

**BANGALORE METRO RAIL CORPORATION LIMITED**  
**BMRCL EMPLOYEES' CADRE AND RECRUITMENT RULES, 2014**

**1. Short title and commencement:**

- (a) These Rules may be called Bangalore Metro Rail Corporation Limited Cadre and Recruitment Rules, 2014.
- (b) They shall come into force at once.

**2. Application:**

These Rules shall apply to all employees of Bangalore Metro Rail Corporation Limited (BMRCL) appointed on a permanent basis.

**3. Definitions:** In these Rules unless the context otherwise requires,-

- (a) 'Appointing Authority' means the Authority competent to make appointment of employees in Bangalore Metro Rail Corporation Limited. In case of the Managing Director, it shall be the Government of Karnataka, with prior concurrence of Government of India, in case of Directors, it shall be Board of Directors of Bangalore Metro Rail Corporation Limited and for other employees it shall be the Managing Director or any Officer of Bangalore Metro Rail Corporation Limited duly authorised by the Managing Director.
- (b) Appointed on probation or promoted on officiating basis means initial appointment/promotion till confirmation in the applied/promoted Post.
- (c) "Bachelor Degree" "Master's Degree", Degree, Or 'Doctorate' means such Degree or Doctorate granted by a University established by law in India.
- (d) 'BMRCL' means the Bangalore Metro Rail Corporation Limited.
- (e) 'BMRCL Employee' means a person who is appointed in connection with affairs of the Bangalore Metro Rail Corporation Limited, on a permanent basis.

- (f) 'Diploma' or 'Certificate' means a Diploma or Certificate granted by a University established by law in India or by an Authority Authorised by the Government to grant such Diploma or Certificate.
- (g) Direct recruitment in relation to any post means appointment otherwise than by promotion or appointment by deputation from Government or any other Authorities, and shall also not include appointment on contract basis
- (h) Government means the Government of Karnataka or Government of India as the case may be.
- (i) Managing Director means Managing Director of the Bangalore Metro Rail Corporation Limited.
- (j) Promotion means the appointment of a BMRCL Employee from an existing post to the next higher post.

#### **4. Sanctioned Strength and Method of Recruitment:**

- 4.1 In respect of each category of posts specified in Schedules A and B of these Rules, the scale of pay, the number of posts, the method of Recruitment and the minimum qualification, shall be as specified there in.

#### **5. Procedure for Appointment:**

- 5.1 Subject to the provisions of these Rules, appointments to any posts in BMRCL shall be made in any of the following manner:
  - (a) By direct recruitment following a competitive examination and or interview. Wide publicity shall be given to the recruitment process. Selection of the candidate shall be strictly on merit on the basis of marks obtained in the selection test and interview. Details of the test/interview shall be as prescribed by the Appointing Authority.
  - (b) By direct recruitment following an Interview by a Selection Committee. Wide publicity shall be given to the recruitment notification. The Selection Committee and the procedure to be

followed by the Selection Committee shall be prescribed by the Appointing Authority.

- (c) By promotion of the employees as provided under these Rules.
- (d) By deputation of employees from Government/Public Sector Undertakings for the posts as specified in these Rules.

5.2 In the case of appointment by promotion, the post shall be filled by selection, from the list of employees who are in the zone of consideration and are found eligible for such promotion on the basis of the marks secured by the employees in a test and or interview conducted and satisfactory performance and completion of qualifying service as prescribed in schedule I and II of these Rules. The details of the test / interview shall be prescribed by the Appointing Authority.

#### **6. Foregoing promotion:**

- 6.1 An employee of the BMRCL, who on promotion does not want to accept promotion, may within fifteen days from the date of receipt of the order of promotion, make a written request seeking permission of the Appointing Authority to forego the promotion so made, and if on consideration of such request the reasons given for foregoing the promotion are found acceptable by the Appointing Authority, it may permit the employee to forego the same.
- 6.2 In all such cases of foregoing promotion by the employee he shall not be considered for promotion for a period of five years from the date of his/her request seeking permission to forego the promotion.
- 6.3 An employee who has forgone his promotion twice shall not be considered for promotion thereafter.

6.4 In case, where the reasons given by the employee for foregoing the promotion are not acceptable to the Appointing Authority the same shall be communicated in writing to the concerned employee who shall immediately on receipt of such communication, assume charge of the promoted post.

**7. Disqualification for Appointment:**

- 7.1 (a) No person shall be eligible for appointment to a post in BMRCL unless he is a citizen of India,
- (b) No man who has more than one wife living and no woman who has more than one husband living, shall be eligible for appointment to a post in BMRCL.
- (c) No person who attempts to bring undue influence by any means for his candidature from officials or non-officials shall be eligible for appointment to a post in BMRCL.
- (d) No person shall be eligible for appointment to a post in the BMRCL if he or she is dismissed from service under the Government of India or any State Government or any Public Sector Undertaking of the Government of India or of the State Government.
- (e) No person who is or has been convicted of an offence involving moral turpitude or who is or has been temporarily or permanently debarred or disqualified by the Union or any State Public Service Commission from appearing for any examinations or selections conducted by it, shall ordinarily be appointed to the posts in the BMRCL, unless the BMRCL after a review of all the circumstances consider him/her suitable for such appointment.

**8. Relaxation of Age limit for appointment by recruitment:**

8.1 Every candidate for appointment by direct recruitment shall meet the age criteria as prescribed the Schedule I & II of these Rules. Upper age limit shall be relaxed in respect of candidates belonging to Scheduled Castes or Scheduled Tribes or Category-I by 5 years, Category-II(a), II(b), III(a) or III((b) of other Backward Classes by three (3 ) years.

8.2 Notwithstanding anything contained in sub rule (1), the maximum age limit for appointment shall be enhanced in the following cases to the extent mentioned namely:

- (a) In the case of a candidate who is holding a post in the BMRCL, the maximum age limit shall be relaxed by seven years.
- (b) In case of Ex-servicemen, the age relaxation will be equivalent to the number of years of service put in armed forces plus three (3) years. However the maximum age should not exceed fifty (50) years.
- (c) In case of a candidate who is a person with disability, by five years.

Explanation: Candidates can avail only one relaxation. They shall not be given age relaxation under Clause 8 (1) and 8 (2) concurrently.

**9. Provision for reservation:**

9.1 Appointments or posts in direct recruitment in the BMRCL shall be reserved for the members of the Scheduled Castes, Scheduled Tribes and Other Backward Classes and Ex-servicemen, Persons with Disability, Women, Project Displaced Persons, Rural candidates, Kannada Medium candidates, to such extent and in such manner as specified by the Government of Karnataka under Articles 16(4) read with Article 16(1) of the Constitution of India.

Similarly, the appointments or posts in promotion in the BMRCL shall be reserved for the members of the Scheduled Castes and Scheduled Tribes, to such extent and in such manner as specified by the Government of Karnataka under Article 16(4A) of the Constitution of India. Reservation shall be worked out on the number of posts in each category in accordance with Roster followed by the Government of Karnataka. While recruiting, the reservation shall be applied to the total number of the posts proposed to be filled up.

9.2 Reservation shall be provided under the provisions of Karnataka Public Employment (Reservation in Appointment for Hyderabad Karnataka Region) Order 2013 made under Article 371 J of the Constitution of India, as amended from time to time.

**10. Conditions relating to suitability and character:**

10.1 No persons shall be appointed to any post in the BMRCL unless the Appointing Authority is satisfied that he/she is of good character and in all respects suitable for appointment. Every candidate selected for direct recruitment shall furnish to the Appointing Authority certificate given, not more-than six months prior to the date of selection, by two respectable persons unconnected with his/her college or university and not related to him/her testifying his/her character in addition to the certificate or certificates which may be required to be furnished from the Educational Institution last attended by the candidate. If any doubt arises regarding the suitability of a candidate for appointment to any post in BMRCL, the decision of the Appointing Authority shall be final.

**11. Conditions relating to Physical fitness:**

11.1 Notwithstanding any provisions contained in these Rules, no candidate selected for appointment shall be appointed to any post in BMRCL, unless he/she satisfies the Appointing Authority that

he/she is physically fit to discharge the duties that he/she may be called upon to perform. Appointing Authority may by Order prescribe the physical standards required to be satisfied by a person for appointment to any post and specify the Medical Authority which may grant the certificate of physical fitness and provide for such other incidental matters as may be necessary. The opinion of the Medical Authority regarding physical fitness or otherwise of the candidate shall be binding on the candidate.

**12. Provision for appointment, on contract basis:**

12.1 Notwithstanding anything contained in these Rules, Managing Director may in respect of any sanctioned posts, for reasons to be recorded in writing make appointment on contract basis for a period not exceeding five years. The procedure to be followed for such appointments shall be prescribed by the Appointing Authority.

**13. Deputation:**

13.1 The Managing Director may appoint on deputation any officer of the State Government, Central Government, Central or State Public Sector Undertakings to the posts in BMRCL, after assessing the suitability of the candidate, including his/her antecedents.

**14. Relaxation of rules relating to appointment by deputation:**

14.1 Notwithstanding anything contained in these Rules, the Managing Director may for reasons to be recorded in writing appoint to a post in BMRCL an officer holding a post on deputation, with the prior consent of the lending organization and after obtaining the option of the concerned employee, subject to availability of vacancy in direct recruitment quota. The Managing Director shall have the power to relax any condition of eligibility, if the candidate is otherwise found suitable for such appointment.

**15. Joining time for appointment:**

15.1 (a) A candidate appointed by direct recruitment shall report for the duty on the date/s specified in the offer of appointment.

(b) Notwithstanding anything contained in sub-rule (a) the Appointing Authority may on the application of the candidate and if satisfied that there are good and sufficient reasons for doing so, by order in writing grant such further time as may be necessary, but in any case not more than three months. For any other reasons to be recorded in writing a candidate is granted extension of time beyond three months, then such candidate will lose seniority.

(c) The name of the candidate who fails to report to duty within the time specified in sub-rule (a) or within further time granted under sub-rule (b) shall stand deleted from the list of selected candidates and the candidate concerned shall cease to be eligible for appointment.

**16. Probation OR Officiation:**

16.1 All appointments by direct recruitment to any post in BMRCL shall be on probation for a period of one year. After completion of the period of probation, the Appointing Authority shall evaluate the performance and if it comes to conclusion that such employee's performance is satisfactory, it shall by an order declare the successful completion of probation. The period of probation may for reason to be recorded in writing be extended by the Appointing Authority, at its discretion. However, if the Appointing Authority considers that the employee appointed on probation is found to be unsuitable to hold the post for which he/she is appointed, it shall by order discharge the employee, without notice and without assigning any reason.



16.2 An employee appointed on promotion to any post in BMRCL shall be on officiating period of one year. The period of officiation may for reason to be recorded in writing be extended by the Appointing Authority at its discretion. However, if the Appointing Authority considers that the employee is not suitable for the post to which he is promoted, it shall by an order revert him/her to the post which he/she was holding prior to officiating promotion.

**17. Transfer:**

17.1 Employees of BMRCL are liable to be transferred, periodically from one job/division/Depot/station to another or to any Post anywhere in India, at the discretion of the competent Authority. However, such transfer will not affect the pay, grade and seniority of the employee.

**18. Joining time on transfer:**

18.1 Where the transfer of an Employee is within the same city/station and does not involve change of residence from one station to another, his/her joining time shall be regulated as below;

- (a) Where an employee makes over charge in the forenoon, he should take charge in the afternoon of the same day.
- (b) When the employee makes over charge in the afternoon he/she should take over charge in the forenoon of the succeeding day unless it is a holiday.
- (c) Where the employee makes over charge on the afternoon and the succeeding days are holidays, he/she should join duty in the forenoon of next working day.

18.2 Where an employee is transferred from one Headquarters to another headquarters and the transfer involves change of residence, he/she should be allowed joining time of ten days including general holidays.

- (a) Joining time may be combined with leave of any kind except casual leave. But, where an employee applies for leave on

transfer, no leave shall be granted to him/her except on Medical ground.

- (b) When an employee joins the new post without availing the full joining time as admissible, the number of days actually availed of shall be credited to his/her leave account as Earned Leave.
- (c) An employee on joining time shall be treated as on duty and he/she is entitled to draw pay which was drawn before relinquishment of the old post and other allowances like DA/HRA and CCA admissible thereon.

## **19. Training**

19.1 Notwithstanding anything contained regarding the eligibility criteria for promotion in these Rules, an employee of BMRCL shall undergo prescribed training in different functional areas relevant to the operations and maintenance of BMRCL and thereafter shall take up such work which may be assigned to him by Managing Director or by Competent Authority, as deemed fit. Such of those Employees who do not undertake and successfully complete the prescribed training(s), shall not be eligible to be considered for further promotion.

## **20. Seniority of Employees:**

20.1 The decision regarding the seniority of direct recruits to a class of post shall be made by the Appointing Authority at the time of their first appointment in one of the modes mentioned below;

- (a) when the recruitment is made on the basis of the written test and or Interview, the order of seniority will be in the order of merit, or
- (b) when the recruitment is made by selection, and the candidate joins before the prescribed date, the order of seniority will be determined by the order in which the candidates are arranged in order of merit by the Appointing Authority or other authority making the selection.

20.2 When promotions are made to a post, the relative seniority shall be determined;

- (a) if promotions are made from any one cadre or class of post by marks secured in the examination prescribed;
- (b) if promotions are made from several cadres or classes of posts of the same grade, by the marks secured in the examination and or interview prescribed;

**21. Seniority between Direct recruits and promotees:**

21.1 (a) Where the method of Recruitment to any cadre/posts in the Rules prescribes a quota between direct recruits and promotion, it shall be scrupulously followed.

(b) The vacancies/posts shall be classified as Direct Recruitment vacancies/posts and promotional vacancies/posts. Direct Recruitment vacancies/posts shall be filled by direct recruitment and promotional vacancies/posts shall be filled by promotion.

(c) The inter-se seniority of Direct recruits shall be determined in the manner prescribed in sub Rule (1) of Rule 20.

(d) Promotees seniority shall be determined from the date of promotion. The inter-se seniority of promotes shall be determined in the manner prescribed in the Rule 20.

(e) Where employees are recruited to any cadre/ posts by promotion and by direct recruitment, the employees directly recruited will take precedence over the promoted officers in case where the date of appointment is the same.

**22. Officiating arrangement:**

22.1 The competent authority may, with the prior approval of the Managing Director, place an employee to be in charge of the concurrent duties of the immediately next higher post, provided

such person is eligible to be promoted to officiate in that post. Such an arrangement can continue upto a maximum period of twelve months at a time. While placing an employee in charge of the higher post, due weightage shall be given to his qualification and seniority.

**23. Resignation:**

23.1 The Managing Director is authorised to accept the resignation of all categories of employees of BMRCL. Where the resignation of the employees is accepted by the Managing Director, it shall come into effect from the date of such acceptance.

23.2 Once the Resignation of an employee is accepted by the Managing Director, it shall not be revoked or reconsidered under any circumstances.

**24. Interpretation of the Rules:**

24.1 In case of any doubt or dispute regarding interpretation of these Rules, such matter may be referred to the Managing Director, who on appreciation of the case can take decision as he deems fit, based on the facts of the case, which shall be final.

**25. Savings:**

25.1 All appointments made by BMRCL or under specific authority of BMRCL either by direct recruitment or by promotion prior to coming into force of these Rules, shall be deemed to have been done under these Rules.

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