



PBC No. 196 / 2025  
RBE No. 98 / 2025

दक्षिण रेलवे Southern Railway  
प्रधान मुख्य कार्मिक अधिकारी कार्यालय

Office of the Principal Chief Personnel Officer

प्रधान कार्यालय, कार्मिक विभाग, चेन्नई-600003

Headquarters, Personnel Department, Chennai-600003

सं/No: P(R) 524 / P / Yardstick

दिनांक/Dated: 23.09.2025

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS, Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD, DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

**विषय/Sub :Yardsticks for Personnel Department.**

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A copy of the Railway Board's letter No. E(MPP)2019/1/17/Yardsticks (Personnel) dated 22.09.2025 on the above subject is enclosed for information, guidance, and necessary action.

संलग्नक/Encl. 02 pages

सहायक कर्मचारी संबंधी अधिकारी/Asst.Personnel Officer / IR & Trg.  
कृते प्रमुकाधि/For Principal Chief Personnel Officer

प्रतिलिपि/Copy to: The General Secretary/SRMU

The General Secretary / DREU

The General Secretary/AISCTREA

The General Secretary/AIOBCREA

The General Secretary/NFIR

IT Section/PB/HQ - to upload in the SR website.

**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)**

**RBE No. 98**

**/2025**

**No. E(MPP)2019/1/17/Yardsticks(Personnel) New Delhi, Dated, 22.09.2025**

**The General Managers,  
All Indian Railways & Production Units**

**Sub: Yardsticks for Personnel Department.**

The yardsticks of Ministerial staff (Jr. Clerk to Chief Office Superintendent) and Welfare Inspector categories of Personnel department have been reviewed by Board.

2. The revised yardsticks as approved by Board (CRB & CEO) are as under:

<b>Unit</b>	<b>Yardstick for Ministerial staff</b>	<b>Yardstick for Welfare Inspector</b>
Zonal HQ/PU	109 personnel per 3000 employees of Zonal HQ / PU	One Inspector per 200 employees of Zonal HQ / PU
Divisions / Workshops	94 personnel per 10,000 employees of the Division / Workshop	One Inspector per 1000 employees of the Division/ Workshop

**Note:**

- i. This excludes CLA, Stenographers, Peon (General Assistants), School staff, Canteen Staff (wherever applicable).
- ii. Staff strength in Zonal HQ includes staff of all departments working in Zonal HQ and staff of the units (such as Central Hospital, Schools, Training centres etc.) whose cadre is maintained at HQ.
- iii. In case of less than 3000 staff in Zonal HQ/PU & 10,000 staff in Divisions/ workshops, no. of staff will remain as 109 in Zonal HQ/PU & 94 in Divisions/ workshops respectively.

3. The requirement of manpower should be reviewed based on the revised yardsticks and excess posts, if any, may be surrendered /redistributed positively through HRMS in the current financial year (i.e. FY 2025-26).

4. This supersedes all earlier instructions, if any, on the yardsticks for manpower in Personnel department for Ministerial staff, issued in the past.

5. Any clarification/ query/ reference regarding revised yardsticks shall be made to MPP Directorate.

6. This issues with the concurrence of Finance Directorate & approval of Board (CRB & CEO), Ministry of Railways.

*AS*  
22/9/25

**(Amit Singh Mehra)**  
**Director (MPP)**  
**Railway Board**