

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

No. E(NG)I-2014/TR/14

New Delhi, dated 07.04.2015

The General Managers (P),
All Indian Railways &
Production Units
(As per standard list).

Sub : Delay in promotion of staff for want of service records/ACRs of staff transferred from/to other Divisions/Zones – remedial measures – Regarding.

In order to prevent fraudulent transfer of railway employees from one unit/Division/Railway to another Unit/Division/Railway, detailed guidelines laying down the procedure to be followed while processing the transfers of Railway employees from one Unit/Division/Railway to another Unit/Division/Railway were issued vide Board's letter No. E(NG)I-2001/TR/16 dated 21.11.2001.

2. Under item No. 13/2014 of PNM/NFIR meeting held on 19th & 20th December, 2014, the Federation demanded the above guidelines may be re-iterated to the zonal railways. The matter has accordingly been considered by Ministry of Railways who wish to state that the guidelines contained in Board's letter dated 21.11.2001 referred to above may be strictly adhered to while effecting transfer of Railway employees whether one way request transfer or mutual exchange or transfer on administrative ground. Any deviation in this regard will be viewed seriously.

Please acknowledge receipt.

Hindi version will follow.


(M.K.Meena)
Deputy Director Estt (N)
Railway Board

No. E(NG)I-2014/TR/14

New Delhi, dated 07.04.2015

Copy forwarded to:-

1. The General Secretary, All Indian Railwaymen's Federation, Room No.253, Rail Bhavan, New Delhi (35 copies).
2. The General Secretary, National Federation of Indian Railwaymen, Room No.256-E, Rail Bhavan, New Delhi (35 copies).
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozeshah Road, New Delhi (60 spares).
4. The Secretary General, Federation of Railway Officers Association, Room No.256-A, Rail Bhavan, New Delhi (5 spares).
5. The Secretary General, Indian Railway Promotee Officers Association, Room No.268, Rail Bhavan, New Delhi (5 spares).
6. The General Secretary, All India RPF Association, Room No.256-D, Rail Bhavan, New Delhi-110001.
7. The Secretary, RBSS Group 'A' Officers Association, Rail Bhavan, New Delhi.
8. The Secretary, RBSS Group 'B' Officers Association, Rail Bhavan, New Delhi.
9. The Secretary, Railway Board Ministerial Staff Association, Rail Bhavan, New Delhi.
10. The Secretary, Railway Board Group 'D' Employees Association, Rail Bhavan, New Delhi.
11. The Secretary Railway Board Promotee Officers Association, Room No.341-C, Rail Bhawan, New Delhi.
12. Chief Commissioner of Railway Safety, Lucknow.
13. Adviser(Safety), Railway Board, New Delhi.
14. The Director General & Ex Officio General Manager, RDSO, Lucknow
15. The manager/HRD, Rail Land Development Authority, Near Safdarjung Railway station, Motibagh-1, New Delhi-110021
16. DFCCIL, 5th Floor, Pragati Maidan, Metro Station Complex, New Delhi-110001.

17. Office of Chief Administrative Officer, Indian Railways(Workshop Projects), Chamber Bhawan, Judge's Court Road, Anta Ghat, Patna-800001, Bihar.
18. The Chief Mechanical Engineer, Indian Railways Organisation For Alternate Fuels, 12th Floor, Core-1, Scope Minar, District Centre, Laxmi Nagar, Delhi-92.
19. General Secretary, All India SCs&STs Railway Employees Association, Room No.7(Ground Floor), Rail Bhawan, New Delhi
20. Chief Administrative Officer, Rail Coach Factory/Raebareli Project, Kishanganj, Delhi-7.
21. Adviser(Projects), Room No.548, M/O Railways, Rail Bhawan, New Delhi.
22. President, RBSS 'A' Officer Association, Room No.370, Rail Bhavan, New Delhi.
23. General Secretary, Railway Board Non-Ministerial Staff Association, Room No.42, Rail Bhavan, New Delhi.
- 21 Chief Admn Officer, Indian Railways Organisation for Alternative Fuels, 12th floor, Core-I, SCOPE Minar, District Centre, Laxmi Nagar, New Delhi - 110092


for Secretary/Railway Board

PSs to MR, MOS(R)

PPSs to CRB, FC, MS, MM, MT, ML, ME, Secretary, DG/RHS and DG/RPF.

PPSs to AM(Comml.), AM(CE), AM(C&IS), AM(Elec.), AM(Budget), AM(F), AM(Mech.), AM(Plg.), AM(Project), AM(PU), AM(Sig.), AM(Stores), AM(Tele), AM(Traffic), AM(Works), AM(T&C), AM(Staff), Adv.(IR) and Adv.(Vig.)

PSs to ED Fin(BC), ED(Safety), EDCE(G), ED(E&R), EDE, EDE(N), EDME(W), ED(Projects), EDERS(G), EDE(Res.), EDE(RRB), EDE(Fin), EDF(B), ED(Planning), ED(RE), ED(Sig), ED/Track(M), EDF(X)I, EDF(X)II, ED(H), EDLM, EDE(GC), EDRE(S&T), ED(Stat), EDRS(S), ED(Track/MC), ED(T&MPP), EDME(Chg.), EDME(Traction), ED(Works), EDME(DAv.), EDRE(S), EDRS(C), EDRS(W), EDPC, EDF(E), EDA, EDV(A), JS(G), JS(E&P) and JS and IG/RPF.

JD(OL), DPC-I, DPC- II, DE(G), D(IH), D(H&FW), D(MPP), Dir.(Safety)I, Dir.(Safety)II, Dir.(Safety)III, DE(N)II, DE(R), DE(D&A), DE(LL), JDE(Rep), JDE(GP), JDE(RRB), DD(Code Revision), DD(Health), DDE(N), DDE(LR)I, DDE(LR)II, DDE(LR)III, US(A), DDE(D&A), DDV(A&P), DDE(Rep) I, DDE(Rep)II, DD(OL)I, DD(OL)II, E(D&A), E(GP), E(NG)II, E(Rep)I, E(Rep)II, E(Rep)III, E(SCT)I, E(SCT) II, E(RRB), ERB-II, ERB-V, PC-III, PC-IV, PC- V, E(P&A)I, E(P&A) II, CE-I, CE-II, CE-III, Sec.(E), Sec.(ABE), E(MPP), E(G), Health Branch, Safety Branch, A/C-III & Code Revision Cell.