

I/6178/2024



Estt. Srl. No. 40/2024
RBE No- 31/2024

EAST COAST RAILWAY
प्रधान मुख्य कार्मिक अधिकारी का कार्यालय/
Office of the Principal Chief Personnel Officer
रेल सदन, द्वितीय तल, भुवनेश्वर - 751017
Rail Sadan, IInd Floor, Bhubaneswar-751017

ECoR/Pers/R/Selection.

Date:12.04.2024

**ALL PHODs/CHODs,
DRMs/CWM/CAO&CPM,
East Coast Railway, Bhubaneswar.**

Sub: Procedure for conducting Stenography Skill Test on Personal Computers for filling up of post of Stenographers.

A copy of Railway Board's Letter No. E(NG)I-2022/PM4/2 (e-3381550), dated 08.04.2024 on the quoted subject is forwarded herewith for information, guidance and necessary action.

Encl: As above,

**(Ponna Venkatesh)
Senior Personnel Officer (HQ)
For Principal Chief Personnel Officer.**

Copy to:-

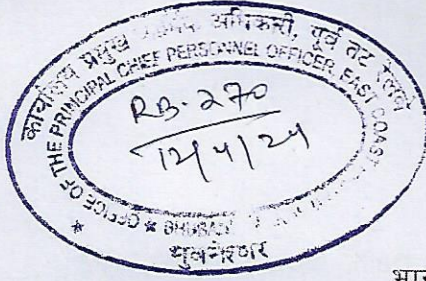
1. Secy. to GM & AGM,
2. Chairman-RRB&RRC-BBS,
3. Dy.CPOs /Sr.DPOs, DPOs/SPOs, WPO/APOs of Personnel Department,
4. General Secretary's- ECoRSC & ECoRSU.

Digitally Signed by Ponna

Venkatesh

Date: 12-04-2024 18:21:59

Reason: Approved



Rulog

भारत सरकार/GOVERNMENT OF INDIA
रेल मंत्रालय/MINISTRY OF RAILWAYS
(रेलवे बोर्ड/RAILWAY BOARD)

RBE No.31/2024

No. E(NG)I-2022/PM4/2 (e-3381550)

New Delhi, dated 08.04.2024

The General Manager (P),
All Zonal Railways and PUs etc,
(As per standard list).

Sub: Procedure for conducting Stenography Skill Test on Personal Computers for filling up of post of Stenographers.

Ref: Board's letter No. E(NG)I-2010/PM4/3 dated 10.11.2015.

Attention is drawn to Board's letter under reference wherein procedure for conducting Stenography Skill test on PCs has been provided. Note (d) below para (ii) of Annexure-I of letter *ibid* dated 10.11.2015 provides that editing Tools and Spell Check facility will not be available to the incumbents.

2. One of the Production Units has asked whether the 'Backspace' key may be disabled during the transcription in Stenography Skill Test. The matter has been examined in consultation with Staff Selection Commission and it has been decided that Note (d) below para (ii) of Annexure-I may be replaced as follows:

"Spell Check facility will not be available to the incumbents but 'back space' key to correct any incorrect word and arrow key to reach out to any word within the typed text in the stenography test on personal computer will be made available to the candidates."

The Hindi version will follow.

Please acknowledge receipt.

This disposes of MCF's letter No.E/NG-III/MCF.RBL/Prom./STENO-III/25% GS(Conf.)/2023 dated 13.09.2023.

Encl: Nil.


Sanjay
08/4/24
(Sanjay Kumar)
Deputy Director Estt.(N)
Railway Board
Tele No. 23303658

No. E(NG)I-2022/PM4/2 (e-3381550)

New Delhi, dated 08.04.2024

Copy forwarded to:-

1. The General Secretary, AIRF, Room No.253, Rail Bhawan, New Delhi (35 copies).
2. The General Secretary, NFIR, Room No.256-E, Rail Bhawan, New Delhi (35 copies).
3. All Members/Departmental Council & National Council & Secretary/Staff Side, National Council, 13-C, Ferozeshah Road, New Delhi (60 spares).
4. The Secretary General, FROA, Room No.256-A, Rail Bhawan, New Delhi (5 spares).
5. The Secretary General, IRPOF, Room No.268, Rail Bhawan, New Delhi (5 spares).
6. The Secretary, RBSS Group 'A' Officers Association, Rail Bhawan, New Delhi.
7. The Secretary, RBSS Group 'B' Officers Association, Rail Bhawan, New Delhi.
8. The Secretary, Railway Board Ministerial Staff Association, Rail Bhawan, New Delhi.
9. The Secretary, Railway Board Group 'D' Employees Association, Rail Bhawan, New Delhi.
10. The Secretary, Railway Board Promotee Officers Association, Room No.341-C, Rail Bhawan, New Delhi.
11. Chief Commissioner of Railway Safety, Lucknow.
12. General Secretary, All India SC&ST Railway Employees Association, Rail Bhawan, New Delhi.


for PED(IR)/Railway Board

Advisor/MR, PSs/MoSR(D), MOSR (J), EDPG/MR, OSD/MR, OSD/Coord/MR
PPSs to Chairman & CEO, M(F), M(Infra), M(T&RS), M(O&BD), Secretary, DG/RHS and
DG/RPF.

PPSs to AM(Comm.), AM(CE), AM(C&IS), AM(Elec.), AM(Budget), AM(F), AM(Mech.),
AM(Plg.), AM(Project), AM(PU), AM(Sig.), AM(Stores), AM(Tele), AM(Traffic), AM(Works),
AM(T&C), AM(Staff), AM(HR), PED(Vig.) and PED(Infra.).

PSs to ED/Safety(M), EDCE(G), ED(E&R), EDE, EDE(N), EDME(W), EDRS(G), EDE(Res.),
EDE(RRB), EDF(B), ED(RE), ED/Track(M), EDF(X)I, EDF(X)II, ED(H), EDE(GC), ED(Stat),
ED(Track/MC), EDME(Chg.), EDME(Traction), ED(Works), EDME(Dev.), EDRS(C), EDRS(W),
EDPC, EDF(E), EDA, EDV(A), JS(G) and IG/RPF.

DPC-II, DE(G), D(IH), D(H&FW), D(MPP), DE(N)II, DE(R), DE(D&A), DE(LL), JD(OL),
JDE(Rep), JDE(RRB), DD(Code Revision), DDE(LR)I, DDE(LR)II, DDE(LR)III, DDV(A&P),
DD(OL)I, E(NG)II, E(Rep)I, E(Rep)II, E(Rep)III, E(SCT)I, E(SCT) II, E(RRB), PC-III, PC-
IV, PC-V, E(P&A)I, E(P&A)II, CE-I, CE-II, CE-III, Sec.(E), Sec.(ABE), E(MPP), Safety
Branch, A/C-III and Code Revision Cell.

