



पश्चिम रेलवे
Western Railway

WESTERN RAILWAY



Headquarter Office
Churchgate
Mumbai 400020.

P.S.No: 79/2024

No. E/APAR/246/0 Policy Vol.6

Dated: 27.09.2024

All PHODs /HOD,
All DRMs / CWMs & Units In-charge,
C/- General Secretary WRMS-BCT / WREU-GTR.
C/- ZS-All India SC/ST Rly Employees Association, WR, Mumbai
C/- ZS-All India OBC Rly Employees Association, Mumbai.


Sub: Consideration of representation against 'Adverse remarks'
recorded in the APAR of a non-gazetted railway servant.

Ref: Railway Board's letter no: E (NG) I-2023/CR/4 dated
24.09.2024. (RBE No. 89/2024)

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A copy of Railway Board's letter No. E (NG) I- 2023/CR/4
dated 24.09.2024, (RBE No. 89/2024) is sent herewith for information,
guidance and necessary action.

Encl: As above.


(Virendra Pratap Singh)
SPO (IT & Strategy)
For General Manager (E)

RBE No. 89/2024

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

No. E(NG)I-2023/CR/4

New Delhi, dated 24.09.2024

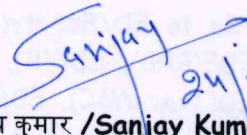
The General Managers (P)
All Zonal Railways & Production Units, etc.
(As per standard list)

Sub: Consideration of representation against 'Adverse remarks' recorded in the APAR of a non-gazetted railway servant.

Attention is invited to Para 8.2 of Master Circular No. 28/91 on the subject of Confidential Reports on Non-gazetted Railway Servants- Master Circular, which inter alia provides that all representations against 'Adverse remarks' recorded in the APAR (Annual Performance Appraisal Report) should be dealt with and decided upon expeditiously by the Competent Authority i.e. normally the authority next above the Reviewing Authority and in any case within three months from the date of submission of the representation. The Competent Authority in consultation with the Reporting and/ or Reviewing Authority, if such consultation is necessary, may decide the representation.

On the basis of representation received from staff side, the issue of the Competent Authority for deciding the representation against 'Adverse Remarks' has been reviewed in the Railway Board. After careful consideration of the matter, in consultation with Zonal Railways and Federations, and with the approval of the Board, it has been decided that the Competent Authority to consider representations against adverse remarks recorded in the APAR of non-gazetted railway employees will be as per Annexure-I. Other instructions of the para 8.2 remains unchanged.

Encl.: As above (Annexure-I).


(संजय कुमार /Sanjay Kumar)

उप निदेशक स्था.(एन)/Deputy Director Estt.(N)

रेलवे बोर्ड/Railway Board

टेली./Tele No. 011-23303658

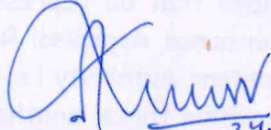
पांचवां तल, कमरा नं. 536 ई(1), रेल भवन, नई दिल्ली-110001, ई-मेल sanjay.kumar6@gov.in
5th Floor, Room No.536 E(1), Rail Bhawan, New Delhi-110001

No. E(NG)I-2023/CR/4

New Delhi, dated 24.09.2024

Copy forwarded to:-

1. The General Secretary, AIRF, Room No.253, Rail Bhawan, New Delhi (35 copies).
2. The General Secretary, NFIR, Room No.256-E, Rail Bhawan, New Delhi (35 copies).
3. All Members/Departmental Council & National Council & Secretary/Staff Side, National Council, 13-C, Ferozeshah Road, New Delhi (60 spares).
4. The Secretary General, FROA, Room No.256-A, Rail Bhawan, New Delhi (5 spares).
5. The Secretary General, IRPOF, Room No.268, Rail Bhawan, New Delhi (5 spares).
6. The Secretary, RBSS Group 'A' Officers Association, Rail Bhawan, New Delhi.
7. The Secretary, RBSS Group 'B' Officers Association, Rail Bhawan, New Delhi.
8. The Secretary, Railway Board Ministerial Staff Association, Rail Bhawan, New Delhi.
9. The Secretary, Railway Board Group 'D' Employees Association, Rail Bhawan, New Delhi.
10. The Secretary, Railway Board Promotee Officers Association, Room No.341-C, Rail Bhawan, New Delhi.
11. Chief Commissioner of Railway Safety, Lucknow.
12. General Secretary, All India SC&ST Railway Employees Association, Rail Bhawan, New Delhi.


24.9.24
for PED (IR)/Railway Board

Advisor/MR, PSs/MoSR(S), MOSR(R), EDPG/MR, OSD/MR, OSD/Coord/MR

PPSs to Chairman & CEO, M(F), M(Infra), M(T&RS), M(O&BD), Secretary, DG/Safety, DG/HR, DG/RHS and DG/RPF.

PPSs to AM(Comml.), AM(CE), AM(C&IS), AM(Elec.), AM(Budget), AM(F), AM(Mech.), AM(Plg.), AM(Project), AM(PU), AM(Sig.), AM(Stores), AM(Tele), AM(Traffic), AM(Works), AM(T&C), AM(Staff), AM(HR), PED(Vig.) and PED(Infra.).

PSs to ED/Safety(M), EDCE(G), ED(E&R), EDE, EDE(N), EDME(W), EDERS(G), EDE(Res.), EDE(RRB), EDF(B), ED(RE), ED/Track(M), EDF(X)I, EDF(X)II, ED(H), EDE(GC), ED(Stat), ED(Track/MC), EDME(Chg.), EDME(Traction), ED(Works), EDME(Dev.), EDRS(C), EDRS(W), EDPC, EDF(E), EDA, EDV(A), JS(G) and IG/RPF.

DPC-II, DE(G), D(IH), D(H&FW), D(MPP), DE(N)II, DE(R), DE(D&A), DE(LL), JD(OL), JDE(Rep), JDE(RRB), DD(Code Revision), DDE(LR)I, DDE(LR)II, DDE(LR)III, DDV(A&P), DD(OL)I, E(NG)II, E(Rep)I, E(Rep)II, E(Rep)III, E(SCT)I, E(SCT) II, E(RRB), PC-III, PC-IV, PC-V, E(P&A)I, E(P&A)II, CE-I, CE-II, CE-III, Sec.(E), Sec.(ABE), E(MPP), Safety Branch, A/C-III and Code Revision Cell.

Annexure-I to Board's letter no. E(NG)I-2023/CR/4 dated 24.09.2024

(i) In Division

Accepting Authority	Competent Authority to consider Representation
Junior Scale/Group B	Senior Scale In charge Officer/JAG Officer
Senior Scale	JAG Officer
JAG Officer	ADRM
ADRM	DRM
DRM	PHOD of the concerned Department

(ii) In Extra Divisional Units (Workshops/General Stores Depot Central Hospitals)

Accepting Authority	Competent Authority to consider Representation
Junior Scale/Group B	JAG Officer
Senior Scale	JAG Officer
JAG Officer	CWM/CMM/MD(Central Hospital)
CWM/CMM/MD(Central Hospital)	PHOD of the concerned Department

(iii) In Headquarters

Accepting Authority	Competent Authority to consider Representation
Junior Scale/Group B	JAG Officer (Dy.HOD)
Senior Scale	JAG Officer
JAG Officer (Dy.HOD)	HOD
HOD	PHOD

(iv) In Construction Organisation

Accepting Authority	Competent Authority to consider Representation
Junior Scale/Group B	JAG Officer (Dy.HOD)
Senior Scale	JAG Officer (Dy.HOD)
JAG Officer (Dy.HOD)	HOD
HOD	CAO(C)

If PHOD or CAO (C) is the Accepting Authority, the AGM may serve as the Competent Authority.

Sanjay
24/09/24