

## EAST CENTRAL RAILWAY

Office of the,  
General Manager (P),  
Hajipur.

Dated-29.04.2018.

L.No/ECR/HRD/Gaz./254/ANO(Gr.B)/PLI.

Secy. to GM for kind information of GM

AGM/ECR

PCMD/ECR

SDGM/ECR

MD/CSSH/Patna

DRMs/ECR - DHN, DNR, MGS, SEE & SPJ

CMSs/ECR - DHN, DNR, MGS, SEE & SPJ

Sr.DPOs/ECR - DHN, DNR, MGS, SEE & SPJ

Dy.CPO/HRD/HJP

All extra Divisional Units.

SPC/MPP - for uploading on web-site.

04/18  
42  
27/4/18

Sub: Selection for formation of Group 'B' panel for the post of Assistant Nursing Officer in PB-3 (₹15600-39100) with Grade Pay - ₹5400/.

With the approval of the Competent Authority, it has been decided to hold a selection for formation of the panel of 04 (UR-03 & SC-01) persons for the post of Assistant Nursing Officer (Group 'B') in Jr. Scale over East Central Railway, as per details as given below:-

(2) **Schedule of Examination -**

- |                                 |  |
|---------------------------------|--|
| (a) Date of Written Examination | - will be notify in due course.        |
| (b) Time                        | - 11.00 Hrs. to 14.00 Hrs.             |
| (c) Venue                       | - General Manager's office/ECR/Hajipur |
| (d) Reporting time              | - 09.30 Hrs.                           |

(3) **Eligibility:-** (a) All permanent Group 'C' staff working as Metron in Medical department over this Railway including those Metron who are working in other Railway/Units on deputation having lien and seniority on East Central Railway in Pay Band -3 with Grade Pay ₹5400/ (Level-9 as per 7th CPC) and above will be eligible to appear for Group 'B' selection for the post of Assistant Nursing Officer, provided that they have rendered not less than 2 years of non-fortuitous service in the grade as on 01.10.2017.

(b) As per Railway Board's letter No.E(GP)2005/2/74 dt.13.03.08 (RBE-40/08), in case of persons transferred at his/her own request to a new unit in the same category of posts, and assigned bottom seniority therein, the service rendered by them in the previous unit may be reckoned for determining the eligibility wherever a minimum length of service is prescribed as a condition, for promotion in the new unit, 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 the new unit.

(c) **Candidates who have come on own request transfer/mutual transfer from other Railway and joined to this Railway after cutoff date i.e. 01.10.2017 are not eligible to appear in the selection.**

(4) The above selection will be based on candidate's performance in written examination, record of service as well as viva-voce test. The candidates who qualify in the written examination followed by Medical test of specified category for ANO/Group - 'B' will only be eligible for viva-voce test.

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*28/4/18* Contd....P/2

The placement of the candidates in the panel will be based on their overall performance in the written examination as well as viva-voce as per extant procedure.

- (5) The list of candidates of Medical department who are eligible to appear in the said selection is enclosed herewith and marked as Annexure - A and Annexure - B (Stand-by) in order of their seniority.

Representation, if any, against the seniority position, omission/commission of any name may be submitted to Dy.CPO/HRD/ECR/HJP through proper channel with a copy directly docketing to Dy.CPO/ Gaz./ECR/HJP within 21 days from the date of issue of this notification. No representation will be entertained after the stipulated time period in any circumstances.

The candidate must submit their willingness/un-willingness by 21.05.18. The Controlling Officers are requested to ensure submission willingness/un-willingness of staff to this office latest by 25.05.18 through concerned DRM(P). If any candidate fails to submit their willingness/un-willingness, their claim will not be entertained.

- (6) Normally there is no provision for holding absentee written examination. However, in exceptional circumstances where sufficient and satisfactory reasons/proof beyond control of the candidate, (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 written examination with the approval of Competent Authority. It will be responsibility of the candidate to advice reasons of absence through Controlling Officer to Dy.CPO/Gaz./ECR/HJP within 03 days from the date of written examination. In case failure to comply the above instructions by the candidate, he/she will not be allowed to appear in the absentee written examination, if held.

- (7) The Personnel Officer of the Divisions/Units is requested to depute Personnel Inspectors to obtain willingness/un-willingness in the prescribed proforma enclosed as Annexure-C from the candidates (including on deputation/leave/sick). If any candidate refuses to submit his/her willingness/un-willingness, the deputed Personnel Inspector should submit a written report regarding non-submission of option by the candidate and such candidates will be treated as unwilling for the above selection.

Above exercise should be completed within the target date and all the willingness/un-willingness forms should reach to Dy.CPO/Gaz./ECR/HJP by 25.05.18 positively, so that a final list of eligible and willing candidates may be published.

The Controlling Officers should give wide publicity of this notification amongst the eligible staff under their control and ensure submission of applications given by the candidates in prescribed proforma (specimen format is enclosed as Annexure -C) within the stipulated time. The last dates of submission of the application by candidates duly countersigned by their controlling officer is 21.05.18 and are also requested to co-ordinate with the Personnel Officers and staff to complete the above exercise within time frame.

- (8) Action to be taken on receipt of application by concerned Personnel Officers/Cadre Controlling Officers-

(a) The personnel officer/Cadre Controlling officer will check the correctness of all the particulars of the applications with the Service Records and other relevant records and certify the correctness of each columns of the application. Without such certification, application will be summarily be rejected and the responsibility will be fixed for incorrect or incomplete certification against the officer who will certify/verify. The Personnel Officer/Cadre Controlling officer should invariably write "Checked and verified" in each and every application after checking and verifying the details duly attesting their signature and date of certification (the date of certification should invariably put in the application).

  
DWP

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In case, the Personnel/Cadre Controlling officers do not put the date after certification or merely forward the application without checking and verifying the details, the matter would be brought to the notice of PCPO and concerned PHOD for taking suitable action.

(b) It may please be noted that Controlling Officers/Head of the Units have no discretion to entertain any application beyond the last date. The applications of the employees who are eligible should only be forwarded after verifying the other relevant particulars and applications of those who are not eligible should not be forwarded.

(c) The Personnel Officer/Cadre Controlling officer should forward the scrutinized and checked applications in one bunch together under one covering letter furnishing the details in the following proforma addressed to Dy.CPO/Gaz/HJP by 25.05.18 positively indicating therein the total number of applications forwarded.

The staff whose applications rejected may be intimated individually giving reasons thereof.

Sl.	Name of the employee	Desig.	D.O.B	D.O.A	Working under	Comm. (UR/SC/ST)	Date of regular promotion in GP-5400/	Total service in GP-5400/ as on 01.10.17		
								Year	Month	Days
1	2	3	4	5	6	7	8	9	10	11

(9) It may please be noted that application other than in prescribed proforma, having incomplete information or without signature of the Controlling Officer and countersignature of Personnel Branch Officer will not be entertained.

(10) In case the service particulars furnished by the volunteers and certified to be in order by the concerned authority are found incorrect/false subsequently, the candidature of the volunteer will be liable to be cancelled at any stage and suitable departmental action will be initiated against him/her.

(11) **Syllabus:** There is no syllabus provided by Railway Board for selection to the post of ANO/Gr. 'B'. The Written Examination will consist of one paper bearing maximum marks of 150 and qualifying marks of 90. In terms of Railway Board's L.No:E(GP)2005/2/69 dated-27.12.2016, 15 marks out of total of 150 marks for testing the professional ability should be set apart for questions on official language policy and official language rules. While the employees should be encouraged to attempt questions on official language policy and official language rules, the question on official language should not be compulsory.

The question paper will be bi-lingual i.e. Hindi & English both as per extant instruction. However, it will be candidate's choice to write in Hindi or in English.

(12) **Training of SC/ST candidates:**

It may be noted that in terms of Railway Board's L.No:E(MPP)96/3/23 dated-21.07.2000 before conducting written examination, mandatory Pre-selection coaching classes of 3-4 weeks (21 working days) for eligible SC/ST candidates, will be arranged by the department concerned. PCMD will nominate the In-charge of pre-selection coaching. The In-charge of pre-selection coaching will also intimate the date and venue of the pre-selection coaching in due course.

If any SC/ST candidates refuse 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 well in 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.

*Handwritten signature and date: 25/5/18*

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If any problem occurs in sparing, the candidates 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 be deemed to be refusal on their part. No appeal will be entertained by GM(P)/ECR/HJP after completion of pre-selection coaching.


After completion of coaching, the In-charge of the pre-selection coaching will give a detailed written report along with all supporting papers including attendance sheet of SC/ST participants to Dy.CPO/Gaz./ECR/HJP within 03 working days after completion of pre-selection coaching for records and further action.

- (13) The Controlling/Authorized officer should ensure the issue of individual sparing letter/identity slip duly attesting specimen signature of the candidate on the sparing letter/identity slip. The candidates without proper sparing letter/identity slip will not be allowed to appear in the examination.

Please acknowledge receipt.

Hindi version will follow.

- DA (i) Annexure - A (Main List)  
(ii) Annexure - B (Stand-by List)  
(iii) Willingness/un-willingness proforma as Annexure - C.



(Dilip Paswan)

Senior Personnel Officer/Gaz.  
for General Manager (P)/ECR/HJP.

## ANNEXURE - A

List of eligible candidates for selection of ANO ( Gr.B ) against notification No:ECR/HRD/Gaz./254/ANO(Gr.B)/Pt.I. Dated- 23 .04.2018							
Sl.No.	Name (Shri/Smt/Ms)	Designation	Category	Division	D.O.B	D.O.A	Remarks
1	Bhanumati	Ch.Matron	SC	SEE	08.11.60	30.04.85	Twice fail.
2	Tapy Ray	Ch.Matron	SC	DNR	14.01.62	19.09.85	
3	Kanchan Devi	Ch.Matron	SC	MGS	21.07.58	23.09.88	Twice fail.
4	Sheela Kumari	Ch.Matron	UR	DNR	28.01.63	06.08.87	
5	Kumari Savita	Ch.Matron	SC	SPJ	20.01.62	19.10.92	Twice fail.
6	Savitri Mishra	Ch.Matron	UR	SPJ	13.11.59	02.03.85	Twice fail.
7	Anita Kumari	Ch.Matron	SC	SEE	06.06.66	06.04.91	
8	Sheema Mehra	Ch.Matron	UR	DNR	29.01.61	10.07.90	
9	Punam Kumari	Ch.Matron	UR	SPJ	31.07.66	29.03.91	
10	Sashi Kumari	Ch.Matron	SC	SPJ	31.03.67	05.04.95	
11	J.Kachhap	Ch.Matron	ST	DHN	26.05.62	23.10.89	
12	M.M.Kumari	Ch.Matron	SC	DHN	22.06.64	25.06.90	
13	Pratibha Kumari	Ch.Matron	UR	SPJ	24.04.61	13.12.84	
14	Krishna Rai	Ch.Matron	UR	MGS	15.03.61	19.08.87	
15	K.Padma Kumari	Ch.Matron	UR	DNR	08.08.65	10.07.90	
16	G.Tigga	Ch.Matron	ST	DHN	19.10.62	18.07.90	

N.B:- The above seniority position is depend up on final outcome of O.A.No.782/2014 filed by Smt.Usha Kumari & Ors Vs. UOI & Ors. before Hon'ble CAT/Patha.

## ANNEXURE - B

List of stand-by eligible candidates for selection of ANO ( Gr.B ) against notification No:ECR/HRD/Gaz./254/ANO(Gr.B)/Pt.I. Dated- 23 .04.2018							
Sl.No.	Name (Shri/Smt/Ms)	Designation	Category	Division	D.O.B	D.O.A	Remarks
1	Sunita Kumari	Ch.Matron	UR	DHN	25.01.65	24.08.92	
2	Rekha Kumari	Ch.Matron	UR	DHN	01.09.64	24.08.92	
3	Puspalata	Ch.Matron	UR	DNR	30.06.65	11.07.92	
4	Lissama Jakab	Ch.Matron	UR	DNR	31.07.63	11.07.92	
5	Kumari Sunaina Sinha	Ch.Matron	UR	CSSH	20.01.67	20.08.92	
6	Rajkumari	Ch.Matron	SC	MGS	11.08.63	17.11.92	
7	Gouri Biswas	Ch.Matron	SC	DHN	04.01.66	07.12.92	
8	Kumari Neetu	Ch.Matron	SC	DHN	25.12.67	17.11.92	
9	Manju Saroj Kujur	Ch.Matron	ST	SEE	18.06.62	09.03.89	
10	Sudha Srivastava	Ch.Matron	UR	DNR	22.06.61	28.08.92	
11	Parvina Pupan Tiki	Ch.Matron	ST	SPJ	18.12.64	11.12.91	
12	Usha Kumari	Ch.Matron	UR	CSSH	09.03.63	02.09.92	
13	Alma Jan	Ch.Matron	UR	MGS	26.02.62	15.07.92	
14	Etema Joshep	Ch.Matron	UR	MGS	20.05.63	13.07.92	
15	Vibha Kumari	Ch.Matron	UR	DHN	01.05.66	23.11.95	
16	Mandira Dey Roy	Ch.Matron	UR	DHN	21.12.69	27.05.94	

N.B:- The above seniority position is depend up on final outcome of O.A.No.782/2014 filed by Smt.Usha Kumari & Ors Vs. UOI & Ors. before Hon'ble CAT/Patha.

*[Handwritten Signature]*  
2014/10

PROFORMA OF APPLICATION TO BE FILLED UP BY THE VOLUNTEER FOR SELECTION OF  
ANO/Gr. ("B") ATTACHED WITH NOTIFICATION NO. ECR/HRD/GAZ/254/ANO(Gr.B)/Pt.I  
Dated-28/04/2018

1. Full Name (in Block Letters) :-
2. Designation and station :-
3. Working under :-
4. Date of Birth :-
5. Date of appointment (Post with Grade pay and Department):-
6. Divn/Unit where lies/seniority held :-
7. Dt. of Joining in Present lies/seniority unit :-  
(Please mention :- Direct Recd./Own request transfer/Mutual transfer/Administrative ground)-
8. PF/NPS No. :-
9. Educational Qualification :-
10. Whether the candidate belongs to SC/ST Community (If yes, a copy of caste Certificate duly attested by a Gazetted Officer should be enclosed.) :-

11. Date of appointment/promotion to the following grade on regular basis (7th CPC) in Med Dept. :-

Pay-Band & Grade-Pay	Date	Month	Year
Level 9 in 7 <sup>th</sup> CPC (PB-III, GP- 5400 in 6 <sup>th</sup> CPC)			

12. Length of non-fortuitous service (Regular Promotion) in the following grade in present lies/seniority unit (Med. Dept.) as on 01.10.17 :-

Pay-Band & Grade-Pay	As on	Year	Month	Days
Level 9 in 7 <sup>th</sup> CPC (PB-III, GP- 5400 in 6 <sup>th</sup> CPC)	01.10.17			

13. Present pay scale & date of promotion to present scale/Grade Pay:-
14. Choice of language to answer the questions (English/Hindi). :-  
(The candidate should indicate his/her choice)
15. **DECLARATION OF THE CANDIDATE:-**
  - (i) I..... do hereby declare that, I have completed .... years non-fortuitous Service in Pay Band & Grade Pay ..... in Med. Department as on 01.10.2017 and also fulfilled other eligibility criteria of the said selection.
  - (ii) I..... do hereby also declare that the above particulars furnished by me are true to the best of my knowledge and belief. I further undertake that any above entry is found incorrect or not in order, my candidature shall liable to be cancelled at any stage during pendency of the above selection.

SIGNATURE OF THE EMPLOYEE  
SL.No. of Annexure-A/B :  
Mobile no. of employee  
Date

- (A) Forwarding the application (filled-up) submitted by the candidates to the cadre controlling officer (Personnel Branch) by his /her controlling officer:-  
The service particulars/Bio-data on the prescribed proforma filled-up by the Shri/Smt. \_\_\_\_\_ Designation \_\_\_\_\_ received within the target date is hereby forwarded to his/her respective cadre controlling officer (Personnel Branch) for verification with the service record and also for onward transmission to the GM(P)/ECR/HUP.

SIGNATURE OF CONTROLLING OFFICER  
(With office seal & date)

- (B) Certificate to be furnished by the cadre controlling officer (Personnel Branch):-  
If the volunteer comes under the circumstances mentioned in item no. 3(b) of the notification, the service rendered by immediate senior employee as on 01.10.17 should be indicated invariably in the under mentioned format.

No.	Name (S/Shri) of immediate senior	Desig.	Pay Band (II) & GP	Year	Month	Day
			Level 6 in 7 <sup>th</sup> CPC (PB-II, GP- 4200 in 6 <sup>th</sup> CPC)			
			Level 7 in 7 <sup>th</sup> CPC (PB-II, GP- 4600 in 6 <sup>th</sup> CPC)			
			Level 9 in 7 <sup>th</sup> CPC (PB-III, GP- 5400 in 6 <sup>th</sup> CPC)			

It is certified that the service particulars/Bio-Data furnished by Shri/Smt. .... Designation..... on the above proforma have been verified with his/her service record and found correct. The above mentioned candidate is eligible to appear in the said selection; accordingly the same is hereby forwarded to GM (P) /Hajipur for further necessary action.

SIGNATURE OF THE PERSONNEL OFFICER  
(With office seal & Certification date)

Note : The application with any column unfilled will be summarily rejected

