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No. 2(18)/E.III Desk/2022  
Ministry of Finance  
Department of Expenditure  
E.III Desk  
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Office of Member Finance  
(Railway Board)  
e-office No. 1532648(2)  
Date: 01/08/2023

New Delhi, dated 31.07.2023

Office Memorandum

**Subject: Cadre Restructuring of Group 'C' categories on Railways.**

The undersigned is directed to refer to Principal Executive Director (Staff), Ministry of Railways' D.O. letters No. PC-III/CRC/2023 dated 11.07.2022 and 17.05.2023 and this Department's OM of even No. 27.02.2023 on the abovementioned subject.

2. The proposal of Ministry of Railways seeking appropriate norms and parameters, as also approval for conducting in-house cadre restructuring of the Group 'C' categories of cadres of Ministry of Railways, has been considered in this Department. Approval of the Department of Expenditure is hereby conveyed for conducting in-house exercise of cadre restructuring of Group 'C' categories of cadres of Ministry of Railways subject to the following:

- i. The Cadre Review may be visualised as an exercise for complete manpower planning, considering the annual intake at the entry level, maintenance needs, growth etc. rather than being viewed only as a need for up-gradation of posts to provide promotional opportunities to the employees.
- ii. The Cadre Review may be conducted on functional cum structural consideration with due regard to the duties and responsibility and the need to promote efficiency in the organisation. While doing Cadre review the Cadre structure may be made pyramidal with enough officers at all the levels for not only effective functioning of the organisation but also to fill higher posts. A structural ratio of 3:1 between two consecutive grades i.e. feeder and promotional grade is an ideal structure.
- iii. While conducting cadre review of Group 'C' cadres, Ministry of Railways may consider rationalisation of categories/grades through merger, as over the passage of time, there might have been proliferation of categories, level and grades in each service/cadre.
- iv. Cadre Review proposals should be financially neutral. Financial implications may be calculated as under:  
(a) For regular/temporary posts:

$$\text{Financial Implications} = \frac{\text{Pay in Cell 1} + \text{Pay in Cell 10}}{2} \text{ of Pay Level as per 7th CPC} + \text{DA}$$

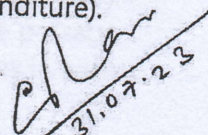
(b) For co-terminus posts:  
Pay in Cell 1 (entry pay) of proposed Pay level as per 7th CPC + DA  
(Pay Levels are the respective pay levels in the 7th CPC Pay Matrix)

*[Handwritten Signature]*

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- v. Introduction of new grades/posts in the cadre review is not permitted. The Cadre Review shall be carried out within the existing grades/posts.
  - vi. Attempts should be made not to cut/abolish/reduce lower posts simply to create/increase the posts at higher level. Functional aspects should be taken into consideration while proposing higher level posts. Cadre review should not have a negative effect on the feeder grades.
  - vii. While doing Cadre Review, the pay scales of the posts shall not be upgraded. It may also be ensured that scales/grades of pay not recommended by 7<sup>th</sup> CPC have not been proposed.
  - viii. Complete abolition of grade is not permitted except in exceptional circumstances with sufficient functional justification.
  - ix. Posts which are proposed to be surrendered/abolished should be live posts and should not be under deemed abolished category as per Ministry of Finance orders.
  - x. Incumbency status should be examined and taken into consideration while proposing any increase/decrease in the grades/posts.
  - xi. Attempts to merge isolated/ex-cadre posts should be made in the cadre to streamline the cadre/service.
  - xii. It may be ensured that no case is pending in any court of law that could affect the cadre review exercise. If it has any bearing on the cadre review exercise, in such cases, cadre review may be kept pending till court case is finalized or cadre review may be considered only with the express permission of the Court.
  - xiii. The overall strength of the cadre under review may not be increased, the changes may be proposed within the same strength.
  - xiv. Ministry of Railways shall refer the Cadre Review proposal to Department of Expenditure in the following circumstances:
    - a) When a new grade or post is proposed to be introduced.
    - b) Up-gradation/down-gradation of posts is involved.
    - c) In case the proposal involves additional expenditure.
    - d) Revision/ change in nomenclature of posts/designations is involved.
    - e) If NFSG or NFU is proposed in any grade.
3. This issues with the approval of Finance Secretary and Secretary (Expenditure).

  
31.07.23

(Pravesh Kumar)  
Under Secretary to the Govt. of India.  
Tel. 23095629

To  
Ministry of Railways,  
(Kind Attn: Ms. Anjali Goyal)  
Member (Finance), Room No. 232,  
Rail Bhawan, New Delhi



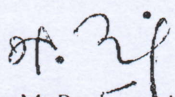
NATIONAL FEDERATION OF INDIAN RAILWAYMEN (N.F.I.R.)  
3, Chelmsford Road, New Delhi

No. NFIR/1/8/CRC/2023

Dated: 12/09/2023

Copy of Ministry of Finance O.M. No. 2(18)/E.III Desk/2022 dated 31/07/2023 is forwarded to the General Secretaries of Affiliated Unions of NFIR for information and furnishing comments.

C/ File No. 24/2021 (PNM).  
CA/ File No. NFIR/II/1/2023.

  
(Dr. M. Raghaviah)  
General Secretary