

For the purposes of reckoning the available opportunity an examination notified within three months from the date of joining the Railway post by the servant after return from military service may be ignored unless he actually appears at it.

Where the names of two or more Railway servants are so added to the same Select List, there *inter se* ranking will be in the order of their merit at the competitive examination if they are selected for inclusion in the Select List on the result of the same competitive examination. If, however, names of two or more Railway servant are added to the same Select List on the basis of different examinations, there *inter se* ranking should be determined under the normal rules.

(g) Railway servants who on reversion from military service are promoted to higher posts in their parent department office with retrospective effect from earlier dates, will be eligible for the difference between the Railway pay and allowances and the military pay and allowances, where the former are higher, as a result of such promotion and also for the arrears of pay and allowances for the periods intervening between their reversion from military service and actual promotion in their parent department/office provided that all the conditions precedent to the grant of benefit under the next below rule are fulfilled to the extent necessary.

2. The instructions contained in this letter will apply *mutatis mutandis* to Railway servants who are members of the Territorial Army/Auxiliary Air Force and are called up for Military Service during the present emergency.

Serial No. 3391.—Circular No. 839-E/O-IV (Eiv), dated 18-4-1966.

Sub.—T.A. Bills of Class IV staff.

With a view to afford assistance to Class IV staff in filling up T.A. Journal forms, the Railway Board have decided that T.A. Journal forms, should be given in advance to Class IV staff whenever they have to go out on tour so that they could get the entries made on the days they go out either by the Station Master or by their immediate superior. At the end of the month they should put their signatures or thumb impression on the journal and submit it to the authority concerned.

The effect of these orders will be that as and when a Class IV illiterate employee commences his journey he should get the date, train number and time of departure of train entered in the T.A. Journal by his immediate superior or by the S.M./ ASM. of the starting station. The entry will be made under the signatures and designation of the official concerned. Likewise on termination of the journey the employee will get the date, train number and time of arrival of train entered in the same T.A. Journal by the S.M./A.S.M. or the subordinate incharge under whom he is deputed for duty. The same process will continue for each spell of duty and after the close of the month T.A. Journal will be submitted by the employee to the supervisor under whom he is employed. The ultimate responsibility for the correctness of entries in the T.A. Journal will rest with the employee concerned. The Station Masters/A.S.M. or the subordinate Incharge shall record entries in T.A. Journals at the instance and according to what is stated by the employee concerned. Of course the verification of the journeys performed on official duty will be by the Immediate Superior of the employee concerned.

The procedure referred to above regarding submission of T.A. Bills by Class IV staff should be brought into force with immediate effect. It should however, be left to the discretion of the Class IV staff to follow either the procedure referred to above or the existing procedure whichever suits them. Instructions should also be issued to all the Station Masters/A.S.Ms. etc. that they must afford necessary facilities to the staff as and when such Class IV staff come to them for getting the date, train number and time of departure of train etc. entered in their T.A. Journals.

**Serial No. 3392.—Circular No. 839-E/28-IV (Eiv), dated 19-4-1966.**

**Sub.—**Reckoning of half-day leave without allowances for the grant of increment to Workshops staff.

A copy of Railway Board's letter No. E(NG)64/C-1/3, dated 1-3-1966 is forwarded for information and guidance.

*Copy of letter No. E(NG)64-IC-1/3 dated 1-3-1966 from Shri B.N. Soni Asstt. Director, Establishment, Railway Board, New Delhi to the General Managers all Indian Railways & CLW, DLW & ICF.*

**Sub.—**As above.

A question has been raised whether extraordinary leave taken by workshop staff counts for increments. In this connection, attention is invited to Rule 2022 (F.R. 26)R-II which applies to Workshop staff as well. Workshop staff, however lose proportionate wages under certain circumstances for the first or second half of the day, if they are permitted to come late during the first half or go early during any shift. Such periods of partial absence from work will continued to count for increments in terms of Railway Board's letter No. E-54/W-S/1/4, dated 24-2-1955 even if they are regularised by the grant of extraordinary leave for half a day on each occasion.

This has the sanction of the President.

**Serial No. 3393.—Circular No. 720-E/O-X (Pension), dated 23-4-1966.**

*Pension Circular 11/660*

**Sub.—**Liberalisation of the provisions of the Family Pension Scheme for Railway Employees 1964, in respect of families of Railway Employees who die while in service.

A copy of Railway Board's letter No. F(P)65-PN-1-41, dated 18-3-1966 on the above subject is forwarded for information and necessary action. Railway Board's letter No. F(P)65-PN-1/41, dated 24-2-1966 was circulated under this office letter No. 720-E/O-XI (Pension)1966, dated 10-3-1966.