

Eastern Railway
(Personnel Department)
17 N. S. Road, Kolkata - 700 001

No. E.1023/0/Pt.X

Kolkata, Dated: 08/02/2024

Divisional Railway Managers
HWH/SDAH/ASN/MLDT

Chief Works Managers
LLH/KPA/JMP
Eastern Railway


Sub: Centralized Computer Based Tests (CBT) for selections/LDCEs.

With a view to obviate delay in finalization of departmental selections, Railway Board on recommendations of the empowered Committee have decided that selections to non-gazetted posts to be centralized at the level of Zonal Railway with adoption of a common calendar for a zone. Accordingly, it has been advised vide Railway Board's letter No. E(NG)/2022/PM1/36, dated 6/01/2024 (RBE No. 05/2024) that Zonal Railways may adopt CBT as per administrative convenience following a model calendar uniformly applicable to all Units over a Zone. The said instructions have been circulated to all concerned under this office serial no. 08/2024.

The aforesaid matter has been deliberated upon at length and it has been decided with the approval of the competent authority (PCPO) that at first phase, centralized CBT may be conducted for the post of Assistant Loco Pilot (ALP)/Level-2 against 50% promotional quota for which following activities have been outlined:

- (a) Units viz., HWH, SDAH, ASN & MLDT, are advised to assess vacancies to the post of ALP/Level-2 against 50% quota as on **01/04/2024** and furnish to this office (APO/Co-ordination/ER) positively by **08/04/2024** for compilation. While assessing the vacancies, instructions contained in RBE No. 29/2022 circulated under this office serial no. 33/2022 may be kept in view.
- (b) Vacancies so assessed will be communicated to Chairperson/RRC by APO/Co-ordination for publication of centralized Notification as per RBE No. 196/2019 circulated under this office serial no. 243/2019.
- (c) The entire selection process i.e. from issue of centralized Notification to publication of panel, is required to be completed as per timeline stipulated in Model Calendar enclosed as 'Annexure-A'.
- (d) Units are advised to ensure completion of selection, whenever due, for filling up of vacancies to the post of S&WI/Level-6 against 50% DPQ by **31/03/2024** positively, so that centralized CBT against 35% quota (LDCE) may be planned in between April and May, 2024 in second phase.
- (e) Units are also advised to furnish details of Major Categories (Safety & Non-Safety) of non-gazetted posts department-wise with the vacancy position as on 01/07/2024 so as to conduct CBT in a centralized manner in future.

DA: As above.


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Copy to : PS to PCPO for information to PCPO, CPO(Admn.), CPO/IR, Chairperson/RRC, APO/Co-ord, E. Rly., Kolkata

Time line for completion of various process of selection:

(i) Assessment of vacancies & obtaining approval of the competent authority for assessment of vacancies :	D*
(ii) Notification for the proposed selection/LDCE & nomination of officers for Selection Committee (after obtaining vigilance clearance):	D + 15 days
(iii) Completion of written test (CBT/OMR), including supplementary test (where applicable).	D+15 days + 30 days = D+45 days
(iv) Evaluation of answer sheet :	D+45 days + 20 days = **D+65 days.
(v) Completion of viva-voce (where applicable) :	D+65 days + 7 days = D+72 days.
(vi) Obtaining Vigilance/D& A clearance for qualified staff	D+72 days + 21 days = # D+93 days
(vii) Drawing proceedings and obtaining approval of competent authority:	D+93 days + 7 days = D+100 days.
(viii) Publication of panel :	D+ 100 days + 3 days = D+103 days

**D - date of initiation of the process of selection*

*** Time allotted against Sl. No. (iv) may be extended maximum upto 40 days depending upon the staff involved.*

Time allotted against Sl. No. (vi) as per GM(Vig)'s letter No. G.17/VO/PI/9/2017/C, dated 24/11/2020

Timeline of 7 days allotted for viva-voce may be utilised conveniently for other activities where the selection does not involve viva-voce.

The following important points are required to be kept in view for conducting selection/LDCE:

- (i) D&A/Vigilance clearance should be sought for in respect of those staff who have qualified written test
- (ii) The Paper setting authority shall arrange to furnish the Keys immediately after the examination.
- (iii) The Keys so provided will be published in the website for making representation, if any, giving 7 working days' time. In case of any ambiguity, the same should be brought to the knowledge of the Paper setting authority within 3 days after 7th day duly certifying the identity of the candidate(s) raising objection.
- (iv) The decision of the Paper setting authority after this exercise will be final and no further correspondence in this regard will be entertained.
- (v) The final Keys along with decision taken on the representation received will be published in the website.