



PBC No. 90 / 2025
RBE No. 41 / 2025

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

सं/No: P(R) 64 / P / Allow.Genl. / Vol.III

दिनांक/Dated: 08.05.2025

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

**विषय/Sub:Payment of OTA to Supervisory categories/Grades
(performing non-supervisory role) of staff of all concerned
Departments over the Railways.**

A copy of the Railway Board's letter No. 2023/E(LL)/OTA/3 dated 06.05.2025 on the above subject and Railway Board's letter No. E(LL)84/HER/1-27 dated 30.11.1984 is enclosed for information, guidance, and necessary action.

संलग्नक/Encl. 02 pages

सहायक कर्मचारी संबंधी अधिकारी/Asst Personnel Officer / IR & Trg.
कृते प्रमुकाधि/For 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.

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

No.2023/E(LL)/OTA/3

RBE No. 41/2025
New Delhi, Dated: 06.05.2025

The General Managers,
All Zonal Railways
(As per standard list)

Sub: Payment of OTA to Supervisory categories/Grades (performing non-supervisory role)
of staff of all concerned Departments over the Railways

The issue of non-payment of Overtime Allowance (OTA) to staff in supervisory categories but performing non-supervisory role/duty over Indian Railways had been under consideration as there were demands from both the Federation i.e. AIRF & NFIR in this regard. East Coast Railway had also sought clarification in respect of payment of OTA to Station Superintendent in Grade Pay 4600 working in continuous roster duty i.e. performing duty in non-supervisory role.

2. The matter was examined in Board's office and clarification was issued to East Coast Railway vide letter No.2023/E(LL)/OTA/3 dated 14.02.2024 & 01.05.2024 that as per extant instructions as contained in Railway Servants (HOER) Rules, 2005, those Railway Servants who are employed on duty having supervisory character/role are not eligible for Overtime Allowance (OTA), as they are comparatively free to adjust his hours of duty or work during such hours by the virtue of the nature of his work and position. However, the eligible cases for grant of Overtime Allowance (OTA) for all concerned categories of staff posted on supervisory grades but performing non-supervisory role/duty may be examined and considered in consultation with FA&CAO in terms of Board's letter No. E(LL)84/HER/1-27 dated 30.11.1984 (copy enclosed).

3. The above clarification is reiterated for information and necessary action.

DA: As Above


(M. K. Meena)
Director Estt.(LL)
Railway Board
Tele: 011-23047136

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No.E(LL)84/HER/1-27

New Delhi, dated 30.11.1984

The General Managers,
All Indian Railways,
(including CLW, DLW & ICF)

Sub: Hours of Employment Regulations – Guidelines pending revision of the list of Supervisory Staff.

A number of references have been received representing that consequent upon the restructuring of cadres and upgradation of posts on percentage basis, the list of Supervisory Staff circulated vide this Ministry's letter No.E(LL)70/HER/16 dated 4.1.1972 may be revised so as to reflect the position now obtaining in the matter.

2. The matter has been examined and it is clarified that the question of revising the list of supervisory staff, which is under the consideration of Departmental Council, has been referred to a committee of the Council. Pending revision of the complete list, the following guidelines should be followed by the Railways: -

Those staff who were earlier considered non-supervisory as per 1972 list and were entitled for overtime but have now been placed after cadre restructuring in categories and scales which are supervisory as per the said list, need not be automatically made ineligible for payment of overtime. In each of such cases a detailed examination should first be carried out in regard to the duties actually performed/ allotted (supervisory or non-supervisory) in consultation with your FA & CAO. If such examination reveals that after cadre restructuring redistribution of duties has been made and supervisory functions added to such posts, then overtime in these cases will not be admissible. If, however, no change in the duties and responsibilities has been made and no supervisory functions have been attached to these posts, the staff concerned may be allowed overtime.

3. This has the concurrence of the Finance Directorate of the Ministry of Railways.

4. Please acknowledge receipt. Hindi version will follow.

-Sd/-
(T.N. Vijh)
Joint Director, Establishment (LL)
Railway Board