

दक्षिणरेलवे Southern Railway

सं No: U/P.608/CP/Forwarding of Appl.

मंडलकार्यालय/ Divisional Office,  
कार्मिकशाखा/ Personnel Branch,  
मदुरै/ Madurai-625016,  
दि. /Date:10.10.2024.

**All Supervisory Officials / MDU Division**

विषय/ Sub: Selection forpost of Presenting Officer in Pay Matrix Level- 7 (G.P.Rs.4600/-)at  
Vigilance Organization,Southern Railway,(**One Post**) – Reg.

संदर्भ / Ref: Dy.CVO/SR Lr.No.EO/HQ/Staff/10/2014/PILOT dt.01.10.2024.

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With reference to the above, volunteers are called for filling up of **01 (One) ex-cadre posts** of Presenting Officer in PML-7(GP RS.4600/-) on tenure basis in Vigilance Organization, Southern Railway. Lien & Seniority of the selected staff will be maintained in his/her respective parent cadre.

As per the notification the willing and eligible employees should submit the applications in the prescribed proforma(enclosed) and same should be forwarded through proper channel to this office on or before **25.10.2024** and for more details go through the letter is enclosed

Encl: As above

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P VISWANATHAN  
Date: 2024.10.10  
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(पी.विश्वनाथन P.Viswanathan)

सहायककार्मिकअधिकारी/ एसईएम

Assistant Personnel Officer/SEM

/मंडल कार्मिक अधिकारी/मदुर

/ Divisional Personnel Officer/MDU

प्रतिलिपि / Copy to:All Supervisory Officials:- for kind information & NA please.

JE/IT/PB/MDU:- for uploading web portal: **pbmdu.co.in**.



DPO

## SOUTHERN RAILWAY

Headquarters Office,  
Vigilance Branch,  
7<sup>TH</sup> Floor, CAO/CN/MS Complex,  
Egmore, Chennai – 600 008.

No. EO/HQ/Staff/10/2014/PILOT

Date: 01.10.2024

PCE CAO/CN/MS PCOM PCCM PCME PCEE  
PFA PCSTE PCMD PCPO PCSC PCMM PCSO  
DRM/MAS TPJ MDU SA PGT TVC  
CWM/CW/PER CWM/LW/PER CWM/GOC CWM/S&T/PTJ  
Sr.DPO/MAS TPJ MDU SA PGT TVC  
Sr.DFM/DFM/MAS TPJ MDU SA PGT TVC  
Chairman/RRB/MAS TVC Chairman/RRT/MAS  
Chairman/RCT/MAS Principal/ZRTI/TPJ  
Dy. Chief Enquiry Officer Dy. Chief Efficiency Officer/Plg.  
Secy. To GM

Sub: Selection for the post of Presenting Officer in Pay Matrix Level-7  
(G.P. Rs. 4600/-) at Vigilance Organization, Southern Railway, (One Post).

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1.0 Applications are invited from eligible staff of Indian Railway for selection to 01 (one) 'ex-cadre' post of Presenting Officer in Pay Matrix Level-7 (GP Rs.4600/-) on tenure basis in Vigilance Organization, Southern Railway. Lien & Seniority of the selected staff will be maintained in his/her respective parent cadre.

## 2.0 Eligibility:

- Candidates working in Pay Matrix of Level-7 (GP Rs.4600/-) and one Pay Matrix below i.e. Level-6 of GP Rs.4200/- (**not under MACP**), are eligible to apply.
- The candidate should have completed at least **07 (Seven) years** of service in any Department of Southern Railway as on the date of this Notification and **minimum of five years of experience in Level-6**.
- For candidates with previous Vigilance Tenure, cooling off period of three years should be completed as on the date of Notification.
- A total cumulative tenure of candidates will be for a maximum of six years in Vigilance Organization. If a candidate has completed 'X' number of years in his previous Vigilance tenure, the tenure in his/her present selection will be six minus 'X' years.
- Any candidate who has already completed six years of tenure in Vigilance Organization will not be eligible to apply.
- Those who had been repatriated prior to the completion of their tenure due to various reasons are **not eligible to apply**.



- The candidates should have thorough knowledge of Conduct Rules and D&A Rules.
- The Candidate must be conversant with the procedure of Enquiry proceedings and should be in a position to prepare Presenting Officer's brief independently. The candidate should have good drafting skill in English.
- The candidate must be in a position to correspond independently with various authorities in respect of conduct of enquiries.
- The candidate should preferably have command over different languages on the areas covered by this Railway.
- The candidate should have sound integrity. Also,
  - Candidates should have clear Vigilance history and should not have undergone any penalty in Vigilance/ SPE case.
  - The candidate should not have undergone any penalty under D&AR during the last 3 years from the date of this notification.

#### 2.1 Procedure for Submission of Application:

Applications should be submitted in the prescribed pro-forma enclosed herewith, and same should be forwarded through proper channel. **Applications received through 'PROPER CHANNEL' alone will be considered.** It may be noted that the applications received directly from the candidate will not be considered for the selection.

#### 2.2 SENDING ADVANCE COPY OF THE APPLICATION

Candidates may send an **ADVANCE COPY** of their application:

- by email to [dycvot@sr.railnet.gov.in](mailto:dycvot@sr.railnet.gov.in) and/or
- through e-office to Shri G. Rajendran, Ch. OS/Vigilance (e-office ID: RAJENDRAN.G,O/oCHOS/VIG/SR).

2.3 It may be noted that **such advance copy of the applications shall not be considered for the selection, if the candidate's application is NOT received through 'PROPER CHANNEL' on or before the last date for submission of the application.**

2.4 It is clarified that the **ADVANCE COPY** of the application shall not be accepted by Hand or Courier or Registered/Speed post.

- Applications, as per enclosed pro-forma must be neatly and unambiguously filled in and signed by the candidate himself/herself, giving the correct information to the best of his/her knowledge. No alterations/corrections on the application will be entertained at a later stage. Applicants must note that if any information furnished by him/her is found to be false at any stage, the application/candidature will be liable to be rejected.
- Submission of false or misleading information by the applicant is liable for D&AR action against him/ her.
- Attested copies of updated Service Registers (SRs) and APARs of the candidates for the years ending on 31.03.2023, 31.03.2022 & 31.03.2021 may please be sent to this office along with their applications.



- The applications should reach to **The Office of the Chief Vigilance Officer, South Railway, 7<sup>th</sup> Floor, CAO/CN/MS Complex, Egmore, Chennai-600008** on or before **01.11.2024** duly forwarded through **PROPER CHANNEL**. Applications received after date will be rejected.

### 3.0 Selection Procedure:

- The selection process will comprise of Suitability Test being conducted by Vigilance Organization. The Suitability Test shall include:
  - (a) Written Test
  - (b) Vigilance Aptitude Test and
  - (c) Computer Knowledge Test
- Performance Grading as per Last three years of APAR will be considered.
- Candidates who obtain **at least 60% marks** in written test will only be called for Vigilance Aptitude Test and Computer Knowledge Test.
- Questions in written test may be asked from Railway Services D&A Rules, 1968, Railway Service (Conduct) Rules-1966, Establishment matters including Rajbhasha, General Awareness, etc. and general enquiry proceedings.

### 4.0 General Conditions

- The normal tenure of the post is **Three (3) years**, which may be extended as per extant rule on case to case basis depending on the requirement.
  - For candidates with previous Vigilance Tenure, cooling off period of three years should be completed as on the date of Notification.
  - A total cumulative tenure of candidates will be for a maximum of six years in Vigilance Organization. If a candidate has completed 'X' number of years in his previous Vigilance tenure, the tenure in his/her present selection will be six minus 'X' years.
- On completion of the tenure, the candidates will be repatriated to the respective parent cadre on the Railway where he/she holds lien. However, the candidates selected for the post could be repatriated at any time, on or before completion of the tenure without assigning any reason whatsoever.
- The candidate should have good reputation and possess good drafting ability.
- The candidate should possess sufficient knowledge of Railway Services (Conduct) Rules and Railway Servants (Discipline and Appeal) Rules, other Codal Provisions and in their professional matters.
- The selected candidates may be repatriated to his/her parent department if it becomes necessary for the administration, or if he/she gets selected for any higher grade post.
- The candidate who has been selected should be relieved immediately in the event of his/her selection as Presenting Officer.
- The date of written test will be intimated to eligible candidates later.
- No supplementary selection will be held.
- Once selected, applicants will not be permitted to withdraw and refuse posting in Vigilance Department.
- Those candidates who express unwillingness after being selected, an entry will be made in the Service Register.
- **The Presenting Officer is not eligible for any Special Allowance or Honorarium for attending the enquiry.**



- 5.0 It is requested to give wide publicity for this notification, so that eligible candidates can benefit from this. As per extant Board's directives wide publicity of this Selection notification must be given among SC/ST candidates to encourage their participation.
- 6.0 **Applications of employees who have not undergone any penalty in a Vigilance / SPE case during their service period, and of employees who have not undergone any penalty under DAR in the last 3 years from the date of this notification, should only be forwarded.**
- 7.0 Concerned Controlling Office/Personnel Branch should forward the 'eligible' applications, duly filled and complete in all respects, to Vigilance Organisation/Southern Railway along with attested copies of Service Register and APARs, so as to reach the same in the Office of Chief Vigilance Officer, Southern Railway, 7<sup>th</sup> Floor, CAO/CN Office Complex, Egmore, Chennai-600008 positively on or before 01.11.2024.

Enclosure: Annexure : Proforma for Application.



(S. Ajay Kaushik)  
Dy. Chief Vigilance Officer/Traffic  
for Chief Vigilance Officer/SR

Annexure

**APPLICATION FOR THE POST OF Presenting Officer**  
**In Pay Matrix Level- 7 (GP Rs.4600/-)**  
 (Reference Notification No. EO/HQ/Staff/10/2014/PILOT Dated 01.10.2024)

1. Name	
2. Designation	
3. IPAS Number	
4. Community (UR/SC/ST/OBC)	
5. Station/Division/Railway	
6. Rate of Pay/Pay Matrix Level/GP	
7. Date of Birth	
8. Date of Appointment to Railway	
9. Date of Retirement	
10. Date of entry in to the Present grade	
11. Educational Qualification	
12. Technical Qualifications	1. .... 2. .... 3. ....
13. Languages Known:	
(a) to write:	
(b) to read:	
(c) to speak:	
14. Mobile no.	
15. e-Mail Address	

**DECLARATION**

I hereby declare that the particulars given in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected any time, I am liable to be taken up under D&AR.

Date: \_\_\_\_\_

Signature of the Applicant \_\_\_\_\_

For office use

It is certified that the particulars given by the applicant Shri/Smt. \_\_\_\_\_  
 s/d/o \_\_\_\_\_ is true and no D&AR/Vig/SPE case has been imposed  
 against him/her.

Signature of the Officer-in-charge