

Eastern Railway

No.E/P&R /20/Vig./Induction/2025

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Asansol, dated -08/07/2025

All Branch Officers of Asansol Division

Sub:- Induction of various Ex-Cadre Post in Vigilance Department Eastern Railway/Kolkata.
Ref:- GM (Vigilance)/ER's L/No.G.157/STAFF/Vig/Pt.V/INDUCTION/Misc, Dtd-07/07/2025.

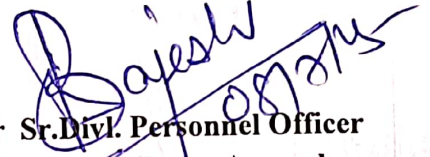
Enclosed please find herewith the copy of GM/Vig./ER's letter dt.07.07.2025 under reference which is self explanatory.

It is, requested to give wide publicity of this letter and above matter amongst the staff concerned working under your control.

Application (**Annexure-A**) of eligible volunteers duly filled up in the enclosed proforma should be forwarded by the Controlling Branch Officer through proper channel and duly verify the correctness of the particulars furnished by the employee and certification of Vigilance/SPE/DAR case in the application with the respective Service Record from the concerned Establishment Section within **16.00 hrs on 01/08/2025 positively at Ruling section under Sr.DPO/ASN** for onward transmission to GM/VIG/E.Rly/Kolkata within target date.

Application so received after last date will not be considered.

DA-As refd. To


For Sr.Divl. Personnel Officer
Eastern Railway, Asansol.



**OFFICE OF THE
GENERAL MANAGER (VIGILANCE)
EASTERN RAILWAY
17-Netaji Subhas Road, Kolkata – 700 001**

Pl. Circulate
Bajesh
08/07/25
APD/ASD

No. G.157/STAFF/Vig/Pt.V/INDUCTION/Misc.

Dt- 07.07.2025

PCPO, PCME, PCMM, PCCM, PCE, PCSTE, PFA, PCMD,
PCEE, PCOM, PCSC, CAO/CON
DRM/HWH, SDAH, ASN, MLDT
CWM/LLH, KPAW, JMPW
Eastern Railway

Sub:- Induction of various Ex-Cadre Post in Vigilance Department of Eastern Railway.

1. Ex-Cadre post of OS/CA in Level-6 (GP-4200/-)
2. Ex-Cadre post of Clerk Grade I in Level-5 (GP-2800/-)
3. Ex-Cadre post of Clerk Grade II in Level-2 (GP-1900/-)

A) In order to form panel for filling up of the post of OS/CA in Level-6, Clerk Grade I in Level-5 & Clerk Gr.II in Level-2 against Ex-Cadre Post in vigilance organization of Eastern Railway, applications are hereby invited from the eligible staff of Eastern Railway as per criteria mentioned below:

- The staff should be have proven integrity, should not be figuring in any current Vigilance/SPE/DAR case and should not have been imposed any Major/Minor penalty in a Vigilance/CBI case during the entire service period.
- The staff who has already completed his/her tenure in Vigilance Organisation of Zonal Railways/Production Units/Railway Board earlier is not eligible to apply. However, if he/she has completed sufficient cooling off period of minimum 02 (two) years as on 03.07.2025, he/she is eligible to apply.

SL No.	Post	Leve / GP	Vacancy	Other Eligibility Criteria
1	OS	L-6 GP-4200/-	01	A) Staff who have experience in dealing with Establishment matters and working in Level-6 (Not working with MACP) of Ministerial Cadre is eligible to apply.
2	CA	L-6 GP-4200/-	01	OR B) Staff who have experience in dealing with Establishment matters and working in Level-5 in Ministerial Cadre on a regular basis (i.e completed at least 02 years of regular service in Level-5 in Ministerial Cadre) and have also been completed at least 05 years of regular service in Railways as on 02.07.2025 is eligible to apply. • MACP on L-5 will not be eligible to apply.

Contd 2/2



SL No.	Post	Leve / GP	Vacancy	Other Eligibility Criteria
3	CG-I (Sr. Clerk)	L-5 GP-2800/-	03	<p>A) Staff who have experience in dealing with Establishment matters and working in Level-5 (Not working with MACP) of Ministerial Cadre is eligible to apply.</p> <p>OR</p> <p>B) Staff who have experience in dealing with Establishment matters and working in Level-2 in Ministerial Cadre on a regular basis (i.e. completed at least 02 years of regular service in Level-2 in Ministerial Cadre) and have also been completed at least 05 years of regular service in Railways as on 02.07.2025 is eligible to apply.</p> <ul style="list-style-type: none"> MACP on L-2 will not be eligible to apply.
4	CG-II (Jr. Clerk)	L-2 GP-1900/-	03	Staff who have experience in dealing with Establishment matters and working in Level-2 (Not working with MACP) of Ministerial Cadre is eligible to apply.

B) IMPORTANT POINTS :-

- The lien of the staff, selected, will be maintained in his/her parent Unit/division /railway.
- It is also mentioned that the selected candidate may be repatriated to his/her parent cadres where he/she hold lien, at any time (i.e. the posting in the Vigilance Organisation is on a purely temporary basis) and Railway Administration (Vigilance) has a right to repatriate the person (selected candidate) at any time and without assigning any reason. No staff will have or can claim a legal right to continue the post in the Vigilance Organisation either indefinitely or for a specific period.

C) SELECTION PROCEDURE:-

- A Written examination followed by Vigilance and D&AR Aptitude Test and Computer Knowledge Test may be conducted as part of selection procedure. The candidates who obtain at least 60% marks in the written test will be called for Vigilance and D&AR Aptitude Test and Computer Knowledge Test.
- The distribution of marks for the selection is as follows:-

SN	Criteria	% of marks
1	Written Examination	50
2	Vigilance Aptitude and Computer Knowledge Test	30
3	APARs for the last 03 years (OS-5, VG-4, GD-3, Average-2)	15
4	Academic Qualification (Post Graduate-5, Graduate-3 & Under Graduate-1)	05
	Total	100

- The syllabus for written test will include questions on knowledge about Railway working, knowledge about Railway Service Conduct Rules and D&AR Rules, Vigilance Manual 2018 and all departmental rules & regulation, process, working/functioning, Codes & Manuals etc.

Contd....P/3

D) Forwarding of applications as per instruction:

- Application of the willing employees of each Divisions/Workshop/HQ of Eastern Railway (in the pro-forma enclosed as **Annexure-A**) received, should be scrutinized by the respective P. Branch (Estt Officer) or controlling Officer where his/her Service Record maintained and ensure the applicant / applicants are fulfilled the all criteria in all respect as per notification.
- The Divisions/Workshop/HQ may kindly also ensure the applications of employees along with current Vigilance/SPE/DAR clearance and the past vigilance history of each applicant and will take decision their eligibility as per notification.
- Application of eligible employees should be forwarded by either respective Controlling Officer of Concerned Department or Personnel Department with Signature and Stamp to GM/Vigilance Department/ Eastern Railway, 17. N.S.Road, Kolkata – 700001.
- Incomplete applications or applications without signature of controlling officer will not be considered.

LAST DATE FOR RECEIPT OF APPLICATION:

- Application in the prescribed pro-forma (A) duly filled in all respect either forwarded by Concern Department or Personnel Department should reach to this office by **06.08.2025** positively.

PUBLICITY:

- Wide publicity of the above vacancy notice may kindly be given and this should also be displayed prominently on notice boards for information of the staff at various units/sections of Divisions/Workshop/HQ of Eastern Railway.

Enclosed: Pro-forma in Annexure A.

Dhananjay Kumar
07.07.25

(Dhananjay Kumar)
Dy. Chief Vigilance Officer/Stores.
For General Manager/Vigilance

Annexure-A

PROFORMA OF APPLICATION FOR THE POST OF OS / CA (LEVEL-6), CLERK GRADE I (LEVEL-5) & CLERK GR.II (LEVEL-2) IN PAY MATRIX OF 7TH PC IN THE OFFICE OF GENERAL MANAGER (VIGILANCE), EASTERN RAILWAY, KOLKATA – 700001

APPLICATION FOR THE POST OF	
01	NAME OF THE CANDIDATE (IN CAPITAL LETTER)
02	DATE OF BIRTH
03	DATE OF APPOINTMENT
04	P F. NO.
05	HRMS ID
06	PRESENT DESIGNATION AND PRESENT PLACE OF POSTING
07	LEVEL ON PAY MATRIX (REGULAR)
08	DATE OF PROMOTION TO THE PRESENT GRADE
09	DEPARTMENT
10	NAME OF THE DIVISION / WORKSHOP
11	EDUCATIONAL QUALIFICATION
12	EXPERIENCE (Please indicate all posts held so far with period – attach separate sheet, if required)
13	PREVIOUS WORKS IN VIGILANCE
14	MOBILE NUMBER

I, hereby declare that the above particulars are true to the best of my knowledge.

Signature of the Applicant

FOR OFFICE USE

1) Whether involved in any current Vigilance/SPE/DAR case (If yes, please furnish details)	
2) Whether any penalty has been imposed in past as a result of Vigilance Case (If yes, please mention details and period)	

The above particulars are correct as per Service Record.

Verified by Concerned Personnel Branch Officer / Estt. Officer
OR Controlling officer where Service Record Maintained

Forwarded by Controlling Officer