

**Employment Notice No. ECoR /RRC/D/2006/01**

Date of issue: 28.10.2006

Closing Date 07.12.2006

Closing Time: 17.00 Hrs.

**Employment Notice for recruitment to Group-D posts in East Coast Railway**

**Detailed Notification**

Applications on plain A-4 size paper, in the given format, are invited from the Citizens of India and from such other persons declared eligible by Ministry of Home Affairs, Government of India for filling up Group-D posts in the Divisions and Workshop of East Coast Railway. Application in prescribed format may be sent by ordinary post addressed to the “Deputy Chief Personnel Officer(Recruitment), Railway Recruitment Cell, East Coast Railway Headquarters, C-57/G, Rail Vihar, Chandrasekharpur, Bhubaneswar, Orissa - 751023” upto 17.00 hrs. on the closing date i.e. 07.12.2006. Alternatively, application can also be dropped into the Application Box at the Railway Recruitment Cell, East Coast Railway Headquarters, C-57/G, Rail Vihar, Chandrasekharpur, Bhubaneswar, Orissa – 751023 kept for this purpose upto 17.00 hrs. on the closing date i.e. 07.12.2006. The envelopes containing the application should be clearly superscribed “Application for Gr.D posts – East Coast Railway against Employment Notice No. ECoR /RRC/D/2006/01”. Applications received after closing date and time will not be entertained.

For candidates belonging to Andaman & Nicobar Islands and Lakshadweep, the last date for receiving application by post will be 22.12.2006. They should also mention on the bottom-left portion of the envelope his/her complete ‘from-address’ so that it is possible to receive their applications by ordinary post upto 22.12.2006.

A candidate should submit only one application form, even if he / she intends to be considered for more than one or all categories of notified vacant posts. Provision has been made in the application form for the applicant to indicate the various categories of posts and the units for which he is applying. The Recruitment will be conducted by the Railway Recruitment Cell, East Coast Railway (herein after referred as RRC/ECoR). Date, time and place of examination will be fixed based on administrative feasibility. No request for any change in time, date and centre of examination will be entertained on any account. Candidates trying to use influence or unfair means would be disqualified. Candidates are advised to give their options in order of priority for category of post and Division / Workshop for appointment as given in paras -1 & 2 below. However, such option will not confer any right on the candidate, and East Coast Railway administration reserves the right to allot the successful candidates against any of the available posts and Division / Workshop due to administrative exigency.

Number of Gr.D posts to be filled on East Coast Railway divisions / workshop, Category of the posts, and scale of pay are indicated below for candidates’ information:

**1. CATEGORY OF POSTS, DIVISION / WORKSHOP and NUMBER OF POSTS, with reservation details, for which recruitment is to be conducted:**

Category of Post	Scale of Pay (Rs.)	Medical Standard	Recruitment Unit (Division / Workshop)	UR	SC	ST	OBC	Total	Ex. SM*
Junior Trackman	2610-3540/-	Bee One	Khurda Road	825	245	123	441	1634	327
			Sambalpur	415	124	61	222	822	164
			Waltair (Visakhapatnam)	633	196	171	339	1339	268
Helper-II	2550-3200/-	Bee One	Khurda Road	218	106	56	68	448	90
			Sambalpur	56	17	07	29	109	22
			Waltair (Visakhapatnam)	368	134	142	153	797	160
			Carriage Repair Workshop / Mancheswar	27	08	03	13	51	10
<b>Total</b>				<b>2542</b>	<b>830</b>	<b>563</b>	<b>1265</b>	<b>5200</b>	<b>1041</b>

(i) \* Vacancies of ‘Ex-servicemen’ given in the table are not separate from the ‘Total’ vacancies but are included in the ‘Total’ number of vacancies. (ii) Vacancies indicated above are only provisional and are subject to change. (iii) ABBREVIATIONS: RRC – Railway Recruitment Cell; SRE – Serving Railway Employees; ECoR – East Coast Railway; PET – Physical Efficiency Test; UR – Unreserved; SC – Scheduled Caste; ST – Scheduled Tribe; OBC – Other Backward Classes; Ex.SM – Ex-servicemen.

**2. (i) CODES for INDICATING PRIORITY of CATEGORY for which RECRUITMENT is being UNDERTAKEN:**

Category of Post	Junior Trackman	Helper-II
Code	1	2

**(ii) CODES for INDICATING PRIORITY of DIVISION / WORKSHOP for which RECRUITMENT is being UNDERTAKEN:**

Recruitment Unit (Division / Workshop)	Khurda Road Division	Sambalpur Division	Waltair (Visakhapatnam) Division	Mancheswar Workshop
Code	K	S	W	M

**(iii)** The final empanelment of finally selected candidates will be done in the order of priority of Category, followed by choice of Division / Workshop strictly as per merit order duly fulfilling community reservation rules and earmarked quotas specified in this notification. Applicants are advised to give all the available options / choices of posts and recruitment units in the order of priority in the relevant boxes provided in the prescribed Application Form. In case, a candidate gives only some of the available options / choices and if as per his merit there is no vacancy available to accommodate him / her in the Division / Workshop of his / her choice, then it will be the discretion of the administration to allot him / her against any of the left over vacancies. No change of option / choice, once exercised shall be permitted at any stage.

**(iv)** The notified vacancies are for posts classified as 'safety' categories, and hence deemed as not suitable for physically challenged persons.

**3 MINIMUM EDUCATIONAL QUALIFICATION:** Candidates must have passed VIII standard exam from a recognized educational institution or Board. Valid certificate in proof of minimum educational qualification will be [a] a pass certificate issued by VIII Board or [b] VIII class passed school certificate from a recognized educational institution where such certificates are not issued by a Board, and such certificate being duly countersigned by the concerned Inspector of Schools / District Education Officer, or [c] Matric/Tenth standard Certificate issued by a recognised Board or equivalent or a higher qualification from a recognized institution.

Candidate should possess requisite academic qualification on the date of submission of application. Those who are appearing at and/or awaiting results of final examination are not eligible.

**4 AGE LIMITS, including RELAXATION PROVISIONS:** (i) For all the above vacancies, the age limit will be minimum 18 years and maximum 33 years, and **will be reckoned as on 01.01.2007**. (ii) The upper age limit will be relaxed as under subject to the production of requisite certificates required for respective relaxations: [a] by FIVE Years for SC/ST and by THREE years for OBC candidates in possession of valid caste certificates issued by the competent authority in the formats given in Annexures-I & II. [b] 'Serving' railway casual labourers or substitutes with a minimum of 3 years of such service will be given age relaxation to the extent of length of such service rendered by them, subject to the upper age limit not exceeding 40, 43, 45 years in case of such General, OBC, SC/ST candidates respectively. [c] In case of staff of Quasi Administrative Offices of Railway Organisation such as Railway Canteens, Railway Institutes and Railway Cooperative societies who have put in 3 years service, relaxation of upper age will be given to the extent of service rendered by them subject to a maximum of 5 years subject to the upper age limit not exceeding 35 years. [d] For widows and divorced Women who are 'judicially separated' from their husband and not remarried, will be given relaxation in upper age limit up to 35, 38 and 40 in case of General, OBC and SC/ST candidates respectively. [e] For candidates who had ordinarily been domiciled in the Kashmir Division of the State of Jammu and Kashmir during the period from the 1<sup>st</sup> day of Jan. 1980 to the 31<sup>st</sup> day of Dec. 1989, will be given relaxation in upper age limit by 5 years, subject to production of a residential certificate from the competent authority of the state of Jammu and Kashmir. [f] The Upper age limit is relaxable for Ex. Servicemen upto the extent of service rendered in Defence forces plus 3 years provided they have put in a minimum of 6 months attested service. Ex. Servicemen who have already joined the Govt. Service or civil side after availing other benefits given to them as ex-servicemen cannot claim ex-servicemen status for the purpose of this recruitment, and such a person will be deemed to be civil employee and will accordingly be entitled to such of the benefits like relaxation of age, etc. as admissible to Civil employees. Sons/Daughters/Wards of Ex-servicemen are not eligible to apply for the posts reserved for Ex. Servicemen. [g] No age relaxation is allowed to SC/ST/OBC candidates when they are considered against unreserved posts as per their merit.

- 5. PROOF OF AGE:** Education certificate having mention of Date of Birth issued by (i) VIII<sup>th</sup> Board or (ii) Matric Certificate issued by a Board or equivalent or (iii) School leaving certificate, countersigned by Inspector of Schools/District Education Officer in the case of VIII<sup>th</sup> / IX<sup>th</sup> class passed candidates from a recognized educational institution where such certificates are not issued by a Board.
- 6. EX-SERVICEMEN CANDIDATES:** (i) This employment notice contains vacancies reserved for ex-servicemen irrespective of their community against each category of post.  
(ii) The term 'ex-serviceman' means a person: [a] who has served in any rank (whether as a combatant or non-combatant) in the regular Army, Navy or Air Force of the Indian Union and who has retired from such services after earning his/her pension, but does not include a person who has served in the Defence Security Corps, the General Reserved Engineering Force, the Lok Sahayak Sena and the Para Military Forces, or [b] who has been released from such service on medical grounds attributable to military service or circumstances beyond his control and awarded military service pension or other disability pension, or [c] who has been released otherwise than on his own request as a result of reduction in such establishment or [d] the persons serving in the Armed forces of the Union, who on retirement from service would come under the category of Ex-serviceman, may be permitted to apply for re-employment one year before the completion of the specific terms of engagement and avail themselves of all concessions available to ex-servicemen, but shall not be permitted to leave the Uniform until they complete the specified terms of engagement in the Armed Forces of the Union. Such Service Personnel who are to be discharged from Military service on or before 28.10.2007 are eligible to apply for this Employment Notice. (iii) Ex-servicemen are required to clearly indicate all required particulars including their community in the application form and enclose all documentary proof, as required. However, regardless of their community, ex-servicemen will be considered only against the ex-servicemen quota, to the extent available. If UR vacancies are not available, only then the ex-servicemen belonging to those particular communities where vacancies are available will be considered against the ex-servicemen Quota. (iv) Ex. Servicemen who have already joined the Govt. Service or civil side after availing other benefits given to them as ex-servicemen cannot claim ex-servicemen status for the purpose of this recruitment, and such a person will be deemed to be civil employee and will accordingly be entitled to such of the benefits like relaxation of age, etc. as admissible to Civil employees.
- 7. SERVING EMPLOYEES:** A candidate serving under the government or Public Sector Enterprise/Undertaking, including Railways, may apply directly to RRC/ECOR with a "No Objection Certificate" and a 'Certificate of Service Details' from the employer concerned.
- 8. EXAMINATION FEES:** (i) The Examination fee for **Unreserved and OBC candidates** is **Rs.40/- (Rs. Forty Only)**. Candidates belonging to **SC/ST and Ex-servicemen are fully exempted** from payment of examination fee. (ii) The Examination fee should be paid in the form of account payee Demand Draft / Pay Order from any Nationalized Bank, or crossed IPO from any Post Office, drawn in favour of "Dy.Chief Personnel Officer(Recruitment), East Coast Railway, Bhubaneswar" and payable at Bhubaneswar. Validity of Bank Draft / Pay Order / IPO should be for a minimum of six months. (iii) Application received with cash /cheque / Central Recruitment Stamps and Money Orders will not be accepted, and will render the application as rejected and amount forfeited. (iv) Pay Orders/Bank Drafts/IPOs issued before the date of issue of this Employment Notice and after closing date will not be accepted and the application will be treated as rejected and amount forfeited. (v) The candidates are advised to write their name and postal address on the backside of the original Bank Draft / Pay Order / IPO and enclose it on the top of the application form. The details of Pay Orders/Bank Drafts/IPO for the examination fee should be written in the application form. Examination fee is not refundable under any circumstances including for rejected applicants.
- 9. PROCEDURE FOR SUBMISSION OF APPLICATION FORM, INCLUDING PERSONAL DATA SHEET:**
- (i) Candidates should carefully read the instructions in this Employment Notice for filling up application form. Application Form (including Personal Data Sheet) should be made on a good quality white A-4 (210x297 mm) size paper using ONE SIDE ONLY. The candidate should use the same format published in the Employment Notice.
- (ii) The candidates have to fill up required information in his/her own handwriting using black ball point pen. The application should be written either in English or Hindi and not in any other language, duly dated and signed by him/her. Application filled in any language other than Hindi/English and by any person other than the applicant and having any change in the format of application will lead to rejection of application summarily.

- (iii) One Passport size (4cm x 5cm) photograph should be affixed on the Personal Data Sheet of the application form without fail. The Photo may preferably be not older than 1 month as on date of applying. The photo should clearly reveal the full face and should be taken without wearing cap and goggles/coloured glasses. Photo should be new, sharp and clear, with light background, suitable for scanning and printing. Do not put any mark or signature on the front side of the affixed photograph. Full signature in running script in English or Hindi should be given in the box below the photograph. This photograph should be neatly and firmly pasted in the prescribed space, and not stapled or pinned. This affixed Photograph should not be attested.
- (iv) One loose extra photograph with name, date of birth, and signature of the candidate on its backside should be clipped with the application form.
- (v) It is important to note that the sample declaration statement given in Column-14 of the Personal Data Sheet should be copied out by candidate in his/her own handwriting in the space provided for the purpose.
- (vi) Signature of the applicant must be full and in running hand. Signature in capital letters will not be accepted.
- (vii) Candidates should mention “Application for Gr.D posts–East Coast Railway against Employment Notice No. ECoR/RRC/D/2006/01” on top of the envelope containing the application. A candidate can submit one application only. Each envelope should contain application of one candidate only.
- (viii) The candidates should send application duly filled in along with required documents by ORDINARY POST, so as to reach RRC/ECoR office within the closing date and time positively. Applications can also be dropped in the Application Box kept in the Railway Recruitment Cell, East Coast Railway, C-57/G, Rail Vihar, Chandrasekharpur, Bhubaneswar, Orissa – 751023 for this purpose upto 17.00 hrs. on the closing date. Application received after due closing date and closing time, for any reason whatsoever, will not be considered. Speed post/Courier/Registered AD will not be acknowledged / accepted since there will be no arrangement for personally receiving applications at the office of the RRC/ECoR. However, there is no objection if the courier agency drops the application in the Application Box at the office of the RRC/ECoR before due closing date and closing time.
- (ix) Those candidates who are debarred from appearing in any of the RRB exams need not apply unless their debarment period expires by the closing date of this Employment Notification. Their application shall not be entertained.
- (x) Candidate’s photograph, Signature & address etc. in the application form / personal data sheet are to be scanned by a machine. Put your address and signature in black ink only.
- (xi) Priority of Category to be given in category code as given in para-2(i) above.
- (xii) Priority of division/workshop to be given in division/workshop code as given in para-2(ii) above.
- (xiii) One language/medium in which written exam question paper is required may be ticked in the appropriate column in the Application form.
- (xiv) Candidate should write his/her name, father’s name / husband’s name, in capital letters as given in educational Certificate. Each letter should be filled in one box as shown below. One box should be left blank between each part of the name:

V	I	J	A	Y		K	U	M	A	R		
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- (xv) For indicating Religion, Sex, Marital Status, Community, Ex.Serviceman, Serving Employee, Serving railway Casual labour / substitutes , judicially separated woman / widow etc. tick the appropriate box in the relevant column of application form / personal data sheet.

- (xvi) For State of domicile fill the appropriate Code as given below :

State	Code	State	Code	State	Code
Andaman & Nicobar	1	Haryana	13	Nagaland	25
Andhra Pradesh	2	Himachal Pradesh	14	Orissa	26
Arunachal Pradesh	3	Jammu & Kashmir	15	Pondicherry	27
Assam	4	Jharkhand	16	Punjab	28
Bihar	5	Karnataka	17	Rajasthan	29
Chandigarh	6	Kerala	18	Sikkim	30
Chhatisgarh	7	Lakshadweep (UT)	19	Tamil Nadu	31
Dadra & Nagar Haveli (UT)	8	Madhya Pradesh	20	Tripura	32
Daman & Diu (UT)	9	Maharashtra	21	Uttar Pradesh	33
Delhi (NCT)	10	Manipur	22	Uttaranchal	34
Goa	11	Meghalaya	23	West Bengal	35
Gujarat	12	Mizoram	24		

- 10. ENCLOSURES:** The following enclosures only are to be firmly stitched along with the application form. All enclosed certificates, which are in a language other than Hindi or English should be translated into Hindi or English along with the attested Xerox copies of originals.
- (i) One Passport size (4cm x 5cm) photograph affixed on the Personal Data Sheet of the application form without fail.
  - (ii) One loose extra photograph with name, date of birth, and signature of the candidate on its backside to be clipped with the application form.
  - (iii) In the case of SC/ST candidates, a certificate from the appropriate authority should be submitted in the format given in Annexure-I.
  - (iv) In case of OBC candidates a certificate from the appropriate authority should be submitted in the format given in Annexure-II.
  - (v) In the case of Ex-Servicemen and serving railway employees, attested copy of Certificate of Service Details from the competent authority giving their length of service, current status and other relevant details.
  - (vi) Copies of educational qualification certificates and proof of age as specified in paras 3 and 5.
  - (vii) Certificate from a civil authority in proof of being Widow or Divorced woman who is 'judicially separated' and not remarried, and who seek relaxation in upper age limit.
  - (viii) 'No Objection Certificate' in original from the employer, for serving government/Public sector employees.
  - (ix) All enclosed certificates should be attested by a Gazetted officer. Original Certificates should not be enclosed with the application, unless specifically mentioned anywhere in the instructions/notification.
  - (x) Any certificate, Photograph etc, received separately, subsequent to the receipt of application will not be entertained.

**11. LIST of AUTHORITIES EMPOWERED to ISSUE CERTIFICATES of VERIFICATION for SC / ST / OBC status:**

- (i) District magistrate / Additional district magistrate / District collector / Deputy Commissioner / Deputy Collector / First Class Stipendary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of First Class Stipendary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Presidency Magistrate / Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub Divisional Officer of the area where the candidate and/or his family originally resides.
- (v) Administrator / Secretary to Administrator / Development Officer (Lakshadweep Islands)

**12. SELECTION PROCEDURE:**

- (i) Selection will be based on Written Examination, followed by Physical Efficiency Test, and followed by Medical Examination of prescribed standard. There will be no interview.
- (ii) RRC/ECOR reserves the right to conduct second stage written examination if required.
- (iii) Candidates obtaining qualifying marks in the Written Exam will be called for Physical Efficiency Test, in the ratio of 1:3 of the notified vacancies in the order of merit, duly taking into account community reservation.
- (iv) Final empanelment of the successful candidates for the required number of vacancies will be subject to their passing the Medical Examination of the prescribed standard.
- (v) The marks obtained in the Written Exam will determine the 'merit order' of the candidates, whereas PET and Medical Examination are of 'qualifying' nature.
- (vi) **Written Exam Syllabus:** Question paper for the written test shall be generally in conformity with the educational standard of 8th Class, consisting of multiple choice objective type questions, mainly aimed to assess general knowledge / general awareness / mathematics / general science / reasoning etc. Question paper shall be printed in four languages: Hindi, English, Oriya, and Telugu only.
- (vii) **Physical Efficiency Test Standards:** The candidate should be able to perform following physical tasks:
  - [a] for Male Candidates: (I) Should be able to lift and carry 35 kilograms of weight for a distance of 100 meters in 2 minutes in one chance, without putting the weight down; and (II) should be able to run for a distance of 1500 meters in 7 minutes in one chance.
  - [b] for Female Candidates: (I) Should be able to lift and carry 20 kilograms of weight for a distance of 100 meters in 2 minutes in one chance, without putting the weight down; and (II) should be able to run for a distance of 400 meters in 4 minutes in one chance.

**Note:** RRC/ECoR and Railway administration will not be liable / responsible for any loss / injury / damage, whether direct or consequential, suffered / incurred by any candidate during the selection, including PET. Candidates are advised in their own interest, therefore, to ensure that they are physically and otherwise fit to undertake the selection and observe due care to avoid injury / damage / loss to either themselves or others during the process of selection.

- (viii) **Medical Examination:** The candidates in the zone of consideration after written examination and PET will be subjected to Medical Examination of prescribed 'Bee One' medical standard, and only those who qualify in the medical examination will be included in the final merit list.
- (ix) Date and venue of Written examination, Physical Efficiency Test, Medical Examination and Document Verification will be fixed by RRC/ECoR and intimated to eligible candidates by post. The RRC/ECoR at its discretion may hold additional Written examination and/or Physical Efficiency Test or re-examination or cancel part or whole of the written examination and/or Physical Efficiency Test as the situation may warrant. Request for postponement of the Written examination, Physical Efficiency Test, Medical Examination and Document Verification, and change of center/venue will not be entertained under any circumstances.
- (x) The RRC/ECoR will finally declare a panel of successful candidates on the basis of merit of the candidates and on the basis of priority of Category and Division / Workshop submitted by them in the application form, duly taking into account community reservation.
- (xi) The inclusion of a candidate in the select panel published by RRC/ECoR does not confer any right to the candidate for actual appointment by the concerned appointing authority. Final appointment will be subject to such selected candidate being found suitable after antecedent verification etc. by the appointing authority as per rules.
- (xii) RRC/ECoR shall not be held responsible for any situation arising in case of any certificate / declaration submitted by the candidate being found false after verification at the time of actual appointment or later by the concerned authority.

**Note: Railway Administration reserves the right to rectify any inadvertent error / mistake committed in the process of selection at any point of time.**

### 13. INSTRUCTIONS FOR THE CANDIDATES:

- (i) The number of vacancies notified is provisional and liable to be increased or decreased by the competent authority who authorized this recruitment. No consequential damage/loss or refund of fee will be made to the applicant on this account.
- (ii) Female candidates are also eligible. They may however, note that the nature of duties are arduous and involve outdoor duties.
- (iii) Selected candidates are likely to be posted anywhere on East Coast Railway after successful completion of all pre-appointment formalities, including training wherever prescribed.
- (iv) Candidates should send the application so that it reaches RRC/ECoR office sufficiently in advance and not later than the closing date and time to the RRC/ECoR. RRC/ECoR will not be responsible for any postal delay/wrong delivery whatsoever at any stage of the selection process.
- (v) All candidates irrespective of community will be considered for UR vacancies. However, against specific community quota vacancies, only candidates of that particular community will be considered.
- (vi) (a) Caste certificate from competent authority for SC/ST and OBC candidates in the prescribed format as given at Annexures-I and II have to be submitted. (b) If the candidates wish to be considered against a specific community quota and tick the community column in the Application form/Personal Data Sheet accordingly, their application will be rejected unless proof of community in the prescribed format is enclosed. (c) Any subsequent representation for change of community status will not be entertained under any circumstances.
- (vii) Before applying for a post, the candidate should ensure that he/she fulfils the eligibility and other criteria stipulated for the post. The RRC/ECoR would be free to reject any application not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed, such candidate is liable to be summarily removed from service even after appointment.

**NOTE:** Examination Center will be decided by the RRC/ECoR and indicated in call letters issued to candidates for appearing in written examination. Admission to the examination center is provisional as the applications are fully scrutinized later also during various stages of the recruitment/appointment process. In case a candidate does not fulfill all the requirements prescribed in the Employment Notice, his/her candidature is liable to be rejected even at a later stage, when deficiency is noticed. Mere issue of call letter for appearing in written exam by RRC/ECoR, does not confer any right to be called for any subsequent stage of recruitment process or placing his name on the final select panel.

**14. FREE JOURNEY RAILWAY PASS:**

A free Second Class Railway Pass from nearest railway station (as indicated in the personal data sheet) to the place of examination and back will be issued to candidates belonging to SC/ST communities for appearing in the Written Examination as well as the Physical Efficiency Test and Medical Examination. All other candidates will have to bear their expenses for appearing in the Written Examination as well as the Physical Efficiency Test and Medical Examination.

**15. INVALID APPLICATIONS:** Applications found to be having any of the following deficiencies, discrepancies or irregularities will be summarily rejected: (i) Applications from other than Citizens of India or from such persons other than those declared eligible by Ministry of Home Affairs, Government of India (ii) Applications sent by other than ordinary post or not dropped in Application Box at RRC/ECoR. (iii) Envelope containing the application not superscribed "Application for Gr.D posts – East Coast Railway against Employment Notice No. ECoR /RRC/D/2006/01". (iv) Application not submitted in prescribed format as given in this employment notice. (v) Incomplete or illegible applications, (vi) Application not filled in black ink. (vii) Applications with overwriting, cutting or erasing marks. (viii) Unsigned/ Undated applications (ix) Application without three thumb impressions and two sample signatures in the Application Form. (x) A application without two Marks of Physical Identification. (xi) Application without pasting passport size photo in the Personal Data Sheet. (xii) Application without signature in the box provided below the space for pasted photograph (xiii) Applications of UR/OBC candidates without Bank Draft/Postal Orders of requisite value, and with less than six months validity, or issued before the date of issue, and after the date of closure, of this Employment Notice. (xiv) Application not filled in English or Hindi, or not filled by candidate in his/her own handwriting. (xv) Application with signatures that are not in running script, and not in Hindi or English. (xvi) Application without the "Declaration" (as given in Column-14 of the Personal Data Sheet) written in candidate's own handwriting and in running script in English. (xvii) Application without proper certificates obtained from the competent authority in the prescribed format in respect of SC/ST/OBC candidates, Ex-Servicemen, judicially separated divorced women and widows. (xviii) Application of Under aged/Over aged candidates. (xix) Application of candidates not having the requisite Educational Qualification on the date of submitting application. (xx) Academic qualification found to be (a) not from recognized Board or (b) 8<sup>th</sup>/9<sup>th</sup> School leaving certificate not countersigned by Inspector of Schools/ District education Officer. (xxi) Application without proof of age as defined in para-5 of this notification. (xxii) Application sent without one extra unaffixed/unattested photograph indicating name, date of birth, and signature of the candidate on the backside of photo and clipped with the application form. (xxiii) Application without Photocopies of the certificates attested by Gazetted Officer (xxiv) Applications of more than one candidate sent in one envelope. (xxv) Applications of a candidate who submits more than one application in single / several envelopes. (xxvi) Applications received after closing time on closing date by any means / modes. (xxvii) Employees serving under Government or Public Sector Enterprise/ Undertaking, including Railways, applying without "No Objection Certificate" in original and attested copy of 'Certificate of Service details' from the employer concerned. (xxviii) Application received after closing date and time. (xxix) Any other condition or any other deemed irregularity as mentioned else where in this Employment Notice.

**16. Action against candidates found guilty of Misconduct:** (i) Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or its attested / certified copy submitted by them nor should they submit a tampered / fabricated document.

(ii) A candidate may, in addition to the action under relevant provision of the Rules, render himself liable to criminal prosecution and further be disqualified by the RRC from selection for which he is a candidate, or be debarred either permanently or for a period decided by the RRC/ECoR from any examination or selection conducted by all the RRCs / RRBs, and if he/she is already in service under Government, be subjected to disciplinary action under the appropriate rules, if he/she has been found by the RRC/ECoR, or

- found earlier by any RRC or RRB, to be guilty of any of the following misconduct: (a) Canvassing support for his candidature by any means, (b) Impersonating, (c) Procuring impersonation by any person, (d) Submitting fabricated document or documents which have been tampered with or (e) Making statements which are incorrect or false or suppressing material information, (f) Resorting to any other irregular or improper means in connection with his / her candidature for the selection, (g) Using unfair means during the examination, (h) Writing irrelevant matter including obscene language or pornographic matter, in the scripts(s), (i) Committing mischief in any other manner in the examination hall, or (j) Harassing or doing bodily harm to the staff employed by the RRC/ECoR for the conduct of their test.
17. All male candidates are liable for active Territorial Army Service in Railway Units or such other units as may be laid down in this behalf from time to time.
  18. Selected candidates may be required to undergo training wherever necessary, with stipend for a specific period, and to deposit the security amount and execute an indemnity bond or agreement.
  19. The candidates may be considered in due course for promotion to higher grades according to rules/orders in force from time to time.
  20. Appointment / posting of the selected candidates by the appointing authority may be made as per requirement of the Indian Railways at the appropriate time. No particular place or department or division of posting can be assured or assumed.
  21. For any legal dispute the jurisdiction will be at Central Administrative Tribunal, Cuttack.
  22. In the event of a dispute, English version of the Employment Notice will be taken as valid. In case of any misprint in the advertisement in the newspaper / website, the copy of the notification as displayed in the office of RRC/ECoR is final and valid.
  23. RAILWAY RECRUITMENT CELL/ECoR's DECISION FINAL: The decision of RRC/ECoR in all matters relating to eligibility, acceptance or rejection of the applications, issue of free Rail Passes, Penalty for false information, mode of selection, conduct of examination(s), allotment of examination Centers, allotment of category of posts to selected candidates will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection. Candidates who submit forged caste certificates for securing eligibility and / or obtaining privilege, including free travel, for appearing in an examination, shall be liable not only for rejection of his/her candidature for the particular recruitment for which he/she has applied, but shall be debarred from appearing at any examination conducted by any RRC or RRB all over the country for whole life.

**CAUTION:** RRC/ECoR have not appointed any agents or coaching centres for acting on its behalf. Candidates are cautioned against any false claims made by any unscrupulous persons/agencies of getting them selected in this recruitment on illegal consideration. Candidates are also warned to avoid any unscrupulous elements who may assure appointment in railways by seeking bribe in cash or in kind or any other inducement, and are advised not to fall in their trap. The recruitment process conducted by RRC/ECoR is fully computerized and the selection is based purely on the merit of the candidates. If you come across any such persons/agencies, please do inform Dy.Chief Personnel Officer(Recruitment)/ECoR at C-57/G Rail Vihar, Chandrasekharpur, Bhubaneswar - 751023. They can also inform the Sr.DGM/ECoR Hqs, Rail Vihar, Chandrasekharpur, Bhubaneswar – 751023.

**Downloading through internet:** Candidates can also download and print copy of this notification, Application Form / Personal Data Sheet, and format of SC/ST & OBC certificates etc. from the internet site: [www.rrcbbs.org.in](http://www.rrcbbs.org.in) . This site may also be referred in future by the candidates for information / updates pertaining to further stages of the recruitment process.

**Note :** Candidates must keep a photocopy of the Application Form and Personal Data sheet with them for further reference.

**DY. CHIEF PERSONNEL OFFICER(Recruitment)  
RAILWAY RECRUITMENT CELL,  
EAST COAST RAILWAY, BHUBANESWAR.**

**Form of Caste Certificate to be produced by SC/ST/OBC Candidates applying for Appointment to Posts under the Government of India**

The candidates are required to obtain caste certificates in the proper proforma from the appropriate authority and produce the original certificate at the time of verification failing which he/she may be disqualified. This is strictly required vide chapter 13 of the Brochure (Published by Govt. of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, New Delhi). As a large number of candidates are producing certificates issued by an authority different from the competent authority they are advised to comply with these instructions.

**ANNEXURE-I**

**FORM OF CASTE CERTIFICATE for SC/ST CANDIDATES**

(Form of certificate to be produced by a candidate belonging to Scheduled Castes or Scheduled Tribes in support of Claim)

This is to certify that Shri/Smt./Kum\* \_\_\_\_\_ Son/Daughter\* of \_\_\_\_\_ of village/town\* \_\_\_\_\_ District/Division\* \_\_\_\_\_ of State/Union Territory\* \_\_\_\_\_ belongs to the \_\_\_\_\_ Caste/Tribe\* which is recognised as a Scheduled Caste/Scheduled Tribe\* under:

- The Constitution (Scheduled Caste) order, 1950
- The Constitution (Scheduled Tribe) order, 1950
- The Constitution (Scheduled Caste) (Union Territories) order, 1951
- The Constitution (Scheduled Tribe) (Union Territories) order, 1951 (as amended by the Scheduled Caste and Scheduled Tribes Lists Modification), Order, 1956, the Bombay Reorganisation Act 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas Reorganisation Act, 1971, and the Scheduled Tribes Order (Amendment) Act, 1976.
- The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956.
- The Constitution (Jammu and Kashmir) Scheduled Tribe Order, 1956.
- The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.
- The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.
- The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962.
- The Constitution (Pondicherry) Scheduled Castes Order, 1964.
- The Constitution Scheduled Tribes (Uttar Pradesh) Order, 1967.
- The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968.
- The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968.
- The Constitution (Nagaland) Scheduled Tribes Order, 1970.
- The Constitution (Sikkim) Scheduled Caste Order, 1978.
- The Constitution (Sikkim) Scheduled Tribes Order, 1978.

2. Application in the case of Scheduled Caste/Scheduled Tribe Persons who have migrated from One State/Union Territory.

This certificate is issued on the basis of Scheduled Caste/Scheduled Tribe Certificate issued to Shri /Smt. /Kum\* \_\_\_\_\_ Father/Mother of Shri/Smt./Kum \_\_\_\_\_ in District/Division\* \_\_\_\_\_ State/Union Territory \* \_\_\_\_\_ who belongs to the \_\_\_\_\_ Caste/Tribe\* which is recognised as a Scheduled Caste/Scheduled Tribe\* in State/Union Territory\* \_\_\_\_\_ issued by the \_\_\_\_\_ (Name of prescribed authority) vide their No. \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri/Smt/Kum.\* \_\_\_\_\_ and of his/her\* family ordinarily reside(s) in village/town\* \_\_\_\_\_ of \_\_\_\_\_ District/Division of State/Union Territory of \_\_\_\_\_ Place \_\_\_\_\_ State/Union Territory.

Signature \_\_\_\_\_ date \_\_\_\_\_ Designation (with seal of office)

(\* ) Please delete the words which are not applicable. (\* ) Please quote specific presidential order. (\* ) Delete the Paragraph which is not applicable

**NOTE:** The term "Ordinarily resides" used will have the same meaning as in Section 20 of the Representation of the Peoples Act. 1950.

[List of Authorities empowered to issue certificates of verification: Refer to para-11 of this Employment Notice.]

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES**

This is to certify that Shri/Smt./Kum\* \_\_\_\_\_ Son/Daughter\* of \_\_\_\_\_ of village/town\* \_\_\_\_\_ District/Division\* \_\_\_\_\_ of State/Union Territory\* \_\_\_\_\_ belongs to \_\_\_\_\_ community, which is recognised as a Backward Class under:

1. Resolution No. 12011/68/93-BCC, dated the 10<sup>th</sup> September 1993, published in the Gazette of India – extraordinary – part I, Section 1, No. 186 dated the 13<sup>th</sup> September 1993.
2. Resolution No. 12011/9/94-BCC, dated the 19<sup>th</sup> -October 1994, published in the Gazette of India – Extraordinary – part 1, Section 1, No. 163 dated the 20<sup>th</sup> October 1994.
3. Resolution No. 12011/7/95-BCC, dated the 24<sup>th</sup> May 1995, published in the Gazette of India – extraordinary – part I, Section 1, 88 dated the 25<sup>th</sup> May 1995.
4. Resolution No. 12011/44/96-BCC, dated the 6<sup>th</sup> December 1996, published in the Gazette of India – extraordinary – part I, Section 1, No. 210, dated the 11<sup>th</sup> December 1996.
5. Resolution No. 12011/68/93-BCC, published in the Gazette of India – extraordinary – No. 129, dated the 8<sup>th</sup> July 1997.
6. Resolution No. 12011/12/96-BCC, published in the Gazette of India – extraordinary – No. 164, dated the 1<sup>st</sup> September 1997.
7. Resolution No. 12011/99/94-BCC, published in the Gazette of India – extraordinary – No. 236, dated the 11<sup>th</sup> December 1997.
8. Resolution No. 12011/13/97-BCC, published in the Gazette of India – extraordinary – No. 239, dated the 3<sup>rd</sup> December 1997.
9. Resolution No. 12011/12/96-BCC, published in the Gazette of India – extraordinary – No. 166, dated the 3<sup>rd</sup> August 1998.
10. Resolution No. 12011/68/93-BCC, published in the Gazette of India – extraordinary – No. 171, dated the 6<sup>th</sup> August 1998.
11. Resolution No. 12011/68/98-BCC, published in the Gazette of India – extraordinary – No. 241, dated the 27<sup>th</sup> October 1999.
12. Resolution No. 12011/88/98-BCC, published in the Gazette of India – extraordinary – No. 270, dated the 6<sup>th</sup> December 1999.
13. Resolution No. 12011/36/99-BCC, published in the Gazette of India – extraordinary – No. 71, dated the 4<sup>th</sup> April 2000.

Shri/Smt./Kum\* \_\_\_\_\_ and/or his family ordinarily reside(s) in the \_\_\_\_\_ District/Division of the \_\_\_\_\_ State.

This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the schedule of the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 Estt. (SCT) dated 08.09.93.

Dated  
Seal

District Magistrate  
Deputy Commissioner etc.

**NOTE:** The term “Ordinarily resides” used here will have the same meaning as in Section 20 of the representation of the People Act, 1950.

[List of Authorities empowered to issue certificates of verification: Refer to para-11 of this Employment Notice.]