



दक्षिण पूर्व मध्य रेलवे  
South East Central Railway



Sy. 2/2/2019 (17)

कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004  
PERSONNEL DEPARTMENT, 1<sup>st</sup> FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

No. P-HQ/CON/452/1/MD/AHO/188

Dated 25.11.2019

CMD, MD/CH/BSP, CHD, CPO (A), SDGM/SECR

DRM/BSP, R, & NGP, CMS/ BSP, R, NGP/SECR.

**Sub: Selection for formation of a panel of 01-UR post of Assistant Health Officer (Gr "B") in scale PB-2 Rs. 9300-34800+GP Rs. 4800/- of Medical department.(4<sup>th</sup> Cycle)**

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1. A selection for formation of a panel for 01 post (SC-01) of Assistant Health Officer (Group "B") in Medical department is hereby notified calling for willingness from Group "C" employees of eligible category viz Chief Health & Malaria Inspector in pay scale Rs. 9300-34800 +GP Rs.4600/- (VIth PC) level-07 ( 7<sup>th</sup> PC) of South East Central Railway.

2. **Eligibility Criteria-** Group "C" employees i.e. Chief Health & Malaria Inspector in PB-2 Rs.9300-34800+GP Rs.4600/- (VI PC); New Pay Matrix Level-7 (7<sup>th</sup> PC) with 02 years of regular service in the grade as on 01.11.2019, possessing qualification B.Sc with Chemistry plus diploma of Health Inspector and should have qualified in the written test and viva-voce test, having lien in SEC Railway, are eligible in terms of Railway Board's letter No.99/E(GRR)/1/2 dated 20.11.2007 and Railway Boards letter No. E (GP) 99/2/69 dated 27.12.2010(RBE No.186/2010).

**Note- I-** The requirement of possessing B.Sc (Chemistry) shall not be applicable in the case of Health and Malaria inspectors Grade-I who were recruited as Health Inspectors prior to issue of Railway Board's letter No.E(NG) II/89/RR-1/7 dated. 24.05.1990 or promoted as Health Inspector prior to issue of Railway Board's letter No.E(NG) I/98/PM/10/3 dated 09.09.1999.

**Note-II-** Where Juniors who have completed their qualifying or eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service

3. For 01 (one) post of Assistant Health Officer (Group "B"), 05(five) senior-most Chief Health & Malaria Inspector working in PB-2 Rs.9300-34800+GP Rs.4600/- New Pay Matrix Level-07 ( 7<sup>th</sup> PC) belonging to 'SC' community are to be called for the selection. Number of candidates being called for the zone of consideration for 01 vacancy will be five (05) in order of seniority and this will be further extended by the number of candidates to the extent of such candidates in the normal zone of consideration who have failed twice in earlier selections). A provisional integrated seniority list (Main list) of eligible candidates of Health & Malaria Inspector-I is enclosed in **Annexure "A"**. A standby list as per seniority is also enclosed at **Annexure "B"**, which will be considered based on unwillingness of those included in Annexure "A". Eligible candidates, if any whose names are not included in the said list may also represent through respective controlling officer and concerned Personnel Officer as per columns indicated in the format at **Annexure- "C"** on or before **05.12.2019**. While forwarding names, Personnel Officers/Controlling Officers should ensure that service particulars mentioned therein are verified and certified as correct. The consolidated statement of such candidates as per the format in **Annexure-'C'** along with the individual applications should be forwarded by the concerned Personnel Officers to this office as per the time limit prescribed in para 4 of this letter. In case any candidate is found ineligible for the above selection at any stage, his candidature will be summarily rejected.

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4. The eligible candidates whose names are borne in the provisional integrated seniority list in Annexure "A", should submit their clear written willingness or unwillingness on or before 16.12.2019 in the attached prescribed format and the same should be forwarded by the concerned Personnel Officer to this office on or before 20.12.2019 positively in a consolidated list together with the individual options. It may also be noted that incomplete statements furnished by the divisions/units will not be entertained. Applications of the staff concerned need not be sent to this office directly. Controlling officers are advised that applications received by their office after 16.12.2019 should not be forwarded to HQ's under any circumstances. Names of those staff who do not fulfill the eligibility criteria as mentioned above, need not be forwarded. The concerned Personnel Officer should certify that the candidates possess "Degree/Diploma in Health & Sanitary Inspector from a recognized University /Institution".

5. In terms of para 8.9 of Master Circular No.68, Employees constituting the field should be advised individually of the proposed selection with the clear stipulation, that they should on receipt of the notice, apprise their willingness/ un-willingness to take up the selection. For this purpose, each individual notice should have a counterfoil, which should be returned by the employees within a week of receipt indicating clear willingness or un-willingness. The notice should carry a clear indication that it is the employee's responsibility to appraise his willingness / un-willingness to take up the selection and failure to respond or furnish the intimation within the stipulated period will be treated as un-willingness. Depending on the position of un-willingness reported or non receipt of any intimation, employees from the reserved list would be called to the extent necessary for taking up the selection

6. It shall be the duty of the concerned Personnel Officers to cross verify the authenticity of the entries before consolidation and forwarding to this office. Where employees figuring in enclosed list have not indicated either willingness or unwillingness specifically, remarks accordingly may be indicated against each while forwarding the consolidated list to this office.

7. In case any candidate is on leave or on deputation to other Railways/Units or on sick list, the controlling officer concerned should send necessary advice to the authority under whom he/she is working or the medical authority /home address as the case may be and proper acknowledgement to that effect may be ensured to avoid future complications on this issue.


All concerned may please note that no Supplementary Written Examination shall be conducted unless it is certified by the concerned controlling officer as well as the Personnel Officers that the absence of a candidate was due to reasons beyond his/her control.

8. The Personnel Officers, Sr.DPOs/ DPOs/SPOs/WPO/APOs should ensure that the ACR's/APAR's of the above candidates who have volunteered for the above examination, for the last 05 years are complete in all respects and updated service record and personal file kept ready with him/ her and arrange to send the same to PCPO (Gaz) when called for.

9. Any omissions/discrepancies notified in Annexure- "A" & "B" may be brought to the notice of this office immediately.

#### 10. Scheme of examination

Objective and scheme of Examination: - The examination aims at comprehensive assessment of knowledge of the candidates and is essentially aimed at testing their professional ability. The examination will consist of: (i) Written Examination (ii) Viva-voce (with prior Medical Fitness Test). The subjects for examination and marks allotted for Professional paper and viva-voce as indicated in terms of Railway Board's letter No.E(GP)88/2/111 dated 20.08.1991 .In terms of Railway Board's letter No. E(GP)2018/2/31 Dated 19.03.2019(R.B.E. No.53/2019 circulated vide this Railway Estt Rule No. 90/2019)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 will be as under

  
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**(i). Written examination**

Subject	Maximum Marks	Qualifying Marks	Remarks
Written test	100	60	Medical fitness before viva-voce is required.

**(ii). Viva-voce test ( Only medically fit candidates will be allowed to appear the viva-voce test**

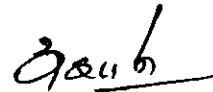
Viva-voce	Maximum marks	Qualifying marks
1. Record of Service	25	30 (including minimum 15 marks in Record of service )
2. Viva-voce	25	

**11. Written exam details -:** There will be one paper of 90-120 minutes duration. Paper will contain question of at least 100 marks on professional subject and around 50 marks on Establishment Rule & Finance rule. 15 marks of the total marks allotted for testing the professional ability should be set apart for question 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. Syllabus for written examination is enclosed at Annexure- "D" for information and guidance of candidates. This syllabus is indicative and not necessarily exhaustive.

The notification is also available in S E C Railway web site. [http:// www.secr.indianrailways.gov.in](http://www.secr.indianrailways.gov.in).

Please acknowledge receipt.

Encl: As above. ( pages)

  
(Ashok Sharma) 25.11.19

Senior Personnel Officer (Gaz)  
for Principal Chief Personnel Officer  
Dated 25.11.2019

No.P-HQ/CON/452/1/MD/AHO/ 188

Copy forwarded for information and necessary action to:

1. Sr.DPO/BSP, R &NGP, Dy CPO (HQ), (CON/BSP),
2. SPO (HQ), WPO/WRS/R, WPO/MIB, APO/HQ, EO to CPO/SECR
3. GS /SECRMC & SECRPOA, Notice Board.


  
For Principal Chief Personnel Officer

**MAIN LIST**

**ANNEXURE "A"**

Provisional integrated seniority list of eligible Health & Malaria Inspector in scale PB-2 Rs. 9300-34800+GP Rs.4600/- of Medical department.

S.N	Name (S/Shri)	caste	Design STN	Scale/GP	DOB	DOA	DOP in GP Rs. 4600/-
1	N N JADHAV	SC	CHI/ITR	GP-4600	31-Mar-64	6-Feb-93	01-01-1996
2	RAJAN BIRDA	SC	CHI/BSP	GP-4600	02-Dec-60	11-Aug-87	29-07-1997
3	P SANGEETHA RAO	SC	CHI/RIG	GP-4600	1-Dec-69	2-May-00	02-05-2000
4	SANJEEV MESHAM	SC	CHI/SDL	GP-4600	30-Aug-67	27-Nov-96	01-01-2002
5	RANJEET KUMAR SUMAN	SC	CHI/BYT/R	GP4600	8-Aug-77	21-Aug-08	01-11-2013

  
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**STAND BY LIST**

**ANNEXURE "B"**

S.N	Name (S/Shri)	Community	Design/STN	Scale/GP	DOB	DOA	DOP in GP Rs 4600/-
1	JASVENDER KUMAR	SC	CHI/TLD	GP-4600	10-Sep-86	16-Sep-10	01-11-2013
2	MUKESH UBNARE	SC	CHI/G	4600	29-Apr-77	17-Aug-10	15-01-2015
3	PRASHANT SUKHDEVE	SC	CHI/MIB	4600	26-Apr-69	10-Dec-91	15-01-2015
4	AMOL M. MESHRAM	SC	CHI/G	4600	8-Dec-85	13-Sep-08	15-01-2015
5	DHARMA VEER SINGH	SC	CHI	4600	15-May-83	15-Jul-14	17-11-2016

**ANNEXURE-"C"**

Statement/Application proforma for showing the name of candidates who have applied to appear in the examination for formation of panel to the post of Assistant Health Officer (Group "B") of Medical department

1 Sr.No	2 Name	3 Designation/ Station	4 Community (UR/SC/ST)	5 Date of birth	6 Date of appointment	7 P F No
8 Lien	9 Educational/T echnical qualification	10 Present grade/ scale	11 Date of regular promotion in present scale	12 Date of regular promotion in scale  Rs. 6500- 10500/-PB-2, 9300-34800+ GP Rs 4600/- Level-07	13 Remarks Willing/ Un-willing	14 Signature of employee

Signature of Controlling Officer  
Name  
Design/STN  
Date

**ACKNOWLEDGEMENT**

I have received the notification No.P-HQ/CON/452/1/Med/AHO / dated ..... for selection to the post of AHO (Group "B") selection of Medical department.

Signature -  
Name -  
Design -  
STN/Unit -  
Date -

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**SYLLABUS FOR SELECTION FOR PROMOTION TO THE POST OF ASSISTANT HEALTH OFFICER (Gr "B") IN SECR.****A.1 TECHNICAL (PROFESSIONAL)**

1. Water : Sources, Water pollution, Purification, ultraviolet, irradiation, ozonisation, Reverse osmosis, Chlorination, Breakpoint chlorination, Residual chlorine, Chlorinator, Chlorine demand, Disinfection of well, Distribution system, Sampling of water for chemical and bacteriological analysis, Standard of water quality, monitoring of quality of water. Water borne diseases and the prevention and control, swimming pool sanitation, Role of Health Inspectors in safe water supply.
2. Waste management: Collection and disposal of refuse, Hospital waste management.
3. Excreta Disposal : Excreta Disposal in sewered and unsewered areas, septic tank, aqua privy, water carriage system, house drains, inspection chamber sewers, man holes, precaution for entering man hole, sewage disposal maintenance of public toilets.
4. Environmental sanitation:- mechanization in sanitation.
5. Food, Nutrition and adulteration food:- deficiency diseases, balanced diet measures for controls food borne diseases, monitoring of quality of food prevention of food adulteration act, powers of food inspector, method of simple and follow up hygiene of eating places, education of food handlers licensing.
6. Health statistics: Census health service, health and fertility indices, collection and analysis of data, pictorial and graphic representation of data, record keep in reporting.
7. National Health programmes: Tuberculosis, Malaria, AIDS, Diarrhoeal diseases.
8. Pest control: Identification of mosquito breeding sites, anti- mosquito measures including bio-environmental engineering methods, anti-fly measures rodent and stray dog control.
9. Epidemiology: Control of Epidemics, Notifications – Notifiable diseases quarantine disinfection.
10. Prevention and control of communicable and non- communicable diseases.
11. Industrial Hygiene: Industrial Hygiene, Industrial hazards, protection against accidents, protection against occupational diseases.
12. First Aid to the injured.
13. Reproductive and child health: Family Welfare Programme, contraceptive methods, immunization schedule, vaccines and its use in various diseases, pulse-polio immunization, cold chain.
14. Health Education: Principles and methods, motivation, counseling.
15. Medical arrangements in fairs and festivals,
16. School Health services.
17. Diseases surveillance.
18. General:- Organization of special camps like multipurpose health drives seeking community participation, field action groups, health promotion councils, coordination with other department as well as other Government and Non-Government Agencies.
19. Inspection and Record maintenance.
20. Contracts and Tenders.
21. Procurement of Stores: Inventory control, maintenance and condemnation of equipment.

**B.2. FINANCE & ACCOUNTS**

- 2.1. Classification of Expenditure
- 2.2. Canons of Financial Property.
- 2.3. Stage of Budget.
- 2.4. Accountal of Material, Dead Stock Register, Accounts & Audit Inspection of Field Units, Audit Notes.

**C.3. ESTABLISHMENT & PERSONNEL.**

- 3.1 Attendance, Drawal of Salary Bills, Leave Records, Correlation of all three.
- 3.2. Entitlement of Staff / Supervisors under Pass & Medial Attendance Rules.
- 3.3. Selection & Trade Test
- 3.4. Staff Welfare, Role of Welfare Inspectors, Handling of Staff Grievances
- 3.5. Railway Service Conduct Rules, D&A Rules.
- 3.6. Importance of Peaceful Industrial Relations Recognized Unions and Associations, PNM.

**N.B:-** 15 marks will be on questions pertaining to official language policy and official language rules, though answering the same will not be mandatory.

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