

Northern Railway
(Lucknow Division)

No. NR-LKOOPERS(SELE)/30/2020-O/o SR DPO/LKO/NR

Date:- 16.12.2025

Notification No. SWLI/Selection/35% LDCE/LKO/2025

(Ref: Northern Railway/HQ/NDLS office letter no. E-387/129/CBT/S-cell/P dt. 29.07.2025)

Sub:-Selection for the post of Staff and Welfare Inspector (GP 4200/-Level-6) 35%LDCE Quota from other departments having certain Educational qualification & Service conditions contained in Rly board Letter No. E (NG)/I/2001/PMA/I Dated 12.07.2002

It is proposed to hold a selection to fill total **13 posts (UR-10,SC-02,ST-01)** of Staff and Welfare Inspector GP-4200 (Level-6) against 35% LDCE Quota (06 posts vacant against 35% and the remaining 07 post UR-5,SC-1 ,ST-1 against 50% SWLI dept. quota which could not to be filled due non availability of eligible staff is carry forwarded in 35% LDCE quota from amongst the serving staff of other departments of Lucknow Division having educational Qualification and service conditions contained in Railway Board's Letter No. E(NG)I-2002/PM4/I Dated:-12.07.2002

Terms & Condition:-

- | | |
|------------|---|
| 01) | Eligibility condition :-
The following staff will be considered eligible to volunteer for appearing in the selection for promotion to the post of staff and welfare Inspector in pay Level-6(GP-4200) against 35%LDCE Quota.
A) Group 'C' Staff in possession of any of the following qualifications irrespective of the grade or length of service or other educational qualifications:
i) Diploma in labour laws
ii) Diploma in labour welfare/social welfare
iii) LLB with paper(s) in labour Laws.
iv) Post graduate diploma in personnel management awarded by an institution recognized by the government of India.
v) MBA with paper(s) in personnel management awarded by an institution recognized by the government of India.
B) Provided that staff working in GP-4200(Level-6) or above on regular basis will not be eligible to appear in the aforesaid selection.
C) Provided further that eligibility of staff in possession of qualification as mentioned above will also be subject to the condition that they have successfully completed the probation in the respective grade.
D) Group 'D' Staff who have completed at least 7 years service in group 'D' and are in possession of any of the qualification mentioned in A above.
E) Staff in the grades next below the grades of welfare inspector i.e. those in GP-(L-5) 2800 & 2400 (L-4) with 5years service in the respective grade in case the higher grade does not fall in the normal line of advancement otherwise 7 years service together in these grades. |
| 02) | Syllabus: As per GM (P)/NR/NDLS L.No. 752-E/Policy matter/syllabus/EIII A Dated:- 21.07.2025 issued under NR printed serial number no: 16034/2025 is attached. This is a common syllabus for the post as approved by the concerned PHOD and is applicable for all divisions/units over Northern Railway. |

3) Procedure for Examination: As per RBE No. 05/2024

- i) The written examination will be conducted by Railway Recruitment Cell (RRC)/NR through an examination conducting agency to be provided by Railway Recruitment Board (RRB).
- ii) The written examination will be a computer based test (CBT)/Tablet based test (TBT) where there will be no physical question paper. All the questions will appear on the computer/tablet and the employee will have to mark their responses/answers to the questions on computer/tablet.
- iii) RRC/NR will be issuing a formal admit card online (through the website <https://rrcnr.org>) to each and every eligible and willing employee for appearing in the CBT/TBT. Examination venue and time of reporting for the written examination will be there in the admit card. As no physical communication will be made after issue of this vacancy notice, it will be the responsibility of the concerned employee to regularly visit RRC/NR's website as well as this division's website for an update and to download the admit card as and when made available by RRC. Further, no supplementary/absentee examination shall be conducted on this ground.
- iv) A link will also be made available on the above website (<https://rrcnr.org>) to the employees, explaining as to how the question will be appearing and how to mark the responses/answers in the actual examination. Employees can practice through that link any number of times.
- v) Both physical and biometric attendance will be marked at the examination venue.
- vi) 100% questions will be objective type multiple choice questions.
- Vii) In terms of RBE No. 194/2019 there will be negative marking for incorrect answer
1/3rd offmarks allocated for each question will be deducted for wrong answer.
- Viii) There shall be questions in official language policy and rules up to 10% of marks. However, it is not mandatory to attend the same.
- ix) There will be 110 questions of objective multiple choice types with four answer options and the candidate has to answer a maximum of 100 questions. In case the candidate answers more than 100 questions, first 100 attempted questions are to be taken for evaluation.
- x) The written examination will be of 02 (two) hours duration.
- xi) There will be computerized evaluation.

4) Notifying to the employees:

The senior subordinate/supervisor concerned has to furnish a certificate that "the eligible employees have been duly notified of the holding of the written examination and asked to submit their applications duly giving their willingness. They have also been informed about availability of any further information on RRC/NR's website (<https://rrcnr.org>) regarding availability of admit card and link for demo test." Such certificates should be forwarded to personnel branch addressed to Sr. DPO/LKO. It will be the personal responsibility of the senior subordinate/supervisor to complete the formality in this respect. It is further advised that any other communication received in respect to the selection should invariably be intimated to all the eligible employees. In case of non-receipt of any communication the same may be obtained from the personnel department or from the controlling officer. **Any laxity in this regard will be viewed seriously as it will adversely impact the above selection which is being conducted simultaneously for all divisions of Northern Railway.** The unwillingness, if any, received from the employees is to be forwarded to personnel branch addressed to Sr. DPO/LKO on or before **31.12.2025**.

5. Tentative schedule for holding the selection:

Activity number	Details of activity	Tentative date
Part -A		
1.	Issue of notification	16.12.2025

Part - B

4.	Online issue of admit card & providing link for practice	To be notified later on. (Please visit web site Para 08 for further information)
5.	Conduct of written examination	
6.	Uploading of model answer key and activating objection tracker	
7.	Objective tracker will be available upto.	
8.	Uploading of final answer key.	
9.	Availability of result of written examination from RRC/NR to the indenting units.	
10.	Finalizing proceedings of selection board/committee at divisional level	
11.	Issue of panel	

6. Websites to be visited regularly for any update:

RRC/NR's website: <https://rrcnr.org>Lucknow Division/Unit's website: <https://nr.indianrailways.gov.in>

The notification itself is an alert notice for the purpose of computer based test (CBT) for the eligible employees. The notification should be exhibited on the notice board and vide publicity may given among the date.

The staff should not be detained even on any administrative ground. Syllabus of the exam is attached as Annexure 'I'. This may be given wide publicity amongst the staff for information of the staff and copy of the letter and syllabus should also be pasted on the notice board at the place of working.

Note: If any of the above instructions were modified/alterd at a later date by the Railway Board or Headquarters, the administration reserves right to amend the above notified instructions to the extant to give the effect of the same.

DA: - As above (Annexure - I)

(Prabhat Gyanendra Singh)
For Sr. Divl. Personnel Officer
Northern Railway, Lucknow

Circulation :

1. GM(P)/NR/NDLS for kind information.
2. PS/PCPO/NDLS for kind information.
3. PS/DRM LKO for kind information
4. CWM/Loco/workshop/CB/LKO,
5. CWM/C&Wworkshop/AMV/LKO
6. CWM/AMV,CWM/Bridge workshop & Dy.CMM/STORE/AMV/LKO
7. Dy.CE/Const./NR/LKO,Dy.CSTE/LKO Project/LKO
8. Dy.CSTE/Const./LKO,CPM/RE/LKO,Dy.CEE/CB
9. Additional Registrar/CLAIMS/RCT/LKO,BSB
10. All Branch Officers DRM Office NR/LKO
11. All Sr. subordinates of /LKO Division
12. Divl. Secretary/NRMU,URMU,SC/ST & OBC association LKO division.
13. RRC/NR's website (<https://rrcnr.org>)
14. Incharge EDP cell for placing this notification on Lucknow division website:
<https://nr.indianrailways.gov.in>

Northern Railway
Lucknow Division

No. NR-LKOOPERS (SELE)/30/2020-O/o SR DPO/LKO/NR

Date:- 18.12.2025

Notification No. SWLI/Selection/35% LDCE/LKO/2025

ADDENDUM

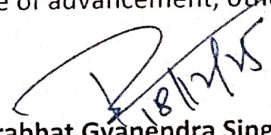
(Ref: Northern Railway/HQ/NDLS office letter no. E-387/129/CBT/S-cell/P dt. 29.07.2025)

Sub:-Selection for the post of Staff and Welfare Inspector (GP 4200/-Level-6) 35%LDCE Quota from other departments having certain Educational qualification & Service conditions contained in Rly board Letter No. E (NG)/I/2001/PMA/I Dated 12.07.2002

In continuation to this office letter of even no dated 16.12.2025 the following points are also included in the letter:-

A) Staff in the grades Rs. 4500-7000 and Rs. 4000-6000 who are Graduates irrespective of the length of service in these grades, provided the staff concerned have successfully completed the probation in the respective grades.

B) Staff in grades lower than the grade next below the grade of Welfare Inspector i.e., those in grades Rs.3200-4900 and Rs.3050-4590 who are Graduates and who have completed not less than 7 years' service in the respective grade in case the higher grade does not fall in the normal line of advancement, otherwise, 7 years' service together in these grades.

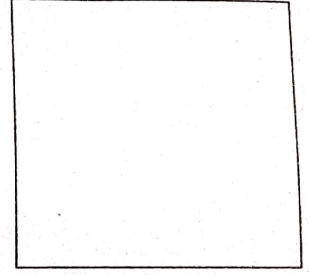

(Prabhat Gyanendra Singh)
For Sr. Divl. Personnel Officer
Northern Railway, Lucknow

Circulation :

1. GM (P)/NR/NDLS for kind information.
2. PS/DRM LKO for kind information
3. CWM/Loco/workshop/CB/LKO,
4. CWM/C&Wworkshop/AMV/LKO
5. CWM/AMV,CWM/Bridge workshop & Dy.CMM/STORE/AMV/LKO
6. Dy. CE/Const./NR/LKO, Dy.CSTE/LKO Project/LKO
7. Dy.CSTE/Const./LKO,CPM/RE/LKO, Dy.CEE/CB
8. Additional Registrar/CLAIMS/RCT/LKO,BSB
9. All Branch Officers DRM Office NR/LKO
10. All Sr. subordinates of /LKO Division
11. Divl. Secretary/NRMU,URMU, SC/ST & OBC association LKO division.
12. RRC/NR's website (<https://rrcnr.org>)
13. Incharge EDP cell for placing this notification on Lucknow division website:
<https://nr.indianrailways.gov.in>

APPLICATION PROFORMA

For filling up the Application Form for the post of Staff Welfare Inspector (SWLI) Pay Level: ₹9300–34800, Grade Pay ₹4200 (35% LDCE Quota) Last Date: 16.01.2026



1. Name of Employee -
2. Father's / Husband's Name -
3. (a) Date of Birth -
(b) Date of Appointment -
(c) Community (General / OBC / SC / ST) -
4. Date of Initial Appointment / Entry into Grade pay -
5. Present Department and Designation -
6. Date of Regular Promotion to Present Post -
7. Length of Service in Present Post -
8. Present Place of Working / Office -
9. Mobile Number -
10. HRMS / PF Number -
11. Total Regular Service: -

Date of Appointment / Promotion and Length of Service in Different Pay Grades:-

GP 1900	GP 2000	GP 2400	GP 2800

12. Educational Qualification -

13. Other Professional / Technical Qualifications-

Declaration by the Employee

I, ..., son of, presently working in Grade Pay, hereby declare that the above particulars are true and correct. I also declare that I fulfill the eligibility conditions for the post of Staff Welfare Inspector (SWLI). If selected and if vacancy is not available, I shall not claim promotion.

Signature of employee

Date:

It is certified that the employee is working in this department and the service particulars furnished above are correct. It is further certified that no disciplinary / vigilance / court case is pending against the employee.

Signature of Branch Officer / In-charge
Office Seal & Date

Signature and seal of the senior subordinates



NORTHERN RAILWAY

Headquarters Office,
Baroda House,
New Delhi.

P.S.No.16034/2025

No. 752-E/Policy matter/Syllabus/EIII A

Dated:- 21.07.2025

DRM/NR-DLI, FZR, LKO, MB, UMB & JAT

CAO/C, K.Gate/DLI, CAO/C USBRL/Satyam Complex, TrikutaNgr/JAT.

CWM/CB-LKO, JUDW, AMV-LKO & ASR, CWM/Signal Shop/GZB.

Dy. CMM/SSB, AMV-LKO & JUDW

DY.CE/TMC/Line, State Entry Road, New Delhi.

Chief Manager (Pig. & Sty) Punjabi Bagh, Delhi.

Dy.CE/Bridge, CB-LKO, JUC & TKJ.

Sub: Syllabus for Selection for the post of Staff & Welfare Inspector Level-6

Ref: (i) PCPO's letter No PCPO/Sel./2025 dated 15.05.2025

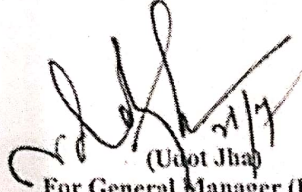
(ii) Dy.CPO/HRD's Note No. PCPO/Sel./2025(I) Dt.17.07.2025

In reference to above subject, the syllabus for selection for the post of Staff & Welfare Inspector Level-6, is enclosed herewith for your information and necessary action please.

The above PS.No. is available on the website given as under:-
<https://nr.indianrailways.gov.in>

Hindi Version will follow.
Please acknowledge the receipt.

DA/as above


(Udit Jha)
For General Manager (P)

Copy to:-

1. All PHODs and All Officers of Personnel Deptt., HQ Office, Baroda House, New Delhi.
2. Genl. Secy./NRMU, 12 Chelmsford Road, New Delhi.
3. Genl. Secy./URMU, 166/2, P.K.Road, New Delhi.
4. Genl. Secy./AIOBC Rly Emp. Asso. 171/A3, Basant Lane, New Delhi.
5. Zonal. Secy. All India SC/ST Rly Emp. Asso. North Zone Office, Baroda House, New Delhi.
6. Genl. Secy. NRPOA Room No.301, HQ Office, Baroda House, New Delhi.
7. Dy.CPO/IT, HQs Office, Baroda House, NDLS for uploading on the website.

**SYLLABUS FOR SELECTION TO THE POST OF
STAFF & WELFARE INSPECTOR**

3

Sl. No.	Topics	Tentative % of question
1.	Organizational set up & processes of Railways I. Role of Railways in development of country II. Organization of Railways - Railway Board, HQ & other units III. Role of Personnel Department vis-à-vis other departments IV. Schedule of Powers with respect to establishment matters V. General Office Procedure - a) Important registers & forms at HQ/stations/depots, b) Files & their maintenance, c) DAK system VI. Policy guidelines like Manuals, Codes & circulars	05
2.	General Conditions of Service & Establishment Rules I. Modes of Recruitment, Functions of RRB & RRC II. Recruitment Rules & placing of indent III. Reservation Policy for SC, ST, OBC, PwBD, EWS, ESM & CCAA IV. Maintaining Reservation Roster - practical aspects V. Special Quota Recruitment - Sports, Cultural, Scout & Guide Quota VI. Casual Labour, Substitutes & Act Apprentice trainees VII. Seniority, Lien & AVCs VIII. Promotion rules - GDCE, LDCE, Selection, Suitability & Trade Test, Refusal of promotion IX. Rules regarding APAR X. MACP & Up-gradation, Service review XI. Transfer & Deputation, Ex-cadre posts XII. Rules for Service record, DOB, Dependent family members, E-SR XIII. Pass Rules & Leave Rules	10
3.	Financial Aspects of Establishment matter I. Pay structure & Pay fixation - practical aspects II. Increments & Notional Increment III. Stepping up of Pay IV. Pay Bills & related rules V. Recoveries, Deduction of Income Tax & Arrears VI. Loans, PF, Advances & Allowances etc.	05
4.	Settlement I. Retirement rules - Old Pension scheme, New Pension scheme & Unified Pension scheme II. Post-retirement benefits - Commutation, Gratuity, GIS, Leave Encashment, Family Pension, Provident Fund Rules etc. III. Other than normal retirement cases like VR, Resignations, Ex-gratia payment IV. Handling of Pension Adalat, Pensioner's Associations	10
5.	Financial Expenditure etc. I. Canons of financial propriety II. Audit and Accounts narrative report III. Budget, Classification of Demands of Grants IV. Award of works in Works Programme V. Procedure for Stores procurement, GeM, IRPSM & outsourcing	05
6.	Use of IT platforms in Personnel Working I. E-Office, HRMS, IPAS, RESS II. CPGRAMS, UMID, GEM, IRPSM III. Working knowledge of Computers	05
7.	Medical De-categorization of Employees I. Medical examination of Railways employees II. Medical de-categorization & absorption of medically de-categorized staff	05
8.	Compassionate Ground Appointments (CGA) - Rules & Procedure I. Rules and priorities for CGA; II. Documents required for CGA; III. Verification of documents & enquiry of CGA	05

Page 1/2

पंकज कुमार
Pankaj Kumar
उप मुख्य व्यक्ति अधिकारी/कर्मचारी विकास
उप मुख्य व्यक्ति अधिकारी, नई दिल्ली
Dy. Chief Personnel Officer/HRD
M. Ry. Baroda House, New Delhi

N.R.V.

Topics	Percentage % of Question
9. Welfare Activities - SBF Rules & Constitution of SBF committee, Allocation of Budget & Expenditure of Funds under various heads of SBF - Facilities to Railway employees and families - School, Holiday Home, Mahila Samitis, Handicraft Centers etc. - Cultural Activities, Recreation Center, Railway Institutes and Clubs - Sports Activities, Scout & Guides Activities - Co-operative Societies, Industrial Training Centers, Housing Societies - Canteens-statutory & non-statutory, amenities policy - Reimbursement of Fees, Scholarships - Uniform Policy - Medical benefits to employees, pensioners & families - UMID & RELHS - Homeopathic/Ayurvedic Dispensaries, Hospital Visiting Committees	10
10. Role of Welfare Inspectors - Inspections - Related to HOER, Overtime, Sanctioned Strength & MOR - Verifications - Initial Appointment, Dependent family, Medical unfit/disability, Residential, Education, Caste certificate and Family composition etc. - Registers Maintained at various units for Grievances, Attendance etc. - Displaying of Statutory Notices - Grievance Redressal Mechanism of Railways	05
11. Industrial Relations - Elections & Recognition of Trade Unions - Permanent Negotiation Machinery, PREM & FNM - ZRUCC, Policy regarding Unrecognized Unions, Facilities to Office bearers of Recognized Unions/Associations	05
12. D&AR & Conduct rules - Railway Services (Conduct) Rules & related instructions - Railway Servants (Discipline & Appeal) Rules & related instructions	10
13. Legal Matters & Grievance Redressal - Industrial & Labour Laws - Laws on Contract Labour - Employees Compensation Act - Payment of Wages Act - Minimum Wages Act - Factories Act - Railway Servants (Hours of Work and Period of Rest) Rules, - Job Analysis Meeting with LEO & Labour Commissioner, Labour Court, Industrial Tribunal Cases - CAT Act - Trade Union Act - Right to Information Act - Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal Act 2013) - Court Case & CAT, HC, SC and other Statutory Commissions/Bodies	20
14. Rajbhasha: (Optional) Rajbhasha Rules 1976 and its applicability on Railways	10

Note: The syllabus is only indicative in nature & not exhaustive.

पंकज कुमार
Pankaj Kumar
उत्तर रेलवे दफ्तर, नई दिल्ली
Dy. Chief Personnel Officer/HRD
N. Ry. Baroda House New Delhi