PBC No. 132 / 2026
RBE No. 69 / 2026

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

No: P(R) 608 / P / Vol.XI

दिनांक/Date: as signed

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,
Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS,
Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD,
DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

विषय/Sub:Guidelines regarding applicability of relaxation in the qualifying standard / marks & Best Amongst the Failed Scheme for promoting SC/ST employees against reserved vacancies in case of non-safety categories - reg.

***

A copy of the Railway Board's letter No. 2022-E(SCT)I/25/14 dated 31.08.2026 on the above subject is enclosed for information, guidance and necessary action.

Railway Board's letters referred therein have been circulated / copy enclosed as given below.

Sl.No.	Railway Board letter No.	Railway Board letter Date	PBC No. / Copy Enclosed
1	E(SCT)68CM15/10	27.08.1968	Copy enclosed
2	E(SCT)74-CM15/34	31.08.1974	Copy enclosed
3	82-E(SCT)41/6	15.11.1983	Copy enclosed
4	1992-E(SCT)I/25/2	13.11.1992	PBC 141 / 1992
5	89-E(SCT)I/49/5(Pt.)	16.06.1992	Copy enclosed
6	88-E(SCT)I/23/1	28.06.1995	Copy enclosed
7	E(GP)2018/2/31	19.03.2019	PBC 47 / 2019
8	2018-E(SCT)/I/25/16	17.08.2020 & 24.08.2020	Copy enclosed

संलग्नक 23 pages

Digitally signed by CHILAKALAPUDI ANJANI KUMAR
'Date: 2026.09.02 15:04:13 +05'30

सहायक कर्मचारी संबंधी अधिकारी Personnel Officer / IR & Trg.

कृते प्रमुखाधिकारी **Principal Chief Personnel Officer**

प्रतिलिपि Copy to: The General Secretary/SRMU
The General Secretary / DREU
The General Secretary/AISCTREA
The General Secretary/AIOBCREA
The General Secretary/NFIR
IT Section/PB/HQ - to upload in the SR website.

RBE No . 69 2026

GOVERNMENT OF INDIA (भारत सरकार)
MINISTRY OF RAILWAYS (रेल मंत्रालय)
RAILWAY BOARD (रेलवे बोर्ड)

No.2022-E(SCT)I/25/14 New Delhi, dated 31.08.2026

The General Managers (P):
All Indian Zonal Railways
& Production Units
The Director General/RDSO/Lucknow

Sub: Guidelines regarding applicability of relaxation in the qualifying standard/marks & Best Amongst the Failed Scheme for promoting SC/ST employees against reserved vacancies in case of non-safety categories-reg.

Ref.: Various Board's Circulars bearing No. E(SCT)68CM15/10 dated 27.08.68, No. E(SCT)74- CM15/34 dated 31.8.1974, No. 82-E(SCT)41/6 dated 15.11.1983, No.1992-E(SCT)I/25/2 dated 13.11.1992 (RBE 189/92), No.89-E(SCT)I/49/5(Pt) dated-16.6.1992, No. 88- E(SCT)I/23/1 dated 28.06.1995, No. E(GP)2018/2/31 dated 19.03.2019, No. 2018-E(SCT)I/25/16 dated 17.08.2020 & 24.08.2020.

Policy circulars/guidelines & clarifications regarding the provision of providing relaxation in the qualifying standard/marks & applicability of the Scheme of Best Amongst the Failed policy have been issued by the Board's office from time to time vide letters under reference, for promoting SC/ST employees against reserved vacancies. However, it has come to the notice that confusion and doubts are persisting in the Railways/PUs etc. on the above policies.

2. In view of the above, the following guidelines are hereby issued/re-iterated on the subject, after due consideration in Board's office:

Promotions within Group-'C' in Non-Safety categories	
In case of selection where the panel is formed as per seniority	(i) There is a 10% relaxation in qualifying marks prescribed for general community candidates for SCs/STs in professional ability and in aggregate total marks in a non-safety category post. (ii) If during selection proceedings, the requisite number of SCs/STs employees are not available for being placed on the panel inspite of various relaxations and concessions already granted to them, the **'Best Among the Failed'** SC/ST employees who have secured a minimum of 20% marks separately under each heading i.e. in the written test, viva voce, record of service, etc. and also in the aggregate, should be earmarked for being placed on the panel in the order of total marks obtained to the extent the vacancies have been reserved for them. The promotion on Best amongst the failed scheme would be on ad-hoc basis and a review of performance shall be made after a period of six months and the promotion be regularized on finding the performance up to the mark by the panel approving authority.
In case of LDCEs and where the panel is formed based on merit.	Same as above except that the scheme of 'Best Amongst the Failed' is not applicable as it has been withdrawn in such cases.

Promotions from Group-'C' to Group 'B' in non-safety categories	
70% Selection	(i) A relaxation of 10% in the qualifying marks i.e. 50% in place of 60%, prescribed for general community candidates shall be granted for filling up the vacancies reserved for SC/ST categories in both (a) Written Examination and (b) 'Viva voce' and 'Record of Service' subject to a minimum of 15 marks in the 'Record of Service'. (ii) If during selection proceedings, the requisite number of SC/ST employees are not available for being placed on the panel inspite of various relaxations and concessions already granted to them, the **'Best Amongst the Failed'** SC/ST employees who secure a minimum 20% marks separately under each heading i.e., written test, viva voce, record of service and also in the aggregate, should be earmarked for being placed on the panel to the extent the vacancies have been reserved in their favour. The promotion through 'Best Amongst the failed Scheme' to be ad-hoc and reviewed after 6 months.
30% LDCE	(i) The qualifying marks for SC/ST candidates will continue to be 3/5th of the qualifying marks prescribed for general community candidates in the Written Examination. (ii) The qualifying marks in 'Viva-voce' & 'Record of Service' are to be reckoned together and the SC/ST candidates are required to secure at least 18 marks therein as against 30 marks prescribed for general community candidates subject to minimum of 15 marks in 'Record of Service'.

Note: There is no provision of relaxation in qualifying standard for SCs/STs, in case of Safety categories posts.

3. Further, it is clarified that as per the extant instructions/guidelines, the SC/ST candidates qualifying with general qualifying standards without availing any available relaxation will be adjusted against UR vacancy.

4. Past cases already decided are not to be re-opened. Also, the ongoing Selections, if any, need not be disturbed.

The above may please be brought to the notice of all concerned for information, guidance and necessary action, if any.

31/9/2026.

(Thangjam Rakesh Kumar)
Joint Director, Estt.(Res.)
Railway Board
Ph. No. 011-47845583
(email:esct1rlyboard@gmail.com)

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2018-E(SCT)I/25/16 New Delhi, dated:24.08.2020

The General Manager (P),
All Indian Railways/Production Units.

Sub: Applicability of 'Best Amongst the Failure Scheme' in LDCE Exam.

Kindly refer to Railway Board's letter of even number dated 17.08.2020 (copy enclosed) on the above subject wherein it has been clarified that since the promotions through LDCE are purely on the basis of merit and there is already a provision of relaxation in qualifying standard for SCs/STs for filling up reserved vacancies, policy of Best Amongst the failures scheme in promotions through LDCE will not be applicable.

In this regard, it has further been decided that the cases/panels/results which have already been finalised on or before 17.08.2020, need not be disturbed.

DA: As above

(U.N. Mehta)
Jt. Dir. E(Res.)I

Copy to :- President/General Secretary/AISC&STREA

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2018-E(SCT)I/25/16 New Delhi, dated: 17 .08.2020

The General Manager (P),
Diesel Locomotive Works,
Varanasi.

Sub: Applicability of 'Best Amongst the Failure Scheme' in LDCE Exam.

Ref: Diesel Locomotive Works' letter No.GM(P)/CC/LDCE/OS/30/2018 dated 10.10.2018..

Kindly refer to your above mentioned letter on the above subject. In this regard, attention is invited to clarification issued by Railway Board vide letter No. 2007-E(SCT)I/25/7 dated 15.03.2010 (copy enclosed) to North Eastern Railway (NER) regarding application of Best among the failure scheme in promotions from Group 'D' to Group 'C' through LDCE under 16-2/3% quota, which is as under :-

"The issue regarding application of Best among the failure scheme in promotion through LDCE has been examined in the light of existing instructions on the relevant policy. Since the promotions through LDCE are purely on the basis of merit and there is already a provision of 10% relaxation in qualifying standard for SCs/STs for filling up reserved vacancies, policy of Best Amongst the failures scheme in promotions from Group 'D' to Group 'C' through LDCE under 16-2/3% will not apply."

Hence, it has been inferred that since the promotions through LDCE are purely on the basis of merit and there is already a provision of relaxation in qualifying standard for SCs/STs for filling up reserved vacancies, policy of Best Amongst the failures scheme in promotions through LDCE will not be applicable.

DA: As above

(U.N. Mehta)
Jt. Dir. E(Res.)I

Copy to :- (i) General Manager (P)/Western Railway in reference to their letter No.सं.स्था.(प्र.ना)925/2/1/1 Vol. XVII RQ)(LDCE) dt. 11.03.2020.

(ii) General Manager (P)/All Indian Zonal Railways/Production Units.

(iii) President/General Secretary/AISC&STREA

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

R.B.NO:57/95
NO.88-E(SCT)I/23/1 New Delhi, dt. 4/6/95

The General Managers,
All Indian Railways including CLW, DLW,
ICF, RCF, MTP/Calcutta,
CORE/Allahabad, Wheel & Axls Plant/Bangalore,
GM(Con)/N.F.Railway.

The CAO Railways,
MTP/Delhi, Bombay & Madras.

C.A.Os (Const),
Central, Western, Northern N.E, Eastern,
Southern & South Central Railways.

The Director General,
R.E.S.O./Lucknow.

The Chief Administrative Officer,
D.C.W./Patiala.

The Chairman, Railway Recruitment Board,
Allahabad/Bombay/Calcutta/Madras/Muzaffarpur/
Guwahati/Secunderabad/Bangalore/Patna/Gorakhpur/
Jammu & Kashmir/Ranchi/Malda/Trivandrum/Bhopal/
Bhubaneswar/Chandigarh/Ajmer/Ahmedabad.

The Principal,
Railway Staff College/Vadodara.

Central Organisation for Modernisation of Workshops
Railway Offices Complex/Tilak Bridge, New Delhi-110002.

The Directors,
Indian Railways Institute of Advance Track
Technology/Pune.

Indian Railways Institute of Signal Engineering &
Telecom, Secunderabad.

Indian Railways Institute of Mechanical & Electrical
Engineering, Jamalpur.

Indian Railways Institute of Electrical Engineering,
Nasik Road, Nasik.

contd...2...

The Director (Movement),
Railways,
17-N.S.Road,
Calcutta.

The Joint Secretary,
Iron & Steel,
3 Koilaghat Street
Calcutta.

Office of the Chief Project Administrator (Telecom),
Central Organisation for Telecom Consultancy,
Shivaji Bridge,
New Delhi.

The Chief Project Administrator,
Central Railway Information Systems,
Delhi Safdarjung Railway Station,
Chankyapuri,
New Delhi-110 021.

The Chairman,
Central Administrative Tribunal,
Faridkot House,
Copernics Marg,
New Delhi.

The Railway Claims Tribunal (Madras),
50 Mc Nichola Road,
Chetpet,
Madras-600 031.

The Chief Mining Advisor,
Ministry of Railways,
Dhanbad.

The Chairman,
Railway Rates Tribunal,
Madras.

No. 1 Bn/Lumding (Assam)
No. 2 Bn/Gorakhpur (U.P.)
No. 3 Bn/Talkatora Road, Alambagh, Lucknow.
No. 4 Bn/P.P. Bhaktinagar/New Jalpaiguri (W.B.)
No. 5 Bn/Tiruchirappalli (Tamil Nadu).
No. 6 Bn/Dayabasti, Delhi-36
No. 7 Bn/Lumding (Assam).
No. 8 Bn/Technical Training Institute, Chittaranjan (W.B.)

contd..3...

1. The General Secretary, NFIR, 3 Chelmsford Road, New Delhi.
2. The General Secretary, AIRF, 4 State Entry Road, New Delhi.
3. All Members of National Council/Departmental Council and the Secretary of the Staff side of the National Council, 13-C, Ferozeshah Road, New Delhi.
4. Secretary General, Federation of Railway Officers Association, Room No. 117, Rail Bhavan.
5. General Secretary, Indian Railway Class-II Officers Federation, Office of C.E.(Const.), N.E.Rly, Gorakhpur.
6. The Railway Board Ministerial Staff Association, Room No. 7-B, Rail Bhavan.
7. Railway Board Class II Officers Federation, Rail Nilayam, Secunderabad.
8. Railway Class II Officers Association, Room No. 521, Rail Bhavan.
9. The Railway Board Class I Officers Association, Room No. 256-B, Railway Board, Rail Bhavan.
10. Railway Board Class IV Staff Association, 7-C, Rail Bhavan.
11. All India Railways SC/ST Association, Central Office 171-B/3, Basant Lane, Railway Colony, New Delhi-110 055.

RAILWAY PUBLIC SECTOR UNDERTAKINGS/COPPORATIONS

1. The Managing Directors
   R.I.T.E.S, 1st Floor, New Delhi House,
   27, Barakhamba Road, New Delhi.
2. I.R.C.O.N.,
   Palika Bhavan, Sector-XIII,
   R.K.Puram, New Delhi.
3. Indian Railway Financial Corporation Ltd. Ansol Chambers-I Block-A, 4th Floor, Bhikaji Cama Place, New Delhi-110 066.
4. The Contairer Corporation of Indian Ltd.,
   Rail Bhavan, New Delhi.

The Konkan Railway Corporation Ltd., Regd. Office,
Room No. 101, Rail Bhavan, New Delhi.

No. [illegible]

Sub : Promotion of SC/ST employees against reserved vacancies -Inservice Training to the candidates who are below standard.

Ref : Board's letters No :
(i) E(SCT) 74-CM15/34 dated 31-8-1974.
(ii) E(SCT)74-CM15/34 dated 29-4-1977.
(iii) 88-E(SCT)I/23/1 dated 8-5-1989.

***

In Board's letter dated 31-8-1974 quoted above, as amended from time to time, instructions have been issued that in respect of promotion to and within Group C and Group D and from Group C to B in non-safety category, if during selection proceedings, the requisite number of SC/ST employees are not available for being placed on the panel inspite of various relaxations and concessions already granted to them, the best among the failed SC/ST employees who secure a minimum of 20% marks separately under each heading i.e. in the written test, viva-voce, record of service, etc. and also in the aggregate, should be earmarked for being placed on the panel to the extent the vacancies have been reserved in their favour. The panel excluding the names of such persons may also be declared provisionally. Thereafter, the SC/ST candidates who have been so earmarked may be promoted adhoc for a period of six months against the vacancies reserved for them. During the said six months period, the administration should give them all facilities for improving their knowledge and coming up to

contd...2...

the requisite standard if necessary by organising special coaching classes. At the end of six months period, a special report should be obtained on the working of these candidates and the case put up by the Department concerned to the General Manager through SPO(RP) for a review. The continuance of the Scheduled Caste/Scheduled Tribe candidates in the higher grades would depend upon this review. If the candidates are found to have come upto the requisite standard, their names are to be included in the panel and the same finalised; otherwise their names should not be included in the panel and the vacancies dereserved and filled in the usual manner by candidates from other communities. This procedure is also applicable to promotion to posts filled on the basis of seniority-cum-suitability, with the only difference that the review at the end of the six months' period should be carried out by the authority competent to approve the select list.

2) A few cases have come to the notice of Board in which the General Manager/Panel Approving Authorities have extended the period of review from six months to one year but finally at the end of one year's period, the SC/ST candidate concerned was not found suitable for promotion and therefore not included in the panel, thereby depriving the opportunity to the next available SC/ST candidates of their adhoc promotion for a period of six months under the scheme.

3) In this connection, Board desire to clarify that the scheme of promoting the best among the failed SC/ST candidates on adhoc basis for a period of six months does not envisage the extension of the review period beyond six months. In case the review undertaken at the end of six months period reveals that the SC/ST candidates concerned have not come upto the requisite standard for being placed on the panel, their names need not be included in the panel and the vacancies should be dereserved/ exchanged with Scheduled Caste/Scheduled Tribe or vice-versa as case may be/

contd...3..

and filled up by the candidates from other communities in the usual manner provided that no other SC/ST candidates eligible for adhoc promotion under the scheme are available.

4) Board also desire that in cases where General Manager/ Panel Approving Authority considers that the extension of the period of review beyond six months would be appropriate, Railways may approach the Board for approval to such extension of the review period.

(RAM PRAKASH)
Executive Director,
Estt.(Res.)

14.6.95

RBE No. 97/92

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

NO. 89-E(SCT)I/49/5(Pt.) Dt.16.6.1992

The General Manager
All Indian Railways
(including production units etc.)

Sub: Court Judgement/Orders - Promotion of Scheduled Castes/Scheduled Tribes against reserved vacancies.

Ref: Board's letter Nos. (i) 87-E(SCT)I/72/1 dt. 6.9.88 and (ii) 91-E(SCT)I/49/11 dt. 7.8.91.

.....

As Railways are aware, a Full Bench was constituted by the Chairman, CAT on a reference order dt. 16th May, 1988 by the Division Bench of CAT/Hyderabad in OA No. 759/87. A batch of 94 cases was heard together by the full Bench with the consent of the parties. Since similar issues were involved in all these cases, the Full Bench has delivered its verdict on 27.2.1992. A copy of the interim order has already been circulated vide d.o. letter of even no. dated 20.4.92. A copy of the interim orders of the Division Bench of CAT/Hyderabad on which the interim orders of the Full Bench are based is also enclosed (Annexure II).

2. For the purpose of ensuring uniformity of procedure on All Zonal Railways etc. the Ministry of Railways (Railway Board), in supersession of their earlier related instructions/clarifications, desire that the detailed procedure as indicated in the enclosed "Annexure I" may be followed strictly by Railways. This Annexure has been prepared, keeping in view the interim order passed by the Supreme Court in Malik's case (Ref. Para 50 of the orders of Full Bench) and as interpreted by the Full Bench.

3. As directed by the Hon'ble Full Bench, the Railway Board also desire that where the existing interim orders of a CAT are not in conformity with above cited orders of the Full Bench and/or the orders of Supreme Court in J.C. Malik Vs.U.O.I immediate steps should be taken to approach the concerned Bench on the strength of Para 50 of the Interim orders of the Full Bench requesting the CAT to recall their orders and pass fresh orders in conformity with the orders of Full Bench.

Please acknowledge receipt.

(HINDI VERSION WILL FOLLOW)

Encl: As above.

(P.N. JATAV) 16/6
Exective Director Estt.(RES)
Railway Board.

ANNEXURE I

Sub: Promotion in Groups B, C & D posts
- reservation for SCs/STs

.....

In view of the interim orders of the Full Bench of CAT dated 27.2.92, the procedure in respect of reservation for SCs/ STs in promotion has been reviewed and the following revised procedure is laid down:-

1) Computation of reserved quota:
(Reference Examples 1 and 2 shown at the end of this Annexure)

i) A list of regualr SC/ST candidates already in the category of the post in which the vacancies are being filled should be prepared.

ii) Based on the total number of sanctioned posts in the cateogry/post, the number of allowable reserved posts should be arrived at by applying the percentage of 15% for SC and 7.5% for STs. In arriving at this quota, fractions of 0.5 and above should be rounded off to one and less than 0.5 should be ignored.(Sanctioned posts for the purposes of calculating the percentage share shall be the number of posts actually being to be operated and shall exclude the number of posts identified for not being filled for being surplus or due to any other reason.)

iii) The number of posts coming to the share of SCs & STs as per sub para (ii) above should be compared with the number of regular SC/ST employees already holding the post.

iv) In case the number of posts arrived at as per sub para (ii) above is less than/equal to the actual number of reserved community candidates, no quota may be fixed for Scheduled Castes and or Scheduled Tribes.

v) In case the figures arrived at in sub para (ii) above are more than the actual number of regular SCs and STs who are already holding the post, reservation may be provided as per the reserved points falling on the Roster Register as per the number of vacancies being filled and the backlog if any, subject to the reservation being limited to the difference between (ii) and (iii) above. This will be further subject to the total reservation not exceeding 50% of the number to be selected and empanelled or placed on the select list.

2. Zone of consideration:

2.1 Selection:
(Reference Example 3 shown at the end of the Annexure).

i) In case of selections, the list of eligible

...2/-

candidates has to be drawn on the basis of 3X formula. For this purpose the list should be drawn strictly as per seniority of the eligible candidates.

ii) When this list is prepared, it should be checked whether there is adequate number of SC/ST candidates (i.e. 3 times of the number of vacancies reserved for each of them). In case the SC/ST candidates available in the list so prepared are according to the 3X formula or more, all candidates may be called for selection. However, in case the number is less than 3 times the vacancies reserved for SC/ST, the deficiency should be made good by picking up other eligible SC/ST candidates by going down the seniority list. It should, however, be ensured that the number of persons being called for selection should not exceed 3 times the number of vacancies.

iii) The deficiency of the SC/ST candidate, it is further clarified, should not be made good by calling additional OC candidates. However, if the number of SC/ST candidates who have become available for consideration for promotion is even less than the number of vacancies to be filled,

unreserved community candidates equal to 3 times the difference i.e. 3X (reserved vacancies minus the reserved candidates available), may be called for selection. The reserved posts, however, should not be filled by a OC candidate without obtaining the prior sanction for de-reservation.

2.2

2.2 Non-selection/seniority-cum-suitability

The same procedure as at 2.1 above will be followed, Mutatis Mutandis keeping in mind that the field will be 1'X' instead of 3'X'.

3)

3) Formation of Panel/Select list.

3.1

3.1 By holding Selection and forming a panel

i) The panel of candidates may be formed as per existing procedure. In non-Safety categories in case adequate number of SC/ST candidates are not available as per general merit in the panel to fill the reserved posts, additional SC/ST candidates to the extent of deficiency may be placed on the panel applying the specified relaxed standard, and if still the reserved quota is unfilled, further SC/ST candidates may be considered for adhoc promotion under the best amongst the failed policy.

ii) It is also clarified that SC/ST candidates who find place in the panel on relaxed norms or under the best amongst failed policy should be placed below those who have qualified with the general standard.

...3/-

3.2 Non-Selection/Seniority-cum-suitability method for forming a Select List:

The same procedure, as at S.No.3.1 above, may be followed, mutatis mutandis.

4. Filling up of vacancies from Panel/Select list.

There could be situations when the total number of SC/ST candidates in the Panel/Select List will be more than the number required under reservation. This can happen only when all such candidates figure in general merit. As per CAT orders, all such candidates are to be promoted in their normal turn, irrespective of the total number of SC/ST candidates in the relevant promotion grade.

5. Maintenance of Roster Register:

The Roster Register may continue to be maintained as per instructions contained in Board's letter No.87-E(SCT)I/72/1 dated 6.9.1988.

6. Other related instructions:

Excepting for the above changes, all existing instructions on other related issues would continue to be followed.

7. The above instructions have been framed keeping in view promotions in Groups C & D. The same guidelines may be adopted for promotion from Group C to Group B, keeping in view the relevant instructions for promotion from Group C to Group B issued separately.

Example 1 (Computation of reserved quota)

To be filled by Selection

Total sanctioned strength (including temp. & work charged)	84
Reserved quota @ 15% for SC & 7.5% STs.	SC - 13 (12.6 rounded off to 13) ST 06 (6.3 rounded off to 6)
Reserved community employees already in the grade	SC 15 ST 4
No. of posts to be filled.	- 10
Roster points to be operated	- Pt.1 to Pt.10
Reserved point as per roster	SC-2 posts (Pt.1,8) ST-1 post (Pt.4)
Backlog if any	SC-2 ST-3

...4/-

Reservation as per roster	-	SC-4 ST-3
Reserved quota for the current selection	-	SC-Nil ST-2 (only backog of 2 STs will be cleared)

Since SC Community candidates are already available in excess of 15% quota for them, no further reservation is permissible. In case of STs, since the actual number of ST employees is less than the prescribed percentage, reservation as above, is to be made.

Example 2 (Fixation of reserved quota)

To be filled by Selection

Total sanctioned strength (including tem. and work charged)		84
Reserved quota @ 15% & 7.5%	-	SC-13 ST- 6
Reserved community employees already in the grade	-	SC-6 - ST-3
Deficiency in representation of SC/STs	-	SC-7 - ST-3
Total No.of posts to be filled.	-	10
Roster points on the Roster Register	-	Pt.1 to Pt.10

Reservation as per roster register - SC ST

Current reservation	2	1
Backlog if any, say	2	2
Total reservation	4	3

Since SC/ST employees already available in the grade is less than the prescribed percentage of SC/STs and this deficiency is more than or equal to the total reservation to be provided, the reserved quota will be fixed as per the roster system. As per instructions, only 5 posts can be reserved i.e. not more than 50% of the number of posts being filled. Hence the reserved quota for SCs shall be as under:

SC - 3 (2 backlog and 1 against R Pt.1)

ST - 2 (Both backlog post).

....5/-

EXAMPLE 3

Preparation of list of eligible candidates

To be filled by Selection

Total No. of posts to be filled - 10

Total No. of posts reserved (after calculating as per example 2) - SC - 3, ST - 2

Total No. of candidates to be called formally - 10x3= 30

1. In case the seniority list of the lower grade from which the posts are to be filled contains 9 or more SCs and 6 or more STs amongst the first 30 names, all 30 may be called as per their seniority.

2. In case, the seniority list amongst the first 30 names contains less than 9 SCs and/or less than 6 STs, the deficiency may be made good by going down the seniority list and the names of SCs/STs be picked up to make the deficiency. However, the total number to be called should not exceed 30.

3. In case SC/ST candidates are not available in the seniority list as per requirement the following procedure be adopted:

   a) Supposing against the requirement of 9 SCs and 6 STs, only say 5 SCs and 3 STs have become available in the entire seniority list. Then the persons to be called for selection shall be:

      OC - 15 SC - 5 ST - 3

   b) In case the availability of SC/ST candidates in the entire seniority list is even less than the number of posts reserved for them, say only SC-2 and ST-1 is available, then assuming 2 posts of SCs and 1 post of ST will get filled by the available candidates, Additional OC candidates may be called for two vacancies (1 SC + 1 ST). The persons to be called for selection shall be:

      OC - 21 SC - 2 ST - 1

Extract from Master Circular – 51 – Reservation for SC / ST in Railway Services.

1. In case of best amongst failure scheme in Non-Safety Posts, review of six-monthly working report of that candidate is to be made. Only if working report is considered satisfactory, then only that SC/ST candidate is allowed to continue. [**No. E(SCT)74 CM 15/34 dated 31.08.1974.**
2. The above scheme of promoting best among the failed SC/ST candidates, against reserved vacancies will not be applicable in promotion from Group C to Group B based on the Limited Departmental Competitive Examination. [**No. 82-E(SCT)41/6 dated 15.11.1983**]

Serial No. 4430. Circular No. 34E/O-VIII (EIV) dated 7-9-1968

Sub. Grant of compensatory (City) and house rent allowance to Railway Servants.

A copy of Railway Board's letter No. PC 66/HRA-1/21, dated 12-8-68 is sent herewith Board's letter dated 26-7-67 referred to therein was circulated vide this office letter of even number dated 25-9-67 (Serial No. 4101).

Copy of letter No. PC-66/HRA-1/21 dated 12-8-1968-

Sub. As above.

Reference Board's letter No. PC-66/HRA-1/21, dated 26th July, 1967.

1. Please number the existing note under para 4 (b) as note 1 and insert the following as note 2.

"Note 2. As an exception to the above rule, in cases where a railway servant who shares his/her accommodation with his wife/her husband who is also a railway servant or an employee of Central Government/State Government/Autonomous Public Undertaking/Semi-Government Organisation such as Municipality, Port Trust etc he/she (railway servant may be allowed the option to draw house rent allowance without a reduction of 40% from the rent actually paid by him/her, subject to the condition that the other spouse does not draw any house rent allowance.

These orders take effect from 1-7-1967."

2. In regard to the officers going abroad on deputation provisions regulating the grant of compensatory (city) and house rent allowance exist only in respect of such of them going on deputation for a period exceeding 4 months vide para 5 (c) of Board's letter No. PC-66/HRA-1/21 dated 26th July, 1967. It has now been decided that the same provision will also govern the grant of compensatory (city) and house rent allowance for officers going abroad on deputation even for a period of or less than four months. Accordingly the phrase viz. "for a period exceeding four months" appearing in line 2 of para 5 (c) of letter No. PC-66/HRA-1/21 dated 26th July, 1967 may be deleted

These orders take effect from the date of issue this letter. Past cases already decided otherwise than as mentioned above may not, however, be re-opened.

3. The orders in para 1 & 2 have the approval of the President.

Serial No. 4431.—Circular No. 831 E-46-VI (Eiv), dated 7-9-1968

Sub.—Reservation for members of Scheduled Castes and Scheduled Tribes in posts filled by promotion on Railways.

A copy of Railway Board's letter No. E (SCT) 68 GM15/10 dated 27-8-68 is forwarded for information and guidance. The Board's letter dated 24-12-63 referred to therein was circulated vide this office letter No. 831-E/46-III/A (Eiv) dated 21/22-1-64 (Serial No. 2392). This is in supersession of instructions contained in this Office Secret letter No. E-381/0/2, dated 19/20-8-68.

Copy of Railway Board's letter No. E (SCT) 68 CM 15/10 dated 27-8-68.

Sub. as above.

Reference Railway Board's letter No. E(SCT) 62 CM 15/10 dated 24-12-63 providing reservation quota for Scheduled Castes and Scheduled Tribes in all promotions by selection from Class IV to Class III and from Grade to Grade in Class III or Class IV, if any, provided there was no direct recruitment to the particular grade. Reservation quota is also admissible in the categories of posts filled by promotion on the results of competitive examinations limited to departmental candidates.

The Railway Board have now reviewed their policy in regard to reservation and other concessions to Scheduled Castes and Scheduled Tribes in posts filled by promotion and have, in supersession of their letter of 24-12-63, decided as under :

A. Promotion through Limited Departmental Competitive Examinations.

There will be reservation at 12,1/2% and 5% of vacancies for Scheduled Castes and Scheduled Tribes respectively in promotions made on the basis of competitive examination limited to departmental candidates, within or to Class II, III and IV posts, in grades or services in which the element of direct recruitment, if any, does not exceed 50%.

B. *Promotion by Selection methods.*

(i) *Class II appointments.* In promotion by Selection from Class III to Class II, as a measure of improving representation of Scheduled Castes/Scheduled Tribes, it has now been decided that, if they are within the zone of eligibility, the Scheduled Castes and Scheduled Tribes employees will be given, by the Selection/Departmental Promotion Committee one grading higher than the grading otherwise assignable to them on the basis of their record of service i. e. if any Scheduled Castes or Scheduled Tribe employee has been categorised by the Committee, on the basis of his record of service as 'Good" he should be re-categorised by the Committee as "Very Good". Likewise, if any scheduled Caste or Scheduled Tribe employee is graded as 'Very good' on the basis of his record of service, he will be recategorised by the Committee, as 'Outstanding' Of course if any Scheduled Caste or Scheduled Tribe employees has already been categorised by the Committee as 'Outstanding' on the basis of his record of service, no recategorisation will be needed in his case. This recategories will then form the basis of allotment of marks in respect of 'Record of Service'.

The above concession would be confined to only 25% of the total number of vacancies in a particular grade or post filled in a year. While making promotions the appointing authority should, therefore, check up that the Scheduled Castes/scheduled Tribes employees promoted in a year by virtue of this concession are limited to 25% of the posts filled in that year.

(ii) *Class III and IV appointment* :—There will be reservation at 12.1/2% and 5% of the vacancies for Scheduled Castes and Scheduled Tribes respectively in promotions made by selection in or to class III and IV posts, in grades or services in which the element of direct recruitment, if any, does not exceed 50%. Promotions against reserved vacancies will continue to be subject to the candidates satisfying the prescribed minimum qualifications and standards of fitness.

II. It has also been decided that in respect of promotions to selection posts in Class III where safety aspect is not involved, the qualifying marks under "Professional ability" in respect of Scheduled Caste and Scheduled Tribes candidates should be 25 out of 50 instead of 30 out of 50 as applicable to the candidates belonging to the unreserved groups. Similarly qualifying marks in aggregate in respect of Scheduled Castes and Scheduled Tribes should to 50 out of 100 instead of 60 out of 100 for others.

III. The procedure in respect of (i) de-reservation of reserved vacancies in the cases of non-availability of suitable reserved community candidates, (ii) cases involving supersession of Scheduled Castes and Scheduled Tribes, (iii) maintenance of reservation rosters, will continue to be as at present.

IV. These orders will take effect from 11-7-1968.

Serial No. 4432.— Circular No. 220-E/O/13(EIV) dated 20/9/1968.

Sub. Rate of stipend and allowances admissible to serving railway servants during apprentice-ship/Training.

Copies each of this office letter No. 220-E/O/EIV) dated 7-9-67 and Railway Board's letter No. E(S) 63 CPC/45 dated 8-8-68 are sent herewith for information, guidance and compliance. Railway Board's letter dated 24-3-66 referred to therein was circulated under this office letter No. 844E/213-II (Rectt) dated 24-5-66 (Serial No. 3425)

Copy of letter No. 220-E/Etv dated 7-9-67.

Sub As above

In accordance with para 2 of Railway Board's letter No. E(863-CPC 45 dated 29-3-66, serving employees taken as departmental candidates are to be treated as Railway servants under training and their pay and allowances during the training period would be regulated under Rule 2015-RII. In this context attention is also invited to Railway Board's letter No. E(NG)65RC1/185 dated 24-3-66, wherein the Board have directed that in the event of extension/repeat courses being allowed when an employee fails to pass in the first attempt, he should be paid during the period of extension/repeat course, stipend as laid down for that category of apprentice or his substantive pay and allowances as admissible from time to time whichever is higher. If such apprentices are now paid only the pay and allowances as due to them under Rule 2015-RII, it would be anamalous to pay them stipend if it is higher than the pay on their subsequent failure to pass in the first attempt.

Since the matter is not free from doubt, it is requested that Railway Board's clarification as to in which kind of cases it would be permissible to pay stipend, if it is higher than the pay admissible to such serving employees under Rule 2015-RII, may kindly be had and communicated to this office very early.

This issue with the concurrence of FA & CAO of this Railway.

Copy of Railway Board's letter No. E(S)63CPC/45 dated 8-8-68.

Sub.—As above.

Reference your letter No. 220-E/O/EIV dated 7/9/1967 on the above sub-

Serial No. 4430. Circular No. 34E/O-VIII (EIV) dated 7-9-1968

Sub. Grant of compensatory (City) and house rent allowance to Railway Servants.

A copy of Railway Board's letter No. PC 66/HRA-1/21, dated 12-8-68 is sent herewith Board's letter dated 26-7-67 referred to therein was circulated vide this office letter of even number dated 25-9-67 (Serial No. 4101).

Copy of letter No. PC-66/HRA-1/21 dated 12-8-1968-

Sub. As above.

Reference Board's letter No. PC-66/HRA-1/21, dated 26th July, 1967.

1. Please number the existing note under para 4 (b) as note 1 and insert the following as note 2.

"Note 2. As an exception to the above rule, in cases where a railway servant who shares his/her accommodation with his wife/her husband who is also a railway servant or an employee of Central Government/State Government/Autonomous Public Undertaking/Semi-Government Organisation such as Municipality, Port Trust etc he/she (railway servant may be allowed the option to draw house rent allowance without a reduction of 40% from the rent actually paid by him/her, subject to the condition that the other spouse does not draw any house rent allowance.

These orders take effect from 1-7-1967."

2. In regard to the officers going abroad on deputation provisions regulating the grant of compensatory (city) and house rent allowance exist only in respect of such of them going on deputation for a period exceeding 4 months vide para 5 (c) of Board's letter No. PC-66/HRA-1/21 dated 26th July, 1967. It has now been decided that the same provision will also govern the grant of compensatory (city) and house rent allowance for officers going abroad on deputation even for a period of or less than four months. Accordingly the phrase viz. "for a period exceeding four months" appearing in line 2 of para 5 (c) of letter No. PC-66/HRA-1/21 dated 26th July, 1967 may be deleted

These orders take effect from the date of issue this letter. Past cases already decided otherwise than as mentioned above may not, however, be re-opened.

3. The orders in para 1 & 2 have the approval of the President.

Serial No. 4431.—Circular No. 831 E-46-VI (Eiv), dated 7-9-1968

Sub.—Reservation for members of Scheduled Castes and Scheduled Tribes in posts filled by promotion on Railways.

A copy of Railway Board's letter No. E (SCT) 68 GM15/10 dated 27-8-68 is forwarded for information and guidance. The Board's letter dated 24-12-63 referred to therein was circulated vide this office letter No. 831-E/46-III/A (Eiv) dated 21/22-1-64 (Serial No. 2392). This is in supersession of instructions contained in this Office Secret letter No. E-381/0/2, dated 19/20-8-68.

Copy of Railway Board's letter No. E (SCT) 68 CM 15/10 dated 27-8-68.

Sub. as above.

Reference Railway Board's letter No. E(SCT) 62 CM 15/10 dated 24-12-63 providing reservation quota for Scheduled Castes and Scheduled Tribes in all promotions by selection from Class IV to Class III and from Grade to Grade in Class III or Class IV, if any, provided there was no direct recruitment to the particular grade. Reservation quota is also admissible in the categories of posts filled by promotion on the results of competitive examinations limited to departmental candidates.

The Railway Board have now reviewed their policy in regard to reservation and other concessions to Scheduled Castes and Scheduled Tribes in posts filled by promotion and have, in supersession of their letter of 24-12-63, decided as under :

A. Promotion through Limited Departmental Competitive Examinations.

There will be reservation at 12,1/2% and 5% of vacancies for Scheduled Castes and Scheduled Tribes respectively in promotions made on the basis of competitive examination limited to departmental candidates, within or to Class II, III and IV posts, in grades or services in which the element of direct recruitment, if any, does not exceed 50%.

B. *Promotion by Selection methods.*

(i) *Class II appointments.* In promotion by Selection from Class III to Class II, as a measure of improving representation of Scheduled Castes/Scheduled Tribes, it has now been decided that, if they are within the zone of eligibility, the Scheduled Castes and Scheduled Tribes employees will be given, by the Selection/Departmental Promotion Committee one grading higher than the grading otherwise assignable to them on the basis of their record of service i. e. if any Scheduled Castes or Scheduled Tribe employee has been categorised by the Committee, on the basis of his record of service as 'Good" he should be re-categorised by the Committee as "Very Good". Likewise, if any scheduled Caste or Scheduled Tribe employee is graded as 'Very good' on the basis of his record of service, he will be recategorised by the Committee, as 'Outstanding' Of course if any Scheduled Caste or Scheduled Tribe employees has already been categorised by the Committee as 'Outstanding' on the basis of his record of service, no recategorisation will be needed in his case. This recategories will then form the basis of allotment of marks in respect of 'Record of Service'.

The above concession would be confined to only 25% of the total number of vacancies in a particular grade or post filled in a year. While making promotions the appointing authority should, therefore, check up that the Scheduled Castes/scheduled Tribes employees promoted in a year by virtue of this concession are limited to 25% of the posts filled in that year.

(ii) *Class III and IV appointment* :—There will be reservation at 12.1/2% and 5% of the vacancies for Scheduled Castes and Scheduled Tribes respectively in promotions made by selection in or to class III and IV posts, in grades or services in which the element of direct recruitment, if any, does not exceed 50%. Promotions against reserved vacancies will continue to be subject to the candidates satisfying the prescribed minimum qualifications and standards of fitness.

II. It has also been decided that in respect of promotions to selection posts in Class III where safety aspect is not involved, the qualifying marks under "Professional ability" in respect of Scheduled Caste and Scheduled Tribes candidates should be 25 out of 50 instead of 30 out of 50 as applicable to the candidates belonging to the unreserved groups. Similarly qualifying marks in aggregate in respect of Scheduled Castes and Scheduled Tribes should to 50 out of 100 instead of 60 out of 100 for others.

III. The procedure in respect of (i) de-reservation of reserved vacancies in the cases of non-availability of suitable reserved community candidates, (ii) cases involving supersession of Scheduled Castes and Scheduled Tribes, (iii) maintenance of reservation rosters, will continue to be as at present.

IV. These orders will take effect from 11-7-1968.

Serial No. 4432.— Circular No. 220-E/O/13(EIV) dated 20/9/1968.

Sub. Rate of stipend and allowances admissible to serving railway servants during apprentice-ship/Training.

Copies each of this office letter No. 220-E/O/EIV) dated 7-9-67 and Railway Board's letter No. E(S) 63 CPC/45 dated 8-8-68 are sent herewith for information, guidance and compliance. Railway Board's letter dated 24-3-66 referred to therein was circulated under this office letter No. 844E/213-II (Rectt) dated 24-5-66 (Serial No. 3425)

Copy of letter No. 220-E/Etv dated 7-9-67.

Sub As above

In accordance with para 2 of Railway Board's letter No. E(863-CPC 45 dated 29-3-66, serving employees taken as departmental candidates are to be treated as Railway servants under training and their pay and allowances during the training period would be regulated under Rule 2015-RII. In this context attention is also invited to Railway Board's letter No. E(NG)65RC1/185 dated 24-3-66, wherein the Board have directed that in the event of extension/repeat courses being allowed when an employee fails to pass in the first attempt, he should be paid during the period of extension/repeat course, stipend as laid down for that category of apprentice or his substantive pay and allowances as admissible from time to time whichever is higher. If such apprentices are now paid only the pay and allowances as due to them under Rule 2015-RII, it would be anamalous to pay them stipend if it is higher than the pay on their subsequent failure to pass in the first attempt.

Since the matter is not free from doubt, it is requested that Railway Board's clarification as to in which kind of cases it would be permissible to pay stipend, if it is higher than the pay admissible to such serving employees under Rule 2015-RII, may kindly be had and communicated to this office very early.

This issue with the concurrence of FA & CAO of this Railway.

Copy of Railway Board's letter No. E(S)63CPC/45 dated 8-8-68.

Sub.—As above.

Reference your letter No. 220-E/O/EIV dated 7/9/1967 on the above sub-