पूर्व मध्य रेलवे
(निर्माण संगठन)

कार्यालय,
मुख्य प्रशासनिक अधिकारी (निर्माण)
पूमरे/महेन्द्रूघाट/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 Operations Manager (Group-B) in Pay Band Rs. 9300-34800/- (PB-2) Grade Pay - Rs. 4800 against 70% quota.
Ref:-GM(P)/ECR/Letter No. ECR-HQ 0PERS(SETT)/2/2023/AOM(Gr.'B')/70% Dated-31.01.2023

उपरोक्त संदर्भित पत्र द्वारा Assistant Operations Manager (Group-B) in Pay Band Rs. 9300-34800/- (PB-2) Grade Pay - Rs. 4800 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
Date: 01-02-2023 15:29:56
Reason: Approved

(Rupesh Chandra)
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

ECR-HQ 0PERS(SETT)/2/2023/AOM(Gr.'B')/70% Dated: 31.01.2023

Secy (Estt)/Railway Board, New Delhi.
Secy. to GM- for kind information of GM,
General Manager (P) CORE/Allahabad &GM(P)/N.E.Rly/GKP
CAO/Con/South/MHX & CAO/Con./North/MHX
SDGM, PCCM, PCOM & PCSO/ECR/HJP
All DRMs/Sr. DOMs/Sr. DPOs/DOMs/ECR
CAM/DHN, CWM/PD/ECR/DDU & WS/SPJ, CPO/Law& Con/Patna
Dy. CPO/Gaz/ECR/HJP & Dy. CPO/Con/MHX, PO/RCT/Patna
Principal/ZRTI/E.C.Rly/Bhuli & MFP
APO/MPP/HJP - For upload on Website.
All Extra Divisional Units & General Secretary/ECRKU

Sub:- Selection for the post of Assistant Operations Manager (Group-'B') in Pay Band Rs. 9300-34800/- (PB-2) Grade Pay-Rs.4800 against 70% quota.

*****

With approval of General Manager/ECR, it has been decided to hold a selection for formation of the panel of 10 persons for the post of Assistant Commercial Manager (Group-'B') against 70% quota over E.C. Railway, as per details given below: -

Selection	UR	SC	ST	Total	PwBD (*)
AOM (Gr. 'B') 70%	8 (Eight)	01 (One)	01 (One)	10 (Ten)	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. DATE, VENUE 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 OperatingDepartment (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 37 names [30 employees as per 3X formula + 7 twice failed employees] in the main list and 37 names in the standby list in order of seniority. They may be asked to be in readiness to appear for written examination which will be held soon through Centralised CBT which will be notified in due course. The notification may be got noted from the employees concerned enlisted in **Annexure 'A'** and **Annexure 'B'**.

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 advice 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.

Contd.....

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 Operating Department who are eligible to appear in the selection to the post of AOM(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.

Contd.....

(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 AOM is safety post, hence no relaxation is admissible to SC/ST candidates as per extant rule.

(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. PCOM 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 PCOM):

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

Contd.....

3/11/22

(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 toDy.CPO/Gaz/HJP latest by **17.02.2023** for records and further action.

(09) Concerned Personnel Branch officer & controlling officers should ensure submission of up-dated 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'

31/1/23

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

ANNEXURE –'C'

To,

The General Manager (P)
East Central Railway,
Hajipur

Sub: Selection to the post of AOM(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. My information for Gr.'B' Selection are given below;-

Sl. No.	Particualar	Filled by candidates
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 a PwBD requiring scribe (Yes/No)	
13	Weather belong to PwBD/ if yes, choose the correct sub category i.e. LD-OA/OL, leprosy cured, Acid Attack Victims.	

Your's faithfully

Dated:

Signature of the candidate

Forwarded by

Signature of the controlling officer
Designation:
Stamp:

Signature of concerned (P) Branch officer
Designation:

31/1/20

Annexure-'A'

Main list of eligible staff for appearing in selection to the post of AOM Gr.'B' against 70 % quota

SL. NO	Name (Sri/Smt.)	Designation	Present Place of posting	Division/Unit	Community	DOB	DOA
1	Nawal Kishore Pandey	Chief Controller	DHN	DHN	UR	19.09.64	11.11.86
2	Vijay Anand Tirkey	Chief Controller	BRKA	DHN	ST	16.03.68	01.08.91
3	Vasudeo Oraov	Mail Exp. TM	GAYA	DDU	ST	02.11.64	19.12.86
4	Ram Babu Singh	CTNL	DDU	DDU	UR	18.01.63	01.09.87
5	Jagdamba Prasad	Station Supdt.	MBI	SPJ	SC	03.01.64	02.05.91
6	Vivek Kumar	CTNL	CON /MHX	SEE	UR	01.05.67	13.10.90
7	Xavier Ekka	Station Superintendent	PNC	DNR	ST	25.12.65	05.07.89
8	Sone Lal Soren	Station Superintendent	JAJ	DNR	ST	03.11.63	30.11.90
9	B P Chandra	Mail Guard	MFP	SPJ	ST	02.02.65	19.08.87
10	Satya Prakash Tiwari	Mail Guard	NKE	SPJ	UR	01.06.65	09.10.86
11	Awadesh Kumar Chowdhary	Chief Controller	BRKA	DHN	UR	19.06.64	31.03.86
12	Vijay Kumar Verma	Chief Controller	DHN	DHN	UR	02.02.64	26.12.86
13	Aditya Kumar	Chief Controller	BRKA	DHN	UR	01.11.64	22.07.87
14	Dinkar Jha	Chief Controller	DHN	DHN	UR	10.11.64	17.12.88
15	Misir Ekka	Mail Express Guard	PNBE	DNR	ST	02.01.67	26.11.90
16	B.P.Singh	TI	HJP	HQ	ST	13.08.66	03.12.97
17	R.D.Roy	TI	HJP	HQ	UR	02.11.65	03.12.97
18	Warnan Jaibans Ekka	Chief Controller	BRKA	DHN	ST	25.08.73	03.12.97
19	Manoj Kumar	CHC	HJP	HQ	UR	18.07.71	29.12.97
20	B.N.Prasad	TI	KVC(Tem)	SEE	ST	01.07.68	10.09.98
21	Rajesh Ranjan Sahay	TI	HJP	HQ	UR	19.01.71	17.08.96
22	Rakesh Kumar Tripathi	Station Supdt.	BMKI	SPJ	UR	22.05.65	15.07.94
23	Rajiv Kumar Agrwal	Station Supdt.	SPJ	SPJ	UR	25.07.64	17.11.87
24	Ramanuj Kumar	Chief Controller	DHN	DHN	UR	08.11.70	03.12.97

25	Arun Kumar - I	Chief Controller	DHN	DHN	UR	31.01.66	03.12.97
26	Harendra Kumar	Chief Controller	BRKA	DHN	UR	02.12.63	14.02.86
27	Asis Kumar Halder	Chief Controller	DHN	DHN	UR	18.02.66	01.08.91
28	Basant Kumar Hembram	Station Superintendent	DHN	DHN	ST	06.01.64	09.05.83
29	Shyama Kant Srivastava	Station Superintendent	DHN	DHN	UR	08.07.63	20.08.85
30	Vijay Kumar	Station Superintendent	GZH	DNR	UR	05.07.63	24.08.92
31	Jag Narayan Paswan	Station Superintendent	PWS	DNR	SC	05.08.63	26.11.90
32	Vinay Kumar Singh	Station Superintendent	DNR	DNR	UR	01.12.65	28.08.92
33	Ravi Shankar Paswan	Station Superintendent	KOO	DNR	SC	05.11.63	01.09.87
34	Subodh Kumar	CHC	RE/DNR	HQ	UR	11.03.73	06.12.97
35	Kumar Umesh Shankar	Station Superintendent	MKA	DNR	UR	10.09.63	01.04.86
36	Rajesh Kumar	TI	Safty/SEE	SEE	UR	28.12.64	15.07.94
37	Satrughana Prasad Singh	Station Superintendent	PPTA	DNR	UR	25.01.64	26.08.92

3/11/17

SPO/GAZ

For General Manager(P)

Annexure-'B'

Stand by of eligible staff for appearing in selection to the post of AOM Gr.'B' against 70 % quota

SL. NO	Name (Sri/Smt.)	Designation	Present Place of posting	Division/Unit	Community	DOB	DOA
1	SK Nayak	SS	SYJ	DDU	ST	04.12.67	29.11.89
2	Vijay Kumar	SS	GAYA	DDU	SC	10.07.64	29.11.89
3	Narendra Kumar	SS	DDU	DDU	UR	18.02.67	26.08.92
4	Rajesh Kumar Singh	SS	DDU	DDU	UR	23.07.64	11.03.87
5	Abhimanyu Ram	SS	KWD	DDU	SC	13.08.69	29.11.89
6	Sudhir Kumar	SS	IMGE	DDU	SC	09.06.66	29.11.89
7	Munna Rajak	SS	DOS	DDU	SC	01.08.65	29.11.89
8	Sunil Kumar	SS	PNBE	DNR	SC	25.02.64	28.08.89
9	Dilip Kumar Choudhary	SS	THA	DNR	SC	01.01.68	26.11.90
10	Narendra Kumar Das	SS	HTZ	DNR	SC	05.05.66	29.11.89
11	A. N. Kumar	SS	DDU	DDU	SC	10.11.64	05.12.97
12	Anjani Kumar Singh	SS	CKRD	SEE	OBC	11.01.64	30.10.98
13	Brijanandan Prasad	SS	MPO	DDU	SC	10.06.67	15.02.93
14	Awadesh Kumar	SS	RNQ	DHN	UR	09.01.64	07.02.86
15	Ravi Kumar Dubey	SS	PTRU	DHN	UR	01.07.63	07.02.86
16	Sushil Kumar	SS	DDU	DDU	UR	16.01.63	01.07.85
17	TP Dang	SS	HDN	DDU	ST	11.07.63	29.11.89
18	Ramu Das	SS	SEB	DDU	SC	15.08.64	29.11.89
19	Shyam Babu Chaudhary	SS	GAYA	DDU	SC	15.03.65	24.12.97
20	Akshaybar Kumar	SS	DDU	DDU	UR	01.07.64	09.04.87
21	Sanjay Kumar Singh	SS	GRRU	DDU	UR	25.06.64	14.09.90
22	Shiv Bihari Chaudhary	SS	DDU	DDU	UR	10.01.65	14.09.90
23	Harendra Sharma	SS	DDU	DDU	UR	20.06.63	14.09.90
24	Ram Charan Bharti	SS	OBRA	DHN	SC	05.09.65	29.12.88
25	Victor Minz	Mail Express Guard	PNBE	DNR	ST	20.12.64	26.11.90

31/1/20

26	Kishor Prasad	Mail Express Guard	DNR	DNR	SC	04.01.67	22.09.89
27	Ajay Kumar	SS	DDU	DDU	UR	15.01.65	14.09.90
28	Binod Kumar Paswan	SS	DDU	DDU	SC	03.01.65	31.05.99
29	Indradeo Choudhary	Station Superintendent	WZJ	DNR	SC	21.01.66	05.07.90
30	Satish Chandra Singh	Station Superintendent	DNR	DNR	UR	01.12.69	01.12.97
31	Mithilesh Kumar	Station Superintendent	RJPB	DNR	UR	02.01.67	02.12.97
32	Munna Prasad	Mail Express Guard	DNR	DNR	SC	03.01.63	08.08.82
33	Arbind Kumar	Station Superintendent	TI/HQ/DNR	DNR	SC	20.01.67	04.12.97
34	K.K.Pandey	Mail Express Guard	DNR	DNR	UR	05.01.64	18.03.87
35	Ram Chander Bagotia	Station Superintendent	CPDR	DHN	SC	12.03.65	02.04.86
36	Gena Lal Ram	Station Superintendent	CRP	DHN	SC	06.02.64	02.04.86
37	Surendra Prasad	Station Superintendent	SMND	DHN	SC	15.11.63	07.04.86

21/1/23

SPO/GAZ

For General Manager(P)

Annexure-'D'

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

M Saluja
07/11/22

(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, Cannons 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

6. SYLLABUS FOR 70% SELECTION & 30% LDCE FOR PROMOTION TO GROUP 'B' POSTS OF AOM & ACM IN THE TRAFFIC (TRANSPORATION AND COMMERCIAL) DEPARTMENTS

A. TRAFFIC (TRANSPORTATION)

I. GENERAL Hierarchical set up and line of control of Operating Department at the Divisional, Zonal and Railway Board level.

II. TRAFFIC, TRAIN AND POWER CONTROL ORGANIZATION

- Objective and set up of Control Offices.
- Functions of Control Organization pertaining to Train Ordering, Punctuality, Maintenance of Operating Statistics, Wagon & Loco Stock Management, Blocks Management and Management during Accident & Unusual Situations/ Circumstances & Disaster Management.
- Duties and responsibilities of Chief Controllers, Dy. Chief Controllers, Sections Controllers, TNCs, Recorders and their Coordination with Lobbies, Station & Yards.
- Freight Train Operations (FTO) & Freight Train Ordering Principles with or without coordination with Crew Lobbies.
- Special Instructions during abnormal conditions of working & during emergencies like Cyclone, Civil Disturbances, and Accidents etc.
- Daily Performances Reporting from Stations/Yards/Sheds to Area Sub-control, Area Sub-control to Divisional Control Office and from Divisional Control Office to Zonal Control Office and from Zonal Control Office to Railway Board.
- Basic and important Documents/Registers maintained in Control Office and their basis.
- Periodical Performance Reporting and Analysis of Operating Performance along with compilation of Statistical Data.
- Power Control Organization - Engine and Crew Scheduling.
- Factors affecting Wagon & Engine utilization and methods of improvements.
- Working pertaining to issue of Caution Orders from Nominated and Notice Stations.
- Liaison / Co-ordination with Control Establishments of other Departments like Engineering, Traction Control, Signaling Control, Mechanical etc.

III. FREIGHT TRAIN OPERATIONS

- Functioning of Crew & Guard Lobbies.
- Integrated Lobbies.
- Crew Management: Assessment of Crew Requirement
- Running Room and its Management.

- Engine Utilization aspects requiring special attention: -.
    - ❖ Engine Crew and Train Crew Schedule.
    - ❖ Rules regarding Outstation, Home Station Rest etc. to ensure observation of 10 Hour Rule or Rules applicable from time to time, Role of LI and Crew Control.
    - ❖ Power Plan: Assessment of Loco Requirement.
    - ❖ Movement of Dead Locomotives.
    - ❖ Management of Maintenance Schedule of Locomotives.
    - ❖ Shed and Traffic Outage of Locomotives.
    - ❖ Specific Fuel Consumption and Assessment of Fuel Requirement.
- Shunting Operations in Yards or Road side Stations.
- Working of Marshalling Yards & Transhipment Points.
- Causes of Yard and Section Congestion and remedial strategies.
- All India Marshalling Order and Railway-wise Marshalling Orders - Principles and Procedures.
- Rules regarding Carriage of Explosive and other General Goods.
- Preferential Traffic Schedule, Priority within same class and ODR.
- Indent Allotment and Supply of Freight Stock at Stations, Premium Indents and procedure to place Premium Indents, Allotment of Rakes in case of Quota Restrictions.
- Notified Stations.
- Wagon Stock Management for Loading and Unloading Operations.
- Imposition of Operating Restrictions on Wagon Loading and Acceptance of Wagon Indents, Cancellation and Withdrawal of Indents.
- Observance of Civil ban and Carriage of Contraband Goods etc,
- Important Documents/Registers maintained in Yards & at Stations.
- Familiarity with G&SR, Accident Manual, Operating Manual, Block Working Manual, Red Tariff, IR Act, 1989 etc.
- Wagon Turn Round Time (WTR) & Factors affecting Optimum Utilization of the Wagon Fleet and methods of improvement.
- Running of Unit Trains and formation of Captive Rakes.
    - ➢ Block Train Operations.
    - ➢ Nominated Day Loading.
    - ➢ Rationalization Scheme of movement of Freight Traffic for avoiding congestion by specific routes.
    - ➢ Merry-Go-Round (MGR) System.
    - ➢ Engine on Load (EOL) System.
    - ➢ Mini/Two Point/Multi Point Rake System.
    - ➢ Container Train Operation, Hub and Spoke system.
- Supervision and control over movement of Special type of Stock, ODC

Consignments.

- Maximum Moving Dimensions. *W*agon Census.
- IT applications: -

  ✓ Freight Operations Information System (FOIS): Rake Management System(RMS), Terminal Management System(TMS)

  ✓ ICMS and Coaching Operations Information System(COIS)

  ✓COA

  ✓CMS

  ✓ SATSANG

  ✓ RTIS

- Relevant Rules and important Policy guidelines.
- C&W examination for STR, Intensive, Round Trips, Premium and Close Circuit Rakes.
- Sicklines and TXR Repair Depots including POH & ROH Depots and their functions.
- Supply of Coaches/Wagons to C&W shops for POH and special repairs, Cycle period of different Stocks and Workshop Feed Management.
- Working of Travelling Traffic Cranes for handling heavy Consignments at Intermediate Stations.
- Detaching of Sick Wagons at enroute Stations and their repair and clearance.
- Interchange transactions - Junction returns of Inter Railway Inter change Traffic.
- Weighment of Rakes, Electronic In-Motion Weighbridge, Automatic Pre Weighbin System, Nominated and Alternative Weighbridges, Load Adjustment, Exempted Commodities, Maintenance of Weighbridges and Role of Weights and Measures Department, Metrological Department and other Railway Departments, Integration of Weighbridge with FOIS.
- MIL RAIL.
- Permissible Axle Loads, Heavy Haul and Long Haul Operations, factors affecting Axle Load, Rules regarding Heavy Haul and Long Haul Operations.
- 'Payload' to 'Tare' Ratio of Wagons; Factors affecting Payload and Tare Weight.
- Concept of Convoy Trains.
- Foreign Traffic and its components/pattern.

Operating Statistics

- Definition, meaning and methods of compilation of the Primary, Fundamental and Derived units.
- Engine Tickets and maintenance of Engine Tickets
- Analysis of the Operating Statistics.
- Important Operating Efficiency Indices, their meaning and uses, WTR, NTKM, GTKM, Average Speed etc.
- Operating Ratio: Different types of Expenditures and Plan Heads, Revenue Earnings and Non-Revenue Earnings.

IV PASSENGER TRAINS OPERATIONS

- General Principles and Methodology of Time Tabling of Passenger Trains. Zero Based Time Tabling.
- Platform and Pit Occupancy Planning and Preparing Charts.
- Consultative Machinery for revision of Time Table at Divisional, Zonal and Railway Board levels.
- Publication of Working Time Table, Public Time Table & Sheet Time Table, Components of WTT and PTT.
- Punctuality of Passenger Carrying Trains.
- Factors affecting Punctuality of Passenger carrying Trains and methods of improving the Punctuality, Monitoring of Asset Failures and Planning of blocks for Track, Signal and OHE maintenance. Corridor Blocks, Integrated Maintenance Blocks.
- Augmentation of Train Loads for meeting Traffic requirements, Rules of Marshalling and Slip Coaches etc.
- Running of Tourists Coaches, Special Carriages and Special Trains.
- Planning & Running of Holiday Specials, Mela Specials, Tourist Specials, etc.
- Introduction of new Trains, extension of Train runs, introduction of Through and Sectional Coaches.
- Preparation of Engine Links, Driver/Guards Links & Rake Links.
- Commuter Service Operations.
- Vande Bharat Trains
- High Speed Corridors and Trains.

V. WORKING OF TRAINS GENERALLY AND GENERAL AND SUBSIDIARY RULES

- Responsibility and Function of Engine Crew before starting and while on run and during abnormal/unusual situations.

- Responsibility and function of Guard before starting and while on run and during abnormal/unusual situations.
- Role & Responsibility of Station Staff in Working of Trains.
- Various Systems of Working of Trains and Conditions for Granting LC.
- Classification of Stations, Standards of Interlocking, Signaling Systems, Equipment & their working.
- Station Working Rules and Block Working.
- Level Crossings.
- Line Capacity, Method of Calculating Line Capacity, Measures for augmenting it, Token less working, Centralized Traffic Control, Doubling, Automatic Block, IBS / IBH, Advanced Signaling and Interlocking.
- Combined Train Report, Guard's Rough Journal Book, Vehicle Guidance, Driver's Ticket, Brake Power Certificate etc.
- Rules regarding Marshalling of vehicles on Passenger, Mixed and Freight Trains.
- Air Brake Systems along with Continuity Test.
- Precautions to be taken on Ghat Sections.

VI. ACCIDENTS AND SAFETY ORGANIZATION

- Accidents, Types and their Classification, Causes and their Prevention.
- Functioning of Railway Safety Organization.
- Chief Commissioner of Railway Safety Organization and his Functions.
- Rules for reporting Accidents.
- Accident Relief Medical Equipment (ARMEs) & Accident Relief Trains (ARTs).
- Role & Responsibilities of various Officials and Departments during Accidents.
- Responsibility of the Control Organization Station Masters and Traffic Staff on the affected Section.
- Accidents Enquiries and DAR action against Staff held responsible for the Accidents, minimum recommended penalties in case of various Accidents.
- Review and Analysis of Accidents for taking Corrective Measures.
- Disaster Management on Indian Railways, Disaster Management Act, 2005, Disaster Management Plan, Role of NDMA and NDRF.

VII. ACCIDENTS PREVENTION

- Aptitude Testing of Station Masters, Loco Pilots and Motor Men, Components of Aptitude Testing.

- Psycho-Technical Analysis in case of Accidents attributed to Human Failures.
- SPAD and its Prevention.
- Train Operation during Fog, Fog PASS.
- Improved Technological Aids to prevent Human Errors like:
    - Improved Signaling and Inter-locking arrangement
    - SM's central and inter cabin control over route
    - Track circuit and Axle counters
    - Route Relay Inter-locking
    - Solid State Interlocking/Electronic Interlocking
    - Automatic Train Protection (ATP), KAVACH (TCAS - Train Collision Avoidance System)
    - Wheel Impact Load Detector (WILD)
    - End of Train Telemetry (EOTT) and its functions.
    - Centralised Traffic Control (CTC)
    - On Board Monitoring of Rolling Stock (OMRS).
- Refresher Courses, Safety Camps, Safety Campaigns and Safety Drives.
- Planning of PME and Refresher of Safety Category Staff.

VIII . PLANNING ON THE RAILWAYS

- Set up & Functions of Planning Wing on IR.
- Corporate Plan and Annual Plan, National Rail Plan, Mission 3000MT, National Logistics Policy.
- Traffic Survey.
- Calculation of Line Capacity.
- Traffic Planning and Augmentation of Line Capacity Works.
- Station Redevelopment.
- Doubling, Bypass & Flyover Planning Works.
- ESP,SIP, DPR, ROR etc
- Container Rail Terminals.
- Gati Shakti Terminals.
- Minimum Essential Facilities at Goods Sheds and Stations.