

NOTIFICATION

CENTRAL RAILWAY



Headquarters Office,
Personnel Branch,
Mumbai CSMT.

No. CR-HQ/PERS/173/2021/CLA

Date: 14.05.2024

Secretary to GM, AGM, CAO(Const.), SDGM
PCCM PCEE, PCE, PCOM, PCMM, PCMD, PCME
PCSTE, PFA CE(C) CEE(C) FA&CA(C), CSTE(C), Dy.CAO(C&P)
DRM Mumbai, BSL, NGP, SUR, PA
PZRTI BSL, CETI THK,
SR.DFM/DFM Mumbai, BSL, NGP, PA, SUR
DRM(P) Mumbai, BSL, NGP, PA, SUR
CWM S&T(BY), PR, MTN (TMW)NKRD, (EW)MMR, (ELW) BSL, WM K WV
Dy.CLO CPRO Dy.CMM(M)PR
DY.CE(C) DR, AQ, PNVL, PA,
SAO(C) Mumbai PA,NGP, BSL, PNVL,
DCSO(G) CRD, VVH, DGM(Rajbhasha), CSTM,
Law Officer, Compilation Officer CSTM,
Statistical Officer CSTM, Manager EMU Society,
Principal Director of Audit, Mumbai, DY.CM(P&S) BY, CSC/RPF CSTM.

Sub: Formation of a panel for the post of Chief Law Assistant,
ML-7 against 60% Departmental Quota.

I. It is decided to conduct a selection for the post of Chief Law Assistant, ML-7 in Legal cadre against 60% departmental quota in terms of ACS No.156 of IREM Vol.I issued vide RBE No.19/2004 dated 21.01.2004.

Selection will be held for 02 posts as detailed below:-

UR	SC	ST	Total
00	01	01	02

II. Applications are, therefore, invited from serving railway employees of all departments having 5 years regular service in ML-2 to ML-6 who desire to appear for the above selection, in the prescribed proforma enclosed as Annexure 'A'. (ACS No.273 of IREM Vol.I issued vide RBE No.05/2021).

III. Eligibility conditions are as under:-

(I)	Qualification	A Degree in Law from any recognized University (3 years course/5 years course).
(II)	Service	Serving employees in ML-2 to ML-6, irrespective of the departments in which they may be working, having 5 years regular service in ML-2 to ML-6, and possessing a degree in law (ACS No.273 of Para 131 (2) (iii) of IREM Vol.I - Revised Edition 1989 issued vide RBE No.05/2021). The condition of 5 years regular service should stand fulfilled as on 14.05.2024, i.e. the date of notification, in terms of Railway Board's Letter No. E(NG)I/2005/PM 1/52 dated 22.08.2006.

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Note (1) : RPF/RPSF Personnel are not eligible to appear in this selection as per Board's letter No.E(NG)I-214/PM1/19 dated 06.05.2016)

Note (2) : In terms of RBE No.34/2023 dated 20.02.2023, the benefit of reckoning of 30% pay element for the purpose of fixation of pay of running staff on their promotion to the posts filled through General Selection is not admissible. Running staff desirous to apply may please note that since this is a 'General Selection Post', hence, the benefit of fixation by adding 30% pay element shall not be given to Running Staff selected as CLA.

IV. Submission of Application:

This notification be given wide publicity. It has been decided to call applications through Railnet on 10.31.3.3/PRONNATI from the eligible candidates and scrutiny of Service Particulars will also be done electronically at each level i.e. Division/Workshop/Unit and Headquarter.

Tentative Schedule of Selection:-

Particulars	Date
Date to open PRONNATI window	17.05.2024
Last date to apply online by the employee	03.06.2024
Last date to forward the application by respective depots to their Bill preparing unit	10.06.2024
Last date to forward the application after verification by Bill preparing unit and Personnel Officer to HQs office	18.06.2024
Tentative date of issue of Eligibility list	24.06.2024
Tentative date of Written test	29.06.2024

MODE OF APPLICATION

(A) HOW TO APPLY

The eligible staff should submit their application through **ONLINE MODE** only for which following steps should be followed.

1. Visit the Railnet site 10.31.3.3 link and then Click onto **PRONNATI**.
2. Go through the **NOTIFICATION**.
3. Click on **REGISTER**. Select Exam Code: **Commercial/General Selection /CLA, ML-7/2024**
4. Fill up **PF No as User ID**, Your Mobile no and Registered Email and Submit.
5. You will get a default **Password** generated and display as 12345, immediately on another screen will show for change of password.
6. Now go to **Home Page** and select **APPLY/LOGIN**.
7. Again use your **PF No. as User ID** and **Password** which you have received on Computer screen (i.e. 12345).
8. Fill up the Application form with utmost care and after completing all the fields, click on **Submit** tab. (Before logout it should be confirmed that it is clicked on Submit tap) .
9. Take a print out and keep it for your record.

This will complete the submission of application for the candidate.

(B) **HOW TO FORWARD APPLICATION.**

For login, **each division/workshop/ Construction Unit** Incharge will obtain User ID and password from **Chief OS(T&C)HQ**. After login **division/workshop/ Construction Unit Incharge** can view the details of applicants working under his control. To forward the application, just Click on **FORWARD** of each of the application. On Last date of submission of application by the candidate, respective **division/workshop/ Construction Unit Incharge** can get a summary of the applications which he has forwarded. He should take a print and keep it for the record with the signature of the Establishment Incharge and also forward a copy of the same to this office.

(C) **HOW TO VERIFY THE APPLICATIONS**

For login, Office Superintendent of the divisional personnel deptt / workshop / Construction unit with whom Service Registers are maintained will obtain User ID and password from **Chief OS(T&C)HQ**. After login, OS can **View** as well as **Edit** the details of all applicants whose Service Registers are maintained in that office. After verifying Service Particulars of each employee from Service Record, OS can change it in Edit application, if any deviation. He should put **sign in the box** if he made any change in the particulars filled by the applicant and same remarks should add in the remarks column. After verification to forward the application just Click on **FORWARD BUTTON** of each of the application.

(D) **HOW TO VALIDATE THE APPLICATIONS**

For login, APO/Head of the Construction Unit with whom Service Registers are maintained will obtain User ID and password **from APO(Tfc & Comml.)**. After login APO/Head of the Construction can view all applications whose Service Registers are maintained in that office and verified by his Office Superintendent. As per the Eligibility conditions for the selection for the post, APO/Head of the Construction Unit will valid or invalid the application by clicking on the **Valid/Invalid**. Then all the applications will be automatically forwarded to Headquarter for further scrutiny. On Last date of submission of application in Headquarter, Divisional Personnel Deptt / Workshop / Construction unit can get a summary of the applications he has forwarded. He should take a print and keep it for his record.

For any queries regarding login/ forwarding/Editing/Validating application please contact on **Mobile No.8828110661- APO(Tfc & Comml.)/8452030891- Chief OS(T&C)/ 7369000701 - Jr Clerk (Tfc & Coml)**

After receipt of applications through online mode of all the volunteers, appearing for the selection, will be further scrutinized at Headquarters' level and on the basis of Data entered in the said link, the list of eligible volunteers will be published later. The final eligibility list will also be notified on RAILNET site 10.31.3.3/pronnati on 24.06.2024.

To ensure that the eligible staff avail the opportunity for appearing for selection, wide publicity should be given to this notification. Supervisor / Incharge should bring to the notice of the staff working under them about this selection.

Applications of the employees who are **not eligible should not be forwarded** to this office. However, reason for disqualifying the candidate may be advised to them through proper channel.

The eligibility / non eligibility list of employees will be purely provisional subject to verification of their service particulars, educational qualification, caste certificate etc., as mentioned in the said link, from the SRs. The mere fact that if, he/she is allowed to appear for the written test and qualified, however, he/she will not be entitled for empanelment, if he/she is subsequently found ineligible, for not fulfilling the service conditions mentioned in the notification. **Before forwarding the application through 'PRONNATI', it should be ensured that qualification of LLB is properly recorded in service register and copy of LLB Degree certificate is also placed in personal file of the candidate.**

V. Details of Selection Procedure

The selection for the post of Chief Law Asstt. consists of written examination followed by viva-voce in terms of RBE No.137/2003 issued vide Railway Board's letter No. E(NG)I/2000/PM1/141 dated 07.08.2003. Written examination will consist of 100 marks of 2 hrs. duration. The syllabus for written examination is enclosed as Annexure 'B'.

Being a General Selection, **no Supplementary Written Test will be conducted for the above selection**, and the panel will be drawn on the basis of merit in terms para 3 of Railway Board's letter No. E(NG)I-2008/PM7/4 SLP dt. 19/06/2009 (RBE No.113/2009) circulated vide CPO (R)'s letter No. HPB/661/R/D dt. 06/07/2009.

Staff selected and posted as Chief Law Asstt., ML-7 will not have any claim for further promotion in their parent cadre & will not seek re-transfer/repatriation to their parent cadre.

The selection consists of :

Sr.No.	ITEM	Max. Marks	Qualifying Marks	
1.	Professional Ability consisting of			
	(a) Written Test	35	21 (17.5 with relaxed standard)	30/50 25/50 (With relaxed standard)
	(b) Viva-Voce	15	
2.	Record of Service	30
	Total	80	48/80 40/80(With relaxed standard)

In terms of RBE No.196/2018 dated 14.12.2018, written examination will consist of 100 marks objective type questions of multiple choice of 2 hours duration. Questions to the extent of 10% marks on Official Language Policy and Official Language Rules will be included in the written test. There shall be negative marking for incorrect answers. One third of the marks allotted for each question will be deducted for wrong answers. No cutting, overwriting, erasing or any type of alterations will be allowed and zero marks will be given for answers having correction/overwriting.

Only those candidates who secure 60% marks in the written test will be called for viva-voce.

A candidate must secure a minimum 60% marks in 'Professional Ability' and 60% marks in aggregate, for being considered for placement on the panel subject to the size of the panel. The final panel will be drawn in the order of Merit, based on aggregate marks of 'Professional Ability' and 'Record of Service'. There will be no classification of candidates as 'Outstanding' (As per ACS No.209 of IREM Vol.I issued vide RBE No.113/2009).

Wide publicity be given by way of publishing eligibility list on the notice boards. It may be ensured that all the eligible candidates be individually advised of their eligibility to appear in selection, by deputing S&WI and obtaining acknowledgement.

In terms of SPO(Ruling/Legal)CSMT's letter No. P/HQ/Ruling/O/803 dated 07.10.2022, Answer key of aforesaid selection will be published in the Railnet website after the examination for candidates who appeared in the written test to send representation, if any, with respect of keys and ambiguity in questions to this office. The examinees (only candidates who appeared) will be given only 7 days (including intervening holidays) for sending written representation, if any.

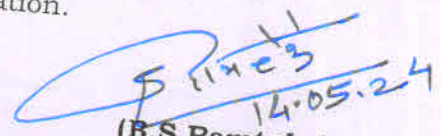
All POs or SR Controlling Authorities are hereby requested to observe the following points while scrutinizing the applications.

1. The entry as regard to educational qualifications is mentioned in SR with valid and verified certificates available in their Personal files.
2. The caste of SC/ST candidates is entered in first page of SR after following due procedure.
3. Entries as regard DAR cases/punishment are correctly entered in SR.
4. Entry in regard to change of name, if any.
5. Unauthorized absence entry in SR & Award entry in SR (i.e. Branch Officer Award, PHOD Award, DRM Award, GM Award).
6. Applications not fulfilling the eligibility conditions for this selection given under Eligibility Conditions above, should not be forwarded to this office.

This may be treated as advance notice for preparation for written test. The syllabus for selection is enclosed herewith as Annexure 'A'. This notification is available on Central Railway RAILNET site 10.31.3.3-Personnel-Notification.

Kindly acknowledge the receipt of this notification.

DA: Annexure : A


(B.S. Ramteke)
Asstt Personnel Officer (T&C)
/-Principal Chief Personnel Officer

- C/-DY.CPO(GAZ) (HRD) (HQ) (IR) Chairman RRC
C/-SPO (RP)
C/- APO (Admn.) (Gaz) (MPP) (Bills) (IR) (S&T) (Elect) (Court)
C/- General Secretary, NRMU & CRMS
C/- General Secretary, All India Railway Employees' SC/ST/OBC Association.

SYLLABUS

1. Constitution of India with special reference to writs, Fundamental Rights, Taxation on Government property and provisions in respect of Govt. Services.
 2. Railway Act, 1989, Railway Claims Tribunal Act, 1987 & Rules.
 3. Contract Act and Sale of Goods Act, Bailment, Indemnity Guarantee and Agency.
 4. Easement Act, Transfer of Property Act.
 5. Partnership Act.
 6. Arbitration Act.
 7. Land Acquisition Act.
 8. Public Premises (Eviction of unauthorized occupants) Act.
 9. Civil Procedure Code-Law of limitation.
 10. Labour Laws including P.W. Act, Factories Act and Minimum Wages Act, Industrial Dispute Act, Workmen's Compensation Act, Administrative Tribunals Act, 1985.
 11. Evidence Act with special reference to Law of Estoppel, presumptions and admissions.
 12. RS(Disciplinary and Appeal Rules) 1968 and Railway Servants Conduct Rules 1966.
 13. Pension Rules and State Railway Provident Fund Rules.
 14. Consumer Protection Act, Stamp Act.
 15. Central Administrative Tribunal Act.
 16. Right to Information Act.
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