

**GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)**

No. E(GP)2013/1/31

New Delhi, dated: 01.02.2016

**The General Managers,
All Indian Railways/PUs/RDSO.**

[Kind Attn: CPOs/Dy.CPO(G)s/SPO(G)s]

Sub: Seniority lists of Group 'B' officers of organized services/misc. departments for promotion to Group 'A' as on 01.04.2016.

It is requested that seniority lists of Group 'B' officers of all the organized services/misc. departments as on **01.04.2016**, may be sent to this office for the purpose of holding DPCs for promotion to Group 'A'.

2. While sending the seniority lists, the following may be ensured:-

- i) For each service/department, the seniority list should include all Group 'B' officers who are in service as on 01.04.2016, strictly in the order of their substantive seniority in Group 'B', meaning thereby that the seniority list should include also those Group 'B' officers who are working in Sr. Scale on ad-hoc basis. No separate seniority lists for Group 'B' and Sr. Scale (ad-hoc) should be sent.
- ii) In the case of those Group 'B' officers who have come on transfer on bottom seniority basis, the dates on which the orders for such transfers were issued by the Railway Board or the actual dates on which such officers joined the Railways on bottom seniority, as the case may be, should be their Group 'B' dates, as per instructions contained in Board's letter No. E(GP)2009/1/97 dated 07/01.2013.
- iii) The seniority list should contain a note on "variations from the last seniority list as on 01.04.2015", i.e. names deleted/included, with reasons and changes in seniority position, if any.
- iv) The seniority list should contain the certificate that it has been circulated to all concerned and is final.
- v) The seniority list including the note/certificate, as mentioned above, should be signed by an officer of Sr. Scale level or above.

(Contd...2/-...)

- vi) A 'Nil' statement may be furnished invariably in respect of any department which does not have a Group 'B' cadre in the Railway concerned.
- vii) Any subsequent changes arising in the Group 'B' seniority lists, especially due to voluntary retirement, permanent absorption in other organizations, death etc., may be intimated to this office immediately so that necessary corrective steps can be taken in time.

S.S. Sharma 11/2/16
(SUMAN SHARMA)
DIRECTOR, ESTT.(GP)
RAILWAY BOARD

Copy to: Dy.CAO(G)s for furnishing seniority lists in respect of Accounts Department.