

पश्चिम मध्य रेल ,
प्रधान कार्यालय
कार्मिक विभाग,
जबलपुर-482 001



West Central Railway
Headquarters Office
Personnel Deptt.,
Jabalpur-482 001

No. WCR/PHQ/GAZ/Selection/AEN/Gr 'B'/LGS/2023

Dated 20.12.2022

SDGM/WCR, PCE, CAO(C),CTE, CBE, CPDE, CE/C-I, CE/C-II, CE/C-III, CE/G
GM-RE,CORE/ALD Sr. DEN(Co)- JBP, BPL, KTT, Dy. CE/C JBP, BPL, KTT, Chattarpur
DRM (P) JBP, BPL, KTT, PCSO/WCR

Sub:- Notification for Selection to the post of AEN, Group 'B', GP-4800 (Level-8) /
Pay Band-2 Engineering Department, 70%-LGS Quota.

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Applications are hereby invited for promotion to AEN, Group 'B' posts against LGS Quota (70% Selection), LDCE (30%) notification shall follow.

Selection (70% LGS) for promotion from Group 'C' to Group 'B' for the post of AEN, [Level-8] against 70% LGS quota in Engineering 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, Letter No. E(GP)2022/2/4 dated 07.10.2022 and extant provisions.

1. **VACANCIES and RESERVATION:-**

The particulars of the number of vacancies assessed for promotion to the Gr. B post of AEN in Level-8 are given below :-

Post	UR	SC	ST	Total
AEN- (70%-LGS)	06	01	00	07
AEN- (30%-LDCE)	02	00	01	03

2. **ELIGIBILITY CONDITIONS:-**

- Non-ministerial Group 'C' staff of the Civil Engineering Department holding the post in level-6 (Rs. 35,400-1,12,400) and above in the pay matrix with three years of regular service as on 01.01.2023 in level-6 (Rs. 35,400-1,12,400) and above in the 7th CPC pay matrix (including non-fortuitous service rendered in the corresponding pre-revised grade). Fortuitous service will not be counted.
- Those Group 'C' staff working in level 6 or 7 (Grade Pay Rs. 4200 or Rs. 4600) under MACP Scheme will not be considered. Their position in substantive grade will only be considered.
- Staff whose lien is maintained in W. C. Rly. are only eligible.
- Eligible staff on deputation, training and any Ex-cadre Organization including Construction and having lien and seniority in WCR, who desire to volunteer for the above LGS may submit their application through proper channel i.e. their respective Personnel Deptt. Officer (Officer in-charge of Cadre), where they hold lien. The concerned Division/Unit should send copy of notification to the staff who are on deputation after being released from last Division/Unit.

(v) Those employees who have been transferred on own request/mutual transfer and joined in WCR after the cut off date **01.01.2023** shall not be eligible for the selection.

- 2.1 The initial list of 21 candidates arranged in the order of integrated seniority is enclosed herewith as **Annexure 'A'** and also an additional list of 50 candidates next in order of seniority of Engineering department are placed as Stand by list as **Annexure-B**. Both Annexure-A and Annexure-B may be circulated and to be positively noted by all concerned employee. This must be ensured by nominated co-ordinating officer of concerned department i.e Secy. to PCE/HQ/JBP.

The list of candidates at **Annexure-'A'** and **Annexure-'B'** has been prepared on the basis of the final Integrated Seniority list published/circulated by APO (Wel.& I.R.), HQ/JBP vide letter No. WCR/P.HQ/EE/Integrity Seniority List Dt. 12.12.2022. The details of court case if any against seniority/substantive status of employee mentioned in **Annexure-'A'** and **Annexure-'B'** may also be advised separately to this office.

2.2 Willingness/Unwillingness

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

- 2.3 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.**

- 2.4 It would be the personal responsibility of nominated nodal officer [Secy. to PCE/HQ/JBP] that the notification is noted by all the employees given in **Annexure -'A'** and **Annexure -'B'** and Willingness/Unwillingness so obtained reach this office within the cut-off date. Secy. to PCE/HQ/JBP shall be the nominated co-ordinating officer for all purpose at zonal level.

- 2.5 The controlling officer has no discretion to accept the application after cut-off date.

3 APPLICATION PROCESS & SCRUTINY:-

- 3.1 Willing candidates should apply in 03 copies (Triplicate).

- 3.2 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 Deptt./HQ/Divn./Unit per bearer along with soft copy in Excel Sheet as per the Performa enclosed as **Annexure-'D'** and with covering letter mentioning names of candidates applied for.

- 3.3 The Personnel Officer (Officer in-charge of the cadre) in the Division will thoroughly scrutinize the correctness of service particulars as per the Service Record 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 Performa in excel Sheet (Hard & Soft copy)
before the due date and ensure that these applications reach Dy.CPO(G)/JBP by 03.01.2023.
Any application received after the cut-off date should be summarily rejected by the Personnel Officer concerned.

- 3.4 Name of those staff who have not fulfilled the eligibility criteria as mentioned above need not be forwarded.
- 3.5 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 05.01.2023.
- 3.6 Under no circumstances, applications will be accepted after the due date.
- 3.7 It may also be noted that application other than in prescribed Performa, 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 HQ/divisions/units will not be entertained.

4. PRE-SELECTION TRAINING :-

Employees belonging to SC community should be given Pre-Selection training which may be arranged by Engineering 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 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 training, a certificate to this effect may please be sent to this office.

Secy. to PCE, HQ/JBP shall be the nodal officer for organizing Pre-Selection training for the SC candidates. The respective in-charges of Pre-Selection training will intimate the date and venue of the Pre-selection training to the eligible SC candidates in due course. The controlling officers will ensure that the SC candidates under their control are spared well in time without fail to participate in such training.

5. DUTIES OF NOMINATED OFFICERS AT DIFFERENT LEVEL

5.1 Secy. to PCE, HQ/JBP as nodal officer from Engineering Department will be co-ordinating person for all activities related to this selection.

5.2 Duty of the In-Charge of Pre-selection training :-

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

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 training.



5.4 Duty of concerned SC 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 training on the same date. No representation will be entertained in case of failure to report to the concerned In-charge of Pre-Selection training and it will be deemed refusal for such training.
- (iii) Failure of concerned SC employees to avail Pre-Selection training on any account, including leave etc. will be considered default on their part and will not entitle them to additional training classes.
- (iv) No appeal will be entertained on this account by GM (P)/WCR/JBP after completion of Pre-Selection training.

6. SCHEME OF EXAMINATION :-

The examination will consist of

- (A) Written examination (through centralized CBT is to be conducted by NAIR in terms of Railway Board's letter No. E(GP)2022/2/4 dated 07.10.2022 & 18.10.2022)
- (B) Medical test, as prescribed in Para 530(a) & 532(i) of IRMM Vol-I, 2000 (IIIrd Edition)
- (C) Viva-Voce

FORMAT OF WRITTEN EXAMINATION

(AS PER RBE No.53/2019 Dt 19.03.2019 , RBE No 115/2019 dt. 16.07.2019, and Railway Board's letter no-E(GP)2022/2/4 dt. 07.10.2022)

- (i) Selections against 70% quota in Organized Services and 100% Selection in Miscellaneous Cadres :-

The written examination shall comprise of 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) Professional Subject including optional question of 10 marks on Official Language policy & Rules	70 marks
b) Establishment and Financial Rules	30 marks
c) Qualifying marks	60 Marks

- (ii) Ten percent of the 100 marks prescribed for Written 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. Thus, 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) The duration of written test will be **02 Hrs.** in terms of Railway Board's letter No. E(GP)2022/2/4 dated 07.10.2022
- (v) 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.
- (vi) Relaxation is not permissible to SC/ST employees being Safety Category posts.
- (vii) In terms of Railway Board's letter No. E(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, for this assessment.



- (viii) 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 and WCR policy no. WCR/PHQ/RP/1350/Promotion Policy/SC/ST dated 20.07.2021 and 20.09.2021.

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)

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 :-

Syllabus as prescribed by Railway Board's letter No. E(GP)2022/2/4 dated 07.11.2022 is enclosed as **Annexure-'E'**.

8. 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:-

- 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.
- 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 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 AEN on specific date.
- Candidates who are absent for main written examination will not be allowed to appear for supplementary written examination except as mentioned in (a) and (b) above
- It would be personal responsibility of the candidate covered under conditions (a) and (b) to inform Dy.CPO(Gaz.)/JBP through their controlling officer within 03 days failing which they will not be allowed to take the supplementary examination.



9. **TENATATIVE CALENDER:-**

Date of notification	20.12.2022
Last date of submission of application in units	28.12.2022
Last date of submission of application in Personnel Department of concerned unit	30.12.2022
Last date of receipt of application in HQ	03.01.2023
Issuing of final eligibility list	05.01.2023
Pre-Selection Training of SC candidates (as per Rly. Bd. L.N. E(GP)2010/2/39 Dt. 28.08.2022)	15 days/60Hrs.
Date of written test	22.01.2023
Supplementary exam.	29.01.2023
Duration of exam.	2 hrs.
Venue	Will be intimated later.

10. **OTHER IMPORTANT INSTRUCTIONS:**

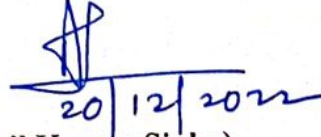
- (i) The original updated SRs and APARs for the last five years duly enclosing the acknowledgement having received the copies of APAR for each year of the employees may be kept ready by concerned Sr.DPO/Controlling Officer for immediate transmission to this office whenever called for.
- (ii) No leave 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.
- (iii) 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.
- (iv) 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.)/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.
- (v) The concerned Divisional Officers/Executives (Sr. DENs) 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.
- (vi) 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.
- (vii) Copies of this notification should also be given to local branches of both the recognized Unions and Associations for their information.
- (viii) Staff should keep themselves in readiness for the written examination, even at a short notice.



- (ix) This notification can also be 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.

Enclosed : Annex-A to E



(Anil Kumar Sinha)
Assistant Personnel Officer (Gaz)
For PCPO/WCR, JBP

Copy to:-

Secretary (E) Ministry of Railway, Railway Board, New Delhi.

Secretary to GM/WCR & AGM/WCR for information.

Genl.Secy./ WCREU, WCRMS for information.

Zonal Genl. Secy.All India SC/ST & OBC Employees Association JBP. For information.

Final Integrated Seniority List of Engg. Deptt. for AEN- LGS (70%) Examination-2023									Annexure- 'A'		
Sr No	Employee Name (Shri/Smt/Miss)	Cast	Desig.	Div.	Stn	DOB	DOA	Date of Regulation	DOP/JE GP 4200 (5000-8000)	DOP/JE GP 4200 (5500-9000)	DOP GP 4600 (6500-10500)
1	Brij Bihari	UR	SSE/Drg.	Kota	Kota	15.12.62	27.09.84	27.09.84	18.08.83	..	06.12.96
2	Ravi Sankar	UR	SSE/Drg.	Kota	Kota	20.09.63	10.06.87	10.06.87	30.06.86	22.11.90	15.01.97
3	Rajendra Singh Vist	UR	SSE/Drg.	Kota	Kota	18.01.67	04.07.87	04.07.87	27.08.87	16.02.90	15.01.97
4	Bela Bhatnagar	UR	SSE/Drg.	Kota	Kota	27.09.64	21.01.90	21.01.90	02.01.90	17.12.93	15.01.97
5	SANJAY KUMAR MAHESHWARI	UR	Sr SE/Drg	BPL	HBJ	03/02/66	08/05/92		08/05/93	23/02/98	05/12/97
6	संजीव खरे	UR	एस.एस.ई.(कार्य)	जबलपुर	जबलपुर	02/10/68	07/02/97	06/01/98	..	..	06/01/98
7	R.P.Agarwal	UR	SSE/W	Kota	LM/KOTA	10/10/68	13/06/97	04/07/98	..	..	04/07/98
8	A K SHUKLA	GEN	Sr SE/TM	KTT	KTT	01/10/64	21/12/87	25/01/89	25/01/89	14/02/94	25/12/99
9	SEELNIDHAN MISHRA	UR	Sr SE/Drg	BPL	HBJ	29/12/64	10/08/87		04/04/96	04/03/98	25/07/00
10	B K GUPTA	GEN	Sr SE/TM	KTT	KTT	26/06/64	14/07/88	30/11/89	30/11/89	14/02/94	23/03/01
11	S D SHARMA	GEN	Sr SE/TM	KTT	KTT	20/08/67	26/12/90	01/01/92	26/12/91	01/08/96	23/03/01
12	DHAN PRAKASH SITARAM	SC	Sr SE/TM	KTT	KTT	10/05/66	03/04/92	23/04/93	23/04/93	05/09/96	23/03/01
13	R K Mishra	UR	SSE	HQ	JBP	02/04/65	14/08/87		05/07/96	07/09/99	19/09/01
14	Ghanshyam Sharma	UR	SSE/PW	Kota	USFD/Kota	05/01/63	02/04/87	25/03/88	25/03/88	01/08/93	27/09/02
15	Sanjay Dalela	UR	SSE/PW	Kota	S/Kota	22/10/64	02/04/87	02/04/87	11/05/92	01/09/93	27/09/02
16	R.S. PAL	GEN	Sr SE/TM	KTT	KTT	23/02/63	21/04/92		23/04/93		19/03/03
17	S K SAGAR	GEN	Sr SE/TM	KTT	KTT	02/01/66	23/03/92		23/04/93		19/03/03
18	M K GUPTA	GEN	Sr SE/TM	KTT	KTT	21/09/66	24/06/92		24/06/93		19/03/03
19	A K Magarde	UR	एस.एस.ई.(पी.वे)	BPL/CONST	BPL	30/06/67	04/07/95				24/03/03
20	कुतुबउद्दीन क्चीजर	UR	एस.एस.ई.(पी.वे)	जबलपुर	जबलपुर	01/08/63	12/08/83	03/09/85	03/09/85	20/11/91	01/11/03
21	Sudindra Milky	UR	SSE/PW	Kota	N/GGC	17/07/65	03/01/90	08/01/91	08/01/91	02/03/95	01/11/03

Final Integrated Seniority List of Engg. Deptt. for AEN- LGS (70%) Examination-2023										Annexure- 'B'	
Sr No	Employee Name (Shri/Smt/Miss)	Cast	Desig.	Div.	Stn	DOB	DOA	Date of Regulation	DOP/JE GP 4200 (5000- 8000)	DOP/JE GP 4200 (5500-9000)	DOP GP 4600 (6500-10500)
1	Nishi Kant Pandey	UR	SSE/PW	Kota	CTO/Kota	26/10/65	07/11/88	08/08/89	11/07/97		01/11/03
2	Anuj Kumar Kuchhal	UR	SSE/PW	Kota	USFD/Kota	29/01/67	18/11/88	18/11/88	28/08/92	14/01/98	01/11/03
3	ANIL KUMAR UPADHYAY	UR	SSE/P.Way	BPL	HBD	01/07/63	25/03/87		01/07/88	11/05/99	01/11/03
4	G.C. KASTWAR	SC	Sr SE/TM	KTT	KTT	07/12/63	27/12/90		31/12/91	12/06/01	01/11/03
5	Ashok Kumar Gupta	UR	SSE/W	Kota	Sleeper	16/09/63	14/12/87	26/02/88	26/02/88	18/02/94	13/01/05
6	MANISH SHARMA	UR	SSE/P.Way	BPL	BIN	25/06/68	08/09/90		27/07/93	29/06/00	14/10/05
7	महेंद्र कुमार जैन	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	10/07/65	25/03/87		16/05/88	22/05/01	20/03/06
8	संजय कुमार व्यास	UR	एस.एस.ई. (पी.वे)	जबलपुर	आर.व्ही.एन.एल	28/03/65	16/12/88	22/04/90	21/01/89	01/11/03	20/03/06
9	नीरज कुमार श्रीवास्तव	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	01/01/65	28/09/92		19/10/93	01/11/03	20/03/06
10	राकेश कुमार श्रीवास्तव	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	16/03/68	22/09/93	22/09/93	30/06/95	01/11/03	20/03/06
11	नितिन सतावने	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	06/12/64	16/01/89	18/06/90	18/06/90	01/11/03	20/03/06
12	रजनीश कुररिया	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	10/12/64	29/01/89		31/03/90	05/10/04	20/03/06
13	संजय चौधरी	SC	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	14/08/74	01/07/97	17/03/98	07/04/98	01/11/03	20/03/06
14	राजेश कुमार गुप्ता	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	01/07/67	21/12/88	22/12/89	22/12/89	05/10/04	20/03/06
15	ABHIJIT SAHA	UR	Sr SE(WORKS)	BPL	BPL	30/04/63	18/02/87		18/02/88	16/04/96	06/06/06
16	RAJESH KUMAR TRIVEDI	UR	Sr SE(P/WAY)	BPL	BPF	11/11/66	28/09/92		31/08/93	11/05/99	28/08/06
17	RAVINDRA KUMAR	SC	Sr SE(P/WAY)	BPL	ET	15/06/65	23/07/92		16/08/96	06/07/04	28/08/06
18	अनिल कुमार सिंह	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	01/07/64	03/03/94	14/08/95	14/08/95	05/10/04	08/12/06
19	राजेश कुमार अग्रवाल	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	30/10/71	13/01/97	11/02/98	11/02/98	05/10/04	08/12/06
20	मनोज कुमार	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	07/10/69	01/07/97	01/07/98	01/04/98	05/10/04	08/12/06
21	पी.आर.वर्मा	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	05/07/69	01/07/97	01/07/98	17/03/98	05/10/04	08/12/06
22	ओम प्रकाश सिंह	UR	एस.एस.ई. (पी.वे)	जबलपुर	जबलपुर	01/01/68	07/10/91		17/04/00	00/01/00	08/12/06
23	HARI SINGH AHIRWAR	SC	Sr SE(WORKS)	BPL	BPL	28/02/69	12/01/91		12/01/92	17/10/05	22/01/07
24	Dharmendre Kumar	SC	SSE/PW	Kota	BXN	30/07/72	09/09/97	09/09/97	09/09/97	13/07/04	21/05/07
25	Niranjan Singh Yadav	UR	SSE/PW	Kota	MEP	15/07/77	08/04/06	29/05/07			29/05/07



Final Integrated Seniority List of Engg. Deptt. for AEN- LGS (70%) Examination-2023										Annexure- 'B'	
Sr No	Employee Name (Shri/Smt/Miss)	Cast	Desig.	Div.	Stn	DOB	DOA	Date of Regulation	DOP/JE GP 4200 (5000- 8000)	DOP/JE GP 4200 (5500-9000)	DOP GP 4600 (6500-10500)
26	Subhash Prasad	UR	SSE/PW	Kota	LKE	10/12/64	07/11/88	07/11/88	10/05/93		01/07/07
27	संतोष कुमार सिंह	UR	एस.एस.ई. (ड्राईंग)	जबलपुर	जबलपुर	12/02/78	26/02/07	14/12/07			14/12/07
28	एस.के.पाठक	UR	एस.एस.ई. (ड्राईंग)	जबलपुर	जबलपुर	01/10/65	12/09/89		29/07/96	22/01/01	18/12/07
29	Budhi prakash G	SC	SSE/W	Kota	Bundi	14/06/66	09/09/91	04/02/92		10/10/98	04/02/08
30	Shiv Kumar Gupta	UR	SSE/W	Kota	II/ Kota	27/10/66	03/09/91	26/02/93	26/02/93	23/06/98	04/02/08
31	Sohan Lal Meena	ST	SSE/W	Kota	MLGH	01/01/64	28/03/89	28/03/89	28/03/89	19/03/01	04/02/08
32	B K JESWANI	GEN	Sr SE(P/WAY)	BPL	BPL	11/04/66	17/06/91		23/08/95	19/03/01	11/04/08
33	SANDEEP KUMAR MHASKI	GEN	Sr SE(P/WAY)	BPL	BPL	18/05/66	06/09/95		16/08/96		11/04/08
34	DIGPAL SINGH	GEN	Sr SE(P/WAY)	BPL	ASKN	19/02/69	22/09/95		16/08/96		11/04/08
35	Rajesh Kumar Solanki	UR	SSE/PW	Kota	BAZ	01/01/69	09/08/91	09/08/91	09/08/91	30/04/98	20/06/08
36	Sudeep Kumar	UR	SSE/W	Kota	I/Kota	09/11/65	27/09/89	27/09/89	07/10/90	04/08/99	20/06/08
37	Dinesh Chand Sharma	UR	SSE/PW	Kota	BTE	11/07/64	07/11/88	07/11/88	28/07/95	22/03/00	21/06/08
38	Hovendra Singh	UR	SSE/PW	Kota	HAN	08/03/64	21/11/88	21/11/88	21/09/96	19/10/00	08/05/08
39	R P DUBEY	GEN	Sr SE/TM	JBP	JBP	13/07/68	12/01/93		03/11/93	12/03/97	26/06/08
40	SANJAY SAPRE	GEN	Sr SE/TM	JBP	JBP	15/04/70	16/02/93		13/01/94	04/08/98	26/06/08
41	S K MISHRA	GEN	Sr SE/TM	JBP	JBP	01/07/69	12/01/93		13/01/94	04/08/98	26/06/08
42	JAY KUMAR ASNANI	GEN	Sr SE/TM	BPL	HBJ	11/06/63	03/04/92		27/06/08	27/06/08	27/06/08
43	Ramkeshwar Nath	UR	SSE/TM	BPL	BPL	25/08/69	13/01/93		15/12/99		26/06/08
44	Pravindra Kumar Khare	UR	SSE/TM	BPL	BPL	05/04/64	19/09/89		30/01/02		26/06/08
45	DINESH KU DUBEY	GEN	Sr SE/TM	KTT	KTT	20/03/64	03/06/92		13/07/93	21/01/01	26/06/08
46	P.K.Jain K	UR	SSE/PW	Kota	USFD/GGC	27/07/66	07/11/88	08/08/89	08/08/89	01/12/00	27/06/08
47	Samay Singh Meena	ST	SSE/PW	Kota	S/GGC	10/09/68	03/10/98	03/10/98	03/10/98	10/10/02	20/06/08
48	Naresh Chand Gupta	UR	SSE/PW	Kota	Safty/ Kota	03/09/63	13/07/92	13/07/92	13/07/92	27/09/02	21/06/08
49	Ram Swaroop meena	ST	SSE/PW	Kota	Bundi	05/07/67	07/11/88	07/11/88	01/11/96	30/09/02	02/07/08
50	Dhannalal Koli	SC	SSE/PW	Kota	USFD/Kota	03/06/66	10/03/99	10/03/99	28/02/02	01/11/03	03/07/08



Annexure - C

**DECLARATION OF WILLINGNESS/UNWILLINGNESS TO APPEAR IN THE SELECTION OF AEN
(70% LGS QUOTA) In ENGINEERING DEPARTMENT.**

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

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

1	NAME IN FULL (BLOCK LETTER)		
2	Designation		
3	Working under -	Place of posting -	
4	Divn. /Unit where lien held-		
5	IPAS No.-		
6	PWBD (type of Disability.)		
7	Date of Birth		
8	Date of Appointment to Railway Service		
	a) Designation		
	b) Grade Rs. (RSRP)		
9	Date of appointment/promotion to grade Rs. 5000-8000/ GP 4200/Level-6.		
10	Date from which working in regular basis Rs. 5000-8000 / GP4200 / Level 6 (As on 01.01.2023)		
11	Total Non fortuitous service in Gr.Rs.5000-8000/ GP-4200/Level 6		
12	Date of appointment/promotion to grade Rs. 6500-10500/GP 4600/Level 7 on regular basis		
13	Community (SC/ST/UR)		
14	Educational/Technical Qualification/Professional qualification		
15	Personal Mob. No.-	E.Mail ID -	

*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 ACM (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 15 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

Centralised CBT for Gr-B Selection against 70% LGS quota.															
Particulars of eligible applicants															Remarks
Sl. No.	Name of the applicant (MS/Smt/L/S/Shri)	IPAS No.	Designation	DOA	DOA in Level-6	DOA in Level-7	Personal Mobile No.	Email ID	Place of posting	Division/ workshop/ Unit	Controlling officer	DOB (DD/MM/YYYY)	Community (UR/SC/ST)	Whether a PwBD requiring scribe (OH/VH/HH)	
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]	[10]	[11]	[12]	[13]	[14]	[15]	[16]

The particular furnished above have been verified with the application submitted by the employee and SR of the employee and certified as correct.

Total No of Application received-

No of eligible candidates-

No of Non-Eligible Candidates-

Signature-

Name-

Designation

Date-

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4

New Delhi, dt:07/11/2022

The General Managers,
All Indian Railways/PUs.

(Kind Attn.:All PCPOs/PFAs/Dy.CPO(G) & Dy.CAO(G))

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of
Centralized Computer Based Multiple Choice Objective type
examination (CBT) in all departments having Organised Services

Board has prescribed syllabus for written examinations held as part of 30% LDCEs for promotion to Group 'B' posts in all Organised Services. Besides this, syllabus for 70% Selection for promotion to Group 'B' post of APO has also been prescribed by Board. Now, in the context of introduction of Centralised CBT for 70% Selections and 30% LDCEs for promotion to Group 'B' posts, Board has prescribed syllabus of 70% Selections and have also modified the syllabus for 30% LDCEs for all Group 'B' posts in Organised Departments. Similarly, syllabus for Establishment & Financial Rules has also been prescribed.

2. A copy each of the Syllabus for professional subjects prescribed by Board for 70% Selections and 30% LDCEs for promotion to Group 'B' posts in all Departments having Organised services along with the syllabus for Establishment & Financial Rules is enclosed for information. These syllabi are applicable for Selections & LDCEs to be conducted w.e.f.1.1.2023.

DA:As above


(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board
Ph. No. 233047250
E.mail ID- meena.1964@gov.in

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 & Constr

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

Inspect 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 estimates for sewerage, sewage & water collection and carriage; design of sewer, 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.