

Note

No. HQ/HR/Policy/RTI

Dated : 28.07.2025

RTI-492

Name of the Applicant- AMAR YADAV		
S.No.	Information Sought	Reply
1.	What are the rules followed by DFCCIL to determine Seniority between two deputationst employees posted on the same post Sr. Executive in dfccil.	Relevant extracts of seniority rules from HR manual are attached.
2.	Is date of Joining on deputation considered for seniority, Or the Grade pay/Parent organization seniority is considered.	
3.	If two employees are on deputation Employee A joined Dfccil as deputation on date 27 oct 2023 and his parent organization is Indian railway and his grade pay is 4200 and join on deputation as Sr. executive post Employee B joined Dfccil as deputation on date 2 January 2024 and his parent organization is Indian railway and his grade pay is 4600 join on deputation as Sr executive post Who will be consider senior in Dfccil and why Kindly provide a copy of rules, order or policy documents relevant to this.	Clarification is not covered under sec 2(f) of RTI Act. Relevant Dfccil policy is attached,.

Ref: No. 2022/HQ/Admin/RTI-492

GM/HR

DGGM/HR

AGM/Admin(CPIO)

Section-IV

Rules governing Seniority

1. The Seniority shall be maintained in every grade/level in each cadre separately. The seniority among the incumbents in a grade/level shall be governed by the date of induction in the grade in the manner prescribed below.
2. The relative seniority of employees appointed by permanent/immediate absorption in a particular grade/level shall be determined in accordance with the position on the panel. The person ranking higher in a panel will be senior to the person ranking lower in the panel.
3. The relative seniority of the employees absorbed through a particular Selection Committee (DPC) shall be as per the recommendations made by the Selection Committee. All the employees from one select list will rank senior to employees borne on the subsequent select list/panel. The currency of the panel will be for a period of 12 months, up to the period of assessment of vacancies for next cycle.
4. In N5 (Junior Executive Grade III), E0 (Executive) and E2 (Junior Manager) grades, where the posts are filled partially by direct recruitment, by competitive examination and by promotion/absorption, the criterion for determination of seniority shall be the date of regular promotion after due process in the case of promotee and the date of joining in the case of direct recruit. When the dates of entry into a grade of promoted employees and direct recruits are same, seniority will be assigned to promotees first, followed by competitive examination and Direct Recruits.
5. The relative seniority amongst the direct recruits shall be in the order of their merit in which they are selected for such appointment, subject to the condition that selected candidate joins within the stipulated time. Those who seek extension of time for joining shall lose seniority vis-à-vis who joins before them. When two or more candidates get the same merit figure, the relative seniority shall be based on date of birth, the older candidate assigned higher seniority.
6. The relative seniority of the employees promoted through a particular Selection Committee (DPC) shall be in order of seniority on the select list/panel. All the employees from one select list will rank senior to employees borne on the subsequent select list/panel.
7. For any post that is required to be filled from multiple cadres, integrated seniority will be drawn amongst the eligible candidates on the basis of respective seniority position in respective cadres. For this purpose, date of entry into the grade/level will be taken as base.
8. If an employee who is empanelled, refuses promotion for any reason, he/she shall be debarred for promotion for a period of two years from the date

promoted based on earlier panel(s). He will have to appear in the subsequent selection on completion of two years and his/her relative seniority will be in order of merit on the subsequent select list/ panel.

9. Interpretation

MD would be the competent authority to decide/clarify the provisions, issue necessary administrative instructions and procedural order, etc. for implementation of seniority rules. This policy may be reviewed periodically.
(Circular No. 641/2020 dated 16.10.2020)
