



दक्षिण पूर्व मध्य रेलवे
South East Central Railway



मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004
HEADQUARTER, PERSONNEL DEPARTMENT, 1st FLOOR, GM's OFFICE, BILASPUR(C.G.) 495004
No. P-HQ/CON/452/Civil-70%/e-71016/743 Dated:-20/12/2022

AGM, PCE, CAO (CON), SDGM/SECR, Secretary TO GM/SECR,
CBE, CTE, CE(TM)/SECR, CPO (A), DRM/Bilaspur, Raipur, Nagpur
CWM/WRS/Raipur, CWM/MIB/Nagpur, Dy.CE(TM)/BSP, Sr.DPO/BSP, R, NGP,
DY CPO (CON)/BSP, PCPO/SER/GRC & PCPO/E.Co.Rly/BBS

Sub: - Selection for formation of a panel of ADEN/AXEN (Gr "B") against 70% DPQ of
Civil Engineering Department in S.E.C.Railway. (7th cycle)

Ref:- 1. Board's letter No. E(GP)2022/2/4, Date:28/06/2022 and Dtd.04/10/2022 &
2. Board's letter No. E(GP)2022/2/4, Date:18/10/2022.

Vide Board's letter under reference, It has been decided to introduce Centralized Computer Based Objective type examination (CBT) for conducting 70% DPQ and 30% LDCE quota selections in all departments having organized services from vacancy cycle beginning from 01/01/2023. For which examination against 70% DPQ will be conducted on 22/01/2023 and supplementary examination conducted on 29/01/2023 by NAIR/BRC.

Accordingly, in compliance to Board's letter cited above under Ref. 1 & 2, the vacancy assessment for period 01/01/2023 to 31/12/2024, has been done and it has been decided to conduct a selection for formation of a panel ADEN/AXEN (Group-B) in scale PB-2 Rs.9300-34800, Grade Pay Rs. 4800/- (6th PC) (Pay Matrix Level-8 of 7th PC) vacancies against 70% DPQ (7th cycle), and applications from willing and eligible Senior Supervisor (Technical) of Civil Engineering department, having lien in SEC Railway are invited, who may submit their clear written willingness/ unwillingness to participate in the selection.

Eligibility Criteria: Senior Supervisors (Technical) working on regular basis in Group-'C' who have rendered not less than 03 years of non-fortuitous service, as on 01/01/2023, working in scale Rs. 5000-8000 (5th PC) PB-2 Rs. 9300-34800, with Grade Pay Rs. 4200/- (6th PC)/ Pay Matrix Level 6 of (7th PC) & above and having lien in Civil Engineering department of this railway are eligible to appear in the Selection as per, RBE No.216/2019, SECR's Estt. Rule No.359/2019. Fortuitous service will not be counted for determining the eligibility. In addition to above criteria PwBD candidates who fulfill the essential criteria of PwBD Physical and functional requirement, as mentioned in para-(A) below will be eligible for vacancy assessed for PwBD in addition to other vacancies notified.

In compliance to RBE No.74/2022 [Estt. Rule No.168/2022] and in terms of Railway Board's letter No.E(GP)2022/2/20 dated 14.11.2022, it has been decided to provide Reservation against Persons with Bench Mark Disabilities (PwBD) in the categories of Group-B posts while carrying out promotions to Group-B posts from Group-C.

(A) In terms of Para 2.2 of DOP&T vide their OM No. 36012/1/2020-Estt. (Res.II) dated 17.05.2022, following are the categories of disability identified for reservation against PwBD.

- Blindness and low vision
- Deaf and hard of hearing.
- Loco-motor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy;
- Autism, intellectual disability, specific learning disability and mental illness;
- Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness.

In terms of Railway Board's letter no.E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of ADEN(Gr. B).

Post	Functional Classification	Physical requirements
ADEN/AXEN (Gr.B)	Locomotor Disability (LD) - One Arm (OA) One Leg (OL) including Leprosy Cured, Acid Attack victims	S, ST, BN, W, SE, MF, C, RW, KC, CL, JU, H
	Hearing impaired HI(HH)	S, ST, BN, W, SE, MF, C, RW, KC, CL, JU, H (Acceptable with Hearing Aids)

Accordingly, 01(one) post of ADEN(Gr. B) against 70% vacancy is reserved for PwBD candidates /categories of disability with Functional Classification and Physical requirements as detailed below.

Post /Mode	UR	SC	ST	TOTAL	PWBD	PWBD classification
ADEN/ AXEN 70% DPQ	3	00	00	03	Out of Three vacancies, One vacancy is reserved for PWBD	(C) LD

(B)

(1) On the basis of provisions mentioned in Para 8.1 of M.C No. 68 dated 08/07/2019 a combined provisional integrated seniority list of **Senior Supervisors (Technical)** of Civil Engineering department of this Railway, who are eligible to appear in the selection is enclosed as **Annexure-"A" (Main List)**. Further as per provisions mentioned in Para 13 of RBE 74/2022 for vacancy reserved for PwBD (C) LD, since adequate number of PwBD candidates were not available within normal zone i.e. as in **Annexure-A**, accordingly the zone of consideration was extended to 5 times the number of vacancies. However, as per available record no candidates coming in the above list (5 X of the vacancies) were found eligible for vacancy reserved for PwBD. The list of candidates (5 X of the vacancies) is placed in **Annexure-A1**. Further candidates placed in **Annexure-A1** may give their **representation** w.r.t. their candidature for filling up the vacancy reserved for PwBD as detailed in A above. The candidates placed in **Annexure-A1** may submit their representation on or before 30/12/2022 through their controlling officer duly certified by concerned Personnel officer. The Personnel Department of the HQ/Division/Workshop/Units should scrutinize the application and verify the eligibility as per RBE No.74/2022 [Estt. Rule No.168/2022] and in terms of Railway Board's letter No.E(GP)2022/2/20 dated 14.11.2022 along with the Service Record maintained by them and certify their eligibility for each such candidate. After scrutinizing the representation concerned Units should forward such representation along with the applications in the prescribed proforma as in **Annexure-"C"** to **GAZ(CONF.) Section, PCPO Office, HQ Office on or before 06/01/2023, which will be examined as per extant Rules**. A standby list, in the order of seniority, is also enclosed as **Annexure-"B"**, which will be considered based on unwillingness submitted of those eligible candidates who are included in Annexure "A", if any. Prospective candidates are advised to peruse the lists carefully. The eligible candidates are directed to provide relevant information as mentioned in **Annexure-C**, duly certified by the controlling officer and forwarded by concerned Personnel Officer after verifying the same. Further whose name is not included in the said list may also represent through respective controlling officer and concerned personnel officer as per columns indicated in the format as in **Annexure."C"** by 26.12.2022. While forwarding the names Controlling officers/ respective Personnel officers should ensure that particulars mentioned are verified and certified as correct. The consolidated statement as per **Annexure-D** of such candidates along with the individual applications should be forwarded by the concerned Personnel Officers to this office. In case any candidate is found ineligible for the above selection at any stage, his candidature will be summarily rejected. **It may be ensured that the applications of candidates working under Construction Organization should be submitted through Dy.CPO/Con/Bilaspur.**

02. 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/information to the

authority under whom, he is working or the medical authority/ home address, as the case may be, and obtain clear acknowledgement to this effect.

03. Eligible candidates whose names are borne in the provisional integrated seniority list should submit their willingness or unwillingness by **03/01/2023** to the concerned Personnel Officer as per the entries in **Annexure-'C'** and the same should be sent in a consolidated statement as per proforma enclosed in **Annexure 'D'** by the concerned Personnel Officer to the office of PCPO/Gaz/Bilaspur on or before **10/01/2023** along with the individual applications. Applications received **after 03/01/2023** should not be entertained and summarily rejected. **It may be noted that for those in scale of Rs.6500-10500/- (Vth PC)/ G.P. Rs.4600/- (VIth PC)/Level-7 (7th PC) and above, seniority in grade Rs.6500-10500/- (Vth PC) will be counted, in terms of extant rules based on willingness received, final zone of consideration list of candidates to be called for the written examination will be prepared.**

NOTE: The employees as such fulfilling the eligibility criteria for ADEN/AXEN Group-B post will only be considered for above 01 post of ADEN/AXEN reserved for PwBD, if they fulfill the Physical and functional requirement, essential conditions mentioned in (A) above.

4. **SCRUTINY:** The Personnel Department of the HQ/Division/Workshop/Units will arrange to register the applications received indicating names of the employees of each office who have applied for selection and they should scrutinize the application and verify the eligibility as per **RBE No.74/2022 [Estt. Rule No.168/2022]** and in terms of Railway Board's letter No.E(GP)2022/2/20 dated 14.11.2022 and with the Service Record maintained by them and certify their eligibility or otherwise in the application of each candidate. After scrutinizing the applications HQ/Division/Workshop/Units should forward the list of eligible candidates only alongwith the applications in the prescribed proforma as in **Annexure-'C'**. One copy of application of each employee will be retained in the HQ/ Division/Workshop/Units and one copy should be forwarded to **GAZ(CONF.) Section, PCPO Office, HQ Office**, per bearer along with covering letter and a **Pen-drive** containing all details in soft copy so as to reach Dy.CPO/Gaz/SECR on or before **10/01/2023**. While forwarding the applications, Dy.CPO/Sr.DPO/DPO/SPO/APO should certify that no more applications are left out with them and Concerned Personnel officers are requested to certify **(in Annexure-D)** that all the staff / employees of their Division/ Unit, working on Deputation to other unit are informed well in advance to submit their option/ willingness. Under no circumstances, application has been accepted after the due date. List of eligible candidates in **Annexure-'C'**, may also be provided in soft copy. Similar exercise as mentioned in Para above should be done by the Dy CPO/HQ or APO/HQ in respect to the staff of HQ Office.

05. In terms of Para 8.8 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, submit their clear written 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 to take the selection. The notice should carry a clear indication that it is the employee's responsibility to submit his/her willingness/un-willingness to take up the selection, and any failure to respond to the same and in providing the required intimation within the time prescribed therefore will be treated as un-willingness on his/her part to take up the selection. 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

06. It shall be the duty of the concerned Personnel Officers to cross verify the authenticity of the entries made in the application by the employees before consolidating and forwarding the applications to this office. Where employees figuring in enclosed list have not indicated clear willingness or unwillingness to appear in the selection, suitable remarks accordingly may be indicated against such employees while forwarding the consolidated list to this office. The final zone of consideration will be decided on the basis of **5 X formula** (i.e. five times the number of vacancies, in terms of para-13 of RBE No.74/2022, Estt Rule No.168/2022) in order of seniority amongst the willing & eligible candidates from out of lists in **Annexure "A", "A1" and "B"**, which

may be further extended to the extent of number of such candidates in the normal zone of consideration who have failed twice in earlier selections as per the extent rules.

07. The concerned controlling officers/ Personnel officer should ensure that the ACRS/ APARS for the last five years, complete in all respects, duly updated Service Records and Personal File of the candidates appearing in the selection are kept ready so as to ensure their prompt submission to PCPO (Gaz)/SECR) as and when called for.

08. This is the 7th Cycle of (Gazetted) Group "B" Selection for Civil Engineering department being notified in South East Central Railway. It is made clear that employees concerned should clearly satisfy themselves regarding their eligibility, in terms of grade, length of non-fortuitous service and holding lien in S.E.C. Railway. Provisional consideration of selection based on available records will not preclude summary debarring/ disqualification of ineligible candidates at any later stage.

09. SYLLABUS : In terms of Board's letter No. E(GP)2022/2/4 dated 07.11.2022, SECR's Estt. Rule No.308/2022, a copy of the syllabus for selection is attached as **Annexure-'E'**.

10. SCHEME OF EXAMINATION: In terms of Railway board's letter No. E(GP)2022/2/4 dated 07.10.2022, the examination through CBT 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) 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.**
- d) Duration/ Time: **Two Hours.**
- e) There shall be negative marking for incorrect answers. One third of the marks allotted for each question will be deducted for every wrong answer. (In terms of Para 4.3 of RBE No. 53/2019 dated 19.03.2019)

WRITTEN / (CBT) AND VIVA-VOCE TEST: The selection will comprise of Witten/ CBT examination followed by viva-voce test, in terms of (para-20) of Master Circular-68, Dated:08/07/2019 and Board's letters No. E(GP)80/2/8 dated 31/10/91. The PwBD candidates who qualify in the written test [CBT] will be subjected to medical examination by the Railway Medical Authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions of PwBD as the case may be, will be eligible for the viva-voce.

Candidates qualifying in the written examination will be subjected to viva-voce test, which shall have following distribution of marks against various heads: -

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

08. SUPPLEMENTARY WRITTEN TEST:-

If required, a supplementary written test will be conducted on **29/01/2023** subject to the following conditions and extant rule in this regard:

- a) Only the employees who are detained on administrative account from appearing in the main written test will be allowed to appear in the supplementary written test after Personnel Officer in-charge gives categorical reason with regard to employees failure to appear in the main examination.
- b) The employees who are under sick (RMC) during examination or otherwise and are continuing so since the date well before examination date will only be allowed to take supplementary written test after MS/DMO's Railway Certificate to this effect that they are duly forwarded by the Personnel Officer in-charge.

If any employee is issued G-92 on his request due to sickness, it may please be ensured that in red ink it should be clearly mentioned in G-92 that the employees concerned has to appear in the Written Examination for the post of ADEN/AEN on specific date.

- c) Any reason, over which employees have no control, will only be allowed to take supplementary written test on submission of supporting documents, countersigned by the controlling officer and duly forwarded by the Personnel Officer in charge with categorical reason in regard to employees failure to appear in the main examination, (may be given in **Annexure-G**)
- d) Employees who are absent for main written test will not be allowed to appear in supplementary examination except the circumstances as mentioned at para-(a) (b) & (c) above.
- e) It will be the responsibility of the each candidate appearing in the examination to ensure that they submit their claim for appearing in supplementary examination based on aforementioned reasons within two days of the conduct of written test through CBT.

09. If any employee of HQ/Divisions/Workshops/Units is on deputation/outside cadre or working against ex-cadre posts whose lien is maintained by this Railway should be informed about the selection provided they fulfill the conditions through their respective officers without fail. It should also be intimated to this office by the Personnel Department of Division/Workshop/Unit concerned, Dy CPO/HQ, SPO/HQ in HQ Office that the employees who are out of the cadre have been informed about the selection. In this regard certification may be enclosed by the concerned Personnel Officer in Annexure-F.

Dy CPOs, Sr.DPOs, DPOs, SPOs & APOs of all concerned may personally ensure displaying of the notification in the prominent notice board of the respective offices of HQ/Divisions/Unit.

The notification is also available on this Railway's web site <http://www.secr.indianrailway.gov.in>.

RECRUITMENT → HQ → GAZ SECTION

All the Divisions/Units & applicants are advised to regularly visit SECR website for any updates in the matter. **This notification is being issued as per existing provisions /instructions of selection of Group-B post of ADEN/AXEN. In case any changes in the existing procedure /instructions are issued by Railway Board the same will be communicated to all concerned and will be uploaded in the Railway's website in due course.**

Receipt of this notification may please be acknowledged.

DA: As above.

(Neeraj Anand)

Dy. Chief Personnel Officer (Gaz)
for Principal Chief Personnel Officer

No. P-HQ/CON/452/Civil-70%/e-71016/743

Dated:-20/12/2022

Copy forwarded for information and necessary action to: -

1. Secretary to GM/SECR: for kind information of GM/SECR.
2. PS to AGM/SECR : for kind information please.
3. DGM(G)/SECR,Chairman/RRB/BSP, Chairman/RRC/BSP
4. Sr. DEN (Co-ord) / Bilaspur, Raipur and Nagpur
5. Principal/MDTC/BSP, SPO (Con), WPO/WRS/R,
6. APO (WS)/MIB/NGP, APO/GSD/R, All Personnel Officers/SECR HQ
7. GS/SECRM, GS/SECRPOA, GS/AISC/ST Association/BSP,
8. ZP/SECROBCEA/BSP
9. Notice Board

for Principal Chief Personnel Officer

**PROVISIONAL INTEGRATED SENIORITY LIST OF SUPERVISORS IN GRADE GP-RS.4600/- /LEVEL 7 IN
CIVIL ENGINEERING DEPARTMENT MAIN LIST (ANNEXURE-A)**

SL. NO.	NAME	community	Desig	STN/Lien	DOB	DOA	DOP IN 6500- 10500/- GP.4600/-
1	R. N. Rambad	ST	SSE(D&D)	NGP	11/02/1966	06-03-1989	25-03-1996
2	Arun Kr. Agarwal	UR	SSE(D&D)	HQ	27/04/1964	19-05-1992	10-12-1996
3	Shiv Shankar Prasad	ST	SSE(W)	BSP	21/06/1963	11-07-1991	15-03-1997
4	S. H. Gangadhar	ST	SSE(D&D)	BSP	15/08/1963	22-12-1983	02-07-1998
5	D Y Khewale	SC	SSE/DRG	NGP	2/5/1973	11/12/1997	11/12/1998
6	Deepak Kr. Singh	UR	SSE(D&D)	BSP	02/10/1966	25-05-1998	01-06-1999
7	Om Prakash Gupta	UR	SSE(W)	BSP	01/01/1968	15-12-1997	10-03-2000
8	Sandeep Ekka	ST	SSE(P.Way)	BSP	23/06/1973	26-10-1999	27-09-2000
9	S. K. Kale	ST	SSE(Estr.)	NGP	24/08/1965	19-09-1991	11-07-2001
10	Ajit Kr. Gupta	UR	SSE(D&D)	HQ/NGP	02/07/1968	02-02-1994	20-07-2001
11	S. G. Sonkusare	ST	SSE/TM	TMO/NGP	15/06/1965	26-07-1988	06-09-2001
12	R. K. Vohra	UR	SSE(P.Way)	NGP	08/09/1966	21-01-1991	09-04-2002
13	S. H. Leverkar	ST	SSE(D&D)	NGP	17/07/1967	21-10-1988	31-05-2002
14	Goutam Kumar Bera	UR	SSE(W)	BSP	15/12/1963	28-05-1987	01-07-2002
15	R. Sabat	UR	SSE(W)	BSP/BBS	15/12/1963	06-06-1988	01-07-2002
16	S. Hazra	UR	SSE(W)	BSP/GRC	05/12/1963	19-01-1988	01-07-2002
17	Y.K.Parasar	UR	SSE/PW	NGP	4/30/1964	11/21/1986	10/10/2002
18	A. K. Pandey	UR	SSE/TM	TMO/R	02/09/1966	21-04-1989	31-01-2003
19	P MISHRA	UR	SSE(P.Way)	R	01/01/1966	20-11-1986	01-11-2003
20	R. P. Bhargava	UR	SSE(P.Way)	R	25/10/1966	05-05-1987	01-11-2003
21	Ajay Bhagdikar	UR	SSE(P.Way)	R	11/08/1966	06-06-1987	01-11-2003
22	R. B. Singh	SC	SSE(W)	R	20/09/1964	17-05-1988	01-11-2003

**PROVISIONAL INTEGRATED SENIORITY LIST OF SUPERVISORNS IN GRADE GP-RS.4600/- /LEVEL 7
IN CIVIL ENGINEERING DEPARTMENT LIST (ANNEXURE-A1)**

SL. NO.	NAME	comm unity	Desig	STN/Lien	DOB	DOA	DOP IN 6500- 10500/- GP.4600/-
1	R. N. Rambad	ST	SSE(D&D)	NGP	11/02/1966	06-03-1989	25-03-1996
2	Arun Kr. Agarwal	UR	SSE(D&D)	HQ	27/04/1964	19-05-1992	10-12-1996
3	Shiv Shankar Prasad	ST	SSE(W)	BSP	21/06/1963	11-07-1991	15-03-1997
4	S. H. Gangadhar	ST	SSE(D&D)	BSP	15/08/1963	22-12-1983	02-07-1998
5	D Y Khewale	SC	SSE/DRG	NGP	2/5/1973	11/12/1997	11/12/1998
6	Deepak Kr. Singh	UR	SSE(D&D)	BSP	02/10/1966	25-05-1998	01-06-1999
7	Om Prakash Gupta	UR	SSE(W)	BSP	01/01/1968	15-12-1997	10-03-2000
8	Sandeep Ekka	ST	SSE(P.Way)	BSP	23/06/1973	26-10-1999	27-09-2000
9	S. K. Kale	ST	SSE(Estr.)	NGP	24/08/1965	19-09-1991	11-07-2001
10	Ajit Kr. Gupta	UR	SSE(D&D)	HQ/NGP	02/07/1968	02-02-1994	20-07-2001
11	S. G. Sonkusare	ST	SSE/TM	TMO/NGP	15/06/1965	26-07-1988	06-09-2001
12	R. K. Vohra	UR	SSE(P.Way)	NGP	08/09/1966	21-01-1991	09-04-2002
13	S. H. Leverkar	ST	SSE(D&D)	NGP	17/07/1967	21-10-1988	31-05-2002
14	Goutam Kumar Bera	UR	SSE(W)	BSP	15/12/1963	28-05-1987	01-07-2002
15	R. Sabat	UR	SSE(W)	BSP/BBS	15/12/1963	06-06-1988	01-07-2002

Note: The above list has been prepared based on the provisions mentioned in para 13 of RBE no 74/2022 and has been issued strictly for the purpose of deciding eligiblity wi.r.t. filling of vacancy reserved for PwBD only.

**PROVISIONAL INTEGRATED SENIORITY LIST OF SUPERVISORNS IN GRADE GP-RS.4600/- LEVEL 7 IN CIVIL
ENGINEERING DEPARTMENT STANDBY LIST (ANNEXURE-B)**

SL. NO.	NAME	comm unity	Desig	STN/Lien	DOB	DOA	DOP IN 6500- 10500/- GP.4600/-
23	Amit Kr. Singh	UR	SSE(P.Way)	NGP	25/06/1963	17-02-1986	01-11-2003
24	Amarpal Singh	SC	SSE(W)	NGP	01/07/1965	13-11-1989	01-11-2003
25	A. K. Gupta	UR	SSE(P.Way)	NGP	03/07/1966	21-01-1991	01-11-2003
26	Madan Lal	SC	SSE(P.Way)	BSP	15/01/1967	21-01-1991	01-11-2003
27	Shailendra Kumar	UR	SSE(P.Way)	NGP	01/01/1964	21-01-1991	01-11-2003
28	Rajesh Kr. Srivastav	UR	SSE(P.Way)	NGP	05/01/1971	03-04-1992	01-11-2003
29	B. B. Dubey	UR	SSE(P.Way)	NGP	08/12/1964	27-03-1993	01-11-2003
30	G. P. Kulhade	SC	SSE(P.Way)	NGP	20/11/1966	30-03-1993	01-11-2003
31	Sushil Kr. Shrivastava	UR	SSE(P.Way)	NGP	15/01/1965	16-06-1994	01-11-2003
32	Ajay Pratap Singh	SC	SSE(P.Way)	BSP	14/01/1969	07-07-1995	01-11-2003
33	Ravi Shankar Prasad	UR	SSE(Estr.)	R	18/07/1972	12-11-1998	07-11-2003
34	Md. Mubeen Nawab	UR	SSE(Estr.)	R	17/02/1966	30-12-1988	11-11-2003
35	P. V. Chalpati Rao	UR	SSE(W)	NGP	03/11/1966	13-10-1988	15-05-2004
36	Abhimanyu Sahu	UR	SSE(P.Way)	BSP	22/03/1971	12-12-1991	23-08-2004
37	Dasrath Sahu	UR	SSE(P.Way)	BSP	03/05/1970	12-12-1991	23-08-2004
38	Ajay Kr. Acharya	UR	SSE(P.Way)	BSP	22/05/1969	19-12-1991	23-08-2004
39	Rajiv Katiyar	UR	SSE(P.Way)	BSP	30/10/1965	01-04-1992	23-08-2004
40	Laxman Ram Gupta	UR	SSE(P.Way)	BSP	07/03/1969	03-04-1993	23-08-2004
41	Sanjay Kr. Srivastava	UR	SSE(P.Way)	BSP	03/05/1967	05-10-1993	23-08-2004
42	Raju Singh Gour	UR	SSE(P.Way)	BSP	01/07/1964	05-10-1993	23-08-2004
43	Raghvendra Kr. Tiwari	UR	SSE(P.Way)	BSP	01/07/1964	05-10-1993	23-08-2004
44	Tapan Kr. Paik	SC	SSE(W)	R	21/03/1966	17-10-1989	13-10-2004

South East Central Railway

ANNEXURE-‘C’

Paste a
photograph
duly attested

PROFORMA for AEN/ADEN 70% DPQ (Civil Engineering Department)

1	Name	
2	Father's Name	
3	Present Designation	
4	Present place of posting, i.e. Division/ WS /Station/ Unit.	
5	Community (UR/SC/ST)	
6	Whether (PwBD) (mention category, in terms of para-2.2 of RBE No.74/2022 and Estt Rule No.168/2022)	Yes or No. _____ Mention Category (a . b . c . d . e). _____.
7	Lien holding in Railway, Division and Department	
8	Controlling officer	
9	Date of Birth (DD/MM/YYYY)	
10	Date of appointment	
11	Designation in which initially appointed and scale (Rs.)	
12	Correct IPASS NO. (Eleven (11) Digit)	
13	Latest Email-ID address (must be filled correctly)	
14	HRMS ID	
15	Mobile No.: (Personal and official)	
16	Present Scale in (Vth PC) / G.Pay (VIth PC) / Pay Level (7 th PC)	
17	Date of Regular Promotion or appointment in GP Rs. 4200/- (6 th PC) / Pay Level 6 of (7 th PC) in terms of RBE No.203/2008	
18	Date of Regular Promotion or appointment in GP Rs. In GP Rs. 4600/- (6 th PC)/ Pay Level 7 of (7 th PC).	
19	Length of non-fortuitous service in scale Rs. 5000-8000 (5 th PC), PB-2 Rs. 9300-34800, with GP Rs. 4200/- (6 th PC)/ Pay Level 6 of (7 th PC) as on 01/01/2023.	Year.....Month.....Days.....
20	Length of non-fortuitous service in scale Rs.6500-10500/- (5 th PC), PB-2 Rs.9300-34800 + GP Rs. 4600/- (6 th PC)/ Pay Level-7 of (7 th PC) as on 01/01/2023	Year.....Month.....Days.....
21	Any DAR case is pending or otherwise	
22	Whether PwBD requiring SCRIBE (Please indicate only those PwBD staff /employee who are entitled to facility of scribe and additional time).	YES or NO (please tick).

Signature of the candidate

Signature of the immediate supervisor forwarding application Office seal & Date:

Forwarded to controlling officer

Signature of Controlling Officer with seal

Forwarded to Headquarter

Forwarded to Dy.CPO(GAZ)/SECR. The particulars given by the employee against **column No.1 to 22** have been scrutinized and found correct as per the service record and the above named employee belongs to PwBD(✓)/not belong to PwBD(✓) category as per criteria and he/she is eligible (✓)/ not eligible (✓) to appear for the selection for the post of AEN (Gr.B) against 70% quota and it is certified that no Adhoc or fortuitous service has been taken in to account for computing the eligibility as on **01/01/2023**. In case any variation in the service particulars this office shall be held responsible.

Signature and name with official stamp of
Personnel Officer of concerned Divn./ Unit

ANNEXURE "D"

PROFORMA for AEN 70% DPQ (Civil Engineering Department)
(To be verified & attested from available records)

1	2	3	4	5	6	7	8	9
Sr. No	Name	Present Designation /Station	Lien	Community (UR /SC/ ST)	DOB	Date of appointment & designation, grade to which appointed	I-Pass No. (11 Digit)	Qualification

10	11	12	13
HRMS-ID	Present Grade/ Scale GP Rs.4200/-, or GP Rs.4600/-	Date of Regular promotion in scale GP Rs.4200/-	Date of Regular promotion/ appointment in scale Rs. 6500-10500/- (5 th PC) (pre-revised)/ GP-4600/- (6 th th PC) / Level-7 (7 th PC)

14	15	16	17	18
MOBILE NO.	EMAIL-ID	Whether belongs PwBD and requiring SCRIBE (Please indicate only those PwBD staff /employee who are entitled to facility of scribe and additional time).	PwBD (Mention category) (a, b, c, d, e) In term of Estt. Rule No.168/2022	Remarks Eligible/ Not eligible
		Yes / No.		

(*) The above information to be provided to GAZ/CONF/Section, HQ/SECR/BSP in soft copy also. (Pen drive)

Signature of controlling officer/
Concerned Personnel Officer

COMMON SYLLABUS FOR ALL DEPARTMENT

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 Workshops/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 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:

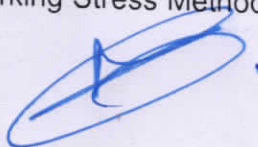
Stress, strain, Hooke's law, working stress, factor of safety; bending moment and shear force in simply supported beams and cantilevers; simple theory of bending.

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 Trolleys, 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 regirding 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) Water Supply

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.



ANNEXURE-'F'

South East Central Railway

1. This is to certify that the Notification No. P-HQ/CON/452/Civil-70%/e-71016....., Dated:..... is circulated to all the candidates who are working on Deputation to other units having lien in this Division or HQ of this Railway well in advance.
2. All the candidates who are on medical sick are also informed through concerned units for their information about the selection to the post of ADEN/AEN against 70% DPQ.

Signature and name with official stamp of
Controlling Officer i.e. Personnel Officer
of concerned Divn./ Unit



ANNEXURE-'G'

South East Central Railway

(✓) It is certified that all the candidates who have applied for appearing in the examination against the Notification No. P-HQ/CON/452/Civil-70%/e-71016....., Dated:....., none of them are eligible for the supplementary examination.

Or

(✓) It is certified that the following candidates are on Medically sick or on administrative duty are eligible for the **supplementary examination**.

----- Annexed as above.

Signature and name with official stamp of
Controlling Officer i.e. Personnel Officer
of concerned Divn./ Unit

