Pl. issue 3/3/ S.No. 2

GOVERNMENT OF INDIA/BHARAT SARKAR
MINISTRY OF RAILWAYS/RAIL MANTRALAYA
(RAILWAY BOARD)

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No.E(NG)I-2000/BR/1 New Delhi, dated 31-3-2000

The General Manager (P)
Central Railway
Mumbai.

Sub:-Change in recorded date of birth-Regularisation of intervening period – Case of Smt.Sakubai Fagnya, W/Woman, Amla, Nagpur Division, Central Railway.

Reference Central Railway's letter No.HPB/302/R/C dated 8.3.2000 on the above subject.

2. Central Railway's proposal referred to above is returned herewith in original since the extant instructions that all correspondence addressed to Railway Board by the Railway Administrations except reminders and letter of routine nature are to be signed by an officer not below the rank of Sr.Administrative Grade officer have not been followed in the instant case.

3. The case may be reviewed at the proper level and if a reference to the Board is considered necessary, a consolidated proposal clarifying the following points may be sent duly signed by competent officer indicating also the specific approval of the GM/Central Railway:-

i) document relied upon for recording the date of birth of the employee at the time of initial appointment;

ii) document relied upon for revising the date of birth later on and whether the same is covered by Rule 225-RI;

iii) the level at which approval to the change of date of birth was accorded; and

iv) authority for allowing the change of date of birth.

(Illai)
Deputy Estt.(N)I
Board

DA : As above.

31.3.

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may not be appointed in places where there is a danger to the saf ty of such persons, e.g. in sheds and workshops or in station yards, along railway tracks and on bridges, etc.

Note 4.—Stammering is not to be regarded as disqualifications for office clerical staff who do not have to come in direct contact with public.

Note 5.—There should be no bar to the admission into clerical service on Railways of a candidate (either sex) who is blind in one eye. The guiding consideration should generally be whether the candidate's vision is adequate for the performance of duties attached to the service or post and whether undue risk attaches in his/her being accepted for appointment.

Government of India's decisions.—1. The proceedings of a medical examination conducted by a Medical Officer or a Medical Board constituted to examine a railway servant, or a candidate for railway service, could be treated as confidential. Candidates recommended to be disqualified by a Medical Board or a Medical Officer should not be informed of the reasons which led the Board or Officer to recommend disqualification. This procedure should be carefully observed.

2. In cases, however, where a Medical Officer or a Medical Board considers that minor disability disqualifying a candidate for railway service can be cured by treatment (Medical or Surgical) a statement to that effect is recorded by the Medical Officer or the Medical Board, as the case may be. There is no objection to a candidate being informed of the Medical opinion to this effect by the Administration and when a cure has been effected it will be open to the Administration to ask for another medical examination.

223. First-Aid.—The railway servants in categories which the General Manager may prescribe, will in addition, be required to acquire an approved certificate of competency in First Aid. They will keep their knowledge in First Aid alive during the entire period of their service through refresher courses at intervals that may be prescribed from time to time.

224. Service Agreements.—Special Class Apprentices on Railways shall be required to execute a service agreement with the President at the time of his appointment as a Probationer in IRSME. Railway servants appointed for a limited period may also be required to execute an agreement. All agreements shall be stamped, the cost being borne by the railway servant concerned.

Note.—In the case of all railway servants the offers of appointment should stipulate inter alia that in all matters not specifically provided herein, or in the recruitment rules, they will be governed by the provisions of the Indian Railway Codes and other extant orders as amended/issued from time to time.

225. Date of Birth.—(1) Every person, on entering railway service, shall declare his date of birth which shall not differ from any declaration expressed or implied for any public purpose before entering railway service. In the case of literate staff, the date of birth shall be entered in the record of service in the railway servant's own handwriting. In the case of illiterate staff, the declared date of birth shall be recorded by a senior railway servant and witnessed by another railway servant.

INDIAN RAILWAY ESTABLISHMENT CODE, VOL.I

Advanced Correction Slip No. 75

Rule 225 (4) (iii) of Chapter 2

Please add the following as Railway Board decision below the said Rule.

"Note : The source/basis on which the date of birth has been recorded in the Service Records of the employee at the time of entering service may be recorded below the date of birth recorded".

(Authority Railway Board's letter No. E(G)99 FR1/1 dated /01/2000

(2) A person who is not able to declare his age should not be appointed to railway service.

(3) (a) When a person entering service is unable to give his date of birth but gives his age, he should be assumed to have completed the stated age on the date of attestation, e.g. if a person enters service on 1st January, 1980 and if on that date his age was stated to be 18, his date of birth should be taken as 1st January, 1962.

(b) When the year or year and month of birth are known but not the exact date, the 1st July or 16th of that month, respectively, shall be treated as the date of birth.

(4) The date of birth as recorded in accordance with these rules shall be held to be binding and no alteration of such date shall ordinarily be permitted subsequently. It shall however, be open to the President in the case of a Group A & B railway servant, and a General Manager in the case of a Group C & D railway servant to cause the date of birth to be altered.

(i) where in his opinion it had been falsely stated by the railway servant to obtain an advantage otherwise inadmissible, provided that such alteration shall not result in the railway servant being retained in service longer than if the alteration had not been made, or

(ii) where, in the case of illiterate staff, the General Manager is satisfied that a clerical error has occurred, or

(iii) Where a satisfactory explanation (which should not be entertained after completion of the probation period, or three years service, whichever is earlier) of the circumstances in which the wrong date came to be entered is furnished by the railway servant concerned, together with the statement of any previous attempts made to have the record amended.

Railway Ministry's decision.—(a) When a candidate declares his date of birth he should produce documentary evidence such as a Matriculation certificate or a Municipal birth certificate. If he is not able to produce such an evidence he should be asked to produce any other authenticated documentary evidence to the satisfaction of the appointing authority. Such authenticated documentary evidence could be the School Leaving Certificate, a Baptismal Certificate in original or some other reliable document. Horoscope should not be accepted as an evidence in support of the declaration of age.

(b) If he could not produce any authority in accordance with (a) above he should be asked to produce an affidavit in support of the declaration of age.

(c) In the case of Group D employees care should be taken to see that the date of birth as declared on entering regular Group D service is not different from any declaration expressed or implied, given earlier at the time of employment as a casual labourer or as a substitute.

226. Transfers.—Ordinarily, a railway servant shall be employed throughout his service on the railway or railway establishment to which he is posted on first appointment and shall have no claim as of right for transfer to another railway or another establishment. In the exigencies of service, however, it shall be open to the President to transfer the railway servant to any other department or railway or railway establishment including a project in or out of India. In regard to Group C and Group D railway servants, the power of