



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/MECH-30%/e-113951/134

Dated: 20/03/2024

PCME, CRSE, CMPE, PCSO, SDGM/SECR,
SECRETARY TO GM/SECR, DRM/BSP, R & NGP,
CWMWRS/R, CWM/MIB/NGP,
PCPO/SER/GRC & PCPO/ECOR & BBS,

Sub: -Selection for formation of a panel of AME (Gr'B') against 30% (Special Drive) LDCE quota in Mechanical Department in SEC Railway (vacancy cycle 01/01/2023 to 31/12/2024).

Ref.: 1. Railways Board's letter No.E(GP)2022/2/4, Date:14/12/2024
2. Railways Board's letter No.E(GP)2022/2/4, Date:14/03/2024

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1. In reference to the above, Board has decided that a special Group B' Selection drive shall be carried out to fill up the gazetted vacancies prevailing on the Railways. Accordingly, it has been decided to fill up these vacancies by holding another round of 70% Selection and 30% LDCE through centralized CBT for promotion to Group B' posts by NAIR. Accordingly, examination/ CBT against 30% LDCE to be conducted on 23/06/2024 by NAIR/BRC. The selection will be held for formation of panel of AME (Group-"B") in scale Rs.9300-34800/- +(GP Rs.4800/-), PB-2 (Pay matrix Level-08) (7th PC) against 30% LDCE for vacancies as mentioned below.

Post	Vacancies			
	UR	SC	ST	Total
AME (Gr.B) 30% LDCE	01	01	00	02

2. **Eligibility Criteria:** Group "C" Technical senior supervisors including running staff of Mechanical Department (for running staff equated stationary grade, vide Estt.Srl. No.90/2000 & RBE No.92/2015) (**Annexure "B"**) working in grade /scale Rs.5000-8000/- (Vth PC)/ PB-2, ₹.9300-34800/- with Grade Pay Rs. 4200 (VI PC) / in Level 6 of VII PC & above in pay matrix (including non-fortuitous service rendered in the corresponding pre-revised grade pay) with 05 years of non-fortuitous service, as on 01/01/2023 are eligible to appear in the Selection, in terms of R.B.E. No. 216/2019, circulated under SECR's Estt. Rule No. 359/2019 and Para 6.3 of Master Circular No. 68,

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dated 08/07/2019. It is made clear that no adhoc service will be counted for computing the eligibility for the purpose of above selection.

3. Scheme of Examination/ Selection Procedure: In terms of Railway Board's letter No.E(GP)2022/2/4, Date:28/06/2022, detailed instructions of Centralized Computer Based objective type examination (CBT) have been communicated. Accordingly, 30% LDCEs selection will be conducted by DG/ NAIR. LDCE 30% will be one stage only and will comprise of Single Paper of 150 marks comprising 100% Objective type Multiple Choice Questions with following distribution of marks.

I	Technical (Professional) subject	80 marks
II	General Knowledge including optional Questions of 15 marks on Official language Policy & Rules	40 marks
III	Establishment & Financial Rules	30 marks
IV	Duration	03 Hours
V	Qualifying Marks	90 marks
VI	Syllabus:-	SECR's Estt. Rule No. 308/2022. (Annexure-C). Enclosed
VII	Question Paper will have 175 questions out of which 150 questions are to be attempted.	
VIII	One mark will be allotted for every correct answer. There shall be negative marking for incorrect answers. One third of the marks allotted for each question will be deducted for every wrong answer.	
IX	Pre-selection coaching will be conducted in favour of reserved community candidates as per RBE no. 142/2019 (SECR Estt. Rule No 248/2019).	
X	VIVA-VOCE TEST: The selection will comprise of Written/ CBT examination followed by viva-voce test. Only those who qualify in the Witten/ CBT examination and pass the prescribed standard of medical examination, in terms of (para-20.1 & 2) of Master Circular-68, Dated: 08/07/2019 and Board's letters No. E(GP)80/2/8 dated 31/10/91, will be called for the Viva-voce test. Without medical fitness certificate candidates will not be eligible for attending viva- voce test. Candidates will be called for viva-voce in terms of Estt. Rule No. 65/2023.	
XI		Maximum Marks
	Record of Service	25
	Viva-Voce	25
		Qualifying Marks
		30 marks (including minimum 15 marks in Record of service)

4. Time line for date of submission of application and consolidated statement:

S.No.	Subject	Closing date
I	Application to be submitted in the prescribed proforma in (ANNEXURE-A) by the eligible candidates through their controlling officer to the concerned Establishment officers/ Personnel Branch for verification /scrutinizing of service particulars/ eligibility etc.	05/04/2024
II	Concerned Personnel officers should forward <u>only applications</u>	15/04/2024

of the eligible candidates in proforma (Annexure-"B") to GAZ(CONF.) Section, PCPO Office, HQ.	
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5. **Scrutiny of the applications:** The concerned Personnel Department of the HQ/Division/Workshop/Units should scrutinize the application and verify the eligibility along with the Service Record maintained by them and certify their eligibility for each such candidate. After scrutinizing the applications, concerned Personnel officers should forward such applications in the prescribed proforma as in **Annexure-"B" to GAZ(CONF.) Section, PCPO Office, HQ Office, which will be examined as per extant Rules.** While forwarding the names Controlling officers/ respective Personnel officers should ensure that particulars mentioned are verified and certified as correct. **The concerned Personnel officer must ensure that all the columns (ELIGIBILITY) of the enclosed (Annexure-B) are properly filled in before forwarding the applications/ consolidated statement to this office.**

In case any candidate is found ineligible at any stage of the above selection, his candidature will be summarily rejected. Applications of staff who do not fulfill the eligibility criteria as mentioned above need not be forwarded to this office. It may also be noted that incomplete statements furnished by the Divisions/ Units will not be entertained. **After closing date any application should not be entertained / accepted. It may be ensured that the applications of candidates working under Construction Organization should be submitted through Dy.CPO/Con/Bilaspur.**

6. **The following may be kept in mind while forwarding the applications by the Division/Unit/HQ in-charge:-**

a)	Certification of all the particulars by the Personnel Officers/Officer in-charge concerned.
b)	Certification of non-fortuitous service excluding ad-hoc service.
c)	Lien of applicant in Department concerned especially for those on deputation.
d)	Wide publicity is to be given to this and all the subsequent notification on this selection by placing copies on notice Board, Training Centers and all other important places.
e)	Concerned Personnel Officers-in-charge of the Divisions/Units/HQ may co-ordinate and ensure that the notification and all subsequent notification of this selection are circulated in all small units located in their territorial jurisdictions including staff on deputation, training, long sick (PMC/RMC), leave, working in other offices such as RE, Railway Board, RITES, RDSO, KRCL, CRIS, COFMOW, IRCTC etc. 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 is working or the medical authority as the case may be acknowledgement obtained. This may be ensured to avoid any representation later on this issue.
f)	No Supplementary examination will be held.
g)	The Controlling Officers; Dy. CPOs/Sr. DPOs/DPOs/APOs may please ensure that

the APARs for the last five (05) years completed in all respects and also the updated Service Records of the candidates who volunteer for the above selection, are available with them in advance to ensure prompt supply thereof to Dy CPO (Gaz) at short notice.

7. 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.

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 officers of HQ/Divisions/Unit.

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

Recruitment/News/Press Release → Recruitment → HQ → GAZ Section

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

Encl :- As above

YMS
20/07/2024
(Pradeep Mishra)

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

Copy forwarded for information and necessary action to:

1. Sr.DPO/BSP, R & NGP, Sr DME/BSP, R, NGP, Sr DME(DLS)/BSP, R, NGP
2. All Personnel Department Officers/HQ/SECR, Principal MDTC/BSP
3. GS/SECRMC/BSP, GS/SECRPOA, GS/AISC-ST/Association/BSP.
4. APO/WRS/R, APO/MIB/WS/NGP
5. ZP/SECROBCA/BSP, NOTICE BOARD

R. Das
20/3/2024
for Principal Chief Personnel Officer

Paste a
photograph

PROFORMA for 30% LDCE (Group-B)

1	Applied for the post:	
2	Name :	
3	Father's Name:	
4	Correct IPASS NO. (Eleven (11) Digit)	
5	HRMS ID (must be filled correctly)	
6	Present Designation & Scale /GP/ Level	
7	Present place of Posting/ Division/ WS /Station/ Unit	
8	Mobile No.: (Only one no. be provided, which is in use)	
9	Latest Email-ID address (must be correct)	
10	Controlling Officer	
11	Date of Birth (DD/ MM/ YYYY)	
12	Community (UR/ SC/ ST)	
13	PwBD category or not (Yes or No)	YES or NO _____
14	If PwBD, indicate category	Category: _____
15	If PwBD candidate, indicate for requiring SCRIBE (only those PwBD staff /employee who are entitled for facility of scribe).	YES or NO _____ If yes enclose necessary medical PwBD certificate (Appendix-I) issued by authorized Govt. Medical /Health Officer, in terms of Estt. Rule No.343/2022 (RBE No.162/2022) and (Appendix-I)
16	Lien holding in Railway, Division (Should be maintained in SECR)	
17	Date of appointment	
18	Designation in which initially appointed and scale/GP/Level	
19	Date of Regular Promotion or appointment in GP Rs. 4200/- (6 th PC) / Pay Level 6 of (7 th PC)	
20	Date of Regular Promotion or appointment in GP Rs. 4600/- (6 th PC)/ Pay Level 7 of (7 th PC).	
21	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.....
22	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.....

Signature of the candidates

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/ verified & found correct as per the service record and the above named employee is eligible / not eligible, please (✓) to appear in the selection **against 30% LDCE** quota. It is certified that no Adhoc or fortuitous service has been taken in to account for computing the eligibility as on **01/01/2023**.

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

PROFORMA for 30% LDCE (Group-B), For the post of :

(To be verified & attested from available records)

1	2	3	4	6	7	8	9	10	11	12
Sr. No	Name	Correct I-Pass No. (11 Digit)	Correct HRMS-ID	Present Designation/ Unit	Only one Mobile No. Which is in use	Email id	Place of Posting	Divn. /WS/ Unit	Controlling Officer	DOB (DD/MM /YYYY)

13	14	15	16	17	18	19	20
Community (UR /SC/ ST)	PwBD or Not (Yes/ No.)	If yes PwBD category	If a PwBD, whether scribe is required (Yes/ No) Enclosed valid PwBD certificate	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 PC) / Level-7 (7 th PC)	Remarks Eligible/ Not eligible

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

Signature of Concerned
Personnel Officer

Comparison of grades of running staff with those of stationary staff for the purpose of promotion /selection to Group 'B' posts. (In terms of Boards letter No E(GP)2005/2/87 dated 18/08/2015 (RBE.No. 92/2015).

Designation	Scale of Pay applicable (VI CPC)	Scale of stationary post to which should be equated (VI CPC)
Loco Pilot (Mail/Exp.)	PB-2 + GP Rs. 4200+1000 addl. allowance	PB-2 + GP Rs. 4600
Loco Pilot (Passenger)	PB-2 + GP Rs. 4200+500 addl. allowance	PB-2 + GP Rs. 4600
Loco Pilot (Goods)	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4600
Loco Pilot (Shunting)I (NF)	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4200
Loco Pilot (Shunting)II	PB-1 + GP Rs. 2400	PB-2 + GP Rs. 4200
Sr. Asstt. Loco Pilot (NF) (80%)	PB-1 + GP Rs. 2400	PB-1 + GP Rs. 2400
Asstt. Loco Pilot (20%)	PB-1 + GP Rs. 1900	PB-1 + GP Rs. 2400
Mail / Express Guard	PB-2 + GP Rs. 4200 +500 addl. allowance	PB-2 + GP Rs. 4600
Sr. Passenger Guard	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4600
Sr. Goods Guard (NF)	PB-2 + GP Rs. 4200	PB-2 + GP Rs. 4200
Goods Guard	PB-1 + GP Rs. 2800	PB-2 + GP Rs. 4200

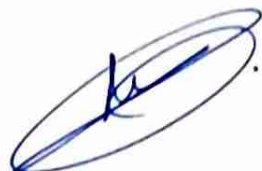
Common Syllabus for promotion to Group- B posts - 70% selection and 30% LDCE.

Syllabus for Establishment Rules:

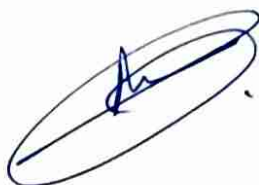
1. Organization of the Personnel Department in Railways objectives functions and policies of Personnel Department.
2. Recruitment and Training, Classification of Services, Recruitment in Different services, Railway Recruitment Boards & Railway Recruitment Cells Compassionate Ground Appointments, Initial & 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 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.

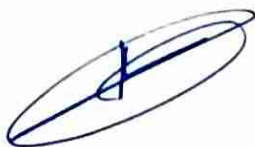
General Science

- 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

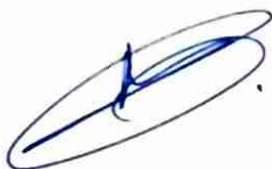


- Basic Features and troubleshooting of HHP locomotives
- Preventive maintenance schedules
- Latest design improvements in diesel locomotives to reduce failures on line.
- Features of GE Locomotives
- Design improvements in bogies to make them fit for high speed operation
- Air Brake system of diesel 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 pipe. 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