

दक्षिण रेलवे SOUTHERN RAILWAY



सं.No. U/P.535/III/CI

मंडल कार्यालय/Divisional Office  
कार्मिक शाखा/Personnel Branch  
मदुरै/Madurai.

दिनांक/Date: 03.01.2018

All Supervisory Officials of Commercial & Traffic  
Departments of Madurai Division  
All TI's/ DCI's of Madurai Division

विषय /Sub: Notification Calling Volunteers for posting as Commercial  
Inspector in Commercial Department in Level – 7 of the Pay  
Matrix of RSRP Rules, 2016 (corresponding to Pay Band  
Rs.9300 – 34800 + GP Rs. 4600/- in VIth CPC) in Commercial  
Department.

Ref: i) CPO/MAS Memorandum dated 31.01.2017

ii) This office notification of even number dated 12.10.2017.

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Further to this office notification cited, it is proposed to fill eight (08)  
posts of Commercial Inspector in Commercial Department in Level – 7 of the Pay  
Matrix of RSRP Rules, 2016 (corresponding to Pay Band Rs.9300 – 34800 + GP Rs.  
4600/- in VI PC) on drafting tenure basis.

SC	ST	UR	Total
1	1	6	8

Employees fulfilling the following criteria/conditions are only eligible to  
apply for the above post.

1. The employees with Railway Station Working experience for TWO YEARS  
in Chief Commercial Clerk in Level – 7 of the Pay Matrix of RSRP Rules, 2016  
(corresponding to Pay Band Rs.9300 - 34800 + GP Rs. 4600/- in VI PC) & Chief  
Commercial Clerk in level-6 (corresponding to Pay Band Rs.9300 - 34800 + GP Rs.  
4200/- in VI PC) are eligible to apply.

2. There will be no upper age limit to volunteer for the above post.

3. Drafting will be done on the basis of screening and perusal of SRs and  
APARs. Seniority may not be the criterion for the drafting.

4. Employees one grade below should be willing to work in the same  
grade in the event of their drafting being finally approved as this is a lateral transfer  
on tenure basis and not involving promotion.

5. Employees in level-5 (corresponding to Pay Band Rs.5200-20200 + GP  
Rs. 2800/- in VI PC) of the Pay Matrix, who have been granted Financial Up  
gradation to Level-6 of the Pay Matrix of RSRP Rules,2016 (corresponding to Pay  
Band Rs.9300 – 34800 + GP Rs. 4600/- in VI PC) under MACP scheme, are not  
eligible.

*[Handwritten Signature]*  
03/01/18

6. A minimum of 2 years cooling-off period is mandatory between two tenures as Commercial Inspector. Any relaxation with regard to cooling-off period between two tenures as Commercial Inspector should have the personal approval of DRM/MDU.

7. The lien of the employees drafted as Commercial Inspector will continue to be maintained in their Parent Division for all purposes.

8. Drafting employees will continue to progress in their Parent cadre and will be subject to all the terms and conditions of service regarding pay and allowances, selection/promotion etc., during the tenure period.

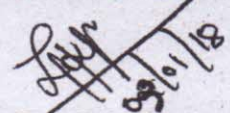
9. The normal tenure of posting of Commercial Inspector will be 5 years. After the tenure period, the incumbent will necessarily be posted back to the Parent cadre to upgrade their field knowledge. However, if the performance of the drafted employees is found unsatisfactory, they are liable to be repatriated to the Parent cadre even before the completion of the tenure period. The tenure period may be extended in the exigencies of service.

**II) Forwarding of applications:**

- (i) Employees who fulfill / accept the above conditions may **submit their applications in the prescribed forms (Copy enclosed) to their supervisory officials latest by 23.01.2018.**
- (ii) Supervisory officials shall collect the application and forward it in One bunch with a covering letter indicating the names of the volunteers to reach **Shri M. P. LIPIN RAJ, Divisional Personnel Officer/ Madurai on or before 31.01.2018** through a special messenger (Office copy of the forwarding letter shall be placed on the concerned file maintained by the supervisory officials).
- (iii) Administration will not be responsible for non receipt of application sent in piecemeal.
- (iv) Wide Publicity shall be given duly exhibiting the copy of this letter on the notice board. The employees who are on leave/ sick list etc., should be notified by the Supervisor without fail.
- (v) The Supervisory Officials should ensure that only the eligible applications are forwarded in the prescribed proforma **on or before 23.01.2018 positively.**
- (vi) **Applications received after the due date 31.01.2018 will not be entertained.**

Please note and notify all the employees concerned accordingly.

Encl: One Proforma

  
(M. P. LIPIN RAJ)

Divisional Personnel Officer/MDU

प्रतिलिपि /Copy To: CCM/MAS, CPO/MDU, CVO/MAS,

Manager Operations IRCTC/Chennai : for kind information.  
Sr. DCM, Sr. DOM, DCM, DOM, DSO/MDU: for information  
ACM, AOM/MDU, RA/MDU, PS(Con) to DRM,  
Steno to DPO, Traffic and Comml. Controllers, CHC/MDU  
Ch.OS/Traffic Branch, Ch.OS/Comml.Branch, S&WI/ Computer  
Divisional Secretary/SRMU, AISC/ST REA, AIOBC REA

## PROFORMA

APPLICATION FOR DRAFTING AS COMMERCIAL INSPECTOR IN LEVEL – 7 OF THE PAY MATRIX OF RSRP RULES, 2016 ( erstwhile PAY BAND Rs. 9300 – 34800 + GP Rs. 4600/- IN VIth CPC)Ref: सं.No. U/P.535/III/CI Dated 03.01.2018

01	Name of the employee :	
02	PF. No	
03	Present Designation/ Station	
04	Community (SC / ST / UR)	
05	Date of Birth & Age as on the date of notification	DOB: _____ Age: _____
06	Date of Appointment	
07	Post / Grade of initial appointment and the present level in the Pay Matrix	
08	Date of entry in the present grade as a regular measure:	
09	Whether worked as in-charge Supervisor in any Station for atleast 2 years and brief details thereof.	
10	Cellphone No.	

### DECLARATION

I hereby volunteer for selection to the post of Commercial Inspector in Level – 7 of the Pay Matrix of RSRP Rules, 2016 and declare that I fulfill the conditions of eligibility. The particulars furnished above are correct to the best of my knowledge and belief and I understand that I am liable to DAR action in the event of furnishing wrong / misleading / false information.

Station :

Date :

Signature of the employee

Forwarded to DPO/MDU

File No.

dated

Signature of the supervisory official  
(Name & Design with date)