

पूर्व तट रेलवे/EAST COAST RAILWAY

प्रधान कार्यालय/Headquarters Office,
कार्मिक विभाग/Personnel Department,
रेल सदन/Rail Sadan
भुवनेश्वर/Bhubaneswar-751017
दिनांक/Dated: 04.01.2024

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

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 70% 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 02 (UR) posts of APO/AWO against 70% selection vacancy in Personnel Department of East Coast Railway. The above vacancies include one post for PwBD in the category of blindness and low vision as per Railway Board's Letter No. E(GP)2022/2/20 dated 18.08.2022.
3. The Centralized Computer based objective type examination for 70% selection shall be held on **25.02.2024 (Sunday) at Bhubaneswar centre only by DG/NAIR**. Further instructions on conduct of CBT will be intimated in due course. **There shall be no supplementary examination for this special 70% selection.**
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, 70% of the vacancies shall be filled by promotion through selection from amongst the following employees holding the posts in Level-6 and above in the pay matrix with three 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, Law Assts/Chief Law Assistants, Stenographers of all Departments (excluding Accounts Department) who have an avenue for promotion to Gr.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 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 posts in any other departments 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-cadre organizations/units, on deputation, etc whose lien is maintained in the jurisdiction of ECoR.
- (v) Any medically decategorized staff who has put in a minimum three 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.

III. After the written examination is held as part of 70% selection for Gr. B post of APO, candidates to the extent of 6 times the number of vacancies are to be called for the viva-voce, in the order of merit. Thereafter, successful candidates are to be empanelled as per the seniority.

IV. The service will be reckoned as on **01.01.2023**.

5. **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 (ii) Viva-voce (with prior Medical Fitness test) and Assessment of Record of Service by the Selection Committee.
6. **CBT Examination:** In order to bring objectivity to the Selection process, it has been decided by Railway Board vide letter No. E(GP)2022/2/4 dtd. 07.10.2022 read with 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.
 - f) The duration of the examination for 70% selection through CBT shall be of **02 hours**.
7. **Syllabus:** The syllabus for APO 70% selection is available at ECoR website: www.eastcoastrailways.gov.in → Recruitment Info → Recruitment Information → Click here for HQ Notifications (Sl. No. 211)


8. **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 | |

9. **Submission of option:** The employees who fulfill the eligibility criteria as mentioned at para 4 above, should submit their options **latest by 10.01.2024** in the attached format at Annexure-A to the respective Personnel officers duly forwarded by Controlling officers and the same should be forwarded to the Dy.CPO (Gaz) **latest by 16.01.2024** positively in a consolidated statement along with the individual options. Personnel officers should ensure that options received by their offices after 10.01.2024 should not be forwarded to this office under any circumstances. All the particulars filled by the applicants at Annexure- A (Option form) should be verified by Personnel Department before forwarding to HQs 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. The nature of physical disability of the candidates applied against PwBD category must have such entry in their respective Service Records and it should be verified by the respective Personnel Branch. Names of those staff who have not fulfilled the eligibility criteria as mentioned above need not be forwarded.
10. As there is no reserved vacancy available, Pre-selection Training is not mandatory as per RBE No. 142/2019.
11. 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.
12. 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.
13. The above Notification is uploaded in ECoR website: www.eastcoastrailways.gov.in → Recruitment Info → Recruitment Information → Click here for HQ Notifications.
14. Representations, if any, in respect of eligibility, seniority etc. of the candidates should be directly submitted to this office through email dycpogazecor@gmail.com by 10.01.2024 for consideration.

संलग्नक/Encl:


Application Format (Annexure-A)


(ज्योति/Jyoti)

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

प्रतिलिपि/Copy to:

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


कृतेप्रमुख मुख्य कार्मिक अधिकारी
for Principal Chief Personnel Officer

1. Name of the Applicant :
2. Designation :
3. Place of posting :
4. Community (UR/SC/ST) :
5. Date of Birth (DD/MM/YYYY) :
6. Date of Appointment & Grade :
7. IPAS Number (in 11 digits) :
8. HRMS ID :
9. Present Grade (Substantive) :
10. Date of entry into Level-6 :
11. Date of entry into Level-7 :
12. Controlling Officer :
13. Unit/Division :
14. Mobile No. :
15. Email ID (in capital letters) :
16. 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)
17. Date :

Signature of the candidate

Counter signature of the controlling officer:
(With Designation and seal)

(Note: Option to be submitted on or before 10.01.2024)

Proforma of statement for submission of options by Divisions to HQs.

| Sl. No | Name, Design | Station | I-PASS No. | Comm. (UR/S C/ST) | DOB | DOA & Grade | Present Grade (Substantive) | DOE into Level -6/7 | HR MS ID | Controlling officer | Unit/ Division | Mobile No. | E-mail ID | Whether belong to PwBD (with Specification) |
|--------|--------------|---------|------------|-------------------|-----|-------------|-----------------------------|---------------------|----------|---------------------|----------------|------------|-----------|---|
|--------|--------------|---------|------------|-------------------|-----|-------------|-----------------------------|---------------------|----------|---------------------|----------------|------------|-----------|---|