



**East Central Railway
Accounts Department**

Office of the
PFA
Hajipur

No. ECR/Fin/Gr.-B/Sel/30% Special drive

Date: 04.04.2024

NOTIFICATION – AFA/ADFM-30% Special drive

Sub: LDCE for the post of AFA/ADFM(Group-'B') in Pay Band Rs. 9300-34800/-(PB-2) & Grade Pay Rs. 5400/- (L-9 in VII CPC) against 30% Special drive quota.

Ref:- Railway Board's L. No- E(GP)/2022/2/4 New Delhi dated 14.03.2024

With the approval of competent authority, it has been decided to form a panel of AFAs/ADFM's (Group- 'B') in Pay Scale of Rs. 9300-34800/- and Grade Pay Rs. 5400/- in PB-2 (L-9 in VII CPC) from amongst the eligible Group- 'C' staff of Accounts Department through LDCE against 30% exam as a special drive through centralized CBT by NAIR in terms of Railway Board letter No. E(GP)2022/2/4 dated 14.12.2023 & 14.03.2024, as per details given below:-

1. The vacancy position of LDCE (30% Special drive) is as under:-

LDCE	UR	SC	ST	Total	PwBD
AFA/ADFM (Gr.'B') 30%	03	00	00	03	NIL

2. The cut-off date for assessment of eligibility of candidates for this extra round of examination is retained as 01.01.2023. (Authority:- Rly Bd's letter no- E(GP)2022/2/4 dated 14.12.2023)

3. CBT (Computer Based Test)

- 3.1 As per Rly Bd's letter no- E(GP)2022/2/4 New Delhi dt. 10.11.2022, the Centralized Computer Based Objective Type examination (CBT) for LDCE 30% will be one stage only and will comprise of single paper of 150 marks comprising 100% objective type Multiple Choice Questions with following distribution of marks followed by Viva-voce test:

a (i)	Professional Subject	Questions
	General Principles of Govt. Accounting and Audit with Special Reference to Railways	15
	Books and Budget including Traffic Book	15
	Traffic Accounts and Statistics	15
	Establishment	15
	General Expenditure	15
	Workshop Accounts	15
	Stores Accounts	15
		105

JS

a (ii)	General Knowledge including optional questions of 15 marks on Official Language Policy and Rules	40
a (iii)	Management Accounting and Financial Justification for expenditure	30
	Total	175
Given that there are overlapping topics among the professional subjects, the questions set may pertain to more than one subject area. The distribution of marks as shown above is thus broadly indicative.		

- N.B. i) Qualifying Marks : 90 Marks
 ii) Duration : 03 Hours
 iii) Question Paper will have 175 questions out of which 150 questions are to be attempted.
 iv) 1 mark will be allotted for every correct answer. There shall be negative marking for incorrect answers and 1/3rd of marks allotted for each questions will be deducted for every wrong answer.

(Authority: Railway Board's letters no- E(GP)2022/2/4 dated 28.06.2022, dated 22.07.2022, dated 22.09.2022 & dated 10.11.2022)

- 3.2 Only the candidate who qualify in the written test will be called for subsequent viva-voce subject to being found medically fit as per prescribed medical standard. Medical & viva-voce of the successful candidates will be conducted by East Central Railway and the final panel will be prepared from amongst those who qualify, strictly on the basis of merit, subject to the no. of vacancies.

Viva-Voce and Record of Service

Record of Service & Viva-Voce	Maximum Marks	Qualifying Marks
Viva-Voce	25	30*
Record of Service	25	(Including minimum 15 marks in record of service)
Total	50	

(including at least 15 marks in record of service)

- 3.3 The CBT examination will be "Without Books".
- 3.4 There will be no grading of successful candidates, as 'Outstanding', 'Very Good' etc. The names will be arranged in order of merit on the basis of the total marks obtained by each of the candidates.
- 3.5 The syllabus for the Centralized Computer Based Objective Type examination (CBT) is detailed at Annexure-'A' (Authority:- Rly Bd's letter no- E(GP)2022/2/4 New Delhi dated 07.12.2022).
4. The tentative Programme of Centralized Computer Based Objective Type examination (CBT) will be as under:

(a)	Date of CBT examination	23.06.2024 (Sunday)
(b)	Time	Time, Centre & Venue of CBT examination will be announced in due course.
(c)	Centre & Venue	

5. Eligibility Conditions:

As per extant rules, Gr.- 'C' employee of Accounts Department who fulfills the following eligibility conditions as on 01.01.2023 will be eligible for LDCE 30% Special drive:-

- (i) He/She should be working in pre-revised Pay Band- 2 (9300-34800) with Grade Pay of Rs. 4200 and above with a minimum of 5 years of non-fortuitous service in the grade (including non-fortuitous service rendered in corresponding pre-revised grades) in Accounts Department & as per VII CPC Group-'C' employees working in Level-6 and above in pay matrix with five years of non-fortuitous service in Level-6 and above (including non-fortuitous service rendered in the corresponding pre-revised grades) will be eligible. Further, as per the instructions issued vide RBE No-40/2008, employees transferred on request basis to this railway in same category of posts, and assigned bottom seniority therein, the service rendered by them in the previous unit shall be reckoned for determining the eligibility, subject to the condition that the length of service which is so allowed does not exceed the length of the service of their immediate senior in this Railway.

AND

- (ii) He /She should have passed the Appendix-3 (IREM) Examination as on the cut-off date.

Note:- (A) The stenographers who are working in Accounts Department are eligible provided they fulfill criteria of minimum of five years of non-fortuitous service in the grade Rs 4200/- Level-6 and above in VII CPC and should have passed the Appendix-3 (IREM) Examination as stated under Para 4 (i) & (ii).

(B) As per Railway Board letter no- E (GP)2005/2/74 dated 13.03.2008 and E(GP)99/2/22 dated 24.07.2019 in case of employees transferred at own request to East Central Railway as a Junior Accounts Assistant (GP 2800) and assigned bottom seniority therein, the service rendered by them in the previous unit (in GP Rs 4200) may be reckoned for determining their eligibility as the minimum length of service in prescribed as a condition, for promotion in this Railway, subject to the condition that the length of service which is so allowed to be counted does not exceed the length of service of their immediate senior in this unit and the candidate must be promoted before cut-off date in GP Rs 4200/- Level-6 in this Railway.

6. **Syllabus for the CBT Examination :-** The syllabus for this 30% LDCE in respect of Group- 'B' post of AFA in Accounts Department would be as modified vide Rly. Bd's letter No. E(GP)2022/2/4 dated 07.12.2022 and has been detailed as Annexure-'A'. Any change in syllabus for LDCE 30% examination as advised by Rly Bd or DG/NAIR in future will be communicated accordingly. Candidates are advised to visit Railway Board website or NAIR website for further information.

- Note:**
1. Optional Questions on Official Language policy and Official Language Rules in the LDCEs shall be included in terms of provision contained in Para 204.3 of IREM Vol-I.
 2. The relaxation for CBT examination as admissible for SC/ST candidates will be provided as per extant rules.
 3. CBT for 30% LDCEs for a particular department for Zones/Pus will be held on the same day across Indian Railways. Thereafter no request for a supplementary exam shall be entertained in any condition.
 4. **Any change in Syllabus of LDCEs or in the pattern of examination as advised by Rly. Bd or DG/NAIR in due course will be communicated accordingly.**

a. Viva-Voce Test

Personality Address Leadership	25 Marks
And Academic/Technical	
Qualifications	

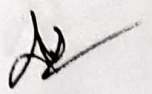
b. Record of Services 25 Marks

Note: Out of total 50 marks as under 6 (a) and 6 (b) above, the candidate under UR will require 30 marks including at least 15 marks in the Record of service to qualify and SC/ST candidates will require 18 marks including at least 15 marks in the Record of Service to qualify.

7. Pre-Selection Coaching:

7.1 It may be noted that before conducting CBT examination, mandatory pre-selection coaching for SC/ST eligible candidates will be arranged online at E.C.Rly, Hajipur. As per Rly Bd's letter no- E(GP)2022/2/4 New Delhi dated 18.10.2022, the pre-selection training for SC/ST candidates is to be conducted for 60 Hrs/15 working days in online or offline mode. The tentative schedule of training programme is enclosed as Annexure-'C'.

7.2 If any SC/ST candidates refuse to undergo pre-selection coaching, a written undertaking should be obtained from him and communicated to the office of Dy.FA&CAO/G well before the date of commencement of the coaching. The Controlling Officers should ensure that the SC/ST candidates under their control are spared without fail on time to participate in the coaching. The SC/ST candidates are also advised to insist their Controlling Officers, in their own interest, to spare for the said coaching. The date and timing of pre-selection coaching may undergo change due to unavoidable circumstances.

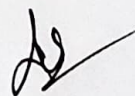


8. Candidates who qualify CBT examination will be subject to medical examination of prescribed standards before the Viva-Voce and only those who qualify in the medical examination shall be called for the Viva-Voce.
9. Controlling Officers should ensure adequate publicity amongst all eligible staff working under their control. All staff of Accounts Department who fulfills the conditions of eligibility as on the respective cut-off dates may submit their application in the prescribed proforma as at Annexure- 'B' to their controlling officer latest by 12.04.2024. Application of the candidates should be forwarded by Controlling Officer with signature and date and sent through special messenger to the office of Dy.FA&CAO/G by 15.04.2024 positively. Applications received after due date will not be considered.
10. The Controlling Officer will check the correctness of all the particulars of applications with the service records and other relevant records and a certificate may be given by the controlling officer in this regard that all the data furnished by the candidate has been checked and verified. The applications received without such certifications will summarily be rejected.
11. The controlling/Authorized Officer should ensure issuance of individual sparing letters duly attesting specimen signature and photographs of the candidate on the sparing letter. The candidates without sparing letter will not be allowed to appear in the Centralized Computer Based Objective Type examination (CBT).
12. This LDCE-30% will be held as per procedure laid down in Updated Master Circular 68 communicated vide Railway Board's letter No. E(GP)2019/2/5 dated 08.07.2019 governing promotion from Gr. 'C' to Gr. 'B' and the instructions issued by Rly Bd vide letter no- E (GP)2022/2/4 New Delhi dated 28.06.2022, dated 22.07.2022, dated 22.09.2022 & dated 10.11.2022 and other instructions issued from time to time by Railway Board. The said Updated Master Circular is available on website www.indianrailways.gov.in.
13. As advised in terms of Board's letter no. E(GP)2022/2/4 dated 28.06.2022 and 28.10.2022, the Question paper will be of 150 marks. Qualifying marks will be 60% and above with relaxation as per extant instructions for reserved category candidates for reserved posts.
14. There is no change in the existing procedure for Medical Examination and Viva voce and assessment of APARs including the marks prescribed for them.
15. The tentative schedule of events of Special drive 30% LDCE (CBT) is attached as Annexure- 'D'. The list of controlling officers is provided at Annexure-'E'.

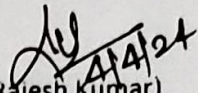
Important Note: Controlling officers and candidates are advised to be in continuous touch with NAIR's and Railway Board's website for updates on different notices/correspondences issued from time to time in reference to this Special drive 30% LDCE exam.

Please acknowledge receipt.

Hindi Version will follow.

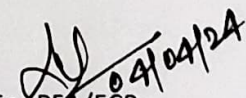


- DA:- (i) Syllabus (Annexure -'A')
(ii) Application form (Annexure -'B')
(iii) Pre-Selection Training for SC/ST candidates Schedule (Annexure-'C')
(iv) Tentative Calendar of Events (Annexure-'D')
(v) List of Controlling Officers (Annexure-'E')


(Rajesh Kumar)
AFA/Admn

Copy for information & necessary action:-

- (i) Secretary/Railway Board/New Delhi
- (ii) Pr.ED(Accounts)/Railway Board/New Delhi
- (iii) DG/NAIR, Vadodara
- (iv) Secy. to GM: for kind information to GM
- (v) Secy. to PFA: for kind information to PFA
- (vi) FA&CAO/G, WST, F&B, Con/MHX, WP.
- (vii) FA&CAO/CORE/Prayagraj, FA&CAO/Con & PU, NCR/Prayagraj
- (viii) FA&CAO/RWP/Bela
- (ix) GM/NHSRCL/New Delhi
- (x) CPM/RE/DNR/GKP/RNC/KKK/SC. CMA/DHN/
- (xi) GM/Vigilance/ECR/HJP
- (xii) GM/Fin./RLDA/New Delhi, RVNL/New Delhi, Mumbai, Ranchi, Patna.
- (xiii) CRIS/NDLS.
- (xiv) Pay and Accounts Officer (P&AO), Railway Board, New Delhi
- (xv) MD/CH/Patna
- (xvi) Principal/ZRTI/MFP, Principal/Senior Secondary School, Khagaul, Danapur.
- (xvii) Dy. FA&CAO/G, TA, S&W, F&B, B&B, C&Pay and Taxation, Con/MHX, Con/DHN, MEW, DMH, CS & AO
- (xviii) Sr. DFM/DHN/DNR/DDU/SEE/SPJ, Sr. AFA/W/SPJ, Sr.AFA/Con./MHX, S&W(IC)/HJP, Sr.AFA/AFA/GELF/PNBE/WP
- (xix) Dy. CE/Con./HJP, SPJ, PNBE,DNR,DHN, DDU, DBG MFP, Munger, Hazaribagh, BRKA
- (xx) Dy.CE/C/GB/PNBE
- (xxi) Sr. AFA/AFA/C&P, S&W, TA, FIN., Insp., RE/DNR, IRCTC/DNR, RCT/Patna
- (xxii) Sr. AFA/AFA/Admn./Books/Budget/EGA/Effy/ENGA/Exp./PF/Audit/Pension/NPS
- (xxiii) Sr.AFA/AFA/PD/DDU, WS/SPJ, CRW/HRT
- (xxiv) General Secretary/ECRKU/SC & ST/OBC Association.
- (xxv) Sr. EDPM/HJP for publishing on ECR portal.
- (xxvi) Notice Board.


For PFA/ECR

Syllabus for 30% LDCE

As per Rly Bd's letter no- E(GP)2022/2/4 New Delhi dated 07.12.2022 (Copy enclosed), the syllabus for 30% LDCE CBT is as under :-

1. Professional Subjects :

- I. General Principles of Govt. Accounting and Audit with Special Reference to Railways
- II. Books and Budget including Traffic Book.
- III. Traffic Accounts and Statistics
- IV. Establishment
- V. General Expenditure
- VI. Workshop Accounts
- VII. Stores Accounts

2. Management Accounting and Financial Justification for expenditure



East Central Railway

To,
PFA,
E.C. Railway,
Hajipur.

APPLICATION FORM

Sub: LDCE (30% Special drive)

Ref: Notification No. ECR/Fin/Gr- 'B'/Sel/30% Special drive Dated- 04.04.2024

I hereby apply for the above notified LDCE (30% Special drive). My service and other particulars are as under:-

1. Full Name (in Block letters)
2. Designation
3. Present place of posting
4. Division/Workshop/Unit
5. Date of Appointment
6. PF/NPS No.
7. IPASS No. (11 digit employee ID)
8. HRMS ID
9. CUG/Personal Mobile No.
10. Personal Email ID
11. Date of Birth (DD/MM/YYYY)
12. Educational Qualification
13. Community (UR/SC/ST)
14. PwBD or not (Yes/No)
15. If a PwBD, Whether entitled to scribe (Yes/No)
16. Year of passing of Appendix-3 (IREM) : Year.....Group.....
Examination and Group
17. (i) Date of appointment/promotion in following grade (6th CPC):-

S. No.	Pay Band & GP	Date of promotion	Post	Day	Month	Year
1.	PB-2 + GP Rs. 4200/-					
2.	PB-2 + GP Rs. 4600/-					
3.	PB-2 + GP Rs. 4800/-					
4.	PB-2 + GP Rs. 5400/-					

(ii) Date of appointment/promotion in following grade (7th CPC):-

S. No.	Level in 7 th CPC	Date of promotion	Post	Day	Month	Year
1.	6					
2.	7					
3.	8					
4.	9					

18. (i) Length of non-fortuitous service (Regular Promotion) in the following Grades (as per 6th CPC) as on 01.01.2023:-

S. No.	Pay Band & GP	Date of Promotion	Total length of service		
			Year	Month	Days
1.	PB-2 + GP Rs. 4200/-				
2.	PB-2 + GP Rs. 4600/-				
3.	PB-2 + GP Rs. 4800/-				
4.	PB-2 + GP Rs. 5400/-				

(ii) Length of non-fortuitous service (Regular Promotion) in the following Grades (as per 7^m CPC) as on 01.01.2023:-

S. No.	Level in 7 th CPC	Date of Promotion	Total length of service		
			Year	Month	Days
1	6				
2	7				
3	8				
4	9				

19. Total length of non-fortuitous service as indicated under 18. (i) & (ii) above as on 01.01.2023:-

Years..... Months..... Days.....

20. Date of entry into E.C. Railway: (...../...../.....) (Date/Month/Year)
in post..... (As a result of Inter Railway Transfer on Bottom Seniority).

21. (a) Length of service in previous Rly GP Rs 4200/- (or Level-6) and above :-

Year..... Month..... Day.....

(b) Present Grade Pay in PB-2:

(c) Date of promotion in present Grade Pay:

22. Whether eligible as on cut-off date 01.01.2023 (Yes/ No).

23. Medium (Hindi/English) for written Examination:

I do hereby declare that the above particulars furnished by me are true to the best of my knowledge. Based on the notified eligibility criteria, I am eligible to appear in above LDCE (30%) in the light of para-1 of the eligibility condition prescribed in the above notification.

Signature of the candidate.....

Designation:.....

Date:.....

It is certified that Service Particulars of Sri.....
Design..... has been verified and is forwarded to
FA&CAO/Admn./ECR/HJP for further necessary action.

Signature of Controlling Officer
With office Seal



ANNEXURE- 'C'**Tentative Pre-selection coaching schedule for SC/ST candidates for 30% LDCE CBT Exam**

Venue of Training: Online Training as per the schedule given below:

Date	Time	Subject	Officer (Sri/Smt.)	Mobile no.
06/05/2024	11.00 hrs. to 13.00 hrs.	Govt. Accounting & Public Accounting	R.R.Lal AFA/Budget/HJP	9771425118
	15.00 hrs. to 17.00 hrs.	Workshop Accounts	Amul Kumar Singh AFA/HRT	9771452211
07/05/2024	11.00 hrs. to 13.00 hrs.	Books & Budget	Manoj Kumar Singh AFA/Book's/HJP	9771425135
	15.00 hrs. to 17.00 hrs.	Traffic Books	Sudhir Kumar AFA/TA/HJP	9771425131
08/05/2024	11.00 hrs. to 13.00 hrs.	General Finance	S.N.Mishra AFA/Finance/HJP	9771425124
	15.00 hrs. to 17.00 hrs.	General Expenditure	S.K.Verma AFA/Con./MHX	9771425137
09/05/2024	11.00 hrs. to 13.00 hrs.	Establishment	Suresh Prasad AFA/S&W/HJP	9771463135
	15.00 hrs. to 17.00 hrs.	Rajbhasha	Arvind Paswan DFM/DDU	9794848103
10/05/2024	11.00 hrs. to 13.00 hrs.	Audit with Spl. ref. to Rly.	Raghvendra Kumar ADFM/SEE	9771429102
	15.00 hrs. to 17.00 hrs.	Establishment	Suresh Prasad AFA/S&W/HJP	9771463135
13/05/2024	11.00 hrs. to 13.00 hrs.	General Expenditure	Parmod Paswan AFA/EXP./HJP	9771425128
	15.00 hrs. to 17.00 hrs.	Stores Accounts	Om Prakash DFM/SEE	9771429101
14/05/2024	11.00 hrs. to 13.00 hrs.	General Principle of Govt. Accounting	Pankaj Kr. Verma AFA/DNR	9771449105
	15.00 hrs. to 17.00 hrs.	Books & Budget	Manoj Kr.Singh AFA/Book's	9771425135
15/05/2024	11.00 hrs. to 13.00 hrs.	General Finance	S.N.Mishra AFA/Fin./HJP	9771425124
	15.00 hrs. to 17.00 hrs.	Workshop Accounts	Amul Kr.Singh AFA/HRT	9771452211
16/05/2024	11.00 hrs. to 13.00 hrs.	Traffic Accounts & Statistics	Sudhir Kumar AFA/TA	9771425131
	15.00 hrs. to 17.00 hrs.	General Finance	Sanjeev Kr Sahay AFA/Fin.&Secretary to PFA	9771425115
17/05/2024	11.00 hrs. to 13.00 hrs.	Audit with Spl. ref. to Rly.	Raghvendra Kumar ADFM/SEE	9771429102
	15.00 hrs. to 17.00 hrs.	Traffic Accounts & Statistics	Sudhir Kumar AFA/TA	9771425131

20/05/2024	11.00 hrs. to 13.00 hrs.	Management Accounting	Shailendra Kumar Sr. AFA/TA	9771425177
	15.00 hrs. to 17.00 hrs.	Rajbhasha	Arvind Paswan DFM/DDU	9794848103
21/05/2024	11.00 hrs. to 13.00 hrs.	General Expenditure	Parmod Paswan AFA/EXP./HJP	9771425128
	15.00 hrs. to 17.00 hrs.	Stores Accounts	R.K Suman AFA/ENGA/HJP	9771425133
22/05/2024	11.00 hrs. to 13.00 hrs.	Traffic Accounts & Statistics	Amrendra Kumar Thakur, AFA/TA	9771425125
	15.00 hrs. to 17.00 hrs.	Management Accounting	Parmod Paswan AFA/EXP./HJP	9771425128
23/05/2024	11.00 hrs. to 13.00 hrs.	Financial Justification for Expenditure	Vijay Kumar AFA/EGA/HJP	9771425127
	15.00 hrs. to 17.00 hrs.	Cash & Pay Accounts	Anil Kr Sharma AFA/DNR	9771460523
24/05/2024	11.00 hrs. to 13.00 hrs.	Books & Budget	R.R.Lal AFA/Budget	9771425118
	15.00 hrs. to 17.00 hrs.	Traffic Books	Amrendra Kumar Thakur, AFA/TA	9771425125

Stand By/Reserve:-

1. Sri Santosh Kumar, Dy.FA&CAO/TA/HJP – 9771425107
2. Sri Niranjan Choudhary, DMF/DNR -9771449102
3. Sri Amit Kumar Lala ADFM/SEE- 9771429103

Note:- As per Railway Board's letter no- E(GP)2022/2/4 New Delhi dated 07.02.2023, the PPT for reserved candidates i.e. SC/ST candidates may be conducted for 15 working days with 60 hrs in online or offline mode. The link for Online Pre-Selection coaching will be provided separately to all the candidates and officers.

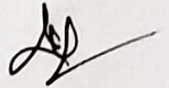


ANNEXURE-'D'

**TENTATIVE CALENDAR OF EVENTS OF SELECTION FOR THE POST OF AFAs/ADFMs
FROM GROUP 'C' AGAINST LDCE 30% SPECIAL DRIVE**

Sl.	Event	Target Date
1	Date of Notification.	04.04.2024
2	Last date for receipt of application from candidate to the controlling officer of unit	12.04.2024
3	Last date for receipt of application of candidates forwarded from units to HQ/HJP by the controlling officer in respect of sl. above.	15.04.2024
4	Date of issue of provisional list of eligible/ineligible candidates.	24.04.2024
5	Last date of receipt of representations against the provisional list.	26.04.2024
6	Publication of final list of eligible/ineligible candidates.	02.05.2024
7	Imparting Pre-Selection Coaching to SC/ST candidates	06.05.2024 to 24.05.2024
8	Date of Centralized Computer Based Objective type examination (CBT).	23.06.2024

Note- Changes in date of Centralized Computer Based Objective type examination (CBT) for LDCE 30% Special drive, if any advised by Rly. Bd or DG/NAIR will be communicated accordingly in due course.



List of Controlling Officers

S. No	Unit	Controlling Officers
1.	HQ/General Accounts	Dy.FA&CAO/G
2.	HQ/Traffic Accounts	Dy.FA&CAO/TA
3.	HQ/Store Accounts	Dy.FA&CAO/S&W
4.	Divisions	Sr.DFM
5.	CRW/HRT	AFA/CRW/HRT
6.	WS/SPJ	AFA/WS/SPJ
7.	PD/DDU	AFA/PD/DDU
8.	FA&CAO/Con/MHX	Dy.FA&CAO/Con/MHX
9.	WPO/Patna	Sr.AFA/WP/PNBE
10.	GELF/Patna (including MEW & DMH)	AFA/GELF/PNBE
11.	On Deputation	Through Proper Channel

