पश्चिम मध्य रेल ,
प्रधान कार्यालय
कार्मिक विभाग,
जबलपुर–482 001
No. WCR/PHQ/GAZ/Selection/AOM/Gr 'B'/LGS/2022

**West Central Railway**
**Headquarters Office**
**Personnel Deptt,**
**Jabalpur- 482 001**
Dated 14.07.2022

**PCOM, PCCM, SDGM**
**CWM -CRWS/BPL, WRS/KTT**
**DRM(P)-JBP, BPL, KTT**
**Sr. DOM- JBP, BPL, KTT**
**Registrar/RCT/BPL**

**Sub:** Notification for Selection to the post of AOM/ATM, Group 'B' (Level 8)/ GP- 4800 Pay Band 2 – Operating Department. **70% LGS quota.**

**This Notification is only for LGS Quota (70% Selection). LDCE Notification will follow.**

**Applications are hereby invited for promotion to AOM/ATM Group 'B' posts against LGS Quota (70% Selection) Notification.**

Selection **(70%LGS)** for promotion from Group 'C' to Group 'B' for the post of AOM/ATM, [Level-8] against 70% LGS quota in Operating Department shall be carried out as per selection procedure laid down in Railway Board's letter no. E(GP)88/2/111 dt. 20.08.1991, E(GP)2019/2/5 dt.08.07.2019 (Master Circular 68), E(GP)/2018/2/31 dt. 19.03.2019 and extant provisions.

1. **Vacancies & Reservation:**
The particulars of the total number of vacancies assessed for Promotion to the Gr.B Post of AOM/ATM in level-8 are given below:

| Post | UR | SC | ST | Total |
|---|---|---|---|---|
| AOM/ATM- (70%-LGS) | 00 | 01 | 01 | 02 |
| AOM/ATM-(30%-LDCE) | 01 | 00 | 00 | 01 |

2. **ELIGIBILITY CONDITIONS:**

i. Group 'C' non-ministerial staff including traffic running staff (i.e. Mail/Exp./Pass./Goods Guard) of Operating Department holding the post in Level-6 and above in pay matrix, with three years regular service as on 14/7/2022 in Level-6 and above in the 7th CPC pay matrix (including non-fortuitous service rendered in the corresponding pre-revised grades.(Ref:- Railway Board letter no.- E(GP)99/2/22 dated 29.03.2010 / RBE No 54/2010) are eligible.

ii. In terms of Railway Board's letter no. E(GP) 2005/2/87 dated 18.08.2015 (RBE No 92/2015), Goods-Guard (re-designated as Goods Train Manager vide RBE No 07/2022) having GP-2800/Level-5 of 7th CPC Pay Matrix are also eligible for applying to this selection.

iii. Those Group C staff working in level 6 or 7 (PB-2 Rs.9300-34800 with Grade Pay Rs.4200 or Rs.4600) under MACP Scheme will not be considered. Their position in substantive grade will only be considered.

**Note-**

(a) Staff whose lien is maintained in W. C. Rly are only eligible.

(b) Eligible staff on deputation, training and any Ex-cadre Organization and having lien and seniority in WCR, who desires to volunteer for the above LGS may submit their application through proper channel i.e. their respective Personnel Deptt. officer, where they hold lien. The concerned Division/Unit should send copy of notice to the staff who are on deputation after being released from last Division/Unit.

**2.1** A list of 08 candidates arranged in the order of integrated seniority is enclosed herewith as **Annexure-'A'** which may be circulated amongst the employees and got noted by each of them positively. Also an additional list of 30 candidates next to in order of seniority of Operating department are placed as standby list as **Annexure-'B'**. Those mentioned in **Annexure-'B'** will be called for written test to the extent of no. of candidates listed in **Annexure-'A'** express unwillingness to appear for the aforesaid selection. They may also be asked to be in readiness to appear for the written test.

The list of candidates at **Annexure-'A'** and **Annexure-'B'** has been prepared on the basis of the provisional Integrated Seniority list published/circulated by SPO/Cadre/HQ vide letter No. WCR/P-HQ/EC-ET/Seniority/Traffic Dt. 13.07.2022 The details of court case if any against seniority/substantive status of employee mentioned in **Annexure-'A'& 'B'** may also be advised separately to this office. Representation against the provisional integrated seniority list (Annexure-'A'&'B') may directly be sent to SPO/Cadre/HQ before 19.07.2022. Any representation received thereafter will not be considered.

**Willingness/Unwillingness**

The employees indicated in **Annexure 'A'& 'B'** should be advised individually of the proposed Selection with clear stipulation that they should mention their willingness/ unwillingness before the cut off date in the Performa prescribed in **Annexure 'C'** to take the selection on receipt of notice.

It is the employees' responsibility to advise the concerned unit about his willingness/ unwillingness to take the examination and failure to respond or provide intimation within the period will be treated as unwillingness on his part to take the selection. Option once exercised will be final.

In case any candidate is on leave/Sick or on deputation to other Railway/Units/Offices, the Controlling officers concerned and the offices where he/she last worked should send necessary advice to the authority under whom he/she is working or the Medical Authority as the case may be without fail and acknowledgements obtained should be sent to HQs when called for. The candidates should not send their options directly to this office. These have to be forwarded by the concerned controlling officer/Personnel officer well within last date. **Forwarding of piecemeal option to the HQs should be avoided by the concerned controlling officer/Personnel officer.** It would be the personal responsibility of nominated officer (Dy COM/FOIS) that the notification is noted by all the employees given in **Annexure 'A'&'B'** and Willingness/Unwillingness so obtained reach this office within the cut off date. **Dy COM/ FOIS** shall be the nominated for co-ordinating officer for all purpose at zonal level. Any willingness/unwillingness received after the cut-off date should be summarily rejected by the concerned Personnel officer.

## 3. APPLICATION PROCESS & SCRUTINY:

Willing candidates should apply in 03 copies (Triplicate). The unit in-charge will arrange to register the application so received, out of the 3 copies of applications received, one copy will be retained with the concerned unit and remaining 2 copies will be forwarded to concerned Personnel Department/HQ/Divn/Unit per bearer along with **soft copy in Excel Sheet as per the proforma given below** and with covering letter mentioning names of candidates applied for.

**Excel Sheet Proforma**

| S. | Name (S/Shri) | Desig. | Caste | Deptt. | Division | DOB | DOA | DOP in Level-6 | DOP in Level-7 |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | DD/MM/YYYY | DD/MM/YYYY | DD/MM/YYYY | DD/MM/YYYY |

The Personnel Officer in the Division will thoroughly scrutinize the correctness of service particulars maintained by them and eligibility as per notification. **After scrutinizing the applications, the Division/unit will send one copy of the eligible application only to HQ Personnel Branch in one bunch along with the list in the prescribed proforma in excel Sheet (Hard & Soft copy)** before the due date and ensure that these applications reach Dy.CPO(G)/JBP/ HQ Office/WCR by **05.08.2022. Any application received after the cut-off date should be summarily rejected by the Personnel Officer concerned.**

Names of those staff who have not fulfilled the eligibility criteria as mentioned above need not be forwarded.

A list of not eligible candidates should be prepared by the divisions showing the reasons for ineligibility and the same should be duly communicated and modification, if any, on this account may be communicated before **08.08.2022.**

**Under no circumstances, applications will be accepted after the due date.**

It may also be noted that application other than in prescribed proforma, having incomplete information or without signature of controlling officer and countersigned by Personnel Department officer will not be entertained. Further, incomplete statements furnished by the divisions/units will not be entertained.

## 4. PRE SELECTION COACHING:

Employees belonging to SC/ST community should be given Pre- Selection coaching which may be arranged by Operating Department of the concerned Division/Unit and HQ level before the written examination is held. It is further clarified that this training to eligible SC/ST candidates (list of which will be issued after getting willingness/unwillingness) should be treated as mandatory and refusal, if any, should be taken in writing. On completion of Pre-Selection coaching, a certificate to this effect may please be sent to this office.

Dy COM/FOIS shall be the nodal officer for organising Pre-Selection coaching for the SC/ST candidates. The respective in-charges of Pre-Selection coaching will intimate the date and venue of the Pre-selection coaching to the eligible SC/ST candidates in due course. The controlling officers will ensure that the SC/ST candidates under their control are spared well in time without fail to participate in such coaching.

## 5. DUTIES OF NOMINATED OFFICERS AT DIFFERENT LEVEL

**5.1** Dy COM/FOIS as nodal officer from Operating Department will be co-ordinating person for all activities related to this selection.

### 5.2 Duty of the In-Charge of Pre-selection Coaching

(i) To inform in writing to the concerned SC/ST employees of the details of date, time & venue of coaching.
(ii) To arrange sparing of the candidates and liaison with respective Controlling Officers/Supervisors.
(iii) To chalk out coaching schedule and adhere to it.
(iv) To ensure maintenance of daily attendance of SC/ST candidates on the attendance sheet, who attend the coaching.
(v) To obtain in writing unwillingness for coaching, if any, from the concerned SC/ST employees.
(vi) After completion of such coaching, the in-charge of the Pre-Selection coaching will give a written report along with all supporting documents/papers including attendance sheet of SC/ST participants to Dy. CPO (Gaz.)/WCR/JBP immediately after completion of Pre-Selection coaching for records and for further action.

### 5.3 Duty of Controlling Officer:-

To spare the candidates under their control well in time without fail with direction to participate in the pre- selection coaching.

### 5.4 Duty of concerned SC/ST applicants :-

(i) To manage their sparing from duty by insisting their controlling officers in their own interest.
(ii) If any problem occurs in sparing, the candidate should report in writing to concerned in-charge of Pre-Selection coaching on the same date. No representation will be entertained in case of failure to report to the concerned in-charge of Pre-Selection coaching and it will be deemed refusal for such coaching.
(iii) Failure of concerned SC/ST employees to avail Pre-Selection coaching on any account, including leave etc. will be considered default on their part and will not entitle them to additional coaching classes.
(iv) No appeal will be entertained on this account by GM (P)/WCR/JBP after completion of Pre-Selection coaching.

## 6. SCHEME OF EXAMINATION:

The examination will consist of

(a) Written examination (CBT)
(b) Medical test as prescribed in Para 530(a) & 532(i) of IRMM 2000 (IIIrd Edition) &
(c) Viva-Voce

**A. FORMAT OF WRITTEN EXAMINATION** (AS PER RBE No. 53/2019 Dt. 19.03.2019& RBE No 115/2019 dt. 16.07.2019)

I. Selections against 70% quota in Organized Services and 100% Selection in Miscellaneous Cadres:-

The written examination shall comprise one Paper which shall have 100% Objective type Multiple Choice Question only. The paper will be of 100 marks and the distribution will be as under:

a) Technical Subject including Official language policy: 70 marks
b) Establishment and financial Rules : 30 marks

Qualifying marks : 60 marks

II. Ten percent of the 100 marks prescribed for Witten examination held as part of Selection should be set apart for question on Official Language Policy and official language rules. While the employees should be encouraged to attempt the question on Official Language Policy and Official Language Rules, the question should not be compulsory.
There will be question for 110 marks in all, including question for 10 marks on Rajbhasha Policy and Rules.

III. **There shall be negative marking for incorrect answer. One third of the marks allotted for each question will be deducted for every wrong answer.**

IV. All Objective type questions should carry equal marks.

V. The duration of written test will be **02 Hrs.** in terms of Railway Board's letter No E(GP)2018/2/31 dated 19.03.2019.

VI. In English as well as Hindi version of Question papers, every question should have four options numbered as A, B, C, D (only Capital letters).

VII. The panel will be formed in terms of Para 204.8 & 204.9 IREM Vol. I and other instructions issued by Railway Board from time to time in this regard.

VIII. Relaxation is not permissible to SC/ST employees, being Safety Category posts.

IX. In terms of Railway Board's letter No.(GP)6/2/96 of 03.06.1977 & 03.08.1977 the employees placed on LGS panel will rank senior to those placed on LDCE panel.

X. Selection/ promotion will be subject to the outcome of main SLP (C) 4831 of 2012 and Contempt Petition (C) No 314 of 2016 filed in the same SLP pending before the Hon'ble Apex Court and Railway Board orders.

## B. RECORD OF SERVICE AND VIVA-VOCE

| | Max. Marks | Qualifying Marks |
|---|---|---|
| 1) Viva-Voce | 25 | 30 (Including at least 15 marks in the record of service part) |
| 2) Record of service | 25 | |

**(Railway Board's letter No E (GP)/2005/2/69 dated 05.01.06)**

## C. MEDICAL FITNESS:

The candidates who qualify in the written test will be subjected to Medical examination as per para 530(a) & 532(i) of IRMM Vol.I 2000(III Edition) and only those candidates who are found medically fit will be allowed to appear for Viva-Voce as per Railway Board's letter No.E(GP)80/2/8 dated 31.10.1991.

7. **SYLLABUS:-**

As per Para 10.3 of Master Circular 68, no syllabus has been prescribed for the LGS 70% examination, however syllabus as in **Annexure-'D'** is enclosed for general guidance purpose only.

8. **EXAMINATION SCHEDULE:**

It should be ensured that all the eligible candidates are directed with the **Identification Certificate** (Proforma enclosed as **Annexure-'E'**) for the Written Test (CBT). No leave of any kind should be granted to these employees which may result in their absence in the examination. They should not be sent on line duty.

9. **SUPPLEMENTARY WRITTEN EXAMINATION:**

Normally there should not be occasion for supplementary examination. If required a supplementary written examination will be conducted subject to the following conditions: -

a. Only the candidates who are detained on administrative account for appearing in the main examination will be allowed to appear in the supplementary examination after controlling officer/Unit in-charge gives categorical reason with regard to candidates failure to appear in the main examination.

b. The candidates 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 appear in the supplementary examination after MS/DMO's Railway Certificate to this effect and duly forwarded by the Sr.DPO/DPO and Unit In-charge. If any employee is issued Sick Memo on his request due to sickness, it may please be ensured that in Red Ink it should be clearly mentioned in Sick Memo that the employee concerned has to appear in the written examination for the post of AOM/ATM on the specific date.

c. Candidates who are absent for main written examinations will not be allowed to appear for supplementary written examination except as mentioned in (a) and (b) above.

**TENATATIVE CALENDER:-**

| | |
|---|---|
| Date of notification | 14.07.2022 |
| Last date of submission of application in units | 29.07.2022 |
| Last date of receipt of application in Personnel Department of concerned unit | 01.08.2022 |
| Last date of receipt of application in HQ | 05.08.2022 |
| Final Eligibility List | 12.08.2022 |
| Training of SC/ST employees | For 15 working days |
| Date of written test | 10.09.2022 |
| Venue | DRM Office Jabalpur |
| Duration | 2 hrs. |

10. **IMPORTANT INSTRUCTIONS** :-

The original updated SRs and APARs for the last five years duly enclosing the acknowledgement having received the copies of APAR for each year of the employees may be kept ready by concerned Sr.DPO/ Controlling Officer for immediate transmission to this office whenever called for.

It should be ensured that all the employees concerned are directed with the **identification certificate** for the Written Test on the date and time specified above, without fail. **No leave of any kind should be granted to these employees which may result in their absence in the examination.**

If any of the eligible employees are on deputation and working under Central/State Government, undertaking and whose lien is maintained in this Railway, their Controlling Officers should be advised to inform the candidates(s) regarding the examinations provided they fulfill the requisite conditions.

The concerned Personnel Department Officer & Controlling Officers should ensure the submission of service records and ACRs/APARs of last 05 years and DAR/SPE/Vigilance clearance in respect of staff declared qualified for the Viva-Voce immediately after publication of the result of main examination through special messenger to Dy. CPO (Gaz.)/ WCR/JBP

If any DAR/Vigilance/SPE case is pending/penalties are in operation/pending against anybody, the details thereof may be advised immediately to this office by the concerned officials.

The concerned Divisional Officers (Sr.DOMs) are advised to give wide publicity to this notification at all major Units under their jurisdiction. The Divisions are advised to submit an undertaking that the notification has been served at all major units where eligible staff are available.

To ensure that the eligible staff avails of the opportunity for appearing for the LGS, wide publicity should be given by pasting a copy of the notification on the notice Board of the Division Office as well as the subordinate offices. Supervisor-in-charge should bring to the notice of the staff working under them about this LGS. Copies of this notification should also be given to local branches of both the recognized Unions and Associations for their information. Staff should keep themselves in readiness for the written examination, even at a short notice.

**This notification can also been seen on the WCR website with the address 10.150.2.19.** All the Divisions/Units & applicants are advised to regularly visit WCR website (address 10.150.2.19) for update in the matter.

Please acknowledge receipt of this letter.

Encl. : 07.. Pages.

14/7/2022

**(Anil Kumar Sinha)**
**APO(Gaz.)/WCR/JBP**
**For Principal Chief Personnel Officer/WCR**

**Copy to:-**
Secretary (E) Ministry of Railways, Railway Board, New Delhi.
Secy. to GM/WCR & PS-I AGM/WCR:- for information.
Genl. Secy./WCRMS, WCREU, Zonal Genl. Secy. All India SC/ST & All India OBC Employees Association JBP :- for information.

(7)

Annexure - A

| Combind Integrated Provisional Seniority list for Selection of AOM/ATM (70% LGS Quota) in Operating Department | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Sr. No | Name of employees Shri/Smt | Designation | Community | Working Place | DOB | DOA | Date of Promotion in Level | | Remarks |
| | | | | | | | Level 06 | Level 07 | |
| 1 | S.K.KORI | CHC | SC | HQ | 06.12.1967 | 19.04.1994 | 01.01.1996 | 09.07.1997 | |
| 2 | B.L.MEENA | MAIL TRAIN MAN | ST | ET | 01.04.1963 | 18.12.1990 | 21.10.1997 | 21.10.1997 | |
| 3 | P.L.MEENA | SM | ST | ET/YD | 18.10.1964 | 08.02.1988 | 08.01.1993 | 11.11.1997 | |
| 4 | MALKURAM RATANLAL MEENA | SS | ST | MYR | 15.08.1962 | 22.04.1986 | 26.03.1992 | 20.11.1997 | |
| 5 | D.P.SINGH | SS | SC | SAKATPURA | 01.01.19963 | 12.02.1990 | 09.04.1993 | 30.11.1997 | |
| 6 | SATYANARAYAN SHIVKARAN MEENA | SS | ST | SGAM | 27.10.1963 | 09.11.1989 | 26.06.1995 | 11.10.1998 | |
| 7 | K.L.M.L.JHARIA | SS | SC | BSDL | 11.09.1962 | 06.07.1994 | 13.03.1997 | 11.05.1999 | |
| 8 | MUNNA CHHOTELAL BAITHA | CHC | SC | CHC/JBP | 05.07.1965 | 30.08.1989 | 01.08.1997 | 03.08.1999 | |

(6)

Annexure - B

| Combind Integrated Provisional Seniority list for Selection of AOM/ATM (70% LGS Quota) in Operating Department | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Sr. No | Name of employees Shri/Smt | Designation | Community | Working Place | DOB | DOA | Date of Promotion in Level | | Remarks |
| | | | | | | | Level 06 | Level 07 | |
| 1 | BABULAL MEENA | CTNL | ST | KOTA/CONTROL | 01.04.1972 | 21.07.1994 | 14.12.1998 | 09.01.2000 | |
| 2 | S.L.MEENA | SM | ST | BPL | 21.07.1964 | 12.02.1988 | 08.01.1993 | 11.01.2000 | |
| 3 | ASHISH VILASN | SS | ST | RRI/JBP | 14.05.1969 | 24.02.1992 | 02.03.1998 | 16.02.2000 | |
| 4 | JAGANNATH SAUJILAL MEENA | SS | ST | PPI | 25.05.1969 | 09.03.1992 | 02.03.1998 | 16.02.2000 | |
| 5 | K.R.MEENA | SS | ST | SWM | 05.06.1963 | 03.09.1987 | 26.05.1992 | 15.02.2001 | |
| 6 | N.C.MEENA | MAIL TRAIN MAN | ST | GUN | 01.08.1964 | 18.12.1990 | 23.06.1993 | 24.05.2001 | |
| 7 | T.R.MEENA | MAIL TRAIN MAN | ST | GUN | 02.12.1963 | 14.12.1989 | 24.05.2001 | 24.05.2001 | |
| 8 | RAMESH CHAND MEENA | SM | ST | SFY | 11.08.1964 | 25.04.1986 | 01.03.1993 | 12.12.2001 | |
| 9 | RAMESH PANTHI | MAIL GUARD | SC | BPL | 29.08.1964 | 01.02.1983 | 28.07.2003 | 28.07.2003 | |
| 10 | P.K.GAUR | MAIL GUARD | ST | ET | 10.12.1965 | 16.06.1986 | 28.07.2003 | 28.07.2003 | |
| 11 | GURUDATT DOHARE | CYM | SC | STA YD | 20.07.1964 | 12.02.1990 | 26.06.1995 | 05.09.2003 | |
| 12 | H.K.RATHOD | SS | SC | NKJ | 02.02.1966 | 09.07.1994 | 13.03.1997 | 05.09.2003 | |
| 13 | B.K.PRAJAPATI | CMI | SC | DRM/JBP | 15.08.1968 | 11.02.1992 | 02.03.1998 | 05.09.2003 | |
| 14 | R.S. LUNIA | CYM | SC | NKJ | 03.10.1968 | 24.02.1992 | 02.03.1998 | 05.09.2003 | |
| 15 | LALIT KUMAR BAIRWA | SS | SC | RWJ | 17.05.1965 | 24.08.1992 | 11.08.1993 | 11.09.2003 | |
| 16 | DHANNRAJ VIMAL | SS | SC | STA | 01.12.1964 | 12.02.1990 | 26.06.1995 | 01.11.2003 | |
| 17 | BATTURAM MEENA | SM | ST | GUNA | 11.09.1962 | 03.08.1989 | 26.12.1995 | 01.11.2003 | |
| 18 | OM PRAKASH MEENA | SS | ST | BHARATPUR | 16.03.1967 | 19.04.1994 | 01.08.1996 | 01.11.2003 | |
| 19 | RAM AWATAR B. | SS | SC | NATHUKHEDI | 20.01.1965 | 22.04.1988 | 01.03.1993 | 01.11.2003 | |
| 20 | BHARATLAL MEENA | SM | ST | ASKN | 20.06.1993 | 03.09.1987/ 13.09.1991 | 26.12.1995 | 01.11.2003 | |
| 21 | ARUN RAJAURIYA | SS | SC | KESOLI | 05.02.1968 | 01.07.1992 | 19.11.1996 | 01.11.2003 | |
| 22 | OM PRAKASH VIJWE | SS | SC | SGP | 28.08.1965 | 05.09.1991 | 02.03.1998 | 01.11.2003 | |
| 23 | BALVEER SINGH MEENA | SS | ST | SGO | 01.01.1970 | 11.02.1992 | 02.03.1998 | 01.11.2003 | |
| 24 | RITESH KUMAR KAMTA PRASAD | SS | SC | KTE | 01.12.1968 | 11.02.1992 | 02.03.1998 | 01.11.2003 | |
| 25 | NARENDRA SINGH | SS | SC | SGO | 10.03.1967 | 24.02.1992 | 02.03.1998 | 01.11.2003 | |
| 26 | RAMESHWAR PRASAD MEENA | SS | ST | BRGW | 10.12.1970 | 24.02.1992 | 02.03.1998 | 01.11.2003 | |
| 27 | PRATAP GOSAIDIN | SS | SC | NSZ | 04.11.1963 | 10.04.1989/ 01.01.1990 | 20.04.1998 | 01.11.2003 | |
| 28 | RAJVEER SATASANGI | CTNL | SC | KOTA/CONTROL | 02.03.1974 | 22.11.1993 | 24.12.1998 | 01.11.2003 | |
| 29 | GIRIRAJ PRASAD MEENA | CTNL | ST | KOTA/CONTROL | 06.04.1964 | 03.09.1987 | 3.04.1995 | 01.11.2003 | |
| 30 | RAVIPRAKASH ARJUN LAL GANDHARV | SS | SC | NKJ | 09.09.1967 | 24.02.1992 | 16.07.1999 | 01.11.2003 | |

ANNEXURE – C (5)

**DECLARATION OF WILLINGNESS/UNWILLINGNESS TO APPEAR IN THE SELECTION OF AOM/ATM (70% LGS QUOTA) in Operating DEPARTMENT.**

***(It is mandatory to fill each and every column with correct information.)***

I .....(Name of employee) declare as under :

1. My name appears at Serial No..... in Annexure.....('A') My service particulars are as under :

| | | |
|---|---|---|
| 1 | NAME IN FULL (BLOCK LETTER) | |
| 2 | Designation | |
| 3 | Working under | |
| 4 | Divn. /Unit where lien held | |
| 5 | PF No./ NPS No. | |
| 6 | Date of Birth | |
| 7 | Date of Appointment to Railway Service<br>a) Designation<br>b) Grade Rs. (RSRP) | |
| 8 | Date of appointment/promotion to grade Rs. 5000-8000/ GP 4200/Level 6. | |
| 9 | Date from which working in regular basis Rs. 5000-8000/GP4200/Level 6 (As on .....07.2022) | |
| 10 | Total Non fortuitous service in Gr.Rs.5000-8000/ GP-4200/Level 6 | |
| 11 | Date of appointment/promotion to grade Rs. 6500-10500/GP 4600/Level 7 on regular basis | |
| 12 | Community (SC/ST/UR) | |
| 13 | Educational & Technical/Professional Qualification | |
| 13 | Mob. No. | |

*Note- In case of transfer from other Railway to WCR, please specify the date of joining in WCR.

2. I am.....(WILLING/UNWILLING) to appear in the examination. I understand that the willingness once exercised will be treated as final.
3. I am aware that this willingness/unwillingness once exercised shall be deemed to be final.
4. Details of the participation in earlier written examinations for Group 'B' as AOM/ATM (LGS 70% only)

| S.No. | DATE OF WRITTEN EXAMINATION HELD | PASS | FAIL |
|---|---|---|---|
| 1. | | | |
| 2. | | | |

5. I declare that the particulars furnished above are correct to the best of my knowledge and belief. If any of this of the above furnished information is found incorrect/false my candidature for the selection shall liable to be cancelled at any stage and disciplinary action may be taken against me under the RS(D&A) Rules-1968.

Memo No.

Paste Passport size photograph here (photo attested with controlling officer.)

Signature : _____

Date : _____

Office/Stn : _____

Sign & seal of unit incharge

Designation: _____

---

Memo No.

Office :

Date :

Forwarded to Dy.CPO(G), PCPO's Office, Jabalpur. The particulars given by the employees against Column Nos.1 to 8 have been verified and found correct. Above candidate fulfil the eligibility criteria as mentioned in notification.

**Signature of the**
**Sr.DPO/DPO/SPO/APO**

ANNEXURE - D

# SYLLABUS FOR LGS
# PAPER PART-A

## Syllabus for Accounts Paper

### General applicable to all departments

1. Railway budget, August review, revised estimate, final modification, Various budget terms.
2. Procedure adopted for working out financial justification for any new scheme and also purchase of new machinery vis-à-vis re-conditioning of the old machinery.
3. Board's orders regarding creation of new posts
4. Salient features of the revised accounting classification.
5. Performance budget, Draft paras, Public accounts committee, Operating ratio, Integrated Budget Exchequer Control.
6. Broad principles of check of traffic receipts methods employed to ensure correct accountal of earnings.
7. Traffic survey.
8. Operating and Financial results to judge the efficiency of Railway
9. Foreign traffic and its appointment

### Establishment subjects

1. Leave Rules
2. Pass Rules
3. Workmen compensation Act
4. Industrial dispute Act
5. Hours of employment regulations
6. Discipline and Appeal Rules and Conduct Rules
7. Reservation for Scheduled Caste and Scheduled Tribes
8. Seventh Pay Commission- Changes
9. Right to information Act (RTI)
10. Retirement benefits to Railway Employees
11. PNM, Important recognized trade union in Railways, Role of un-recognized unions and methods of dealing with them.
12. Rajbhasha

# PAPER PART-B

## 1. General and Subsidiary Rules:

a) Classification of safety rules and explanation of certain definitions given in Chapter-1, General Rules
b) Working of trains generally- Various systems of working of trains- absolute block system, automatic block system, one train only system etc.
c) Signals- different type of signals and their functions, responsibility of traffic staff with regard to working of fixed signals, disconnection and reconnection of signals, action to be taken when fixed signals become defective.
d) Interlocking- basic principles of interlocking-MNI, Standard I, Std. II, Std. III panel interlocking and Route Relay Interlocking track circuits.
e) Responsibility and functions of engine Crew and Guard before starting and while on run.
f) Responsibility and function of station staff in working of trains.
g) Station working rules and block working rules.
h) Standard time- maximum permissible speed, booked speed and minimum permissible running time.
i) Shunting rules and precautions during shunting at stations
j) Working of material trains, working of motor trolleys and protection of engineering work site, procedure for issue of caution order.
k) Accidents- classification of accidents, reporting of accidents, duties of crew and station staff in case of accidents, causes of accidents, working of safety organization, disaster management.
l) Accidents enquiries and DAR action against staff held responsible for the accidents.
m) Review and analysis of accidents.
n) Train examination- duties of station masters and train examiner, issue of break power certificates, procedure for movement of over-dimensional consignments.
o) Marshalling of different kinds of goods and Passenger stock.
p) Working of trains under abnormal circumstances like-
   i) Total failure of communication
   ii) Introduction of temporary single line working on double line section
   iii) Working of trains during non single- interlock working
   iv) Engine failure in block sections
   v) Other unusual like track defects, signal failure etc. at stations and in the sections.
   vi) Working of trains during foggy weather.

## 2. Passenger Trains operation:

a) General Principles and methodology of time- tabling of passenger trains
b) Punctuality of passenger carrying trains, factors affecting punctuality of passenger carrying trains and methods of improving the punctuality.
c) Planning and running of Holiday Specials, Mela Specials etc.

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d) Introduction of new trains, extension of trains run.
e) Preparation of engine links and crew links, COIS, Computerised charting.
f) Corridor block for maintenance.

**3. Goods operation :**

a) Functioning of control organization at Divisional, Zonal and Railway Board's Level.
b) Day-to-day and long term control and monitoring of goods operation functions at various levels.
c) Asset utilization
   i) Wagon utilization – Wagon turn round
   ii) Loco utilization
   iii) Terminal and section capacity utilization
   iv) Statistics maintained in control office.
   v) Speed & throughput of a section
   vi) Engine detention
   vii) Observance of 9 hours rule

d) Concepts like running of unit trains and formation of captive rakes.
e) Rationalization scheme of movement of goods traffic for avoiding congestion by specific routes.
f) Supervision and control over movement of special type of stock, ODC consignments, running of jumbo rakes, BOX N' rakes and oil tank rakes,
g) Indent allotment and supply of goods stock at station- preferential traffic schedule.
h) Imposition of operating restrictions and observance of civil ban and carriage of contraband goods.
i) Working of yards, sick lines and TXR repair depots, important operation statistics pertaining to yards, premium rakes, CC rakes, long haul train.
j) Steps taken by Railways for modernization of goods operation, FOIS.

**4. Crew Scheduling and planning**

a) Engine and Train crew schedule.
b) Planning of work under Annual works Programmes
c) Analysis of traffic bottlenecks and trends to forecast future transportation capacity requirements.
d) Planning of line capacity works and their justification by DCF techniques.
e) Procedure for allocation of line capacity, other related works to capital, revenue and development fund.
f) Annual works programme, lumpsum works and powers of DRMs, PHODs and GM for sanctioning works.
g) Rules and procedure relating to Tenders and contracts for execution of works and procurement of stores.

**Annexure - E**

## IDENTIFICATION CERTIFICATE

Examination for the post of **AOM/ATM**, Gr. Rs.9300-34800, Grade Pay 4800, Pay Band-2, Level-8. Group 'B' Service (70% LGS) on dated - .....

Certified that Shri/Smt/Kum._____ Designation_____of Office_____Divn._____ of Roll No._____ whose Specimen signature is appended below. He/She is a Bonafide candidate to appear for written test on _____for promotion to the post of AOM/ATM, Gr. Rs. Gr. Rs.9300-34800, Grade Pay 4800, Pay Band-2, Level-8. (Group 'B' Service) against 70% LGS quota in Operating Department.

He/She has been instructed and made clear that he be present in the examination hall before ½ an hour to the said written examination and will not be allowed to appear in the examination after ½ an hour to the commencement of the written examination.

**Paste Passport size Photograph here (Photo Attested with Controlling officer.)**

Signature of Controlling Officer

Officer Name :----------

Designation:----------

Office Address :----------

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Date :

Specimen signature of the candidate