

EAST COAST RAILWAY

Office of the
Principal Chief Personnel Officer
Rail Sadan
Bhubaneswar-751017
Dated: 10.11.2022

No.ECoR/Pers/Gaz/Optg./AOM-70%(CBT)/23-24

The PCOM, PCCM, PCSO, SDGM/BBS.
The Dy.CVO, SPO/Con/BBS, SPO/Con/VSKP.
The Sr. DPO-KUR, WAT & SBP.
The Sr. DOM-KUR, WAT & SBP.
The CWM/CRW/MCS, WPO/CRW/MCS.
The GM (P) & PCOM-SER/GRC & SECR/BSP
All Concerned.

Sub: Formation of Group 'B'/Operating Panel of AOM against 70% selection quota through CBT for the assessment period 2023-24 in Operating Department/ECoR.

1. It has been decided to hold Centralized Computer based objective type examination (CBT) for formation of Group-B Operating Panel of 04 (UR) posts of AOM against 70% selection quota vacancy in Operating Department of East Coast Railway for the assessment period 2023-24.
2. As per Railway Board's letter No. E(GP)2022/2/4 dated 18.10.2022, the Centralized Computer based objective type examination shall be held on 22.01.2023 (Sunday) by DG/NAIR. The time and venue of the CBT will be intimated in due course.
3. A provisional list of 12 Nos. of eligible candidates in order of seniority as per Provisional Integrated Seniority list published vide letter No. ECoR/Pers/07/Integrated Seniority/AOM/14-A dated 28.10.2022 of Operating Department of ECoR who have completed minimum three years of non-fortuitous service in Pay Level-7 as on 01.01.2023 (Cut off date) and are coming in the zone of consideration for the assessment period of 2023-24 is enclosed at Annexure-A. Also an additional list of 12 Nos. of candidates, next in order of seniority of Operating Department who have fulfilled the eligibility criteria are placed in the Stand-by List at Annexure-B. Against any unwilling candidate of Annexure-A, the willing candidate of Annexure-B may be considered for the CBT to the extent of making good the zone of consideration.
4. The candidature of the candidates is accepted provisionally. In case, any candidate is subsequently found ineligible for the above selection at any stage, his/her candidature will be rejected without any further notice.
5. The eligible candidates enlisted at Annexure-A & B should submit their options (willingness/unwillingness) **on or before 24.11.2022** in the attached format (Annexure-C) to the concerned Controlling Officers/Personnel Officers and the same should be forwarded to the Dy.CPO (Gaz) **on or before 29.11.2022** positively in a consolidated statement along with the individual options.
6. It is the employee's responsibility to advise his/her willingness/unwillingness to take the selection, and failure to respond or to provide the intimation within the period allowed will be treated as unwillingness on his/her part to take the selection. If willingness/unwillingness is not received within the above mentioned stipulated date, it will be deemed that the candidate has availed of the opportunity of appearing in the selection & it will be treated as his/her unwillingness to take the selection.

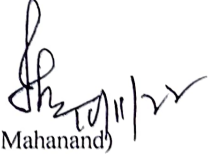
7. In case any candidate is on leave or on deputation to other Railways/Units/office or on sick list, the Controlling officer concerned and the offices where he/she last worked should send necessary advice to the authority under whom he/she is working or the Medical Authority as the case may be and an acknowledgement obtained. Options of the staff concerned need not be sent to this office directly. Controlling officers/Personnel officers should ensure that options received by their offices after **24.11.2022** should not be forwarded to this office under any circumstances. All the particulars filled by the applicants at Annexure- C (Option form) should be verified by Personnel Officers before forwarding to HQrs office. Their IPAS numbers, HRMS ID, Mobile numbers and e-mail ID should be verified since the examination will be conducted through CBT and all future correspondences with the applicants will be done with their IPAS, Mobile number and e-mail ID. Names of those staff who have not fulfilled the eligibility criteria as mentioned above need not be forwarded.
8. As there is no reserved vacancy in this notificatoion, Pre-selection Training is not mandatory as per RBE No. 142/2019.
9. **Objective and Scheme of Examination:** The examination aims at a comprehensive assessment of knowledge of the candidates related to their professional ability, Official language policy, Establishment and Financial Rules. ***The formation of the panel will be on the basis of 'Seniority-cum-Suitability'.*** Selection of candidates for empanelment is based on a (i) CBT Examination on a single day (ii) Viva-voce (with prior Medical Fitness test) and Assessment of Record of Service by the Selection Committee vide Para- 10.1 to Para 10.2 of Master Circular No. 68.
10. **CBT Examination:** In order to bring objectivity to the Selection process, it has been decided by Railway Board vide RBE No. 53/2019 that the CBT examination shall comprise of one Paper which shall have 100% Objective type Multiple Choice Questions only. The paper will be of 100 marks with distribution as given below:-
- a) Professional Subject including optional questions of 10 marks on Official language policy & Rules : 70 marks
 - b) Establishment and Financial Rules : 30 marks
 - c) Qualifying marks : 60
 - d) All objective type questions carry equal marks.
 - e) There shall be negative marking for incorrect answers. One-third of the marks allotted for each question will be deducted for every wrong answer as per RBE No. 53/2019.
 - f) The duration of the examination for 70% selection through CBT shall be of **02 hours.**
 - g) **Syllabus:** The syllabus as prescribed by Railway Board vide letter No. E(GP)2022/2/4 dtd. 07.11.2022 for 70% selection for Group 'B' post of AOM including syllabus for Establishment & Financial Rules in Operating Department is enclosed.

11. Viva-voce & Record of Service:

	Maximum Marks	Qualifying marks
1. Viva-voce	25	30 (Including at least 15 marks in the record of Service)
2. Record of Service	25	

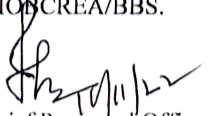
12. The Controlling Officers/Sr.DPO/DPO/WPO/SPO of concerned Unit/Division should ensure that the ACRs/APARs of the candidates for the last five years i.e. 2017-18 to 2021-22 completed in all respects, SRs& Personal files are kept ready with them and they should send the same to Dy. CPO(Gaz) when called for.
13. In terms of Railway Board's letter No. E(GP)80/2/8 dtd. 31.10.91 only those candidates who qualify in the medical examination of prescribed standard are eligible to appear in the viva-voce test.
14. The above Notification is uploaded in ECoR website: www.eastcoastrailways.gov.in → Recruitment Info →Recruitment Information→Click Here for HQ Notifications.

Encl: (i) List of candidates (Annexure-A & B).
(ii) Application Format (Annexure-C)
(iii) Syllabus



(H.K. Mahanand)
Dy.Chief Personnel Officer (Gaz)
For Principal Chief Personnel Officer

Copy to: (1) Sr. System Manager (IT)/BBS for uploading in ECoR's website.
(2) The Genl. Secretary- ECoRSC/BBS, ECoRSU/BBS, AISCSTREA/BBS, AIOBSCREA/BBS.
(3) Notice Board.



For Principal Chief Personnel Officer

Provisional list of candidates of Operating Department for AOM-70% Selection for 2023-24

Sl. No.	Name (Shri)	Design/Station.	Comm.	Date of Birth	Effective date of seniority
1	S.K. Swain	CHC/KUR	UR	15.06.1963	01.11.1995
2	Bhabani Chandra Mohanty	CHC/HQ	UR	20.04.1963	20.04.1998
3	P.C. Setty	SS/WAT	SC	23.05.1963	23.09.1999
4	V. Srinivas Rao	CHC/KUR	UR	30.04.1965	23.09.1999
5	Md. Farasat	SS/KUR	UR	16.05.1965	10.01.2000
6	Subash Chandra Sahoo	SS/KUR	UR	13.05.1965	15.01.2000
7	S.C. Hembram	METM/SBP	ST	07.06.1963	21.07.2000
8	J.N. Majhi	SS/WAT	ST	15.09.1967	21.08.2000
9	K. Demudu	SS/WAT	ST	01.07.1967	12.10.2001
10	B.K. Behera	METM/SBP	SC	09.04.1966	24.01.2002
11	Sanatan Sethi	METM/SBP	SC	28.01.1967	24.01.2002
12	P.K. Banchor	METM/SBP	SC	10.08.1967	24.01.2002

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Annexure-B**Provisional List of Standby Candidates of Operating Department for AOM-70% Selection for 2023-24**

Sl. No.	Name (Shri)	Design/Station.	Comm.	Date of Birth	Effective date of seniority
1	A.K. Sethi	CHC/KUR	SC	22.05.1967	31.05.2002
2	John Kujur	SS/WAT	ST	18.08.1966	16.06.2002
3	D. Ch. Pradhan	SS/WAT	ST	01.05.1966	07.07.2002
4	B.C.S. Raju	SS/WAT	ST	18.09.1965	22.07.2002
5	L. Majhi	SS/WAT	ST	05.03.1966	09.08.2002
6	P. Rama Rao	CHC/WAT	SC	01.06.1969	28.09.2002
7	K. Naik	CHC/SBP	ST	18.10.1965	11.11.2002
8	P.K. Sahu	CHC/SBP	UR	04.11.1963	11.11.2002
9	P.K. Behera	CHC/SBP	SC	20.06.1970	11.11.2002
10	N.C. Muduli	CHC/SBP	UR	06.05.1966	11.11.2002
11	J.R. Sarangi	SS/WAT	UR	08.07.1964	30.01.2003
12	T. Suryam	SS/WAT	SC	01.07.1966	17.10.2003

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East Coast Railway

**Application for Selection to Group-B post of AOM against 70% selection for
2023-24 (CBT)**

OPTION: Whether Willing/Unwilling

1. Name of the Applicant :
2. Designation :
3. Place of posting :
4. Community (UR/SC/ST) :
5. Date of Birth (DD/MM/YYYY) :
6. IPAS/PF No. (in 11 digits) :
7. HRMS ID :
8. Controlling Officer :
9. Unit/Division :
10. Mobile No. :
11. Email ID (in capital letters) :
12. Date :
13. Whether belongs to PwBD category : YES / NO (please tick)
 - (i) If yes, please specify the category with %age
 - (ii) Whether Scribe is required : YES / NO (please tick)

Signature of the candidate

Counter signature of the controlling officer:

(With Designation and seal)

(Note: Willingness/Unwillingness to be submitted on or before 24.11.2022)

Syllabus for promotion to Group- B posts - 70% selection and 30% LDCE.

Syllabus for Establishment Rules:

1. Organization of the Personnel Department in Railways objectives functions and policies of Personnel Department.
2. Recruitment and Training, Classification of Services, Recruitment in Different services, Railway Recruitment Boards & Railway Recruitment Cells Compassionate Ground Appointments, Initial & In Service Training, Refresher Courses, Central Training Institutes, Training Centers in Zones, Divisions & Workshops, Training Modules for different posts, Training under Apprentices Act, Online Training, APARs.
3. General conditions of service in Railways, Seniority, Lien, Inter Railway & Inter Division transfers, Deputation, Promotion Policy & methods. Selection, Suitability, Trade Tests, Leave Rules, Pass Rules, Joining Time Reservation policy, HOER, Overtime, Payment of wages, current CPC Pay Rules, Advances in Railways.
4. Manpower planning, Rightsizing & Benchmarking, creation, extension and surrender of posts, creation of posts against new assets, different types of posts including workcharged posts.
5. The Railway Servants (Discipline & Appeal) Rules, 1968 and related instructions.
6. The Railway Services (Conduct) Rules, 1966 and related instructions.
7. Retirement benefits, qualifying service, pension, family pension, commutation gratuity, new pension scheme.
8. Staff welfare, SBF, Railway institutes, Railway schools, Ex-gratia payment, Incentive Bouns Scheme, Staff Grievances Redressal Mechanisms.
9. Industrial relations in Railways, recognized trade unions, industrial disputes. The Industrial Disputes Act, 1947. The Industrial Relations Code, 2020. The Trade Unions Act, 1926, PNM, PREM, JCM, Various Associations & Informal Meetings.
10. The Factories Act, 1948. The workmen's Compensation Act, 1923. Functions of Labour Enforcement Officers, Right to Information Act.
11. The scope of Information Technology in Railway e – office. HRMS, IPAS , LIMBS, ARPAN, CPGRAMS, ANUBHAV etc.

Syllabus for Financial Rules:

1. Parliamentary Control over Railway Finance, Public Accountability, Canons of Financial Propriety.
2. Railway Budget - Budgetary terms, Types of Budgets, Budget cycle, Demand of Grants, Budgetary and Financial Reviews.
3. Rules of Allocation - Classification of expenditure - Control of expenditure - Responsibility Accounting - Performance Budgeting - Exchequer Control - Financial Results of Working lines.
4. Works Programme - Financial justification of Works - Surveys - Preparation of Estimates - Capital Budget - Control over Capital Expenditure - Reappropriation of Funds.
5. Financial control over Stores Expenditure - Purchase and Stores Keeping Procedure - Inventory Control and ABC Analysis.
6. Financial & Cost Control in Railway Workshops/Sheds/Units.
7. Rules and procedure relating to Tenders and contracts for execution of works and Procurement of Stores, M&P Programme and RSP.
8. Procedure for Possessing and finalizing Audit Objections and Draft Paras.
9. Delegation of Powers.
10. Losses, Frauds and Embezzlements.
11. General Financial Rules
12. Government e-Market (GeM)
13. Classification of Railway Revenue (Earnings)
14. Information Technology in general with specific reference to Railway's IT Applications
15. Taxation matters with special focus on GST & Income Tax
16. Organization of CGA and C&AG
17. Any other topic felt necessary from time to time

6. SYLLABUS FOR 70% SELECTION & 30% LDCE FOR PROMOTION TO GROUP 'B' POSTS OF AOM & ACM IN THE TRAFFIC (TRANSPORTATION AND COMMERCIAL) DEPARTMENTS

A. TRAFFIC (TRANSPORTATION)

I. GENERAL Hierarchical set up and line of control of Operating Department at the Divisional, Zonal and Railway Board level.

II. TRAFFIC, TRAIN AND POWER CONTROL ORGANIZATION

- Objective and set up of Control Offices.
- Functions of Control Organization pertaining to Train Ordering, Punctuality, Maintenance of Operating Statistics, Wagon & Loco Stock Management, Blocks Management and Management during Accident & Unusual Situations/ Circumstances & Disaster Management.
- Duties and responsibilities of Chief Controllers, Dy. Chief Controllers, Sections Controllers, TNCs, Recorders and their Coordination with Lobbies, Station & Yards.
- Freight Train Operations (FTO) & Freight Train Ordering Principles with or without coordination with Crew Lobbies.
- Special Instructions during abnormal conditions of working & during emergencies like Cyclone, Civil Disturbances, and Accidents etc.
- Daily Performances Reporting from Stations/Yards/Sheds to Area Sub-control, Area Sub-control to Divisional Control Office and from Divisional Control Office to Zonal Control Office and from Zonal Control Office to Railway Board.
- Basic and important Documents/Registers maintained in Control Office and their basis.
- Periodical Performance Reporting and Analysis of Operating Performance along with compilation of Statistical Data.
- Power Control Organization - Engine and Crew Scheduling.
- Factors affecting Wagon & Engine utilization and methods of improvements.
- Working pertaining to issue of Caution Orders from Nominated and Notice Stations.
- Liaison / Co-ordination with Control Establishments of other Departments like Engineering, Traction Control, Signaling Control, Mechanical etc.

III. FREIGHT TRAIN OPERATIONS

- Functioning of Crew & Guard Lobbies.
- Integrated Lobbies.
- Crew Management: Assessment of Crew Requirement
- Running Room and its Management.

- Engine Utilization aspects requiring special attention: -.
 - ❖ Engine Crew and Train Crew Schedule.
 - ❖ Rules regarding Outstation, Home Station Rest etc. to ensure observation of 10 Hour Rule or Rules applicable from time to time, Role of LI and Crew Control.
 - ❖ Power Plan: Assessment of Loco Requirement.
 - ❖ Movement of Dead Locomotives.
 - ❖ Management of Maintenance Schedule of Locomotives.
 - ❖ Shed and Traffic Outage of Locomotives.
 - ❖ Specific Fuel Consumption and Assessment of Fuel Requirement.
- Shunting Operations in Yards or Road side Stations.
- Working of Marshalling Yards & Transshipment Points.
- Causes of Yard and Section Congestion and remedial strategies.
- All India Marshalling Order and Railway-wise Marshalling Orders - Principles and Procedures.
- Rules regarding Carriage of Explosive and other General Goods.
- Preferential Traffic Schedule, Priority within same class and ODR.
- Indent Allotment and Supply of Freight Stock at Stations, Premium Indents and procedure to place Premium Indents, Allotment of Rakes in case of Quota Restrictions.
- Notified Stations.
- Wagon Stock Management for Loading and Unloading Operations.
- Imposition of Operating Restrictions on Wagon Loading and Acceptance of Wagon Indents, Cancellation and Withdrawal of Indents.
- Observance of Civil ban and Carriage of Contraband Goods etc,
- Important Documents/Registers maintained in Yards & at Stations.
- Familiarity with G&SR, Accident Manual, Operating Manual, Block Working Manual, Red Tariff, IR Act, 1989 etc.
- Wagon Turn Round Time (WTR) & Factors affecting Optimum Utilization of the Wagon Fleet and methods of improvement.
- Running of Unit Trains and formation of Captive Rakes.
 - Block Train Operations.
 - Nominated Day Loading.
 - Rationalization Scheme of movement of Freight Traffic for avoiding congestion by specific routes.
 - Merry-Go-Round (MGR) System.
 - Engine on Load (EOL) System.
 - Mini/Two Point/Multi Point Rake System.
 - Container Train Operation, Hub and Spoke system.
- Supervision and control over movement of Special type of Stock, ODC

Consignments.

- Maximum Moving Dimensions. Wagon Census.
- IT applications: -
 - ✓ Freight Operations Information System (FOIS): Rake Management System(RMS), Terminal Management System(TMS)
 - ✓ ICMS and Coaching Operations Information System(COIS)
 - ✓ COA
 - ✓ CMS
 - ✓ SATSANG
 - ✓ RTIS
- Relevant Rules and important Policy guidelines.
- C&W examination for STR, Intensive, Round Trips, Premium and Close Circuit Rakes.
- Sicklines and TXR Repair Depots including POH & ROH Depots and their functions.
- Supply of Coaches/Wagons to C&W shops for POH and special repairs, Cycle period of different Stocks and Workshop Feed Management.
- Working of Travelling Traffic Cranes for handling heavy Consignments at Intermediate Stations.
- Detaching of Sick Wagons at enroute Stations and their repair and clearance.
- Interchange transactions - Junction returns of Inter Railway Inter change Traffic.
- Weighment of Rakes, Electronic In-Motion Weighbridge, Automatic Pre Weighbin System, Nominated and Alternative Weighbridges, Load Adjustment, Exempted Commodities, Maintenance of Weighbridges and Role of Weights and Measures Department, Metrological Department and other Railway Departments, Integration of Weighbridge with FOIS.
- MIL RAIL.
- Permissible Axle Loads, Heavy Haul and Long Haul Operations, factors affecting Axle Load, Rules regarding Heavy Haul and Long Haul Operations.
- 'Payload' to 'Tare' Ratio of Wagons; Factors affecting Payload and Tare Weight.
- Concept of Convoy Trains.
- Foreign Traffic and its components/pattern.

Operating Statistics

- Definition, meaning and methods of compilation of the Primary, Fundamental and Derived units.
- Engine Tickets and maintenance of Engine Tickets
- Analysis of the Operating Statistics.
- Important Operating Efficiency Indices, their meaning and uses, WTR, NTKM, GTKM, Average Speed etc.
- Operating Ratio: Different types of Expenditures and Plan Heads, Revenue Earnings and Non-Revenue Earnings.

IV PASSENGER TRAINS OPERATIONS

- General Principles and Methodology of Time Tabling of Passenger Trains. Zero Based Time Tabling.
- Platform and Pit Occupancy Planning and Preparing Charts.
- Consultative Machinery for revision of Time Table at Divisional, Zonal and Railway Board levels.
- Publication of Working Time Table, Public Time Table & Sheet Time Table, Components of WTT and PTT.
- Punctuality of Passenger Carrying Trains.
- Factors affecting Punctuality of Passenger carrying Trains and methods of improving the Punctuality, Monitoring of Asset Failures and Planning of blocks for Track, Signal and OHE maintenance. Corridor Blocks, Integrated Maintenance Blocks.
- Augmentation of Train Loads for meeting Traffic requirements, Rules of Marshalling and Slip Coaches etc.
- Running of Tourists Coaches, Special Carriages and Special Trains.
- Planning & Running of Holiday Specials, Mela Specials, Tourist Specials, etc.
- Introduction of new Trains, extension of Train runs, introduction of Through and Sectional Coaches.
- Preparation of Engine Links, Driver/Guards Links & Rake Links.
- Commuter Service Operations.
- Vande Bharat Trains
- High Speed Corridors and Trains.

V. WORKING OF TRAINS GENERALLY AND GENERAL AND SUBSIDIARY RULES

- Responsibility and Function of Engine Crew before starting and while on run and during abnormal/unusual situations.

- Responsibility and function of Guard before starting and while on run and during abnormal/unusual situations.
- Role & Responsibility of Station Staff in Working of Trains.
- Various Systems of Working of Trains and Conditions for Granting LC.
- Classification of Stations, Standards of Interlocking, Signaling Systems, Equipment & their working.
- Station Working Rules and Block Working.
- Level Crossings.
- Line Capacity, Method of Calculating Line Capacity, Measures for augmenting it, Token less working, Centralized Traffic Control, Doubling, Automatic Block, IBS / IBH, Advanced Signaling and Interlocking.
- Combined Train Report, Guard's Rough Journal Book, Vehicle Guidance, Driver's Ticket, Brake Power Certificate etc.
- Rules regarding Marshalling of vehicles on Passenger, Mixed and Freight Trains.
- Air Brake Systems along with Continuity Test.
- Precautions to be taken on Ghat Sections.

VI. ACCIDENTS AND SAFETY ORGANIZATION

- Accidents, Types and their Classification, Causes and their Prevention.
- Functioning of Railway Safety Organization.
- Chief Commissioner of Railway Safety Organization and his Functions.
- Rules for reporting Accidents.
- Accident Relief Medical Equipment (ARMEs) & Accident Relief Trains (ARTs).
- Role & Responsibilities of various Officials and Departments during Accidents.
- Responsibility of the Control Organization Station Masters and Traffic Staff on the affected Section.
- Accidents Enquiries and DAR action against Staff held responsible for the Accidents, minimum recommended penalties in case of various Accidents.
- Review and Analysis of Accidents for taking Corrective Measures.
- Disaster Management on Indian Railways, Disaster Management Act, 2005, Disaster Management Plan, Role of NDMA and NDRF.

VII. ACCIDENTS PREVENTION

- Aptitude Testing of Station Masters, Loco Pilots and Motor Men, Components of Aptitude Testing.

- Psycho-Technical Analysis in case of Accidents attributed to Human Failures.
- SPAD and its Prevention.
- Train Operation during Fog, Fog PASS.
- Improved Technological Aids to prevent Human Errors like:
 - Improved Signaling and Inter-locking arrangement
 - SM's central and inter cabin control over route
 - Track circuit and Axle counters
 - Route Relay Inter-locking
 - Solid State Interlocking/Electronic Interlocking
 - Automatic Train Protection (ATP), KAVACH (TCAS - Train Collision Avoidance System)
 - Wheel Impact Load Detector (WILD)
 - End of Train Telemetry (EOTT) and its functions.
 - Centralised Traffic Control (CTC)
 - On Board Monitoring of Rolling Stock (OMRS).
- Refresher Courses, Safety Camps, Safety Campaigns and Safety Drives.
- Planning of PME and Refresher of Safety Category Staff.

VIII . PLANNING ON THE RAILWAYS

- Set up & Functions of Planning Wing on IR.
- Corporate Plan and Annual Plan, National Rail Plan, Mission 3000MT, National Logistics Policy.
- Traffic Survey.
- Calculation of Line Capacity.
- Traffic Planning and Augmentation of Line Capacity Works.
- Station Redevelopment.
- Doubling, Bypass & Flyover Planning Works.
- ESP,SIP, DPR, ROR etc
- Container Rail Terminals.
- Gati Shakti Terminals.
- Minimum Essential Facilities at Goods Sheds and Stations.