



पूर्व तट रेलवे/EAST COAST RAILWAY  
प्रधान कार्यालय, कार्मिक विभाग,  
रेल सदन, भुवनेश्वर-751017  
Head Quarters Office, Personnel Department,  
Rail Sadan, Bhubaneswar-751017

75  
आज़ादी का  
अमृत महोत्सव

संख्या/ No. ECoR/Pers/Gaz/Gr.B/Pers/APO-30%/SPL-2023

दिनांक/Dated: 21.03.2024

All PHODs/CHODs-ECoR/BBS  
The CAO(Con), CPD/RE/BBS  
The DRMs- KUR, SBP & WAT.  
The CWM/CRW/MCS.  
The Chairman, RRB/BBS.  
The Sr. DPO- KUR, WAT & SBP.  
The SPO(Con)/VSKP, SPO/RE/BBS, WPO/CRW/MCS, APO(Con)/BBS.  
All Concerned

विषय/Sub: Formation of Gr.B/Personnel Panel of APO/AWO against 30% LDCE selection through Special Drive for vacancy cycle 2023-24 in Personnel Department/ECoR

1. Railway Board, vide letter No. E(GP)2022/2/4 dated 14.12.2023, has decided that a special Group 'B' selection drive shall be carried out to fill up the Gazetted vacancies by holding another round of 70% selection and 30% LDCE through Centralized Computer based objective type examination (CBT) by NAIR.
2. Accordingly, it has been decided to hold Centralized Computer based objective type examination (CBT) for formation of Group-B Personnel Panel of 01-UR post of APO/AWO against 30% LDCE vacancy in Personnel Department of East Coast Railway.
3. The Centralized Computer based objective type examination for 30% LDCE shall be held tentatively on **23.06.2024 (Sunday) by DG/NAIR**. Further instructions on conduct of CBT will be intimated in due course.
4. **Conditions of Eligibility:**
  - I. As per Recruitment Rules for the Group-'B' post of Assistant Personnel Officer published by Railway Board vide Notification No. 2006/E(GR)I/15/4-RR dated 18.06.2018, 30% of the vacancies shall be filled through Limited Departmental Competitive Examination from amongst the following employees holding the posts in Level-6 and above in the pay matrix with five years of non-fortuitous service in the grade (including non-fortuitous service rendered in the corresponding pre-revised grade) as on 01.01.2023:
    - (i) Group-'C' Ministerial staff of the Personnel Department/ECoRly.
    - (ii) Group-'C' Ministerial staff of Stores and Transportation (Traffic and Commercial) Departments, Statistical and Compilation Branch, Chief Law Assistants, Stenographers of all Departments (excluding Accounts Department) who have an avenue for promotion to Group 'B' in their own department but on the basis of option being given to them, have elected to be considered for promotion to the post of APO/AWO and should have to exercise their final options to remain either in their own cadre or in Personnel cadre within one month from the publication of the panel.
    - (iii) Group-C Ministerial staff working in cadre post in any other department of the Indian Railways excluding Hindi Organization and Accounts Department but including Cash & Pay and Time office who have no avenue for promotion for Group 'B' in their own department.
    - (iv) Group 'C' Ministerial staff working in Construction Organization/Project offices/Other Ex-

- (v) Any medically decategorized staff who has put in a minimum five years of non-fortuitous service in Level-6 and above in the ministerial cadre after absorption.
- II. Where juniors who have completed their qualifying or eligibility service and are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.
5. Employees eligible as per the above eligibility conditions should submit their applications to appear the above LDCE latest by 10.04.2024 in the attached format (Annexure-A) to the concerned Personnel Officers. The Personnel officers should scrutinize the candidature of the employees as per the above eligibility conditions by verifying the respective Service Sheets and send the names of the eligible staff only, in consolidated statements as per proforma attached so as to reach this office latest by 18.04.2024 positively.
6. The concerned Personnel Officers should ensure that all the columns of the enclosed proforma are properly filled-in before sending the statements to this office. Soft copy (in excel sheet) of the said statement must be sent invariably to E-mail: dycpogazecor@gmail.com. All the particulars filled by the applicants at Annexure-A 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.
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 without fail and acknowledgements obtained.
8. The concerned Personnel Officers are advised to give wide publicity to this Notification at all major Units under their jurisdiction. The Divisions are advised to submit an undertaking that the Notification has been served at all major Units where eligible staff are available and their acknowledgement should be obtained.
9. Options of the staff concerned need not be sent to this office directly. The Personnel officers should ensure that options received by their offices after 10.04.2024 are not considered under any circumstances. Names of staff who do not fulfill the eligibility criteria as mentioned above need not be forwarded. It may also be noted that incomplete statements furnished by the Divisions/Units will not be entertained.
10. As there is no reserved vacancy available, Pre-selection Training is not mandatory as per RBE No. 142/2019.
11. **Objective and Scheme of Examination:** The examination aims at a comprehensive assessment of knowledge of the candidates related to their Technical subject, Official language policy, Establishment and Financial Rules. *The formation of the panel will be on the basis of 'Merit'.* Selection of candidates for empanelment is based on a (i) Centralized Computer based objective type examination (CBT) (ii) Viva-voce (with prior Medical Fitness test) and Assessment of Record of Service by the Selection Committee.
12. **CBT Examination:** As per Railway Board's letter No. E(GP)2022/2/4 dated 28.06.2022, the CBT examination for formation of Group 'B' panel of APO/AWO against 30% LDCE quota will be one stage only and will comprise of only 1 paper with the following set up:
- (a) Single paper of 150 marks comprising 100% objective type multiple choice questions with following distribution of marks as per Railway Board's letter No. E(GP)2022/2/4 dtd. 06.09.2022.

|       | Topic                                                                                                         | Questions                                    | Marks    |
|-------|---------------------------------------------------------------------------------------------------------------|----------------------------------------------|----------|
| (i)   | Technical (Professional) subject                                                                              | 85 questions (includes 5 optional questions) | 80 Marks |
| (ii)  | General Knowledge including 55 questions (includes 15 optional questions on Official Language Policy & Rules) | 40 Marks                                     |          |
| (iii) | Establishment & Financial Rules                                                                               | 35 questions (includes 5 optional questions) | 30 Marks |

(b) Qualifying Marks : 90

(c) Duration : 3 Hours

(d) 1 mark will be allotted for every correct answer. There shall be negative marking for incorrect answers and 1/3<sup>rd</sup> of Marks allotted for each question will be deducted for every wrong answer.

### 13. Viva-voce & Record of Service:

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

14. For the viva-voce, conducted as part of 30% LDCEs, held for promotion to Group 'B' posts, candidates should be called to the extent of 5 times the number of respective vacancies (community wise) in the order of merit.

15. 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.

16. The Controlling Officers/Sr.DPO/WPO/SPO of Concerned Unit/Division should ensure that the APARs of the candidates for the last five years i.e. 2017-18 to 2021-22, completed in all respects and Service Records are kept ready with them and they should send the same to Dy.CPO(Gaz)/BBS, when called for.

17. **Syllabus:** The syllabus for APO-30% LDCE is available at ECoR website: [www.eastcoastrailways.gov.in](http://www.eastcoastrailways.gov.in) → Recruitment Info → Recruitment Information → Click here for HQ Notifications (Sl. No. 211)

18. The above Notification is uploaded in ECoR website: [www.eastcoastrailways.gov.in](http://www.eastcoastrailways.gov.in) → Recruitment Info → Recruitment Information → Click here for HQ Notifications.

19. **No request** for a supplementary exam shall be entertained in any condition.

संलग्नक/Encl: Option format in Annexure-A.

(ज्योति/Jyoti)

उप. मुकाधि/राज Dy. CPO/Gaz  
कृते प्रमुख मुख्य कार्मिक अधिकारी  
for Principal Chief Personnel Officer

प्रतिलिपि/Copy to:

- (1) SPO/HQ/BBS, APO/HQ/BBS.
- (2) Sr. System Manager (IT)/ ECoR/BBS for uploading in ECoR web site.
- (3) The Genl. Secretary- ECoRSC/BBS, ECoRSU/BBS, AISCSTREA/BBS, AIOBCREA/BBS.

कृते प्रमुख मुख्य कार्मिक अधिकारी  
for Principal Chief Personnel Officer

## East Coast Railway

### **Proforma of Application for APO/AWO-30% LDCE through Special Drive - 2023**

**(CBT) (All fields are mandatory)**

1. Name of the candidate :
2. I-Pass Number (in 11 digits) :
3. HRMS ID (in 6 alphabets) :
4. Designation :
5. Mobile No. (connected with HRMS) :
6. Email ID :
7. Place of posting :
8. Division/Workshop/Unit :
9. Controlling Officer :
10. DOB (DD/MM/YYYY) :
11. Community (UR/SC/ST) :
12. 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)
13. Date of initial Appointment & Grade :
14. Date of Apptt./Promotion to Level-6 :
15. Date of Apptt./Promotion to Level-7 :
16. Date of Application :

Signature of the Candidate

Countersignature of the controlling officer :  
(With Designation and seal)

**(Note: Applications to be submitted on or before 10.04.2024)**

**Proforma of statement for submission of options by Divisions/Workshops/Units to HQs.**

| SN | Name | I-Pass<br>No.<br>(in 11<br>digits) | HRMS ID<br>(in 6<br>alphabets) | Desgn. | Mob.<br>No. | Email<br>ID | Place of<br>posting | Divisi<br>on/<br>Work<br>shop/<br>Unit | Controlli<br>ng<br>Officer | DOB<br>(DD/MM/<br>YYYY) | Commun<br>ity<br>(UR/SC /<br>ST) | Whether<br>PwBD<br>category<br>(Yes/ No) | Whether<br>Scribe is<br>required<br>(Yes/ No) | Date of<br>Apptt./<br>Promotion<br>to Level-6 | Date of<br>Apptt./<br>Promotion<br>to Level-7 | Eligible/<br>ineligible |
|----|------|------------------------------------|--------------------------------|--------|-------------|-------------|---------------------|----------------------------------------|----------------------------|-------------------------|----------------------------------|------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-------------------------|
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