

this office letter No. 23-E/O-II(Eiv), dated 9-6-1960 may be amended to read as under :—

- "16. Should the apprentice terminate his/her apprenticeship without the written consent of the Government or *try to withdraw by wilfully absenting himself/herself or by adopting any other unfair tactics or be discharged therefrom for misconduct*, OR any other offence as enumerated in clause (13) above during the period of apprenticeship or decline on the completion of his/her apprenticeship, to accept service as.....in the.....Department or Indian Railways as aforesaid (if offered to him/her), or resign service without the written consent of the Government, the parties of the first part, in consideration of the promises, hereby jointly and severally agree to repay on demand to the Government all stipends or pay or any other amount drawn by the apprentice from the Government under these presents *and also to refund to the Administration on demand, the whole cost of his/her training which will be understood as 12½% of stipend or pay and allowances excluding travelling and running allowances, if any drawn by the apprentice.*"

(The portion underlined represents the addition to the clause 16 in question).

The Board desire that the above conditions may also be made clear in the Employment Notices issued by the Railway Service Commissions or other recruiting authorities, as the case may be.

This is the sanction of the President.

(Authority :—Railway Board's letter No. E(NG)57RC1/137, dated 19-2-1962 and 28-2-1962).

Serial No. 1545.—Circular No. 220-E/O/14(Eiv), dated 18-4-1962.

Sub.—Selection for the post of Stenographers—Authorised Scale Rs. 130-300 from serving typists.

A copy of Railway Board's letter No. PC-60/PS-5/OS-4, dated 7-3-1962 is forwarded for information and guidance.

The Railway Board's letters dated 19-8-1960 and 19-10-1957 referred to therein were circulated under this office endstt. of even number dated 27-10-1960 and No. 220-E/O-III(Eiv), dated 20-12-1957, respectively.

Copy of the General Manager, Eastern Railway's letter No AE3845/A/ Typists/III, dated 25-4-1961, addressed to the Secretary, Railway Board.

Sub.—Selection for the post of Stenographers in grade Rs. 130-300-/ (AS) from Serving Typists.

The Railway Board in their letter No. PC-60/PS-5/OS/4, dated 19-8-1960 addressed to the Chairman Service Commission copy decketted to General Managers, Indian Railways have reviewed the Rules for recruitment of Stenographers and have, *inter alia*, decided that in forming panel of candidates suitable for

appointment as Stenographers, those candidates who satisfy the minimum qualifying standard in the dictation at 120 W.P.M. will rank above the candidates who obtain the same standard in the dictation at 100 W.P.M. and also the candidates satisfying the minimum qualifying standard in the dictation at 100 W.P.M. will rank above the candidates who obtain the same standard in the dictation at 80 W.P.M.

Candidates who satisfy the minimum qualifying standard in the dictation at 80 W.P.M. would start on the minimum of the grade. Candidates who satisfy the minimum qualifying standard in the dictation at 100 W.P.M. and 120 W.P.M. will however, be given two and four advance, increments respectively.

In view of the above decision a question has now been raised as to whether selection of Stenographers from amongst serving typist should be on the same line as has now been laid down by the Board for direct recruitment of stenographers in the lowest grade and also those typists who satisfy the condition of taking dictation at 120 W.P.M. or 100 W.P.M. may be given four or two advance increments respectively above the stage on which their pay would have normally been fixed. As the Railway Board in their letter No. E(NG)-57RC1/100, dated 19-10-1957 have laid down that the posts of stenographers should be filled as far as possible by selection from amongst serving typists and direct recruitment should be resorted to only to the extent suitable men are not available for promotion from amongst existing staff, it is presumed that the revised rules as laid down in Board's letter quoted above for direct recruitment of stenographers in the lowest grade should also apply in the selection of stenographers from amongst serving typists.

Will the Board kindly confirm.

This issues with FA & CAO's concurrence.

Copy of letter No. PC-60/PS-5/OS-4, dated 7-3-1962, from Dy. Director Pay Commission, Railway Board, to the General Manager, Eastern Railway, Calcutta and copy to G.M., N. Rly., etc.

Sub.—Selection for the post of Stenographers in authorised scale Rs. 130-300 from serving typists.

Reference your letter No. AE3845/A/Typists/III, dated 25-4-1961 on the above subject. The Board have decided that the orders contained in their letter of even number dated 19-8-1960 regarding the holding of examination and the grant of two or four advance increments, should not be made applicable for selections held by the Railways to fill the posts of Stenographers in authorised scale Rs. 130-300, in terms of their letter No. E(NG)57RC1/100, dated 19-10-1957. In other words, the existing procedure should continue.

Serial No. 1546.—Circular No. 839-E/28-IV(Eiv), dated 18-4-1962.

Sub.—Counting of all leave other than extraordinary leave for increment.

A copy of the Railway Board's letter No. F(E)61-IC/1, dated 6-3-1962 is forwarded for information and guidance. The Board's letter of 8-1-1962 referred to therein was circulated under this office endorsement No. 831-E/8-VIACS-14, (Eiv) dated January 1962.