

**EASTERN RAILWAY
KOLKATA**

No. E.1024/Comml/Panel/Pt.X 70%(2025-2026)

Dated:- 28.11.2024

Secretary (E) / Railway Board / New Delhi,
AGM/ER, PCOM/ER, PCCM/ER, CAO(CON)/ER, CPO(IR), SDGM/ER,
Secretary to GM/ER, DRM/SR.DOM/Sr.DCM/Sr.DPO- HWH/SDAH/ASN/MLDT
Principal/ZRTI/Bhuli/DHN, GM(P)/Metro Rly./Kolkata, Dy.CPO/HQ, Dy.CPO/NG,
DGM(Confdl)/ER, SPO(Admn.), SPO(CON)/HQ.ISI/S.Cell/HQ,
General Secretary/ERPOA, PS to PCPO,

Sub: Selection for formation of Gr. 'B' panel of ACM against 70% quota of Commercial Department of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024 .
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of ACM against 70% quota in Commercial department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Applications are invited from the eligible all non-ministerial – Group 'C' employees of Commercial Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' ACM of Commercial department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027 as per Board's letter under reference above).

3) Number of vacancies and cut off date for eligibility is as under:-

i)

Vacancies	10(UR – 07, SC – 03, ST – Nil)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT** is as under:-

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of vacancies includes 01 numbers of vacancies are earmarked for PwBD candidates of respective category .

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of ACM (Gr. 'B'), the functional classification for PwBDs is as follows:-

Name of the Post	Functional Classification	Physical requirements
ACM(Group- B)	Loco-motor Disability(LD), One Arm(OA)/One Leg(OL), Leprosy Cured, Acid Attack Victims.	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Pulling and Pushing(PP), Hearing (H).

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

iv) Empanelment of PwBD candidates shall be in accordance with policy guidelines issued vide RBE No. 97/2022 and other policy guidelines / clarifications issued from time to time.

v) The PwBD earmarked mentioned in para (ii) above is only eligible to apply for the post of ACM.

vi) In terms of Railway Board's letter No. E(GP)2022/2/20/PwBD dated 21.06.2024, The earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.

5) CONDITION OF ELIGIBILITY: -

In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.-216/2019) all non-ministerial – Group 'C' employees of Commercial Department and also such of the Ministerial staff working in Commercial branch including Law Supdt./Law Astt's staff with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level – 6 and above as per recommendation of 7th CPC (Pay Band PB-2 Rs.9300 – 34800/- with Grade Pay of Rs.4200 and above) with 03 years of non-fortuitous service in the grade as on 01.01.2025 i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of ACM (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.

NOTE -

i) Those non-ministerial – Group 'C' employees of Commercial Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided in Pay Matrix Level - 6 (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 – 34800/-) under ACP/MACP are not eligible to apply for the above Computer Based Test.

ii) In terms of Railway Board's letter No E(NG)I-93/PMI/4 dated 18.01.1993 and RBE No 102/2019 dated 25.06.2019 time spent by the railway servant under training, immediately before appointment to service will be counted as service for the purpose of appearing in departmental examination including LDCE.

iii) Eligibility of staff who is working in the **Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units** will be determined with reference to their substantive post in the parent department subject to the fulfillment of the above conditions of eligibility.

iv) For determination of eligibility of applicants who have come to ER/ Metro Railway "on own request transfer" the relevant provisions of RBE No. 34/2006, RBE No. 40/2008 shall be taken into consideration.

6) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's SI. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks with relaxation.

iii) **Duration:-** Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) Railway Board has decided vide their letter No. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in **partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019** there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

vii) **Viva-voce will consist of:**

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
3. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

7) SYLLABUS:-

Syllabus for organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr.B selection has been published. The syllabus for the CBT of ACM(GR 'B') has already been circulated vide PCPO's SI, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

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8) PRE - SELECTION COACHING:-

The coaching is mandatory for willing SC and PwBD candidates. PCCM is requested to arrange pre- selection coaching to each eligible SC and PwBD candidates., including those who are on Ex-Cadre organization, Deputation & Training, by the Commercial Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs. / 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the Commercial Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para 10 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para - 5 of this notification in a consolidated statement as per proforma i.e. Annexure B.

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 10 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to Secretary to PCCM so that Pre – Selection coaching for SC & PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) No direct application from any candidate will be entertained by the PCPO's Gazette Section.

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.

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10) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

ITEM		Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 12.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 17.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 26.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 30.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 03.01.2025

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. **The exact date, time and venue will be intimated as per instruction of Railway Board.**

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidates remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

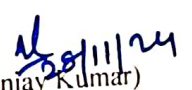
15) All Dy.CPOs, Sr.DPOs, Sr.DCMs, in charge of respective offices & Secy. to PCCM are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

Copy for information and necessary action to:- Secretary to PCCM/ER.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF ACM (Gr. B), DEPARTMENT – Commercial Department

Notification No E.1024/Comml/Panel/Pt.X 70%(2025-2026)						Dated 28.11.2024																					
1. Name (in BLOCK LETTERS):																											
2. (a) Present Designation:						(b) Present Pay Level:																					
Posting Details																											
3. a) Station:						b) Division																					
c) Unit Office:																											
d) Designation of the Controlling Officer:																											
4. (a) P.F. No./Employee. No.:						b) HRMS ID:																					
5. (c) Date of Birth:						(b) Community (SC/ST):			(c) Qualification:																		
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>						d	d	m	m	Y	Y	Y	Y														
d	d	m	m	Y	Y	Y	Y																				
6. e) Mobile No. (Personal)																											
f) E-mail Address (in BLOCK LETTERS):																											
7. (a) Date of Appointment:						(b) Appointed as (Designation & Pay Level)																					
(c) Appointing Office:						(d) Station:		(e) Division:		(f) Railway:																	
8. Designation in regular promotion to Level -6						Date of regular promotion to Level - 6																					
Designation in regular promotion to Level -7						Date of regular promotion to Level - 7																					
Total non-fortuitous service in Level – 6 and above (as on 01.01.2025):																											
To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :																											
(e) Type of Transfer: (Write own request/ Mutual transfer / Mutual exchange)																											
(f) Date of Transfer: (Please attach copy of the relevant Memorandum):																											
9. Transferred From						Transferred To																					
Division						Division																					
Designation						Designation																					
Pay Level						Pay Level																					
Released on (date)						Reported on (date)																					
Effective date of Seniority						In Level – 6:			Date:																		
						In Level – 7:			Date:																		
To be filled-up by those employee only who are on Deputation:																											
10. (i) Are you on Deputation (Yes/No):						(j) Parent Unit:																					
(k) Substantive Designation and Pay Level in your Parent Unit:						(l) Officiating Designation and Pay Level:																					
To be filled-up by PWBD employees only:																											
(m) PWBD Category, if any (Write a, b, c, d or e):																											
11. (n) Percentage of Disability:						(o) Disability Certificate No. (attach copy):																					
(p) Certificate validity up to:						(q) Whether fulfills physical requirements (Yes/No):																					
(r) Do you want a Scribe (Please mention Yes/No):																											

[Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____. I also declare that the information detailed above is true to the best of my knowledge. I understand that once **unwillingness** submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]



ANNEXURE-B

PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ

[illegible]

EASTERN RAILWAY
KOLKATA

No. SP.40M/Gr.B/Panel/AEE/2025-2027(70%)

Dated:- 29.11.2024

Secretary (E)/Railway Board/New Delhi,
The Director General/IRISEE/Nasik,
PCPO/PCME/PCEE -Metro Rly, 33/1, J.L.N.Road, Kolkata- 700071
AGM, PCME, PCEE, SDGM, CELE, CESE, CEE(C-I), CEDE, CEE/OP, CEE/EEM, CEE/P&P, CETE, CECE,
Secy to GM, DRM/SR.DEE/SR.DPO - HWH, SDAH, ASN & MLDT, CWM/DY.CPO/WPO- KPA, LLH & JMP,
DY.CPO/NG, APO/CORD/HQ, Secy to PCEE, Secy to PCPO, DGM (Confdl)/CCC, CA/S.Cell/HQ, GS/ERPOA

Sub: Selection for formation of Gr. 'B' panel of AEE against 70% quota of Electrical Department of Eastern Railway & Metro Railway/Kolkata, for the vacancy cycle from 01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027).

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of AEE against 70% quota in Electrical department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.

2) Applications are invited from the eligible all Technical Group - 'C' employees of Electrical Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' AEE of Electrical Department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027 as per Board's letter under reference above).

3) Number of vacancies and cut off date for eligibility is as under:-

i)

Vacancies	10 (UR - 07, SC - 02, ST - 01)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, vacancy cycle, assessment period, and tentative date of CBT is as under:-

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

N

4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of 02 vacancies are earmarked for PwBD candidates (02 vacancies earmarked for the suitable category of PwBD as mentioned para (ii) below)

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of AEE (Gr. 'B'), the functional classification for PwBDs is as follows:-

Post	Functional Classification	Physical Requirement
AEE	Locomotor Disability (LD) - One Arm (OA)/One Leg(OL), Leprosy Cured, Acid Attack victims	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Kneeling & Crouching(KC), Climbing(CL), Jumping (JU), Hearing (H)
	Hearing Impaired / Hard of Hearing (HI/HH)	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Kneeling & Crouching(KC), Climbing(CL), Jumping (JU), Hearing (H) [Acceptable with hearing aids].

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

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In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.-216/2019) all **Technical Group - 'C' employees of Electrical Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level - 6 and above** as per recommendation of 7th CPC (Pay Band PB-2 Rs.9300 - 34800/- with Grade Pay of Rs.4200 and above) **with 03 years of non-fortuitous service in the grade as on 01.01.2025** i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of AEE (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.

Running staff of both Mechanical & Electrical Department are eligible for 70% selection. Comparison of grades of running staff with those of stationary staff for the purpose of promotion/selection to Gr. 'B' posts would be determined in terms of Railway Board's letter no. E(GP)2005/2/87 dated 18.08.2015 (RBE No. 92/2015 & PCPO SI no. 118/2015) and also subject to the condition that they will exercise option in writing for promotion to the post of AEE/AME within 30 days of the publication of the result of the written examination. Such option once exercised should be treated as final.

NOTE -

i) Those Technical Group - 'C' employees of Electrical Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided in Pay Matrix Level - 6 (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 - 34800/-) under ACP/MACP are not eligible to apply for the above Computer Based Test.

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Syllabus for Organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022, new syllabus for Gr.B selection has been published. The syllabus for the CBT of AEE (GR 'B') has already been circulated vide PCPO's Sl. No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

8) PRE - SELECTION COACHING:-

The coaching is mandatory for willing SC/ST and PwBD candidates. PCEE is requested to arrange pre- selection coaching to each eligible SC/ST and PwBD candidates., including those who are on Ex-Cadre organization, Deputation & Training, by the Electrical Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs. / 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the Electrical Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para10 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para - 5 of this notification in a consolidated statement as per proforma i.e. Annexure B.

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para10 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway - dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to Secretary to PCEE so that Pre - Selection coaching for SC/ST&PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) No direct application from any candidate will be entertained by the PCPO's Gazette Section.

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.



10) TIME LINE FOR THE SELECTION PROCESS:-

Important timelines:

ITEM		Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 13.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 17.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 26.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 30.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 03.01.2025

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. The exact date, time and venue will be intimated as per instruction of Railway Board.

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidate remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

15) All Dy.CPOs, Sr.DPOs, WPOs, Sr.DEEs, in charge of respective offices & APO(Cord), Secy to PCEE and Secy to CAO/CON are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

Copy for information and necessary action to:-
Secretary to PCEE/ER, Secretary to CAO/CON/ER.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF AEE (Gr. B), DEPARTMENT – Electrical Department																											
Application No.SP.40M/Gr.B/Panel/AEE/2025-2027(70%)								Dated: 29.11.2024																			
1. Name(In BLOCK LETTERS):								Paste recent Passport size colour photograph here																			
2. (a) Present Designation:						(b) Present Pay Level:																					
Posting Details																											
3. a) Station:				b) Division																							
c) Unit Office:																											
d) Designation of the Controlling Officer:																											
4. (a) P.F. No./Employee. No.:						b) HRMS ID:																					
5. (a) Date of Birth:								(b) Community (SC/ST):		(c) Qualification:																	
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>								d	d	m	m	Y	Y	Y	Y												
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6. a) Mobile (Personal) No.								<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>																			
b) E-mail Address (In BLOCK LETTERS):																											
7. (a) Date of Appointment:						(b) Appointed as (Designation & Pay Level):																					
(c) Appointing Office:				(d) Station:		(e) Division:		(f) Railway:																			
8. Designation in regular promotion to Level -6				Date of regular promotion to Level - 6																							
Designation in regular promotion to Level -7				Date of regular promotion to Level - 7																							
Total non-fortuitous service in Level – 6 and above (as on 01.01.2025):																											
To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :																											
(a) Type of Transfer: (Write own request/ Mutual transfer / Mutual exchange)																											
(b) Date of Transfer: (Please attach copy of the relevant Memorandum):																											
9. Transferred From					Transferred To																						
Division					Division																						
Designation					Designation																						
Pay Level					Pay Level																						
Released on (date)					Reported on (date)																						
Effective date of Seniority					In Level – 6:		Date:																				
					In Level – 7:		Date:																				
To be filled-up by those employee only who are on Deputation:																											
10. (a) Are you on Deputation (Yes/No):						(b) Parent Unit:																					
(c) Substantive Designation and Pay Level in your Parent Unit:						(d) Officiating Designation and Pay Level:																					
To be filled-up by PWBD employees only:																											
11. (a) PWBD Category, if any (Write a, b, c, d or e):																											
(b) Percentage of Disability:					(c) Disability Certificate No. (attach copy):																						
(d) Certificate validity up to:					(e) Whether fulfills physical requirements (Yes/No):																						
(f) Do you want a Scribe (Please mention Yes/No):																											

[Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____. I also declare that the information detailed above is true to the best of my knowledge. I understand that once **unwillingness** submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]

PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ

Name of the applicant	PF.No/ 1-Pass No	HRMS ID	Designation	Mobile No	Email Id	Place of posting	Division/ Workshop	Controlling Officer	D.O.B
Community	PwBD or not (Yes/No)	If yes, PwBD category	Whether a PWD requiring Scribe	Is provision of Scribe admissible (as per medical certificate)	Is extra time permissible	Percentage of Disability	Permanent Certificate no and validity up to:	Date of initial appointment	Date of appointment in regular post on completion of training
Date of Appointment/promotion to level-6	Date of appointment/promotion to level-7	Date of promotion to level-8	Transfer, if any (own request/ Mutual transfer / Mutual exchange)	If yes, date of transferred in this Railway	Transferred from	Willing or unwilling	Eligible or not	Total length of service in L-6, L-7 as on 01.01.2025	

nk

**EASTERN RAILWAY
KOLKATA**

No. EP/6/E/Pt.XXXII/70%(2025-2026)

Dated:- 21.11.2024

Secretary (E) / Railway Board / New Delhi,
GM / ECR / HJP, PCPO/PCE -Metro Rly, 33/1, J.L.N.Road, Kolkata- 700071
GM/CORE/ALD, GM/E.Co Rly./BBS, DG / RDSO / LKO,
MD / RITES & IRCON / NEW DELHI, PCE /CCC, CAO/CON/CCC, SDGM / CCC,
CWM- KPA, LLH & JMP, DRM / SR.DEN (CO ORDN) /SR.DPO – HWH, SDAH, ASN & MLDT,
DRM / SR.DEN (CO ORDN) /SR.DPO/ECR – DHN, DNR & MGS,
Dy.CE/Con/I/HWH, Dy.CE/Con/I/SDAH, Dy.CE/Con/I/ASN, Dy.CE/Con/MLDT, Sr.XEN/Con/BGP,
Dy.CE/Con/JMP, PRINCIPAL / MDZTI / BHULI, DY. DIRECTOR/ RDSO/KG /CCC, DY.CPO/HQ,
Dy.CPO/NG, APO/CON, PS to PCPO, DGM(Confdl)/CCC, SPO(Admn.), SPO (Engg.)/HQ, ISI/S.Cell/HQ.

Sub: Selection for formation of Gr. 'B' panel of AEN against 70% quota of Civil Engg. Deptt.
of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026
(vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024 .
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of AEN against 70% quota in Civil Engineering department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Applications are invited from the eligible all Technical Group – 'C' employees of Civil Engineering Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' AEN of Civil Engg. department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027 as per Board's letter under reference above).

3) Number of vacancies and cut off date for eligibility is as under:-

i)

Vacancies	20(UR – 13, SC – 03, ST – 04)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT is as under:-**

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

M

4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of vacancies includes **03 numbers of vacancies are earmarked for PwBD candidates (02 vacancies earmarked for the suitable category of PwBD as mentioned para (ii) below and 01 vacancy for who have both types of disabilities.**

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of AEN (Gr. 'B'), the functional classification for PwBDs is as follows:-

Name of the Post	Functional Classification	Physical requirements
AEN (Group - B)	Hearing Impaired / Hard of Hearing (HI/HH) [under (b) category of PwBD]	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Kneeling & Crouching(KC), Climbing(CL), Jumping (JU), Hearing (H) [Acceptable with hearing aids].
	Loco-motor disability (LD)- One arm/one Leg, Leprosy cured, Acid attack victims [under (c) category of PwBD]	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW) Kneeling & Crouching(KC), Climbing(CL), Jumping(JU), Hearing (H)

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

iv) Empanelment of PwBD candidates shall be in accordance with policy guidelines issued vide RBE No. 97/2022 and other policy guidelines / clarifications issued from time to time.

v) **The PwBD earmarked mentioned in para (ii) above is only eligible to apply for the post of AEN.**

vi) **In terms of Railway Board's letter No. E(GP)2022/2/20/PwBD dated 21.06.2024, The earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.**

5) CONDITION OF ELIGIBILITY: -

In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.-216/2019) **all Technical Group – 'C' employees of Civil Engineering Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level – 6 and above as per recommendation of 7th CPC (as per 6th CPC Pay Band PB-2 Rs.9300 – 34800/- with Grade Pay of Rs.4200 and above) with 03 years of non-fortuitous service in the grade as on 01.01.2025 i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of AEN (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.**

NOTE -

i) Those Technical Group – 'C' employees of Civil Engineering Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided in **Pay Matrix Level - 6** (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 – 34800/-) **under ACP/MACP are not eligible to apply for the above Computer Based Test.**

ii) In terms of Railway Board's letter No E(NG)I-93/PMI/4 dated 18.01.1993 and RBE No 102/2019 dated 25.06.2019 time spent by the railway servant under **training, immediately before appointment to service** will be counted as service for the purpose of appearing in departmental examination including LDCE.

iii) Eligibility of staff who is working in the **Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units** will be determined with reference to their substantive post in the parent department subject to the fulfillment of the above conditions of eligibility.

iv) For determination of eligibility of applicants who have come to ER/ Metro Railway "on own request transfer" the relevant provisions of RBE No. 34/2006, RBE No. 40/2008 shall be taken into consideration.

6) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's Sl. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks with relaxation.

iii) **Duration:-** Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) **Railway Board has decided vide their letter No. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019 there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.**

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

vii) **Viva-voce will consist of:**

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
1. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

7) SYLLABUS:-

Syllabus for LDCEs for Organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr.B selection has been published. The syllabus for the CBT of AEN (GR 'B') has already been circulated vide PCPO's Sl, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

8) PRE - SELECTION COACHING:-

The coaching is mandatory for willing SC/ST and PwBD candidates. PCE is requested to arrange pre- selection coaching to each eligible SC/ST and PwBD candidates., including those who are on Ex-Cadre organization, Deputation & Training, by the Civil Engineering Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs. / 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the Civil Engineering Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer **where they hold their lien & seniority, within the target date vide para 10 below.**

iii) **The Personnel Branch Officer**, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para – 5 of this notification in a consolidated statement as per proforma i.e. **Annexure B.**

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 10 below positively under a D.O. letter to Dy.CPO/GAZ . **The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.**

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to Secretary to PCE so that Pre – Selection coaching for SC/ST & PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) **No direct application from any candidate will be entertained by the PCPO's Gazette Section.**

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.

10) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

	ITEM	Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 06.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 10.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 19.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 26.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 30.12.2024

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. **The exact date, time and venue will be intimated as per instruction of Railway Board.**

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidates remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

15) All Dy.CPOs, Sr.DPOs, WPOs, Sr.DENs, in charge of respective offices & SPO(Engg.), Secy to PCE and Secy to CAO/CON are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

Copy for information and necessary action to:-
Secretary to PCE/ER, Secretary to CAO/CON/ER.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF AEN (Gr. B), DEPARTMENT – Civil Engg. Department

Notification No. EP/6/E/Pt.XXXII/70%(2025-2026)						Dated: 21.11.2024																																	
1.	Name(in BLOCK LETTERS):												Paste recent Passport size colour photograph here																										
2.	(a) Present Designation:						(b) Present Pay Level:																																
Posting Details																																							
3.	a) Station:						b) Division																																
	c) Unit Office:																																						
	d) Designation of the Controlling Officer:																																						
4.	(a) P.F. No./Employee. No.:						b) HRMS ID:																																
5.	(a) Date of Birth:						(b)Community (SC/ST):			(c) Qualification:																													
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6.	a) Mobile No. (Personal):						<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																																
b) E-mail Address (in BLOCK LETTERS):																																							
7.	(a) Date of Appointment:						(b) Appointed as (Designation & Pay Level):																																
	(c) Appointing Office:						(d) Station:			(e) Division:			(f) Railway:																										
	Designation in regular promotion to Level -6						Date of regular promotion to Level - 6																																
8.	Designation in regular promotion to Level -7						Date of regular promotion to Level - 7																																
	Total non-fortuitous service in Level – 6 and above (as on 01.01.2025):																																						
	To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :																																						
9.	(a) Type of Transfer:(Write own request/ Mutual transfer / Mutual exchange)																																						
	(b) Date of Transfer: (Please attach copy of the relevant Memorandum):																																						
	Transferred From						Transferred To																																
	Division						Division																																
	Designation						Designation																																
	Pay Level						Pay Level																																
	Released on (date)						Reported on (date)																																
	Effective date of Seniority						In Level – 6:			Date:																													
							In Level – 7:			Date:																													
	10.	To be filled-up by those employee only who are on Deputation:																																					
(a) Are you on Deputation (Yes/No):						(b) Parent Unit:																																	
(c) Substantive Designation and Pay Level in your Parent Unit:						(d) Officiating Designation and Pay Level:																																	
To be filled-up by PWBD employees only:																																							
11.	(a) PWBD Category, if any (Write a, b, c, d or e):																																						
	(b) Percentage of Disability:						(c) Disability Certificate No. (attach copy):																																
	(d) Certificate validity up to:						(e) Whether fulfills physical requirements (Yes/No):																																
	(f) Do you want a Scribe (Please mention Yes/No):																																						

[Please print application format in a single page both side, back to back.]



I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____. I also declare that the information detailed above is true to the best of my knowledge. I understand that once **unwillingness** submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]

nk

PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ

Name of the applicant	PF.No/ I-Pass No	HRMS ID	Designation	Mobile No	Email Id	Place of posting	Division/ Workshop	Controlling Officer	D.O.B
Community	PwBD or not (Yes/No)	If yes, PwBD category	Whether a PWD requiring Scribe	Is provision of Scribe admissible (as per medical certificate)	Is extra time permissible	Percentage of Disability	Permanent Certificate no and validity up to:	Date of initial appointment	Date of appointment in regular post on completion of training
Date of Appointment/promotion to level-6	Date of appointment/promotion to level-7	Date of promotion to level-8	Transfer, if any (own request/ Mutual transfer / Mutual exchange)	If yes, date of transferred in this Railway	Transferred from	Willing or unwilling	Eligible or not	Total length of service in L-6, L-7 as on 01.01.2025	

2



**EASTERN RAILWAY
KOLKATA**

No. SP.40M/Gr.B/Panel/AME-AWM/2025(70% & 30%)

Dated:- 28.11.2024

Secretary (E) / Railway Board / New Delhi,
PCPO/PCME -Metro Rly, 33/1, J.L.N.Road, Kolkata- 700071
AGM, PCME, PCEE, SDGM, CRSE, CWE, CMPE, CME/PLG,
DRM/SR.DME/SR.DPO – HWH, SDAH, ASN & MLDT, CWM, DY.CPO, WPO- KPA, LLH & JMP
DY.CPO/NG, APO/CORD/HQ, Secretary to PCPO, DGM (Confdl)/CCC, CA/S.Cell/HQ, GS/ERPOA.

Sub: Selection for formation of Gr. 'B' panel of AWM/AME against 70% quota of Mechanical Department of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026(vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 08.10.2024, 14.10.2024.
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of AWM/AME against 70% quota in Mechanical Department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Applications are invited from the eligible all Technical Group – 'C' employees of Mechanical Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' AWM/AME of Mechanical Department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027 as per Board's letter under reference above).

3) Number of vacancies and cut off date for eligibility is as under:-

i)

Vacancies	22(UR – 14, SC – 05, ST – 03)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT is as under:-**

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

N

4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of vacancies includes 03 numbers of vacancies are earmarked for PwBD candidates suitable category for AWM/AME.

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of AWM/AME (Gr. 'B'), the functional classification for PwBDs is as follows:-

Post	Functional Classification	Physical Requirement
AWM- AME	Loco motor Disability (LD) – One Arm (OA)/One Leg(OL), Leprosy Cured, Acid Attack victims	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Kneeling & Crouching(KC), Climbing(CL), Jumping (JU), Hearing (H)

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

iv) Empanelment of PwBD candidates shall be in accordance with policy guidelines issued vide RBE No. 97/2022 and other policy guidelines / clarifications issued from time to time.

v) The PwBD earmarked mentioned in para (ii) above is only eligible to apply for the post of AWM/AME.

vi) In terms of Railway Board's letter No. E(GP)2022/2/20/PwBD dated 21.06.2024, The earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.

5) CONDITION OF ELIGIBILITY: -

In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.- 216/2019) all Technical Group – 'C' employees of Mechanical Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level – 6 and above as per recommendation of 7th CPC (Pay Band PB-2 Rs.9300 – 34800/- with Grade Pay of Rs.4200 and above) with 03 years of non-fortuitous service in the grade as on 01.01.2025 i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of AWM/AME (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.

Running staff of both Mechanical & Electrical Department are eligible for 70% selection. Comparison of grades of running staff with those of stationary staff for the purpose of promotion/selection to Gr. 'B' posts would be determined in terms of Railway Board's letter no. E(GP)2005/2/87 dated 18.08.2015(RBE No. 92/2015 & PCPO SI no. 118/2015).

NOTE -

i) Those Technical Group – 'C' employees of Mechanical Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided in Pay Matrix Level - 6 (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 – 34800/-) under ACP/MACP are not eligible to apply for the above Computer Based Test.

ii) In terms of Railway Board's letter No E(NG)I-93/PMI/4 dated 18.01.1993 and RBE No 102/2019 dated 25.06.2019 time spent by the railway servant under training, immediately before appointment to service will be counted as service for the purpose of appearing in departmental examination including LDCE.

iii) Eligibility of staff who is working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units will be determined with reference to their substantive post in the parent department subject to the fulfillment of the above conditions of eligibility.

iv) For determination of eligibility of applicants who have come to ER/ Metro Railway "on own request transfer" the relevant provisions of RBE No. 34/2006, RBE No. 40/2008 shall be taken into consideration.

6) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's SI. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks with relaxation.

iii) Duration:- Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) Railway Board has decided vide their letter No. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019 there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

vii) Viva-voce will consist of:

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
1. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

7) SYLLABUS:-

Syllabus for Organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr.B selection has been published. The syllabus for the CBT of AWM/AME (GR 'B') has already been circulated vide PCPO's SI, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

8) PRE – SELECTION COACHING:-

The coaching is mandatory for willing SC/ST and PwBD candidates. PCME is requested to arrange pre- selection coaching to each eligible SC/ST and PwBD candidates, including those who are on Ex-Cadre organization, Deputation & Training, by the Mechanical Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs. / 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the Mechanical Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para 10 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para – 5 of this notification in a consolidated statement as per proforma i.e. Annexure B.

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 10 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to Secretary to PCME so that Pre – Selection coaching for SC/ST &PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

- v) No direct application from any candidate will be entertained by the PCPO's Gazette Section.
- vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.

10) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

ITEM		Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 12.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 17.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 26.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 30.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 03.01.2025

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. The exact date, time and venue will be intimated as per instruction of Railway Board.

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidates remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

15) All Dy.CPOs, Sr.DPOs, WPOs, Sr.DMEs, in charge of respective offices &APO(Cordn), Secy to PCME are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.

(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

Copy for information and necessary action to:- Secretary to PCME/ER

(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF AWM/AME (Gr. B), DEPARTMENT - Mechanical Department										
Notification No.SP.40M/Gr.B/Panel/AME-AWM/2025(70%&30&)								Dated: 28.11.2024		
1	Name(in BLOCK LETTERS):									
2	(a) Present Designation:						(b) Present Pay Level:			
3	a) Station:				b) Division					
	c) Unit Office:									
	d) Designation of the Controlling Officer:									
	(a) P.F. No./Employee. No.:				b) HRMS ID:					
5	(a) Date of Birth:			(b) Community (SC/ST):		(c) Qualification:				
	d	d	m	m	Y	Y	Y	Y		
6	a) Mobile No. (Personal)									
	b) E-mail Address (in BLOCK LETTERS):									
7	(a) Date of Appointment:				(b) Appointed as (Designation & Pay Level)					
	(c) Appointing Office:			(d) Station:		(e) Division:			(f) Railway:	
8	Designation in regular promotion to Level -6				Date of regular promotion to Level - 6					
	Designation in regular promotion to Level -7				Date of regular promotion to Level - 7					
	Total non-fortuitous service in Level - 6 and above (as on 01.01.2025):									
To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :										
9	(a) Type of Transfer:(Write own request/ Mutual transfer / Mutual exchange)									
	(b) Date of Transfer: (Please attach copy of the relevant Memorandum):									
	Transferred From				Transferred To					
	Division				Division					
	Designation				Designation					
	Pay Level				Pay Level					
	Released on (date)				Reported on (date)					
	Effective date of Seniority				In Level - 6:		Date:			
					In Level - 7:		Date:			
	To be filled-up by those employee only who are on Deputation:									
10	(a) Are you on Deputation (Yes/No):						(b) Parent Unit:			
	(c) Substantive Designation and Pay Level in your Parent Unit:						(d) Officiating Designation and Pay Level:			
	To be filled-up by PWBD employees only:									
11	(a) PWBD Category, if any (Write a, b, c, d or e):									
	(b) Percentage of Disability:				(c) Disability Certificate No. (attach copy):					
	(d) Certificate validity up to:				(e) Whether fulfills physical requirements (Yes/No):					
	(f) Do you want a Scribe (Please mention Yes/No):									

[Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____ . I also declare that the information detailed above is true to the best of my knowledge. I understand that once **unwillingness** submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]

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**EASTERN RAILWAY
KOLKATA**

No. SP.53/Pt.XIII(70%)/Panel/2025-2026

Dated:- 25.11.2024

Secretary (E) / Railway Board / New Delhi,
PCPO/PCMM -Metro Rly, 33/1, J.L.N.Road, Kolkata- 700071
PCMM /CCC, SDGM / CCC, COS/JMP at HQ, CMM/Sales, CMM/G,CMM/Admn,CMM/BI, Secretary to GM,
CWM- KPA, LLH & JMP, DRM/SR.DMM/SR.DPO – HWH, SDAH, ASN & MLDT, PRINCIPAL / ZRTI /
BHULI, DY.CMM-LLH/BESY/SDAH/HLR/JMP,DY.CPO/HQ, Dy.CPO/NG, SMM/D-HWH/HLR/KPA/LLH,
DGM(Confdl)/CCC, DGM(P)/CCC, SPO(Admn.), APO/Ptg&Sty, PS to PCMM, PS to PCPO, ISI/S.Cell/HQ, .

Sub: Selection for formation of Gr. 'B' panel of AMM against 70% quota of Stores Deptt. of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024 .
2) Railway Bd's letter No. E(GP)2024/2/37 dtd. 06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of AMM against 70% quota in Stores department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Applications are invited from the eligible Ministerial/Non-Ministerial Group – 'C' employees of Stores Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' AMM of Stores department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027) as per Board's letter under reference above.

3) Number of vacancies and cutoff date for eligibility is as under:-

i)

Vacancies	10 (UR – 08, SC – 01, ST – 01)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT** is as under:-

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of vacancies includes 02 numbers of vacancies are earmarked for PwBD candidates (01 vacancy earmarked for the any category of PwBD as mentioned para (ii) below and 01 vacancy for "b" category.

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of AMM (Gr. 'B'), the functional classification for PwBDs is as follows:-

Name of the Post	Functional Classification	Physical requirements
AMM (Group - B)	Hearing Impaired / Hard of Hearing (HI/HH) [under (b) category of PwBD]	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Kneeling & Crouching(KC), Climbing(CL), Jumping (JU), Hearing (H) [Acceptable with hearing aids].
	Loco-motor disability (LD)- One arm/one Leg, Leprosy cured, Acid attack victims [under (c) category of PwBD]	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW) Kneeling & Crouching(KC), Climbing(CL), Jumping(JU), Hearing (H)

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

iv) Empanelment of PwBD candidates shall be in accordance with policy guidelines issued vide RBE No. 97/2022 and other policy guidelines / clarifications issued from time to time.

v) The PwBD earmarked mentioned in para (ii) above is only eligible to apply for the post of AMM.

vi) In terms of Railway Board's letter no. E(GP)2022/2/20/PwBD dated 21.06.2024, The earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.

5) CONDITION OF ELIGIBILITY: -

In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.-216/2019) Ministerial/Non-Ministerial Group – 'C' employees of Stores Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level – 6 and above as per recommendation of 7th CPC (as per 6th CPC Pay Band PB-2 Rs.9300 – 34800/- with Grade Pay of Rs.4200 and above) with 03 years of non-fortuitous service in the grade as on 01.01.2025 i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of AMM (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.

NOTE -

i) Those Ministerial/Non-Ministerial Group – 'C' employees of Stores Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided in Pay Matrix Level – 6 (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 – 34800/-) under ACP/MACP are not eligible to apply for the above Computer Based Test.

ii) In terms of Railway Board's letter No E(NG)I-93/PMI/4 dated 18.01.1993 and RBE No 102/2019 dated 25.06.2019 time spent by the railway servant under **training, immediately before appointment to service** will be counted as service for the purpose of appearing in departmental examination including LDCE.

iii) Eligibility of staff who is working in the **Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units** will be determined with reference to their substantive post in the parent department subject to the fulfillment of the above conditions of eligibility.

iv) For determination of eligibility of applicants who have come to ER/ Metro Railway "on own request transfer" the relevant provisions of RBE No. 34/2006, RBE No. 40/2008 shall be taken into consideration.

6) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's Sl. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks

iii) **Duration:** - Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) Railway Board has decided vide their letter no. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019 there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

vii) **Viva-voce will consist of:**

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
1. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

7) SYLLABUS:-

Syllabus for LDCEs for organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr. B selection has been published. The syllabus for the CBT of AMM (GR 'B') has already been circulated vide PCPO's Sl, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

8) PRE – SELECTION COACHING:-

The coaching is mandatory for willing SC/ST and PwBD candidates. PCMM is requested to arrange pre- selection coaching to each eligible SC/ST and PwBD candidates, including those who are on Ex-Cadre organization, Deputation & Training, by the Stores Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs./ 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the Stores Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para 10 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para – 5 of this notification in a consolidated statement as per proforma i.e. Annexure B.

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 10 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to PS to PCMM so that Pre – Selection coaching for SC/ST & PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) No direct application from any candidate will be entertained by the PCPO's Gazette Section.

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.

NK

10) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

	ITEM	Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 09.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 12.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 19.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 26.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 30.12.2024

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. The exact date, time and venue will be intimated as per instruction of Railway Board.

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidates' remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

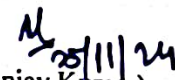
15) All Dy. CPOs, Sr. DPOs, WPOs, Sr. DMMs, in charge of respective offices, Secretary to PCMM, PS to PCMM are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.

Copy for information and necessary action to:-
Secretary to PCMM, PS to PCMM/ER.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz.
for Principal Chief Personnel Officer


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz.
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF AMM (Gr. B), DEPARTMENT – Stores Department

Notification No. No. SP.53/Pt.XIII(70%)/Panel/2025-2026

Dated: 25.11.2024

1.	Name(In BLOCK LETTERS):										Paste recent Passport size colour photograph here
2.	(a) Present Designation:					(b) Present Pay Level:					
3.	Posting Details										
	a) Station:					b) Division					
	c) Unit Office:										
	d) Designation of the Controlling Officer:										
4.	(a) P.F. No./Employee. No.:					b) HRMS ID:					
5.	(a) Date of Birth:			(b) Community (SC/ST):			(c) Qualification:				
	d	d	m	m	y	y	y	y			
6.	a) Mobile No. (Personal):										
	b) E-mail Address (In BLOCK LETTERS):										
7.	(a) Date of Appointment:					(b) Appointed as (Designation & Pay Level):					
	(c) Appointing Office:					(d) Station:		(e) Division:		(f) Railway:	
	Designation in regular promotion to Level -6					Date of regular promotion to Level - 6					
8.	Designation in regular promotion to Level -7					Date of regular promotion to Level - 7					
	Total non-fortuitous service in Level – 6 and above (as on 01.01.2025):										
9.	To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :										
	(a) Type of Transfer:(Write own request/ Mutual transfer / Mutual exchange)										
	(b) Date of Transfer: (Please attach copy of the relevant Memorandum):										
	Transferred From					Transferred To					
	Division					Division					
	Designation					Designation					
	Pay Level					Pay Level					
	Released on (date)					Reported on (date)					
	Effective date of Seniority					In Level – 6:		Date:			
						In Level – 7:		Date:			
10.	To be filled-up by those employee only who are on Deputation:										
	(a) Are you on Deputation (Yes/No):					(b) Parent Unit:					
	(c) Substantive Designation and Pay Level in your Parent Unit:					(d) Officiating Designation and Pay Level:					
	To be filled-up by PWBD employees only:										
11.	(a) PWBD Category, if any (Write a, b, c, d or e):										
	(b) Percentage of Disability:					(c) Disability Certificate No. (attach copy):					
	(d) Certificate validity up to:					(e) Whether fulfills physical requirements (Yes/No):					
	(f) Do you want a Scribe (Please mention Yes/No):										

[Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____. I also declare that the information detailed above is true to the best of my knowledge. I understand that once unwillingness submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]

N

ANNEXURE-B**PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ**

Name of the applicant	PF.No/ I-Pass No	HRMS ID	Designation	Mobile No	Email Id	Place of posting	Division/ Workshop	Controlling Officer	D.O.B
Community	PwBD or not (Yes/No)	If yes, PwBD category	Whether a PWD requiring Scribe	Is provision of Scribe admissible (as per medical certificate)	Is extra time permissible	Percentage of Disability	Permanent Certificate no and validity up to:	Date of initial appointment	Date of appointment in regular post on completion of training
Date of Appointment/promotion to level-6	Date of appointment/promotion to level-7	Date of promotion to level-8	Transfer, if any (own request/ Mutual transfer / Mutual exchange)	If yes, date of transferred in this Railway	Transferred from	Willing or unwilling	Eligible or not	Total length of service in L-6, L-7 as on 01.01.2025	



**EASTERN RAILWAY
KOLKATA**

No. E.1024/OPTG/Panel/Pt.IX 70%(2025-2026)

Dated:- 28.11.2024

Secretary (E) / Railway Board / New Delhi,
AGM/ER, PCOM/ER, PCCM/ER, CAO(CON)/ER, CPO(IR), SDGM/ER,
Secretary to GM/ER, DRM/SR.DOM/Sr.DCM/Sr.DPO- HWH/SDAH/ASN/MLDT
Principal/ZRTI/Bhuli/DHN, GM(P)/Metro Rly./Kolkata, Dy.CPO/HQ, Dy.CPO/NG,
DGM(Confdl)/ER, SPO(Admn.), SPO(CON)/HQ, ISI/S.Cell/HQ,
General Secretary/ERPOA, PS to PCPO/ER.

Sub: Selection for formation of Gr. 'B' panel of AOM/ATM against 70% quota of Operating Deptt. of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024 .
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of AOM/ATM against 70% quota in Operating department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Applications are invited from the eligible all non Ministerial Group – 'C' employees of Operating Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' AOM/ATM of Operating department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027 as per Board's letter under reference above).

3) Number of vacancies and cut off date for eligibility is as under:-

i)

Vacancies	14(UR – 11, SC – 02, ST – 01)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT** is as under:-

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025



4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of vacancies includes 02 numbers of vacancies are earmarked for PwBD candidates of respective category .

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of AOM/ATM(Gr. 'B'), the functional classification for PwBDs is as follows:-

Name of the Post	Functional Classification	Physical requirements
AOM/ATM(Group- B)	Loco-motor Disability(LD), One Arm(OA)/One Leg(OL), Leprosy Cured, Acid Attack Victims.	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW), Pulling and Pushing(PP), Hearing (H).

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

iv) Empanelment of PwBD candidates shall be in accordance with policy guidelines issued vide RBE No. 97/2022 and other policy guidelines / clarifications issued from time to time.

v) The PwBD earmarked mentioned in para (ii) above is only eligible to apply for the post of AOM/ATM.

vi) In terms of Railway Board's letter No. E(GP)2022/2/20/PwBD dated 21.06.2024, The earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.

5) CONDITION OF ELIGIBILITY: -

In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.-216/2019) all non Ministerial Group – 'C' employees of Operating Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level – 6 and above as per recommendation of 7th CPC (Pay Band PB-2 Rs.9300 – 34800/- with Grade Pay of Rs.4200 and above) with 03 years of non-fortuitous service in the grade as on 01.01.2025 i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of AOM/ATM (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.

Running staff of Operating Department is eligible for 70% selection. Comparison of grades of running staff with those of stationary staff for purpose of promotion/selection to Gr.'B' post would be determined in terms of Railway Board's letter No. E(GP)2005/2/87/dtd 18.08.2015(RBE No 92/2015 & CPO's SI. No. 18/2015).

NOTE -

i) Those Group – 'C' employees of Operating Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided in Pay Matrix Level - 6 (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 – 34800/-) under ACP/MACP are not eligible to apply for the above Computer Based Test.



ii) In terms of Railway Board's letter No E(NG)I-93/PMI/4 dated 18.01.1993 and RBE No 102/2019 dated 25.06.2019 time spent by the railway servant under **training, immediately before appointment to service** will be counted as service for the purpose of appearing in departmental examination including LDCE.

iii) Eligibility of staff who is working in the **Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units** will be determined with reference to their substantive post in the parent department subject to the fulfillment of the above conditions of eligibility.

iv) For determination of eligibility of applicants who have come to ER/ Metro Railway "on own request transfer" the relevant provisions of RBE No. 34/2006, RBE No. 40/2008 shall be taken into consideration.

6) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's Sl. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks with relaxation.

iii) **Duration:-** Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) Railway Board has decided vide their letter No. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019 there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

vii) **Viva-voce will consist of:**

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
2. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

7) SYLLABUS:-

Syllabus for Organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr.B selection has been published. The syllabus for the CBT of AOM/ATM (GR 'B') has already been circulated vide PCPO's Sl, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

8) PRE - SELECTION COACHING:-

The coaching is mandatory for willing SC/ST and PwBD candidates. PCOM is requested to arrange pre- selection coaching to each eligible SC/ST and PwBD candidates., including those who are on Ex-Cadre organization, Deputation & Training, by the Operating Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs. / 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the Operating Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para 10 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para - 5 of this notification in a consolidated statement as per proforma i.e. Annexure B.

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 10 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to Secretary to PCOM so that Pre – Selection coaching for SC/ST & PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) No direct application from any candidate will be entertained by the PCPO's Gazette Section.

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.



10) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

ITEM		Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 12.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 17.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 26.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 30.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 03.01.2025

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. The exact date, time and venue will be intimated as per instruction of Railway Board.

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidates remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

15) All Dy.CPOs, Sr.DPOs, Sr.DOMs, in charge of respective offices & Secy. to PCOM are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.

(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

Copy for information and necessary action to:- Secretary to PCOM/ER.

(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF AOM/ATM (Gr. B), DEPARTMENT - Operating Department

Notification No E.1024/OPTG/Panel/Pt.IX 70%(2025-2026)

Dated: 28.11.2024

1.	Name (in BLOCK LETTERS):			
2.	(a) Present Designation:		(b) Present Pay Level:	
3.	<div style="text-align: center;">Posting Details</div> <div> <div>a) Station:</div> <div>b) Division:</div> </div>			
3.	c) Unit Office:			
3.	d) Designation of the Controlling Officer:			
4.	(a) P.F. No./Employee. No.:		b) HRMS ID:	
5.	(b) Date of Birth:		(b) Community (SC/ST):	(c) Qualification:
	d	d	m	m
	Y	Y	Y	Y
6.	c) Mobile No. (Personal):			
	d) E-mail Address (in BLOCK LETTERS):			
7.	(a) Date of Appointment:		(b) Appointed as (Designation & Pay Level):	
	(c) Appointing Office:		(d) Station:	(e) Division:
				(f) Railway:
8.	Designation in regular promotion to Level -6		Date of regular promotion to Level - 6	
	Designation in regular promotion to Level -7		Date of regular promotion to Level - 7	
Total non-fortuitous service in Level - 6 and above (as on 01.01.2025):				
To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :				
(c) Type of Transfer: (Write own request/ Mutual transfer / Mutual exchange)				
(d) Date of Transfer:				
(Please attach copy of the relevant Memorandum):				
9.	Transferred From		Transferred To	
	Division		Division	
	Designation		Designation	
	Pay Level		Pay Level	
	Released on (date)		Reported on (date)	
	Effective date of Seniority	In Level - 6:	Date:	
		In Level - 7:	Date:	
To be filled-up by those employee only who are on Deputation:				
10.	(e) Are you on Deputation (Yes/No):		(f) Parent Unit:	
	(g) Substantive Designation and Pay Level in your Parent Unit:		(h) Officiating Designation and Pay Level:	
To be filled-up by PWBD employees only:				
11.	(g) PWBD Category, if any (Write a, b, c, d or e):			
	(n) Percentage of Disability:		(i) Disability Certificate No.	
	(j) Certificate validity up to:		(k) Whether fulfills physical requirements (Yes/No):	
	(l) Do you want a Scribe (Please mention Yes/No):			

 Paste recent
Passport size colour
photograph
here

[Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____. I also declare that the information detailed above is true to the best of my knowledge. I understand that once unwillingness submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]

ANNEXURE-B**PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ**

Name of the applicant	PF.No/ 1-Pass No	HRMS ID	Designation	Mobile No	Email Id	Place of posting	Division/ Workshop	Controlling Officer	D.O.B
Community	PwBD or not (Yes/No)	If yes, PwBD category	Whether a PWD requiring Scribe	Is provision of Scribe admissible (as per medical certificate)	Is extra time permissible	Percentage of Disability	Permanent Certificate no and validity up to:	Date of initial appointment	Date of appointment in regular post on completion of training
Date of Appointment/promotion to level-6	Date of appointment/promotion to level-7	Date of promotion to level-8	Transfer, if any (own request/ Mutual transfer / Mutual exchange)	If yes, date of transferred in this Railway	Transferred from	Willing or unwilling	Eligible or not	Total length of service in L-6, L-7 as on 01.01.2025	



**EASTERN RAILWAY
KOLKATA**

No.1024/Panel/APO/AWO/AS(2025-26)70%

Dated:- 28.11.2024

GM/M.Rly./Kol, GM/IRCON, DG/RDSO/LKO, CPM/RE/RNC-DNR/Kol
PCOM, PCCM, PCME, PCEE, PCMD, PCMM, PCE, PCSTE, PCSO/MRA, CAO/CON, CSTE/CON,
PFA, SDGM, PCSC/RPF, DRM-HWH/SDAH/ASN/MLDT, CWM-LLH/KPA/JMP,
Secretary to GM, CPO/A, CPO (IR), CPRO, Principal /MDZRTI/Bhuli,

Sub: Selection for formation of Gr. 'B' panel of APO/AWO/AS against 70% quota of Personnel Deptt. of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024 .
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of APO/AWO/AS against 70% quota in Personnel Department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Eligibility – All permanent Group 'C' staff belonging to the categories mentioned below who have been provided Grade Pay Rs.4200/- or above in Pay Band PB-2 (Rs.9300-34800) {now in Level-6 as per 7th CPC Pay Matrix and above and have rendered not less than 03 (three) years of non-fortuitous service as on 01.01.2025} are eligible to be considered for the selection. Those Group 'C' employees who have been provided Grade Pay Rs.4200/- {Pay Band PB-2 (Rs.9300-34800) under ACP/MACP} are not eligible for appearing in the selection for promotion to Group 'B'.

- i) All ministerial staff of Personnel Deptt., Genl. Admn., Civil Engineering, Mech. Engineering, Signal & Telecom. Engineering, Electrical, Medical, Security, PRO and Welfare Inspectors are eligible.
- ii) All Chief Law Asstt. who have put in minimum 03 (three) years of non-fortuitous service in Grade Pay Rs.4600/- and above as on 01.01.2025 are eligible to be considered for the selection. Chief Law Supdt./Law Asstt. in the event of being selected in Group 'B' for the post of APO/AWO/AS will have to exercise an option in terms of CPO's Sl.No.16/92, indicating clear choice for promotion to Group 'B' in only one category, out of the avenues available to them i.e. either APO/AWO/AS or L.O or ACM in writing within 30 days of the publication of the result of the written examination. Such option once exercised should be treated as final.
- iii) Ministerial staff of the departments like Operating, Commercial, Stores, Statistical and Analysis Branch, Cash & Pay and Time Office, who have put in minimum 03 (three) years non-fortuitous regular service in Grade Pay Rs.4200/- and above as on 01.01.2025 are eligible to be considered for the selection as they do not have adequate avenue of promotion to Group 'B' post in their own departments and also subject to the condition that they will exercise option in writing for promotion to the post of APO/AWO/AS within 30 days of the publication of the result of the written examination. Such option once exercised should be treated as final.
- iv) All Stenographers and Typists who have put in minimum 03 (three) years non-fortuitous regular service in Grade Pay Rs.4200/- and above as on 01.01.2025, are eligible to be considered for the selection.
- v) Eligibility of staff who is working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units will be determined with reference to their substantive post in the parent department, subject to the fulfilment of the above conditions of eligibility.

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- vi) Staff whose lien is maintained in Eastern Railway & Metro Railway, Kolkata is only eligible for this selection process, subject to the fulfilment of the above conditions of eligibility.
- vii) Eligibility, in the case of staff transferred from other railway and posted in Eastern Railway & Metro Railway, Kolkata will be determined in terms of RBE No. 40/2008.

For further details visit official website i.e. <http://www.indianrailways.gov.in/railwayboard> →
**“For IR Personnel” → “Recruitment Rules” Or Under Management Services Directorate of
 Railway Board → “Recruitment Rules”**

3) Number of vacancies and cutoff date for eligibility is as under:-

i)

Vacancies	10(UR -06, SC -03, ST -01)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT is as under:-**

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

4) Reservation against Persons with Bench Mark Disabilities (PwBD): There is **no vacancy reserved for Persons with Bench Mark Disabilities** in the APO/AWO/AS selection for vacancy assessment from 01.01.2025 to 30.06.2027.

5) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's Sl. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks with relaxation.

iii) **Duration:-** Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) **Railway Board has decided vide their letter No. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019 there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.**

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

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vii) **Viva-voce will consist of:**

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
1. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

6) SYLLABUS:-

Syllabus for Organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr.B selection has been published. The syllabus for the CBT of APO/AWO/AS (GR 'B') has already been circulated vide PCPO's SI, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

7) PRE – SELECTION COACHING:-

Pre-selection coaching is mandatory for SC/ST willing and eligible candidates and the same may be planned and completed in time. In terms of Board's letter No.E(GP)2022/2/4 dated 18.10.2022 the Pre-promotional coaching for reserve candidates may please be conducted for 60Hrs./ 15working days /online/offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

8) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure A, through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para 09 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para – 2 of this notification in a consolidated statement as per proforma i.e. Annexure B.

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 09 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) **No direct application from any candidate will be entertained by the PCPO's Gazette Section.**

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.

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09) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

ITEM		Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 12.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 17.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 26.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 30.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 03.01.2025

10) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

11) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. **The exact date, time and venue will be intimated as per instruction of Railway Board.**

12) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

13) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidate remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

14) All Dy.CPOs, Sr.DPOs, WPOs, SPOs & APOs in charge of respective offices are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.

(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

Copy for information and necessary action to:-

All Dy.CPOs, Chairperson/RRC, All Sr.DPOs, All WPOs, All SPOs, All DPOs, DGM/Confdl,
All APOs, PS to PCPO, ISI/S.Cell, All Ch.OS/PCPO's office,
GS/ERMU, President/ERMC, ZS/AISCSTREA, ZS/OBCREA, ZS/DEAR/ER/Kol.

(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz
for Principal Chief Personnel Officer

COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF APO/AWO/AS (Gr. B), DEPARTMENT – Civil Engg. Department

Notification No. 1024/Panel/APO/AWO/AS(2025-26)70%

Dated: 28.11.2024

1.	Name (in BLOCK LETTERS):										Dated: 28.11.2024											
2.	(a) Present Designation:										(b) Present Pay Level:											
3.	Posting Details										Paste recent Passport size colour photograph here											
	a) Station:					b) Division																
	c) Unit Office:																					
	d) Designation of the Controlling Officer:																					
4.	(a) P.F. No./Employee. No.:										(b) HRMS ID:											
5.	(a) Date of Birth:								(b) Community (SC/ST):				(c) Qualification:									
	d	d	m	m	Y	Y	Y	Y														
6.	a) Mobile No. (Personal):																					
	b) E-mail Address (in BLOCK LETTERS):																					
7.	(a) Date of Appointment:										(b) Appointed as (Designation & Pay Level):											
	(c) Appointing Office:										(d) Station:				(e) Division:				(f) Railway:			
8.	Designation in regular promotion to Level -6										Date of regular promotion to Level - 6											
	Designation in regular promotion to Level -7										Date of regular promotion to Level - 7											
	Total non-fortuitous service in Level – 6 and above (as on 01.01.2025):																					
9.	To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :																					
	(a) Type of Transfer: (Write own request/ Mutual transfer / Mutual exchange)																					
	(b) Date of Transfer: (Please attach copy of the relevant Memorandum):																					
	Transferred From										Transferred To											
	Division										Division											
	Designation										Designation											
	Pay Level										Pay Level											
	Released on (date)										Reported on (date)											
	Effective date of Seniority										In Level – 6:						Date:					
											In Level – 7:						Date:					
10.	To be filled-up by those employee only who are on Deputation:																					
	(a) Are you on Deputation (Yes/No):										(b) Parent Unit:											
	(c) Substantive Designation and Pay Level in your Parent Unit:										(d) Officiating Designation and Pay Level:											
11.	To be filled-up by PWBD employees only:																					
	(a) PWBD Category, if any (Write a, b, c, d or e):																					
	(b) Percentage of Disability:										(c) Disability Certificate No. (attach copy):											
	(d) Certificate validity up to:										(e) Whether fulfills physical requirements (Yes/No):											
	(f) Do you want a Scribe (Please mention Yes/No):																					

Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____ . I also declare that the information detailed above is true to the best of my knowledge. I understand that once **unwillingness** submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

[Note: Above certifications should be on the reverse page of the application]

ANNEXURE-B

PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ

Name of the applicant	PF.No/ I-Pass No	HRMS ID	Designation	Mobile No	Email Id	Place of posting	Division/ Workshop	Controlling Officer	D.O.B
Community	PwBD or not (Yes/No)	If yes, PwBD category	Whether a PWD requiring Scribe	Is provision of Scribe admissible (as per medical certificate)	Is extra time permissible	Percentage of Disability	Permanent Certificate no and validity up to:	Date of initial appointment	Date of appointment in regular post on completion of training
Date of Appointment/promotion to level-6	Date of appointment/promotion to level-7	Date of promotion to level-8	Transfer, if any (own request/ Mutual transfer / Mutual exchange)	If yes, date of transferred in this Railway	Transferred from	Willing or unwilling	Eligible or not	Total length of service in L-6/ L-7 as on 01.01.2025	

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**EASTERN RAILWAY
KOLKATA**

No. EP/SIG/Pt. XIX (70%)-2025

Dated:- 27.11.2024

Secretary (E) / Railway Board / New Delhi,
GM / ECR / HJP, PCPO/PCSTE -Metro Rly, 33/1, J.L.N.Road, Kolkata- 700071
GM/CORE/ALD, GM/E.Co Rly./BBS, DG / RDSO / LKO,
MD / RITES & IRCON / NEW DELHI, PCSTE /CCC, CAO/CON/CCC, SDGM / CCC, CWM/SW/HWH,
CWM- KPA, LLH & JMP, DRM / SR.DSTE /SR.DPO – HWH, SDAH, ASN & MLDT,
DRM / SR.DSTE /SR.DPO/ECR – DHN, DNR & MGS,
PRINCIPAL / ZRTI / BHULI, DY. DIRECTOR/ RDSO/KG /CCC, DY.CPO/HQ, Dy.CPO/NG, APO/CON, PS to
PCPO, DGM(Confdl)/CCC, DGM(P)/CCC, SPO(Admn.), SPO (Engg.)/HQ, ISI/S.Cell/HQ.

Sub: Selection for formation of Gr. 'B' panel of ASTE against 70% quota of S&T Deptt. of Eastern Railway & Metro Railway/Kol, for the vacancy cycle from 01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027)

Ref: 1) Railway Bd's letter No. E(GP)2024/2/28 dtd.27.09.2024,08.10.2024,14.10.2024 .
2) Railway Bd's letter No. E(GP)2024/2/37 dtd.06.11.2024.

1) Railway Board vide their letter No. E(GP)2024/2/28 dtd.27.09.2024 has decided to hold the selection for forming a Group 'B' panel of ASTE against 70% quota in S&T department of Eastern Railway. Railway Board vide their letter dated 08.10.2024 (RBE No. 93/2024) has advised that in terms of Para 203.4 of IREM Vol.I, the Zone of Consideration of eligible candidates for Selections for promotion to Group 'B' posts is determined in accordance with sliding scale in the order of seniority. In this regard, 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, as is being done in case of Selection to the Group 'B' post of Assistant Personnel Officer.**

2) Applications are invited from the eligible all Technical Group – 'C' employees of S&T Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata (eligibility criteria mentioned below) for formation of a panel to fill up the vacancies of Gr 'B' ASTE of S&T department against 70% quota for vacancy cycle 01.01.2025 to 31.12.2026 (assessment period 01.01.2025 to 30.06.2027 as per Board's letter under reference above).

3) Number of vacancies and cutoff date for eligibility is as under:-

i)

Vacancies	10 (UR – 07, SC – 02, ST – 01)
Cut of date for assessment of eligibility	01.01.2025

ii) In accordance to the instructions contained in Railway Board's letter under reference above, **vacancy cycle, assessment period, and tentative date of CBT** is as under:-

Vacancy Cycle (Railway Bd's letter No. E(GP)2024/2/28 dated 27.09.2024, 14.10.2024)	01.01.2025 to 31.12.2026 (vacancy assessment from 01.01.2025 to 30.06.2027 as per para 202.2 of IREM Vol.I)
Tentative Date of CBT Main Exam(Railway Board's letter No. E(GP)2024/2/37 (E.No. 3477173) dated 06.11.2024)	09.03.2025
Tentative date of supplementary exam	23.03.2025
Tentative date of result by NAIR	30.04.2025

4) Reservation against Persons with Bench Mark Disabilities (PwBD):

i) The total number of vacancies includes **02 numbers of vacancies are earmarked for PwBD candidates suitable for ASTE.**

ii) In terms of Railway Board's letter no. E(GP)2022/2/20 dated 14.11.2022, candidates having the following categories of disabilities are eligible for the post of ASTE (Gr. 'B'), the functional classification for PwBDs is as follows:-

Name of the Post	Functional Classification	Physical requirements
ASTE (Group B)	Loco-motor disability (LD)- One arm/one Leg, Leprosy cured, Acid attack victims [under (c) category of PwBD]	Sitting(S), Standing(ST), Bending(BN), Walking(W), Seeing(SE), Manipulation by figures(MF), Communication(C), Reading & Writing (RW) Kneeling & Crouching(KC), Climbing(CL), Jumping(JU), Hearing (H)

iii) Successful PwBD candidates in the written test (CBT) will be subject to medical examination by the Railway medical authority prior to viva-voce and only those candidates confirming medical standards as laid down in the Indian Railway Medical Manual (IRMM) and other extant provisions as the case may be, will be eligible for the viva-voce / empanelment.

iv) Empanelment of PwBD candidates shall be in accordance with policy guidelines issued vide RBE No. 97/2022 and other policy guidelines / clarifications issued from time to time.

v) **The PwBD earmarked mentioned in para (ii) above is only eligible to apply for the post of ASTE.**

vi) **In terms of Railway Board's letter no. E(GP)2022/2/20/PwBD dated 21.06.2024, The earmarked vacancies of all categories (SC, ST and UR) are to be filled up irrespective of the fact whether PwBD reservation is filled or not, and only the reservation for PwBDs is to be carried forward.**

5) CONDITION OF ELIGIBILITY: -

In terms of Para (ii) of Railway Board's letter no. E(GP)2019/2/25 dated 27.12.2019 (RBE No.-216/2019) **all Technical Group – 'C' employees of S&T Department with lien & seniority on Eastern Railway and Metro Railway/ Kolkata who are working in Pay Matrix Level – 6 and above as per recommendation of 7th CPC (as per 6th CPC Pay Band PB-2 Rs.9300 – 34800/- with Grade Pay of Rs.4200 and above) with 03 years of non-fortuitous service in the grade as on 01.01.2025** i.e. the date of commencement of vacancy cycle, will be eligible to apply for participating in the Selection to the post of ASTE (Gr. 'B') and appear in the Computer Based Test (CBT) & further process, if found eligible as per rules.

NOTE -

i) Those Technical Group – 'C' employees of S&T Department with lien & seniority on Eastern Railway and Metro Railway/Kolkata who have been provided **in Pay Matrix Level - 6** (Grade pay of Rs. 4200/- or above in PB-2, Rs.9300 – 34800/-) **under ACP/MACP are not eligible** to apply for the above Computer Based Test.



ii) In terms of Railway Board's letter No E(NG)I-93/PMI/4 dated 18.01.1993 and RBE No 102/2019 dated 25.06.2019 time spent by the railway servant under **training, immediately before appointment to service** will be counted as service for the purpose of appearing in departmental examination including LDCE.

iii) Eligibility of staff who is working in the **Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization/units** will be determined with reference to their substantive post in the parent department subject to the fulfillment of the above conditions of eligibility.

iv) For determination of eligibility of applicants who have come to ER/ Metro Railway "on own request transfer" the relevant provisions of RBE No. 34/2006, RBE No. 40/2008 shall be taken into consideration.

6) MODIFIED OBJECTIVE AND SCHEME OF EXAMINATION:-

i) Railway Board has directed vide their letter no. E(GP)2022/2/4 dated 28.06.2022, circulated through PCPO's Sl. no. 81/2022, to introduce Centralized Computer Based Objective Type Examination.

ii) The centralized CBT will be of 100 marks and distribution of marks is as under:-

Topics	Marks
Professional Subject including optional questions of 10 marks on Official language policy and Rules	70 marks
Establishment & Financial Rules	30 marks
Qualifying marks	60 marks with relaxation.

iii) **Duration:-** Duration of the examination for 70% selection through Centralized CBT shall be 02 (two) hours.

iv) In terms of Railway Board's letter under reference date 06.11.2024 tentative date of Supplementary Examination will be held on 23.03.2025.

v) **Railway Board has decided vide their letter No. E(G)2024/2/28 dated 08.10.2024 RBE No. 93/2024 that in partial modification of Board's letter No. E(GP)2018/2/31 dated 19.03.2019 there shall be no negative marking in written examinations held as part of selection (70%) where the final panels are made on seniority basis.**

vi) As per process prescribed by Railway Board, viva-voce of candidates who are successful in CBT will be conducted by Eastern Railway. The successful candidates in the CBT (Computer Based Test) will be called for viva-voce test, subject to being found medically fit in the prescribed medical standard for the notified post.

vii) **Viva-voce will consist of:**

Record of Service and Viva-voce:	Max. Marks	Qualifying marks
1. Record of Service (Assessment of APARs)	25	30 (Including minimum 15 marks in record of service)
2. Viva-voce	25	

7) SYLLABUS:-

Syllabus for LDCEs for organized services has already been prescribed by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 new syllabus for Gr. B selection has been published. The syllabus for the CBT of ASTE (GR 'B') has already been circulated vide PCPO's Sl, No. 164/2022 and the same is also uploaded on the official website of Eastern Railway.

8) PRE - SELECTION COACHING:-

The coaching is mandatory for willing SC/ST and PwBD candidates. PCSTE is requested to arrange pre- selection coaching to each eligible SC/ST and PwBD candidates, including those who are on Ex-Cadre organization, Deputation & Training, by the S&T Department of Eastern Railway & Metro Railway/Kolkata respectively. In terms of Board's letter no. E(GP)2022/2/4 dated 18.10.2022 the pre-promotional coaching for SC/ST and PwBD candidates may please be conducted for 60 hrs./ 15 working days/ online/ offline.

A compliance report in regard to completion of the Pre - Selection Coaching must be sent to this office by the S&T Department of Eastern Railway well in time before the date of Computer Based Test is fixed. If any SC/ST candidate refuses to undergo Pre - Selection coaching, his/her written refusal may necessarily be obtained and should be reflected in the compliance report.

A list of willing eligible candidates will be furnished shortly.

9) SUBMISSION & FORWARDING OF APPLICATIONS:-

i) It is requested to give wide publicity to this notice and also of the aforementioned Railway Board's instruction vide under Reference above to all the eligible candidates, so that eligible staff those who desire to apply for the above selection may submit their application in the prescribed proforma as per Annexure "A", through proper channel to his/her respective Personnel Branch Officer (Branch Officer) within the target date notified vide para 10 below.

ii) Eligible staff who are working in the Construction/Project Organization, on deputation, on training and or in any ex-cadre Organization and desire to apply for the above selection may also submit their applications as per the prescribed proforma i.e. Annexure "A", through proper channel to their respective Personnel Branch Officer where they hold their lien & seniority, within the target date vide para 10 below.

iii) The Personnel Branch Officer, on receipt of applications from the candidates, will send the names of only those applicants who are found eligible as per para - 5 of this notification in a consolidated statement as per proforma i.e. Annexure "B".

The consolidated statement should be prepared with due care and duly certifying eligibility against each individual candidate and should be forwarded within the target date as mentioned at para 10 below positively under a D.O. letter to Dy.CPO/GAZ . The consolidated statement under a sealed envelope should also be sent through a special messenger to ensure early and smooth communication.

In addition, an Excel Sheet containing all the columns of Annexure-B should be filled up correctly and be sent to Dy.CPO/Gaz/Eastern Railway – dycpogazer@gmail.com through official mail of concerned unit.

NOTE - A copy of consolidated statement with names of eligible candidates should also be sent to PS to PCSTE so that Pre – Selection coaching for SC/ST & PwBD candidates may be arranged.

iv) It may also be noted that Annexure-A i.e. complete statements furnished by the candidates, will not be entertained and are liable to be rejected if it is submitted without signature, date, latest photograph (without cap & glasses) and other necessary details. Opportunity to submit applications will NOT be provided, after the timeline for submission of applications expires.

It may be noted that no list of candidates forwarded after the target date mentioned below will be entertained by this office.

v) No direct application from any candidate will be entertained by the PCPO's Gazette Section.

vi) If any candidate is subsequently found ineligible for the above selection, at any stage, his/her candidature will be rejected without assigning any reason.



10) TIMELINE FOR THE SELECTION PROCESS:-

Important timelines:

	ITEM	Target date
A	Application to be submitted in the prescribed proforma (Annexure-A) by the candidates to the controlling officer with in target date	By 06.12.2024
B	Controlling officer to forward the applications to the Establishment officer/Personnel Branch for verification of service particulars.	By 10.12.2024
C	Establishment officer/APO/Bill compiling officer will perform the following within the target date: i) Applications to be scrutinized and eligible applications as per Annexure-B to be forwarded to Dy.CPO/Gaz/ER with the certification. ii) Annexure-B (Excel sheet) for the eligible candidates to be forwarded to the Dy.CPO/Gaz/ER on email - dycpogazer@gmail.com	By 19.12.2024
D	A list of willing and eligible candidates will be published in E. Railway website http://10.4.2.21/personnel/ through Rail-Net	By 26.12.2024
E	Candidates will verify their name and other particulars from E. Railway website. Any typographical error/missing of name, if detected, should be intimated on email- dycpogazer@gmail.com	By 30.12.2024

11) The eligible employees should be spared in time to report to the venue of Computer Based Test as per the schedule provided by NAIR and mentioned in his/her e-call letter. These employees should follow all the instructions issued for the CBT and rest of the selection process.

12) All those who have applied may keep themselves in readiness to appear for the written examination which is tentatively fixed to be held on 09.03.2025. **The exact date, time and venue will be intimated as per instruction of Railway Board.**

13) This notice should be given wide publicity in all the office units and should also be displayed on the Notice Board so that all the eligible candidates may note the contents of this notice and there is no cause of further complaint. This notice is also being uploaded on official website of Eastern Railway i.e. <http://10.4.2.21/personnel/> through Rail-Net.

14) The reason for absence of the candidate in the written examination, if any on valid ground like RMC should be communicated to Dy.CPO(Gaz) under D.O. cover through special messenger immediately after the written examination. Moreover, if any candidates remains absent due to non-sparing on administrative interest, the same may be communicated before the date of supplementary CBT Examination with detailed facts of administrative reason for which the candidate could not spared.

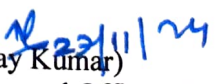
15) All Dy. CPOs, Sr. DPOs, WPOs, Sr. DSTEs, in charge of respective offices & SPO(Engg.), PS to PCSTE and Secy to CAO/CON are requested to take special care for smooth conduct of the selection as per above guidelines.

Please acknowledge receipt.

DA: (i) Annexure – A, (ii) Annexure – B.

Copy for information and necessary action to:-
PS to PCSTE/ER, Secretary to CAO/CON/ER.


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz.
for Principal Chief Personnel Officer


(Sanjay Kumar)
Dy. Chief Personnel Officer/Gaz.
for Principal Chief Personnel Officer

**COMMON PROFORMA OF APPLICATION FOR APPEARING AGAINST 70% GROUP 'B' QUOTA OF THE POST OF
ASTE (Gr. B), DEPARTMENT – S&T Department**

Notification No. EP/SIG/Pt. XIX(70%)-2025

Dated: 27.11.2024

1.	Name(in BLOCK LETTERS):										Paste recent Passport size colour photograph here
2.	(a) Present Designation:					(b) Present Pay Level:					
Posting Details											
3.	a) Station:					b) Division					
	c) Unit Office:										
	d) Designation of the Controlling Officer:										
4.	(a) P.F. No./Employee. No.:					b) HRMS ID:					
5.	(a) Date of Birth:					(b) Community (SC/ST):		(c) Qualification:			
	D	d	m	m	Y	Y	Y	Y			
6.	a) Mobile No. (Personal):										
	b) E-mail Address (in BLOCK LETTERS):										
7.	(a) Date of Appointment:					(b) Appointed as (Designation & Pay Level):					
	(c) Appointing Office:					(d) Station:		(e) Division:		(f) Railway:	
8.	Designation in regular promotion to Level -6					Date of regular promotion to Level - 6					
	Designation in regular promotion to Level -7					Date of regular promotion to Level - 7					
Total non-fortuitous service in Level – 6 and above (as on 01.01.2025):											
To be filled-up by those employees only, who were transferred to present division on own request/ mutual transfer/ mutual exchange :											
9.	(a) Type of Transfer: (Write own request/ Mutual transfer / Mutual exchange)										
	(b) Date of Transfer: (Please attach copy of the relevant Memorandum):										
	Transferred From					Transferred To					
	Division					Division					
	Designation					Designation					
	Pay Level					Pay Level					
	Released on (date)					Reported on (date)					
	Effective date of Seniority					In Level – 6:		Date:			
					In Level – 7:		Date:				
To be filled-up by those employee only who are on Deputation:											
10.	(a) Are you on Deputation (Yes/No):					(b) Parent Unit:					
	(c) Substantive Designation and Pay Level in your Parent Unit:					(d) Officiating Designation and Pay Level:					
To be filled-up by PWBD employees only:											
11.	(a) PWBD Category, if any (Write a, b, c, d or e):										
	(b) Percentage of Disability:					(c) Disability Certificate No. (attach copy):					
	(d) Certificate validity up to:					(e) Whether fulfills physical requirements (Yes/No):					
	(f) Do you want a Scribe (Please mention Yes/No):										

[Please print application format in a single page both side, back to back.]

I, the undersigned, hereby offer my candidature for the ensuing for the Group 'B' 70% quota of the post of _____. I also declare that the information detailed above is true to the best of my knowledge. I understand that once **unwillingness** submitted at any stage of the selection will be final and not to be reverted.

Dated:

(Signature of the candidate)

(Signature and date both are compulsory otherwise applications are liable to be rejected.)

[For official use]

"Forwarded for necessary action to Establishment officer."	"Service particulars have been checked and verified. Forwarded to Dy.CPO(Gaz.)/ER/KKK".
(Signature of the Controlling Officer)	(Signature of APO/Establishment Officials)

HL

[Note: Above certifications should be on the reverse page of the application]

ANNEXURE-B**PROFORMA OF STATEMENT FOR SUBMISSION OF OPTION BY DIVISIONS/UNITS TO HQ**

Name of the applicant	PF.No/ I-Pass No	HRMS ID	Designation	Mobile No	Email Id	Place of posting	Division/ Workshop	Controlling Officer	D.O.B
Community	PwBD or not (Yes/No)	If yes, PwBD category	Whether a PWD requiring Scribe	Is provision of Scribe admissible (as per medical certificate)	Is extra time permissible	Percentage of Disability	Permanent Certificate no and validity up to:	Date of initial appointment	Date of appointment in regular post on completion of training
Date of Appointment/ promotion to level-6	Date of appointment/ promotion to level-7	Date of promotion to level-8	Transfer, if any (own request/ Mutual transfer / Mutual exchange	If yes, date of transferred in this Railway	Transferred from	Willing or unwilling	Eligible or not	Total length of service in L-6, L-7 as on 01.01.2025	

NL