



दक्षिण पूर्व मध्य रेलवे
South East Central Railway
मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.)
HEAD QUARTER, PERSONNEL DEPARTMENT, 1st FLOOR,
GM's OFFICE, BILASPUR (C.G.) 495004

No. P-HQ/CON/452/PRO/e-120612/107

Date: 06.03.2024

CPRO, PCCM, CPO(A), SDGM/SECR
Sr.PRO/SECR

विषय: Selection for formation of a panel of Public Relations Officer-100% (Gr.B)
vacancies of Public Relation department (3rd Cycle).

- संदर्भ: 1. This office letter No. P-HQ/CON/452/PRO/e-120612/25, Dated: 12/01/2024
2. This office letter No. P-HQ/CON/452/PRO/e-120612/74, Dated: 15/02/2024

उपरोक्त के संबंध में, PRO (ग्रुप-बी) पद के चयन के लिए दिनांक 05/03/2024 को आयोजित की गयी लिखित परीक्षा (CBT) का प्रश्न-पत्र व उत्तर-कुंजी को एतद द्वारा प्रकाशित किया जा रहा है। परीक्षा में उपस्थित अभ्यर्थी उक्त उत्तर-कुंजी के विरुद्ध, इस कार्यालय के पत्र क्रमांक P-HQ/RUL/105/2 दिनांक 11/09/2023 (प्रति संलग्न) के Annexure-1 (प्रारूप) में अपना प्रतिवेदन दिनांक 09/03/2024 तक इस कार्यालय में प्रस्तुत कर सकता है। दिनांक 09/03/2024 के बाद प्राप्त प्रतिवेदन पर विचार नहीं किया जाएगा।

यह सूचना SECR की वेबसाइट: <http://www.secr.indianrailways.gov.in>

RECRUITMENT/News/Press Release → RECRUITMENT → HQ → GAZ SECTION
पर उपलब्ध हैं।

प्रदीप मिश्रा
06/03/2024

(प्रदीप मिश्रा)

उप मुख्य कार्मिक अधिकारी (राज.)
कृते प्रधान मुख्य कार्मिक अधिकारी



दक्षिण पूर्व मध्य रेलवे
South East Central Railway



मुख्यालय कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004
HEAD QUARTER PERSONNEL DEPARTMENT, 1st FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

क्रमांक : P-HQ/RUL/105/2 (e-86359)

दिनांक: 11.09.2023

All concerned/SECR.

Subject: Modalities regarding conducting Computer Based Test for promotional examination in SECR.

Reference This office earlier letter No. P-HQ/RUL/105/2 dtd 24.05.2021
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1. All the departmental promotional written examinations are to be conducted only in Computer Based Test (CBT) mode. However, in exceptional cases, with approval of PCPO/DRM/CWM (as the case may be) written examination may be conducted manually.
2. At the examination center, the Nodal Officer(s)/Examiner(s) shall ensure that the candidates are briefed about the Computer Based Test (CBT) and they should be allowed a mock test of 10 or more questions to get them familiarized with the CBT before starting the actual examination. Provision of mock test should be made available in the CBT system. This activity should be completed well before scheduled time of examination.
3. Question paper can be uploaded into the system in PDF format or any other format as deemed fit. Question paper setter may send the question paper (in PDF) through his/her official email ID (@gov.in) few minutes [preferably at least 10 mins] before the start of examination on official email ID (@gov.in) of Nodal Officer(s)/Examiner(s). Alternatively, Question paper setter may personally upload the question paper into the system in presence of Nodal Officer(s)/Examiner(s) at the venue or can send the Question Paper in sealed cover to Nodal Officer(s)/Examiner(s) in physical or electronic format (PDF). In case question paper is received in physical sealed cover, the Nodal Officer/Examiner shall open the cover, as per extant procedure, and convert it in PDF by scanning the paper while maintaining confidentiality.
4. Immediately after completion of examination, the Nodal Officer(s)/Examiner(s) shall ensure that coded answer sheets (unevaluated) of all candidates are generated from the system and shall be kept in electronic format or physical copy in sealed cover. Also, statements containing details of candidates against each code shall be generated from the system and kept in separate sealed cover. This is necessary in case manual evaluation is ordered in accordance with para-8(b) below. Attendance Sheet, generated from the system, shall also be kept in record.

5. Question Paper and Answer Key shall be published on the official website (<https://secr.indianrailways.gov.in/>) of the respective divisions/units on the same day inviting representation ONLY from the candidates who have attended the examinations within three working days from the date of publishing on the website. Link of the website where Question Paper and Answer key will be uploaded should be mentioned in Notification or in notice of publishing date of written examination.

6. While submitting representation against the question paper/answer key, the candidates should mandatorily mention the relevant instruction/circular in support of their claim. It should not be based on personal opinion/views. The representation shall be submitted in format attached as Annexure-I. Representations received must be communicated to the Question Paper setter immediately and shall be considered and decided by the question paper setter within 07 days time. Accordingly, the question paper setter shall send a revised and final answer key.

7. After finalization of the answer key as per procedure/guidelines mentioned above, the final answer key shall be published on the same day or very next day. No representation shall be entertained on this final answer key.

8. Evaluation of Answer Sheets.

a. Nodal Officer/Examiner will upload the final answer key into the CBT system and download automatically evaluated coded answer sheets along with coded and decoded result sheets which shall be kept in electronic format or physical copy in sealed cover. Nodal Officer/Examiner shall finalize the result. The result of the written examination shall be published accordingly.

b. Role of evaluator (with respect to evaluation of answer sheets), nominated in Selection Committee, shall be limited to situations such as (i) technical glitch in the system due to which evaluation through system is not possible; (ii) manual evaluation is ordered by panel approving authority or any higher authority due to any reason; (iii) any other extra-ordinary situation which warrants the manual evaluation for which approval of competent authority shall be taken. Other duties/responsibilities of the evaluator as committee member will remain unchanged.

9. To ensure security of the CBT System, among other measures, following may also be followed:

a. The CBT software should have a certificate provided by a CERT-IN Empanelled Information Security Auditing Organisation. List of such organizations is available at <https://www.cert-in.org.in/>

b. Before the start of examination, it should be ensured that the Remote Desktop feature is turned off and any Remote Desktop Application is not working.

c. The server/clients should have trusted Anti-Virus/Anti-Malware installed.

d. The server/clients should be protected by a strong Sign-In password and should only be handled by authorized personnel.

10. Nodal Officer/Examiner shall ensure that candidates are seated appropriately with adequate privacy. Any malpractice by the candidates should be viewed seriously and shall be dealt as per extant rule/procedures.

11. This issues with the approval of PCPO

Digitally Signed by Sangram
Soren
Date: 11-09-2023 15:19:32
Reason: Approved
Dy. CPO/HRD

Annexure-1

Proforma for submitting representation against the question(s)/answer(s)

1. Name & designation:.....
2. PF/NPS No
3. Roll No.....
4. Date of CBT/written examination:.....
5. Post for which CBT conducted:.....

Q. No.	Answer as per model answer key	Answer as per candidate	Brief remarks along with relevant rules supporting the claim.

Signature of the candidate