



दक्षिण पूर्व मध्य रेलवे
South East Central Railway

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

NO.P-HQ/CON/452/S&T-70%/e-129267/361

Dated: 25/10/2024

PCSTE, CAO(CON), SDGM/SECR
CSE, CSTE (CON), CSTE/PROJ./BSP CSO, CM (IT), CHAIRMAN/RRB & RRC/BSP
DRM/BSP, R & NGP, CWM/WRS/R, CPO /SER/GRC& ECoR/BBS
Dy CPO (HQ), Dy CPO (HRD), Dy CPO (CON), Dy.CME/WS/MIB
DIRECTOR IRSET/SECUNDRABAD, DIRECTOR/RDSO/LKO

Sub:- Selection for formation of a panel of ASTE (Group-'B') against 70% vacancies of S&T department in S.E.C. Railway for the vacancy cycle of 01/01/2025 to 31/12/2026.

Ref:- (1) Railway Board's letter No. E(GP)2024/2/28, Date: 27/09/2024
(2) Railway Board's letter No. E(GP)2024/2/28, Date: 08/10/2024

1. In reference to the above, Board has decided to fill up the Group-'B' vacancies by holding of 70% Selection and 30% LDCE through centralized CBT for promotion to Group-'B' posts for the vacancy cycle of 01/01/2025 to 31/12/2026. **NAIR/BRC will conduct the CBT.** The date of CBT will be informed shortly. The selection will be held for formation of panel of ASTE (Gr-"B") in scale Rs.9300-34800/- + (GP Rs.4800/-), PB-2 (Pay matrix Level-08) (7th PC) against 70% DPQ selection for vacancies as mentioned below. The reservation for PwBDs will be dealt in accordance with Railway Board's letter No. E(GP)2022/2/20 Dated 14/11/2022 and RBE No.74/2022 [Estt. Rule No. 168/2022].

Mode	UR	SC	ST	TOTAL	Vacancy reserved for PwBD
ASTE (70% DPQ)	05	02	00	07	(01) LD-OA/ OL, Leprosy Cured, Acid Attack victims

2. **Eligibility Criteria:-** Applications from all willing and eligible Group "C" Technical Supervisors of S&T department working in grade RS.5000-8000/-(Vth PC)/ PB-2 RS.9300-34800/- + GP RS. 4200/-, Level-6 in VIIth CPC and above grades with **03 years of non-fortuitous service as on 01/01/2025** in the grade (including non-fortuitous service rendered in the corresponding pre-revised grades) will be eligible for selection, in terms of Estt. Rule No.359/2019 and in terms of RBE No.93/2024 [Estt. Rule No.167/2024]. Fortuitous service will not be counted for determining the eligibility. In addition to above criteria, PwBD candidates, if any who fulfill the essential criteria of PwBD (LD) Physical and functional requirement, as mentioned 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, may also apply.

3. (i) In terms of RBE No.93/2024 dated 08/10/2024 quoted under reference (2) above, it has been decided by Board that henceforth, in respect of Selections (70%) to Group-B posts in all departments, all employees who are eligible and who volunteer for the Selection, should be considered without any limitation of number. Hence all who are fulfilling eligibility criteria as quoted in Para No.2 above can apply.

(ii) As per DOPT policy & Para-13 the PwBD reservation is being carried forward to this selection cycle due to non filling up of PwBD vacancy. If no suitable PwBD candidate found then vacancy shall filled up by non PwBD candidates & reservation shall be carried forward to next selection year.

Therefore eligible candidates of Non-PwBD as well as PwBD categories may apply for above vacancy

4. The Personnel officer of the HQ/Divisions/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 Boards letter No. E(GP)2022/2/20 dated 14/11/2022 of PwBD candidates along with the Service Record maintained by them and certify their eligibility for each candidate.

5. All eligible and willing employees must submit their application in prescribed Proforma in **Annexure-'A'** duly forwarded by immediate supervisor/ Officer through proper channel to their respective Personnel Branch Officers concerned viz. Dy.CPOs/Sr.DPOs/DPOs/WPO/SPO (Con.)/APO(WS). Applications received **after closing date will not be entertained** and summarily rejected if no application is received by any of the office/Unit concerned a certificate should be given to the Personnel department of HQ/Divisions/Workshops/Units.

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

S#	Subject	Closing Date
1	Application to be submitted in the (ANNEXURE-A) by the eligible candidates to their controlling officer.	18/11/2024
2	Applications to be forwarded by the controlling officer to the concerned Personnel Officers for verification /scrutinizing of service particulars/ eligibility etc.	22/11/2024
3	Concerned Personnel officers should forward all the applications (only original in hard copy) with a remarks (eligible or not eligible) in consolidated list in proforma (Annexure-"B") to GAZ(CONF.) Section, PCPO /HQ Office.	02/12/2024

6. **Scrutiny:** The Personnel Department of concerned HQ/Divisions/Workshops are requested to scrutinize the application and verify the eligibility as per the Service Record maintained by them and certify their eligibility or otherwise in the application of each candidate. After scrutinizing the applications HQ/Divisions/Workshops/Units should forward the list of eligible candidates only along with the applications in the prescribed proforma as in **Annexure-"B"** and forward the same to **GAZ(CONF.) Section, PCPO, HQ Office**, per bearer along with covering letter and a **Pen-drive** containing all details (in MS Excel) in soft copy so as to reach Dy.CPO/Gaz/SECR While forwarding the applications, Dy CPO/Sr DPO/DPO/SPO/APO should certify that all the employees of their Division/Unit. Working on Deputation to other unit is informed well in advance to submit their application. In case a candidate is found ineligible at any stage for the above selection, his/her candidature will be summarily rejected. It may be ensured that the applications of candidates working under Construction Organization should be submitted through APO/Con/BSP.



7. **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 (2) Hours
(e) There shall be no negative marking in written examination held as part of Selections (70%) where the final panels are made on seniority basis.(In terms of RBE No.93/2024.	
(f) Assessment of Record of service & viva-voce will be conducted in terms of Para-10.4 of Master Circular No.68. Date 08/07/2019 of successful candidates for Viva-voce.	

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

9. In case any candidate is on deputation, leave or on sick list, the Controlling Officer concerned should send necessary advice to the authority under which he is working or the medical authority /home address as the case may be and may obtain clear acknowledgement to that effect.

10. **WRITTEN / (CBT) AND VIVA-VOCE TEST:-** The selection will comprise of Witten/ 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 any candidate will not be eligible for attending viva- voce test.

11. 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. All concerned should personally ensure displaying of this 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 ASTE. In case any changes in the existing procedure /instructions are issued by Railway the same will be uploaded in the Railway's website in due course.**

Receipt of this notification may please be acknowledged.

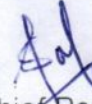
DA: As above.

(Aditi Dubey)

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

Copy forwarded for information and necessary action to:

1. SECRETARY TO GM/SECR, PS TO AGM/SECR
2. Sr. DSTE/BSP, R, NGP, Sr.DPO/DPO/BSP,R &NGP,
3. All Personnel Department Officers/HQ/SECR, PRINCIPAL MDZTI/BSP
4. AWPO/WRS/R & AWPO/WS/MIB/, APO/GSD/R
5. GS/SECRM/BSP, GS/SECRPOA, & GS/AISC-ST/Association/BSP,
6. ZP/ SECROBCEA/BSP
7. NOTICE BOARD



for Principal Chief Personnel Officer

South East Central Railway

ANNEXURE-'A'

PROFORMA for ASTE 70% Selection (S & T Department)

Paste a
photograph
duly attested

1	Name	
2	Present Designation	
3	Present place of posting, i.e. Division/ WS /Station/ Unit,	
4	Community (UR/SC/ST)	
5	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). _____.
6	Lien holding in Railway, Division and Department	
7	Controlling officer	
8	Date of Birth (DD/MM/YYYY)	
9	Date of appointment	
10	Correct IPASS NO. (Eleven (11) Digit)	
11	Latest Email-ID address (must be filled correctly)	
12	HRMS ID	
13	Mobile No.: (only HRMS linked mobile number must be submitted in use for OTP)	
14	Present Scale in (Vth PC) / G.Pay (VIth PC) / Pay Level (7 th PC)	
15	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	
16	Date of Regular Promotion or appointment in GP Rs. In GP Rs. 4600/- (6 th PC)/ Pay Level 7 of (7 th PC).	
17	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 01/01/2025 .	Year.....Month.....Days.....
18	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 01/01/2025	Year.....Month.....Days.....
19	Any DAR case is pending or otherwise	
20	If PwBD candidate requiring SCRIBE and compensatory time(*)	Requiring SCRIBE : YES or NO: _____ Requiring compensatory time : YES or NO: _____

(*) Please enclose necessary valid medical PwBD certificate issued by authorized Govt. Medical officer. SCRIBE will be considered as per extant Rules and instructions issued time to time.

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 20** have been scrutinized and found correct as per the service record and the above named employee belongs to PwBD category as per criteria and eligible (✓) / not eligible (✓) to appear for the selection for the post of **ASTE (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 **01/01/2025**.

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

ANNEXURE "B"

PROFORMA for ASTE 70% DPQ (S & T DEPARTMENT)
(To be verified & attested from available records)

1	2	3	4	5	6	7	8	9
Sr. No	Name	I-Pass No.	HRMS -ID	Designation	HRMS Linked Mobile No.	Correct EMAIL-ID	Place of posting / UNIT	Division / WS/ HQ

10	11	12	13	14	15
Controlling Officer	DOB (DD/ MM/YYYY) (Date may be given in format)	Community (UR /SC/ ST)	Belongs PwBD category or not (Yes/ No)	If PwBD yes (mention category)	If PwBD category , whether entitled or requiring Scribe (Yes/ No) Enclose valid medical certificate Yes / No.

16	17	18	19	20
Weather eligible for compensatory time.	Date of initial appointment	Date of Regular promotion or appointment in scale GP Rs.4200/-/ Level-6 (7 th PC)	Date of Regular promotion/ appointment in scale GP-4600/- / Level-7 (7 th PC)	Remarks (Eligible/ Not eligible)

(*) The above information to be provided to GAZ/CONF/Section, HQ/SECR/BSP in soft copy (MS-Excel) also (Pen drive). Date of Birth must be given in **(DD/ MM/YYYY)** format.

Signature of
Concerned Personnel Officer.

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 Group 'B' post of ASTE in Signalling & Telecommunication Department

Part – A - Professional Subjects

I. Signalling :

- Basics of Signalling
- Principles of Interlocking, Signal Interlocking Plan, Route holding principles, Table of Control
- Colour Light Signal concepts
- Signalling Elements – Relays, Cables, LED Signals, Point Machines, Track Circuits (DC, AC & AFTC), Axle Counters (SSDAC & MSDAC), Block instruments, Integrated Power Supply, Interlocked Level Crossing Gates and Data Loggers
- Automatic Signalling
- Intermediate Block Signalling, BPAC, UFSBI
- RE Modifications
- Relay Interlocking concepts - Metal to Carbon, Metal to Metal, Panel Interlocking and Route Relay Interlocking
- Electronic Interlocking – Principles, Configuration, Interface logic, Application logic, VDU logic, FAT, SAT, Technical System Approval
- Earthing, Lightning and Surge protection arrangements
- Train Protection Systems – TPWS, Kavach
- Centralised Traffic Control (CTC) , Train Management System (TMS)
- Execution of S&T Infrastructure works – Planning, Execution, CRS sanction, Documentation, Testing and Commissioning

II. Telecommunications –

- Outdoor and Indoor Telecom cable system, jointing procedures, and maintenance and fault localisation methods, laying practices and precaution at work site
- Control Communication, OFC based, VoIP based, Emergency Control Communication, Voice Logger, COA
- Telephone Instruments, Signalling principles of Telephone Exchanges, Automatic, ISDN, and VoIP Telephone Exchanges
- PCM-TDM Principles, PD multiplexers, SDH principles and SDH equipment's
- Modulation techniques and radio propagation
- VHF, UHF, Tetra, GSM-R, LTE-R
- OFC Communication systems, OFC Splicing, Measurements and laying practices
- Data Communication and IP networks, IP-MPLS, Data networks of IR, PRS, UTS, FOIS, TMS, NMS, Wi-Fi at stations, Firewalls/UTM, Cyber security and Wireless security
- Public address system, Passenger information systems and VSS

III. Codes & Manuals

- General Rules

- Railways (Opening for Public Carriage of Passengers) Rules
- Indian Railways schedule of dimensions
- Indian Railway Signal Engineering Manual
- Indian Railway Telecom Manual
- Accident Manual
- Block working Manual
- Extracts of Operating manual for Indian Railways, Indian Railways manual of AC Traction Maintenance and Operation and Indian Railways Permanent Way Manual relevant for Signal & Telecom Engineers

IV. Workshop Practices

- Raw material processing
- Workshop Machines and their utilisation
- Overhauling procedure and practices
- Inspection and testing of components
- Testing procedures of Block Instruments , Relays, Point Machines, IPS, EoLB, Track Feed Battery Chargers, EKTs, Control Panels and Mechanical Items
- RDSO approval procedure and Renewal
- Production Management Plan
- Quality control and Safety Practices
- Calibration of instruments and machines
- ISO/IMS Certification for workshops
- Scrap disposal
- Workshop suspense
- Costing of products
- Incentive schemes

Part-B - Official Language

Official Language - Official Language Policy, Act, Rules, Incentive Schemes etc.