

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

RBE No. 15 /2005.

**No. E (NG)-II/2004/RR-1/48.**

**New Delhi, Dated 09.01.2005.**

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

**Sub: Typing test of Group 'C' staff - Appointment against Sports Quota.**

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In terms of this Ministry's letter No. E (NG)-II/94/RR-3/2 dated 31.1.1995 persons appointed against sports quota to the categories of Clerk and Senior Clerk in the pay scales of Rs. 3050-4590 and Rs. 4500-7000 respectively are required to pass typewriting test at 30 w.p.m. in English or 25 w.p.m. in Hindi within a period of two years from the date of appointment and their appointment is provisional subject to their acquiring the prescribed typing qualification within the stipulated period. The period of two years is extendable with General Manager's approval up to four years in terms of instructions subsequently issued vide this Ministry's letter No. E(NG)-II/97/RR-3/1 dated 2.6.1997.

2. The matter has been reviewed by the Ministry and it has been decided that instead of two years, persons appointed as Clerk and Senior Clerk against sports quota should pass the requisite type-writing test within a period of four years from the date of their appointment. It has also been decided that where the typing test is not passed within this period of four years, the regular increments due on completion of four years and thereafter should not be released. However, even though four years is a fairly long period to acquire the requisite type-writing skill and pass the test, keeping in view the need for active participation in sports events in the beginning of their career, cases of those who are not able to pass the type-writing test within four years due to active involvement in sporting activities may be referred to this Ministry for considering further extension of time and releasing further increments. Such proposals should invariably be received in this Ministry within three months of expiry of four year period from the date of appointment, with General Manager's personal recommendation detailing the sports person's participation in the sports events and his achievements therein during the period.

**Contd...2/-**

3. The cases of those persons who do not deserve extension should be dealt as per the above instructions. However, if any sportsperson who has not acquired typing proficiency and has already got four or more increments before the date of issue of these instructions, the recovery should not be made but next regular increments should not be released till he/she acquires the typing proficiency.

Please acknowledge receipt.

  
(Ashok Kumar)

Joint Director Estt. (N)-II  
Railway Board.

No. E (NG)-II/2004/RR-1/48.

New Delhi, Dated 09.02.2005.

**Copy to:**

1. The General Secretary, AIRF, 4, State Entry Road, New Delhi, with 35 spares.
2. The General Secretary, NFIR, 3, Chelmsford Road, New Delhi, with 35 spares.
3. All Members of Departmental Council/National Council and Staff Secretary, National Council, 14-C, Ferozeshah Road, New Delhi with 90 spares.
4. The Secretary General, FROA & IRPOA, Room 256A & 268, Railway Board (5 spares).
5. The Secretary General, AIRPF Association, Room No. 549, Rail Bhawan, New Delhi-1, with 5 spares.

  
for Secretary/Railway Board.

**Copy to:** PPS to CRB, CCRS/Lucknow, MS, AM(Finance), Adv. (Staff), Adv.(Safety) Adv.(IR), Sr.PAs, EDE (N), EDE (Res), EDE, EDE (RRB), EDPC, EDF(E), JS, DE (G), DE (N), DE(Sports), D (MPP), DV (A), JDE (Rep) I & III, JDE(P&A), JDE (N)-II, JDE(L), JDE (LR), DD (Trg.), DDE (LR) I & III, DD(Sec), DDE(Rep)II, DDPR, E(Rep)I, II, III, E(G), E (SCT)I, II, Sec. (E), E(MPP), E(D&A), E(NG)I, PC-III, IV, V, E(RRB), E (Trg.), A/C-III (10 Copies), Code Revision Cell (05 Copies) Branches of Railway Board.