii) Consultant (Accounts) will not be given financial and D&AR powers and shall not be authorized to issue any safety certificate.
- (xxiii) Re-engagement retired officer shall be required to fill the allegiance and secrecy (Annexure-II).

9

**Leave**

The re-engaged staff shall be allowed only 12 days of permissible leave in a Calendar year on pro-rata basis. However, if the re-engaged officer remains absent from duty without prior intimation (i.e. beyond the period of permitted leaves), his/her service shall be liable for termination without any prior notice. The competent authority in this regard shall be HOD concerned.

**10. Validity of the Scheme:-**

This scheme of re-engagement of retired officers for Accounts department will be valid Only till 25.10.2020 (in compliance to Railway Board's letter No. 2018/TransCell/S&T/Contractual Staff dated 25.10.2018).

**NORTHERN RAILWAY  
ACCOUNTS DEPARTMENT**

**FORMAT OF APPLICATION FOR RE-ENGAGEMENT FOR THE POST OF CONSULTANT (ACCOUNTS)**

1) Name of Candidate: \_\_\_\_\_

2) Father's /Husband's Name: \_\_\_\_\_

3) Designation at The time of Superannuation & Date of Retirement: \_\_\_\_\_

4) Pay Scale/Pay Band&GP at the time of Retirement: \_\_\_\_\_

5) Name of the parent department: \_\_\_\_\_

6) Gender (MALE/FEMALE): \_\_\_\_\_

7) Date of Birth (DD/MM/YY) and age on last date of receipt of application : \_\_\_\_\_

8) Address for communication: \_\_\_\_\_

9) E-mail ID: \_\_\_\_\_

10) Contact No.:- \_\_\_\_\_

11) Educational/Professional/Technical qualification (starting from 10<sup>th</sup> onwards):

Educational qualification	Discipline/ Specialization/ Subject	Board/ University	Year of Passing	Duration of Course	Percentage of Marks	Remarks

12) Experience:

Employer's Name & address (also indicate whether Central Govt./PSU/Autonomous Body)	Designation	From	To	Brief description of duties

(Experience should be spelt out in terms of competency and should be objectively defined so as to avoid/minimize opportunities of interpretation and subjective judgement)

13) APARs grading for 03 years preceding the date of retirement:

1 <sup>st</sup> Year	2 <sup>nd</sup> Year	3 <sup>rd</sup> Year

14) Vigilance Clearance report at the time of retirement, if available: \_\_\_\_\_

15) Whether the Pension is provisional and if so, reasons thereof: \_\_\_\_\_

16) Attach the copy of PPO attested by a Gazetted Officer): \_\_\_\_\_

17) Awards, is any: \_\_\_\_\_

Declaration to be signed by the Candidate

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and nothing material fact/information has been suppressed or concealed there from. If particulars mentioned by me are found false or incorrect at any stage, then my services shall be liable to be terminated without any notice and further action as deemed fit may be taken against me.

Signature of applicant

Place :

Date:



**DECLARATION OF ALLEGIANCE AND SECRECY**

- 1 I, ..... (Name of re-engaged officer )...., do hereby declare that I am duly authorized to make this declaration, and further declare that I ...(re-engaged officer), will truly, faithfully and to the best of skill and ability execute and perform the duties with due diligence.
- 2 I further declare that I shall follow all the rules and regulations, which are in force during the period my assignment.
- 3 I shall at all times maintain absolute integrity, high ethical standards and will discharge the duties with utmost devotion, honesty and sincerity.
- 4 I shall not do anything which is unbecoming of the Government, myself and the organization.
- 5 I shall maintain political neutrality.
- 6 I shall maintain accountability and transparency.
- 7 I shall refrain from doing anything, which is or may be contrary to any law, rules, regulations, and establishment practices.
- 8 I shall maintain discipline in the discharge of my duties and be liable to implement the lawful orders duly communicated to me.
- 9 I shall maintain confidentiality and shall preserve/not disclose all physical, electronic information possess by/pertaining to organization that had, has or will have commercial or social utility or lead to incitement of an offence or illegal or unlawful gain to any person, during and after the tenure of my assignment as required by any laws for the time being in force, particularly with regard to information, disclosure of which may prejudicially affect the sovereignty and integrity of in India, the security of the State, strategic, scientific or economic interest of the State.
- 10 I shall hereby understands and agree that strict compliance with the above terms is a condition of my involvement with the services and a breach hereof may be regarded as an infringement of the terms of the above mentioned assignment with Northern Railway and my services shall be discontinued immediately without assigning reason.

Signature of the re-engaged Officer

Place :

Date :