

Divisional Office,
Personnel Branch,
Madurai,dt.15.04.2025.

Sr.DEN/Co-Ordn/MDU

Sub: Guidelines for provision of Notice Board facilities for recognized Trade Unions & Associations – reg

Ref: This Office letter of even no.dated:18.12.2022, 11.02.2025 & 07.03.2025

Further to this office letters cited above and on further examination of the subject-matter, it is advised that on the completion of the Secret Ballot Elections 2024, three trade unions namely **SRMU, DREU, and SRES** have become qualified for the provision of notice boards in addition to the two associations viz., **AISCSTREA and AIOBCREA**. Considering the increase in the number of notice boards to be provided, the following guidelines have been framed for compliance of stakeholders.

(a) The location of the notice boards will be determined based on availability of space at each Establishment. The size of the notice board will vary based on each location/space availability. The site for providing 05 notice boards of appropriate sizes shall be proposed in consultation with SSE/Works of the jurisdiction and approved by Sr.DEN/DEN concerned. The maximum size of the notice board at any location shall not exceed 6 x 10 feet under any circumstances.

(b) The notice boards shall be provided at prominent places where large staffs are gathered as far as practically possible. However, it should not be a hindrance for passenger signages or hoardings permitted by Commercial Department. Further, directions of Hon'ble High Court for placing cut-outs, hoardings, flex boards, flag poles and banners shall be strictly adhered to.

(c) Recognized Trade unions and Associations are allowed to display notices only on the notice boards provided by the administration in the designated areas. Pasting of posters in other than designated areas will be viewed seriously and necessary corrective action against the defaulter will be taken as per Railway rules.

(d) Notices should be strictly related to union/association activities and must not include any political, inflammatory or objectionable content/material.

(e) The union/association must adhere to the rules laid down in the Railway services (Conduct) Rules, 1966 regarding decorum and ethical conduct. Any material criticizing the government or policies of the Railway Administration in an inappropriate manner is prohibited.

(f) Unions/Associations are responsible for ensuring that unauthorized persons do not use the notice board for personal or non-union/association matters.

(g) “Stick No Bills” stickers shall be displayed in the entire railway buildings/premises of MDU division to prohibit unauthorized pasting of posters in undesignated spaces. All Posters/wall writings found in undesignated/unauthorized spaces shall be removed to keep railway premises neat and clean.

Any unrecognized Union/Association displaying the notice in the Railway premises including the station building shall be fined as per the Indian Railways (Penalties for Activities Affecting Cleanliness at Railway Premises) Rules, 2012 accordingly.

Arrangements may kindly be made to issue suitable instructions to all jurisdictional ADENs.

This issues with the approval of ADRM.


15/4/2025
(T. Sankaran)

Divisional Personnel Officer/MDU

Copy to: PS to DRM for Kind information of DRM
PS to ADRM for Kind information of ADRM
CPO/IR/MAS – for kind information
All Branch Officers – for kind information and necessary action
DS/SRMU, DS/DREU, DS/SRES
DS/AISCSTREA, DS/AIOBCREA
Website/Notice Board