

पूर्व मध्य रेलवे
(निर्माण संगठन)

कार्यालय,
मुख्य प्रशासनिक अधिकारी (निर्माण)
पूमरे/महेन्द्रघाट/पटना

- All Chief Engineers/ECR/Con/MHX, Patna.
(NE, Central, Planning, North, SE, SD,NW, South, NC & GB).
- CSTE/Con/North & South/ECR/MHX, Patna.
- CEE/Con/MHX, Patna.
- All Dy. CEs/Con/ MHX, Patna (North, South, TS, Design, General, ROB, PM & Survey)
- All Dy. CEs/Con Of Field Units,
(DNR, RGD,MGS, BRKA, DHN, Renukut, Chopan, Singrauli, HZME-I & II, Hajipur-I & II, Bettiah, NKE SPJ-I, II, III & IV).
- Dy. CSTE/Con/DNR, DHN & SPJ
- Dy. CEE/Con/MHX/Patna/North (SPJ), South/MHX & CPU.
- Dy CME/GLP, DyCEE/GLP, SMM/Con/MHX

Sub:- Selection for the post of Assistant Mechanical Engineer (Group-B) in Level-8 of Pay matrix as 7th PC against 70% quota

Ref:-GM(P)/ECR/Letter No. ECR-HQ0PERS(Gaz)/3/2023 Dated-31.01.2023

उपरोक्त संदर्भित पत्र द्वारा Assistant Mechanical Engineer (Group-B) in Level-8 के 70% quota के अन्तर्गत eligible कर्मचारियों की सूची दिया गया है। संबंधित कर्मचारी Willingness/Unwillingness संबंधित पत्र ANNEXURE –‘C’ को भरकर एवं अपने Controlling Officer से Forwarding कराकर अतिशिघ्र इस कार्यालय में जमा करें।

संलग्नक – यथोपरि।

Digitally Signed by Rupesh
Chandra
(Rupesh Chandra)
Date: 01-02-2023 15:28:37
Reason: Approved
Sr. Personnel Officer/Con
For CAO/Con/MHX/patna

Copy to:-

1. Secy. to CAO/Con/North for kind information of CAO/C/North.
2. Secy. to CAO/Con/South for kind information of CAO/C/South.
3. Secy. to CAO/Con/GLP for kind information of CAO/C/GLP.
4. CA/Personnel - for uploading on WEBSITE of Construction Organization.
5. All CSWI/Con/MHX
6. OS/R & D/Pers,/Con/MHX.

EAST CENTRAL RAILWAY

Office of the
General Manager (P)
Hajipur

File No. ECR-HQOPERS(Gaz)/3/2023

Dated: 31.01.2023

Secy. to GM/ECR: For kind information of GM
Dy. Secy. to AGM: For kind information of AGM
Secy. to PCPO:- For kind information of PCPO
SDGM/ECR/HJP, General Manager (P)/CORE/Allahabad
General Manager/RITES/NDLS, PCME/ECR/HJP
CAO(Con)/S&N/MHX/ECR/PNBE, CAO/WP/PNBE, CAO/RWP/Bela
CAO(GELF)/ECR/DMH, CPD/RE/DNR, Chairman/RRB/Patna & MFP, Chairman/RRC
DRM/ECR/DNR, DDU, DHN, SEE & SPJ
CWM/PD/ECR/DDU, WS/SPJ & CRW/HRT
Sr.DPO/ECR/DNR, DDU, DHN, SEE & SPJ,
Sr. DMEs/DMEs/ECR/DNR, DDU, DHN, SEE & SPJ
Dy.CPO/HQ/MPP/IR&W/ECR/HJP
Principal/ZRTI/E.C.Rly/Bhuli & MFP, Principal/STC/SPJ
APO/Rectt./HJP,
APO/M&E & APO/ESM/HQ/HJP
APO/MPP- For uploading on WEBSITE
All Extra Divisional Units

Sub: Selection for the post of Assistant Mechanical Engineer (Group-'B') in Level-8 of Pay Matrix as 7th PC against 70% quota.

With approval of General Manager/ECR, it has been decided to hold a selection for formation of the panel of 04 persons for the post of Assistant Mechanical Engineer (Group-'B') against 70% quota over E.C. Railway, as per details given below: -

Selection	UR	SC	ST	Total	PwBD (*)
AME (Gr. 'B') 70%	02 (Two)	01 (One)	01 (One)	04 (Four)	01 (one)

(*) One vacancy for Locomotor Disability (LD)- One Arm (OA)/One Leg (OL), Leprosy Cured, Acid Attack victims as per Rly. Bd's L/No. E(GP)/2022/2/20 dated 18.08.2022 & 14.11.2022.

As decided by Railway Board vide L/No. E(GP)2022/2/4 dated 28.06.2022 & 04.10.2022, that 70% selection for promotion to Group 'B' posts in all Organised departments in the vacancy cycle beginning from 01.01.2023 to 31.12.2024 are to be conducted through the Centralised Computer based Objective type examination by NAIR.

1. VENUE, DATE OF EXAMINATION & VIVA-VOCE:- will be notified in due course.

2. Eligibility (As on 01.01.2023)

The list of eligible Group 'C' employees of Mechanical Department (rendered not less than 03 years of non-fortuitous service as on 01.01.2023 in scale Rs. 5000-8000, V-PC/PB-2 Rs. 9300-34800/- with Grade Pay Rs. 4200/- VI-PC/Pay Matrix Level- 6 of VII PC & above), who are eligible to appear in the 70% selection and standby list are enclosed herewith and marked as Annexure- "A" and Annexure- "B" respectively containing 18 names [12 employees as per 3X formula + 06 twice failed employees] in the main list and 36 names in the standby list in order of seniority. Candidates are advised to be in readiness to appear for written examination to be held soon through Centralised CBT which will be notified in due course. The notification may be brought to the notice of the employees concerned enlisted in Annexure 'A' and Annexure 'B'.

 Contd...2..

Normally there is no provision for holding absentee/supplementary written examination. However, in exceptional circumstances where sufficient and satisfactory reasons/proof beyond control of candidates are available, (viz. either the candidate under RMC or he was not spared by his controlling officer due to administrative reasons), only such candidates may be allowed to appear in absentee/supplementary written examination with approval of the competent authority. It will be responsibility of the candidate to advise reasons of absence through controlling officer to Dy.CPO(Gaz.)/E.C.Railway/Hajipur within 02 days from the date of CBT/written examination. In case of failure to comply the above instructions by the candidate, he/she will not be allowed to appear in the absentee written examination, if held. Schedule of Supplementary examination will be notified in due course.

Reservation in promotion to the persons with Benchmark Disability (PwBD)- Promotion from Group 'C' to Group 'B' post applicable as per the Railway Board letter no. E(GP)2022/2/20 dated 18.08.2022 & 14.11.2022.

(3) The above selection will be based on candidate's performance both in CBT/Written examination, viva-voce and Record of Service. The candidates who qualify in the CBT/Written examination followed by medical test and found fit in the requisite medical category will only be eligible for viva-voce test. The placement of the candidates in the panel will be based on their performance in the CBT/Written examination, viva-voce & Record of service as per extant instruction of Railway Board. The candidature of the candidates is accepted provisionally. In case, any candidate is subsequently found ineligible for the above selection at any stage, his/her candidature will be rejected without any further notice.

(4) The cut-off date of eligibility for candidates both for 70% selection and corresponding 30% LDCE (to be notified later) is 01.01.2023.

The main & stand-by list of candidates of Mechanical Department who are eligible to appear in the selection to the post of AME(Gr.'B') against 70% quota are enclosed and marked as Annexure- 'A' and Annexure- 'B' respectively in order of seniority. Representation, if any, against the seniority position, omission/commission of any name may be sent to Dy.CPO (HQ)/ECR/HJP through proper channel with a copy to Dy.CPO(Gaz.)/ECR/HJP within 02 days from the date of issue of notification. No representation will be entertained after stipulated period in any circumstances.

The controlling officers should give wide publication to this notification amongst the eligible staff under their control and ensure submission of willingness/unwillingness & required details in prescribed proforma (Annexure-C) of all the eligible candidates enlisted.

The willingness/unwillingness with required details/information of all the eligible candidates enlisted in Annexure- "A" and Annexure- "B" may be sent to their controlling officer within the stipulated time. The last date for submission of willingness/unwillingness by the eligible candidates duly countersigned by their controlling officer to Dy.CPO/Gaz/ECR/HJP is 02.02.2023.

(5) Sr. DPOs/Personnel Officers of the Divisions/Units are requested to ensure that the Staff Welfare Inspector/Sectional Staff Welfare Inspector are deputed to obtain willingness/unwillingness with required details/information on the prescribed proforma (Annexure- "C") from the candidates (including staff on deputation/leave/sick) of Annexure- 'A' & 'B' and got verified from the concerned 'P' Branch. If any candidate refuses to provide willingness/unwillingness, the deputed Staff Welfare Inspector should submit a written report regarding non-submission of option by the candidate. Such candidates will be treated as unwilling for the above selection.

Above exercise should be completed within the target date and all the relevant papers should reach to Dy.CPO(Gaz.)/ECR/HJP by 02.02.2023 positively, so that a final list of eligible willing candidates may be published.

The controlling officers are also requested to co-ordinate with the Personnel Officers and staff to complete the above exercise within time frame.

(6) **CBT/Written Examination:-** The examination will be conducted as per guidelines/instructions contained in Railway Board's letter No. E(GP)2018/2/31 dated 19.03.2019 (RBE No. 53/2019) & E(GP)2022/2/4 dated 07.10.2022. The CBT/Written examination shall comprise of one paper which shall have 100% objective type multiple choice question only. The paper will be of 100 marks and the distribution will be as under:-

- | | |
|--|-----------|
| a) Professional Subject including optional questions of 10 marks on Official language policy & Rules:- | 70 marks |
| b) Establishment and Financial rules:- | 30 marks |
| c) Total:- | 100 marks |
| d) Qualifying marks:- 60 marks. | |
| e) Duration of examination:- 02 Hours. | |

All Objective type questions will carry equal marks. There shall be negative marking for incorrect answers. One-third of the marks allotted for each question will be deducted for every wrong answer.

Since AME is safety post, no relaxation is admissible to SC/ST candidates as per extant rules.

(6-a) Viva-voce & Record of service:-

	Maximum Marks	Qualifying Marks
Viva-voce	25	30 (including at least 15 marks in the Record of Service)
Record of service	25	

(7) **Syllabus:-** In terms of Rly. Bd's Letter No. E(GP)2022/2/4 dated 07.11.2022, copy of syllabus for above selection is attached as Annexure-'D'.

(8) **TRAINING OF SC/ST CANDIDATES:**

It may be noted that in terms of Railway Board's letter No. E(GP)2022/2/4 dated 18.10.2022, before conducting written examination, mandatory Pre-selection coaching classes of 60 hours/15 working days to all SC/ST eligible candidates will be arranged by the department concerned. PCME will nominate the in-charge(s) of pre-selection coaching. The in-charge(s) will also intimate the date and venue of the pre-selection coaching in due course.

If any SC/ST candidate refuses to undergo pre-selection coaching, a written undertaking should be obtained from him. 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 them for the said coaching.

(8.1) **Duty of the in-charge of Pre-selection Coaching (To be nominated by PCME):**

- To inform in writing through special messenger to the eligible SC/ST employee regarding date, time & venue of coaching.
- To obtain in writing unwillingness to attend the coaching, if any, from the eligible SC/ST employees.
- To co-ordinate and arrange sparing of the eligible candidates.
- To chalk out coaching schedule.

(8.2) **Duty of Controlling Officer:-**

To spare the candidates under their control without fail in time with the direction to participate in the pre-selection coaching as well as to appear in the written examination also.

(8.3) Duty of concerned SC/ST applicant:-

- (i) To arrange their sparing from duty by insisting their controlling officers in their own interest.
- (ii) If any problem occurs in sparing, the candidate should report in writing to concerned in-charge of Pre-Selection coaching on the same date. No representation will be entertained in case of failure to report to the concerned in-charge of pre-selection coaching and it will deemed to be refusal for the same.
- (iii) Failure of concerned SC/ST employees to avail pre-selection coaching on any account including leave etc. will be considered on their part and no supplementary coaching will be organized in any circumstances.
- (iv) No appeal will be entertained by GM(P)/ECR/HJP office after completion of pre-selection coaching.

After completion of pre-selection coaching, the in-charge of the pre-selection coaching will give a written report along with all supporting papers including attendance sheet of SC/ST participants to Dy.CPO/Gaz/HJP latest by 17.02.2023 for records and further action.

- (09) Concerned Personnel Branch officer & controlling officers should ensure submission of updated service records and APARs of last 05 years and DAR/Vig. Clearance in respect of staff declared qualified for the viva-voce in due course/immediately after publication of the result of examination through special messenger to SPO/Gaz/ECR/HJP.
- (10) The above selection will be held as per procedure laid down in Master Circular- 68, governing promotion from Gr. 'C' to Gr. 'B' issued by Railway Board and the instructions issued from time to time. The said master circular is available on website www.indianrailways.gov.in....>ministry of railway...>railway board> Directorate...>Establishment...>E(GP) Master Circular. The department/division/unit should ensure the compliance of instructions of item No.-15 of Master Circular- 68.

Please acknowledge receipt.

DA: Annexure- 'A', 'B', 'C' & 'D'

(Alok Srivastava)
SPO(Gaz.)

For General Manager(P)/ECR/HJP

**Main list of eligible candidates for appearing in the selection to
the post of AME (Gr. "B") against 70% quota**

Sl. No.	Name of Staff (S/Shri/Md.)	Comm.	Deslg.	Station	Division/ Unit	DOB	DOA
1	D.K.Singh	UR	SSE/C&W	DDU	DDU	02.09.1963	10.08.1987
2	Shailendra Prasad	UR	SSE/C&W	HJP	HQ/HJP	05-04-1966	10-02-1996
3	Kaushal Kishore	OBC	SSE/C&W	HJP	HQ/HJP	15-01-1965	27-12-1993
4	M. K. Singh	UR	SSE(C&W)	PPTA	DNR	12.01.1967	25.07.1996
5	Sanjay Sinha	OBC	SSE/C&W	HJP	HQ/HJP	15-07-1968	08-07-1996
6	A. K. Deokuliyar	UR	SSE/Dsl/ Mech	SPJ	SPJ	17.12.1963	27.12.86 26.12.88
7	Sushil Kumar	UR	SSE/DSL(M)	HJP	HQ/HJP	02-01-1973	16-07-1997
8	S.M.Singh	UR	SSE/C&W	DOS	DDU	03.01.1963	15.01.1991
9	RAMBELAS PRASAD GOND	SC	SSE/C&W	GHZ	SEE	20.02.1965	25.08.1987 04.11.1989
10	P.K.CHOTTOPADH AYA	UR	SSE/C&W	DHN	DHN	17.06.1963	16.12.1985
11	V.K.SINGH	UR	SSE/C&W	GMO	DHN	08.01.1963	24.02.1988
12	Rajesh kumar	UR	SSE/Dsl /Elect	GLP/Pat na	HQ/HJP	04-10-1970	25-05-1998
13	S.BHATTACHARJEE	UR	SSE/C&W	DHN	DHN	15.01.1964	20.03.1990
14	Dharmendra Kr. Sinha	UR	SSE/Dsl (Mech)	HJP	HQ/HJP	03.01.1965	08.09.1993
15	S. S. D. Mishra	UR	SSE(C&W)	RNCC	DNR	15.03.1965	10.08.1987
16	V. S. Chaturvedi	UR	SSE(C&W)	PNBE	DNR	05.06.1965	30.05.1991
17	Amiya Kumar	UR	SSE/CRW /HRT	CRW/ HRT	HRT	05.08.1965	30.08.1993
18	Shivendra Kumar	OBC	SSE/WS	HJP	HQ/HJP	17.11.1973	01.02.2000

(Eighteen names only)

SPO(Gaz.)
For General Manager(P)/ECR/HJP

Standby list of candidates for appearing in the selection to the post of AME (Gr. "B") against 70% quota against unwillingness of staffs from main list

Sl. No.	Name of Staff (S/Shrl)	Comm.	Desig.	Station	Division/ Unit	DOB	DOA
1	Mukesh Kr. Mani	OBC	SSE/WS	HJP	HQ/HJP	26-01-1974	01-02-2000
2	Kshitiz Mohan	OBC	SSE/Dsl/ Mech	Demu Shed/SEE	HQ/HJP	11-07-1973	01-04-2000
3	Rajesh Kr. Yadav	OBC	SSE/DSL(M)	HJP	HQ/HJP	05-02-1973	01-04-2000
4	R. S. Kokoil	UR	SSE(C&W)	RNCC	DNR	11.06.1972	11.04.2000
5	V. S. Sinha	UR	SSE(C&W)	RNCC	DNR	04.01.1968	29.06.2000
6	PANKAJ KUMAR	UR	SSE/Demu	Demu/She d/SEE	SEE	04.08.1974	24.02.1999 27.02.2000
7	M.R.N.SAHI	ST	SSE/C&W	BRKA	DHN	17.07.1965	11.01.1993
8	Sudip Kr. Gupta	OBC	SSE/DSL(E)	HJP	HQ/HJP	12.05.1966	23.08.1993
9	Uma Shankar Singh	UR	SSE/C&W	Safety deptt/HJP	HQ/HJP	01.09.1965	26.02.1993
10	BHUVAN BARAIK	ST	SSE/C&W	PTRU	DHN	10.01.1972	18.09.2001
11	SANJOY ROY	UR	SSE/C&W	DHN	DHN	05.01.1964	03.02.1992
12	Dharm Singh	SC	SSE/C&W	DDU	DDU	04.03.1967	23.03.1994
13	Q.H.REZA	UR	SSE/C&W	BRWD	DHN	05.12.1963	08.06.1994
14	T.M.GARNAIK	UR	SSE/C&W	CPU	DHN	01.07.1963	08.06.1994
15	Ramanuj Ray	UR	SSE/C&W	JMP	SPJ	05.01.1965	21.06.1991 28.09.1993
16	R. N. Kumar	SC	SSE(C&W)	PNBE	DNR	13.05.1977	28.06.2002
17	BHANU PRATAP	SC	SSE/C&W	OBRA	DHN	08.10.1968	23.12.1996
18	A.K.Sinha	UR	SSE(C&W)	RNCC	DNR	15.12.1965	03.02.1994
19	C.S.Jha	UR	SSE(C&W)	DNR	DNR	07.08.1966	03.02.1994
20	Narendra Prasad	SC	SSE/Dsl/Me ch	DDU	DDU	27.06.1966	27.12.1986
21	UMAKANT SINGH	UR	SSE/Dsl(M)	PTRU	DHN	11.10.1964	17.10.1990
22	Sushil Kumar Tripathi	UR	SSE/Dsl/Me ch	DDU	DDU	15.04.1965	27.12.1986
23	MD.MUNIB ANSARI	UR	SSE/Dsl(M)	PTRU	DHN	05.07.1966	12.07.1990
24	Dinesh Kumar	SC	SSE/Dsl/Me ch	DDU	DDU	19.09.1964	17.10.1990
25	Md. Quammuddin	UR	SSE(C&W)	PNBE	DNR	07.01.1965	27.07.1984
26	Arjun Kumar	UR	SSE(C&W)	RNCC	DNR	25.10.1968	24.08.1995
27	Sanjay Kumar	UR	SSE(C&W)	DNR	DNR	15.10.1972	08.11.1996
28	Akhilesh Kumar	UR	SSE(C&W)	RNCC	DNR	05.01.1974	08.11.1996
29	Krishna Chaudhary	SC	SSE(C&W)	RNCC	DNR	04.11.1968	06.11.1989
30	Dinesh Rai	UR	SSE/C&W	DDU	DDU	25.06.1966	03.02.1992
31	M.S.Shukla	UR	SSE/C&W	DDU	DDU	07.01.1966	16.06.1989
32	R.N.Sarkar	UR	SSE/C&W	DDU	DDU	12.10.1963	17.10.1987
33	A.Kumar	SC	SSE/C&W	DDU	DDU	04.04.1969	11.01.1993
34	Jagjiwan Ram	SC	SSE/C&W	DDU	DDU	18.01.1968	11.01.1993
35	Suraj paswan	SC	SSE/C&W	RXL	SPJ	10.03.1963	07.08.1998 10.03.2000
36	RAM KISHUN ORAON	ST	SSE/C&W	BRWD	DHN	01.11.1964	07.12.1985

(Thirty six names only)

(SPO(Gaz.))
For General Manager(P)/FCR/HIP

To,

The General Manager (P)
East Central Railway,
Hajipur

Sub: Selection to the post of AME (Gr.'B') against 70% quota.

Sir,

1. I.....Designation.....Station.....
.....hereby acknowledge the receipt of the above notification.
2. I am(willing/unwilling) to participate in the above selection.
3. Other details/information for Gr.'B' Selection are given below:-

Sl. No.	Particular	Filled by candidate
01	Name of applicant	
02	IPASS Number	
03	HRMS ID	
04	Designation	
05	Mobile No.	
06	Email.ID	
07	Place of posting	
08	Division/workshop/unit	
09	Controlling officer	
10	DOB (DD/MM/YYYY)	
11	Community (UR/SC/ST)	
12	Whether belong to PwBD (more than 40%), if yes, chose the correct sub category i.e. LD-OA/OL, Leprosy cured, Acid Attack Victims with a copy of certificate.	
13	Whether a PwBD requiring scribe (Yes/No)	

Your's faithfully

Dated:

Signature of the candidate

Forwarded by

Signature of the controlling officer

Designation:

Stamp:

Signature of concerned (P) Branch officer

Designation:

Stamp:

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. E(GP)2022/2/4

New Delhi, dt:07/11/2022

The General Managers,
All Indian Railways/PUs.

(Kind Attn.: All PCPOs/PFAs/Dy.CPO(G) & Dy.CAO(G))

Sub.: Promotions to Group 'B' posts on Indian Railways - Introduction of
Centralized Computer Based Multiple Choice Objective type
examination (CBT) in all departments having Organised Services

Board has prescribed syllabus for written examinations held as part of 30% LDCEs for promotion to Group 'B' posts in all Organised Services. Besides this, syllabus for 70% Selection for promotion to Group 'B' post of APO has also been prescribed by Board. Now, in the context of introduction of Centralised CBT for 70% Selections and 30% LDCEs for promotion to Group 'B' posts, Board has prescribed syllabus of 70% Selections and have also modified the syllabus for 30% LDCEs for all Group 'B' posts in Organised Departments. Similarly, syllabus for Establishment & Financial Rules has also been prescribed.

2. A copy each of the Syllabus for professional subjects prescribed by Board for 70% Selections and 30% LDCEs for promotion to Group 'B' posts in all Departments having Organised services along with the syllabus for Establishment & Financial Rules is enclosed for information. These syllabi are applicable for Selections & LDCEs to be conducted w.e.f. 1.1.2023.

DA:As above


(Meenakshi Saluja)
Dy. Director, Estt.(GP)-III
Railway Board
Ph. No. 233047250
E.mail ID- meena.1964@gov.in

Syllabus for promotion to Group- B posts - 70% selection and 30% LDCE.

Syllabus for Establishment Rules:

1. Organization of the Personnel Department in Railways objectives functions and policies of Personnel Department.
2. Recruitment and Training, Classification of Services, Recruitment in Different services, Railway Recruitment Boards & Railway Recruitment Cells Compassionate Ground Appointments, Initial & In Service Training, Refresher Courses, Central Training Institutes, Training Centers in Zones, Divisions & Workshops, Training Modules for different posts, Training under Apprentices Act, Online Training, APARs.
3. General conditions of service in Railways, Seniority, Lien, Inter Railway & Inter Division transfers, Deputation, Promotion Policy & methods. Selection, Suitability, Trade Tests, Leave Rules, Pass Rules, Joining Time Reservation policy, HOER, Overtime, Payment of wages, current CPC Pay Rules, Advances in Railways.
4. Manpower planning, Rightsizing & Benchmarking, creation, extension and surrender of posts, creation of posts against new assets, different types of posts including workcharged posts.
5. The Railway Servants (Discipline & Appeal) Rules, 1968 and related instructions.
6. The Railway Services (Conduct) Rules, 1966 and related instructions.
7. Retirement benefits, qualifying service, pension, family pension, commutation gratuity, new pension scheme.
8. Staff welfare, SBF, Railway institutes, Railway schools, Ex-gratia payment, Incentive Bouns Scheme, Staff Grievances Redressal Mechanisms.
9. Industrial relations in Railways, recognized trade unions, industrial disputes. The Industrial Disputes Act, 1947. The Industrial Relations Code, 2020. The Trade Unions Act, 1926, PNM, PREM, JCM, Various Associations & Informal Meetings.
10. The Factories Act, 1948. The workmen's Compensation Act, 1923. Functions of Labour Enforcement Officers, Right to Information Act.
11. The scope of Information Technology in Railway e – office. HRMS, IPAS , LIMBS, ARPAN, CPGRAMS, ANUBHAV etc.

Syllabus for Financial Rules:

1. Parliamentary Control over Railway Finance, Public Accountability, Canons of Financial Propriety.
2. Railway Budget - Budgetary terms, Types of Budgets, Budget cycle, Demand of Grants, Budgetary and Financial Reviews.
3. Rules of Allocation - Classification of expenditure - Control of expenditure - Responsibility Accounting - Performance Budgeting - Exchequer Control - Financial Results of Working lines.
4. Works Programme - Financial justification of Works - Surveys - Preparation of Estimates - Capital Budget - Control over Capital Expenditure - Reappropriation of Funds.
5. Financial control over Stores Expenditure - Purchase and Stores Keeping Procedure - Inventory Control and ABC Analysis.
6. Financial & Cost Control in Railway Workshops/Sheds/Units.
7. Rules and procedure relating to Tenders and contracts for execution of works and Procurement of Stores, M&P Programme and RSP.
8. Procedure for Possessing and finalizing Audit Objections and Draft Paras.
9. Delegation of Powers.
10. Losses, Frauds and Embezzlements.
11. General Financial Rules
12. Government e-Market (GeM)
13. Classification of Railway Revenue (Earnings)
14. Information Technology in general with specific reference to Railway's IT Applications
15. Taxation matters with special focus on GST & Income Tax
16. Organization of CGA and C&AG
17. Any other topic felt necessary from time to time

**SYLLABUS FOR PROMOTION TO GROUP 'B' POST OF ADME/AWM THROUGH
70 % SELECTION IN MECHANICAL DEPARTMENT**

Paper will be of two parts one part comprising of questions from establishment, Financial Rules and Stores which will be mandatory for all. Other part will be of Technical questions from four streams of Mechanical Department. Questions on PU are included in workshop segment. Question on Rajbhasha will be of optional nature of fifteen marks

Part-A consists of questions from Establishment, Financial rules & Stores.

Part-B Contains Professional portion in Four sections representing various streams of Mechanical Branch – Divisional working and Disaster management, Diesel Locomotives, Carriage & Wagon, Workshops and PU,

PART-A (Stores Rules)

STORES

- Classification of Stores
- Procedure of drawal of Stores
- Indenting Procedures
- Procurement methods-Local purchase, Spot purchase, Bulletin tender, Advertised tender, Limited tender, Tender Committee, Direct Purchasing
- Schedule of Powers
- Incoming inspection requirements
- Scrap disposal

PART-B-Professional Portion

DIVISIONAL WORKING & OPERATIONS MANAGEMENT

Working Time Table

- Working in Control Office including Passanger grievance redressal portals e.g. Rail Madad
- Accident Classification, definitions, ART Ordering, Role of Supervisors & officers at accident site Management. Accident investigation including proforma for measurement
- 140 ton Crane Construction & safety in operations

DIESEL LOCOMOTIVES

- Basic Features and troubleshooting of HHP locomotives
- Preventive maintenance schedules
- Latest design improvements in diesel locomotives to reduce failures on line.
- Features of GE Locomotives
- Design improvements in bogies to make them fit for high speed operation
- Air Brake system of diesel locos including working of compressors and vigilance control devices and their maintenance
- Cooling water system of diesel engines

- Fuel oil system of diesel engines
- Control of lubricating oil consumption
- Safety devices used on diesel engines and locomotives
- Trouble shooting on locomotives running on the railways
- Fuel Economy on diesel locomotives
- Thermal loading of engine components
- Under gear maintenance
- Suspension bearings, wheels
- Electric Systems of Diesel Locomotive
- Load Box Testing
- MEMU, DEMUs-types, systems & trouble shooting
- Basics of DPRS (Distributed Power Rolling Stock)
- Introduction to GM Locomotives and its systems

CARRIAGE & WAGON

Coaching stock- preventive maintenance schedules in Coaching Depots including IOH, POH, SS2, SS3 Schedules in shops

- Wagon Stock-preventive maintenance including ROH in depots and POH Schedule in shops, Ride Index, Anti Telescopic features
- IRCA Rules for reject able defects
- ICF & LHB Coach Bodies and their maintenance in sick line/shops
- Generic details of train set
- Casnub Bogie & its modifications for high speed
- Corrosion repairs to caching and goods stock
- Couplers & Draw gear, Train Parting, Brake Binding & measures to avoid the same
- Water availability in coaches
- Fire prevention on Trains
- Air Brake System-Twin Pipe & single pipe. Under frame & bogie mounted brake system, Test rig, Checking timings, trouble shooting, DV defects, slack adjustment methods. Brake Binding, WSP system, FIBA, Air spring suspension in LHB coaches
- Passenger amenity items
- OBHS, CTS and other coach cleaning systems
- Maintenance Pattern of freight trains including CC Rakes & Coaching stock maintenance including Revised Policy Circular-4
- Neutral Train Examination
- Maintenance of various components like DV, SAB, PEASD
- Latest design improvements of Carriage & Wagons to improve their performance and speed potential
- LHB Coaches & BLC Wagons
- Construction, Design & Maintenance of special purpose Wagons

WORKSHOPS and Production Units

- System of labour accountal GA Cards for time keeping documents, tally sheets, Job/Route Cards, inspection & rate fixing
- Rules & Calculations under incentive scheme
- Paints & painting systems
- Different types of machine tools such as lathes, milling machines, shapers, planers, cutting tools & cutting speeds
- CNC machines
- CLW Pattern of Incentive Scheme, Group Incentive Scheme
- Different types of welding processes, welding defects
- Wheels, tyres & axles and their ultrasonic testing
- Heat treatment of ferrous items such as surface hardening, annealing, normalizing etc
- Roller Bearing & Cartridge Bearings
- Injury free features in coaches.
- Material handling
- Design of coaches and wagons
- Basic concepts of casting and Heat treatment methods
- Manufacturing and Heat treatment process of wheels and axles
- Factory Layout
- Process flow chart of Production Units
- Machinery and Plant maintenance

Rajbhasha

Optional questions of 15 marks

