271
13/8/08

177

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

RBE No.: 92 /2008

No. E(GP)2008/2/27

New Delhi, dt: 5.08.2008

The General Managers,
All Indian Railways and Production Units.

Sub: Disclosure of marks secured by candidates in the written test held for Selections/LDCEs, for promotion to Group'B' posts.

*****

A clarification has been sought from Railway Board by one of the Railway Units on whether the marks secured by candidates in the written test for Selections/LDCEs, for promotion to Group'B' posts may be furnished to them, since applications are being received from candidates under Right to Information (RTI) Act, 2005, requesting for disclosure of marks obtained by them.

2. The matter has been considered by the Board and it has been decided that in order to avoid unnecessary applications under RTI Act seeking details of marks secured by candidates in Group'B' selections/LDCEs, marks of the written test and also the total marks (wherever applicable) secured by all the candidates, may be notified by the Railway Administration.

3. Please acknowledge receipt.

V Vaidehi

(V. VAIDEHI)
DIRECTOR/ESTT.(GP)
RAILWAY BOARD

Dy CPO
CME
CPO
FA & CAO
HC/Security
S. P.O.

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

RBE No.: 176 /2008

No. E(GP)2006/2/59 New Delhi, dt 14.11.2008

The General Managers,
All Indian Railways and Production Units.

Sub: Instructions for candidates appearing in written examination of 70% Selection/30% LDCE for promotion from Group 'C' to Group 'B' posts.

*****

In the written test for Selections/LDCEs for promotion to Group 'B' posts, the implications of making corrections in the answers to objective type questions and whether such corrections by the candidates should be permitted, has been considered by the Board.

2. It has been decided that in the answers to objective type questions, wherever such questions are included in the written examination, no corrections of any type may be permitted. In case any correction is made, that answer shall not be evaluated at all. The correction may be any one of the following types (the list is illustrative and not exhaustive):

(a) Cutting;
(b) Over writing;
(c) Erasing;
(d) Scoring off a ticked answer in multiple-choice and ticking another answer;&
(e) Modifying the answer in any way.

3. It may be mentioned here that the term objective type questions will include questions of the following type:

(a) Multiple choice questions;
(b) Answer in yes or no;
(c) Fill in the blanks (maximum four words);
(d) Match the following;&
(e) Any other type of question(s) for which answer is to be given in one word.

4. These instructions should be widely circulated so that all the staff concerned are fully aware of the implications of making corrections in their answers to objective type question(s), and these may also be made part of the instructions printed on the question paper/answer sheets so that there is no room for complaint from any candidate.

5. Please acknowledge receipt.

(V. VAIDEHI)
DIRECTOR/ESTT.(GP)
RAILWAY BOARD

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(189) (133)

FAX No:- 0175-2306416

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

No. E(GP)2009/2/8 New Delhi, dt:- 06.03.2009

The Chief Administrative Officer,
DMW,
Patiala.

(Kind Attn: Shri Sukhbir Singh, CPO)

Sub.: LDCE for the post of APO (Group 'B') against 30% Quota.

Ref.: DMW's letter no.DMW/P/Sel/APO/30% dt.19/01/2009.

*****

With reference to DMW's aforementioned letter, it is clarified that in terms of instructions contained in Board's letter no.E(GP)2005/2/61 dt 14/09/06, post based roster introduced for promotions from Group'C' to Group'B' posts vide Board's letter no. 2005-E(SCT)1/25/14 dt.16/11/05 is to be adopted from the next cycle of selections commencing after the issue of Board's letter dt.16/11/05. Therefore, as the instant selection process was initiated in 2003 itself and Selection(70%) has already been concluded, and result of written exam for LDCE has already been declared, 'Post based' Roster can not be adopted for the same at this stage.

2. Secondly, in terms of DOP&T's instructions on assessment of ACRs, irrespective of the date of DPC, CRs of the candidates for the year immediately preceding the vacancy/panel year, are to be assessed.

Kapasi

(PEEYUSH KAPASI)
Dy. DIRECTOR, ESTT.(GP)-II
RAILWAY BOARD

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

RBE No.: 56 /2009

No. E(GP)2008/2/27 New Delhi, dt:24.03.2009

The General Managers,
All Indian Railways and Production Units.

Sub: Disclosure of marks secured by candidates in the written test held for Selections/LDCEs, for promotion to Group'B' posts.

Ref: Board's letter No. E(GP)2008/2/27 dated 5.08.2008 (RBE No. 92/2008).

*****

In continuation of Board's letter of even number dated 5.08.2008, it is clarified that in Selections/LDCEs for promotion to Group'B' posts, the total marks secured by all the candidates who had appeared for viva-voce after qualifying in the written examination, and the marks secured in written test in the case of the remaining candidates, may be notified after finalization of the Group'B' panel.

(V. VAIDEHI)
DIRECTOR/ESTT.(GP)
RAILWAY BOARD

(This disposes of Eastern Railway's letter No. SP/GAZ/Panel/V dated 10.11.2008.)

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

No. E(GP)2010/2/4 New Delhi. dt.26.4.2010

The General Managers,
All Indian Railways/Pus.

Sub: **Conduct of Departmental examinations for promotion to Group 'B' posts on the Railways.**

*****

On a complaint forwarded by the Central Vigilance Commission, investigations were carried out on the conduct of a 30% LDCE for promotion from Group'C' to Group'B' post, held by a Railway. The investigations brought out the following:-

i) Irregularities in the evaluation of answer sheets, and
ii) Incorrect Hindi translation of the question paper.

2. While considering the investigation report, the Central Vigilance Commission has taken a serious view on the irregularities in the conduct of departmental exams in the Indian Railways.

3. In light of the observations made by the CVC, Railways must ensure that instructions/guidelines contained in Board's letters namely (i) No. E(NG)I-98/PM1/7 dt:20.10.1999 (RBE No. 272/1999) (ii) No. E(NG)I-2005/PM1/16 dt:20.04.2005 (iii) No. E(GP)2006/2/59 dt:14.11.2008 (RBE No.176/2008) are followed in letter & spirit ***so far as evaluation of answer sheets are concerned***.

4. It is also desired that the work relating to Hindi translation of the question papers and evaluation of answer sheets of the written examinations held as part of LDCE/Selections for promotion to Group'B' posts should be entrusted to competent and experienced officials.

5. Please acknowledge receipt.

(B. MAJUMDAR)
DIRECTOR, ESTT.(GP)
RAILWAY BOARD

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

No. E(GP)2009/2/44 New Delhi, dt: 12 .10.2011

The General Managers, DRM.
All Indian Railways and Production Units.

Sub: Selections/ LDCEs for filling up of Group 'B' posts.

Recently, it has been observed that in some Selections/LDCEs held for promotion to Group 'B' posts, candidates securing highest marks/good marks and also having good Self Appraisal Reports have failed to secure the qualifying marks in viva-voce leading to litigations. In one of such cases, Board (M.S.) has observed as under:

> *"While I approve inclusion of this name, the moot point to be seen by all panel approving authorities is 'are Selections not only fair but just also.' It is hard to believe a person topping the list in written examination with one outstanding, 2 very good and 2 good CRs, fail to answer any question of DPC. CPO's who invariably are part of DPC need to be vigilant."*

2. It is desired that above observations made by Board (M.S.) should invariably be kept in view while finalizing the Panels for promotion to Group 'B' posts.

3. Please acknowledge receipt.

(B.MAJUMDAR)
DIRECTOR, ESTT.(GP)
RAILWAY BOARD

CPO
12/10
Chief Security
14/10/11

12 OCT 2011
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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)
****

RBE No.: 144/2011

No. E(GP)2005/2/53

New Delhi, dt: 12.10.2011

The General Managers,
All Indian Railways and Production Units.

Sub: Syllabus for LDCE/Selections for filling up of Group 'B' posts.

Ref: Railway Board's letter number E(GP)88/2/111 dt.20/08/1991.

In terms of instructions contained in Board's aforementioned letter, it has been specified that out of 150 marks prescribed for Professional Papers of Selection/LDCE, the questions relating to professional subjects will carry atleast 100 marks in each paper. In this regard, the matter has been reviewed and it is clarified that in respect of LDCE, professional subjects in each paper will carry 100 marks and the remaining portion in Professional Paper-I and Professional Paper-II will carry 50 marks each. Similarly, Professional subject as part of Selection will carry 100 marks and the remaining portion will carry 50 marks.

2. These instructions will be effective from the date of issue of this letter. However, Selection/LDCEs for which written examinations have already been held or which are at an advanced stage, need not be disturbed.

3. Please acknowledge receipt.

(PEEYUSH KAPASI)
DY. DIRECTOR, ESTT.(GP)-II
RAILWAY BOARD

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RBE No. 90 /2014

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

NO.E(NG)I-2005/PM1/16 **New Delhi, dated 27.08.2014**

The General Managers (P)
All Indian Railways & PUs,
(as per standard list)

Sub : Guidelines for Personnel Officers and Members of Selection Board constituted for conducting selections for promotion to posts classified as "Selection".

In continuation of Board's letter of even number dated 12.03.2014 (RBE No.26/2014) on the above subject, the issue of providing correct/model answers to the evaluators has again been considered afresh by this Ministry on a reference from CPO/Central Railway.

2. Accordingly, para 3 of the letter dated 12.03.2014 may be read as under :

(a) Question paper setters shall make available to the evaluators a gist of the probable answer/important points in respect of narrative type questions.

(b) However, for objective type questions, the question paper setters have to provide exact answer to the evaluators in one word or in a couple of words, as the case may be.

Please acknowledge receipt.

Hindi version shall follow.

(Amita Bhalla)
Deputy Director-II E(NG)I
Railway Board.

....2/-

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No:142/2016

No. E(GP)2015/2/8 **New Delhi, dt:28/11/2016**

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: CPOs)

Sub: Consolidated Guidelines for Personnel Officers, Paper Setters & Evaluators of Question Papers of written examinations held as part of 70% Selection/30% LDCE for Promotion from Group 'C' to Group 'B' posts

A Committee was constituted to review the pattern of Selections held for promotion to Group 'B' posts on the Railways. One of the mandates given to the Committee was to review the instructions issued from time to time relating to evaluation of answer sheets. Accordingly, these instructions have been reviewed by the Committee and in supersession of all existing instructions issued on the subject including those contained in Board's letter no.E(GP)2001/2/32 dated 07/07/2014, it is advised that following guidelines may be kept in view while holding Selections/LDCEs for promotion to Group 'B' posts:

1. **INSTRUCTIONS FOR THE PAPER SETTER:**

(i) Objective type questions will include only Multiple Choice questions and numbering of indicative answers to these questions and replies to such answers by the candidates should invariably be given in Capital Letters only as per the illustration given below:

Question: Please name the capital of India
Options: (A) Mumbai
(B) New Delhi
(C) Kolkatta
(D) Chennai

Correct Answer - (B)

(ii) **Para 204.2 of IREM Vol-I:**

The question paper for the written test should have a practical bias i.e. it should be designed to test the ability of candidates to tackle the practical problems they are likely to face rather than their theoretical knowledge.

(iii) **Para 204.3 of IREM Vol-I:**

15 marks out of total of 150 marks for testing the professional ability should be set apart for questions on official language policy and official language rules. While the employees should be encouraged to attempt questions on official language policy and official language rules, the questions on official language should not be compulsory.

(iv) The question Paper setter must invariably provide, in sealed cover, to the Dy.CPO (G)/Dy.CAO (G) the following:

a)important points in respect of narrative type questions.

b) answer key for objective type questions.

Each page of (a) & (b) above should be signed by the Paper Setter.

2. **INSTRUCTIONS FOR EVALUATORS:**

(i) Evaluating the answer sheets without the secret numbers is not allowed.

(ii) Evaluating the answer sheets with the fly leaves is not allowed.

(iii) Evaluation of answer-sheets where the candidate has written his name on the answer sheet or where he has made some distinguishing mark on the answer sheet is not allowed. Evaluation of answer sheets even where secret numbers are present but the candidate has written his name etc. in the other sheets of the answer book, is also not allowed. In case the candidate has violated any of these instructions, his/her answer-sheets are not to be evaluated.

(iv) Proper and uniform evaluation of the answer sheets, especially for narrative type of answers should be ensured. In order to achieve this objective, the officer evaluating the answer sheets before starting the evaluation, should keep ready important points in respect of narrative type questions & answer key for objective type questions furnished by the Paper-setter and handed over to him by the Dy.CPO(G)/Dy.CAO(G) and then only evaluate the answer sheets with reference to these answers.

(v) In both the objective type and narrative type answers, there should normally not be any over-writing/erasing of the marks awarded. However, **correction of marks awarded by the evaluator, if genuinely warranted, may be made by striking off**

the marks originally given and entering the fresh marks duly attesting the correction.

(vi) If any candidate has answered questions in excess of the required number, the evaluating officer should ignore the answers given later as per sequence of attempting the same. However, if such questions stand evaluated, only the marks awarded against the requisite number of answers attempted first, should be included in the tabulation on the top sheet of the answer book and the later of the answers should be ignored.

(vii) After evaluation of answers, there should be no failure on the part of the evaluating officer to tabulate the marks awarded for each question on the top sheet of the answer book. This type of tabulation will ensure that only the required number of questions that have been answered are evaluated and the evaluation of same question twice (if answered by the candidate) is avoided. **There has to be a careful effort on the part of the evaluating officer that erasing, cutting or over writing in totaling the marks granted to the candidates on the top sheet are avoided. However, if genuinely warranted, errors may be corrected by striking off the marks originally entered in the table and entering the correct marks duly attesting the correction.**

(viii) **The evaluating officer is fully responsible for totaling of marks in the answer scripts and also ensuring the correctness of marks entered against each secret number.** He will hand over the following to the Dy. CPO (G)/Dy. CAO(G) or in their absence to the officer nominated by the General Manager:

(a) The evaluated answer sheets in a sealed cover and the important points & Answer key, in a separate sealed cover.

(b) The statement of marks after plotting the marks against respective secret numbers in a separate third sealed cover.

3. GENERAL INSTRUCTIONS:

(i) **Para 204.5 of IREM Vol-I :** No moderation of the marks is permissible. No rounding off is permissible in marks for individual Answers for the questions. **However, total marks in decimal of 0.5 and more should be rounded off to next higher integer figure. Similarly, total marks in decimal of less than 0.5, should be rounded off to lower integer figure.**

(ii) **Para 208.1 of IREM Vol-I:** The answer papers of the written examination as well as the mark sheets of viva-voce should be marked with indelible ink. Each answer book should carry a fly leaf, Tabulation Sheet for the Evaluator and Guidelines for the

Candidates. Both fly leaf as well as the answer book should be stamped and signed by the Gazetted Officer in charge of conduct of the examination. The employees should write their names and designations on the fly leaf only. After the answer books are received from the employees, the fly leaf should be removed and allotted a secret number which should also be simultaneously recorded on the corresponding answer book by Dy. CPO/G or Dy. CAO/G. The answer books should be sent to the examiner with secret numbers alone indicated on the answer books. The fly leaves removed from the answer books should be carefully preserved in a sealed cover, it being sealed by Dy.CPO(G)/Dy.CAO(G). This sealed envelope should be kept in the personal custody of the Dy.CPO(G)/Dy.CAO(G). In case of their non-availability, any other JAG/SG officer may be nominated by the General Manager.

(iii) The work relating to Hindi translation of the question papers and evaluation of answer sheets of the written examinations held as part of LDCE/Selections for promotion to Group 'B' posts should be entrusted to competent and experienced officials duly ensuring complete confidentiality.

(iv) Any distinguishing mark on the answer script would make the answer script invalid.

(v) Any delay in evaluation by more than one month should be brought to the notice of the PHOD/HOD by CPO. Delays of more than two months should be brought to the personal notice of the General Manager by CPO.

(vi) The answer sheets should be preserved in terms of instructions contained in Board's letter no.E(GP)2010/2/27 dated 23.08.2010 (Copy of RBE No. 125/2010 enclosed as Annexure-I) and destroyed thereafter as per the extant instructions.

vii) A copy of the Fly-leaf, Tabulation-Sheet and instructions for the candidates, constituting Top sheet of the Answer-sheets to be used for examinations held as part of Group 'B' Selections is enclosed as Annexure-II.

It is desired that the Question Paper Setter and the Evaluating officer should invariably be informed of the latest instructions on the subject.

Please acknowledge receipt.

25.11.16

DA: As above

(LILY PANDEYA)
DIRECTOR, ESTT.(GC)
RAILWAY BOARD

भारत सरकार
रेल मंत्रालय
(रेलवे बोर्ड)

आरबीई सं. 142 /2016

सं. ई(जीपी)2015/2/8 नई दिल्ली, दिनांक 28/11/2016

महाप्रबंधक
सभी भारतीय रेलें एवं उत्पादन इकाइयां
(ध्यानार्थ: मुख्य कार्मिक अधिकारी)

विषय: ग्रुप 'सी' से ग्रुप 'बी' पदों पर पदोन्नति के लिए आयोजित होने वाले 70% चयन/30%सीमित विभागीय प्रतियोगिता परीक्षा के लिए लिखित परीक्षा के संबंध में कार्मिक अधिकारियों, प्रश्न-पत्र सेट करने वालों और प्रश्न पत्रों का मूल्यांकन करने वालों के लिए समेकित दिशा-निर्देश।

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रेलवे में ग्रुप 'बी' पदों पर पदोन्नति के लिए आयोजित होने वाले चयन की पद्धति की समीक्षा करने के लिए एक समिति का गठन किया गया था। समिति को एक अधिकार यह दिया गया था कि वह उत्तर पत्रकों के मूल्यांकन से संबंधित समय-समय पर जारी किए गए अनुदेशों की समीक्षा करें। तदनुसार, समिति द्वारा इन अनुदेशों की समीक्षा की गई और बोर्ड के दिनांक 07.07.2014 के पत्र सं. ई(जीपी)2001/2/32 में निहित अनुदेशों के साथ-साथ इस विषय से संबंधित जारी सभी मौजूदा अनुदेशों का अधिक्रमण करते हुए यह सूचित किया जाता है कि ग्रुप 'बी' पदों पर पदोन्नति के लिए चयन/सीमित विभागीय प्रतियोगिता परीक्षाएं आयोजित करते समय निम्नलिखित दिशा-निर्देशों को ध्यान में रखा जाए:

1. **प्रश्नपत्र सेट करने वालों के लिए अनुदेश:**

(i) वस्तुनिष्ठ प्रकार के प्रश्नों में केवल बहु-विकल्प प्रश्न शामिल होंगे और उम्मीदवारों द्वारा उन प्रश्नों के सांकेतिक उत्तरों की संख्या और ऐसे प्रश्नों के उत्तर नीचे दिए गए उदाहरण के अनुसार अनिवार्यत: स्पष्ट अक्षरों में दिए जाने चाहिए:

प्रश्न: कृपया भारत की राजधानी का नाम बताएं।
विकल्प:(क) मुंबई
(ख) नई दिल्ली
(ग) कोलकाता
(घ) चेन्नै

उत्तर: - (ख)

(ii) **<u>आईआरईएम वॉल्यूम-I का पैरा 204.2:</u>**

लिखित परीक्षा के लिए प्रश्न पत्र व्यावहारिक प्रकृति का होना चाहिए अर्थात् यह उम्मीदवारों की सैद्धांतिक ज्ञान की जांच करने के बजाए उनके सामने आने वाली व्यावहारिक समस्याओं को दूर करने की उनकी योग्यता की जांच करने के लिए होना चाहिए।

(iii) **<u>आईआरईएम वॉल्यूम-I का पैरा 204.3:</u>**

व्यावसायिक क्षमता की जांच करने के लिए कुल 150 अंकों में से 15 अंक राजभाषा नीति और राजभाषा नियमों पर आधारित प्रश्नों के लिए अलग रखने चाहिए। कर्मचारियों को राजभाषा नीति और राजभाषा नियमों पर आधारित प्रश्नों का उत्तर देने का प्रयास करने के लिए प्रोत्साहित करना चाहिए, परन्तु राजभाषा से संबंधित प्रश्न अनिवार्य नहीं होने चाहिए।

(iv) प्रश्न पत्र सेट करने वालों को निम्नलिखित सामग्री मुहरबन्द लिफाफे में उप मुख्य कार्मिक अधिकारी(सा.)/उप मुख्य प्रशासनिक अधिकारी(सा.) को अनिवार्य रूप से मुहैया करानी चाहिए:

क) वर्णनात्मक प्रकार के प्रश्नों से संबंधित महत्वपूर्ण प्वाइंट।

ख) वस्तुनिष्ठ प्रकार के प्रश्नों की उत्तर कुंजी।

ग) उपर्युक्त (क) और (ख) के प्रत्येक पृष्ठ पर प्रश्नपत्र सेट करने वालों द्वारा हस्ताक्षर किए जाने चाहिए।

2. **<u>मूल्यांकन करने वाले अधिकारी के लिए अनुदेश:</u>**

(i) जिन उत्तरपत्रकों पर गुप्त संख्या न हो उसका मूल्यांकन करने की अनुमति नहीं है।

(ii) कोरे पन्ने वाले उत्तर पत्रकों का मूल्यांकन करने की अनुमति नहीं है।

(iii) ऐसे उत्तर पत्रक जिस पर उम्मीदवार ने अपना नाम लिखा हो या जहां उम्मीदवार ने पत्रक पर कोई पहचान चिह्न बना दिया हो, का मूल्यांकन करने की अनुमति नहीं है। उन उत्तर पत्रकों का भी मूल्यांकन करने की अनुमति नहीं है जिन पर गुप्त नम्बर तो मौजूद है, परन्तु उम्मीदवार ने उत्तर पत्रक के अन्य पृष्ठों पर अपना नाम आदि लिखा हो। यदि उम्मीदवार ने इनमें से किसी भी अनुदेश का उल्लंघन किया हो तो उनके उत्तर पत्रकों का मूल्यांकन नहीं करना है।

(iv) उत्तर पत्रकों, विशेषकर वर्णनात्मक प्रकार के उत्तरों वाले उत्तर पत्रकों का समुचित और एकसमान मूल्यांकन सुनिश्चित करना चाहिए। इस उद्देश्य को पूरा करने के लिए, उत्तर पत्रकों का मूल्यांकन करने वाले अधिकारी को मूल्यांकन करने से पहले वर्णनात्मक प्रश्नों से संबंधित महत्वपूर्ण प्वाइंटों और प्रश्नपत्र सेट करने वालों द्वारा प्रस्तुत और उप मुख्य कार्मिक अधिकारी(सा.)/उप मुख्य प्रशासनिक अधिकारी(सा.) द्वारा उसे सुपूर्द किए गए वस्तुनिष्ठ प्रश्नों की उत्तर कूंजी तैयार रखी जानी चाहिए और उसके बाद ही उन उत्तरों के संदर्भ में उत्तर पत्रकों का मूल्यांकन करना चाहिए।

(v) वस्तुनिष्ठ और वर्णनात्मक दोनों प्रकार के उत्तरों में दिए गए अंकों के ऊपर सामान्यत: कुछ भी लिखा नहीं जाना चाहिए/उन्हें मिटाया नहीं जाना चाहिए। बहरहाल, **मूल्यांकन करने वाले अधिकारी द्वारा दिए गए अंकों में, यदि वस्तुत:**

संशोधन करने की आवश्यकता हो तो मूलत: दिए अंकों को मिटाकर और त्रुटि-सुधार को विधिवत रूप से सत्यापित करते हुए नए अंक देकर त्रुटि-सुधार किया जा सकता है।

(vi) यदि किसी उम्मीदवार ने अपेक्षित संख्या से अधिक प्रश्नों का उत्तर दिया हो तो मूल्यांकन करने वाले अधिकारी को उत्तरों की जांच करने के क्रम में बाद में दिए गए उत्तरों को छोड़ देना चाहिए। बहरहाल, यदि उन प्रश्नों का मूल्यांकन हो गया हो तो पहले मूल्यांकन किए गए अपेक्षित संख्या में प्रश्नों के उत्तरों के लिए दिए गए अंकों को ही उत्तर पुस्तिका के टॉप शीट (ऊपरी पृष्ठ) पर दी गई तालिका में शामिल करना चाहिए और बाद के उत्तरों के अंकों को छोड़ देना चाहिए।

(vii) उत्तर पत्रकों का मूल्यांकन करने के बाद, उत्तर पुस्तिका के रॉप शीट पर प्रत्येक प्रश्न के लिए दिए गए अंकों को तालिका में प्रविष्ट करने में मूल्यांकन करने वाले अधिकारी को कोई चूक नहीं करनी चाहिए। इस प्रकार मूल्यांकन करने से यह सुनिश्चित होगा कि अपेक्षित संख्या में दिए गए प्रश्नों के उत्तरों का ही मूल्यांकन किया गया है और एक ही प्रश्न का दो बार मूल्यांकन (यदि उम्मीदवार द्वारा उत्तर दिया गया हो) नहीं हुआ है। **मूल्यांकन करने वाले अधिकारी को यह सावधानी बरतने का प्रयास करना है कि टॉप शीट पर उम्मीदवारों को दिए गए अंकों को जोड़ने में अंकों को मिटाने, काटने या अंकों के ऊपर लिखने से बचा जा सके। बहरहाल, यदि वस्तुत: आवश्यक हो तो मूल रूप से दिए अंकों को काटकर और त्रुटि-सुधार को विधिवत् रूप से सत्यापित करते हुए सही अंक देकर त्रुटि-सुधार किया जा सकता है।**

(viii) **उत्तरों के अंकों को जोड़ने और प्रत्येक गुप्त नम्बर के लिए दिए गए अंकों की सत्यता सुनिश्चित करने के लिए भी मूल्यांकन करने वाले अधिकारी पूर्ण रूप से उत्तरदायी है।** वह निम्नलिखित सामग्री उप मुख्य कार्मिक अधिकारी(सा.)/उप मुख्य प्रशासनिक अधिकारी(सा.) को सौंपेगा या उनकी अनुपस्थिति में महाप्रबंधक द्वारा नामित अधिकारी को सौंपेगा:

(क) मुहरबन्द लिफाफे में मूल्यांकित उत्तर पत्रक और अलग मुहरबन्द लिफाफे में महत्पवूर्ण प्वाइंट और उत्तर कुंजी।

(ख) एक अलग तीसरे मुहरबन्द लिफाफे में संबंधित गुप्त नम्बरों के सामने अंक लिखने के बाद अंकों का विवरण।

3. <u>सामान्य अनुदेश:</u>

(i) **<u>आईआरईएम वॉल्यूम-I का पैरा 204.5</u>**: अंकों को कम करने की अनुमति नहीं है। प्रश्नों के अलग-अलग उत्तरों के अंकों को पूर्णांकित करने की अनुमति नहीं है। **बहरहाल, 0.5 या उससे अधिक दशमलव वाले कुल अंकों को अगले उच्चतर पूर्णांक में पूर्णांकित करना चाहिए और इसी प्रकार 0.5 से कम के दशमलव वाले कुल अंकों को निचले पूर्णांक में पूर्णांकित करना चाहिए।**

(ii) **<u>आईआरईएम वॉल्यूम-I का पैरा 208.1:</u>** लिखित परीक्षा के उत्तर पत्रकों और मौखिक परीक्षा की अंक तालिकाओं को अमिट स्याही से चिह्नित किया जाना चाहिए। प्रत्येक उत्तर पुस्तिका के साथ एक कोरा पन्ना, मूल्यांकन करने वाले अधिकारी के लिए सारणी पत्र और उम्मीदवारों के लिए दिशा-निर्देश होने चाहिए। कोरे पन्ने और उत्तर पत्रक दोनों पर परीक्षा आयोजित करने वाले प्रभारी राजपत्रित अधिकारी का मोहर और हस्ताक्षर होने चाहिए।

कर्मचारियों को अपने नाम और पदनाम केवल कोरे पन्ने पर लिखने चाहिए। कर्मचारियों से उत्तर पत्रक प्राप्त कर लिए जाने के बाद कोरे पन्ने को हटा देना चाहिए और एक गुप्त नम्बर आबंटित करना चाहिए और उसे भी उप मुख्य कार्मिक अधिकारी/सामान्य या उप मुख्य प्रशासनिक अधिकारी/सामान्य द्वारा साथ-ही-साथ तदनुरूपी उत्तर पुस्तिका में दर्ज किया जाना चाहिए। उत्तर पुस्तिकाओं पर दिए गए गुप्त नंबरों के साथ ही उत्तर पुस्तिकाएं परीक्षक को भेजी जानी चाहिए। उत्तर पुस्तिकाओं से हटाए गए कोरे पन्नों को उप मुख्य कार्मिक अधिकारी(सा.)/उप मुख्य प्रशासनिक अधिकारी(सा.) की मोहर लगाने के बाद एक मुहरबन्द लिफाफे में सावधानीपूर्वक सुरक्षित रख लेना चाहिए। ये मुहबंद लिफाफे उप मुख्य कार्मिक अधिकारी (सा.)/उप मुख्य प्रशासनिक अधिकारी (सा.) की व्यक्तिगत अभिरक्षा में रखे जाने चाहिए। उनके मौजूद न होने की स्थिति में महाप्रबंधक द्वारा किसी अन्य कनिष्ठ प्रशासनिक ग्रेड/वरिष्ठ ग्रेड के अधिकारी को नामित किया जा सकता है।

(iii) प्रश्न पत्रों के हिन्दी अनुवाद और ग्रुप 'बी' पदों पर पदोन्नति के लिए सीमित विभागीय प्रतियोगिता परीक्षा चयनों के भाग के रूप में आयोजित लिखित परीक्षाओं के उत्तर पत्रकों के मूल्यांकन से संबंधित कार्य को विधिवत रूप से पूरी गोपनीयता सुनिश्चित करते हुए सक्षम और अनुभवी अधिकारियों को सौंपा जाना चाहिए।

(iv) उत्तर पत्रकों पर कोई पहचान चिह्न पाए जाने पर वे अवैध हो जाएंगे।

(v) यदि मूल्यांकन में एक माह से अधिक विलम्ब होता है तो मुख्य कार्मिक अधिकारी द्वारा उसकी सूचना प्रधान विभागाध्यक्ष/विभागाध्यक्ष को दी जानी चाहिए। यदि दो माह से अधिक विलम्ब हो तो उसे मुख्य कार्मिक अधिकारी द्वारा महाप्रबंधक की जानकारी में लाया जाना चाहिए।

(vi) उत्तर पत्रकों को बोर्ड के दिनांक 23.08.2010 के पत्र सं. ई(जीपी)2010/2/27 (आरबीई सं. 125/2010 की प्रतिलिपि अनुलग्नक-I के रूप में संलग्न) में निहित अनुदेशों के अनुसार सुरक्षित रखा जाना चाहिए।

(vii) ग्रुप 'बी' चयनों के भाग के रूप में आयोजित परीक्षाओं के लिए प्रयोग किए जाने वाले कोरे पन्ने, तालिका पत्रक और उम्मीदवारों के लिए अनुदेश, जो उत्तर-पत्रकों की टॉप शीट होती है, की प्रतिलिपि अनुलग्नक-II के रूप में संलग्न है।

यह अपेक्षा की जाती है कि प्रश्नपत्र सेट करने वाले और मूल्यांकन करने वाले अधिकारी को इस विषय से संबंधित नवीनतम अनुदेशों की सूचना अनिवार्य रूप से दी जानी चाहिए।

कृपया पावती दें।

संलग्नक: उपरोक्त

लिली पाण्डेय 4.11.16

(लिली पाण्डेय)
निदेशक, स्था.(राजपत्रित संवर्ग)
रेलवे बोर्ड

PURNA OFCL-Probation

No.E(GP)2015/2/8 **New Delhi, dt: २४.11.2016**

Copy for information and necessary action to:

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.
(2) The CAO, DMW, Patiala
(3) The CAO, MTP (Rlys.), Mumbai and Chennai
(4) The Chairman, Railway Recruitment Board: Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/ Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu & Srinagar/Malda/Mumbai/ Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.
(5) The Director, NAIR, Vadodara.
(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gwalior.
(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, NewDelhi.
(8) The General Secretary, IRCA, New Delhi.
(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi-110002.
(10) The Secretary, Railway Rates Tribunal (Chennai), 50, M. C. Nicholas Road, Chetput, Chennai.
(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.
(12) The Director (Movement), Railways, 17 N. S. Road, Kolkata.
(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

25.11.16

(LILY PANDEYA)
DIRECTOR,ESTT.(GC)
RAILWAY BOARD

No.E(GP)20015/2/8 **New Delhi, dt: २४.11.2016**

Copy forwarded to:

1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi (35 copies)
2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi (35 copies)
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi (90 spares)
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi (5 spares)
5. The Secretary General, Indian Railway Promotee Officers Association, Room No. 268, Rail Bhavan, New Delhi (35 spares)

6. The General Secretary, All India RPF Association, Room No. 549, Rail Bhavan, New Delhi-110001.

7. Railway Board Secretariat Staff Association.

For Secretary/Railway Board

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PSs to Adv.(Vig.), , EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDE(GC), EDV(E), ED(Signal), EDV(S), EDF(E), Adviser(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(Res), DE(G), D(IH), JD(MPP), JDE(R)I&II, JDE(Rep)I&II, JDE(D&A), JDE(P&A), DPCI&II, JDE(L), JDE(N), JDE(N)II, DDF(E)I, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), PC-III, IV & V, E&R, E(Trg.), E(MPP), V(SS), E(SCT)I &II

Annexure -1

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

RBE No.: 125 /2010

No. E(GP)2010/2/27 **New Delhi, dt:-23.08.2010**

The General Managers,
All Indian Railways and Production Units.

Sub.: Retention period of evaluated Answer Sheets of written examination conducted for Departmental Promotions– Promotions to Group'B' posts through 70%Selection/30%LDCE.

Ref: Railway Board's letter No. E(GP)81/2/69 dated 09.12.1981.
*****

The matter regarding formulation of guidelines for retention period of evaluated answer sheets of written examinations held for promotions to Group 'B' posts through 70%Selection/30%LDCE has been considered by the Board, and it has been decided that the retention period for evaluated answer sheets of these written examinations should be as under:-

i) One year from the date of publication of panel;

OR

ii) Till panel exhausts;

OR

iii) Till finalization of complaints/investigation/court cases against the Selection/Suitability Test, if any;

whichever of the above three is later.

2 Further, it may be ensured that vigilance clearance is obtained before the evaluated answer sheets are weeded out.

Please acknowledge receipt.

(B. MAJUMDAR)
DIRECTOR/ESTT.(GP)
RAILWAY BOARD

आरबीई सं.:125/2010

भारत सरकार
रेल मंत्रालय (रेलवे बोर्ड)

सं. ई (जीपी)2010/2/27 **नई दिल्ली, दिनांक:23 .08.2010**

महाप्रबंधक,
सभी भारतीय रेलें एवं उत्पादन इकाइयां।

विषय: विभागीय पदोन्नतियों के लिए आयोजित लिखित परीक्षा की मूल्यांकित उत्तर शीटों को रखने की अवधि - 70% चयन/30% सीमित विभागीय प्रतियोगी परीक्षा के माध्यम से ग्रुप 'बी' पदों पर पदोन्नति।

संदर्भ: रेलवे बोर्ड का दिनांक 09.12.1981 का पत्र सं. ई(जीपी)81/2/69.

70% चयन/30% सीमित विभागीय प्रतियोगी परीक्षा के माध्यम से ग्रुप 'बी' पदों पर पदोन्नतियों के लिए आयोजित लिखित परीक्षाओं की मूल्यांकित उत्तर शीटों को रखने की अवधि के लिए मार्गनिदेश बनाने से संबंधित मामले पर बोर्ड द्वारा विचार किया गया है तथा यह निर्णय लिया गया है कि इन लिखित परीक्षाओं की मूल्यांकित उत्तर शीटों को रखने की अवधि निम्नानुसार होगी:-

i) पैनल के प्रकाशन की तारीख से एक वर्ष;
अथवा
ii) पैनल समाप्त होने तक;
अथवा
iii) चयन/उपयुक्तता परीक्षा के विरुद्ध शिकायत/जांच-पड़ताल/अदालती मामलों, यदि कोई हो, को अंतिम रूप दिए जाने तक;

उपर्युक्त तीन में से जो भी बाद में हो।

2. इसके अलावा, यह सुनिश्चित किया जाए कि मूल्यांकित उत्तर शीटों की छंटनी से पहले सतर्कता संबंधी क्लीयरेंस ले ली गई है।

कृपया पावती दें।

बी मजूमदार

(बी. मजूमदार)
निदेशक, स्थापना (राज. पदो.)
रेलवे बोर्ड

Annexure-II

गोपनीय न./Secret Number

Fly-leaf

परीक्षा तिथि/Date of Examination _____

पद हेतु चयन/SELECTION FOR THE POST OF _____

प्रश्नपत्र-I, II(यदि लागू है)/Paper-I / II (If applicable)_____

ग्रेड रू./GRADE Rs._____

विभाग/DEPARTMENT _____ खण्ड/DIVISION_____

कर्मचारी का नाम/NAME OF THE EMPLOYEE_____

जन्मतिथि/Date of Birth_____

पद/DESIGNATION_____

भ.नि.सं./टिकट सं./P.F.No./T.No._____

कार्य स्थल /Place of Work_____

यदि अ.जा./अ.ज.जा./Whether SC/ST_____

हस्ताक्षर/SIGNATURE_____

Secret Number/गोपनीय न.

Signature/Designation of
Officer Incharge
प्रभारी अधिकारी का
पद नाम एव हस्ताक्षर

TABULATION OF MARKs/अंक सारणीय	
Question number प्रश्न क्रमांक	Marks Allotted/आबंटित अंक (to be filled by the evaluator) (परीक्षक द्वारा भरा जाए)
(A) क	(B) ख
(in numericals/अंको में)	
TOTAL/योग (in words/शब्दों में)	

दिनांक **पदनाम** **मूल्यांकन अधिकारी के हस्ताक्षर**
Date: **Designation** **Signature of Evaluator**

रेलवे
Railway
विभागीय चयन के लिए उत्तर पुस्तिका
ANSWER BOOK
FOR
DEPARTMENTAL SELECTIONS
उम्मीदवारों के लिए महत्वपूर्ण अनुदेश
Important instructions for candidates

प्रश्न-पत्र हल करने से पहले उम्मीदवार को निम्नलिखित अनुदेशों को ध्यानपूर्वक अवश्य पढ लेना चाहिए।

Candidate must read the following instructions carefully before attempting the paper.

1. उम्मीदवार उपलब्ध कराए गए स्थान में अपने हाथ से विवरण लिखें और किसी अन्य स्थान पर इन विवरणों को न लिखें।
   The candidates should fill the particulars in own handwriting in the space provided and should not write these particulars anywhere else.
2. फ्लाई लीफ के अलावा उत्तर पुस्तिका या अन्य पृष्ठों पर अपना नाम, रोल नं अथवा कोई और संकेत कहीं भी न लिखें **अन्यथा उत्तर पुस्तिका का मूल्यांकन नहीं किया जाएगा।**
   Don't write your name or roll number or any other indication anywhere in the Answer Book or any loose sheet except fly leaf; **otherwise the Answer Book will not be evaluated.**
3. **उत्तर पुस्तिका पर किसी भी प्रकार का विशिष्ट संकेत/निशान पाया गया तो उत्तर पुस्तिका का मुल्यांकन नही किया जाएगा।**
   Answer Book will not be taken up for evaluation, if any distinguishing marks are found anywhere in the answer book.
4. उत्तर पुस्तिका के दोनो पृष्ठों पर उत्तर लिखें एवं उत्तर समाप्त हो जाने पर बचे पृष्ठ को छोड़कर उत्तर पुस्तिका में कोई भी पृष्ठ खाली न छोड़ें ।
   Write on both sides of Answer Book and do not leave any pages unused except at the end of the answers.
5. उम्मीदवार नीले या काले रंग की स्याही वाले इंक पेन/बॉल पेन/स्केच पेन का ही प्रयोग करें । प्रश्नों के उत्तर उसी रंग के इंक से लिखें जिससे उत्तर पुस्तिका का फ्लाई लीफ/पहला पृष्ठ लिखा गया है। उम्मीदवार विभिन्न रंगो के स्केच पेन जैसे कि हरा, लाल, इत्यादि का प्रयोग शीर्षक लिखने तथा चित्र आदि बनाने के लिए न करें.
   The candidate should use either blue or black ink pen/ball pen/sketch-pen. All the answers should be answered with the same colour of ink used for writing fly-leaf/first page of the answer book. The candidate should not use different colours of sketch-pen such as green, red, etc. for marking of the headings and drawing of diagrams etc.
6. खाली पृष्ठों को क्रॉस कर दें।
   Cross the blank pages.
7. किसी प्रश्न का उत्तर एक से अधिक बार न दें। यदि कोई उम्मीदवार अपेक्षित प्रश्नों से अधिक उत्तर लिखता है तो पहले लिखे गए प्रश्नों में से केवल कुल अपेक्षित प्रश्नों के उत्तरों पर ही अंक प्रदान किया जाएगा अन्य उत्तरों पर विचार नही किया जाएगा।

Do not answer a question more than once. If any candidate has answered questions in excess of required number of questions, the marks awarded against requisite number of questions attempted first only will be included in Total Marks obtained & rest will be ignored.

8. प्रत्येक उत्तर के आरम्भ में बाईं ओर हाशिए में प्रश्न की सही संख्या लिखें।
Put the correct number of question on the left hand margin at the beginning of each answer.

9. बहुविकल्पिय प्रश्नों के उत्तर केवल बड़े अक्षरों में दिए जाए।
(उदाहरण के लिए (A), (B), (C), or (D))
The answers to the multiple choice questions should invariably be answered in Capital letters only. (For example (A), (B), (C), or (D))

10. उम्मीदवारों को परीक्षा हाल में अपने पास मोबाइल फोन, या कोई अन्य कागजात आदि रखने की अनुमति नही है।
The candidates are not allowed to keep mobile phones, or any other documents/papers with them in the examination hall.

11. अनुचित साधनों का उपयोग करने पर अनुशासनिक कार्रवाई की जाएगी और उम्मीदवारों को चयन से वंचित भी किया जाएगा।
Disciplinary action will be initiated against candidates using unfair means. Further, such candidates will also be debarred from the selection.

(Signature of the Invigilator) **(Signature of the Candidate)**

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No: 26 /2017

No. E(GP)2015/2/8 New Delhi, dt: 22/03/2017

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: CPOs)

Sub: **Consolidated Guidelines for Personnel Officers, Paper Setters & Evaluators of Question Papers of written examinations held as part of 70% Selection/30% LDCE for Promotion from Group 'C' to Group 'B' posts**

The following para may please be added below Para 3 (ii) of this office letter no.E(GP)2015/2/8 dated 28/11/2016 (RBE No.142 / 2016) on the above subject,

"3(ii)(a): The sheet carrying important instructions for candidates, attached with the answer-sheets, shall be removed after the examination is over and kept separately in a cover. However, before the sheet is removed, it should be ensured that the same is duly signed by both the invigilator as well as the candidate."

2. Please acknowledge receipt. Hindi version shall follow separately.

22.3.17

(LILY PANDEYA)
DIRECTOR, ESTT.(GC)
RAILWAY BOARD

No.E(GP)2015/2/8 **New Delhi, dt: 22.03.2017**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The CAO, DMW, Patiala

(3) The CAO, MTP (Rlys.), Mumbai and Chennai

(4) The Chairman, Railway Recruitment Board:

Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/

Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/Mumbai/

Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.

(5) The Director, NAIR, Vadodara.

(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik,IRICEN/

Pune, CAMTECH/Gwalior.

(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, NewDelhi.

(8) The General Secretary, IRCA, New Delhi.

(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi-110002.

(10) The Secretary, Railway Rates Tribunal (Chennai), 50 M. C. Nicholas Road, Chetput, Chennai.

(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.

(12) The Director (Movement), Railways, 17 N. S. Road, Kolkata.

(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

22.3.17

(Lily Pandeya)
Director Estt.(GC)
Railway Board.

No.E(GP)2015/2/8 **New Delhi, dt: 22.03.2017**

Copy forwarded to:

1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi (35 copies)
2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi (35 copies)
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi (90 spares)
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi (5 spares)
5. The Secretary General, Indian Railway Promotee Officers Federation, Room No. 268, Rail Bhavan, New Delhi (35 spares)
6. The Secretary General, All India RPF Association, Room No. 256 D, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

For Secretary/Railway Board

Copy to:

PSs to MR, MOS(S), MOS(G),

Sr.PPSs to CRB, FC, MS, MRS, MT, MTR, ME

PPSs to Secretary, DG/RHS, DG/RPF, DG(Personnel),DG(S&T), DG/RS

PPSs to all Addl. Members.

Dy. C&AG(Railways), Room No. 222, Rail Bhawan.

PSs to Adv.(Vig.), , EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDE(GC), EDV(E), ED(Signal), EDV(S), EDF(E), Adviser(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(Res), DE(G), D(IH), JD(MPP), JDE(R)I&II, JDE(Rep)I&II, JDE(D&A), JDE(P&A), DPCI&II, JDE(L), JDE(N), JDE(N)II, DDF(E)I, DDF(E)VI, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), PC-III, IV & V, E&R, E(Trg.), E(MPP), V(SS), E(SCT)I &II

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No: 52/2019

No. E(GP)2018/2/31 **New Delhi, dt:19/03/2019**

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

(Kind attn.: PCPOs /Dy.CPO(G))

Sub: Introduction of 100% Objective type Multiple Choice Questions in the written examinations held as part of Selections and Pre-qualifying Examination (PE) in LDCEs for promotion from Group 'C' to Group 'B' posts.

.....

In terms of extant instructions contained in Board's letter no.E(GP)88/2/111 dated 20/08/1991, written examinations are held as part of Selections/LDCEs for promotion to Group 'B' posts. The existing pattern of these written examinations has since been reviewed by the Board. To bring objectivity to the selection process, it has been decided to make changes in the present examination system as under:

1. Selections against 70% quota in Organised Services and 100% Selections in Miscellaneous Cadres:-

1.1 The written examination shall comprise of one Paper which shall have 100% Objective type Multiple choice Questions only. The paper will be of 100 marks and the distribution will be as under:

a) Technical Subject including Official language policy	:	70 marks
b) Establishment and Financial Rules	:	30 marks
c) Qualifying marks	:	60

1.2 Best amongst failure scheme for candidates belonging to reserved categories (SC/ST) in non-safety category posts will continue as per existing instructions.

2. 30% Limited Departmental Competitive Examination:

2.1 Pre-qualifying Examination:

There shall be a Pre-qualifying single paper examination of 100 marks which shall have 100% Objective type Multiple Choice Questions only.

2.2 The distribution of marks will be as under:

Technical subject	: 40 marks
General Knowledge including optional Questions on Official language Policy	: 30 marks
Establishment & Financial Rules	: 30 marks

2.3 Qualifying Marks:

The candidates scoring 75% marks and above in the Pre-qualifying examination shall be eligible for appearing in the main examination and for this, number of candidates should be restricted to 5 times the number of respective vacancies in order of merit.

2.4 Main examination:

The pre-qualifying examination will be followed by one descriptive type paper on professional subject comprising of 100 marks and the qualifying marks in the written examination will be 60% and above.

2.5 Relaxation in marks for reserved category candidates:

The relaxation in marks for reserved category candidates in the pre-qualifying examination as well as in the main examination in non-safety category posts will continue to be $3/5^{th}$ of the qualifying marks.

2.6 Syllabus for professional paper of LDCEs:

The syllabus prescribed by the Board for written examinations held as part of 30% LDCEs in organised services constitute topics on Paper-1 & Paper-II. In view of the aforementioned changes in pattern of the LDCEs, the topics on professional subjects divided in two segments as Paper-I and Paper-II shall be amalgamated and topics may be picked up for the Pre-qualifying and main examinations. The syllabus should be circulated along with the notification for the examination.

3. **Objective type Multiple choice Question Paper for Selections and Pre-qualifying Examination for LDCEs:**

In the first phase, the current system of paper and pen examination shall continue with the shift from Subjective to Objective type multiple choice Questions. Phase II envisages a shift to Computer Based Examination and for this purpose, a Question Bank will be prepared from which random selection of questions will be made by the paper setter and evaluation will be done digitally.

4. **Setting up of Questions Papers and Evaluation of answer-sheets**:

(i) The Question Papers of written examinations including Pre-qualifying examination of LDCEs will be set up by the PHOD of the concerned Department and evaluation of the answer sheets will be carried out by an SAG officer of the concerned Department, nominated by the General Manager.

(ii) To ensure the authenticity of the answers to Multiple Choice Questions, no corrections of any type (viz. cutting, overwriting, scoring off a ticked answer & ticking another answer, erasing, modifying the answer in any way) will be permitted. Zero marks will be awarded in such cases of corrections.

(iii) There shall be negative marking for incorrect answers. One-third of the marks allotted for each question will be deducted for every wrong answer.

(iv) All Objective type questions should carry equal marks.

(v) In the English as well as Hindi versions of Question papers, every question should have four options numbered as A, B, C, D (only Capital letters) and answers to such questions by the candidates should invariably be given in Capital Letters.

(vi) Questions on Official Language policy in the Selections/LDCEs may be included in terms of provision contained in Para 204.3 of IREM Vol.I.

5. The matter regarding incorporating similar changes in Selection/LDCE held for promotion to Group 'B' posts in Accounts department is under consideration in Board's office and separate instructions in this regard will follow.

6. There is no change other than the changes narrated above in the extant instructions issued from time to time in respect of other aspects of Selections/LDCEs held for promotion to Group 'B' posts.

7. Any selection/LDCE which has already been notified should be concluded as per the existing instructions only and the new instructions would apply for those Selections/LDCEs which are notified after the date of issue of these instructions.

8. These instructions should be widely circulated.

9. Please acknowledge receipt.

M. Saluja
9/08/19

(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board.

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

आरबीई सं.53/2019

सं.ई(जीपी)/2018/2/31 **नई दिल्ली, दिनांक 19.03.2019**

महाप्रबंधक (कार्मिक)
सभी भारतीय रेलें और उत्पादन इकाइयां

(ध्यानार्थ: पीसीपीओ/डिप्टी सीपीओ (जी))

विषय: ग्रुप 'सी' से ग्रुप 'बी' पदों में पदोन्नति के लिए चयन और एलडीसीई में अर्हता पूर्व परीक्षा के भाग के रूप में आयोजित लिखित परीक्षाओं में 100 प्रतिशत वस्तुनिष्ठ किस्म के बहु-विकल्प प्रश्न शुरू करना।

बोर्ड के दिनांक 20.08.1991 के पत्र सं.ई(जीपी)88/2/111 में अंतर्विष्ट मौजूदा अनुदेशों के संबंध में, ग्रुप बी पदों से पदोन्नति के लिए चयन/एलडीसीई के भाग के रूप में लिखित परीक्षाएं आयोजित की जाती हैं। इन लिखित परीक्षाओं के मौजूदा स्वरूप की बोर्ड द्वारा समीक्षा की गई है। चयन प्रक्रिया में निष्पक्षता लाने के लिए, यह विनिश्चय किया गया है कि मौजूदा परीक्षा प्रणाली में निम्नानुसार परिवर्तन किए जाएं:

1. **<u>संगठित सेवाओं में 70 प्रतिशत कोटा के तहत चयन और विविध संवर्गों में 100 प्रतिशत चयन</u>**

1.1 लिखित परीक्षा में एक पेपर होगा, जिसमें 100 प्रतिशत केवल वस्तुनिष्ठ किस्म के बहु-विकल्प प्रश्न ही होंगे। यह पेपर 100 अंक का होगा और अंकों का वितरण निम्नानुसार होगा:

क	राजभाषा नीति सहित तकनीकी विषय	70 अंक
ख	स्थापना और वित्तीय नियम	30 अंक
ग	अर्हता अंक	60

1.2 गैर-संरक्षा श्रेणी के पदों में आरक्षित श्रेणियों (अ.जा./अ.ज.जा.) से संबंधित उम्मीदवारों के लिए अनुत्तीर्ण में से सर्वोत्तम योजना मौजूदा अनुदेशों के अनुसार जारी रहेगी।

2. 30 प्रतिशत सीमित विभागीय प्रतियोगी परीक्षा:

2.1 अर्हता पूर्व परीक्षा:

इसके लिए 100 अंकों की अर्हता पूर्व एकल पेपर परीक्षा होगी, जिसमें 100 प्रतिशत केवल वस्तुनिष्ठ किस्म के बहु-विकल्प प्रश्न ही होंगे।

2.2 अंकों का वितरण निम्नानुसार होगा:

तकनीकी विषय	:	40 अंक
राजभाषा नीति पर ऐच्छिक प्रश्नों सहित सामान्य ज्ञान	:	30 अंक
स्थापना और वित्तीय नियम	:	30 अंक

2.3 अर्हता अंक:

अर्हता पूर्व परीक्षा में 75 प्रतिशत एवं उससे अधिक अंक प्राप्त करने वाले उम्मीदवार मुख्य परीक्षा में भाग लेने के लिए अर्हक होंगे और इसके लिए उम्मीदवारों की संख्या मेरिट के क्रम में संगत रिक्त पदों की संख्या के 5 गुना तक सीमित होगी।

2.4 मुख्य परीक्षा:

अर्हता पूर्व परीक्षा के बाद व्यावसायिक विषय पर एक वर्णनात्मक किस्म का पेपर लिया जाएगा और लिखित परीक्षा में अर्हता अंक 60 प्रतिशत एवं उससे अधिक होंगे।

2.5 आरक्षित श्रेणी के उम्मीदवारों के लिए अंकों में छूट:

गैर-संरक्षा श्रेणी के पदों में अर्हता पूर्व परीक्षा और मुख्य परीक्षा में आरक्षित श्रेणी के उम्मीदवारों के लिए अंकों में छूट अर्हता अंकों के 3/5 तक जारी रहेगी।

2.6 एलडीसीई की व्यावसायिक परीक्षा के लिए पाठ्यक्रम

संगठित सेवाओं मे 30 प्रतिशत एलडीसीई के भाग के रूप में आयोजित लिखित परीक्षाओं के लिए बोर्ड द्वारा पेपर-I और पेपर-II के लिए विषय निर्धारित किए गए हैं। एलडीसीई के स्वरूप में उक्त परिवर्तनों को देखते हुए, पेपर-I और पेपर-II में बांटे गए व्यावसायिक विषयों के विषयों को समामेलित किया जाएगा और अर्हता पूर्व तथा मुख्य परीक्षाओं के लिए विषय चुने जाएंगे। इस पाठ्यक्रम को परीक्षा की अधिसूचना के साथ परिपत्रित किया जाए।

3. चयन और एलडीसीई के लिए अर्हता-पूर्व परीक्षा के लिए वस्तुनिष्ठ किस्म के बहु-विकल्प प्रश्न पत्र:

पहले चरण में, पेपर और पेन परीक्षा की वर्तमान प्रणाली को व्यक्तिनिष्ठ से वस्तुनिष्ठ किस्म के बहु-विकल्प प्रश्न में बदल कर जारी रखा जाए। दूसरे चरण में कंप्यूटर आधारित परीक्षा पर विचार किया जा रहा है और इस उद्देश्य के लिए एक प्रश्न बैंक तैयार किया जाएगा, जिसमें से पेपर तैयार करने वालों द्वारा प्रश्नों का यादृच्छिक चयन किया जाएगा और इनका मूल्यांकन डिजिटल रूप से किया जाएगा।

4. प्रश्न पत्र तैयार करना और उत्तर-पुस्तिकाओं का मूल्यांकन करना:

(i) एलडीसीई की अर्हता पूर्व परीक्षा सहित लिखित परीक्षाओं के लिए प्रश्न पत्रों को संबंधित विभाग के पीएचओडी द्वारा तैयार किया जाएगा और उत्तर-पुस्तिकाओं का मूल्यांकन महाप्रबंधक द्वारा नामित संबंधित विभाग के एसएजी अधिकारी द्वारा किया जाएगा।

(ii) बहुविकल्प प्रश्नों के लिए उत्तर की प्रामाणिकता सुनिश्चित करने के लिए, किसी भी प्रकार के सुधार (अर्थात कटिंग करना, अधिलेखन, टिक किए गए उत्तर को मिटाना और दूसरे उत्तर को टिक करना, मिटाना, उत्तर में किसी भी प्रकार का आशोधन करना) की अनुमति नहीं होगी। सुधार के ऐसे मामलों में शून्य अंक दिए जाएंगे।

(iii) गलत उत्तरों के लिए नेगटिव मार्किंग दी जाएगी। प्रत्येक गलत उत्तर के लिए प्रत्येक प्रश्न के लिए दिए जाने वाला एक-तिहाई अंक काट दिया जाएगा।

(iv) सभी वस्तुनिष्ठ किस्म के प्रश्नों के लिए समान अंक दिए जाएंगे।

(v) प्रश्न पत्रों के अंग्रेज़ी और साथ ही हिंदी अनुवाद में, सभी प्रश्नों के लिए चार विकल्प ए, बी, सी, डी (केवल बड़े अक्षरों में) होने चाहिए और उम्मीदवार द्वारा ऐसे प्रश्नों के उत्तर निरपवाद रूप से बड़े अक्षरों में दिए जाएं।

(vi) चयन/एलडीसीई में राजभाषा नीति संबंधी प्रश्नों को आईआरईएम वॉल.I के पैरा 204.3 में निर्दिष्ट प्रावधानों के अनुसार शामिल किया जाए।

5. लेखा विभाग में ग्रुप 'बी' पदों में पदोन्नति के लिए आयोजित किए जाने वाले चयन/एलडीसीई में समान बदलावों को शामिल करने से संबंधित मामला बोर्ड कार्यालय में विचाराधीन है और इस संबंध में अलग से अनुदेश जारी किए जाएंगे।

6. ग्रुप 'बी' पदों में पदोन्नति के लिए आयोजित चयन/एलडीसीई के अन्य पहलुओं के संबंध में समय-समय पर जारी मौजूदा अनुदेशों में उल्लिखित बदलावों के अलावा कोई बदलाव नहीं किया गया है।

7. पहले से अधिसूचित किसी भी प्रकार के चयन/एलडीसीई को केवल मौजूदा अनुदेशों द्वारा ही किया जाएगा और नए अनुदेश उन चयन/एलडीसीई के लिए लागू होंगे, जिन्हें अनुदेशों के जारी होने की तारीख के बाद अधिसूचित किया जाएगा।

8. इन अनुदेशों को व्यापक रूप से परिपत्रित किया जाए।

9. कृपया पावती दें।

मीनाक्षी

(मीनाक्षी सलूजा)
उप निदेशक, स्था. (जीपी)-III
रेलवे बोर्ड

No. E(GP) 2018/2/31 **New Delhi, dt: 19.03.2019**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The CAO, DMW, Patiala

(3) The CAO, MTP (Rlys.), Mumbai and Chennai

(4) The Chairman, Railway Recruitment Board:

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(12) The Director (Movement), Railways, 17 N. S. Road, Kolkata.

(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

M. Saluja 19/03/19

(Meenakshi Saluja)
Dy. Director E(GP)III
Railway Board.

No.E(GP)2018/2/31 **New Delhi, dt: 19.03.2019**

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1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi.

2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi.

3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.

4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi .

5. The Secretary General, Indian Railway Promotee Officers Federation, Room No. 268, Rail Bhavan, New Delhi.

6. The Secretary General, All India RPF Association, Room No. 256 D, Rail Bhavan, New Delhi-110001.

7. Railway Board Secretariat Staff Association.

19.3.19

For Secretary/Railway Board

Copy to:
PSs to MR, MOS(S), MOS(G), OSD/MR
Sr.PPSs to CRB, FC, MS, MRS, MT, MTR, ME
PPSs to Secretary, DG/RHS, DG/RPF, DG(Personnel), DG(S&T), DG/RS
PPSs to all Addl. Members.

Dy. C&AG(Railways), Room No. 222, Rail Bhawan.

PSs to PED(Vig.), PED(RS), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDE(GC), EDV(E), ED(Signal), EDV(S), EDF(E), EDE(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), JDE(Res), JDE(Rep)I&II, DPCI&II, DE(IR), JDE(N), DDF(E)I, DDV(A&P), E(NG)I, E(O)III, DDE(LR)I, E(MPP), V(SS)

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

RBE No. 115 /2019

No. E(GP)2005/2/69

New Delhi, dt :- 16.07.2019

The General Managers,
All Indian Railways and Production Units.

Sub: Amendment to IREM Volume I

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is pleased to direct that the Indian Railway Establishment Manual Vol. I, Revised Edition-1989 (First Re-print Edition-2009), may be amended as in the Advance Correction Slip No. 266 enclosed.

M. Saluja
15/7/19
(Meenakshi Saluja)
Dy. Director/Estt.(GP)III
Railway Board

DA: Advance Correction Slip No. 266

INDIAN RAILWAY ESTABLISHMENT MANUAL
VOL. I (Revised Edition-1989, First Re-print Edition-2009)

ADVANCE CORRECTION SLIP No. 266

Chapter II, Section 'A'---Rules governing promotion of Group 'C' staff to Group 'B' posts.

1. **Para 204.1**

For the existing para 204.1 substitute the following:

The selection is based on a written test to adjudge the professional ability, viva-voce and assessment of record of service by the Selection Committee.

(i) Selection Procedure for Accounts Department:-

The distribution of marks will be as under:

Prescribed Papers	Max. Marks	Qualifying Marks	Remarks
One Paper on professional subject and Estt. And Financial Rules.	150	90	Out of 150 Marks, the professional subject will carry atleast 100 marks

(ii) Selection procedure against 70% quota in Organised services other than Accounts Department and 100% Selections in Miscellaneous Cadres:-

The written examination shall comprise of one paper which shall have 100% Objective type Multiple choice Questions only. The Paper will be of 100 marks and distribution of marks will be as under:

Prescribed Papers	Max. Marks	Distribution of marks		Qualifying Marks
Paper-I	100	Technical Subject including-official language policy -	70 marks	60
		Establishment and Financial Rules-	30 marks	

(iii) Record of Service and Viva-Voce:-

	Max. Marks	Qualifying Marks
(i) Viva-voce	25	30 (including atleast 15 marks in the record of service
(ii) Record of service	25	

(Authority: Ministry of Railways' letter Nos. E(GP) 88/2/111 dated 20.08.91 and E(GP)2018/2/31 dated 19.03.2019)

2. Para 204.3

For the existing para 204.3, substitute the following:-

Ten percent of the 100 marks prescribed for written examination held as part of Selection should be set apart for questions on official language policy and official language rules. While the employees should be encouraged to attempt the questions on official language policy and official language rules, the questions should not be compulsory

(Authority: Ministry of Railways' letter No. Hindi-2010/OL-1/10/4 dated 03.07.2019)

भारत सरकार
रेल मंत्रालय
(रेलवे बोर्ड)
*****

आरबीई सं. 115/2019

सं. ई(जीपी)2005/2/69 **नई दिल्ली, दिनांक :- 16 .07.2019**

महाप्रबंधक,
सभी भारतीय रेलें एवं उत्पादन इकाइयां.

विषय : <u>भारतीय रेल स्थापना नियमावली जिल्द-I में संशोधन</u>.

राष्ट्रपति भारत के संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए यह निदेश देते हैं कि भारतीय रेल स्थापना नियमावली जिल्द- I, संशोधित संस्करण-1989 (प्रथम पुनर्मुद्रित संस्करण-2009), में संलग्न अग्रिम शुद्धि पर्ची सं 266 के अनुसार संशोधन किया जाए.

मीनाक्षी

(मीनाक्षी सलुजा)
उप निदेशक/स्था(राज. पदो.)III
रेलवे बोर्ड

<u>संलग्न</u> : अग्रिम शुद्धि पर्ची सं. 266

भारतीय रेल स्थापना नियमावली जिल्द-I
(संशोधित संस्करण-1989, प्रथम पुनर्मुद्रित संस्करण-2009)

अग्रिम शुद्धि पर्ची सं. 266

अध्याय II, खंड 'क' --- समूह 'ग' कर्मचारियों की समूह 'ख' पदों पर पदोन्नति को शासित करने वाले नियम.

1. **<u>पैरा 204.1</u>**

मौजूदा पैरा 204.1 को निम्नलिखित से प्रतिस्थापित किया जाए ·

चयन , व्यावसायिक योग्यता का निर्णय करने के लिए लिखित परीक्षा, मौखिक परीक्षा और चयन समिति द्वारा सेवा अभिलेखों के मूल्यांकन पर आधारित होता है.

(i)लेखा विभाग के लिए चयन प्रक्रिया :-

अंकों का वितरण निम्नानुसार होगा ·

निर्धारित पेपर	**अधिकतम अंक**	**अर्हक अंक**	**टिप्पणी**
व्यावसायिक विषय एवं स्थापना एवं वित्तीय नियमों पर एक पेपर	150	90	150 अंकों में से , व्यावसायिक विषय कम से कम 100 अंकों का होगा

(ii)लेखा विभाग के अतिरिक्त संगठित सेवाओं में 70% कोटा के लिए चयन प्रक्रिया एवं विविध संवर्गों में 100% चयन :-

लिखित परीक्षा में एक पेपर होगा जिसमें 100% केवल वस्तुनिष्ठ प्रकार के बहुविकल्पीय प्रश्न होंगे. पेपर 100 अंकों का होगा एवं अंकों का वितरण निम्नानुसार होगा

निर्धारित पेपर	**अधिकतम अंक**	**अंकों का वितरण**	**अर्हक अंक**
पेपर-I	100	तकनीकी विषय- राजभाषा नीति सहित- 70 अंक	60
		स्थापना तथा वित्तीय नियम - 30 अंक	

(iii) सेवा अभिलेख एवं मौखिक परीक्षा :-

	अधिकतम अंक	**अर्हक अंक**
(i)मौखिक परीक्षा	25	30
(ii)सेवा अभिलेख	25	(सेवा अभिलेख के कम से कम 15 अंकों सहित

(प्राधिकार : रेल मंत्रालय का पत्र सं. ई(जीपी) 88/2/111 दिनांक 20-08-91 और ई(जीपी)2018/2/31 दिनांक 19.03.2019)

2. <u>पैरा 204.3</u>

मौजूदा पैरा 204.3 को निम्नलिखित से प्रतिस्थापित किया जाए

चयन के रूप में ली गई लिखित परीक्षा के लिए निर्धारित 100 अंकों का 10 प्रतिशत राजभाषा नीति और राजभाषा नियमों से संबंधित प्रश्नों के लिए निर्धारित होगा. हालांकि राजभाषा नीति और राजभाषा नियमों से संबंधित प्रश्नों के उत्तर देने के लिए प्रोत्साहित किया जाएगा परंतु वे प्रश्न अनिवार्य नहीं होंगे.

(प्राधिकार : रेल मंत्रालय का पत्र सं. हिंदी-2010/ओएल-1/10/4 दिनांक 03.07.2019)

No. E(GP) 2005/2/69 **New Delhi, dt: 16.07.2019**

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M. Saluja
15/07/19

(Meenakshi Saluja)
Dy. Director/E(GP)III
Railway Board.

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1. The General Secretary, All Indian Railwaymen Federation, Room No 253,
2. The General Secretary, National, Federation of Indian Railwaymen, Room No 256-E, Rail Bhavan, New Delhi
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi
4. The Secretary General, Federation of Railway Officers Association, Room No 256-A, Rail Bhavan, New Delhi
5. The Secretary General, Indian Railway Promotee Officers Federation, Room No 268, Rail Bhavan, New Delhi
6. The Secretary General, All India RPF Association, Room No 256 D Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

For Secretary/Railway Board

Copy to:

PSs to MR, MOS(R), OSD/MR

Sr.PPSs to CRB, FC, MS, MRS, MT, MTR, ME

PPSs to Secretary, DG/RHS, DG/RPF, DG(Personnel),DG(S&T), DG/RS

PPSs to all Addl. Members

Dy. C&AG(Railways), Room No. 222, Rail Bhawan.

PSs to PED(Vig.), PED(RS), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDE(GC), EDV(E), ED(Signal), EDV(S), EDF(E), EDE(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), JDE(Res), JDE(Rep)I&II, JDE(D&A), JDE(P&A), DPCI&II, DE(IR), JDE(N), DDF(E)I, DDV(A&P), E(NG)I, E(O)III, JDRS(G), DDE(LR)I, E(Trg.), E(MPP), V(SS)

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2018/2/31 **New Delhi, dt: 28/11/2019**

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

(Kind attn.: PCPOs/Dy.CPO(G))

Sub: Introduction of 100% Objective type Multiple Choice Questions in the written examinations held as part of Selections and Pre-qualifying Examination (PE) in LDCEs for promotion from Group 'C' to Group 'B' posts.

Please refer to paras 4(iii) & (v) of Board's letter no.E(GP)2018/2/31 dated 19/03/2019. Herein, it is clarified that the reference in the said paras is towards objective type multiple choice questions included in the Selections and Pre-qualifying examinations for LDCEs held for promotion to Group 'B' posts.

2. Similarly, in respect of the said letter incorporated as Para 10.2.2. (C)(i) to 10.2.2. (C)(iv) in the Master Circular No.68, updated in July, 2019 it is clarified that these instructions govern objective type multiple choice questions in the Selections and Pre-qualifying examinations held for LDCEs for promotion to Group 'B' posts.

3. Please acknowledge receipt.

M. Saluja
28/11/19

(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No.216 /2019

No. E(GP)2019/2/25 **New Delhi, dt:-27.12.2019**

The General Managers,
All Indian Railways and Production Units.

(Kind attn: PCPO, Dy. CPO/G, PFA, Dy. CAO/G)

Sub.: Eligibility conditions for promotion from Group 'C' to Group 'B' posts in the major departments having 'Organised Services'.

Ref.: Railway Board's letters No. E(GP)99/2/22 dated 29.03.2010 and 06.05.2014

The eligibility criteria for appearing in the Selections/LDCEs for promotion to Group 'B' posts in the Departments having organised services has been laid down in terms of Board's letters no. E(GP) 99/2/22 dated 29.03.2010 and 06.05.2014. Consequent upon implementation of the pay structures recommended by the VII Pay Commission, the said eligibility conditions have since been reviewed by the Board and it has been decided to make following changes therein:

i) For Group 'B' selections (70% quota), Group 'C' employees working in Level 6 and above in Pay Matrix with 3 years of non-fortuitous service in Level 6 and above in Pay Matrix (including non-fortuitous service rendered in the corresponding pre-revised grade pay) will be eligible.

ii) For Group 'B' selections (30% LDCE quota), Group 'C' employees working in Level 6 and above in Pay Matrix with 5 years of non-fortuitous service in Level 6 and above in Pay Matrix (including non-fortuitous service rendered in the corresponding pre-revised grade pay) will be eligible.

(iii) However, for Selections/LDCEs for promotion to Group 'B' posts in Accounts department, Group 'C' employees fulfilling the abovementioned conditions should also have qualified the Appendix-3 IREM Examination.

iv) In the integrated seniority of Group 'C' employees eligible for Group 'B' selections (70% quota) in all departments having organised services except Accounts department, employees in Level 7 of the Pay Matrix will be placed above those in Level 6 of the Pay Matrix. In either category, the relative seniority of employees coming from different streams will be determined with reference to length of non-fortuitous service in Level 7 or Level 6 in the Pay Matrix, as the case may be.

v) In the integrated seniority of Group 'C' employees eligible for Group 'B' selections (70% quota) in Accounts Department, employees in Level 8 in Pay Matrix will be placed above those in Level 6 in Pay Matrix. In either category, the relative seniority of employees coming from different streams will be determined with reference to length of non-fortuitous service in Level 8 or Level 6 in Pay Matrix, as the case may be.

3. Please acknowledge receipt.

M. Saluja 27/12/19

(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board

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

आरबीई सं.: 216/2019

सं. ई(जीपी)2019/2/25 **नई दिल्ली, दिनांक 27.12.2019**

महाप्रबंधक,
सभी भारतीय रेलें और उत्पादन इकाइयां।
(ध्यानाकर्षण: पीसीपीओ, डिप्टी सीपीओ/जी, पीएफए, डिप्टी सीएओ/जी)

विषय: 'संगठित सेवा' वाले महत्वपूर्ण विभागों में ग्रुप 'सी' पदों से ग्रुप 'बी' में पदोन्नति के लिए पात्रता शर्तें।

सदर्भ: रेलवे बोर्ड के दिनांक 29.03.2010 और 06.05.2014 के पत्र सं. ई(जीपी)99/2/22

बोर्ड के दिनांक 29.03.2010 और 06.05.2014 के पत्र सं. ई(जीपी)99/2/22 में संगठित सेवा वाले विभागों में ग्रुप 'बी' पदों पर पदोन्नति हेतु चयनों/सीमित विभागीय प्रतियोगी परीक्षाओं में भाग लेने के लिए पात्रता मानदंड निर्धारित किए गए हैं। सातवें वेतन आयोग द्वारा अनुशंसित वेतन संरचना के कार्यान्वयन के परिणामस्वरूप बोर्ड द्वारा उक्त उल्लिखित शर्तों की समीक्षा की गई है और इनमें निम्नलिखित परिवर्तन करने का विनिश्चय किया गया है:

i) ग्रुप 'बी' (70% कोटा) में चयन के लिए, वेतन मैट्रिक्स में लेवल 6 और उससे ऊपर 3 वर्ष की गैर-आकस्मिक सेवा सहित वेतन मेट्रिक्स में लेवल 6 और उससे ऊपर कार्यरत ग्रुप 'सी' कर्मचारी (तदनुरूपी संशोधन पूर्व ग्रेड वेतन में की गई गैर-आकस्मिक सेवा सहित) पात्र होंगे।

ii) ग्रुप 'बी' (30% सीमित विभागीय प्रतियोगी परीक्षा कोटा) में चयन के लिए, वेतन मैट्रिक्स में लेवल 6 और उससे ऊपर 5 वर्ष की गैर-आकस्मिक सेवा सहित वेतन मैट्रिक्स में लेवल 6 और उससे ऊपर कार्यरत ग्रुप 'सी' कर्मचारी (तदनुरूपी संशोधन पूर्व ग्रेड वेतन में की गई गैर-आकस्मिक सेवा सहित) पात्र होंगे।

iii) बहरहाल, लेखा विभाग में ग्रुप 'बी' पदों पर पदोन्नति हेतु चयन/सीमित विभागीय प्रतियोगी परीक्षाओं के लिए उक्त उल्लिखित शर्तों को पूरा करने वाले ग्रुप 'सी' कर्मचारियों को परिशिष्ट-3 आईआरईएम परीक्षा में भी अर्हता प्राप्त करनी होगी।

iv) लेखा विभाग के कर्मचारियों को छोड़कर, संगठित सेवा वाले सभी विभागों में ग्रुप 'बी' (70% कोटा) में चयन के लिए वेतन मैट्रिक्स के लेवल 7 में पात्र ग्रुप 'सी' कर्मचारियों की एकीकृत वरिष्ठता वेतन मैट्रिक्स के लेवल 6 के कर्मचारियों से ऊपर रखी जाएगी। दोनों में से किसी भी कोटि में अलग-अलग विभागों से आने वाले कर्मचारियों की सापेक्ष वरिष्ठता वेतन मेट्रिक्स में वेतन लेवल 7 अथवा लेवल 6, जैसा भी मामला हो, में गैर-आकस्मिक सेवाओं की अवधि के संदर्भ में निर्धारित की जाएगी।

v) लेखा विभाग में ग्रुप 'बी' (70% कोटा) में चयन के लिए पात्र ग्रुप 'सी' कर्मचारियों की एकीकृत वरिष्ठता वेतन मैट्रिक्स के लेवल 8 में वेतन मैट्रिक्स के लेवल 6 के कर्मचारियों से ऊपर रखी जाएगी। दोनों में से किसी भी कोटि में अलग-अलग विभागों से आने वाले कर्मचारियों की सापेक्ष वरिष्ठता वेतन मेट्रिक्स में वेतन लेवल 8 अथवा लेवल 6, जैसा भी मामला हो, में गैर-आकस्मिक सेवाओं की अवधि के संदर्भ में निर्धारित की जाएगी।

3. कृपया पावती दें।

मीनाक्षी

(मीनाक्षी सलूजा)
उप निदेशक स्थापना (जीपी)-III.
रेलवे बोर्ड

No. E(GP) 2019/2/25 **New Delhi, dt: 27.12.2019**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The CAO, DMW, Patiala

(3) The CAO, MTP (Rlys.), Mumbai and Chennai

(4) The Chairman, Railway Recruitment Board:
Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/
Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/Mumbai
Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.

(5) The Director, NAIR, Vadodara.

(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gwalior.

(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, New Delhi.

(8) The General Secretary, IRCA, New Delhi.

(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi-110002.

(10) The Secretary, Railway Rates Tribunal (Chennai), 50 M. C. Nicholas Road, Chetput, Chennai.

(11) The Exec. Director, CRIS, Safdarjung Rly.Stn. Building, Chanakyapuri, New Delhi.

(12) The Director (Movement), Railways, 17 N. S. Road, Kolkata.

(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

M. Saluja 27/12/19

(Meenakshi Saluja)
Dy. Director/ E(GP)III
Railway Board.

No. E(GP) 2019/2/25 **New Delhi, dt: 27.12.2019**

Copy forwarded to:

1. The General Secretary, All Indian Railwaymen Federation, Room No. 253,
2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
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7. Railway Board Secretariat Staff Association.

For Secretary/Railway Board

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PSs to MR, MOS(R), OSD/MR

Sr.PPSs to CRB, FC, MS, MRS, MT, MTR, ME, M(S&T), M(MM)

PPSs to Secretary, DG/RHS, DG/RPF, DG/RS

PPSs to all Addl. Members.

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PSs to PED(Vig.), PED(RS), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDE(GC), EDV(E), ED(Signal), EDV(S), EDF(E), EDE(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), JDE(Res), JDE(Rep)I&II, JDE(D&A), JDE(P&A), DPCI&II, DE(IR), JDE(N), DDF(E)I, DDV(A&P), E(NG)I, E(O)III, JDRS(G), DDE(LR)I, E(Trg.), E(MPP), V(SS)

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

RBE No. 05 /2020

No. E(GP)2005/2/69 **New Delhi, dt :-16.01.2020**

The General Managers,
All Indian Railways and Production Units.

Sub: Amendment to IREM Volume I

In exercise of the powers conferred by the proviso to Article 309 of the Constitution, the President is pleased to direct that the Indian Railway Establishment Manual Vol. I, Revised Edition-1989 (First Re-print Edition-2009), may be amended as in the Advance Correction Slip No. 271 enclosed.

M. Saluja
16/01/20
(Meenakshi Saluja)
Dy. Director/Estt.(GP)III
Railway Board

DA: Advance Correction Slip No. 271

INDIAN RAILWAY ESTABLISHMENT MANUAL
VOL. I (Revised Edition-1989, First Re-print Edition-2009)

ADVANCE CORRECTION SLIP No. 271

Chapter II, Section 'A'---Rules governing promotion of Group 'C' staff to Group 'B' posts.

1. **Para 203.1**

For the existing para 203.1, substitute the following:

Group 'C' employees working in Level 6 and above in Pay Matrix with 3 years of non-fortuitous service in Level 6 and above in Pay Matrix (including non-fortuitous service rendered in the corresponding pre-revised grade pay) are eligible for Group 'B' Selections(70% quota) in the departments having organised services.

For Selections for promotion to Group 'B' posts in Accounts department, Group 'C' employees fulfilling the abovementioned condition should also have qualified the Appendix-3 IREM Examination.

(Authority: Ministry of Railways' letter Nos. E(GP) 2019/2/25 dated 27.12.2019)

भारत सरकार/Government Of India

रेल मंत्रालय/Ministry of Railways

(रेलवे बोर्ड)/(Railway Board)

*****

आरबीई सं. 05/2020

सं. ई(जीपी)2005/2/69 **नई दिल्ली, दिनांक :- 16.01.2020**

महाप्रबंधक,

सभी भारतीय रेलें एवं उत्पादन इकाइयां.

विषय : <u>भारतीय रेल स्थापना नियमावली जिल्द-I में संशोधन</u>.

राष्ट्रपति, भारत के संविधान के अनुच्छेद 309 के परंतुक द्वारा प्रदत्त शक्तियों का प्रयोग करते हुए यह निदेश देते हैं कि भारतीय रेल स्थापना नियमावली जिल्द- I, संशोधित संस्करण-1989 (प्रथम पुनर्मुद्रित संस्करण-2009), में संलग्न अग्रिम शुद्धि पर्ची सं 271 के अनुसार संशोधन किया जाए.

मीनाक्षी

(मीनाक्षी सलूजा)

उप निदेशक/स्था(राज. पदो.)III

रेलवे बोर्ड

<u>संलग्न</u> : <u>अग्रिम शुद्धि पर्ची सं</u> 271

भारतीय रेल स्थापना नियमावली जिल्द-I

(संशोधित संस्करण-1989, प्रथम पुनर्मुद्रित संस्करण-2009)

अग्रिम शुद्धि पर्ची सं. 271

अध्याय II, खंड 'क' --- समूह 'ग' कर्मचारियों की समूह 'ख' पदों पर पदोन्नति को शासित करने वाले नियम.

1. **<u>पैरा 203.1</u>**

मौजूदा पैरा 203.1 को निम्नलिखित से प्रतिस्थापित किया जाए :

समूह 'ग' के वे कर्मचारी, जिन्होंने पे मैट्रिक्स के लेवल 6 या उससे उपर के लेवल में 3 वर्ष की अनाकस्मिक सेवा की हो (तदनुरूपी पूर्व संशोधित ग्रेड पे में की गई अनाकस्मिक सेवा सहित)तथा पे मैट्रिक्स के लेवल 6 या उससे उपर के लेवल में कार्यरत हैं, संगठित सेवाओं वाले विभागों में समूह 'ख' में चयन (70% कोटा) हेतु पात्र हैं।

लेखा विभाग में समूह 'ख' में पदोन्नति के लिए चयन हेतु, उपरोक्त शर्तों को पूरा करने वाले समूह 'ग' कर्मचारियों को परिशिष्ट-3 भारतीय रेल स्थापना नियमावली जिल्द-I परीक्षा भी उत्तीर्ण करनी होगी ।

(प्राधिकार : रेल मंत्रालय का दिनांक 27.12.2019 का पत्र सं. ई(जीपी) 2019/2/25)

No. E(GP) 2005/2/69 **New Delhi, dt: 16.01.2020**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The CAO, DMW, Patiala

(3) The CAO, MTP (Rlys.), Mumbai and Chennai

(4) The Chairman, Railway Recruitment Board:
Allahabad/ Ahmedabad/ Ajmer/Bangalore/ Bhopal/ Bhubaneshwar/ Kolkata/ Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/Mumbai Muzaffarpur/ Patna/ Ranchi/ Secunderabad/ Thiruvananthapuram

(5) The Director, NAIR, Vadodara.

(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gwalior.

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(12) The Director (Movement), Railways, 17 N. S. Road, Kolkata.

(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

M Saluja 16/01/xx

(Meenakshi Saluja)
Dy. Director E(GP)III
Railway Board.

No. E(GP) 2005/2/69 **New Delhi, dt: 16.01.2020**

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7. Railway Board Secretariat Staff Association.

For Secretary/Railway Board

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No: E(GP)2005/2/61 New Delhi dated 22.07.2020

The General Managers,
All Indian Railways and Production Units.

Sub.: Diversion of JTS vacancies

Ref.: Board's letter nos.E(GP)2005/2/61 dated 12/10/2015

Please refer to Board's letter of even number dated 12/10/2015 (RBE No. 124/2015) earmarking department-wise Junior Scale/Group 'A' posts on each Railway and Production Unit.

2. Now, in view of the Junior Scale/Group 'A' vacancies prevailing over various Railways and Production Units, Board has decided that a maximum of 25% of these vacancies may be included in the vacancies assessed for Group 'B' selections, if these are considered crucial to managing of services by the General Manager. With this, the onetime dispensation earlier given to the Production Units vide Board's letter of even number dated 2/8/2016 for filling up the Jr.Scale/Group 'A' vacancies through Group 'B' selections stands withdrawn.

Anvita Sinha
22/7/20

(Anvita Sinha)
Director, Estt.(GC)
Railway Board.

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

No. E(GP)2005/2/61 New Delhi, dt: 17.08.2020

The General Managers,
All Indian Railways and Production Units.

Sub.: Diversion of Jr.Scale/Group 'A' vacancies

Ref.: Board's letters no.E(GP)2005/2/61 dated 12/10/2015 and 22/07/2020.

Please refer to Board's letter of even number dated 22/07/2020 allowing inclusion of a maximum of 25% of Junior Scale/Group 'A' vacancies in the vacancies assessed for Group 'B' selections, if considered crucial to managing of services by the General Manager. However, there are several Departments especially in the Production Units where only 1 post has been earmarked in terms of Board's letter of even number 12/10/2015 and thus working out the vacancy with the prescribed percentage will not materialize there. In view of this, it has been decided that in the departments where only 1 Jr.Scale/Gr.A post has been earmarked and needs to be filled up in terms of dispensation given vide Board's letter of even number dt.22/07/2020, it may be rounded off to 1 vacancy. Furthermore, it has also been decided that wherever the vacancies are occurring in fractions after applying the prescribed percentage, they may be rounded off to the next integer.

2. This also disposes off DLW's letter no.PCPO/Misc/Letter/2020 dated 04/08/2020.

Anvita Sinha 17/08/20.
(Anvita Sinha)
Director, Estt.(GC)
Railway Board.

RBE No:20/2022

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2018/2/31 **New Delhi, dt: 18 /02/2022**

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

(Kind attn.: PCPOs /Dy.CPO(G))

Sub: Introduction of 100% Objective type Multiple Choice Questions in the written examinations held as part of Selections and Pre-qualifying examination (PE) in LDCEs for promotion from Group 'C' to Group 'B' posts.

Ref.: Railway Board's letters nos. E(GP)2018/2/31 dt.19.3.2019, 28.11.2019, 20.07.2020 and 13.12.2021.

Please refer to instructions contained in Board's letter of even number dated 19.03.2019 on the aforementioned subject. It has now been decided to modify Para 2.3 of the said letter as under:

2.3 Qualifying Marks:

The candidates scoring 75% marks and above in the Pre-qualifying examination shall be eligible for appearing in the main examination and for this, number of candidates should be restricted to 5 times the number of respective vacancies in order of merit. *However, in case two or more candidates score equal marks and vie for the last spot, they may be allowed to appear in the main examination irrespective of the fact that it goes beyond the limit of 5 times the number of respective vacancies prescribed for appearing in the main examination.*

2. These instructions will take effect from the date of issue of this letter.

M. Saluja
18/02/22

(Meenakshi Saluja)
Dy. Director, Estt.(GP)III
Railway Board
Ph. No. 23303322
E.mail ID- meena.1964@gov.in

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

आर.बी.ई. सं.20/2022

सं.ई(जीपी)/2018/2/31 नई दिल्ली, दिनांक /8 .02.2022

महाप्रबंधक (कार्मिक)
सभी भारतीय रेलें और उत्पादन इकाइयां
(ध्यानार्थ: प्रधान मुख्य कार्मिक अधिकारी/उप मुख्य कार्मिक अधिकारी (जी)

विषय: ग्रुप 'सी' से ग्रुप 'बी' पदों में पदोन्नति के लिए सीमित विभागीय प्रतियोगिता परीक्षा में चयन और अर्हता पूर्व परीक्षा के भाग के रूप में आयोजित लिखित परीक्षाओं में 100 प्रतिशत वस्तुनिष्ठ किस्म के बहु-विकल्प प्रश्न शुरू करना।

संदर्भ: रेलवे बोर्ड के दिनांक 19.03.2019, 28.11.2019, 20.07.2020 और 13.12.2021 के पत्र सं. ई(जीपी)/2018/2/31

कृपया उपर्युक्त विषय पर बोर्ड के दिनांक 19.03.2019 के समसंख्यक पत्र में अंतर्विष्ट अनुदेशों का अवलोकन करें। उक्त पत्र के पैरा 2.3 को निम्नानुसार आशोधित करने का विनिश्चय किया गया है:

2.3 <u>अर्हता अंक:</u>

अर्हता पूर्व परीक्षा में 75 प्रतिशत एवं उससे अधिक अंक प्राप्त करने वाले उम्मीदवार मुख्य परीक्षा में भाग लेने के लिए अर्हक होंगे और इसके लिए उम्मीदवारों की संख्या मेरिट के क्रम में संगत रिक्त पदों की संख्या के 5 गुना तक सीमित होगी। बहरहाल, यदि दो या दो से अधिक उम्मीदवार समान अंक प्राप्त करते हैं और अंतिम स्थान के लिए प्रतिस्पर्धा करते हैं तो उन्हें मुख्य परीक्षा में उपस्थित होने की अनुमति दी जा सकती है भले ही यह मुख्य परीक्षा में भाग लेने के लिए निर्धारित संगत रिक्तियों की संख्या के पांच गुना की सीमा से अधिक हो।

2. ये अनुदेश इस पत्र के जारी होने की तारीख से लागू होंगे।

(मीनाक्षी सलूजा)
उप निदेशक, स्थापना (जीपी)-।।।
रेलवे बोर्ड
फोन नं.23303322
ईमेल आईडी- meena.1964@gov.in

No. E(GP)2018/2/31 **New Delhi, dt:- 18.02.2021**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.
(2) The CAO, DMW, Patiala
(3) The CAO, MTP(Rlys.), Mumbai and Chennai
(4) The Chairman, Railway Recruitment Board: Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/ Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/ Mumbai/Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.
(5) The Director General, NAIR, Vadodara.
(6) The Director IRISET,Secunderabad/IRIMEE, Jamalpur/IRIEE, Nasik,/IRICEN, Pune/IRCAMTECH, Gawalior.
(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, NewDelhi.
(8) The General Secretary, IRCA, New Delhi.
(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi-110002.
(10) The Secretary, Railway Rates Tribunal (Chennai), 50 MC.Nichola Road, Chetput, Chennai.
(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.
(12) The Director (Movement), Railways 17 N.S.Road, Calcutta.
(13) The Joint Director (Iron & Steel) 3 Koilaghat Street, Calcutta.

M. Saluja 18/02/22

(Meenakshi Saluja)
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Railway Board
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No. E(GP)2018/2/31 **New Delhi, dt:- 18 .02.2021**

Copy forwarded to:

1. The General Secretary, All Indian Railway men Federation, Room No. 253, Rail Bhavan, New Delhi.
2. The General Secretary, National, Federation of Indian Railway men, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.

5. The Secretary General, Indian Railway Promotee Officers Association, Room No. 268, Rail Bhavan, New Delhi
6. The General Secretary, All India RPF Association, Room No. 256-D, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

18.2.22

For Secretary/Railway Board

Copy to:

PSs to M.R., MoSR(D), MoSR(J)

Sr. PPSs to CRB & CEO, M/Infra, M/TRS, M/O&BD, MF
PPSs to Secretary, DG/RHS, DG/RPF, DG(S&T)

PPSs to all Addl. Members.

Dy. C & AG(Railways), Room No. 222, Rail Bhawan.

PSs to PED(Staff), Adv.(Vig.), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDV(E), ED(Signal), EDV(S), EDF(E), ED(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(G), D(IH), D(MPP), JDE(R)I, JDE(Rep)I&II, DE(D&A), JDE(P&A), JDE(L), JDE(N), DE(N)II, DDF(E)I, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), E&R, E(Trg.), E(MPP), V(SS), E(SCT)I&II.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No: E(GP)2005/2/61 New Delhi dated 20.06.2022

The General Managers,
All Indian Railways and Production Units.

(Kind Attn.: PCPOs, PFAs,Dy.CPO(G), Dy.CAO(G)

Sub.: Diversion of Jr.Scale/Group 'A' vacancies.

Ref.: Board's letters no.E(GP)2005/2/61 dated 12/10/2015, 22/07/2020 and 17.08.2020.

Please refer to Board's letter of even number dated 22/07/2020 allowing inclusion of a maximum of 25% of Junior Scale/Group 'A' vacancies in the vacancies assessed for Group 'B' selections if considered crucial to managing of services by the General Manager. The matter has now been reviewed by the Board and it has been decided to increase the said percentage from 25% to 50% for vacancies to be assessed for Group 'B' selections."

M. Saluja
20/06/22

(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board
Ph. No. 233047250
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Please see
20/6/22

रेल मंत्रालय
Ministry of Railways
रेलवे बोर्ड/Railway Board
अनुलग्नक सहित जारी
Issue with Enclosure
हस्ताक्षर
Signature
21/06/22
जारी की तिथि
Date of Issue

RBE No. 71/2022

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

E(GP)2001/2/32 New Delhi, dt: 21/06/2022

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

(Kind attn.: PCPOs/PFAs/Dy.CPO(G)/Dy.CAO(G))

Sub.: Nomination of PHODs in the DPCs Constituted for Selection to Group 'B' Posts.

In terms of provisions contained in Para 202.1 of IREM, Vol.I, the Selection Committee for promotion to Group 'B' posts should consist of 3 Heads of Department or Additional Heads of Department or as has been provided for in the relevant Recruitment Rules. In terms of the Recruitment Rules for promotion to Group 'B' posts, Group 'B' Departmental Promotion Committees are generally headed by the PHOD of the concerned Department. However, recently a few instances have come to light where PHOD of the concerned Department is not available for nomination as a Member of the DPC due to some compelling circumstances like his name being figuring in the "Agreed list" etc. Therefore, Board has now decided that in the eventuality of non-availability of PHOD of the concerned Department due to some compelling reasons, G.M. may appoint any other HAG/SAG officer available in the said Department as a member of the DPC. However, in view of their unavailability also, the GM in consultation with the GM of the other Railway/Production Unit may nominate PHOD of the concerned department for coopting him as a Member of the DPC for promotion to Group 'B' posts.

M. Saluja
21/06/22

(Meenakshi Saluja)
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आर.बी.ई.नं. : 71/2022

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

सं. ई(जीपी)2001/2/32

नई दिल्ली, दिनांक:21.06.2022

महाप्रबंधक (कार्मिक),
सभी भारतीय रेलें एवं उत्पादन इकाइयां।

(ध्यानार्थ: प्रधान मुख्य कार्मिक अधिकारी/प्रधान वित्त सलाहकार/उप-मुख्य कार्मिक अधिकारी(जी), उप-मुख्य प्रशासनिक अधिकारी (जी))

विषय: ग्रुप 'बी' पदों के चयन के लिए गठित विभागीय पदोन्नति समिति में प्रधान विभागाध्यक्ष का नामांकन।

भारतीय रेल स्थापना नियमावली, वॉल्यूम 1 के पैरा 202.1 में निहित प्रावधानों के अनुसार, ग्रुप 'बी' पदों पर पदोन्नति के लिए चयन समिति में 3 प्रधान विभागाध्यक्ष या अपर विभागाध्यक्ष या संबद्ध भर्ती नियमों में किए गए प्रावधान के अनुसार अधिकारी शामिल होने चाहिए। ग्रुप 'बी' पदों पर पदोन्नति के लिए भर्ती नियमों के अनुसार सामान्यतः ग्रुप 'बी' विभागीय पदोन्नति समिति की अध्यक्षता संबंधित विभाग के प्रधान विभागाध्यक्ष द्वारा की जाती है। बहरहाल, हाल ही में कुछ ऐसे मामले ध्यान में आए हैं जिनमें संबंधित विभागाध्यक्ष कुछ अप्रतिरोध्य परिस्थितियों जैसे उनका नाम "स्वीकृत सूची" में होने आदि के कारण विभागीय पदोन्नति समिति के सदस्य के रूप में नामांकन के लिए उपलब्ध नहीं होते हैं। अतः बोर्ड ने अब यह निर्णय लिया है कि कुछ अप्रतिरोध्य कारणों से संबंधित विभागों के प्रधान विभागाध्यक्ष की अनुपलब्धता की स्थिति में महाप्रबंधक द्वारा उक्त विभाग में उपलब्ध किसी अन्य एचएजी/एसएजी अधिकारी को विभागीय पदोन्नति समिति के सदस्य के रूप में नियुक्त किया जा सकता है। बहरहाल, उनकी अनुपलब्धता को देखते हुए भी, महाप्रबंधक अन्य रेलवे/उत्पादन इकाई के महाप्रबंधक के परामर्श से ग्रुप 'बी' पदों पर पदोन्नति के लिए विभागीय पदोन्नति समिति के सदस्य के रूप में सहयोजित करने के लिए संबंधित विभाग के प्रधान विभागाध्यक्ष को नामित कर सकते हैं।

मीनाक्षी

(मीनाक्षी सलूजा)
उपनिदेशक, स्थापना(जीपी)-III
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ई-मेल-meena.1964@gov.in

No. E(GP)2001/2/32 **New Delhi, dt:- २१ .06.2022**

Copy for information and necessary action to

(1)The Director General & ex-officio General Manager, R.D.S.O., Lucknow.
(2)The CAO, DMW, Patiala
(3)The CAO, MTP(Rlys.), Mumbai and Chennai
(4)The Chairman, Railway Recruitment Board:
Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/
Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/
Mumbai/Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.
(5)The Director General, NAIR, Vadodara.
(6)The Director IRISET,Secunderabad/IRIMEE, Jamalpur/IRIEE, Nasik,/IRICEN, Pune/IRCAMTECH, Gawalior.
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(9)The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi-110002.
(10) The Secretary, Railway Rates Tribunal (Chennai), 50 MC.Nichola Road, Chetput, Chennai.
(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.
(12) The Director (Movement), Railways 17 N.S.Road, Calcutta.
(13) The Joint Director (Iron & Steel) 3 Koilaghat Street, Calcutta.

M. Saluja 21/06/22

(Meenakshi Saluja)
Dy. Director, Estt.(GP)III
Railway Board
Ph. No. 23303322
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No. E(GP)2001/2/32 **New Delhi, dt:- २१ .06.2022**

Copy forwarded to:

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2. The General Secretary, National, Federation of Indian Railway men, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.

5. The Secretary General, Indian Railway Promotee Officers Association, Room No. 268, Rail Bhavan, New Delhi.
6. The General Secretary, All India RPF Association, Room No. 256-D, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

21.6.22

For Secretary/Railway Board

Copy to:

PSs to M.R., MoSR(D), MoSR(J)

Sr. PPSs to CRB & CEO, M/Infra, M/TRS, M/O&BD, MF

PPSs to Secretary, DG/RHS, DG/RPF, DG(Safety)

PPSs to all Addl. Members.

Dy. C & AG(Railways), Room No. 222, Rail Bhawan.

PSs to PED(Staff), Adv.(Vig.), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDV(E), ED(Signal), EDV(S), EDF(E), ED(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(G), D(IH), D(MPP), JDE(R)I, JDE(Rep)I&II, DE(D&A), JDE(P&A), JDE(L), JDE(N), DE(N)II, DDF(E)I, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), E&R, E(Trg.), E(MPP), V(SS), E(SCT)I&II.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4

New Delhi, dt:28/06/2022

The General Managers,
All Indian Railways and Production Units.

The DG/NAIR/Vadodara.

(Kind attn.: PCPOs/PFAs/Dy.CPO(G)/Dy.CAO(G))

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.

The Selections and Limited Departmental Competitive Examinations (LDCEs) for promotion to Group 'B' posts are presently conducted by the respective Zonal Railways/Production Units independently in terms of Recruitment Rules, provisions contained in the IREM VOl.I and instructions issued by the Board from time to time. As part of measures taken by the Board for bringing in reforms in the Selection process for promotion to Group 'B' posts on the Railways, instructions were issued vide Board's letter no.E(GP)2018/2/31 dated 19.03.2019 for including 100% objective type Multiple Choice Questions in the written examinations held as part of Selections and objective type pre-qualifying examination for LDCEs was also introduced .

2. Now, furthering these efforts, Board has decided to introduce **Centralized Computer Based Objective Type examination** for conducting 70% Selections and 30% LDCEs in all Department having Organised Services from the vacancy cycle beginning from w.e.f.1.1.2023.

3. To begin with LDCEs of current vacancy cycle, where Selections have since been conducted/or are being conducted and where LDCEs are yet to be notified or have been notified but written examination(Pre-qualifying) has not been held, will be conducted through Centralised CBT in all Organised departments as per modalities detailed as under:

i) The CBT shall be conducted by DG/NAIR who shall coordinate with the concerned Zones/PUs for its smooth conduct. All the Railways should advise the Department-wise, community-wise vacancies of their LDCE quotient of on-going vacancy cycle **to DG/NAIR latest by 11th July**. Herein, it is also clarified that the increase in the percentage of dispensation given to the Zones/PUs for inclusion of JTS/Gr.A vacancies in the vacancies assessed for Group 'B' selections in terms of instructions contained in Board's letter no.E(GP)2005/2/61 dated 20.06.2022 is applicable for assessment of

Group 'B' vacancies to be made for fresh vacancy cycle and the **vacancies already notified** are not to be amended.

ii) LDCE will be one stage only and will comprise of only 1 Paper with the following set up:

(a) Single paper of 150 marks comprising 100% Objective type Multiple Choice Questions with following distribution of marks:

(a)(i) Technical (Professional) subject	:	80 marks
(a)(ii) General Knowledge including optional Questions of 15 marks on Official language Policy & Rules	:	40 marks
(a)(iii) Establishment & Financial Rules	:	30 marks
(b) **Qualifying Marks**	:	**90**
(c) **Duration**	:	**3 Hours**

(iii) Question Paper will have 175 questions out of which 150 questions are to be attempted.

(iv) 1 mark will be allotted for every correct answer. There shall be negative marking for incorrect answers and 1/3rd of Marks allotted for each question will be deducted for every wrong answer.

(v) **Syllabus-** Syllabus for LDCEs for Organised services has already been prescribed by Board. However, as it is based on old pattern when there were two Papers - Paper-I and Paper-II in the LDCEs, the Centralised CBT shall be held from the said syllabus after amalgamating the topics prescribed in Paper-I and Paper-II of respective syllabi.

(vi) Optional Questions on Official Language policy and Official Language Rules in the LDCEs shall be included in terms of provision contained in Para 204.3 of IREM Vol.I.

(vii) Examination for 30% LDCEs will be held on a single day only. On the same day exam for the post of APO will be held in the second shift so that candidates who have appeared in exam for AMM/ACM/AOM in the first shift and also want to appear for APO can do so in second shift. Similarly, exam for AME and AEE will also be held in different shifts with a gap of 3 hours between both the shifts.

(viii) Railway-wise list of candidates along with marks scored by them in the written examination will be prepared by DG/NAIR assigned the task of conducting the exams and will be furnished to respective Zones/PUs.

(ix) Medical & Viva-voce of successful candidates will be conducted by the respective zones and thereafter final panel will be issued by them according to the vacancies on the basis of merit positively **within one month** from the date of receipt of result from NAIR.

(x)CBT for 30% LDCEs for a particular department for Zones/PUs will be held **on the same day** across Indian Railways. Thereafter **no request** for a supplementary exam shall be entertained in any condition.

4. The tentative schedule for finalizing the various stages in LDCEs of current vacancy cycle through CBT is given as under:

a) All notifications may be issued, if not issued by – **15th July**
b) Cut-off date for submission of options – **31st July**
c) Finalization of eligibility list and its notification - **15th August**
d) Pre Selection training to be completed by - **31st August**
e) Examination - **mid September**
f) Finalization of the panel (medical & viva including assessment of APAR) - **mid October.**

4.1 As the Railways are well aware, the need for sticking to the schedule stipulated for finalization of various stages of the LDCEs **is the essence** for successful conduct of Centralised CBT. Therefore, all the Railways/PUs should stick to the aforementioned schedule and no request for deviation in any case shall be entertained.

5. Modalities for introduction of Centralised CBT in Selections/LDCEs to be introduced from the fresh vacancy cycle beginning from 1.1.2023 shall be circulated separately.

6. There is no change other than the changes narrated above in the extant instructions issued from time to time in respect of other aspects of LDCEs held for promotion to Group 'B' posts.

M. Saluja
28/06/22

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 New Delhi, dt:22/07/2022

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: PCPOs/PFAs/Dy.CPO(G)/Dy.CAO(G))

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.

Ref.: This office letter no.E(GP)2022/2/4 dated 28.06.2022.

The structure and distribution of marks for the single Paper in LDCE given in **Para 3(ii)(a)(i) to - a(iii)** of the aforementioned letter stands **revised for promotion to Group 'B' post of AFA in Accounts department** as under:

(i)	**Professional Subject**		**Questions**
		General Principles of Govt Accounting and Audit with Special Reference to Railways	15
		Books and Budget including Traffic Book	15
		Traffic Accounts and Statistics	15
		Establishment	15
		General Expenditure	15
		Workshop Accounts	15
		Stores Accounts	15
			105
a(ii)	General Knowledge including optional questions of 15 marks on Official Language Policy and Rules		**40**
a(iii)	Management Accounting and Financial Justification for expenditure		**30**
	Total		**175**

2. Accordingly, the syllabus/structure of examination prescribed for 30% LDCE for promotion to Group 'B' post of AFA in Accounts Department vide Board's letter nos.E(GP)76/2/96 dated 3/08/1977, 78 ACIII/20/49 dated 9/9/1978 and E(GP)88/2/111 dated 20.08.1991 also stands modified to that extent.

M. Saluja 22/07/22

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Copy to:PED(Accounts),

RBE NO.97/2022

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/20 **New Delhi, dt: 18 /08/2022**

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: PCPOs/PFAs/Dy.CPO(G)/Dy.CAO(G))

Sub.: Reservation in Promotion to the Persons with Benchmark Disabilities (PwBDs)- Promotion from Group 'C' to Group 'B' posts.

Ref.: DOP&T's OM No.36012/1/2020-Estt.(Res.II) dated 17.05.2022.

In terms of Board's letter no.E(NG)I/2019/PM4/8 dated 1.7.2022, the instructions issued by DOP&T vide their OM No.36012/1/2020-Estt.(Res.II) dated 17.05.2022 have been adopted mutatis mutandis for grant of reservation in promotion to PwBD in the non-gazetted posts of Indian Railways as identified vide Ministry of Social Justice & Empowerment's notification no.38-16/2020-DD-III dated 4/01/2021 and Board's letter no.E(NG)II/2017/RC-2/1/Policy dated 27/02/2019.

2. The issue of providing reservation to PwBDs in promotion from Group 'C' to Group 'B' posts has also been examined by the Board. Accordingly, it has been decided that the instructions issued by DOP&T vide their aforementioned OM dated 17.5.2022 may be made applicable mutatis mutandis for grant of reservation to PwBD in promotion from Group 'C' to Group 'B' posts. These instructions will be applicable on Selections/LDCEs for promotion to Group 'B' posts to be notified after the date of issue of these instructions.

M. Saluja
18.08.22

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आरबीई सं. 97/2022

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

सं. ई(जीपी)2022/2/20

नई दिल्ली, दिनांक: 18/08/2022

महाप्रबंधक,
सभी भारतीय रेलें एवं उत्पादन इकाइयां।

(ध्यानार्थ: पीसीपीओ/पीएफए/उप सीपीओ(जी)/उप सीएओ(जी))

विषय: दिव्यांगजन अधिकार अधिनियम, 2016 के तहत व्यक्तियों की पदोन्नति में आरक्षण - ग्रुप 'सी' से ग्रुप 'बी' पदों में पदोन्नति।

संदर्भ: कार्मिक एवं प्रशिक्षण विभाग का दिनांक 17.05.2022 का का.ज्ञा. सं.36012/1/2020-एस्ट.(रिस.II).

बोर्ड के दिनांक 1.7.2022 के पत्र सं. ई(एनजी)I/2019/पीएम4/8 के अनुसार, कार्मिक एवं प्रशिक्षण विभाग के दिनांक 17.05.2022 के का.ज्ञा. सं. 36012/1/2020-स्था.(रिज.II) के तहत जारी अनुदेशों को भारतीय रेल के अराजपत्रित पदों में दिव्यांगजनों को पदोन्नति में आरक्षण देने के लिए यथोचित परिवर्तनों सहित अपनाया गया है, जैसा कि सामाजिक न्याय और अधिकारिता मंत्रालय के दिनांक 4/01/2021 की अधिसूचना सं.38-16/2020-डीडी-III और बोर्ड के दिनांक 27/02/2019 के पत्र सं. ई(एनजी)II/2017/आरसी-2/1/पॉलिसी में चिह्नित किया गया है।

2. बोर्ड द्वारा बेंचमार्क दिव्यांग व्यक्तियों को ग्रुप 'सी' से ग्रुप 'बी' पदों में पदोन्नति में आरक्षण देने के मामले की भी जांच की गई है। तदनुसार, यह विनिश्चय किया गया है कि कार्मिक एवं प्रशिक्षण विभाग द्वारा उनके दिनांक 17.5.2022 के कार्यालय ज्ञापन के तहत जारी अनुदेशों को बेंचमार्क दिव्यांग व्यक्तियों को ग्रुप 'सी' से ग्रुप 'बी' पदों में पदोन्नति में आरक्षण देने लिए यथोचित परिवर्तनों सहित लागू किया जाए। इन अनुदेशों के जारी होने की तारीख के बाद अधिसूचित ग्रुप 'बी' पदों में पदोन्नति के लिए चयन/एलडीसीई पर ये अनुदेश लागू होंगे।

मीनाक्षी

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No. E(GP)2022/2/20 **New Delhi, dt:- 18.08.2022**

Copy for information and necessary action to

(1)The Director General & ex-officio General Manager, R.D.S.O., Lucknow.
(2)The CAO, DMW, Patiala
(3) The CAO, MTP(Rlys.), Mumbai and Chennai
(4) The Chairman, Railway Recruitment Board:
Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/Mumbai/Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.
(5) The Director General, NAIR, Vadodara.
(6) The Director IRISET,Secunderabad/IRIMEE, Jamalpur/IRIEEN, Nasik,/IRICEN, Pune.
(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, New Delhi.
(8) The General Secretary, IRCA, New Delhi.
(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi- 110002.
(10) The Secretary, Railway Rates Tribunal (Chennai), 50 MC.Nichola Road, Chetput, Chennai.
(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.
(12) The Director (Movement), Railways 17 N.S.Road, Calcutta.
(13) The Joint Director (Iron & Steel) 3 Koilaghat Street, Calcutta.

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No. E(GP)2022/2/20 **New Delhi, dt:- 18 .08.2022**

Copy forwarded to:

1. The General Secretary, All Indian Railway men Federation, Room No. 253, Rail Bhavan, New Delhi.
2. The General Secretary, National, Federation of Indian Railway men, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.

5. The Secretary General, Indian Railway Promotee Officers Association, Room No. 268, Rail Bhavan, New Delhi.
6. The General Secretary, All India RPF Association, Room No. 256-D, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

For Secretary/Railway Board

Copy to:

PSs to M.R., MoSR(D), MoSR(J)

Sr. PPSs to CRB & CEO, M/Infra, M/TRS, M/O&BD, MF

PPSs to Secretary, DG/RHS, DG/RPF, DG(Safety)

PPSs to all Addl. Members.

Dy. C & AG(Railways), Room No. 222, Rail Bhawan.

PSs to PED(Staff), Adv.(Vig.), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), ED(E&R), EDV(E), ED(Signal), EDV(S), EDF(E), ED(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(G), D(IH), D(MPP), JDE(R)I, JDE(Rep)I&II, DE(D&A), JDE(P&A), JDE(L), JDE(N), DE(N)II, DDF(E)I, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), E&R, E(Trg.), E(MPP), V(SS), E(SCT)I&II.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dt: 06 /09/2022**

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: PCPOs/Dy.CPO(G))

Sub.: **Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.**

Ref.: **This office letter no.E(GP)2022/2/4 dated 28.06.2022.**

Further to this office letter of even number dated 28.06.2022, the distribution of marks for the single Paper in LDCE for departments **other than Accounts** as given in Para 3(ii)(a)(i) to - a(iii) of the aforementioned letter along with marks for optional questions is detailed as under:

Topic	Questions	Marks
Technical (Professional) subject	85 Questions (includes 5 optional questions)	80 Marks
General Knowledge & Official language Policy & Rules	55 Questions (includes 15 optional questions on official language Policy & Rules)	40 Marks
Establishment & Financial Rules	35 Questions (Includes 5 optional questions)	30 Marks

06/9/2022

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o/c

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dated:22/09/2022**

The General Managers,
All Indian Railways and Production Units,
ADG/NAIR, Vadodara.

(Kind attn.: PFAs/PCPOs/Dy. CAO(G))

Sub.: Promotion to Group 'B' posts on Indian Railways- Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.

Ref.: This office letter no. E(GP)2022/2/4 dated 22.07.2022.

Further to this office letter of even number dated 22.07.2022, it is clarified that out of total 175 questions (including 15 questions of Rajbhasha) mentioned therein, candidates appearing in the LDCE for Group 'B' post of AFA in Accounts Department through 'Centralised CBT' have to attempt any of the 150 questions.

M. Saluja
22/09/22

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 New Delhi dt. 7/10/2022

The General Managers,
All Indian Railways & Production Units

(Kind attention : PCPO/PFA/Dy. CPO(G)/Dy.CAO(G))

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.

Ref.: Board's letter nos.E(GP)2022/2/4 dated 28/06/2022, 06/09/2022 & 4/10/2022.

Please refer to this office letter of even number dated 28/06/2022 & 4/10/2022 wherein it has been advised that the 70% Selections & 30% LDCEs for promotion to Group 'B' posts in all organised departments will be conducted through Centralised CBT w.e.f.1.1.2023.

2. With the introduction of Multiple-choice Objective type questions in the 70% Selections for promotion to Gr.B posts in terms of instructions contained in Board's letter no.E(GP)2018/2/31 dated 19.03.2019, following pattern of examination has been adopted for 70% **Selections in all departments except Accounts and the same shall continue for the 70% Selections to be conducted through Centralised CBT in all Departments except Accounts**:

a) Professional Subject including optional questions of 10 marks on Official language policy & Rules	70 Marks
b) Establishment and Financial Rules	30 Marks
c) **Qualifying marks**	**60 Marks with relaxation as per extant rules**

3.0 Duration of the examination for 70% Selections through Centralised CBT shall be two hours.

3.1 Structure of the 30% LDCEs in all Departments has already been prescribed in terms of Board's letters of even number dated 28/06/2022 & 6/09/2022.

M. Saluja 7/10/22

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RBE NO. 134/2022

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dt:26/10/2022**

The General Managers,
All Indian Railways & Production Units.
Director General & Dy Director General, NAIR, Vadodara

(Kind Attn.: PCPO, PFA, Dy.CPO(G) & Dy.CAO(G)

Sub.: Selections/LDCEs held for Promotions to Group 'B' posts on Indian Railways – Introduction of 100% Objective type Multiple Choice Questions

The issue regarding procedure to be adopted for evaluation in Selections and LDCEs held for promotion to Group 'B' posts based on multiple choice objective type questions, in case some of the question(s)/answer(s) therein are incorrect, has been examined by Board.

2. In this regard, it has been decided that the provisions contained in Board's letter no.2010/E(RRB)25/27 dt.9.6.2011(copy enclosed) for dealing with similar situations in RRB examinations are also applicable for Selections/LDCEs held for promotion to Group 'B' posts including those to be conducted through Centralized CBT.

M. Saluja 26/10/22

DA:As above

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आरबीई नं. 134/2022

भारत सरकार
रेल मंत्रालय
रेलवे बोर्ड

सं. ई(जीपी)2022/2/4 **नई दिल्ली, दिनांक 26/10/2022**

महाप्रबंधक
सभी भारतीय रेलें एवं उत्पादन इकाईयां
महानिदेशक एवं उप महानिदेशक एनएआईआर, बडोदरा

(ध्यानार्थ प्रधान मुख्य कार्मिक अधिकारी, प्रधान वित्त सलाहकार, उप मुख्य कार्मिक अधिकारी (सा.) एवं मुख्य प्रशासनिक अधिकारी (सामान्य).

विषयः भारतीय रेल पर समूह 'ख' पदों पर पदोन्नति के लिए चयनों/सीमित विभागीय प्रतियोगी परीक्षाओं का आयोजन-100% वस्तुनिष्ठ बहुविकल्पीय प्रश्नों की शुरुआत।

बहुविकल्पीय वस्तुनिष्ठ प्रकार के प्रश्नों के आधार पर ग्रुप 'बी' पदों पर पदोन्नति के लिए चयनों और सीमित विभागीय प्रतियोगी परीक्षाओं के मूल्यांकन में कुछ प्रश्नों/उत्तरों को गलत पाए जाने के मामले में अपनाई जाने वाली प्रक्रिया से संबंधित मुद्दे की बोर्ड द्वारा जांच की गई है।

इस संबंध में यह विनिश्चिय किया गया है कि रेल भर्ती बोर्ड की परीक्षाओं में ऐसी स्थिति में कार्रवाई के लिए बोर्ड के दिनांक 09.06.2011 के पत्र सं. 2010/ई (आरआरबी)25/27 पार्ट (प्रतिलिपि संलग्न) में अंतर्विष्ट प्रावधान केन्द्रीकृत कंप्यूटर आधारित परीक्षा के माध्यम से आयोजित किए जाने वाले चयन सहित ग्रुप 'बी' पदों पर पदोन्नति चयनों/सीमित विभागीय प्रतियोगी परीक्षाओं पर भी लागू हैं।

संलग्नकः यथोक्त

मीनाक्षी

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95158/2021/E(NG)II

E(NG)I-2018/PM1/4

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

No. 2010/E(RRB)/25/27 Pt. New Delhi, Dated 09.06.2011

The Chairmen,
All Railway Recruitment Boards.

Sub.: Evaluation of OMR Answer Sheets of RRB examination – regarding uniform method.

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There have been instances where one (or more) set of question Paper(s) involves an error in question(s) at the printing stage or a question having wrong answer or otherwise. It has come to notice that different RRBs are adopting different methods for dealing with such cases. With a view to have uniformity by all RRBs in such cases, please note that in future, wherever, any question(s) in the question paper(s) is found to be incorrect, the question(s) may be omitted from the scope of evaluation instead of giving grace mark(s) and raw score may be assessed on percentage basis. For example, there are total 100 number of questions and one question is wrong, only marking of 99 questions be considered and the marks obtained may be proportionally equated to the marks of 100 questions followed by necessary normalization process.

(Bansi Lal)
Joint Director, Estt. (RRB)
Railway Board.

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No. E(GP)2022/2/4 **New Delhi, dt: 26.10.2022**

Copy for information and necessary action to:

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.
(2) The CAO, DMW, Patiala
(3) The CAO, MTP (Rlys.), Mumbai and Chennai
(4) The Chairman, Railway Recruitment Board: Allahabad/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/ Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/Mumbai/ Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.
(5) The Director General, NAIR, Vadodara.
(6) The Director General, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gwalior.
(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, New Delhi.
(8) The General Secretary, IRCA, New Delhi.
(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi- 110002.
(10) The Secretary, Railway Rates Tribunal (Chennai), 50 M. C. Nicholas Road, Chetput, Chennai.
(11) The Exec. Director, CRIS, Safdarjung Rly.Stn. Building, Chanakyapuri, New Delhi.
(12) The Director (Movement), Railways, 17 N. S. Road, Kolkata.
(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

M. Saluja 26-10-22

(Meenakshi Saluja)
Dy. Director E(GP)III
Railway Board
Ph. No. 23043322
E.mail ID- meena.1964@gov.in

No. E(GP)2022/2/4 **New Delhi, dt: 26.10.2022**

Copy forwarded to:

1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi.
2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.
5. The Secretary General, Indian Railway Promotee Officers Federation, Room No. 268, Rail Bhavan, New Delhi.
6. The Secretary General, All India RPF Association, Room No. 256 D, Rail Bhavan New Delhi-110001.
7. Railway Board Secretariat Staff Association.

For Principal Executive Director(IR)/Railway Board

Copy to:

PS to M.R., MoSR(D), MoSR(J)

Sr.PPSs to CRB & CEO, M(Infra), M/TRS, M/O&BD, MF

PPSs to Secretary, DG/RHS, DG/RPF, DG(Safety)

PPSs to all Addl. Members

Dy. C & AG(Railways), Room No. 222, Rail Bhawan.

PSs to PED(Staff), Adv.(Vig), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), EDV(E), ED(Signal), EDV(S), EDF(E), EDE(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(G), D(IH), D(MPP), JDE(R)I, JDE(Rep)I&II, DE(D&A), JDE(P&A), JDE(L), JDE(N), DE(N)II, DDF(E)I, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), E&R, E(Trg.), E(MPP), V(SS), E(SCT)I&II.

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dt: 28 /10/2022**

The General Managers,
All Indian Railways & Production Units

(Kind Attn.:PCPOs/PFAs/Dy.CPO(G) & Dy.CAO(G)

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.

Ref.: Board's letter nos.E(GP)2022/2/4 dated 28.06.2022 & 4.10.2022.

Please refer to this office letter of even number dated 28/06/2022 & 4/10/2022 wherein it has been advised that 70% Selections & 30% LDCEs for promotion to Group 'B' posts in all organised departments will be conducted through Centralised CBT w.e.f.1.1.2023.

2. With the introduction of Objective type Multiple-choice questions in the 70% Selections for promotion to Group 'B' posts to be conducted through Centralised CBT, following pattern of examination has been adopted for 70% **Selection for Group B post of AFA in Accounts Department:**

a) One Paper on Professional Subject including optional questions of 15 marks on Official Language Policy & Rules	150 Marks
b) Qualifying marks	90 with relaxation as per extant rules
c)Duration of Examination	2 hrs.

3. Structure of the 30% LDCEs in Accounts Departments has already been prescribed in terms of Board's letter of even number dated 22.07.2022.

(Pallavi Goswami)
Director, Estt.(GC)
Railway Board
Ph. No. 233047183
E.mail ID- Pallavi.goswami@gov.in

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dt:07/11/2022**

The General Managers,
All Indian Railways/PUs.

(Kind Attn.:All PCPOs/PFAs/Dy.CPO(G) & Dy.CAO(G)

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Multiple Choice Objective type examination (CBT) in all departments having Organised Services

Board has prescribed syllabus for written examinations held as part of 30% LDCEs for promotion to Group 'B' posts in all Organised Services. Besides this, syllabus for 70% Selection for promotion to Group 'B' post of APO has also been prescribed by Board. Now, in the context of introduction of Centralised CBT for 70% Selections and 30% LDCEs for promotion to Group 'B' posts, Board has prescribed syllabus of 70% Selections and have also modified the syllabus for 30% LDCEs for all Group 'B' posts in Organised Departments. Similarly, syllabus for Establishment & Financial Rules has also been prescribed.

2. A copy each of the Syllabus for professional subjects prescribed by Board for 70% Selections and 30% LDCEs for promotion to Group 'B' posts in all Departments having Organised services along with the syllabus for Establishment & Financial Rules is enclosed for information. These syllabi are applicable for Selections & LDCEs to be conducted w.e.f.1.1.2023.

DA:As above

M Saluja 07/11/22

(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board
Ph. No. 233047250
E.mail ID- meena.1964@gov.in

Syllabus for promotion to Group- B posts - 70% selection and 30% LDCE.

Syllabus for Establishment Rules:

1 Organization of the Personnel Department in Railways objectives functions and policies of Personnel Department.

2. Recruitment and Training, Classification of Services, Recruitment in Different services, Railway Recruitment Boards & Railway Recruitment Cells Compassionate Ground Appointments, Initial & In Service Training, Refresher Courses, Central Training Institutes, Training Centers in Zones, Divisions & Workshops, Training Modules for different posts, Training under Apprentices Act, Online Training, APARs.

3. General conditions of service in Railways, Seniority, Lien, Inter Railway & Inter Division transfers, Deputation, Promotion Policy & methods. Selection, Suitability, Trade Tests, Leave Rules, Pass Rules, Joining Time Reservation policy, HOER, Overtime, Payment of wages, current CPC Pay Rules, Advances in Railways.

4. Manpower planning, Rightsizing & Benchmarking, creation, extension and surrender of posts, creation of posts against new assets, different types of posts including workcharged posts.

5. The Railway Servants (Discipline & Appeal) Rules, 1968 and related instructions.

6. The Railway Services (Conduct) Rules, 1966 and related instructions.

7. Retirement benefits, qualifying service, pension, family pension, commutation gratuity, new pension scheme.

8. Staff welfare, SBF, Railway institutes, Railway schools, Ex-gratia payment, Incentive Bouns Scheme, Staff Grievances Redressal Mechanisms.

9. Industrial relations in Railways, recognized trade unions, industrial disputes. The Industrial Disputes Act, 1947. The Industrial Relations Code, 2020. The Trade Unions Act, 1926, PNM, PREM, JCM, Various Associations & Informal Meetings.

10. The Factories Act, 1948. The workmen’s Compensation Act, 1923. Functions of Labour Enforcement Officers, Right to Information Act.

11. The scope of Information Technology in Railway e – office. HRMS, IPAS , LIMBS, ARPAN, CPGRAMS, ANUBHAV etc.

Syllabus for Financial Rules:

1. Parliamentary Control over Railway Finance, Public Accountability, Cannons of Financial Propriety.

2. Railway Budget - Budgetary terms, Types of Budgets, Budget cycle, Demand of Grants, Budgetary and Financial Reviews.

3. Rules of Allocation - Classification of expenditure - Control of expenditure - Responsibility Accounting - Performance Budgeting - Exchequer Control - Financial Results of Working lines.

4. Works Programme - Financial justification of Works - Surveys - Preparation of Estimates - Capital Budget - Control over Capital Expenditure - Reappropriation of Funds.

5. Financial control over Stores Expenditure - Purchase and Stores Keeping Procedure - Inventory Control and ABC Analysis.

6. Financial & Cost Control in Railway *Wo*rkshops/Sheds/Units.

7. Rules and procedure relating to Tenders and contracts for execution of works and Procurement of Stores, M&P Programme and RSP.

8. Procedure for Possessing and finalizing Audit Objections and Draft Paras.

9. Delegation of Powers.

10. Losses, Frauds and Embezzlements.

11. General Financial Rules

12. Government e-Market (GeM)

13. Classification of Railway Revenue (Earnings)

14. Information Technology in general with specific reference to Railway's IT Applications
15. Taxation matters with special focus on GST & Income Tax

16. Organization of CGA and C&AG

17. Any other topic felt necessary from time to time

SYLLABUS FOR 70% SELECTION AND 30% LDCE FOR GROUP 'B' POST OF ASSISTANT FINANCIAL ADVISER IN ACCOUNTS DEPARTMENT

(i) **Professional Subject:**

General Principles of Govt. Accounting and Audit with Special Reference to Railways
Books and Budget including Traffic Book
Traffic Accounts and Statistics
Establishment
General Expenditure
Workshop Accounts
Stores Accounts

(ii) Management Accounting and Financial Justification for expenditure

(iii) General Financial Rules

(iv) Information Technology in general with specific reference to Railway's IT Applications.

(v) Taxation matters with special focus on GST & Income Tax.

(vi) Basic knowledge of the working of other Executive Departments including the technical terms.

(vii) Any other topic felt necessary from time to time.

SYLLABUS FOR 70% SELECTION AND 30% LDCE FOR PROMOTION TO GROUP 'B' POST OF APO IN PERSONNEL DEPARTMENT

1. ROLE OF PERSONNEL DEPARTMENT IN RAILWAYS:

a) Organization, objectives and functions of Personnel Department.

b) Relevance and role of human resources with reference to current objectives, reforms and developments in IR.

c) Indian Railways Act, Establishment Codes & Manuals, Executive Orders of Railway Board.

2. RECRUITMENT:

a) Classification of Services and Categories;

b) General qualifications, conditions & rules for appointment; Medical fitness;

c) Safety, Non-safety & Essential Categories;

d) Modes of recruitment; Appointments on Compassionate Grounds, Sports quota, Cultural quota, Scouts & Guides quota; Substitutes, Contractual and Casual labour;

e) Railway Recruitment Boards & Railway Recruitment Cells;

f) Reservation in Recruitment.

3. GENERAL CONDITIONS OF SERVICE IN RAILWAYS:

a) Appointment, Seniority & Lien;

b) Pay Fixation Rules, Pay Structure, Pay Bills and related rules & procedures;

c) All types of Allowances (including those to Running Staff), Advances (loans) & Recoveries;

d) Promotion rules & eligibility; AVCS, ACP/MACP/DACP;

e) Procedures of Selection, Suitability and Trade Tests;

f) Sealed Cover procedure; Next Below Rule; Refusal of promotion;

g) Rules of Transfer (Inter Railway & Inter Divisional);

h) Deputation;

i) Types of Leave; Rules & Joining Time; Encashment of leave;

j) Pass Rules; AILTC;

k) Reservation policy for SC, ST, OBC, PwBD, ESM & EWS; rules and rosters;

l) HOER;

m) PME & Mandatory Health Check-up;

n) Medical decategorisation and absorption of medically de-categorized staff in alternative posts.

4. HUMAN RESOURCES MANAGEMENT:

a) Overall Earning & Expenditure, including staff expenditure, Operating Ratio;

b) Manpower planning; Book of Sanctions & Scale-check;

c) Supernumerary posts & Redeployment;

d) Surrender, Creation, Extension & Transfer of posts; Vacancy Bank after POSP;

e) Work-study & Job Analysis; Bench-marking & Right-sizing; Yardsticks;

f) Duty Rosters; Link Diagram; Crew Link & Power Plan;

g) Work-charged posts;

h) Initial & In-Service Training, Refresher Courses; On-the-job Training, Multi-skilling, Future Training needs & systems;

i) Central Training Institutes, Training Centres in Zones, Divisions & Workshops; Plan Head 65

j) Training Modules for different posts,

k) Training under Apprentices Act, Online Training,

l) Performance Appraisal - APARS & SPARROW.

m) Mission Karmayogi; Rail Kaushal Vikas Yojana, etc

5. INDUSTRIAL RELATIONS, POLICIES & LABOUR LAWS:

a) Formal & informal interaction with recognised trade unions and associations;

b) PNMs, Staff Councils & PREM at various levels;

c) Role of JCM and Labour Tribunals & Labour Commissioner;

d) Facilities and privileges to trade unions & associations.

e) Related Industrial & Labour Laws – PLB; The Industrial Disputes Act, 1947; The Industrial Relations Code, 2020; The Trade Unions Act, 1926; The Factories Act, 1948; The Employee's (Workmen's) Compensation Act, 1923; Minimum Wages Act, 1948; Contract (Regulation & Abolition) Labour Act, 1970; Payment of Wages Act; Industrial Relations Codes 2020; Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal Act 2013).

6. STAFF WELFARE:

a) Staff Grievances Redressal Mechanisms;

b) SBF, Railway Institutes, Railway schools & colleges, scholarships,

c) Ex-gratia payment,

d) Incentive Bonus Scheme;

e) Sports Incentives & cultural competitions, extra-curricular activities;

f) Excursions, tours and holiday camps; co-operative Societies;

g) Medical assistance;

h) Quarters – types, allotment & retention rules.

7. DISCIPLINE & APPEAL RULES:

a) The Railway Services (Conduct) Rules, 1966 & related instructions - scope and Implementation.

b) The Railway Servants (Discipline & Appeal) Rules, 1968 & related instructions; Schedule of Power; procedures, application and implications.

8. FINAL SETTLEMENT:

a) Retirement rules, types & benefits;

b) Old and New Pension schemes; Final Settlement rules under various circumstances;

c) Qualifying Service;

d) Pension & Family Pension, Provident Fund Rules;

e) Commutation, Gratuity, GIS, Leave Salary;

f) Other-than-Normal Retirement (ONR) cases;

g) ARPAN, Pension Adalats & Pensioners' Associations & representations;

h) RELHS & post-retirement benefits

9. IT APPLICATION PLATFORMS:

a) Use of e-Office, HRMS, HR-MIS, IPAS, SPARROW, LIMBS, ARPAN, CPGRAMS, ANUBHAV, UMID, RESS, GEM, etc;

b) Future of IT in Personnel Management.

10. REPRESENTATIONS & COURT CASES:

a) Service Law;

b) Handling legal cases (in CATs and Courts);

c) RTI & CIC matters; other statutory commissions / bodies;

d) CPGRAMS, CA(iii) References, etc.

11. Official Language Policy and Official Language Rules.

12. Any other matter related to any of the above-mentioned topics.

SYLLABUS FOR 30% LDCE FOR PROMOTION TO GROUP 'B' POST OF AMM/ADMM IN STORES DEPARTMENT

Part-A

Professional Subject

1 Organization of Stores Dept. on Zonal Railway & Production Units.

2 Objectives of Stores Dept. in brief.

3 Functions of the Principal Chief Material Manager (PCMM) & other officers assisting him.

4 Cannons of Financial Propriety & its application to Stores Matters.

5 Delegation of Powers:

- i) Its need & necessary safeguards
- ii) Powers of PCMM & other officers for;

(a) Purchase, (b) Sale, (c) Write off, (d) Other misc. matters

6 Purchase of stores:

- i) Important Stages in purchase cycle
- ii) Purchase Policy & Rules of IR and GFR Provisions
- iii) Channels & Procedures of purchase of indigenous stores
- iv) Modes of tendering [including PAC purchase] & their limitations
- v) Tender consideration;
  - a) Price determination (Reasonability/Workability)
  - b) Negotiations, Cartel Formation & related instructions
  - c) Concept & constitution of Tender Committee
- vi) Purchase of M&P/RSP items including CMC
- vii) Emergency Purchases
- viii) Basics of iMMS & e-Procurement
- ix) Procedures/Manuals related to iMMS and IREPS
- x) Procurement through GeM
- xi) Reverse auction
- xii) Price variation clause and its operation
- xiii) Buy back system of purchase
- xiv) Green procurement/Sustainable procurement
- xv) Composite contracts and strategic procurement

7 Purchase through Centralized agencies like:

Railway Board, BLW, CLW, etc.

8 Procedure of purchase from other Govt. Dept. in brief

9 Govt. Policy of Preference:

- a) Purchase/Price Preference
  - i) Micro & Small Enterprises
  - ii) Items reserved for procurement from MSEs
- b) Purchase Preference as per Make in India Policy.
- c) Special benefits available to MSEs

10 Supply Contracts:

i) Important provisions of Indian Contract Act, Sale of Goods Act and GST Act
ii) IRS Conditions of Contract, General Conditions of Contract
iii) Force Majeure Clause
iv)Preparation of bid documents, special conditions, price variation and eligibility criterion etc for
a) Rate/Running & Fixed quantity/Long term contracts
b) Service Contract
c) Annual maintenance Contract
d) EPC Contract
v) Online submission of EMD & SD
vi) PO Draft/Numbering Scheme & vetting considerations
vii) Contract Management
(a) Extension of DD/Modification of PO
(b) Penalties for breach of contracts (LD, GD, RP)
viii) Settlement of Disputes
a) Arbitration Clause in IRS Conditions
b) Arbitration & Conciliation Act 1996 including Amendment Act, 2019
c) Dispute resolution between two Govt. Deptt. Or (CPSU)

11 Import of Material:
i) Direct import by Zonal Railways/Production Units
ii) Import through Railway Board
iii) Types of Import Contracts: FOB, CFR, CIF & DDP etc.
iv) Modes of Payment, Letter of Credit & its types
v) Sea & Air freighting of Railway Materials & Insurance Covers
vi) Port clearance of imported consignments
vii) Claims settlement
viii) INCOTERMS (latest edition)

12 Strategic Sourcing (Rational Source Selection):
a) Registration of firms on Railways and IREPS
b)Vendor performance evaluation; Vendor rating; Penal Action against vendors; Alternatives available with Railways, PUs
c) Registration by RDSO
d) Supply chain concept — relevance to Railways especially PUs

13 Important Statistics on Stores matters:
a) Submitted to Railway Board, periodically
b) Included in Railway Board's annual report & GM's Narrative Report
c) Yardsticks to measure efficiency of Stores Dept.

14 Stores Budget:
a) Compilation & various review/amendments to the budget during the financial year
b) Controls to adhere to the budget provisions, Exchequer control
c) Control over stores expenditure to minimize working expenses
d) Purchase Grant
e) Zero Base Budgeting (ZBB)

15 ISO Certification/ 5S Certification/ 6 Sigma Certification:

Procedure for obtaining the certification & subsequent compliance for continuation of the same:

a) For Purchase Office,

b) For stores depot

16 Paperless Working:

a) e-Office

b) Digitally signed electronic reports in iMMS and IREPS

17 Online acceptance of tenders:

Technical Scrutiny, Tender Committee Minutes preparation& Tender acceptance/Direct acceptance, Letter of Acceptance generation and auto-generation of Purchase order.

18 Procedure for keeping/retention/destruction of official records.

19 Stores Depots:

a) Location

b) Functions

c) Typical Layout of a stores depot

20 Design Aspects of a Typical Stores Depot/Warehouse:

a) Important parameters to be considered for design

b) Space Management

i) Buildings, Yards, Roads

ii) Various types of storage arrangements

c) Materials Handling:

i) Equipments

ii) Unit piling, container/pallet systems

iii) Vertical storage system

d) Important Fire Safety aspects & Latest fire fighting Techniques

e) Security Arrangements to prevent & action called for by the Depot Officer in case of incidence of the following:

i) Theft

ii) Pilferage

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iv) Provision of CCTV in Stores Depots/Divisional Depots

f) Procedure for locking & sealing of wards/go-downs in a depot and depositing/collecting the keys

g) Gate Pass

21 Depot Organization:

a) Functions/Responsibilities of Depot Officer & Subordinate Staff

b) Various sections of stores depot, its functions & working procedures

22 Receipt & Accountal of materials:

a) Procedure for receipt & accountal, in a depot

b) Consequent clearance of purchase suspense

c) Accounts checks on suppliers' bills

d) Purchase Suspense/Sales Suspense

23 Inspection of Stores:

a) Inspection Techniques
b) Various Agencies for Inspection of Railway Materials
c) Acceptance of material against WTC
d) Inspection at firm's premises & Inspection at Depot
e)Rejection of pre-inspected materials and procedure for joint inspection
f) Disposal of rejected materials
g) Warranty Claim Procedure

24 Sampling for Inspection:

a) Sampling Methods
b) Indian Standards relating to Sampling

25 Testing Methods of common materials used by Railways like Steel, Rubber, PVC Items, Rexin, Oils, Paints, Non-ferrous items.

26 Receipt & Issue of Stores on iMMS:

a) FIFO Method of Receipt and Issue
b) Procedure of issue of materials from stores depot to consumers other than attached workshops & debiting the indentors for stores issued

27 Properties & Preservation of stores such as: Rubber Items, chemicals, electrodes, timber, explosive/inflammable items, etc.

28 Imprest Stores:

a) Procedure for issue and supply of Imprest Stores
b) Road contract and its Management

29 Returned Stores through iMMS:

a) Its receipt & accountal in the depot
b) Valuation of returned stores
c) Monthly Credit Summaries

30 Sale of Railway Materials:

a) SAG Committee Recommendations
b) Survey Committee & its functions for various categories of stores
c) Procedure for condemnation of an asset (M&P items including Motor Vehicle)
d) Procedure for sale by tender
e) Procedure for disposal of scrap by e-auction
f) General & Special conditions of sale
g) On-line payment of BSV
h) On-line payment of EMD
i) Payment Gateway

31 Purchase by Depot/Divisional Officers:

a) Purchase Powers- Local & Cash Purchases
b) Digital recoupment of cash imprest

32 Important Components & its usages:
In carriages, wagons, diesel loco, electric loco, Metro coaches, TRD & DMU/EMUs

33 Dispatch of Railway Materials:
a) By Rail, Road
b) By Sea & Air
c) Safeguards against loss/damage in transit
d) Settlement of claims with carriers

34 Inter-depot transfers & Clearance of SINT suspense

35 Stock Verification:
a) By Accounts
b) Departmental
c) Disposal of Stock Sheets

36 Classification of Heads of Accounting & Various Suspense Heads relating to Stores

37 Codification:
i) Stores nomenclature & price lists (Unified & Non-unified)
ii) Unified Vendor Code
iii) Consignee Code
iv) Advantages of codification

38 Standardization & Variety reduction

39 Provisioning & Recoupment of Stores:
a) Maxima Minima Method
b) Annual Review Method
c) Main Depot-Sub depot arrangement
d) Economic Order Quantity (EOQ)
e) Lead time & Safety/Buffer Stock
f)Computerized forecast of demand/consumption for stock-recoupment (Generation of Estimate Sheet)
g) Various forecasting statistical techniques

40 Inventory Management:
a) Types of inventories
b) Various Inventory models:
i) The Basic (EOQ) Model: Constant Demand & Lead Time
ii) Variable Demand but constant Lead Time
iii) JIT Inventory Model
c)Computer as an aid to inventory control & inventory management
d) Inventory reports in iMMS & its use for inventory control

e) Selective Control Techniques:
i) ABC, VED, FSN & XYZ analysis for inventory control & improvement in service levels

ii) Related multi-criteria matrix

f) Inventory performance indices on IR

g) Over stock, Inactive & Surplus Stores:

i) Definitions

ii) Reasons for accrual & its disposal

iii) Steps for prevention

41 Computerized Price Ledgers:

a) Preparation of Price Ledgers: Role of Stores Depot

b) Book Average Rates

c) Debiting the indentors for cost of materials issued & preparation of Debit Summaries

42 Audit:

Narrative Reports, Special Letters, Factual Statements, Draft Paras & its disposal.

43 Accounts:

Accounts Objections, Special Reports, Stock Sheets, Inspection Reports Pt I & II.

44 M&P, RSP and Works Program

45 Features of MS-Word, Excel, PPT

46 Exception Reports and Action Documents generated on iMMS.

47 Computerisation of User Depot and Integration with iMMS/IREPS (User Depot Module)

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a) Functions/Responsibilities of Depot Officer & Subordinate Staff

b) Various sections of stores depot, its functions & working procedures

22 Receipt & Accountal of materials:

a) Procedure for receipt & accountal, in a depot

b) Consequent clearance of purchase suspense

c) Accounts checks on suppliers' bills

d) Purchase Suspense/Sales Suspense

23 Inspection of Stores:

a) Inspection Techniques

b) Various Agencies for Inspection of Railway Materials

c) Acceptance of material against WTC

d) Inspection at firm's premises & Inspection at Depot

e)Rejection of pre-inspected materials and procedure for joint inspection

f) Disposal of rejected materials

g) Warranty Claim Procedure

24 Sampling for Inspection:

a) Sampling Methods

b) Indian Standards relating to Sampling

25 Testing Methods of common materials used by Railways like Steel, Rubber, PVC Items, Rexin, Oils, Paints, Non-ferrous items

26 Receipt & Issue of Stores on iMMS:

a) FIFO Method of Receipt and Issue

b) Procedure of issue of materials from stores depot to consumers other than attached workshops & debiting the indentors for stores issued

27 Properties & Preservation of stores such as: Rubber Items, chemicals, electrodes, timber, explosive/inflammable items, etc.

28 Imprest Stores:

a) Procedure for issue and supply of Imprest Stores

b) Road contract and its Management

29 Returned Stores through iMMS:

a) Its receipt & accountal in the depot

b) Valuation of returned stores

c) Monthly Credit Summaries

30 Sale of Railway Materials:

a) SAG Committee Recommendations

b) Survey Committee & its functions for various categories of stores

c) Procedure for condemnation of an asset (M&P items including Motor Vehicle)

d) Procedure for sale by tender

e) Procedure for disposal of scrap by e-auction

f) General & Special conditions of sale

g) On-line payment of BSV

h) On-line payment of EMD

i) Payment Gateway

31 Purchase by Depot/Divisional Officers:

a) Purchase Powers- Local & Cash Purchases

b) Digital recoupment of cash imprest

32 Important Components & its usages:

In carriages, wagons, diesel loco, electric loco, Metro coaches, TRD & DMU/EMUs

33 Dispatch of Railway Materials:

a) By Rail, Road

b) By Sea & Air

c) Safeguards against loss/damage in transit

d) Settlement of claims with carriers

34 Inter-depot transfers & Clearance of SINT suspense

35 Stock Verification:

a) By Accounts

b) Departmental

c) Disposal of Stock Sheets

36 Classification of Heads of Accounting & Various Suspense Heads relating to Stores

37 Codification:

i) Stores nomenclature & price lists (Unified & Non-unified)

ii) Unified Vendor Code

iii) Consignee Code

iv) Advantages of codification

38 Standardization & Variety reduction

39 Provisioning & Recoupment of Stores:

a) Maxima Minima Method

b) Annual Review Method

c) Main Depot-Sub depot arrangement

d) Economic Order Quantity (EOQ)

e) Lead time & Safety/Buffer Stock

f) Computerized forecast of demand/consumption for stock-recoupment (Generation of Estimate Sheet)

g) Various forecasting statistical techniques

40 Inventory Management:

a) Types of inventories

b) Various Inventory models:

i) The Basic (EOQ) Model: Constant Demand & Lead Time

ii) Variable Demand but constant Lead Time

iii) JIT Inventory Model

c) Computer as an aid to inventory control & inventory management

d) Inventory reports in iMMS & its use for inventory control

e) Selective Control Techniques:

i) ABC, VED, FSN & XYZ analysis for inventory control & improvement in service levels

ii) Related multi-criteria matrix

f) Inventory performance indices on IR

g) Over stock, Inactive & Surplus Stores

i) Definitions

ii) Reasons for accrual & its disposal

iii) Steps for prevention

41 Computerized Price Ledgers:

a. Preparation of Price Ledgers: Role of Stores Depot

b. Book Average Rates

c. Debiting the indentors for cost of materials issued & preparation of Debit Summaries

42 Audit:

Narrative Reports, Special Letters, Factual Statements, Draft Paras & its disposal.

43 Accounts:

Accounts Objections, Special Reports, Stock Sheets, Inspection Reports Pt I & II.

44 M&P, RSP and Works Program

45 Features of MS-Word, Excel, PPT

46 Exception Reports and Action Documents generated on iMMS.

47 Computerisation of User Depot and Integration with iMMS/IREPS (User Depot Module)

Syllabus for 70% Selections for promotion to Group 'B' posts of AEE in Electrical Department.

A. Professional Subjects:

Part I: General Electrical Engg.

1. Electrical Circuits: Electrical Circuit Elements (Resistance, Inductance and capacitance), Voltage and Current Sources, Ohm's law, Kirchoff's Voltage and Current Laws, DC & AC circuit analysis.

2. Electronic Devices & Analog Electronics: Semiconductor Diodes, Diode Rectifiers, Bipolar Junction Transistor, JFET, MOSFET, Transistor Biasing Circuits.

3. Power Electronics: Characteristics and comparison of Power Diodes, BJTs, Thyristors, SCR, GTO, IGBT and Power MOSFET. One phase and Three phase uncontrolled and controlled rectifiers, Features and working of Variable Voltage Variable Frequency (VVVF) drives and its applications.

4. Electrical Engg. Materials: Properties & applications of Electrical insulating materials, Magnetic materials, Conducting materials & Semiconducting materials.

5. Electrical Machines: DC Machines, Induction Machines and Synchronous Machines. Losses in rotating machines. Single phase and three phase transformers. Losses and efficiency of transformers, Machine Drives.

6. Renewable Energy Sources: Climate change, Global warming, Various sources of Renewable energy- Resources and applications, Solar Cells, Rooftop solar and land based solar plants- Concepts of Basic Design, construction and maintenance, Off grid and Grid connected solar plants, Wind turbines, Net Zero carbon emission, ECBC, Round the clock green energy, Energy Storage systems, Policies and regulations , Net and Gross metering, Business model, tendering.

7. Power System and Protection: Basic concepts of electrical power generation and various equipment. Concepts of transmission lines, cables, Series and shunt compensation, Electric field distribution and insulators, Distribution systems, Per-unit quantities, Circuit breakers, Concept of protection.

Part II: Railways Electrical Engg.

1. General Services:

a. Power Supply arrangement: Radial distribution system, Looped(Ring Main)
b. distribution systems. Layout & Equipment at Distribution sub-station. Operation & Maintenance of sub-station, Various testing at sub-station, overhead & underground distribution, protective devices & their coordination. Construction, erection & commissioning of new sub-station and distribution lines. Basic features of PVC and
c. XLPE cables. Cable rating and derating, Cable laying. Concept of average

demand, peak demand, load factor & electrical billing. Power factor improvement, Electrical & fire safety, Safety auditing of sub-station, concept of energy audit, Functions of Electrical Inspector to Government (EIG) in Railways. Power line crossing, Electricity Act-2003, CEA Regulations, SCADA and Substation automation. Earthing arrangement.

d. Building Electrification: Types of various wiring methods, metering & safety measures. Wire, switchgears & fittings used for wiring, Energy efficient appliances, scale of fittings as per policy in various types of quarters, various types of Tariffs, commercial connection, concept of prepaid and postpaid metering, concept of smart meters. Safety coordination, Electrical accidents and prevention.

e. Illumination & Lighting: Various parameters related to illumination, Different types of illumination sources, lighting methods, classification of lux levels at various types of stations, yard lighting & street lighting. Passenger amenities at Railway stations.

f. Water supply: Types of water supply system, Pumping system, Classification of pumps, Comparison of various pumps, fluid theory, discharge calculations. Centrifugal pump, turbine pump, Submersible pumps, characteristic curve of pumps, efficiency. Cavitations & priming of pumps, necessity of multistage pumping, storage capacity and purification of water. Installation, maintenance & troubleshooting of pumps, Starter & drives of pumps, automation of pumps.

g. Lift & Escalator: Working of Lift & Escalator, Installation of Lift and Escalator. Maintenance, various safety devices, control panels & Safety aspects.

h. Air Conditioning & Refrigeration: Theory of air conditioning, refrigeration cycles, various types of refrigerants, window/split/package AC unit. Central air conditioning plant, VRF system, air cooling systems, planning for capacity and drives for refrigeration plant, Maintenance and troubleshooting.

i. Energy Conservation: Need of conservation of energy, Various measures being taken by railways to conserve energy in the field of Electrical General Services. Necessity and implementation of Open Access in Indian Railways. Energy conservation Act.

2. **Traction distribution:**

a. OHE: Basic design concepts of TRD system of conventional and 2x25kV system. Types of overhead equipment. Sectioning principles of OHE. Various parts of OHE. Foot Patrolling, current collection, Tower wagons, seasonal & cyclic checks, maintenance Schedule, Preventive maintenance Tools, failure investigation of OHE, earthing and bonding. Railway Electrification and process of construction. Power Blocks & Procedure to obtain it.

b. PSI: Schematics of 1x25kV and 2x25kV traction substation with names/ratings of various equipment, protection scheme for TSS. Fixed and dynamic PF correction, Feeding stations, SSP & SPs, 132 kV transmission lines, PSI equipment.

Maintenance and failure investigation of PSI equipment.

c. SCADA and Miscellaneous items: Operation and maintenance of remote control, traction power control organization, permit to work, emergency arrangements, coordination with operating and other departments. Liaison with supply authorities, maintenance and failure investigation of SCADA equipment.

d. NDT techniques, Open Access, safety precautions for electrified sections, Latest development in TRD, MSG meetings. Instructions issued by Railway Board, RDSO's TI/MI, TCs, IRSOD & ACTM.

3. Train Lighting and AC Coaches:

Systems of Train Lighting and Air conditioning on coaches, Self Generating Coaches, ICF TL/AC Coach Generation system. Equipment, circuits and protection in ICF TL/AC coaches. Emergency feed extension in coaches. EOG and HOG systems in coaches - Hotel Load converter and Interlocking panel. Equipment, power circuits and protection systems in LHB TL/AC coaches, Power car and Pantry car. Air Conditioning in ICF/LHB coaches, Heat Load Calculation, Precooling, Pulldown and Dynodrive tests. Maintenance schedules of ICF and LHB coaches. Duties of ACCM/ACCA. Pre-cooling of AC Coaches. Fire causes and prevention measures in coaches. SMIs, Modification Sheets and Technical circulars issued by RDSO and instructions by Railway Board and RDSO.

4. Electric Locos:

Organizational structure and duties of officers & staff. Conventional AC & 3 phase locomotives on IR. Equipment in locomotives, their functioning / operations, maintenance / overhauling and testing parameters & maintenance schedules. Reliability & safety action plans. Traction Power Circuit, Auxiliary Circuit, Control Circuits and Pneumatic Circuits. Different types of braking arrangements. Locomotive maintenance schedules & various tests to be carried out. Working of Electric Loco Shed & Electric Loco Workshop. Safety items and safety checks involved in safe locomotive operation. Relevant paras of ACTM, Accident Manual, G&SR, IR SOD and Instructions issued by Railway Board, RDSO and CLW. Latest developments in the field of electric locomotives.

5. EMU and MEMU/Metros:

Concept of EMU/MEMU/Metro trains, various types of EMU/MEMU stock, Conventional & 3 phase EMUs & their salient features. Different types of brakes used in EMU/MEMU/Metros. Power circuits, auxiliary, control circuits. Mechanical components and its functions. Different electrical equipment and its functions. Inspection/Maintenance/Overhauling schedules of EMUs/MEMU/Metros. Safety precautions and fire prevention in EMU/MEMU/Metros. Train Control Management System(TCMS). Recent developments in EMU/MEMU/Metros.

6. Electric Loco and EMU Operation:

Organizational structure and duties of officers & staff. Crew management – Training, Monitoring & Counseling. Crew & loco links. HOER & Duty Rules. Loco utilization. SPAD (Signal Passing At Danger). Management of Crew lobby, running room, trips shed & TLC / Power controller office. Working of CMS & FOIS. Safe, punctual & efficient loco / EMU operation with online troubleshooting of locomotive / EMU failures. Relevant paras of ACTM, Accident Manual, G&SR, Instructions issued by Railway Board & RDSO. Latest developments in the field of electric locomotives / EMU operations.

7. Store Matters:

Procedure related to procurement of stock items and non-stock items, distribution and accountal of stores. Receipt and custody of stores. Sale of surplus stores. Inventory management, ABC Analysis. Procurement through GeM, IREPS. Schedule of powers under stores matters.

8. Tenders and Contracts:

Work proposals, Types of estimates & estimation stages. Type of tenders, earnest money, Performance guarantee, security deposit, technical & financial eligibility criteria, Merits and demerits of EPC tender. IRPMS. Procedure and stages of e-tendering through IREPS, General Condition of Contract (GCC) for works and service contracts, various provisions in Schedule of Power (SOP) under works matters, Basic principles of Project management, quality control in electrical works.

Syllabus for 30% LDCE for promotion to Group 'B' post of AEE in Electrical Department.

A. Professional Subjects :

Part I : General Electrical Engg.

1. Electrical Circuits: Electrical Circuit Elements (Resistance, Inductance and capacitance), Voltage and Current Sources, Ohm's law, Kirchoff's Voltage and Current Laws, DC & AC circuit analysis, Magnetic circuits and analysis, Poly phase circuit analysis.

2. Electronic Devices & Analog Electronics: Energy Band Theory of Solids, Intrinsic and Extrinsic Semiconductors Doping, Doping Materials, Carrier Mobility, Conductivity, Semiconductor Diodes, Diode Rectifiers, Bipolar Junction Transistor, JFET, MOSFET, Transistor Biasing Circuits. CE, CB and CC modes of transistor. Using transistors as amplifiers and switches. Characteristics of an Operational Amplifier – Applications of Op-Amp as an Inverting and Non-Inverting Amplifier, Integrator, Differentiator, Summing and Subtracting Amplifier and Logarithmic Amplifier. Differential Amplifier - Calculation of common mode rejection ratio, Active & Passive Filters.

3. Digital Electronics: Number Systems, Basic Logic Gates & Boolean Algebra, Digital Logic Gate Characteristics, Minimization Techniques, Combinational Logic Circuits, Flip flops and Sequential Circuits.

4.Power Electronics: Power Semiconductor Devices (Diodes, BJT, MOSFET, SCR, GTO and IGBT) and their characteristics, selection of devices for different power electronics applications, Working of single phase and three phase rectifiers, H-bridge inverter, Three phase voltage source inverter, PWM converters, Harmonic analysis and power factor improvement, AC machine control, VVVF drives.

5. Electrical Engg. Materials: Properties & applications of Electrical insulating materials, Magnetic materials, Conducting materials & Semiconducting materials.

6. Electrical Machines: DC Machines, Induction Machines and Synchronous Machines. Losses in rotating machines. Single phase and three phase transformers. Losses and efficiency of transformers, Machine Drives.

7. Renewable Energy Sources: Climate change, Global warming, Various sources of Renewable energy- Resources and applications, Solar Cells, Rooftop solar and land based solar plants- Concepts of Basic Design, construction and maintenance, Off grid and Grid connected solar plants, Wind turbines, Net Zero carbon emission, ECBC, Round the clock green energy, Energy Storage systems, Policies and regulations , Net and Gross metering, Business model, tendering.

8. Power System and Protection: Basic concepts of electrical power generation and various equipment. Concepts of transmission lines, Models and performance of transmission lines and cables, Series and shunt compensation, Electric field distribution

and insulators, Distribution systems, Per-unit quantities, Bus admittance matrix, Load flow methods, Power factor correction, Symmetrical components, Symmetrical and Asymmetrical fault analysis, Principles of various protection system,
Circuit breakers, Latest research in the field of power system.

Part II : Railways Electrical Engg

1. General Services:

a. Power Supply arrangement: Radial distribution system, Looped(Ring Main) distribution systems. Layout & Equipment at Distribution sub-station. Operation & Maintenance of sub-station, Various testing at sub-station, overhead & underground distribution, protective devices & their coordination. Construction, erection & commissioning of new sub-station and distribution lines. Basic features of PVC and XLPE cables. Cable rating and derating, Cable laying. Concept of average demand, peak demand, load factor & electrical billing. Power factor improvement, Electrical & fire safety, Safety auditing of sub-station, concept of energy audit, Functions of Electrical Inspector to Government (EIG) in Railways. Power line crossing, Electricity Act-2003, CEA Regulations, SCADA and Substation automation. Earthing arrangement.

b. Building Electrification: Types of various wiring methods, metering & safety measures. Wire, switchgears & fittings used for wiring, Energy efficient appliances, scale of fittings as per policy in various types of quarters, various types of Tariffs, commercial connection, concept of prepaid and postpaid metering, concept of smart meters. Safety coordination, Electrical accidents and prevention.

c. Illumination & Lighting: Various parameters related to illumination, Different types of illumination sources, lighting methods, classification of lux levels at various types of stations, yard lighting & street lighting. Passenger amenities at Railway stations.

d. Water supply: Types of water supply system, Pumping system, Classification of pumps, Comparison of various pumps, fluid theory, discharge calculations. Centrifugal pump, turbine pump, Submersible pumps, characteristic curve of pumps, efficiency. Cavitations & priming of pumps, necessity of multistage pumping, storage capacity and purification of water. Installation, maintenance & troubleshooting of pumps, Starter & drives of pumps, automation of pumps.

e. Lift & Escalator: Working of Lift & Escalator, Installation of Lift and Escalator. Maintenance, various safety devices, control panels & Safety aspects.

f. Air Conditioning & Refrigeration: Theory of air conditioning, refrigeration cycles, Various types of refrigerants, window/split/package AC unit. Central air conditioning plant, VRF system, air cooling systems, planning for capacity and drives for refrigeration plant, Maintenance and troubleshooting.

g. Energy Conservation: Need of conservation of energy, Various measures being taken by railways to conserve energy in the field of Electrical General Services. Necessity and implementation of Open Access in Indian Railways. Energy conservation Act.

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a. OHE: Basic design concepts of TRD system of conventional and 2x25kV system. Types of overhead equipment. Sectioning principles of OHE. Various parts of OHE. Foot Patrolling, current collection, Tower wagons, seasonal & cyclic checks, maintenance Schedule, Preventive maintenance Tools, failure investigation of OHE, earthing and bonding. Railway Electrification and process of construction. Power Blocks & Procedure to obtain it.

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c. SCADA and Miscellaneous items: Operation and maintenance of remote control, traction power control organization, permit to work, emergency arrangements, coordination with operating and other departments. Liaison with supply authorities, maintenance and failure investigation of SCADA equipment.

d. NDT techniques, Open Access, safety precautions for electrified sections, Latest development in TRD, MSG meetings. Instructions issued by Railway Board, RDSO's TI/MI, TCs, IRSOD & ACTM.

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4. **Electric Locos:** Organizational structure and duties of officers & staff. Conventional AC & 3 phase locomotives on IR. Equipment in locomotives, their functioning / operations, maintenance / overhauling and testing parameters & maintenance schedules. Reliability & safety action plans. Traction Power Circuit, Auxiliary Circuit, Control Circuits and Pneumatic Circuits. Different types of braking arrangements. Locomotive maintenance schedules & various tests to be carried out. Working of Electric Loco Shed & Electric Loco Workshop. Safety items and safety checks involved in safe locomotive operation. Relevant paras of ACTM, Accident Manual, G&SR, IR SOD and Instructions issued by Railway Board, RDSO and CLW. Latest developments in the field of electric locomotives.

5. **EMU and MEMU/Metros:** Concept of EMU/MEMU/Metro trains, various types of EMU/MEMU stock, Conventional & 3 phase EMUs & their salient features. Different types of brakes used in EMU/MEMU/Metros. Power circuits, auxiliary, control circuits. Mechanical components and its functions. Different electrical equipment and its functions. Inspection/Maintenance/Overhauling schedules of EMUs/MEMU/Metros. Safety precautions and fire prevention in EMU/MEMU/Metros. Train Control Management System(TCMS). Recent developments in EMU/MEMU/Metros.

6. **Electric Loco and EMU Operation:** Organizational structure and duties of officers & staff. Crew management – Training, Monitoring & Counseling. Crew & loco links. HOER Rules. Loco utilization. SPAD (Signal Passing At Danger). Management of Crew lobby, running room, trips shed & TLC / Power controller office. Working of CMS & FOIS. Safe, punctual & efficient loco / EMU operation with online troubleshooting of locomotive / EMU failures. Relevant paras of ACTM, Accident Manual, G&SR and Instructions issued by Railway Board & RDSO. Latest developments in the field of electric locomotives / EMU operations.

7. **Store Matters:** Procedure related to procurement of stock items and non-stock items, distribution and accountal of stores. Receipt and custody of stores. Sale of surplus stores. Inventory management, ABC Analysis. Procurement through GeM, IREPS. Schedule of powers under stores matters.

8. **Tenders and Contracts:** Work proposals, Types of estimates & estimation stages, procedure of survey, Type of tenders, earnest money, Performance guarantee, security deposit, technical & financial eligibility criteria, Merits and demerits of EPC tender. IRPMS. Procedure and stages of e-tendering through IREPS, General Condition of Contract (GCC) for works and service contracts, various provisions in Schedule of Power (SOP) under works matters, Basic principles of Project management, quality control in electrical works.

6. SYLLABUS FOR 70% SELECTION & 30% LDCE FOR PROMOTION TO GROUP 'B' POSTS OF AOM & ACM IN THE TRAFFIC (TRANSPORATION AND COMMERCIAL) DEPARTMENTS

A. TRAFFIC (TRANSPORTATION)

I. GENERAL Hierarchical set up and line of control of Operating Department at the Divisional, Zonal and Railway Board level.

II. TRAFFIC, TRAIN AND POWER CONTROL ORGANIZATION

- Objective and set up of Control Offices.
- Functions of Control Organization pertaining to Train Ordering, Punctuality, *M*aintenance of Operating Statistics, Wagon & Loco Stock Management, Blocks Management and Management during Accident & Unusual Situations/ Circumstances & Disaster Management.
- Duties and responsibilities of Chief Controllers, Dy. Chief Controllers, Sections Controllers, TNCs, Recorders and their Coordination with Lobbies, Station & Yards.
- Freight Train Operations (FTO) & Freight Train Ordering Principles with or without coordination with Crew Lobbies.
- Special Instructions during abnormal conditions of working & during emergencies like Cyclone, Civil Disturbances, and Accidents etc.
- Daily Performances Reporting from Stations/Yards/Sheds to Area Sub-control, Area Sub-control to Divisional Control Office and from Divisional Control Office to Zonal Control Office and from Zonal Control Office to Railway Board.
- Basic and important Documents/Registers maintained in Control Office and their basis.
- Periodical Performance Reporting and Analysis of Operating Performance along with compilation of Statistical Data.
- Power Control Organization - Engine and Crew Scheduling.
- Factors affecting Wagon & Engine utilization and methods of improvements.
- Working pertaining to issue of Caution Orders from Nominated and Notice Stations.
- Liaison / Co-ordination with Control Establishments of other Departments like Engineering, Traction Control, Signaling Control, Mechanical etc.

III. FREIGHT TRAIN OPERATIONS

- Functioning of Crew & Guard Lobbies.
- Integrated Lobbies.
- Crew Management: Assessment of Crew Requirement
- Running Room and its Management.

- Engine Utilization aspects requiring special attention: -.
    - ❖ Engine Crew and Train Crew Schedule.
    - ❖ Rules regarding Outstation, Home Station Rest etc. to ensure observation of 10 Hour Rule or Rules applicable from time to time, Role of Ll and Crew Control.
    - ❖ Power Plan: Assessment of Loco Requirement.
    - ❖ Movement of Dead Locomotives.
    - ❖ Management of Maintenance Schedule of Locomotives.
    - ❖ Shed and Traffic Outage of Locomotives.
    - ❖ Specific Fuel Consumption and Assessment of Fuel Requirement.
- Shunting Operations in Yards or Road side Stations.
- Working of Marshalling Yards & Transhipment Points.
- Causes of Yard and Section Congestion and remedial strategies.
- All India Marshalling Order and Railway-wise Marshalling Orders - Principles and Procedures.
- Rules regarding Carriage of Explosive and other General Goods.
- Preferential Traffic Schedule, Priority within same class and ODR.
- Indent Allotment and Supply of Freight Stock at Stations, Premium Indents and procedure to place Premium Indents, Allotment of Rakes in case of Quota Restrictions.
- Notified Stations.
- *W*agon Stock Management for Loading and Unloading Operations.
- Imposition of Operating Restrictions on Wagon Loading and Acceptance of Wagon Indents, Cancellation and Withdrawal of Indents.
- Observance of Civil ban and Carriage of Contraband Goods etc,
- Important Documents/Registers maintained in Yards & at Stations.
- Familiarity with G&SR, Accident Manual, Operating Manual, Block Working Manual, Red Tariff, IR Act, 1989 etc.
- Wagon Turn Round Time (WTR) & Factors affecting Optimum Utilization of the Wagon Fleet and methods of improvement.
- Running of Unit Trains and formation of Captive Rakes.
    - ➢ Block Train Operations.
    - ➢ Nominated Day Loading.
    - ➢ Rationalization Scheme of movement of Freight Traffic for avoiding congestion by specific routes.
    - ➢ Merry-Go-Round (MGR) System.
    - ➢ Engine on Load (EOL) System.
    - ➢ Mini/Two Point/Multi Point Rake System.
    - ➢ Container Train Operation, Hub and Spoke system.
- Supervision and control over movement of Special type of Stock, ODC

Consignments.

- Maximum Moving Dimensions. *W*agon Census.
- IT applications: -

    ✓ Freight Operations Information System (FOIS): Rake Management System(RMS), Terminal Management System(TMS)

    ✓ ICMS and Coaching Operations Information System(COIS)

    ✓COA

    ✓CMS

    ✓ SATSANG

    ✓ RTIS

- Relevant Rules and important Policy guidelines.
- C&W examination for STR, Intensive, Round Trips, Premium and Close Circuit Rakes.
- Sicklines and TXR Repair Depots including POH & ROH Depots and their functions.
- Supply of Coaches/Wagons to C&W shops for POH and special repairs, Cycle period of different Stocks and Workshop Feed Management.
- Working of Travelling Traffic Cranes for handling heavy Consignments at Intermediate Stations.
- Detaching of Sick Wagons at enroute Stations and their repair and clearance.
- Interchange transactions - Junction returns of Inter Railway Inter change Traffic.
- Weighment of Rakes, Electronic In-Motion Weighbridge, Automatic Pre Weighbin System, Nominated and Alternative Weighbridges, Load Adjustment, Exempted Commodities, Maintenance of Weighbridges and Role of Weights and Measures Department, Metrological Department and other Railway Departments, Integration of Weighbridge with FOIS.
- MIL RAIL.
- Permissible Axle Loads, Heavy Haul and Long Haul Operations, factors affecting Axle Load, Rules regarding Heavy Haul and Long Haul Operations.
- 'Payload' to 'Tare' Ratio of Wagons; Factors affecting Payload and Tare Weight.
- Concept of Convoy Trains.
- Foreign Traffic and its components/pattern.

Operating Statistics

- Definition, meaning and methods of compilation of the Primary, Fundamental and Derived units.

- Engine Tickets and maintenance of Engine Tickets

- Analysis of the Operating Statistics.

- Important Operating Efficiency Indices, their meaning and uses, *W*TR, NTKM, GTKM, A*v*erage Speed etc.

- Operating Ratio: Different types of Expenditures and Plan Heads, Revenue Earnings and Non-Revenue Earnings.

IV PASSENGER TRAINS OPERATIONS

- General Principles and Methodology of Time Tabling of Passenger Trains. Zero Based Time Tabling.

- Platform and Pit Occupancy Planning and Preparing Charts.

- Consultative Machinery for revision of Time Table at Divisional, Zonal and Railway Board levels.

- Publication of Working Time Table, Public Time Table & Sheet Time Table, Components of WTT and PTT.

- Punctuality of Passenger Carrying Trains.

- Factors affecting Punctuality of Passenger carrying Trains and methods of improving the Punctuality, Monitoring of Asset Failures and Planning of blocks for Track, Signal and OHE maintenance. Corridor Blocks, Integrated Maintenance Blocks.

- Augmentation of Train Loads for meeting Traffic requirements, Rules of *M*arshalling and Slip Coaches etc.

- Running of Tourists Coaches, Special Carriages and Special Trains.
- Planning & Running of Holiday Specials, Mela Specials, Tourist Specials, etc.
- Introduction of new Trains, extension of Train runs, introduction of Through and Sectional Coaches.
- Preparation of Engine Links, Driver/*G*uards Links & Rake Links.
- Commuter Service Operations.
- Vande Bharat Trains
- High Speed Corridors and Trains.

V. WORKING OF TRAINS GENERALLY AND GENERAL AND SUBSIDIARY RULES

- Responsibility and Function of Engine Crew before starting and while on run and during abnormal/unusual situations.

- Responsibility and function of Guard before starting and while on run and during abnormal/unusual situations.
- Role & Responsibility of Station Staff in Working of Trains.
- Various Systems of Working of Trains and Conditions for Granting LC.
- Classification of Stations, Standards of Interlocking, Signaling Systems, Equipment & their working.
- Station Working Rules and Block Working.
- Level Crossings.
- Line Capacity, Method of Calculating Line Capacity, Measures for augmenting it, Token less working, Centralized Traffic Control, Doubling, Automatic Block, IBS / IBH, Advanced Signaling and Interlocking.
- Combined Train Report, Guard's Rough Journal Book, Vehicle Guidance, Driver's Ticket, Brake Power Certificate etc.
- Rules regarding Marshalling of vehicles on Passenger, Mixed and Freight Trains.
- Air Brake Systems along with Continuity Test.
- Precautions to be taken on Ghat Sections.

VI. ACCIDENTS AND SAFETY ORGANIZATION

- Accidents, Types and their Classification, Causes and their Prevention.
- Functioning of Railway Safety Organization.
- Chief Commissioner of Railway Safety Organization and his Functions.
- Rules for reporting Accidents.
- Accident Relief Medical Equipment (ARMEs) & Accident Relief Trains (ARTs).
- Role & Responsibilities of various Officials and Departments during Accidents.
- Responsibility of the Control Organization Station Masters and Traffic Staff on the affected Section.
- Accidents Enquiries and DAR action against Staff held responsible for the Accidents, minimum recommended penalties in case of various Accidents.
- Review and Analysis of Accidents for taking Corrective Measures.
- Disaster Management on Indian Railways, Disaster Management Act, 2005, Disaster Management Plan, Role of NDMA and NDRF.

VII. ACCIDENTS PREVENTION

- Aptitude Testing of Station Masters, Loco Pilots and Motor Men, Components of Aptitude Testing.

- Psycho-Technical Analysis in case of Accidents attributed to Human Failures.
- SPAD and its Prevention.
- Train Operation during Fog, Fog PASS.
- Improved Technological Aids to prevent Human Errors like:
    - Improved Signaling and Inter-locking arrangement
    - SM's central and inter cabin control over route
    - Track circuit and Axle counters
    - Route Relay Inter-locking
    - Solid State Interlocking/Electronic Interlocking
    - Automatic Train Protection *(*ATP), KAVACH (TCAS - Train Collision Avoidance System)
    - Wheel Impact Load Detector (WILD)
    - End of Train Telemetry (EOTT) and its functions.
    - Centralised Traffic Control (CTC)
    - On Board Monitoring of Rolling Stock (OMRS).
- Refresher Courses, Safety Camps, Safety Campaigns and Safety Drives.
- Planning of PME and Refresher of Safety Category Staff.

VIII . PLANNING ON THE RAILWAYS

- Set up & Functions of Planning Wing on IR.
- Corporate Plan and Annual Plan, National Rail Plan, Mission 3000MT, National Logistics Policy.
- Traffic Survey.
- Calculation of Line Capacity.
- Traffic Planning and Augmentation of Line Capacity Works.
- Station Redevelopment.
- Doubling, Bypass & Flyover Planning Works.
- ESP,SIP, DPR, ROR etc
- Container Rail Terminals.
- Gati Shakti Terminals.
- Minimum Essential Facilities at Goods Sheds and Stations.

B. TRAFFIC (COMMERCIAL)

I. General

Organization and Functions of Commercial Department at Divisional, Zonal and Railway Board level.

II. Goods Traffic:

- Booking of Goods Traffic - Forwarding Notes, Registration of Indents, Allotment, Rating and Routing of Traffic, Mis-declaration, RR, Weighment including Punitive Charges due to overloading, Classification of Goods, Loading and Unloading including Transhipment, Free Time for Loading and Unloading, Booking of Animals, Dangerous and Offensive Goods, Military Traffic, RMC, PCC of Wagons, Special Purpose Wagons, Standard Rake Sizes, Terminal Management System (TMS) etc.

- Working of Goods sheds, Different charges like Demurrage, Wharfage, Penal Demurrage, Penal Wharfage, Stacking, Stabling, Terminal Access Charge, Terminal Charge. Through Distance Charging, Round the clock working of Goods Sheds, PPP mode development of Goods Sheds etc.

- Container Traffic, Container Rail Terminals, Booking of Container Traffic, Haulage Charge, Container Class Rates, FAK Rates, Restricted and Open Commodities, Weighment of Container and Exemptions, Double Stack Dwarf Containers, Tank Containers.

- Weighment, Rules of Levying of Punitive Charges for overloading, Electronic In-Motion Weighbridge (EIMWB), Automatic Pre Weighbin System, Integration of Weighbridges with FOIS.

- e-RD and e-TRR, e-Payment / Online Payment, Late Payment of Freight Charges, GS*T*/e-Waybills.

- Freight Incentive Schemes, Trainload Benefit, Quick Transit Service, Loadability of Wagons, Higher Capacity Routes. Various Wagons Investment Schemes like LSFTO, AFTO and GPWIS.

- MGR and Ro-Ro Policies.

- Out Agencies, City Booking Offices and other Ancillary Services.

- Siding, Assisted and Private Siding Rules, Charges, Military Siding, Liberalized Siding Policy, Siding and Shunting Charges, GCT Policy.

- Dedicated Freight Corridor.
- Other recent Policy changes regarding Freight, Lump Sum Rates, Piece Meal Traffic, Freight Forwarder Scheme etc.

- Sealing and Labelling of Wagons, Delay in Transit, Diversion of Wagon Load Traffic, Disposal of Seal Defective *W*agons, Transport of Small Traffic.

- Delivery of Consignment, Undercharges, Overcharges, Refund of Overcharges, Delivery of Consignment Short of Destination, Disposal of Consignments Over Carried, Disposal of Unclaimed and Unconnected Consignments, Open Delivery and Assessment Delivery, Missing Goods Report, Damage and Deficiency Report.

- Dynamic Pricing, LTTC, TEFD, Station to Station Rates (STS) etc.
- Various Private Siding Policy - Green Field PFT, Brown Field PFT etc.
- Preferential Traffic Order (PTO), Rationalization Routes, Diversion and Rebooking of Goods Traffic.
- Coordination of functions of various Consultative Committees at National, Zonal and Divisional Level.
- Liability of Railways as Carriers of Goods and Animals.

III. Passenger Traffic:

- The Railways Act chapters relating to Passenger Traffic and Traffic Facilities, Working of Railways, Responsibility of Rail*w*ays as Carriers and Penalties and Offences.

- PRS, Reservation and Refund Rules, Break Journey Rules, ARP *(*Advance Reservation Period), PNR, Concept of e-Tickets, Tatkal Rules, Tickets through ATMs, Premium Trains*/*Dynamic Pricing, Different types of Quotas and its allotment Block Booking, Passenger Profile Management (PPM).
- Unreserved Ticketing System (UTS), UTS on Mobile, Automatic Ticket Vending Machines *(*ATVM), Jansadharan Ticket Booking Scheme (JTBS), Rail Travel Service Agents (RTSA), Station Ticket Booking Agent (STBA), Yatri Ticket Suvidha Kendra (YTSK) etc.
- Suvidha Trains, Special Trains.

- Various measures including Intensive Check Posts (ICPs) to Combat Ticketing Frauds and Ticket less Travelling, Hand Held Terminals (HHT), TTE Lobby System,
- Categorization of Railway Stations depending upon Passenger Earnings and*/*or outward Passengers.
- Passenger Amenities, Model Stations-Minimum Essential Amenities Recommended and Desirable Passenger Amenities depending upon classification of Station, Works Programme etc.
- Policy Guidelines for Halt Stations.

- Integrated on-board Services, Bedroll distribution in AC Coaches, Cleanliness of

Coaches, On Board Housekeeping Services (OBHS), Clean Train Station (CTS), National Green Tribunal (NGT), Station Cleanliness and Role of EnHM Directorate etc.

- Public-Private-Partnership (PPP) Schemes, Pay and Use Toilets (Deluxe as well as Normal), Retiring Rooms, Waiting Halls, Beautification of Stations etc.
- Train Enquiry System - National Train Enquiry System (NTES), Integrated Train Enquiry System (ITES), Call Centers, RTIS etc.
- Integrated Coach Management System(ICMS)
- Customer Care Training- a more customer friendly attitude among the Frontline Staff, On the job training etc.
- Passenger Service Committee, Passenger Amenities Committee.
- *V*ande Bharat Trains.

IV. Parcel Traffic

- Parcel Business Scenario.
- Rules regarding Parcel Booking, Marking, Labelling, Overloading etc.
- Delivery of Parcels, Open Delivery and Assessment Delivery.
- Leasing Policy for SLRs and VPUs, Parcel Cargo Express Trains (PCET), Kisan Rail, Rail Milk Tankers.
- Advance Booking of Parcel Space.
- Categorization of Parcel Classes, Procedure to change the Class.
- Rating of Parcel Traffic.
- Parcel Traffic in Container: Policy.
- Disposal of Unconnected/Unclaimed Parcels.
- Handling of Claims cases in case of Parcel Traffic.
- Parcel Management System (PMS).

V. Other Sources of Revenue:

- Non-Fare Revenue & its Sources, Importance of NFR, Scope of increase and Impediments in Increasing NFR.
- Sundry Earnings.
- Commercial Publicity-Policies and implementation on Zonal Railway*s*.
- Classification of Earnings, Earning Estimates.
- Strategies to enhance Sundry Earnings, Parking Contracts, Lounges, Cyber Cafes, ATMs, various Kiosks etc.
- Catering and Vending Services, Catering Policy, Book Stalls Policy, Multi Purpose Stall (MPS) Policy, One Station One Product (OSOP) Policy. BDU.

VI. Traffic Accounts:

- Station Balance Sheet, Accountal of Earnings, Collection of Earnings and Rail

Shakti Scheme.

- Online Balance Sheet.
- Commercial Inspections, Schedule of Inspections, Important factors to be observed during Commercial Inspection.
- TIA Inspections
- Station Outstandings, Realization and their Clearance, Certified Over Charged Sheet.
- Audit and its replies.
- Disposal of old Records including Tickets.
- Frauds and Embezzlements and their Prevention

VII. Misc:

- IRCTC and its functions, FTR Trains booking.
- Commercial Statistics-their usefulness.
- Postal Traffic.
- Traffic Surve*y.*
- Land Management Policy of IR. Claims Organization:
- Claims and Claims Preventions, Claims Statistics.
- Railway Claims Tribunal Act, RCT Organization and its functions.
- **Compensation in case o**f Untoward Incidents and Accidents, Ex-gratia payments.
- Railway Tourism, Circular Tickets, Bharat Gaurav Trains.
- Marketing and Sales activities at the level of Divisions and Headquarters.
- Liability of Railways in case of Accident of a Passenger Carrying Train.
- Customer Care, Courtesy and Public relations.
- Public Grievance Redressal, Rail Madad, CPGRAM etc.
- IT Applications – Freight Business Development Portal (FBDP)/ Rail Sugam Mobile App, Parcel Business Development Portal, ICMS, e-Auction, NTES, IRPSM, IREPS, PRIMES, UDM (User Depot *M*odule), GeM, RBS (Rates Branch System), e-ACT & TPMS (Terminal Pipeline Management System) in FOIS.
- National Rail Plan, Mission 3000MT.
- National Logistics Policy.

SYLLABUS FOR 70% SELECTION FOR PROMOTION TO GR.B POST OF AEN IN CIVIL ENGINEERING DEPARTMENT.

(A) Civil Engineering (General)

1. Surveying

a. Types

i. Surveying basics

Basic principles; base lines; check lines: perpendicular and oblique offsets; conventional signs; plotting of survey; true and magnetic bearings; open and closed traverses; recording plotting of traverse, closing errors.

ii. Surveying equipment

Auto level, Total station, DGPS, LIDAR.

iii. Leveling -

Level Lines - datum, bench marks, simple leveling, fly leveling; recording the levels in field book; method of reducing levels; arithmetical check; longitudinal and cross section contouring.

iv. Theodolite Survey -

Types of theodolites; measurement of horizontal angles, vertical angles, magnetic bearings and deflection angles; prolonging a straight line; traversing by method of included angles; balancing the survey - closing errors; calculations of latitude and departure.

b. Curves-

Elements of simple circular curves, setting out simple circular curves.

c. Set out works -

Setting out buildings, culverts, Central line of Railway alignment. Usage of GPS technology in setting out Centre line of Railway alignments.

2. Strength of Materials, Structural Designs & Drawings

a) Strength of Materials:

Stress, strain, Hooke's law, working stress, factor of safety; bending moment and shear force in simply supported beams and cantilevers; simple theory of bending.

b) Structural Design & Drawing Drawings

Different sizes of paper, folding and storage of drawing, plan, elevation, sections, isometric view.

c) RCC Structures

RCC, methods of design, Working Stress Method and Limit State Method. IRS Code

of Practice for RCC (Concrete Bridge Code).

d) Steel Structures

Rivets and welds. Sketch and detailing of connections different types of joints and strength determination. IRS Steel Bridge Code.

3. Construction material:

Description, specification, properties and uses of building materials - stones, sand, timber, bricks, cement, lime, building hardware, paints varnishes, glasses, and tiles. Concrete mix design, placing, compaction and durability.

4. Foundation & Construction Engineering

a) Soil Mechanics

Different type of Soils, Three phase diagram and their relationships, IS classification of soil, index and engineering properties of soil, compaction, consolidation, shear strength, earth pressure theories, slope stability. Specification and construction of earthwork in embankment and cuttings.

b) Foundation Engineering

Functions of foundation, different type of foundations - open foundations; well foundations and pile foundations, determination of safe bearing capacity, stress and settlement analysis, method of reducing differential settlements.

(B) Civil Engineering (Railways)

1. Railway Surveys & Construction

Provisions in Engineering Code regarding - Classification of Surveys, Terms of Reference, Principles governing Railway alignment, Ruling gradients, Grade compensation for curves, Horizontal and vertical curves, Hill Surveys, Catch sidings, Tunnels, preparation of various maps and drawings, preparation of Survey reports for RECT, PECT and FLS, Project estimates.

2. Railway Track.

(a) Track Structure and Components.

Classification of Lines, Track Structure, Rail and Rail fastenings, Sleepers & Fastenings, Ballast- Specifications, Ballast Profile/Section/Depth of Cushion, Formation- Classification of Formation Requiring Treatment and Remedial Measures Suggested, Insulated joints & Switch expansion joints, Track structure on Bridges.

(b) Duties.

Duties of ADEN, Duties of SSE/P.Way (In-charge), Duties of JE/ SSE/ P.Way (sectional), Duties of JE/ SSE/ P.Way (Other than sectional), Duties of Gang mates, Keymen, Patrolmen, Gateman and Track maintainer.

(c) Maintenance of Permanent way.

Regular track maintenance, Handling and maintenance of rails, sleepers, fastenings & other misc. Items, Works incidental to regular track maintenance, Record keeping, Maintenance of track in track circuited areas, Maintenance of track in electrified

areas.

(d) Special Maintenance Works.

Alumino Thermit welding of rails, Flash-Butt welding of rails, Short welded Rails, Long welded Rails. USFD.

(e) Curves and Turnout.

Curves, Realignment of curves, Points and Crossing.

(f) Track tolerances and Track Monitoring.

(g) Schedule of dimensions.

Schedule-I Standard dimensions, Station Yards and extra clearance on curve.

(h) CRS sanction for works affecting passenger running lines.

(i) Training and Competency of Permanent Way Staff.

(j) Permanent Way renewals.

(k) Engineering Restrictions and Indicators.

(l) Level Crossings and Gateman.

(m) Working of Trollies, Lorries and Material trains etc.

(n) Track Management System.

(o) General:

Reference to G & SR; types of signals and their significance; rules for working of trains; block working rules - types, Introduction of temporary single line working.

(p) Accidents:

Action during accidents including breaches, Restoration of through running, Pre-monsoon precautionary measures.

3. Maintenance of Bridges

a) Maintenance of bridges:

Responsibility of the Engineering officials, action to be taken after inspection of bridges; maintenance of substructure - abutments, piers, wing walls and return walls, maintenance of arches, dismantling of arches. Details of common repair techniques - cement pressure grouting, epoxy grouting, shotcreting / Guniting. Maintenance of RCC & PSC super structures - periodical maintenance, common defects and repair / strengthening techniques; maintenance of super structure (steel) girders - loss of camber in steel girders, cracks in steel works, strengthening of weak girders, replacement of loose rivets; maintenance of HSFG bolts, corrosion and its prevention, protective coatings by painting - periodicity and precautions, patch

painting, ordinary paints - for severe and no severe corrosion, metallising & epoxy based paints, Maintenance of welded girders; maintenance of composite girders. Various defects in bed blocks and their remedies; maintenance of bearings; Precautions while carrying out maintenance works on bridges.

b) Inspection of bridges:

Classification of bridges - major, minor, important; Inspection of Bridges by Permanent Way and Works Inspectors, by Bridge Inspectors (SSE/JE- P. Way, Works, Bridges) – Periodicity/ schedule and details of inspection, record of bridge Inspection, registers to be maintained by the Bridge Inspectors, Certificate of inspection. Inspection by Assistant Divisional Engineers - Bridge Inspection Register, Numerical Rating System (NRS), Unique Rating Number, Condition Rating Number, Overall Rating Number, Certificate by the Assistant Engineer. Details of Inspection of Bridge –foundations, Flooring, masonry in substructure, under-water substructure inspection, arch bridges, protection works and water ways, girder alignment and seating, structural condition of girders, track on the bridge and its approaches, trolley and safety refuges, foot paths, painting, marking HFL and danger level, providing foundation particulars and bridge name boards, flood records at important bridges, road over/under bridges, concrete bridges, special Inspection during Monsoon, equipment required for inspection of bridges. painting of steelworks, laying of bridge sleepers; replacing cracked bed blocks.

4. Rehabilitation of Bridges

Reasons for Rehabilitation, special Strengthening, Imposition of speed restriction, Priority for rehabilitation of bridges, Special Inspection, Site Data, Execution of rehabilitation works, Precautions when working on bridges; rebuilding or alterations to bridges - design and execution of bridge works; temporary arrangements; false work for erection of girders; assembly and erection of girders; cranes for erection of girders; testing of girders; proposal for strengthening existing girder spans: methods of regirdering major bridges, Strengthening of foundations, Strengthening/rebuilding of substructure, shaken/displaced/ cracked bed blocks, distressed arch bridges, replacement of nonstandard girders, replacement of pipe culverts, distress in parapets, replacement of small opening, distress in superstructure.

5. Rivers & Floods

Behavior of rivers; past history of bridges, danger level at bridges, watchman at important bridges, duties and equipment of bridge watchmen; special inspection during monsoon, action to be taken in the case of weather warning, pitching stone, boulder and monsoon reserve; vigilance during floods; flood records during and after the monsoon; survey of the course of river. Rivers and flood register, Flood Reports, rainfall data, provision of anemometer on bridges. River training works, Guide Bunds, Spurs (Groynes), Marginal Bunds, Closure Bunds, Assisted Cut-Offs, Boulder crates, Protection of approach banks, drop wall & curtain wall i.e. protection measures for minor bridges.

6. Inspection and Maintenance of Tunnels and Deep Cuttings:

a) Tunnels - Inspection by Engineering officials, items to be covered in the

Inspection, record of inspection, mobile staging for inspection, details of tunnel inspection, ventilation of tunnels, leakage in tunnels and methods of correction, works connected with the maintenance of tunnels.

b) Deep Cuttings - General, inspection register of vulnerable cuttings, points to be noted during Inspection of cuttings, action to be taken in the case of boulder drops,action to be taken after inspection of cutting, guarding of vulnerable cuttings.

7. Inspection and Maintenance of Building and Structures (Other than Bridges)

a) Inspection & Maintenance of buildings & structures (including steel structures).
b) Building Registers
c) Periodical maintenance of Works including repairs to leaky roof/water proofing of roofs.
d) Standard Measurement Registers for Buildings·
e) Dismantling of buildings/structures.
f) Retro-fitting / structural repairs of existing weak buildings/structures.

8. Maintenance of sanitary and hygienic conditions in station and railway Colonies; water supply, drainage and sewerage

a) <u>Water Supply</u>

I. Standards of Quality of drinking water- physical; chemical and bacteriological standards of water, Water-borne diseases, water demand-methods of forecasting, sources of water; Method of treatment of water – aeration; sedimentation; filtration (slow and rapid sand filters); disinfection; hardness methods of removal etc.

II. Conveyance and Distribution:-
Preparation of Schemes for New Water Supply/ Augmentation of Existing Water Supply; Estimating Requirements of Water, water supply from outside sources, Types; Selection & Installation of Pumps; Capacity of Pumping, Conveyance of Water Rising mains; systems of distribution, residual pressure; different types of pipes and fittings; testing of pipes, Pipe laying and Fittings of Valves and Meters, Storage tanks; Capacity, Maintenance and Cleaning of Storage Tanks, Water-Supply Plans, maintenance and operation of water supply installation - responsibilities of Engineering department, Mechanical department and Electrical Department.

III. Rain water harvesting – legislation, necessity; advantage; types; techniques; estimation of capacity of rain water harvesting pits/ salient methods of recharging subsurface aquifer etc.

IV. Water Audit and water Management:
Conservation of Water, water reuse, water recycling, water recycling plant, flow measurement system, identification of losses & leakages.

b) Sewerage:

Preparation of schemes for sewerage, sewage & water collection and carriage; design of sewers; house connection; storm water drains; maintenance of sewerage and drainage, conservancy and sanitary arrangements, disposal of sewage – river pollution and control; sewage treatment; land irrigation, septic tanks, primary clarifier, sludge and scum removal, trickling filters, activated sludge process, sludge digesting, principles of anaerobic digestion, sludge gas, sludge drying and disposal.

c) Sanitation:

Formation of sanitation committee ; Inspection by sanitation committee , sanitary arrangements in stations and colonies, drinking water wells-protection; Cleaning of wells; disinfection; prevention of Infectious diseases; disinfection of quarters.

9. Acquisition, management and disposal of land: General Codes, Manuals, rules:

Ownership of Railway land; sanctioning authority for acquisition and relinquishment; Principles of acquisition and relinquishment; Procedure for acquisition and relinquishment; Land plans and schedule; Documents of Handing over and taking over Railway Land; Land Records- Responsibility and procedure for demarcation, verification of railway boundary , land plan etc. maintenance of right of way; religious structure. Management of railway Land leasing, licensing of land, way leave facility and easement rights, grow more food. Leasing licensing for merchants and vendors at stations, bulk oil installation. Encroachment and responsibly; rules for permission for construction of building near Railway land; instructions regarding cutting/ trimming and sale of natural product like mature tree, dry trees within and outside railway boundary, near electric or telegraph lines , sale of grass right etc. Provisions of Land Acquisition Act. 1989, Right to fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act 2013.

10. Preparation of Plans and Estimates:

(a) Preparation of plans:

General procedure; plan for other departments; size of drawings; titles and numbering of drawings; scale of drawings; details on drawings; symbols and colours in drawings; RDSO drawings; CE's plans; Plans of Divisional/Asst. Engineer's/inspector's Offices; completion drawings;

(b) Preparations of estimates:

Engineering code provisions, various types of estimates, technical details, rates and quantities; schedule of rates and price - listing of stores; report and justification; rent statement for staff quarters; special features of estimates for remodeling of station yards, track renewal works, deposit works: Urgency Certificate;

11. Contract and Execution of Work:

a) Contract:

Engineering code provisions, schedule of rates; analysis, non-schedules rates, tenders; types; tender documents, drawings and specifications, tender committees, acceptance of tenders, contracts; types, contract documents, General and special condition of contract; measurement and measurement books - code reference; recording measurements; 'on account' and final measurements; standard measurements books ; responsibilities of inspectors/JE/SSE) and Asst. Engineers for measurement of works; ballast measurement; computation quantities; preparation of abstract in measurement books; submission of bills; checking of bills; bill registers; Variations; PVC; Basics of Arbitration.

b) Execution of Work:

Engineering code provisions, agencies for executing works; responsibilities of executive officers; deposit works; excess and savings on estimates; attention to public interests; prevention of accidents; planning - activity, milestone, bar charts, critical path networks, PERT; departmental execution of work - record; progress reports, charges for stores and labour, execution of works in Engineering workshops; contracted works; issue of work orders; completion documents; zonal works.

12. Track Machines:

a) Organizational structure, duties and inspection:

Duties of Executive (XEN)/Assistant Executive Engineer (AXEN)/TM/Line, Duties of SSE/TM/SDI, Duties of SSE/JE/TM Working on Machines, Duties of SSE/JE Machine In-Charge Duties of Machine Assistant, Duties of Assistant Divisional Engineer (Open Line) ADEN, Duties of SSE/JE (P.Way) Deployed with the Machine, Inspection Schedule of Track Machine Officials, Inspection Schedule of Open Line Officials.

b) Tamping machine and dynamic track stabilizer:

Types of Tamping Machines, Tamping Mechanism, Tamping Parameters, ALC, Lining System, 4 Point Lining Method, Corrections to be Applied in 4 Point Lining Method, Modes of Tamping using 4-Point Lining Method (Only for curves), 3 Point Lining Method, Corrections to be applied in 3- Point Lining, Determination of Target Versine Values for the 3-Point Lining Method, Mode of Tamping using 3-Point Lining Method, Comparison between 3 Point and 4 Point Lining System, Levelling of Track, Mode of working for levelling, General Lift, Input of the Lifting Values, Survey and working of Tamping Machines in Design Mode, Works required Before, During and After Tamping, Working Principle of Dynamic Track Stabilizer, Modes of working of Dynamic Track Stabilizer, Working of DTS.

c) Ballast cleaning and handling machines:

Ballast Cleaning Machines (BCM), Types of Ballast Cleaning Machines, Working Principle and Capability of Ballast Cleaning Machines, Works Required Before, During and After Deployment of Ballast Cleaning Machines.

d) Track relaying machines:

Track Relaying Machines, Working Mechanism and Capability of Track Laying Equipment, Pre-Relaying Operations, Operation During Block, Post Relaying Operations, Working Mechanism of TRT, Operations Prior to Deployment of TRT, Operations During The Block of TRT, Post Block Operations for TRT, Precautions During TRT Working

e) Rail Grinding Machines:

Rail Grinding Machine (RGM) (Purpose & Advantage), Grinding Strategy, Working Parameters of RGM, Monitoring Equipment for Grind Quality, Quality Inspection of Grinding, Preparatory Works for Introduction of RGM, Pre-Block Activity Before Deploying RGM, Operation During RGM Block, Post Grinding Operation.

f) Planning and deployment of Machines:

Pre-requisites for Deployment of Track Machines on Construction Projects/Other Agencies, Minimum Duration of Blocks, Through Tamping and Spot Attention.

g) Rules for movement and block working:

Provision of G&SR, Operation and Working of Track Machine, Competencies of Track Machine Staff, Safety Equipment, Rules for Operation – General, Important Instructions and Precautions (Protection of Work Site, Fouling of Adjacent Lines, Information to Level Crossings etc), Failure and Accidents of Track Machines, Speed Certification for Track Machines, Special Precautions while working in Special Circumstances (Ghat Sections, Night Working)

h) Periodical maintenance and associated infrastructural facility:

Maintenance Schedule for Various Track Machine, Types of Workshops, Functions of Central Periodic Overhauling Workshop (CPOH), Functions of Zonal Machine Depot (ZMD), Functions of Satellite Depot, Functions of Mobile Workshop, Functions of Camping Coach Workshop.

i) Track Machine Manpower

Training (Officers, SSEs/JEs/TM(s), Technical Staff, Machine Assistant), Roster

13. Miscellaneous:

a) Engineering plant:

Control of plant and machinery, engineering plant reserve, plant register; valuation of plant; maintenance; storage and repairs; requisitioning of plants; use of plant at site; maintenance of log books; hiring out of engineering plant; examination of boilers of the engineering department.

b) Explosives:

Issue of Instructions on use of explosives; observance of rules, carriage of explosives, Protection of trains and Railway property, precautions to be observed

during blasting, Misfire with electrical method of firing, explosives disposal, destruction of explosives

c) Management of Engineering Stores:

Reference to code and Rules; procurement of stores; requisition; receipt and issue of challans; claims of short receipts; etc.; custody of stores - classification, handling and storage, Account head of stores - operation, records and returns; disposal of released and surplus stores - return to stores Depot, disposal by auction; verification of stock and adjustment for shortage/excesses.

d) Law and Order

Railway Police; lodging complaints; cooperation with railway police; cognizable offences; non cognizable offences; powers of arrest by railway staff; warrant against railway staff; action by railway staff in case of attempted sabotage; answering of court summons; Prevention of trespass disposal of human bodies found run over; disposal of cattle found dead on the line.

SYLLABUS FOR 30% LDCE FOR PROMOTION TO GR.B POST OF AEN IN CIVIL ENGINEERING DEPARTMENT

(A) Civil Engineering (General)

1. Surveying

a. Types

i. Surveying basics

Basic principles; base lines; check lines: perpendicular and oblique offsets; conventional signs; plotting of survey; true and magnetic bearings; open and closed traverses; recording plotting of traverse, closing errors.

ii. Surveying equipment

Auto level, Total station, DGPS, LIDAR.

iii. Leveling –

Level Lines - datum, bench marks, simple leveling, fly leveling; recording the levels in field book; method of reducing levels; arithmetical check; longitudinal and cross section contouring.

iv. Theodolite Survey –

Types of theodolites; measurement of horizontal angles, vertical angles, magnetic bearings and deflection angles; prolonging a straight line; traversing by method of included angles; balancing the survey - closing errors; calculations of latitude and departure.

b. Curves-

Elements of simple circular curves, setting out simple circular curves.

c. Set out works -

Setting out buildings, culverts, Central line of Railway alignment. Usage of GPS technology in setting out Centre line of Railway alignments.

2. Strength of Materials, Structural Designs & Drawings

a) Strength of Materials:

Stress, strain, Hooke's law, working stress, factor of safety; bending moment and shear force in simply supported beams and cantilevers; simple theory of bending. Moving loads on simply supported beams; influence lines for bending moment and shear force in statically determinate beams; short columns, long columns - empirical formulae.

b) Structural Design & Drawing Drawings

Different sizes of paper, folding and storage of drawing, plan, elevation, sections, isometric view.

c) RCC Structures

RCC, methods of design, Working Stress Method and Limit State Method. Design of singly and doubly reinforced rectangular beams including T and L beams. Design of slabs, design of column, IRS Code of Practice for RCC (Concrete Bridge Code).

d) **Steel Structures**

Rivets and welds. Sketch and detailing of connections different types of joints and strength determination. Design of tension member and compression member. Plate Girders, IRS Steel Bridge Code.

3. Construction material:

Description, specification, properties and uses of building materials - stones, sand, timber, bricks, cement, lime, building hardware, paints varnishes, glasses, and tiles. Concrete mix design, placing, compaction and durability.

4. Foundation & Construction Engineering

a) Soil Mechanics

Different type of Soils, Three phase diagram and their relationships, IS classification of soil, index and engineering properties of soil, compaction, consolidation, shear strength, earth pressure theories, slope stability. Specification and construction of earthwork in embankment and cuttings.

b) Foundation Engineering

Functions of foundation, different type of foundations - open foundations; well foundations and pile foundations, determination of safe bearing capacity, stress and settlement analysis, method of reducing differential settlements.

5. Hydrology and Hydraulics:

a) Hydraulics

Elements of hydraulics - Open Channel flow; flow in pipes, frictional loss, empirical formulae.

b) Hydrology

Rainfall and run-off; rainfall statistics; rain gauges, run--off calculations by empirical methods, flood discharge estimation; measurement of flood discharge-current meter.

c) Hydraulic structures

Design of bridges - alignment, number of spans; economic spans; waterway calculations; scour depth, afflux; clearance; depth of foundations; BOX and Pipe Culverts, estimation of design discharge based on para 4.3.4 of sub structure code namely using RDSO report RBF-16 for catchment size less than 25 sqkm and using flood estimation report (Synthetic unit hydrograph concept) for catchment size .25 sqkm, to 2500 sqkm.

B) Civil Engineering (Railways)

1. Railway Surveys & Construction

Provisions in Engineering Code regarding - Classification of Surveys, Terms of Reference, Principles governing Railway alignment, Ruling gradients, Grade compensation for curves, Horizontal and vertical curves, Hill Surveys, Catch sidings, Tunnels, preparation of various maps and drawings, preparation of Survey reports for RECT, PECT and FLS, Project estimates.

2. Railway Track.

(a) Track Structure and Components.

Classification of Lines, Track Structure, Rail and Rail fastenings, Sleepers & Fastenings, Ballast- Specifications, Ballast Profile/Section/Depth of Cushion, Formation- Classification of Formation Requiring Treatment and Remedial Measures Suggested, Insulated joints & Switch expansion joints, Track structure on Bridges.

(b) Duties.

Duties of ADEN, Duties of SSE/P.Way (In-charge), Duties of JE/ SSE/ P.Way (sectional), Duties of JE/ SSE/ P.Way (Other than sectional), Duties of Gang mates, Keymen, Patrolmen, Gateman and Track maintainer.

(c) Maintenance of Permanent way.

Regular track maintenance, Handling and maintenance of rails, sleepers, fastenings & other misc. Items, Works incidental to regular track maintenance, Record keeping, Maintenance of track in track circuited areas, Maintenance of track in electrified areas

(d) Special Maintenance Works.

Alumino Thermit welding of rails, Flash-Butt welding of rails, Short welded Rails, Long welded Rails. USFD.

(e) Curves and Turnout.

Curves, Realignment of curves, Points and Crossing.

(f) Track tolerances and Track Monitoring.

(g) Schedule of dimensions.

Schedule-I Standard dimensions, Station Yards and extra clearance on curve.

(h) CRS sanction for works affecting passenger running lines.

(i) Training and Competency of Permanent Way Staff.

(j) Permanent Way renewals.

(k) Engineering Restrictions and Indicators.

(l) Level Crossings and Gateman.

(m) Working of Trollies, Lorries and Material trains etc.

(n) Track Management System.

(o) General:

Reference to G & SR; types of signals and their significance; rules for working of trains; block working rules - types, Introduction of temporary single line working.

(p) Accidents:
Action during accidents including breaches, Restoration of through running, Pre-monsoon precautionary measures.

3. Maintenance of Bridges

a) Maintenance of bridges: Responsibility of the Engineering officials, action to be taken after inspection of bridges; maintenance of substructure - abutments, piers, wing walls and return walls, maintenance of arches, dismantling of arches. Details of common repair techniques - cement pressure grouting, epoxy grouting, shotcreting/ Guniting. Maintenance of RCC & PSC super structures - periodical maintenance, common defects and repair / strengthening techniques; maintenance of super structure (steel) girders - loss of camber in steel girders, cracks in steel works, strengthening of weak girders, replacement of loose rivets; maintenance of HSFG bolts, corrosion and its prevention, protective coatings by painting - periodicity and precautions, patch painting, ordinary paints - for severe and no severe corrosion, metallising & epoxy based paints, Maintenance of welded girders; maintenance of composite girders. Various defects in bed blocks and their remedies; maintenance of bearings; Precautions while carrying out maintenance works on bridges.

b) Inspection of bridges: Classification of bridges - major, minor, important; Inspection of Bridges by Permanent Way and Works Inspectors, by Bridge Inspectors (SSE/JE- P. Way, Works, Bridges) – Periodicity/ schedule and details of inspection, record of bridge Inspection, registers to be maintained by the Bridge Inspectors, Certificate of inspection. Inspection by Assistant Divisional Engineers - Bridge Inspection Register, Numerical Rating System (NRS), Unique Rating Number, Condition Rating Number, Overall Rating Number, Certificate by the Assistant Engineer. Details of Inspection of Bridge –foundations, Flooring, masonry in substructure, under-water substructure inspection, arch bridges, protection works and water ways, girder alignment and seating, structural condition of girders, track on the bridge and its approaches, trolley and safety refuges, foot paths, painting, marking HFL and danger level, providing foundation particulars and bridge name boards, flood records at important bridges, road over/under bridges, concrete bridges, special Inspection during Monsoon, equipment required for inspection of bridges. painting of steelworks, laying of bridge sleepers; replacing cracked bed blocks.

4. Rehabilitation of Bridges

Reasons for Rehabilitation, special Strengthening, Imposition of speed restriction, Priority for rehabilitation of bridges, Special Inspection, Site Data, Execution of rehabilitation works, Precautions when working on bridges; rebuilding or alterations to bridges - design and execution of bridge works; temporary arrangements; false work for erection of girders; assembly and erection of girders; cranes for erection of girders; testing of girders; proposal for strengthening existing girder spans: methods

of regirdering major bridges, Strengthening of foundations, Strengthening/rebuilding of substructure, shaken/displaced/ cracked bed blocks, distressed arch bridges, replacement of nonstandard girders, replacement of pipe culverts, distress in parapets, replacement of small opening, distress in superstructure.

5. Rivers & Floods

Behavior of rivers; past history of bridges, danger level at bridges, watchman at important bridges, duties and equipment of bridge watchmen; special inspection during monsoon, action to be taken in the case of weather warning, pitching stone, boulder and monsoon reserve; vigilance during floods; flood records during and after the monsoon; survey of the course of river. Rivers and flood register, Flood Reports, rainfall data, provision of anemometer on bridges. River training works, Guide Bunds, Spurs (Groynes), Marginal Bunds, Closure Bunds, Assisted Cut-Offs, Boulder crates, Protection of approach banks, drop wall & curtain wall i.e. protection measures for minor bridges.

6. Inspection and Maintenance of Tunnels and Deep Cuttings:

a) Tunnels - Inspection by Engineering officials, items to be covered in the Inspection, record of inspection, mobile staging for inspection, details of tunnel inspection, ventilation of tunnels, leakage in tunnels and methods of correction, works connected with the maintenance of tunnels.

b) Deep Cuttings - General, inspection register of vulnerable cuttings, points to be noted during Inspection of cuttings, action to be taken in the case of boulder drops,action to be taken after inspection of cutting, guarding of vulnerable cuttings.

7. Inspection and Maintenance of Building and Structures (Other than Bridges)

a) Inspection & Maintenance of buildings & structures (including steel structures).
b) Building Registers
c) Periodical maintenance of Works including repairs to leaky roof/water proofing of roofs.
d) Standard Measurement Registers for Buildings·
e) Dismantling of buildings/structures.
f) Retro-fitting / structural repairs of existing weak buildings/structures.

8. Maintenance of sanitary and hygienic conditions in station and railway Colonies; water supply, drainage and sewerage

a) <u>Water Supply</u>

I. Standards of Quality of drinking water- physical; chemical and bacteriological standards of water, Water-borne diseases, water demand-methods of forecasting, sources of water; Method of treatment of water – aeration; sedimentation; filtration (slow and rapid sand filters); disinfection; hardness methods of removal etc.

II. Conveyance and Distribution:-

Preparation of Schemes for New Water Supply/ Augmentation of Existing Water Supply; Estimating Requirements of Water, water supply from outside sources, Types; Selection & Installation of Pumps; Capacity of Pumping, Conveyance of Water Rising mains; systems of distribution, residual pressure; different types of pipes and fittings; testing of pipes, Pipe laying and Fittings of Valves and Meters, Storage tanks; Capacity, Maintenance and Cleaning of Storage Tanks, Water-Supply Plans, maintenance and operation of water supply installation - responsibilities of Engineering department, Mechanical department and Electrical Department.

III. Rain water harvesting – legislation, necessity; advantage; types; techniques; estimation of capacity of rain water harvesting pits/ salient methods of recharging subsurface aquifer etc.

IV. Water Audit and water Management :
Conservation of Water, water reuse, water recycling, water recycling plant, flow measurement system, identification of losses & leakages.

b) <u>Sewerage:</u>

Preparation of schemes for sewerage, sewage & water collection and carriage; design of sewers; house connection; storm water drains; maintenance of sewerage and drainage, conservancy and sanitary arrangements, disposal of sewage – river pollution and control; sewage treatment; land irrigation, septic tanks, primary clarifier, sludge and scum removal, trickling filters, activated sludge process, sludge digesting, principles of anaerobic digestion, sludge gas, sludge drying and disposal.

c) <u>Sanitation:</u>

Formation of sanitation committee ; Inspection by sanitation committee, sanitary arrangements in stations and colonies, drinking water wells-protection; Cleaning of wells; disinfection; prevention of Infectious diseases; disinfection of quarters.

9. Acquisition, management and disposal of land: General Codes, Manuals, rules:

Ownership of Railway land; sanctioning authority for acquisition and relinquishment; Principles of acquisition and relinquishment; Procedure for acquisition and relinquishment; Land plans and schedule; Documents of Handing over and taking over Railway Land; Land Records- Responsibility and procedure for demarcation, verification of railway boundary , land plan etc. Maintenance of right of way; religious structure. Management of railway Land leasing, licensing of land, way leave facility and easement rights, grow more food. Leasing licensing for merchants and vendors at stations, bulk oil installation. Encroachment and responsibly; rules for permission for construction of building near Railway land; instructions regarding cutting/ trimming and sale of natural product like mature tree, dry trees within and outside railway boundary, near electric or telegraph lines , sale of grass right etc. Provisions of Land Acquisition Act. 1989, Right to fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act, 2013.

10. Preparation of Plans and Estimates:

(a) Preparation of plans:

General procedure; plan for other departments; size of drawings; titles and numbering of drawings; scale of drawings; details on drawings; symbols and colours in drawings; RDSO drawings; CE's plans; Plans of Divisional/ Asst. Engineer's/inspector's Offices; completion drawings;

(b) Preparations of estimates:

Engineering code provisions, various types of estimates, technical details, rates and quantities; schedule of rates and price - listing of stores; report and justification; rent statement for staff quarters; special features of estimates for remodeling of station yards, track renewal works, deposit works: Urgency Certificate;

11. Contract and Execution of Work:

a) Contract:

Engineering code provisions, schedule of rates; analysis, non-schedules rates, tenders; types; tender documents, drawings and specifications, tender committees, acceptance of tenders, contracts; types, contract documents, General and special condition of contract; measurement and measurement books - code reference; recording measurements; 'on account' and final measurements; standard measurements books ; responsibilities of inspectors/JE/SSE) and Asst. Engineers for measurement of works; ballast measurement; computation quantities; preparation of abstract in measurement books; submission of bills; checking of bills; bill registers; Variations; PVC; Basics of Arbitration.

b) Execution of Work:

Engineering code provisions, agencies for executing works; responsibilities of executive officers; deposit works; excess and savings on estimates; attention to public interests; prevention of accidents; planning - activity, milestone, bar charts, critical path networks, PERT; departmental execution of work - record; progress reports, charges for stores and labour, execution of works In

Engineering workshops; contracted works; issue of work orders; completion documents; zonal works.

12. Track Machines:

a) Organizational structure, duties and inspection:

Duties of Executive (XEN)/Assistant Executive Engineer (AXEN)/TM/Line, Duties of SSE/TM/SDI, Duties of SSE/JE/TM Working on Machines, Duties of SSE/JE Machine In-Charge Duties of Machine Assistant, Duties of Assistant Divisional Engineer (Open Line) ADEN, Duties of SSE/JE (P.Way) Deployed with the Machine, Inspection Schedule of Track Machine Officials, Inspection Schedule of Open Line Officials

b) Tamping machine and dynamic track stabilizer:

Types of Tamping Machines, Tamping Mechanism, Tamping Parameters, ALC,

Lining System, 4 Point Lining Method, Corrections to be Applied in 4 Point Lining Method, Modes of Tamping using 4-Point Lining Method (Only for curves), 3 Point Lining Method, Corrections to be applied in 3- Point Lining, Determination of Target Versine Values for the 3-Point Lining Method, Mode of Tamping using 3-Point Lining Method, Comparison between 3 Point and 4 Point Lining System, Levelling of Track, Mode of working for levelling, General Lift, Input of the Lifting Values, Survey and working of Tamping Machines in Design Mode, Works required Before, During and After Tamping, Working Principle of Dynamic Track Stabilizer, Modes of working of Dynamic Track Stabilizer, Working of DTS.

c) Ballast cleaning and handling machines:

Ballast Cleaning Machines (BCM), Types of Ballast Cleaning Machines, Working Principle and Capability of Ballast Cleaning Machines, Works Required Before, During and After Deployment of Ballast Cleaning Machines.

d) Track relaying machines:

Track Relaying Machines, Working Mechanism and Capability of Track Laying Equipment, Pre-Relaying Operations, Operation During Block, Post Relaying Operations, Working Mechanism of TRT, Operations Prior to Deployment of TRT, Operations During The Block of TRT, Post Block Operations for TRT, Precautions During TRT Working

e) Rail Grinding Machines:

Rail Grinding Machine (RGM) (Purpose & Advantage), Grinding Strategy, Working Parameters of RGM, Monitoring Equipment for Grind Quality, Quality Inspection of Grinding, Preparatory Works for Introduction of RGM, Pre-Block Activity Before Deploying RGM, Operation During RGM Block, Post Grinding Operation

f) Planning and deployment of Machines:

Pre-requisites for Deployment of Track Machines on Construction Projects/Other Agencies, Minimum Duration of Blocks, Through Tamping and Spot Attention.

g) Rules for movement and block working:

Provision of G&SR, Operation and Working of Track Machine, Competencies of Track Machine Staff, Safety Equipment, Rules for Operation – General, Important Instructions and Precautions (Protection of Work Site, Fouling of Adjacent Lines, Information to Level Crossings etc), Failure and Accidents of Track Machines, Speed Certification for Track Machines, Special Precautions while working in Special Circumstances (Ghat Sections, Night Working).

h) Periodical maintenance and associated infrastructural facility:

Maintenance Schedule for Various Track Machine, Types of Workshops, Functions of Central Periodic Overhauling Workshop (CPOH), Functions of Zonal Machine Depot (ZMD), Functions of Satellite Depot, Functions of Mobile Workshop, Functions of Camping Coach Workshop.

i) Track Machine Manpower
Training (Officers, SSEs/JEs/TM(s), Technical Staff, Machine Assistant), Roster

13. Miscellaneous:

a) Engineering plant:
Control of plant and machinery, engineering plant reserve, plant register; valuation of plant; maintenance; storage and repairs; requisitioning of plants; use of plant at site; maintenance of log books; hiring out of engineering plant; examination of boilers of the engineering department.

b) Explosives:

Issue of Instructions on use of explosives; observance of rules, carriage of explosives, Protection of trains and Railway property, precautions to be observed during blasting, Misfire with electrical method of firing, explosives disposal, destruction of explosives

c) Management of Engineering Stores:
Reference to code and Rules; procurement of stores; requisition; receipt and issue of challans; claims of short receipts; etc.; custody of stores - classification, handling and storage, Account head of stores - operation, records and returns; disposal of released and surplus stores - return to stores Depot, disposal by auction; verification of stock and adjustment for shortage/excesses.

d) Law and Order
Railway Police; lodging complaints; cooperation with railway police; cognizable offences; non cognizable offences; powers of arrest by railway staff; warrant against railway staff; action by railway staff in case of attempted sabotage; answering of court summons; Prevention of trespass disposal of human bodies found run over; disposal of cattle found dead on the line.

Syllabus for 70% Selection for Promotion to Group 'B' post of ASTE in Signalling & Telecommunication Department

Part – A - Professional Subjects

I. Signalling :

- Basics of Signalling
- Principles of Interlocking, Signal Interlocking Plan, Route holding principles, Table of Control
- Colour Light Signal concepts
- Signalling Elements – Relays, Cables, LED Signals, Point Machines, Track Circuits (DC, AC & AFTC), Axle Counters (SSDAC & MSDAC), Block instruments, Integrated Power Supply, Interlocked Level Crossing Gates and Data Loggers
- Automatic Signalling
- Intermediate Block Signalling, BPAC, UFSBI
- RE Modifications
- Relay Interlocking concepts - Metal to Carbon, Metal to Metal, Panel Interlocking and Route Relay Interlocking
- Electronic Interlocking – Principles, Configuration, Interface logic, Application logic, VDU logic, FAT, SAT, Technical System Approval
- Earthing, Lightning and Surge protection arrangements
- Train Protection Systems – TPWS, Kavach
- Centralised Traffic Control (CTC) , Train Management System (TMS)
- Execution of S&T Infrastructure works – Planning, Execution, CRS sanction, Documentation, Testing and Commissioning

II. Telecommunications –

- Outdoor and Indoor Telecom cable system, jointing procedures, and maintenance and fault localisation methods, laying practices and precaution at work site
- Control Communication, OFC based, VoIP based, Emergency Control Communication, Voice Logger, COA
- Telephone Instruments, Signalling principles of Telephone Exchanges, Automatic, ISDN, and VoIP Telephone Exchanges
- PCM-TDM Principles, PD multiplexers, SDH principles and SDH equipment's
- Modulation techniques and radio propagation
- VHF, UHF, Tetra, GSM-R, LTE-R
- OFC Communication systems, OFC Splicing, Measurements and laying practices
- Data Communication and IP networks, IP-MPLS, Data networks of IR, PRS, UTS, FOIS, TMS, NMS, Wi-Fi at stations, Firewalls/UTM, Cyber security and Wireless security
- Public address system, Passenger information systems and VSS

III. Codes & Manuals

- General Rules

- Railways (Opening for Public Carriage of Passengers) Rules
- Indian Railways schedule of dimensions
- Indian Railway Signal Engineering Manual
- Indian Railway Telecom Manual
- Accident Manual
- Block working Manual
- Extracts of Operating manual for Indian Railways, Indian Railways manual of AC Traction Maintenance and Operation and Indian Railways Permanent Way Manual relevant for Signal & Telecom Engineers

IV. **Workshop Practices**

- Raw material processing
- Workshop Machines and their utilisation
- Overhauling procedure and practices
- Inspection and testing of components
- Testing procedures of Block Instruments , Relays, Point Machines, IPS, EoLB, Track Feed Battery Chargers, EKTs, Control Panels and Mechanical Items
- RDSO approval procedure and Renewal
- Production Management Plan
- Quality control and Safety Practices
- Calibration of instruments and machines
- ISO/IMS Certification for workshops
- Scrap disposal
- Workshop suspense
- Costing of products
- Incentive schemes

Part-B - Official Language

Official Language - Official Language Policy, Act, Rules, Incentive Schemes etc.

Syllabus for 30% LDCE for Promotion to Group 'B' post of ASTE in Signalling & Telecommunication Department

Part – A - General

I. Current Affairs and General Knowledge

- This section would contain questions of general interest and importance, which is acquired by general observation or reading without specific text book study. Subjects of national importance as well as achievements of Railways are also to be covered. The standard of General Knowledge shall not be more rigorous than Matriculate level.

II. General Mathematics

- Arithmetic and Statistical operations, Graphs, Fractions, Percentage, Sampling & Averages
- Geometry – Areas & Volumes up to Higher Secondary /12th Standard level
- Algebra, Simultaneous Equations etc up to Higher Secondary /12th Standard level

III. Physics & Basic Electricity

- Units & Measurements
- Mechanics – Newton's Law of motion, Velocity & Acceleration, Work, Energy, Power
- Mechanical properties of solids and fluids
- Heat & work, expansion of solids, liquids & gases
- Ohm's law, Coulomb's law, Faraday's Law, Voltage, Current & Resistance, Kirchhoff's Laws, Wet & Dry Batteries, Power Factor
- Fleming's Law, Lenz's Law, Simple Motors & Dynamos, Generators, Principle of working of Transformer, Relay, Fuse, Circuit Breaker
- Semi conductor devices – P-N diode, Transistors, FETs, Applications
- Power supply, AC & DC, Rectifiers

IV. Digital Electronics & Information Technology

- Principles of Digital Electronics – Boolean Algebra, Digital Devices and their applications
- Information Technology – Generations, PC specifications, Operating systems – Windows, Linux and Application Software.

Part – B - Professional Subjects

I. Signalling :

- Basics of Signalling
- Principles of Interlocking, Signal Interlocking Plan, Route holding principles, Table of Control
- Colour Light Signal concepts

- Signalling Elements – Relays, Cables, LED Signals, Point Machines, Track Circuits (DC, AC & AFTC), Axle Counters (SSDAC & MSDAC), Block instruments, Integrated Power Supply, Interlocked Level Crossing Gates and Data Loggers
- Automatic Signalling
- Intermediate Block Signalling, BPAC, UFSBI
- RE Modifications
- Relay Interlocking concepts - Metal to Carbon, Metal to Metal, Panel Interlocking and Route Relay Interlocking
- Electronic Interlocking – Principles, Configuration, Interface logic, Application logic, VDU logic, FAT, SAT, Technical System Approval
- Earthing, Lightning and Surge protection arrangements
- Train Protection Systems – TPWS, Kavach
- Centralised Traffic Control (CTC) , Train Management System (TMS)
- Execution of S&T Infrastructure works – Planning, Execution, CRS sanction, Documentation, Testing and Commissioning

II. Telecommunications

- Outdoor and Indoor Telecom cable system, jointing procedures, and maintenance and fault localisation methods, laying practices and precautions at work site
- Control Communication, OFC based, VoIP based, Emergency Control Communication, Voice Logger, COA
- Telephone Instruments, Signalling principles of Telephone Exchanges, Automatic, ISDN, and VoIP Telephone Exchanges
- PCM-TDM Principles, PD multiplexers, SDH principles and SDH equipments
- Modulation techniques and radio propagation
- VHF, UHF, Tetra, GSM-R, LTE-R
- OFC Communication systems, OFC Splicing, Measurements and laying practices
- Data Communication and IP networks, IP-MPLS, Data networks of IR, PRS, UTS, FOIS, TMS, NMS, Wi-Fi at stations, Firewalls/UTM, Cyber security and Wireless security
- Public address system, Passenger information systems and VSS

III. Codes & Manuals

- General Rules
- Railways (Opening for Public Carriage of Passengers) Rules
- Indian Railways Schedule of dimensions
- Indian Railway Signal Engineering Manual
- Indian Railway Telecom Manual
- Accident Manual
- Block working Manual
- Extracts of Operating manual for Indian Railways, Indian Railways manual of AC Traction Maintenance and Operation and Indian Railways Permanent Way Manual relevant for Signal & Telecom Engineers

IV Workshop Practices

- Raw material processing
- Workshop Machines and their utilisation
- Overhauling procedure and practices
- Inspection and testing of components
- Testing procedures of Block Instruments , Relays, Point Machines, IPS, EoLB, Track Feed Battery Chargers, EKTs, Control Panels and Mechanical Items.
- RDSO approval procedure and Renewal
- Production Management Plan
- Quality control and Safety Practices
- Calibration of instruments and machines
- ISO/IMS Certification for workshops
- Scrap disposal
- Workshop suspense
- Costing of products
- Incentive schemes

Part - C – Official Language

Official Language Policy, Act, Rules, Incentive Schemes etc

SYLLABUS FOR PROMOTION TO GROUP 'B' POST OF ADME/AWM THROUGH 70 % SELECTION IN MECHANICAL DEPARTMENT

Paper will be of two parts one part comprising of questions from establishment, Financial Rules and Stores which will be mandatory for all. Other part will be of Technical questions from four streams of Mechanical Department. Questions on PU are included in workshop segment. Question on Rajbhasha will be of optional nature of fifteen marks

Part-A consists of questions from Establishment, Financial rules & Stores.
Part-B Contains Professional portion in Four sections representing various streams of Mechanical Branch – Divisional working and Disaster management, Diesel Locomotives, Carriage & Wagon, Workshops and PU,

PART-A (Stores Rules)

STORES

- Classification of Stores
- Procedure of drawal of Stores
- Indenting Procedures
- Procurement methods-Local purchase, Spot purchase, Bulletin tender, Advertised tender, Limited tender, Tender Committee, Direct Purchasing
- Schedule of Powers
- Incoming inspection requirements
  Scrap disposal

PART-B-Professional Portion

DIVISIONAL WORKING & OPERATIONS MANAGEMENT

Working Time Table

- Working in Control Office including Passanger grievance redressal portals e.g. Rail Madad
- Accident Classification, definitions, ART Ordering, Role of Supervisors & officers at accident site Management. ,Accident investigation including proforma for measurement
- 140 ton Crane Construction & safety in operations

DIESEL LOCOMOTIVES

- Basic Features and troubleshooting of HHP locomotives
- Preventive maintenance schedules
- Latest design improvements in diesel locomotives to reduce failures on line.
- Features of GE Locomotives
- Design improvements in bogies to make them fit for high speed operation
- Air Brake system of diesel locos including working of compressors and vigilance control devices and their maintenance
- Cooling water system of diesel engines

- Fuel oil system of diesel engines
- Control of lubricating oil consumption
- Safety devices used on diesel engines and locomotives
- Trouble shooting on locomotives running on the railways
- Fuel Economy on diesel locomotives
- Thermal loading of engine components
- Under gear maintenance
- Suspension bearings, wheels
- Electric Systems of Diesel Locomotive
- Load Box Testing
- MEMU ,DEMUs-types, systems & trouble shooting
- Basics of DPRS (Distributed Power Rolling Stock)
- Introduction to GM Locomotives and its systems

CARRIAGE & WAGON

Coaching stock- preventive maintenance schedules in Coaching Depots including IOH.POH, SS2, SS3 Schedules in shops

- Wagon Stock-preventive maintenance including ROH in depots and POH Schedule in shops ,Ride Index, Anti Telescopic features

- IRCA Rules for reject able defects
- ICF & LHB Coach Bodies and their maintenance in sick line/shops
- Generic details of train set
- Casnub Bogie & its modifications for high speed
- Corrosion repairs to caching and goods stock
- Couplers & Draw gear, Train Parting , Brake Binding & measures to avoid the same
- Water availability in coaches
- Fire prevention on Trains
- Air Brake System-Twin Pipe & single pine. Under frame & bogie mounted brake system, Test rig, Checking timings, trouble shooting, DV defects, slack adjustment methods. Brake Binding, WSP system, FIBA, Air spring suspension in LHB coaches
- Passenger amenity items
- OBHS , CTS and other coach cleaning systems
- Maintenance Pattern of freight trains including CC Rakes & Coaching stock maintenance including Revised Policy Circular-4
- Neutral Train Examination
- Maintenance of various components like DV, SAB, PEASD
- Latest design improvements of Carriage & Wagons to improve their performance and speed potential
- LHB Coaches & BLC Wagons
- Construction, Design & Maintenance of special purpose Wagons

WORKSHOPS and Production Units

- System of labour accountal GA Cards for time keeping documents, tally sheets, Job/Route Cards, inspection & rate fixing
- Rules & Calculations under incentive scheme
- Paints & painting systems
- Different types of machine tools such as lathes, milling machines, shapers, planers, cutting tools & cutting speeds
- CNC machines
- CLW Pattern of Incentive Scheme, Group Incentive Scheme
- Different types of welding processes, welding defects
- Wheels, tyres & axles and their ultrasonic testing
- Heat treatment of ferrous items such as surface hardening, annealing, normalizing etc
- Roller Bearing & Cartridge Bearings
- Injury free features in coaches
- Material handling
- Design of coaches and wagons
- Basic concepts of casting and Heat treatment methods
- Manufacturing and Heat treatment process of wheels and axles
- Factory Layout
- Process flow chart of Production Units
- Machinery and Plant maintenance

Rajbhasha

Optional questions of 15 marks

SYLLABUS FOR PROMOTION TO GROUP 'B' POST OF ADME/AWM THROUGH 30% LDCE IN MECHANICAL DEPARTMENT

Paper will be of two parts one part will be of General questions comprising questions from General Knowledge, Quantitative aptitude, Applied Mechanics, General Science Information Technology and EnHM.and other sections Comprising of questions from establishment , financial rules and Stores will be and Technical questions from four streams of Mechanical Department. Questions on PU are included in workshop segment. Question on Rajbhasha will be of optional nature of fifteen marks

Section A

GENERAL PORTION-

GENERAL KNOWLEDGE

This section would contain questions of general interest and importance which is acquired by general observation and reading without specific text book study. Subjects of national importance as well as achievements of railways will also be covered. The standard of General Knowledge shall not be more rigorous than Matriculation.

Quantitative Aptitude

- Arithmetic & Statistical Operations Graphs, Fractions, Percentage, Sampling & Averages
- Geometry-Area & volume upon Higher Secondary/Class 12 Standard
- Algebra, simultaneous equations etc upon Higher Secondary/Class 12 Standard
- Questions on General quantitative aptitude

Applied Mechanics

Various Engineering materials and their properties, Bearings, Stress & Strain, Fatigue, Hardness, Corrosion & Surface finish.

General Science

- Mechanics: Newton's Laws of Motion, Velocity & Acceleration, work, energy, power, Archimedes Principle etc.
- Temperature & its measurement
- Mechanics Velocity & Acceleration, work done & horse power etc upon Higher Secondary/Class 12 standard
- Heat & Work, Expansion of Solids Liquids & Gases
- IC Engines, Gas Turbines, Heat Recovery & Thermal Efficiency, Supercharging & Intercooling
- Ohm's Law, Coulombs Law, Faraday's Laws, Voltage, Current & Resistance, wet & dry batteries, power factor
- Simple Motors & Dynamos-Principle & working, transformer, relay, fuse, circuit breakers
- Power Supply, AC & DC, Rectification

INFORMATION TECHNOLOGY

Familiarity with Personal Computer Specs- Processor, RAM, Hard Disk, Floppy, CD, Multimedia etc.

- Basic MS Word, Excel and Power Point

- Basic Local Area Networks: Servers, Hubs, Switches, Structured Cabling, Nodes, Network applications
- Using Internet: Email, Browsing, Searching
- General Information on various portals used in Indian Railways including GEM,UDM,IREPS,FMM,E Office etc.

EnHM

- Environment, Quality Management Systems ISO 9000 & ISO 14000
- Environment management system (ISO 14001),
- solid waste management rules
- CTE (Consent to Establish) CTO, (Consent to operate)
- Water act, air act,
- hazardous waste management act
- water policy of Indian Railways

Section B

Part-A consists of questions from Establishment ,Financial rules & Stores.

Part-B Contains Professional portion in Four sections representing various streams of Mechanical Branch – Division & Workshop Management, Diesel Locomotives, Carriage & Wagon and Workshops,

PART-A (Stores Rules)

STORES

- Classification of Stores
- Procedure of drawal of Stores
- Indenting Procedures
- Procurement methods-Local purchase, Spot purchase, Bulletin tender, Advertised tender, Limited tender, Tender Committee, Direct Purchasing
- Schedule of Powers
- Incoming inspection requirements
  Scrap disposal

PART-B-Professional Portion-

DIVISIONAL WORKING & OPERATIONS MANAGEMENT

- Working Time Table
- Working in Control Office including Passanger grievance redressal portals e.g. Rail Madad
- Accident Classification, definitions, ART Ordering, Role of Supervisors & officers at accident site Management. ,Accident investigation including proforma for measurement
- 140 ton Crane Construction & safety in operations

DIESEL LOCOMOTIVES

- Basic Features and troubleshooting of HHP locomotives
- Preventive maintenance schedules
- Latest design improvements in diesel locomotives to reduce failures on line.
- Features of GE Locomotives
- Design improvements in bogies to make them fit for high speed operation
- Air Brake system of diesel locos including working of compressors and vigilance control devices and their maintenance
- Cooling water system of diesel engines
- Fuel oil system of diesel engines
- Control of lubricating oil consumption
- Safety devices used on diesel engines and locomotives
- Trouble shooting on locomotives running on the railways
- Fuel Economy on diesel locomotives
- Thermal loading of engine components
- Under gear maintenance
- Suspension bearings, wheels
- Electric Systems of Diesel Locomotive
- Load Box Testing
- MEMU ,DEMUs-types, systems & trouble shooting
- Basics of DPRS (Distributed Power Rolling Stock)
- Introduction to GM Locomotives and its systems

CARRIAGE & WAGON

Coaching stock- preventive maintenance schedules in Coaching Depots including IOH.POH, SS2, SS3 Schedules in shops

- Wagon Stock-preventive maintenance including ROH in depots and POH Schedule in shops ,Ride Index, Anti Telescopic features
- IRCA Rules for reject able defects
- ICF & LHB Coach Bodies and their maintenance in sick line/shops
- Generic details of train set
- Casnub Bogie & its modifications for high speed
- Corrosion repairs to caching and goods stock
- Couplers & Draw gear, Train Parting , Brake Binding & measures to avoid the same
- Water availability in coaches
- Fire prevention on Trains
- Air Brake System-Twin Pipe & single pine. Under frame & bogie mounted brake system, Test rig, Checking timings, trouble shooting, DV defects, slack adjustment methods. Brake Binding, WSP system, FIBA, Air spring suspension in LHB coaches
- Passenger amenity items
- OBHS , CTS and other coach cleaning systems

- Maintenance Pattern of freight trains including CC Rakes & Coaching stock maintenance including Revised Policy Circular-4
- Neutral Train Examination
- Maintenance of various components like DV, SAB, PEASD
- Latest design improvements of Carriage & Wagons to improve their performance and speed potential
- LHB Coaches & BLC Wagons
- Construction, Design & Maintenance of special purpose Wagons

WORKSHOPS and Production Units

- System of labour accountal GA Cards for time keeping documents, tally sheets, Job/Route Cards, inspection & rate fixing
- Rules & Calculations under incentive scheme
- Paints & painting systems
- Different types of machine tools such as lathes, milling machines, shapers, planers, cutting tools & cutting speeds
- CNC machines
- CLW Pattern of Incentive Scheme, Group Incentive Scheme
- Different types of welding processes, welding defects
- Wheels, tyres & axles and their ultrasonic testing
- Heat treatment of ferrous items such as surface hardening, annealing, normalizing etc
- Roller Bearing & Cartridge Bearings
- Injury free features in coaches
- Material handling
- Design of coaches and wagons
- Basic concepts of casting and Heat treatment methods
- Manufacturing and Heat treatment process of wheels and axles
- Factory Layout
- Process flow chart of Production Units
- Machinery and Plant maintenance

Rajbhasha

Optional questions of 15 marks

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 New Delhi, dt: 10/11/2022

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: PCPOs/PFAs/Dy.CPO(G)/Dy.CAO(G))

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Objective type examination (CBT) in all departments having Organised Services.

Ref.: This office letter no.E(GP)2022/2/4 dated 28.06.2022 & 22.7.2022.

Please refer to this office letter of even number dated 22.07.2022 inter-alia giving the following structure and distribution of marks for the single Paper in LDCE **for promotion to Group 'B' post of AFA in Accounts department :**

a(i)	**Professional Subject**		**Questions**
		General Principles of Govt Accounting and Audit with Special Reference to Railways	15
		Books and Budget including Traffic Book	15
		Traffic Accounts and Statistics	15
		Establishment	15
		General Expenditure	15
		Workshop Accounts	15
		Stores Accounts	15
			105
a(ii)	General Knowledge including optional questions of 15 marks on Official Language Policy and Rules		**40**
a(iii)	Management Accounting and Financial Justification for expenditure.		**30**
	Total		**175**

2. Herein it is clarified - **"Given that there are overlapping topics among the professional subjects, the questions set may pertain to more than one subject area. The distribution of marks as shown above is thus broadly indicative."**

M. Saluja
10/11/22

(Meenakshi Saluja)
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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, Dated 11/11/2022**

The General Managers,
All Indian Railways and Production Units.

(Kind Attn.:PCPOs/PFAs/Dy.CPO(G) & Dy.CAO(G))

Sub.: **Promotions to Group 'B' posts on Indian Railways - Introduction of Centralized Computer Based Multiple Choice Objective type examination (CBT) in all departments having Organised Services.**

Ref.: **Board's letter no.E(GP)2022/2/4 dated 7.11.2022.**

Please refer to Board's letter of even number dated 7.11.2022 prescribing syllabi of 70% Selections and 30% LDCEs held for promotion to Group 'B' posts along with syllabus of Financial & Establishment Rules. Herein, it is reiterated that inclusion of optional questions on Official Language Policy and Official Language Rules for 10 marks in 70% Selections and 15 marks in 30% LDCEs is applicable for all Organised Departments (except Accounts) as laid down in Board's letters of even number dated 28.06.2022 and 7.10.2022. However, in Accounts Department, these optional questions are for 15 marks each in both 70% Selection and 30% LDCE.

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dt:28/11/2022**

The General Managers,
All Indian Railways & Production Units.
Director General & Dy Director General, NAIR, Vadodara

(Kind Attn.: PCPO, PFA, Dy.CPO(G) & Dy.CAO(G)

Sub.: Selections/LDCEs held for Promotions to Group 'B' posts on Indian Railways – Introduction of 100% Objective type Multiple Choice Questions.

Ref.: Board's letter no.E(GP)2022/2/4 dated 26.10.2022.

Please refer to this office letter of even number dated 26/10/2022 prescribing the procedure to be adopted for evaluation in Selections and LDCEs held for promotion to Group 'B' posts based on multiple choice objective type questions, in case some of the question(s)/answer(s) therein are incorrect. Herein, it is clarified that the procedure as prescribed in the said letter is to be adopted only for those candidates who have attempted that/those incorrect Question(s) or question(s) with wrong answer(s). This shall be applicable to question paper(s) involving optional question(s).

M. Saluja
28/11/22

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 New Delhi, dt:07/12/2022

The General Managers,
All Indian Railways & Production Units.

(Kind Attn.: PCPO, PFA, Dy.CPO(G) & Dy.CAO(G))

Sub.: Selections/LDCEs held for Promotions to Group 'B' posts on Indian Railways – Introduction of 100% Objective type Multiple Choice Questions.

Ref.: Board's letter no.E(GP)2022/2/4 dated 28.10.2022, 7.11.2022 & 11.11.2022.

In supersession of this office letter of even number dated 28.10.2022, the pattern of examination for 70% Selection for promotion to **Group 'B' post of AFA in Accounts Department** is modified as under:

a)One paper on Professional Subject including optional questions of **10 marks** on Official language policy & Rules	**100 Marks**
b)**Qualifying marks**	**60 Marks with reservation as per extant rules**
c) **Duration**	**2 hours**

2. Furthermore, the syllabus prescribed vide Board's letter of even number dated 7.11.2022 for 70% Selection & 30% LDCE in respect of Group 'B' post of AFA in Accounts Department stands modified as under:

1) **Professional Subjects:**

i) General Principles of Govt. Accounting and Audit with Special Reference to Railways
ii) Books and Budget including Traffic Book
iii)Traffic Accounts and Statistics
iv)Establishment
v)General Expenditure
vi)Workshop Accounts
vii)Stores Accounts

2) Management Accounting and Financial Justification for expenditure

3. Please acknowledge receipt of this letter.

M. Saluja
7/12/22

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4 **New Delhi, dt: 06/03/2023**

The General Managers,
All Indian Railways & Production Units

(Kind Attn.:PCPO/PFA/Dy.CPO(G)/Dy.CAO(G))

Sub.: 30% LDCE for Promotions to Group 'B' posts on Indian Railways through Centralized Computer Based Objective type examination (CBT)- calling of candidates for viva-voce.

Ref.: Board's letter no.E(GP)2022/2/4 dated 28.06.2022.

Please refer to this office letter of even number dated 28.06.2022 advising that the 70% Selections & 30% LDCEs for promotion to Group 'B' posts in Organised departments shall be conducted by Centralised CBT inter-alia also modifying the pattern of examination for 30% LDCE. In this regard, Board has now decided that for the viva-voce conducted as part of 30% LDCEs held for promotion to Group 'B' posts, candidates should be called to the extent of 5 times the number of respective vacancies (community-wise) in the order of merit. However, in case two or more candidates score equal marks in the exam and vie for the last spot, they may be allowed to appear in the viva irrespective of the fact that the number of candidates goes beyond the limit of 5 times the number of respective vacancies.

M. Saluja
06/03/23

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Copy to :Director General, NAIR, Vadodara for kind information.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/20

New Delhi, dt:13/03/2023

The General Managers,
All Indian Railways and Production Units.

(Kind attn.: PCPOs/PFAs/Dy.CPO(G)/Dy.CAO(G))

Sub.: Reservation in Promotion to the Persons with Benchmark Disabilities (PwBDs)- Promotion from Group 'C' to Group 'B' posts.

Ref.: Board's letter no.E(GP)2022/2/20 dated 18.08.2022.

In terms of Board's aforementioned letter dated 18.08.2022, instructions issued by DOP&T vide their OM No.36012/1/2020-Estt.(Res.II) dated 17.05.2022 have been adopted mutatis mutandis for grant of reservation to PwBD in promotion from Group 'C' to Group 'B' posts.

2. In this regard subsequent to issuance of these instructions, few field units have referred the issue of procedure to be followed for carrying forward of unfilled vacancies due to non-availability of PwBD candidates for promotion in a particular recruitment year. The issue was examined and was referred to DOP&T. In this regard, a copy of DOP&T's OM No.36035/38/2022-Estt(Res.-II) dated 23.02.2023 tendering their advice on the issue is enclosed for information and necessary action.

3. This also disposes off query raised in S.E.C.Railway's letter no.P-HQ/RUL/105/1 dated 3.2.2023.

DA:As above

M. Saluja 13.3.23

(Meenakshi Saluja)
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Railway Board
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I/3024389/2023

No. 36035/38/2022 - Estt. (Res-II)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel & Training
Establishment (Res) Section
****

North Block, New Delhi
Dated, the 23rd February, 2023

OFFICE MEMORANDUM

Subject:- Reservation in promotion to Persons with Benchmark Disabilities (PwBDs).-reg.

The undersigned is directed to refer to OM, dated 17.2.2023, received from Ministry of Railways seeking clarification on DoPT OM dated 17.5.2022 regarding reservation in promotion to Persons with Benchmark Disabilities.

2. In this regard, it is submitted that in compliance of directions of the Hon'ble Supreme Court, this Department issued OM No. 36012/1/2020-Estt.(Res.-II), dated 17.05.2022 providing detailed instructions regarding reservation in promotion to Persons with Benchmark Disabilities (PwBDs) in posts and services of Central Government. Para 13 of DoPT OM dated 17.5.2022, inter-alia, provides as under:

> *" In the event of non availability of candidates even in the extended zone, the vacancy shall not be filled and be carried forward to the subsequent year....."*

3. Therefore, unfilled vacancies in case of promotion under the PwBD category are to be carried forward in the succeeding recruitment year. But, PwBD reservation is horizontal in nature (Para 14 of OM dated 17.5.2022) and it cut across vertical reservation and persons selected/promoted against the quota for PwBDs have to be placed in the appropriate category viz. SC/ST/Unreserved, depending upon the category to which they belong in the roster meant for SCs or STs. It is clear that until the PwBDs, are selected for promotion, it would not be possible to identify whether they belong to SC or ST or will they be treated as unreserved. It is obvious that in case of unfilled vacancies for PwBDs, it is not possible to identify beforehand that how many vacancies for SCs, STs or UR will be carried forward to the subsequent recruitment year. Section 34(2) of the RPwD Act, 2016 does not provide for any mechanism how the unfilled vacancies for PwBDs will be carried forward to the subsequent year.

4. As in the case of promotion, if the PwBD candidates are not

/3024389/2023

available for promotion in a particular recruitment year, same number of vacancies reserved for PwBDs shall not be dispensed with and shall be added to the succeeding recruitment year, by way of carrying forward of reservation.

5. This issues with the approval of Additional Secretary (Estt.)

Encls.: As above.

Signed by Sitanshu Mohan Routray
Date: 23-02-2023 14:28:53
Reason: Approved

(Sitanshu Mohan Routray)
Deputy Secretary to the Government of India
Ph. 23093180

To
Ms. Meenakshi Saluja
Dy. Director, Estt.(GP)-III
Railway Board, Rail Bhawan, New Delhi

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
RAILWAY BOARD

RBE No.: 13 /2024

New Delhi.: 08 .02.2024

No. E(GP)2022/2/20

The General Managers,
All Indian Railways and Production Units.

(Kind Attn.: PCPOs/PFAs/Dy. CPO(G)/ Dy. CAO(G))

Sub.: Reservation to Persons with Benchmark Disabilities (PwBDs) in promotion from Group 'C' to Group 'B' posts – clarification regarding.

Ref.: DoP&T's O.M. No. 36035/1/2023-Estt.(Res.-II)dated 29.05.2023 (copy enclosed).

Attention is invited to Board's letter of even number dated 18.08.2022 whereby instructions issued by DoP&T vide their O.M. No. 36012/01/2020-Estt. (res-II) dated 17.05.2022 for grant of reservation in promotion to PwBDs have been made applicable *mutatis mutandis* for promotion from Group 'C' to Group 'B' posts.

2. In this connection, DoP&T vide their O.M. under reference have clarified:

"If any extent of relaxation has been decided for a particular Limited Departmental Examination / Departmental Examination in respect of candidates belonging to SC/ST category, where sufficient number of candidates belonging to SC/ST categories (as per vacancies earmarked for these categories) do not qualify the examination in the normal course, same extent of relaxation can be extended to candidates belonging to those PwBD category, who do not belong to SC/ST category. In case the candidates belonging to PwBD category also belong to SC/ST category, they would be eligible to be considered either as a SC/ST category or PwBD candidate for seeking relaxation of standard for Departmental Examination but not both."

3. The issue of grant of relaxed standards of suitability to PwBDs in promotion from Group 'C' to Group 'B' posts has also been examined by the Board. Accordingly, it has been decided that extent of relaxation provided to SC/ST candidates in Selections and LDCEs for promotion from Group 'C' to Group 'B' posts may also be extended to PwBD candidates, in case sufficient number of PwBD candidates are not available on prescribed standards. Further, in case PwBD candidates also belong to SC/ST category, they would be eligible to be considered either as a SC/ST category or PwBD category candidate for availing relaxation of standard for Departmental Examination but not both.

DA. As above.

M. Saluja 08/02/24

(Meenakshi Saluja)
Dy. Director Estt. (GP)III
Railway Board
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भारत सरकार Government of India
रेल मंत्रालय Ministry of Railways
(रेलवे बोर्ड Railway Board)

आरबीई सं.: 13/2024

सं. ई(जीपी)2022/2/20

नई दिल्ली, दिनांक 08.02.2024

महाप्रबंधक (कार्मिक)
सभी भारतीय रेलें और उत्पादन इकाइयां।
(ध्यानार्थ: पीसीपीओ/पीएफए/ उप सीपीओ (जी)/उप सीएओ(जी))

विषय: बेंचमार्क विकलांगता वाले व्यक्तियों का समूह ''ग' से समूह 'ख' पदों में पदोन्नति में आरक्षण -स्पष्टीकरण संबंधी।

संदर्भ: कार्मिक एवं प्रशिक्षण विभाग के दिनांक 29.05.2023 के कार्यालय ज्ञापन सं. 36035/1/2023-एस्ट. (रिस-II) (प्रति संलग्न)।

बोर्ड के दिनांक 18.08.2022 के समसंख्यक पत्र की ओर आपका ध्यान आकृष्ट किया जाता है जिसके तहत कार्मिक एवं प्रशिक्षण विभाग ने अपने दिनांक 17.05.2022 के कार्यालय ज्ञापन सं. 36012/01/2020/एस्ट.(रिस.-II) द्वारा बेंचमार्क विकलांगता वाले व्यक्तियों की समूह ''ग' से समूह 'ख' पदों में पदोन्नति में आरक्षण देने संबंधी जारी किए गए अनुदेशों को यथावश्यक परिवर्तन के साथ लागू किया गया है।

2. इस संबंध में, कार्मिक एवं प्रशिक्षण विभाग ने अपने संदर्भाधीन कार्यालय ज्ञापन के तहत स्पष्ट किया है कि:
"यदि अनुसूचित जाति/अनुसूचित जनजाति श्रेणी के उम्मीदवारों के संबंध में किसी विशेष सीमित विभागीय परीक्षा/विभागीय परीक्षा के लिए किसी सीमा तक छूट का निर्णय लिया गया है, जहां अनुसूचित जाति/अनुसूचित जनजाति श्रेणियों (इन श्रेणियों के लिए निर्धारित रिक्तियों के अनुसार) पर्याप्त संख्या में उम्मीदवार सामान्य अवधि में परीक्षा उत्तीर्ण नहीं करते हैं, तो बेंचमार्क विकलांगता वाले व्यक्तियों की श्रेणी से संबंधित उम्मीदवारों, जो अनुसूचित जाति/अनुसूचित जनजाति से नहीं हैं, को भी समान छूट दी जा सकती है। यदि बेंचमार्क विकलांगता वाले व्यक्ति की श्रेणी से संबंधित उम्मीदवार अनुसूचित जाति/अनुसूचित जनजाति श्रेणी से भी संबंधित हैं, तो वे विभागीय परीक्षा के लिए मानक छूट प्राप्त करने के लिए अनुसूचित जाति/अनुसूचित जनजाति श्रेणी या बेंचमार्क विकलांगता वाले उम्मीदवार के रूप में विचार करने के पात्र होंगे, किंतु दोनों नहीं।"

3. समूह 'ग' से समूह 'ख' पदों में पदोन्नति में बेंचमार्क विकलांगता वाले व्यक्तियों को उपयुक्तता के मानकों में छूट प्रदान करने के मुद्दे की भी बोर्ड द्वारा जांच की गई है। तदनुसार, यह निर्णय लिया गया है कि यदि निर्धारित मानकों पर बेंचमार्क विकलांगता वाले व्यक्ति उपलब्ध नहीं है, तब समूह 'ग' से समूह 'ख' में पदोन्नति के लिए सीमित विभागीय परीक्षा में अनुसूचित जाति/अनुसूचित जनजाति श्रेणी के उम्मीदवारों के लिए निर्धारित छूट बेंचमार्क विकलांगता वाले व्यक्तियों की श्रेणी को भी दी जा सकती है। इसके अतिरिक्त, बेंचमार्क विकलांगता वाले व्यक्ति जो अनुसूचित जाति/अनुसूचित जनजाति श्रेणी से भी संबंधित हैं उन्हें या तो अनुसूचित जाति/अनुसूचित जनजाति अथवा बेंचमार्क विकलांगता वाले व्यक्तियों में से किसी एक श्रेणी में ही मानक छूट के लिए विचार किया जाएगा किंतु दोनों में नहीं।

संलग्न : यथोक्त।

मीनाक्षी

(मीनाक्षी सलूजा)
उप निदेशक/स्थापना (जीपी) III
रेलवे बोर्ड
फोन नं. 23047250
ईमेल आईडी - meena.1964@gov.in

No. E(GP)2022/2/20 **New Delhi, dt :- 08 .02.2024**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The CAO, DMW, Patiala.

(3) The CAO, MTP (Rlys.), Mumbai and Chennai.

(4) The Chairman, Railway Recruitment Board:

Prayagraj/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/

Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/

Mumbai/Muzaffarpur/Patna/Ranchi/Secunderabad/Trivendrum.

(5) The Director General, NAIR, Vadodara.

(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gawalior, IRIFM/Hydrabad,IRITM/Lucknow

(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, New Delhi.

(8) The General Secretary, IRCA, New Delhi.

(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi- 110002.

(10) The Secretary, Railway Rates Tribunal (Chennai), 50 MC.Nicholas Road, Chetput, Chennai.

(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.

(12) The Director (Movement), Railways 17 N.S.Road, Kolkata.

(13) The Joint Director (Iron & Steel) 3 Koilaghat Street, Kolkata.

M. Saluja 08.02.24

(Meenakshi Saluja)
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Railway Board
Ph. No. 23047250
Email-ID. Meena.1964@gov.in

No. E(GP)2022/2/20 **New Delhi, dt :- 08.02.2024**

Copy forwarded to:

1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi.
2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.
5. The Secretary General, Indian Railway Promotee Officers Association, Room No. 268, Rail Bhavan, New Delhi.
6. The General Secretary, All India RPF Association, Room No. 549, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

08.2.24

For Executive Director(IR)/Railway Board

Copy to:

1. PSs to MR, MoSR(D), MoSR(J)
2. Sr.PPSs to CRB&CEO, M(Infra), M(TRS), M(O & BD), MF
3. PPSs to Secretary, DG/HR, DG/RHS, DG/RPF,DG/Safety
4. PPSs to all Addl. Members.
5. Dy. C & AG(Railways), Room No. 222, Rail Bhawan.
6. PSs to AM (Staff), Adv.(Vig.), EDE, EDA, EDE(N), EDE(Res), JS, JS(E), JS(G), EDV(E), ED(Signal), EDV(S), EDF(E), EDE(T&MPP), EDE(RRB), EDPC-I, DV(P), DE(L), DE(Res), DE(G), D(IH), JD(MPP), JDE(R)I&II, JDE(Rep)I&II, JDE(D&A), JDE(P&A), , JDE(L), JDE(N), DE(N)II, DDF(E)I, DDF(E)VI, DDV(A&P), E(NG)I, E(O)III, DDRS(G), DDE(LR)I, Sec(E), E&R, E(Trg.), E(MPP), V(SS), E(SCT)I&II.

No. 36035/1/2023-Estt.(Res-II)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
North Block, New Delhi
Dated the 29th May, 2023.

OFFICE MEMORANDUM

Subject: Reservation in promotion to Persons with Benchmark Disabilities (PwBDs).

The undersigned is directed to refer to Ministry of Railways OM No. E(NG)I/2019/PM4/8 dated 05.04.2023 regarding the above cited subject seeking comments on Para 8.1 & 8.2 of DoPT OM No. 36012/01/2020-Estt. (Res-II) dated 17.05.2022 .

2. In this regard, it is informed that so far as the issue of promotion on 'selection' basis is concerned, the basic standard for selection, as prescribed through the OM No. 35034/7/97-Estt(D) dated 08.02.2002, is the Benchmark Grading in APARs.

3. In case of Limited Departmental Examination/Departmental Examination, minimum qualifying marks for PwBDs may be decided by the Administrative Ministry/Department in consultation with the Recruiting Agency conducting the examination. Therefore, the issue of extent of such relaxation for PwBDs would mean a lower cut-off marks to qualify and that could vary from post to post depending upon the minimum qualifying marks specified for the examination and the cut-off marks arrived at based upon the number of vacancies to be filled up though this examination. Accordingly, the extent of relaxation may vary from case to case.

4. If any extent of relaxation has been decided for a particular Limited Departmental Examination/Departmental Examination in respect of candidates belonging to SC/ST category, where sufficient number of candidates belonging to SC/ST categories (as per vacancies earmarked for these categories) do not qualify the examination in the normal course, same extent of relaxation can be extended to candidates belonging to to those PwBD category, who do not belong to SC/ST category. In case the candidates belonging to PwBD category also belong to SC/ST category, they would be eligible to be considered either as a SC/ST category or PwBD category candidate for seeking relaxation of standard for Departmental Examination but not both."

5. This issues with the approval of Additional Secretary (Estt).

(Debabrata Das)
Under Secretary to the Government of India

DDE(N)
31/5
SO-I
31.05.23
Sr. Nefi
Sanjay
31/5/23

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No.: 16 /2024

No. E(GP)2022/2/20/PwBD **New Delhi: 14.02.2024**

The General Managers,
All Indian Railways and Production Units.

(Kind Attn.: PCPOs/PFAs/Dy. CPO(G)/ Dy. CAO(G))

Sub.: Reservation to Persons with Benchmark Disabilities (PwBDs) in promotion from Group 'C' to Group 'B' posts.

Ref.: Board's letter no.E(GP)2022/2/20/PwBD dt.18.08.2022 and 14.11.2022 & DoP&T's O.M. No. 36012/1/2020-Estt.(Res.-II) dated 28.12.2023.

In terms of Board's letter No. E(NG)I/2019/PM4/8 dated 18.01.2024, the instructions issued by DoP&T vide their O.M. No. 36012/1/2020-Estt.(Res. II) dated 28.12.2023 have been adopted *mutatis mutandis* for grant of notional promotions to PwBD candidates w.e.f. 30.06.2016 in the non-gazetted posts of Indian Railways as identified vide Ministry of Social Justice & Empowerment's notification no. 38-16/2020-DD-III dated 04.01.2021 and Board's letter No. E(NG)II/2017/RC-2/1/Policy dated 27.02.2019.

2. The issue of providing notional promotions to PwBDs in promotion from Group 'C' to Group 'B' posts has also been examined by the Board. Accordingly, it has been decided that the instructions issued by DoP&T vide their O.M. dated 28.12.2023 under reference may be made applicable *mutatis mutandis* for grant of notional promotions to PwBDs w.e.f. 30.06.2016 in promotion from Group 'C' to Group 'B' posts.

M. Saluja 14/02/24

(Meenakshi Saluja)
Dy. Director Estt. (GP)III
Railway Board
Ph. No. 23047250
Email-ID. Meena.1964@gov.in

No. E(GP)2022/2/20PwBD **New Delhi, dt :- 14.02.2024**

Copy for information and necessary action to

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The CAO, PLW, Patiala.

(3) The CAO, MTP (Rlys.), Mumbai and Chennai.

(4) The Chairman, Railway Recruitment Board:

Prayagraj/Ahmedabad/Ajmer/Bangalore/Bhopal/Bhubaneshwar/Kolkata/ Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu & Srinagar/Malda/ Mumbai/Muzaffarpur/Patna/Ranchi/Secunderabad/Trivandrum.

(5) The Director General, NAIR, Vadodara.

(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gwalior, IRIFM/Secunderabad, IRITM/Lucknow

(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, New Delhi.

(8) The General Secretary, IRCA, New Delhi.

(9) The C.A.O, COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi- 110002.

(10) The Secretary, Railway Rates Tribunal (Chennai), 50 MC.Nicholas Road, Chetput, Chennai.

(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.

(12) The Director (Movement), Railways 17 N.S.Road, Kolkata.

(13) The Joint Director (Iron & Steel) 3 Koilaghat Street, Kolkata.

M. Saluja
14/02/24

(Meenakshi Saluja)
Dy. Director Estt. (GP)III
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No. E(GP)2022/2/20/PwBD **New Delhi, dt :- 14.02.2024**

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1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi.
2. The General Secretary, National, Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi.
3. All Members, Departmental Council and National Council and Secretary, Staff Side, National Council, 13-C, Ferozshah Road, New Delhi.
4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.
5. The Secretary General, Indian Railway Promotee Officers Association, Room No. 268, Rail Bhavan, New Delhi.
6. The General Secretary, All India RPF Association, Room No. 549, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Association.

V. 14/2/2024

For Executive Director(IR)/Railway Board

Copy to:

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3. PPSs to Secretary, DG/HR, DG/RHS, DG/RPF,DG/Safety
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5. Dy. C & AG(Railways), Room No. 222, Rail Bhawan.
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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)
*****

No. E(GP)2019/2/25 **New Delhi, dated-14.06.2024**

The General Managers,
All Indian Railways & Production Units.

(Kind Attn.: PCPO/PFA/Dy. CPO (G)/Dy. CAO(G))

Sub.: Preparation of integrated seniority lists of Group 'C' cadres for promotions to Group 'B' posts on Indian Railways.

Ref.: Board's letter of even number dated 01.01.2024.

References have been received from a few Zonal Railways seeking clarifications on preparation of integrated seniority lists for certain Group 'C' cadres whose pay structures have since been upgraded in terms of Board's letter no. PC-VII/2019/RSRP/3 dt. 17.11.2022 (RBE No.155/2022).

2. The matter has been examined in consultation with Pay Commission and Establishment Directorates of Board's office. It is hereby clarified that the integrated seniority list of Group 'C' employees eligible for Group 'B' Selections (70%) should be prepared based on Level-7 and Level-6 in terms of instructions contained in Board's letter No. E(GP)2019/2/25 dt. 27.12.2019 and no change is warranted therein.

(Arti Singh Lal)
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Railway Board
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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/20/PwBD **New Delhi, dated: 21.06.2024**

The General Managers,
All Indian Railways/ Production Units.

(Kind Attn.: PCPOs/PFAs/Dy. CPO(G)/ Dy. CAO(G))

Sub.: Reservation to Persons with Benchmark Disabilities (PwBDs) in promotion from Group 'C' to Group 'B' posts – clarification regarding.

Ref.: Board's letter no. E(GP)2022/2/20 dated 18.08.2022.

Attention is invited to Board's letter dated 18.08.2022 under reference whereby instructions circulated vide DoP&T's O.M. No. 36012/01/2020-Estt. (Res.-II) dated 17.05.2022 regarding grant of reservation to PwBDs in promotions were adopted *mutatis mutandis* for promotion from Group 'C' to Group 'B' posts in Railways. In this regard, references have been received from a few Zonal Railways seeking clarifications regarding carrying forward of reservation due to non-availability of suitable PwBD candidates.

2. The matter has been examined in consultation with Reservation Directorate of Board's office. Accordingly, it is clarified that keeping a vacancy unfilled on account of non-availability of suitable PwBDs in the current selection is not in order as reservation for PwBDs being horizontal in nature, there is no prior earmarking of community. Thus, the earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.

3. This also disposes South East Central Railway's ref. no. P-HQ/CON/452/Mech 70%/e-68025/130 dated 19.03.2024 and Banaras Locomotive Works ref. no. BLW/GMP/RP Cell/Corres to RB dated 01.04.2024.

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RBE No. 93 /2024

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2024/2/28 **New Delhi, dated: 08.10.2024**

The General Managers,
All Indian Railways & Production Units.

[Kind Attn.: PCPO / PFA / Dy. CPO (G) / Dy. CAO (G)]

Sub.: Promotions from Group 'C' to Group 'B' posts - Centralized CBT.

In terms of Para 203.4 of Indian Railways Establishment Manual Vol. I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, it has been decided by Board that henceforth, in respect of Selections (70%) to Group 'B' posts in all departments, all employees who are eligible and who volunteer for the Selection, should be considered without any limitation of number, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.

2. It has further been decided that in partial modification of Board's letter no. E(GP)2018/2/31 dated 19.03.2019, there shall be no negative marking in written examinations held as part of Selections (70%) where the final panels are made on seniority basis. However, negative marking @1/3rd of a mark for every wrong answer in the LDCEs (30%) where panels are prepared on the basis of merit shall continue.

3. The aforesaid instructions would apply to Selections / LDCEs notified after the date of issue of these instructions. Any Selection which has already been notified should be dealt with in terms of existing instructions only.

4. These instructions should be widely circulated.

5. Please acknowledge the receipt.

6. Hindi version will follow.

(Arti Singh Lal)
Dy. Director-II/ Estt.(GP)
Railway Board
Ph. No. 23047250
Email ID – arti.singh1@gov.com

No. E(GP)2024/2/28 **New Delhi, dated :- 08 .10.2024**

Copy for information and necessary action to :

(1) The Director General & ex-officio General Manager, R.D.S.O., Lucknow.

(2) The C.A.O., PLW, Patiala.

(3) The C.A.O., MTP (Rlys.), Mumbai and Chennai.

(4) The Chairman, Railway Recruitment Board:
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Chandigarh/Chennai/Gorakhpur/Guwahati/Jammu&Srinagar/Malda/
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(5) The Director General, NAIR, Vadodara.

(6) The Director, IRISET/Secunderabad, IRIMEE/Jamalpur, IRIEEN/Nasik, IRICEN/Pune, CAMTECH/Gwalior, IRIFM/Secunderbad, IRITM/Lucknow.

(7) The Railway Liaison Officer, Jeevan Tara Building, Parliament Street, New Delhi.

(8) The General Secretary, IRCA, New Delhi.

(9) The C.A.O., COFMOW, Rly. Offices Complex, Tilak Bridge, New Delhi-110002.

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(11) The Exec.Director, CRIS, Safdarjung Rly.Stn.Building, Chanakyapuri, New Delhi.

(12) The Director (Movement), Railways, 17 N.S.Road, Kolkata.

(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

(Arti Singh Lal)
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No. E(GP)2024/2/28 **New Delhi, dated :- 8.10.2024**

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1. The General Secretary, All Indian Railwaymen Federation, Room No. 253, Rail Bhavan, New Delhi.
2. The General Secretary, National Federation of Indian Railwaymen, Room No. 256-E, Rail Bhavan, New Delhi.
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4. The Secretary General, Federation of Railway Officers Association, Room No. 256-A, Rail Bhavan, New Delhi.
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7. Railway Board Secretariat Staff Associations.

For Principal Executive Director(IR)/Railway Board

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5. Dy. C & AG (Railways), Room No. 222, Rail Bhawan.
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RBE No.10/2025

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2024/2/28 (E.No.3466256) **New Delhi, dated: 03.01.2025**

The General Managers,
All Indian Railways & Production Units.

[Kind attn.: PCPOs / PFAs / Dy. CPO(G)s / Dy. CAO(G)s]

Sub.: Promotions from Group 'C' to Group 'B' posts through 70% Selection – Centralized CBT.

Ref.: Board's letter of even number dated 08.10.2024.

In terms of Board's letter under reference, it was decided that for 70% Selections to Group 'B' posts in all Departments having Organized Services, all employees who are eligible and who volunteer for the Selection, should be considered without any limitation of number, as in the case of APO.

2. In continuation to the said instructions, it has been decided by Board that in the case of Group 'B' posts other than APO, the candidates for *Viva Voce* and assessment of Record of Service shall be called to the extent of 06 times the number of vacancies (category-wise) in the order of seniority. In case of APO, the existing procedure of calling candidates to the extent of 06 times the number of vacancies (category-wise) for *Viva Voce* and assessment of Record of Service in the order of merit shall continue.

3. Further, it has been decided to do away with the grading of candidates as 'Good' / 'Outstanding' and subsequent supersession (as contained in paras 204.8 and 204.9 of IREM Vol. I, Revised Edition 1989) in 70% Selections across all Organized Departments. The panels will be formed in the order of seniority.

4. These instructions should be widely circulated.

5. The receipt may please be acknowledged.

6. Hindi version will follow.

(Arti Singh Lal)
Dy. Dir.-II / Estt. (GP)
Railway Board
Ph. No. 23047250
Email ID : esttgp2@rb.railnet.gov.in

No. E(GP)2024/2/28 (E.No.3466256) **New Delhi, dated :- 03.01.2025**

Copy for information and necessary action to :

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(2) The C.A.O, PLW, Patiala.

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(13) The Joint Director (Iron & Steel), 3 Koilaghat Street, Kolkata.

(Arti Singh Lal)
Dy. Dir.-II / Estt. (GP)
Railway Board
Ph. No. 23047250
Email ID : esttgp2@rb.railnet.gov.in

No. E(GP)2024/2/28 (E.No.3466256) **New Delhi, dated :- 03.01.2025**

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6. The General Secretary, All India RPF Association, Room No. 549, Rail Bhavan, New Delhi-110001.
7. Railway Board Secretariat Staff Associations.

3.2.25

For Principal Executive Director(IR)/Railway Board

Copy to:

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GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD

No. E(GP) 2024/2/09(3457680) **New Delhi, dated 23.04.2026**

The General Manager,
Southern Railway,
Chennai.

{Kind attn.: Ms Shikha Lal, CPO(G)}

Sub.: Promotion from Group 'C' to Group 'B' - Counting of service rendered by Medically De-categorized employees in old seniority unit and alternative post of same Department for the purpose of determining eligibility for promotion to Group 'B' Posts – reg.

With reference to Southern Railway's letter no. P(G)532/II/AOM/30% LDCE Selection/CCBT/2025-26 dated 05.03.2026 on the above mentioned subject, it is clarified that Board's letters No. E(GP)2024/2/09 dated 29.05.2024 and 14.10.2024, pertain to cases where an employee is medically de-categorized and absorbed in another Department. The rationale for the clarification furnished vide Board's letters *ibid* is that the provisions of IREM regarding counting of past service of medically decategorized staff absorbed in alternate posts are to be read in conjunction with the gazette notified Recruitment Rules for a particular Group 'B' post.

2. In the instant case, it is observed that the medically de-categorized employees have been absorbed within the same Department in alternate posts, and both the pre-absorption as well as post-absorption posts are feeder categories for the particular Group 'B' post in that Department.

3. In view of the above, it is advised that in such cases as mentioned in para 2 above, the service rendered in the earlier post as well as in the post after absorption, both being eligible feeder categories within the same Department, may be taken into account for determining eligibility for promotion to the Group 'B' post in that Department.

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