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09.08.19

भारत सरकार GOVERNMENT OF INDIA
रेल मंत्रालय MINISTRY OF RAILWAYS
(रेलवे बोर्ड RAILWAY BOARD)

Dy CPO (W)
ca SPO (W)
Ch-05/Puling
AS
12.8.19

(3)

No.E(NG)1/2019/PM1/6 Master Circular/TT

New Delhi, dated: 31.07.2019

The General Managers,
All Zonal Railways &
Production Units.
(as per standard mailing list)

भारत सरकार	
दिनांक	क्र. सं.
05-08-19	01
प्र.स.स.३/PCEE	प्र.स.स.३/स.स.३/PCEE/DKAE
प्र.स.स.३/PCME	प्र.स.स.३/PC
प्र.स.स.३/PCMM	प्र.स.स.३/PC
प्र.स.स.३/PCPO	प्र.स.स.३/स.स.३/PCPO
प्र.स.स./PFA	प्र.स.स./JGDM
	प्र.स.स./PFA/DOCM(Law)

Sub: Trade Test for promotion in Artisan categories – Master Circular.

Please find enclosed herewith a copy of updated Master Circular No.43 on the above subject for information and guidance.

DA : As above.

Dy. CPO (A) Dy. CPO (W)
SPO/W(E) SPO/W(M) SPO(A)
SPO(Res) APO(Admn.) APO(HQ)
APO(SF) APO(W)
APO (Gaz.) PS-1 CS&W
PCPO/CLW

(D. Joseph)
Joint Director /Estt.(N)
Railway Board

No.E(NG)1/2019/PM1/6 Master Circular/TT

New Delhi, dated: 31.07.2019

Copy forwarded to:-

1. The General Secretary, AIRF, Room No.253, Rail Bhawan, New Delhi (35 copies).
2. The General Secretary, NFIR, Room No.256-E, Rail Bhawan, New Delhi (35 copies).
3. All Members/Departmental Council & National Council & Secretary/Staff Side, National Council, 13-C, Ferozeshah Road, New Delhi (60 spares).

for Secretary/Railway Board

1. The Secretary General, FROA, Room No.256-A, Rail Bhawan, New Delhi (5 spares).
2. The Secretary General, IRPOA, Room No.268, Rail Bhawan, New Delhi (5 spares).

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

Master Circular No. 43
(updated July, 2019)

No.E(NG)I/2019/PM 1/6 Master Circular/TT

New Delhi, dated July ²⁴, 2019

**The General Managers (P),
All Indian Railways &
Production Units.**

Sub: Trade Test for promotion in Artisan categories – Master Circular.

The Master Circular No.43 on “Trade Test” was issued vide Railway Board’s letter No. E(NG)I/91/PM 1/6 dated 09.01.1992, based on instructions on the subject, issued till then. The Master Circular has been updated incorporating the provision of the instructions issued from 1992 till date as below for information and guidance.

2. A Trade Test is given to employees belonging to artisan category on the Railways at the time of promotion to skilled (redesignated as Technicians) Grade II & III and also promotion to ESM/MSM in S&T Department. Promotion from Khalasi to Khalasi Helper should be on the basis of suitable Aptitude test evolved locally, except for promotion from Khalasi to Khalasi Helper in the following erstwhile semi-skilled trades which will continue on the basis of the trade test presented:-

- i) Baller/Feeder (Printing Press)
 - ii) Ferro-Printer (Non-artisans)
 - iii) Paper-counter (Printing Press)
- (Board’s letter No.PC-III/93/GRC/10 dated 29.04.1999)

2.1 Promotion from Technician Gr.II to Gr.I, while other conditions remain the same, would be on the basis of ACRs. Assessment should be done by a Departmental Committee of three officers of whom two will be technical officers not lower than Senior Scale and a Personnel Officer who can be one rank lower but nevertheless an equal member of the Departmental Committee.

2.2 Trade Test should comprise both oral and practical and may include written test wherever considered necessary.

2.3 Qualifying Marks in the Trade Test would be as follows: -

	Total Marks	Qualifying Marks
Practical	60	36
Oral	40	15
Total	100	51

Note: A SC/ST candidate will be required to secure 30 marks out of 60 in the practical test and 11 marks out of 40 in the oral test, as against 36 marks out of 60 in the practical test and 15 marks out of 40 in the oral test prescribed for other community candidates, to qualify in a Trade Test in the categories other than safety categories (E(SCT)70/CM/15/6 dated 31.08.1971).

2.4 The syllabus and rules of Trade Tests for each category are contained in the Trade Test Manual available on the Railways.

2.5 (i) Employees equal to the number of vacancies should be called for trade test. If sufficient number of suitable candidates is not available, further candidates to meet the short fall may be called up in continuation and so on, but the whole process should be completed within six months. If this period is exceeded, it will be treated as a fresh trade test. Those who failed in the earlier test should be eligible to appear in trade test held after expiry of six months period. The period of six months is to be reckoned from the date of announcement of the results.

2.5. (ii) In case of promotion to the posts of ESMs/MSMs Grade-II and I in the S&T Department, employees equal to twice the number of vacancies may be issued notices for consideration for trade test so that an equal number remains in readiness for appearing in the subsequent trade test held in continuation, in case some candidates are not found suitable in the trade test, necessitating other candidates in order of seniority being called at a short notice. Fresh notice need not be issued for the standby candidates. The same procedure may be followed in other cases also where vacancies are required to be filled expeditiously.

2.6 If an employee fails in a trade test but passes subsequent trade test, he should be given preference for promotion over his junior who had passed the trade test held earlier but is still waiting to be promoted for want of a vacancy.

[E(NG)I/66/PM1/98 dated 18.02.1967]

2.7 Pending the holding of Trade Tests, an employee may be promoted to officiate on ad hoc basis for a period of six weeks without passing a trade test.

[E(NG)I/79/PM1/139 dated 27.10.1979]

3. The assessment of vacancies for the trade test should be made as under:-

"Existing vacancies plus those anticipated to arise (as defined below) during the next one year."

[E(NG)I/2018/PM1/65 dated 07.12.2018]

