

Copy of letter No. E(NG)63PM1/92 dated 15/17.9.64  
from Asstt. Director, Estt. Railway Board to G.M.,  
All Indian Railways and all other concerned offices  
and copies endorsed to A.D.A.I.Rlys. etc.

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Sub: Hardships to non-gazetted staff due to  
administrative errors-Loss in  
seniority and pay.

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It has been represented to the Board that sometimes  
due to administrative errors staff are overlooked for  
promotion to higher grades. This could either be on  
account of wrong assignment of relative seniority of the  
eligible staff of full facts not being placed before the  
competent authority at the time of ordering promotions or  
some other reasons. Broadly, loss of seniority due to  
administrative errors can be of two types:-

- (a) where a person has not been promoted at all  
because of administrative error; and
- (b) where a person has been promoted but not on  
the date from which he should have been  
promoted but for the administrative error.

2. The matter has been considered and the Board desire  
that each such case should be dealt with on its merits.  
The staff who have lost promotion on account of administrative  
errors should on promotion be assigned correct  
seniority vis-a-vis their juniors already promoted,  
irrespective of the date of promotion. Pay in the higher  
grade on promotion may be fixed proforma at the stage  
which the employee would have reached if he was promoted at  
the proper time. The enhanced pay may be allowed  
from the date of actual promotion. No arrears on this  
account shall be payable, as he did not actually shoulder  
the duties and responsibilities of the higher posts.

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