



दक्षिण पूर्व मध्य रेलवे
South East Central Railway



मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004
HEADQUARTER, PERSONNEL DEPARTMENT, 1st FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

NOTIFICATION NO. 10/2019

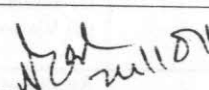
1. (A) The competent authority has decided the filling-up the vacancy of Chief Law Assistant, Pay Matrix Level-07, against departmental quota. Details are given below:

Name of the post, Vacancy & Pay	Chief Law Assistant	Level-07	Vacancy- UR-01& ST-01	
Closing date	One month from the date of Notification.			
Mode of selection	(a) In terms of Estt. Rule No.359/2018 & 164/2019 Written examination will be held on the pattern of 100% Objective type Multiple Choice paper will have to be 110 question, at least out of which 100 will have to be answered. 10 question (optional) will be on Rajbhasha rules & Policies. If, any candidate answers more than 100, the first 100 attempted question will count for promotional examination and duration of examination will be 90-120 minutes. There shall be negative marking for incorrect Answers. One third of the marks allotted for each question will be deducted for wrong Answers. No alteration /overwriting in the answer will be allowed. (b) The selection will comprised of written examination and viva-voce test. The selection will be conducted on following method. In respect of post of the Chief Law Assistant no marks for seniority will be awarded and consequently the various factors of selection and their relative weight will be as indicated below. The obtained scores out of 100 will be converted out of 35 for final consideration.			
	S.N.	Factors/Headings	Max. Marks	Qualifying Marks
	I	Professional ability consisting of (i)Written test (ii) Viva-voce Test	35 15	30/50
	II	Record of Service	30	
	Total		80	48
	Maximum 30 marks against the head "Record of service " shall be awarded for last 03 financial years APARs considering the grade each year APAR as per following.			
	Below Average			02 marks
	Average			04 marks
	Good			06 marks
	Very Good			08 marks
	Outstanding			10 marks
	The marks for the following heads shall be added in respect of awards (individual or Group) and deducted in respect of punishment during the three years period under consideration, from the marks secured by the candidate for APARs as mentioned above. However, in any case total marks will not be more than 30.			
	(i)	For Award (Marks to be added)		
		(a) Railway Board level		=04 marks
		(b) GM level		=03 marks.
		(c) HOD level		=02 marks.
		(d) DRM level		=01 marks.
	(ii)	For punishment (marks to be deducted) :		
		(a) Any major penalty =		-1 marks.
		(b) Any minor penalty=		-1/2 mark.
		The selection committee shall scrutinize service records, APARs, etc.		
Eligibility condition	(a) Candidates must be a Law Graduate from any recognised University as on the date of notification. (this should be entered to his/their service record.			
	(b) Candidates must have put in at least (05) five years of regular service in Group-C in the Railway irrespective of the department as the Date of Notification.			
	(c) Candidates must be a Group-C employee having lien in any of the department			

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	in SECR and serving in grade lower than PB-2, 9300-34800, (G.P. Rs. 4600/-) new Pay matrix level-07(as per 7 th PC)
Terms and conditions	<p>(a) Candidates fulfilling the above criteria will have to appear for selection to be conducted by SECR Administration, Bilaspur. The selection will comprise of written examination and viva-voce test.</p> <p>(b) Candidates will have to submit attested copy of their degree of Law while applying for the post of Chief Law Assistant.</p> <p>(c) In addition to (b) above candidates belonging ST/SC categories will also have to submit Xerox copy of the Caste Certificate while applying for the post.</p> <p>(d) All the application should be submitted through proper channel.</p> <p>(e) Application of employees of volunteering for the post of Chief Law Assistant filled in a prescribed format should reach this Office on or before as specified cut-off date in a consolidated bunch through concerned Personnel Branch. The Service particulars should be properly verified by the Officer who are dealing with their establishment and verified from the service records duly endorsing the same while forwarding the application to this office. The service particulars should be furnished according to the proforma as Annexure- 'A' only otherwise the staff concerned will not be considered for the selection.</p> <p>(f) Wide publicity to be given amongst the staff including the staff on deputation to other departments and Railway having lien in SECR</p> <p>(g) Personnel Officers are to consolidate application received and forward the same duly certifying details indicated to this office by 22.11.2019 positively. No application will be considered after this date.</p> <p>(h) The date of examination will be 07.12.2019 at Bilaspur. The candidates who apply should be in readiness for the written examination. The venue of the examination will be advised later.</p>
Qualifying marks for calling Viva-voce test	All the candidates who secure not less than 60 % marks in the written examination test should not be called for viva-voce test. For the post reserved community extant Rule and guidelines will be followed. The final panel should be drawn up as per extant provision in vogue
SYLLABUS	Enclosed as Annexure- 'B'
Pre selection coaching	The post of Chief Law Assistant being a non-safety category post no pre-selection coaching will be held for SC/ST Candidates.
Remarks	The selection for the post of Chief Law Assistant being a General Selection by calling for options from volunteers, there will be no Supplementary examination. All candidates should read SECR Estt Rule No. 359/2018 & 164/2019 and understand the mode of written test

DA:As above.

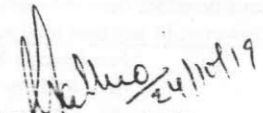

 (J.S. Tata)
 Asstt. Personnel Officer (HQ)
 For Principal Chief Personnel Officer

NO.P-HQ/NGC/503/LAW ASSTT/P-104A/ 6401

DATE: 23.10.2019

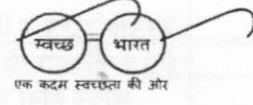
Copy forwarded for information and necessary action to :

1. All PHODs/CHODs of HQ/SECR
2. Sr.DPO/BSP, R & Nagpur, WPO/WRS, & MIB/NGP
3. Dy.CMM/GSD/R, Dy CPO/CON/BSP
4. GS/SECRMC/BSP, GS/AISCST ASSOCIATION /BSP
5. Notice Board.


 For Principal Chief Personnel Officer



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अधिसूचना सं. 10/2019

1. (ए) सक्षम प्राधिकारी ने विभागीय कोटा के अंतर्गत मुख्य विधि सहायक, पे मेट्रिक्स लेवल- 07 की रिक्ति को भरने का निर्णय लिया है, तत्संबंधी विवरण नीचे दिए गए हैं:-

पद का नाम, रिक्ति एवं वेतन	मुख्य विधि सहायक	लेवल -07	रिक्ति- 01 अनारक्षित और 01 अजजा
अंतिम तिथि	अधिसूचना की तारीख से 01 माह		
चयन पद्धति	<p>(ए) स्थापना नियम संख्या 359/2018 और 164/2019 के अनुसार पदोन्नति परीक्षा के लिए लिखित परीक्षा 100% वस्तुनिष्ठ प्रकार की बहुविकल्प प्रश्नपत्र जिसमें 110 प्रश्न होंगे जिसमें से कम से कम 100 प्रश्नों का उत्तर देना होगा। 10 प्रश्न (वैकल्पिक) राजभाषा नियम और नीतियां के होंगे। अगर कोई उम्मीदवार 100 से अधिक प्रश्नों को हल करता है तो प्रथम 100 प्रश्न का ही मूल्यांकन की जाएगी तथा इस हेतु परीक्षा की अवधि 90-120 मिनट की होगी। गलत उत्तर के लिए अंक काटा जाएगा। गलत उत्तर देने पर एक तिहाई अंक काटा जाएगा। उत्तर में कोई परिवर्तन / ओवरराइटिंग की अनुमति नहीं होगी।</p> <p>(बी) चयन में लिखित परीक्षा और साक्षात्कार लिए जाएंगे। चयन में निम्नलिखित पद्धति अपनाई जाएगी। मुख्य विधि सहायक के पद के संबंध में वरिष्ठता के लिए कोई अंक प्रदान नहीं किया जाएगा और चयन के विभिन्न आधारों के परिणामस्वरूप तथा उससे संबंधित दिए जाने वाले अंक नीचे दर्शाए गए हैं। लिखित परीक्षा का आयोजन निर्धारित अवधि में वस्तुनिष्ठ प्रकार के प्रश्न के अनुसार होगा। 100 में से प्राप्त अंकों को अंतिम विचार के लिए 35 अंकों में परिवर्तित किया जाएगा।</p>		
क्रम सं.	आधार एवं शीर्षक	पूर्णांक	अर्हक अंक
I	व्यावसायिक योग्यता में शामिल होंगे- (i) लिखित परीक्षा (ii) साक्षात्कार	35 15	30/50
II	सेवा अभिलेख	30	
कुल		80	48
<p>'सेवा अभिलेख' के मद में पिछले 3 वित्तीय वर्षों के लिए अधिकतम 30 अंक प्रदान किए जाएंगे, जिन्हें निम्नलिखित अनुसार प्रत्येक वर्ष के एपीएआर की ग्रेडिंग पर विचार किया जाएगा :-</p>			
औसत से कम		02 अंक	
औसत		04 अंक	
अच्छा		06 अंक	
बहुत अच्छा		08 अंक	
उत्कृष्ट		10 अंक	
<p>ऊपर उल्लिखित के अनुसार एपीएआर के लिए उम्मीदवार द्वारा अर्जित अंकों से, विचाराधीन पिछले तीन वर्षों की अवधि के दौरान प्राप्त किए गए पुरस्कारों (व्यक्तिगत या समूह) के लिए इस हेड में अंक को जोड़ा जाएगा और दंड के संबंध में अंकों की कटौती की जाएगी. यद्यपि किसी भी स्थिति में कुल अंक 30 से अधिक नहीं होगा.</p>			
<p>(i) पुरस्कार के लिए (जोड़े जाने वाले अंक):</p> <p>(a) रेलवे बोर्ड स्तर = 4 अंक, (b) महाप्रबंधक स्तर = 3 अंक, (c) एचओडी स्तर = 2 अंक, (d) मरेप्र स्तर = 1 अंक.</p> <p>(ii) दंड के लिए (काटे जाने वाले अंक):-</p>			

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