



PBC No: 189/2023



दक्षिण रेलवे Southern Railway  
प्रधान मुख्य कार्मिक अधिकारी का कार्यालय  
Office of the Principal Chief Personnel Officer  
मुख्यालय, कार्मिक विभाग, चेन्नै -600003  
Headquarters, Personnel Department, Chennai-600003

सं/No: P(Co.ord)/Secy.to PCPO/Misc./2022-23.

दिनांक/Dated:10.10.2023

Sr.DPOs/DPOs/ MAS, MDU, TPJ, TVC, PGT, SA  
Dy.CPOs/CW& LW/PER, WPO/GOC,  
APOs/ Stores, S&T/PTJ, EWS/AJJ.

- Sub: Timely publication and finalization of Seniority lists - reg.  
Ref: 1) Railway Board's letter No.E(G)2017/Employees/Charter/1  
Dated 25/10/2017 (RBE No.157/2017).  
2) This office letter No.P(R)612/P/Seniority dated 31/10/2001  
circulated as PBC 170/2001.  
3) This office letter No.P(R)608/P/Vol.X dated 04/01/2022  
circulated as PBC 283/2022.

\*\*\*\*\*

In terms of Charter of Commitments issued by Railway Board vide RBE No.157/2017, seniority lists have to be issued once every year. Instructions have already been issued from this office for publishing the seniority lists on the first week of January itself and publish final seniority lists after disposing the representations.

In order to ensure that the seniority lists are published in time, on a yearly basis, it has been decided that the following time schedule shall be followed for publication of seniority lists.

Sl.No.	Activity	Target Date
1	Preparation of draft seniority lists and submission for approval of competent authority.	15 <sup>th</sup> December
2	Publication of Provisional Seniority Lists as on 1 <sup>st</sup> January.	5 <sup>th</sup> January
3	Disposal of representations.	10 <sup>th</sup> February
4	Publication of Final Seniority Lists.	15 <sup>th</sup> February

Action taken on this should be advised by 5<sup>th</sup> January of every year regarding publication of all provisional seniority lists and by 20<sup>th</sup> February of every year regarding publication of all final seniority lists.

This issues with the approval of PCPO.

Digitally signed by B.INDUMATHY  
Date: 2023.10.10 12:04:44 +05'30'

(B. Indumathy)  
SPO/Co.ord & Secy. to PCPO.  
for Principal Chief Personnel Officer

Copy to:

Dy.,CPOs/IR & Trg., R&W, Co.ord. } for necessary similar action please.  
APOs/ GI, Welfare, IR & Trg, M,E&T }  
IT Section/PB/HQ - to upload in the SR website.

**SOUTHERN RAILWAY**

**No. P(R)612/P/Seniority**

**Headquarters Office,  
Personnel Branch,  
CHENNAI 00 003.  
Dated:31.10.2001**

**PBC No.170/2001.**

**All PB Officers,  
Hqrs/Divins/Extra Divins**

**Sub: Publication of final seniority list after circulation of  
provisional seniority list.**

The practice hitherto followed on this Railway is to publish provisional seniority list, inviting representation if any within the prescribed time and with a stipulation that in the absence of any representation, the provisional seniority list will become final. In certain cases, the employees who have represented against the provisional seniority list are not informed about the decision taken on their representation and also other employees may not be aware whether any representation was made by similarly placed employees.

Arising out of the orders pronounced by Hon'ble Central Administrative Tribunal/Madras bench in a recent case, the practice followed hitherto was reviewed. The Tribunal has observed that "as per the communication dated 19.12.1997, it is only stated that if the objections were not filed, the provisional list will thereafter would become the final list. Thereafter a final list have to be published in pursuant to this direction. So long as no final list has been published, the question of limitation will not arise."

Accordingly it has been decided that after disposal of representation if any filed against the provisional seniority list once published either a final seniority list will have to be published in all cases or atleast a communication has to be issued to all concerned to whom the provisional list has earlier been circulated that the provisional list has become final, explaining the reasons therefor.

The revised procedure may be strictly followed in future.

This has the approval of CPO/GI.



**(S. ADAICKALAM)**  
**Assistant Personnel Officer / Rules**  
**for CHIEF PERSONNEL OFFICER.**