



पश्चिम रेलवे प्रधान कार्यालय
चर्चगेट, मुंबई -400 020
WESTERN RAILWAY
Headquarters Office
Churchgate, Mumbai-20

No. E(R&T) 890/60/1/LARSGESS/GP1800

Date: 06-06-2013

NOTIFICATION

Liberalized Active Retirement Scheme for Guaranteed Employment for Safety Staff (LARSGESS) – SAFETY STAFF WORKING IN GRADE PAY Rs.1800/- Jan-2012, July-2012 and Jan-2013 cycles

1. In terms of Railway Board's letter No. E(P&A)I-2010/RT-2 Dated 29-03-2011 (RBE No.42/2011) circulated vide this office PS No.43/2011, the retirement / recruitment process under LARSGESS in respect of all Safety categories of staff in GP Rs. 1800/-, including Gangmen in GP Rs. 1800/-, is to be done twice in a year as per the time schedule laid down therein. However, the recruitment under the scheme could not be finalized as per the schedule laid down by the Board, resulting in backlog.

This Notification is issued in order to tide over the backlog and to maintain uniformity. Those employees, who have already applied under the scheme against Notifications issued by the respective Divisions for the cycles of January 2012, July 2012 and January 2013, need not apply again.

However, any employee, who has not applied earlier against Notification issued by Division, may apply against this Notification to the concerned Division subject to the condition that they fulfill the eligibility criteria on the cutoff date prescribed for any one of the cycles.

2. **General Conditions:**

Applications are invited from willing and eligible Safety category Staff working in GP Rs. 1800/-, seeking retirement and employment to a suitable ward under this scheme for the cycles of **Jan-2012, July-2012 and Jan-2013.**

- 2.1 Safety Staff of following categories working in GP Rs. 1800/- are eligible to apply for Retirement and subsequent appointment to their wards:

A) Operating Department

- 1) Pointsman
- 2) Shuntman
- 3) Leverman
- 4) Gateman
- 5) Traffic porters

B) Civil Engineering Department

- 1) Gateman
- 2) Trolleyman
- 3) Keyman

Contd.2

C) Signal & Telecommunication Department

- 1) Khalasi/ Khalasi Helper re-designated as Helper Grade II & Grade I attached to ESM/MSM/TCM/WTM.

D) Mechanical & Electrical Department

- 1) Khalasi/ Khalasi Helper re-designated as Helper Grade II & Grade I assisting Loco Fitters/C&W Fitters, Fitters in Diesel Shed (Open Line & Workshops)/EMU/Elect. Sheds (Open Line & Workshops) and Train Lighting & AC Fitters (Open Line & Workshops), Crane Jamadar and Crane Khalasi.
- 2) Trolleyman of Departments other than Civil Engineering are also eligible under the Scheme as per Railway Board's letter No. E(P&A) I/2010/RT-2 dated 03-01-2012 (RBE No. 4/2012 circulated vide HQ office letter No. E(R&T) 890/60/1/SRRS (Policy) Vol. I dated 09-02-2012.

3. ELIGIBILITY CONDITION**(a) For employees seeking retirement under the scheme.****January-2012 Cycle**

Cutoff Date	Criteria for employee
01-01-2012	1) Should be in the age group of 50 to 57 years as on 01-01-2012 i.e. D.O.B. between 01-01-1962 & 31-12-1954. 2) Should have completed 20 years of Qualifying Service as on 01-01-2012.

July-2012 Cycle

Cutoff Date	Criteria for employee
01-07-2012	1) Should be in the age group of 50 to 57 years as on 01-07-2012 i.e. D.O.B. between 01-07-1962 & 30-06-1955 2) Should have completed 20 years of Qualifying Service as on 01-07-2012.

January-2013 Cycle

Cutoff Date	Criteria for employee
01-01-2013	1) Should be in the age group of 50 to 57 years as on 01-01-2013 i.e. D.O.B. between 01-01-1963 & 31-12-1955, 2) Should have completed 20 years of Qualifying Service as on 01-01-2013.

(b) For wards to be considered for appointment in erstwhile Group "D" posts in PB1 Rs.5200-20200 + GP Rs.1800/-.

Age	Academic/Technical Qualification
UR : 18-33 years OBC : 18-36 years SC/ST: 18-38 years as on the cut-off date indicated for each cycle above	10 th pass or ITI or Equivalent for appointment in Scale PB-1 Rs.5200-20200 with GP-1800/- OR 8 th pass for engagement as trainees in terms of Railway Board's instructions contained in their letter No. E(NG) II/2011/RR-I/11 Dated 09-12-2011 (RBE No.166/2011) circulated vide HQ office letter NO. E(R&T) 890/60/Policy Vol. VI Dated 16-12-2011. <u>The emoluments of these trainees during the period of their training and before absorption in the regular service, will be governed by the minimum of the -1S Pay Band without any Grade Pay i.e. Rs.4440/- p.m.</u>

4. Employees working against substantive post carrying GP Rs.1800 are entitled to seek retirement under LARSGESS notwithstanding the fact that they have been granted Grade Pay higher than Rs.1800/- under MACPS.
5. All conditions for appointment, such as age-limits, educational qualifications etc. for the wards of such employees who seek retirement under this scheme shall be determined with reference to the cut-off date as indicated in Para 3(a) above.
6. Time Schedule for processing recruitment of wards and subsequent retirement of Safety Staff is as under:

The following Time Schedule will be followed scrupulously		
i)	Cutoff date for reckoning eligibility of the employee and his ward	Cut-off date for each cycle as indicated in para-3(a) above
ii)	Last date for receiving the applications in Division	21-06-2013
iii)	Last date for withdrawal of application	25-06-2013
iv)	Scrutinizing the applications at LARSGESS Cell	01-07-2013
v)	Conducting of written test	20-07-2013
vi)	2 nd chance to failure in written test in first chance	03-08-2013

6.1 The last date for submission of application for retirement and consideration of ward for appointment under the scheme is **21st June-2013**.

7. The request for retirement under the scheme is purely voluntary and there is no element of compulsion on the part of the Administration.

7.1 The ward would be considered for appointment only in the lowest recruitment grade in the respective category from which the employee seeks retirement, depending upon his eligibility and suitability but not in any other category.

7.2 The employment under the scheme would be guaranteed only to those found eligible/suitable and finally selected as per procedure. The retirement of the employee and appointment of the ward will take place simultaneously.

8. **Mode of selection:-**

- i) Wards of eligible staff shall be subject to a written examination.
- ii) The Question Paper shall be set in English/Hindi/Marathi/Gujarathi.
- iii) Question paper for the written examination shall be of 120 marks consisting of 60 multiple choice objective type questions, mainly aim to assess general knowledge/ awareness, mathematics, general science, reasoning etc. to be answered in 90 minutes duration.
- iv) Those qualifying in written examination will have to undergo medical examination in prescribed medical classification and only those wards who pass medical examination would be considered for empanelment and offered appointment.

9. **How to apply:-**


9.1 The staff belonging to the above safety categories working in GP Rs.1800/- fulfilling the eligibility criteria and seeking retirement and employment to a suitable ward under this scheme should submit the application in the format at **Annexure-I** to the notification to concerned Senior Divisional Personnel Officers/POs of the respective Workshops through their controlling Assistant Officers/Supervisors.



- 9.2 Attested copies of certificates in support of Age, Academic / Technical qualifications, caste etc. of the ward for whom employment is sought must be attached together with the application.
- 9.3 The photograph of the employee seeking retirement and the ward should be affixed in the space provided in the application and same should be attested by Controlling Asst. Scale Officer/Supervisor concerned.
- 9.4 The wards belonging to SC/ST community will submit caste certificate in the format given at **Annexure-II** and wards belonging to OBC community will submit caste certificate in the format given at **Annexure-III**.
- 9.5 In the case of OBC candidates the certificate specifically should indicate that ward does not belong to persons/sections (Creamy layer) mentioned in Col. 3 of schedule of the Govt. Of India, Department of Personnel and Training OM No. 36012/22/9-Estt.(SCT) dated 08-09-1993 and subsequent revision through OM No. 36033/3/2004-Estt.(Res.) dated 09-03-2004.
10. Sr.DPO/DPO/PO of Workshop should ensure that wide publicity is given to the notification at all levels so that willing employees belonging to the above categories submit their applications for consideration under the scheme.
11. Sr. DPO/DPO/PO of Workshop concerned should ensure that the applications received are scrutinized/verified and duly certified by them with reference to the eligibility norms prescribed both for serving employees belonging to the aforesaid category and their wards for whom employment is sought under the scheme. The Workshop PO should ensure the receipt of the applications from the eligible employees and cause to send the same to respective Division in whose territorial jurisdiction the workshop lies within the stipulated time. The respective Divisions to send the list of eligible candidates in hard as well as soft copy/pen-drive to this office in the format enclosed as **Annexure-IV**.
12. The qualifying service and age of the employees shall be verified and certified by the Division in consultation with associate finance as the employee will retire voluntarily simultaneously with the engagement of the ward.
13. It should be ensured that the time schedule prescribed under Para (6) above is strictly adhered to.
14. A copy of this notification is also uploaded on Western Railway's website www.wr.indianrailways.gov.in

Administration reserves the right to rectify any error at any time.

Encl: Annexure I to IV


(U. V. Patel)
Dy. CPO (HRD)
For General Manager (E)

Copy forwarded as under:

DRM – BCT /BRC/ADI/RTM/RJT/BVP

CWM – PL/MX/DHD/SBI/PRTN/BVP/WM (Sig.) – SBI

Sr.DPO/DPO-BCT/BRC/ADI/RTM/RJT/BVP

GS-WRMS-BCT / GS-WREU-GTR

GS – All India SC/ST Employees Association.

GS – OBC Employees Association.

} with a request to give wide publicity

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Application under LARSGESS

To
The Senior Divisional Personnel Officer,
Western Railway,
BCT/BRC/ADI/RTM/RJT/BVP.

Affix present
passport size
photograph of
the employee

Affix present
passport size
photograph of
the ward

(Both the photographs should be attested by
Controlling Asst. Scale Officer/Supervisor)

(Through Proper Channel)

Sub: Liberalized Active Retirement Scheme for Guaranteed Employment for Safety Staff (LARSGESS) – Safety Staff working in GP Rs.1800/- – _____ Cycle.

With reference to the Notification No.E(R&T)890/60/1/LARSGESS/GP1800 Dated 06.06.2013, I submit my application for consideration of appointment of my son/daughter and for my voluntary retirement.

A		Details of Employee	
1	Name		
2	Designation		
3	Place of Working & Station		
4	i. Substantive Pay Band with Grade Pay ii. Present Pay Band & Grade Pay		
5	PF No.		
6	Date of Birth	In figure: __ / __ / __ (DD/MM/YYYY) In words	
7	Date of appointment	In figure: __ / __ / __ (DD/MM/YYYY) In words	
8	Length Of Service	-Years; -Months; -Days	
9	Age as on	-Years; -Months; -Days	
B		Details of ward	
1	Name of the Ward		
2	Post applied for		
3	Educational Qualification		
4	Date of Birth	In figure: __ / __ / __ (DD/MM/YYYY) In words	
5	Community (SC/ST/OBC/UR)		
6	Two Identification Marks	1) 2)	
7	Telephone/Mobile No.		

Declaration by the employee & ward

We hereby declare that all the statements made in the application are true, complete and correct to the best of our knowledge and belief.

(Signature of the Ward)

(Signature of the Employee)

(Left Hand Thumb Impression of ward)

For official use only

Place : _____
Date : _____

The above information has been verified from the records and found to be correct.
Name & Signature of Clerk/OS :
Signature of Controlling Asst. Scale Officer/Supervisor:
(with official seal)

PROFORMA FOR CASTE CERTIFICATE FOR SC/ST CANDIDATES

The candidates are required to obtain caste certificate in the proper proforma from the competent authority and produce the original certificate at the time of verification failing which he/she may be disqualified. This is strictly required vide chapter 13 of the Brochure (Published by Govt. of India, Ministry of Personnel, Public Grievances & Pensions Department of Personal Training, New Delhi) As a large number of candidates are producing certificates issued by authority different from the competent authority they are advised to comply with the instructions.

FORM OF CASTE CERTIFICATES

(Form of certificate to be produced by a candidate belonging to Scheduled Castes or Scheduled Tribes in support of Claim)

This is to certify that Shri/Smt./Kum* _____ Son/Daughter* of _____ Of village/town* _____ District/Division* _____ Of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:

- The Constitution (Scheduled Caste) order, 1950
- The Constitution (Scheduled Tribes) order, 1950
- The Constitution (Scheduled Caste) (Union Territories) order, 1951
- The Constitution (Scheduled Tribes) (Union Territories) order, 1951 (as amended by the Scheduled Caste and Scheduled Tribes Lists Modification), Order, 1956 the Bombay Reorganisation Act 1960, the Punjab reorganization Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern areas Re-organisation Act, 1971, and the Scheduled Tribes order 9 Amendment 0 act, 1976.
- The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956.
- The Constitution (Jammu and Kashmir) Scheduled Tribe Order, 1956.
- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.
- The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.
- The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962.
- The Constitution (Pondicherry) Scheduled Castes order, 1964
- The Constitution Scheduled Tribes (Uttar Pradesh) order, 1967
- The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
- The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
- The Constitution (Nagaland) Scheduled Tribes Order, 1970
- The Constitution (Sikkim) Scheduled Caste Order, 1978
- The Constitution (Sikkim) Scheduled Tribes Order, 1978

2. Application in the case of Scheduled Castes/Scheduled Tribes Persons who have migrated from One State/Union Territory.

This certificate is issued on the basis of Scheduled Castes/Scheduled Tribes Certificates issued to that Shri/Smt./Kum* _____ Father/Mother of Shri /Smt./Kum _____ in District/Division* _____ of State/Union Territory _____ who belongs to the _____ Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribes* in State/Union Territory* _____ issued by the _____ (Name of prescribed authority) vide their No. _____ dated _____.

3. Shri/Smt./Kum.* _____ and of his/her* family ordinarily reside(s) in village/town* _____ of _____ District/Division of State/Union Territory of _____ Place _____ State/Union Territory Signature _____ date _____ Designation (with seal of office) _____

(* Please delete the words which are not applicable) (* Please quote specific presidential order) (* Delete the Paragraph which is not applicable) (* Please Note: The term * Ordinarily resides* used will have the same meaning as in Section 30 of the Representation of the People Act, 1950

List of Authorities employed to issue certificates of verification

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/City Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner, (Not below the rank of 1st class Stipendiary Magistrate)
2. Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate.
3. Revenues Officers not below the rank of Tehsilder.
4. Sub Divisional Officer of the area where the candidate and / or his family ordinarily resides.
5. Administrative Secretary in Administrator/Development Officer (Lakshadweep Islands).

Form of Certificate to be produced by other Backward Classes applying for Appointment to Post under the Government of India.

This is to certify that _____ Son/Daughter of _____ of village _____ district/division _____ in _____ state belongs to _____ community, which is recognized as a Backward Class under.

1. Resolution No. 12011/68/93 -BCC © dated the 10th September 1993, published in the Gazette of India extraordinary - part 1, Section1, No.186 dated the 13 th September 1993.
2. Resolution No. 12011/9/94 -BCC dated the 19th October 1994, published in the Gazette of India extraordinary - part 1, Section1, No.163 dated the 20 th October 1994
3. Resolution No. 12011/7/95 -BCC dated the 24th May 1995, published in the Gazette of India- extraordinary - part 1, Section1, 88 dated the 25 th May 1995.
4. Resolution No. 12011/44/96 -BCC dated the 6th December 1996, published in the Gazette of India extraordinary - part 1, Section 1,No. 210 dated the 11th December 1996.
5. Resolution No. 12011/68/93 -BCC, published in the Gazette of India- extraordinary - No. 129, dated the 8th July 1997.
6. Resolution No. 12011/12/96 -BCC, published in the Gazette of India- extraordinary - No. 164, dated the 1st September 1997.
7. Resolution No. 12011/99/94 -BCC, published in the Gazette of India- extraordinary - No. 263, dated the 11th December 1997.
8. Resolution No. 12011/13/97 -BCC, published in the Gazette of India- extraordinary - No. 239, dated the 3rd December 1997.
9. Resolution No. 12011/12/96 -BCC, published in the Gazette of India- extraordinary - No. 166, dated the 3rd August 1998.
10. Resolution No. 12011/68/93 -BCC, published in the Gazette of India- extraordinary - No. 171, dated the 6th August 1998.
11. Resolution No. 12011/68/98-BCC, published in the Gazette of India- extraordinary - No. 241, dated the 27th October 1999.
12. Resolution No. 12011/88/98-BCC, published in the Gazette of India- extraordinary - No. 270, dated the 6th December 1999.
13. Resolution No. 12011/36/99-BCC, published in the Gazette of India- extraordinary - No. 71, dated the 4 th April 2000.

Shri _____ and/or his family ordinarily reside(s) in the _____ District/Division of the _____ State.

This is also to certify that he/she does not belong to the persons/sections (**Creamy Layer**) mentioned in column 3 of the schedule of the Government of India. Department of Personnel & Training O.M. No. 36012/22/93 Estt. (SCT) dated 08.09.93.

Dated District Magistrate/Seal Deputy Commissioner etc.

- NB:** (a) The term Ordinarily used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950(b) The Authorities competent to issue caste certificate are indicated below :
- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner/Deputy Collector/1st Class Stipendiary Magistrate/ Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner,(Not below the rank of Ist class Stipendiary Magistrate)
 - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
 - (iii) Revenues Officer not below the rank of Tehsilder and
 - (iv) Sub Divisional Officer of the area where the candidate and / or his family ordinarily resides.

Annexure-IV

Statement Showing the LIST OF ELIGIBLE EMPLOYEES/WARDS seeking retirement / recruitment under LARSGESS For the cycle _____ (Division/Workshop: _____)

Sr. No.	Name of the employee	Designation & place of working	PF No.	Date of birth	Age as on cut-off date of _____	Date of appointment	Total Qualifying service as on _____	Name of the ward	Date of Birth	Age as on cut-off date of _____	Educational / Technical qualification	Roll No.