

EAST COAST RAILWAY

Office Of the
Principal chief Personnel Officer
2nd floor, South Block
ECoR Sadan, Bhubaneswar
Date:14.08.2023

No.ECoR/Pers/NG/Selection/Ch.S&WI/LDCE
To
The SDGM/ECoR/BBS,
Dy.CPO(Gaz), Dy. CPO(HQ)/ECoR/BBS
DRM(P)- WAT,KUR & SBP & WPO/MCS
APO(HQ)/ECoR/BBS

Sub: Selection for promotion to the post of Chief Staff & Welfare Inspector in Scale of Rs. 9300-34800/- + GP Rs.4600/-(Level-7 in 7th CPC) against 20% LDCE quota.

1. **Vacancies:** It is proposed to conduct a combined selection for filling up of Three (03) vacancies (i.e 02 -UR, 01-SC) of Chief Staff & Welfare Inspector posts in scale Rs. 9300-34800/- + GP Rs. 4600/-(Level-7 in 7th CPC) in Personnel Department of East Coast Railway Zonal headquarters including all 03 divisions i.e. WAT, KUR & SBP and MCS Workshop against the 20% LDCE quota from serving Staff & Welfare Inspectors of the Personnel Deptt. as on 07.08.2023.
2. **Eligibility Condition:** All serving regular Staff & Welfare Inspectors in scale Rs. 9300-34800/- + GP Rs. 4200/-(Level-6 in 7th CPC) with minimum Educational Qualification of Graduation and two years residency period in the respective grade in Personnel Department as on 07.08.2023 (EPS No. 40/2007 & RBE No. 102/2005) are eligible to appear in this Selection.
3. **Mode of Selection:**
 - (a) The eligible staff who satisfy the prescribed condition of eligibility will be subject to a selection which will consist of (i) Written Examination : 85% marks, (ii) Record of Service: 15% marks on the basis of Scrutiny of Record.
 - (b) From amongst the volunteering eligible staff who satisfy the prescribed conditions of eligibility including submission of application by cut off date, candidates will be alerted for the written exam if found eligible.
 - (c) The selection shall be based entirely on "merit" with reference to marks obtained by the candidates in the written examination and service records, subject to 10% usual relaxation to SC/ST staff.
 - (d) Those candidates securing less than 60% marks in written test and 60% marks in the aggregate will not be considered eligible for inclusion in the panel. Further, the service records of only those candidates who secure a minimum of 60% marks in the written examination shall be assessed vide RBE No. 102/2005.
 - (e) Syllabus for the same is being enclosed as Annexure-A.
 - (f) The written test will be conducted as per RBE No. 196/2018. The question paper will be 100% objective type multiple choice questions for the written examination & 10% of the total marks will be from official language policy and rules (which will be optional). Each question shall have four answer options like A, B, C and D and the candidate has to mark only the correct answer on the OMR answer sheet. Each correct answer will fetch one mark and for every wrong answer one third(1/3) marks will be deducted.
 - (g) There shall be about 110 questions of 1 mark each and the candidate has to answer only 100 questions. In case, any candidate answers more than 100 questions, first attempted 100 questions will be evaluated and the rest will be ignored.
 - (h) In order to ensure authenticity, Cutting, overwriting, erasing or alteration of any type in the OMR and marking more than one answer options will not be accepted and zero marks will be given for answers having correction/overwriting or indicating more than one answers.



(i) The duration of the written examination will be of 02 hours (120 minutes).

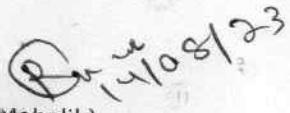
(g) Training of the successful candidates: All such persons who are selected as Ch.S&WI against LDCE quota will be required to undergo 21 days training in Personnel Training School as per Advance Correction Slip No.2/2012. All such candidates will have to successfully complete the training/course before they are put on a working post, for which a prescribed examination at the end of the training course will be conducted.

4. Applications in the prescribed proforma are therefore sought from employees fulfilling the prescribed eligibility conditions, which are to be submitted through proper channel.
5. Applications should be submitted in Annexure-I format only (Copy enclosed).
6. Last date for submission of application is 04.09.2023. Application should be routed by the employee through their controlling supervisors/Officers who will make preliminary scrutiny, the details available in the SR/other relevant documents and send the valid applications in a bunch only together with a consolidated statement so as to reach the undersigned latest by 11.09.2023 by 18.15 hrs certain. Applications received after 04.09.2023 by the controlling supervisors/Officers will not be entertained under any circumstances and will be summarily rejected. Applications sent directly or in a piecemeal will not be entertained.
7. The exact date, time & venue of written examination will be intimated to all concerned in due course.
8. **There shall be no supplementary written examination for the absentees.**
9. The SR & APARs for the period 2020-21, 2021-22 & 2022-23 of the volunteers may be updated and kept ready for forwarding the same to HQrs, if required. Copies of the notice may be placed on the office notice boards so that the eligible staff may apply.
10. Objection Tracker:- After the written examination is over, provisional Answer Key of the question paper will be uploaded in the ECoR's website: www.eastcoastrailways.gov.in- IR Personnel - HQ Departments - Personnel Department - Click Here for Notifications. Candidates appeared in the written examination may submit their representations in respect of answer key/question paper, if any, through email id: ngcadrepersonnel@gmail.com with documentary proof within seven days period from the date of uploading the answer key in the website. The decision of the Question setter in publishing the Final Answer Key after above exercise will be treated as final and no further correspondence in this regard will be entertained.

N.B: i) Selected candidates may be posted anywhere in ECoR i.e. HQ, SBP & KUR Division wherever vacancies are available.

ii) A copy of this notification is also available at ECoR website www.eastcoastrail.indianrailways.gov.in for information of all concerned.

Encl: 1. Annexure-A: Syllabus
2. Annexure-I Application Format.


(R.C.Mahalik)
Assistant Personnel Officer(I)
For Principal Chief Personnel Officer

**PROFORMA OF APPLICATION FOR THE POST OF CHIEF STAFF & WELFARE INSPECTOR,
IN SCALE OF RS. 9300-34800/-+GP RS. 4600/-(Level-7 in 7th CPC) : (20% LDCE Quota)**

I do hereby volunteer for applying for the post of Ch.S&WI in Scale Rs. 9300-34800/- + GP Rs. 4600/-(Level-7) as notified vide PCPO's Office Notification no. ECoR/PErs/NG/Seletion/Ch.S&WI/LDCE(20% LDCE Quota) dated 14.08.2023 duly accepting all the terms & conditions and other details mentioned in the Notification. I confirm that my personal/service details are as follows:

I do hereby declare that the information furnished above are true and correct to the best of my knowledge. In case, any of the information is found to be incorrect or materially deficient, my candidature may be cancelled or/and I may be taken up under D&A Rules.

1	Name	
2	Father's Name	
3	Date of Birth	
4	Date of Appointment	
5	Community(UR/SC/ST)	
6	Academic Qualification	
7	Present Substantive Post	
8	Present Scale of Pay (not Ad-Hoc) (Substantive pay)	
9	Date of Regular entry to the post of S&WI in the scale Of PB-2 + GP- Rs. 4200/-(Level-6) (Not Ad-Hoc) (Substantive Only)	
10	Office of Posting	
11	Place of posting in order of Preference (KUR/SBP/WAT)	
12	Option for medium in written Exam (Tick your Choice) (English/Hindi)	HINDI/ENGLISH
13	E-mail Id of the candidate	
14	Mobile/Phone Number/Watsapp No	
15	HRMS ID	

Date:

Signature of the Applicant

Certified that the above employee submitted the application before the cut off date in this office.

Date:

Signature of the Controlling Supervisor

Date:

Signature of the Personnel Officer





Sub: Syllabus for Selection to the post of Chief Staff & Welfare Inspector in scale ₹ 9300-34800/- + GP of ₹ 4600/- against LDCE Quota as per RBE No.102/2005.
 Syllabus for written test (Professional ability) part of Chief Staff & Welfare Inspector in scale ₹ 9300-34800/- + GP ₹ 4600/- against LDCE Quota Selection would cover.

1. Writing skills.

2. RLT Award & Hours of Employment regulations.

3. Welfare activities for Railway employees.

(a) Staff Benefit Fund.

(b) School policy on railways

(c) Cultural activities

(d) Recreation Centres and Clubs.

(e) Handicraft Centres.

(f) Canteens.

(g) Co-operative Stores/societies.

(h) Sports activities.

(i) Scouts & guides.

(j) Holiday Homes.

4. Employment on Compassionate Grounds.

5. Medical examination of Railways employees, Medical declassification and absorption of medically declassified staff.

6. Loans and Advances available to Railway employees.

7. Man-Power Planning

(a) Vacancy Bank Register.

(c) Creation of Posts.

(d) Supernumerary posts.

(e) Redeployment of surplus staff.

8. Uniform Policy.

(a) Eligibility staff

(b) Periodicity of supply of uniform.

(c) Procedure for change in classification.

9. Pay and allowances.

10. Pass Rules.

11. Leave Rules.

12. Railway Pension Rules.

13. Grievances Redressal Machinery.

14. Recognition of Trade Unions, Permanent Negotiation Machinery, Dealing with unrecognised Unions/Associations, Facilities to Office bearers of Recognized Union/Associations.

15. General Conditions of service.

16. REIMS.