



South Eastern Railway ,
Garden Reach ,Kolkata-43
t 033-2439-6943 -DOT t44094-R
Email:dcpor@ser.railnet.gov.in
www.rrcser.in

Employment Notice No-SER/RRC/02/2012

Date of issue - 29 -09-2012
00 hrs

Closing date-31-10-2012 Time up to - 17:

Recruitment in Pay Band-I Rs.5200-20200/- with GP Rs.1800/-
(UR, SC, ST, OBC and PWD) on South Eastern Railway Excluding Ex-Servicemen quota.

CANDIDATES MUST NOTE THAT ALL THE ZONAL RAILWAYS ARE LIKELY TO ISSUE NOTIFICATION FOR RECRUITMENT TO THE POSTS INDIVIDUALLY. THE WRITTEN EXAMINATION WILL BE HELD BY ALL THE RAILWAYS DURING THE SAME DAY SIMULTANEOUSLY. SIMILARLY, THE PHYSICAL EFFICIENCY TEST FOR THOSE WHO QUALIFY IN THE WRITTEN EXAMINATION WILL BE HELD ON THE SAME PERIOD, SIMULTANEOUSLY BY ALL THE RAILWAYS. CANDIDATES SHOULD KEEP THIS IN MIND BEFORE APPLYING FOR ANY PARTICULAR NOTIFICATION OF ZONAL RAILWAY.

1. Applications, on plain paper, in the given format at Annexure-X, are invited from the Citizens of India and from such other persons declared eligible by Ministry of Home Affairs, Government of India, for filling up posts in specified categories of South Eastern Railway, as listed below. The Application, in prescribed format, may be sent by ordinary post only to the "Assistant Personnel Officer (Recruitment), Railway Recruitment Cell, South Eastern Railway, 11, Garden Reach Road, 1st Floor, Bungalow No 12 A, Kolkata-700043 or, dropped in the Application Box kept in the Ground Floor of Railway Recruitment Cell, South Eastern Railway, 11, Garden Reach Road, Bungalow No 12 A, Kolkata-700043, up to 17:00 hrs. of the Closing Date i.e.31/10/2012 (Wednesday).

For candidates belonging to Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spiti Districts and Pangi sub-division of Chamba district of Himachal Pradesh, Andaman & Nicobar and Lakshadweep Island and candidates residing abroad, the last date will be 15 days beyond the closing date (i.e.15/11/2012) upto 17:00 hrs. Applications received after closing date and time will not be entertained. The envelope containing application should be clearly super scribed "Application for Recruitment in Pay Band-I Rs.5200-20200/- with GP Rs.1800/- South Eastern Railway" along with the community as applicable i.e. SC/ST/OBC/UR/PWD(PH).A Candidate should submit only one application form, even if he/she intends to be considered for more than one or all categories. **Candidate submitting more than one application form will not be considered.** Even if such a candidate gets selected inadvertently, he/she will not be offered appointment and where detected at a later stage, will be liable for termination from service.

The recruitment will be conducted by the Railway Recruitment Cell, South Eastern Railway, (hereinafter referred as RRC-SER). **Number of posts to be filled on South Eastern Railway with community-wise and PWD wise distribution, scale of pay and medical classification are indicated below:**

Pay Band:Rs.5200-20200/- with Grade Pay Rs.1800/-

Code	Post	Department	Community					PWD				Med Stand	Suitable for Persons with Disability		
			UR	SC	ST	OBC	TOT	OH	VH	HH	TOT		OH	VH	HH
1	Track Man	ENGG	156	47	23	87	313	0	0	0	0	B-1	NOT SUITABLE		
2	Points Man-B	OPTG	331	100	49	181	661	0	0	0	0	A-2			
3	Helper-II	ENGG,MECH,ELECT	408	122	61	224	815	13	12	12	37	B-1	OA OL BL	LV	HH
4	Helper-II	WORK SHOP & STORES	336	100	50	180	666	11	10	10	31	C-1			
5	Station Peon/Peon	COMML,WORK SHOP	3	1	1	1	6	2	2	2	6	C-1			
Total							2461	26	24	24	74				

N.B: As per latest directives of Railway Board a sub quota of 4.5% for minorities as defined under Section 2(c) of the National Commission for minorities Act-1992, from within the 27% reservation for OBCs are to be maintained (Authority :- RBE No.2/2012)

Note:

- 1.1. Vacancies of PWD (PH) given in the table are not separate but included in the total number of vacancies. **Total number of vacancies may increase or decrease as per order of competent authority straight way and will be binding for all in all respect.**
- 1.2. Vacancies indicated above are only tentative and are subject to change.
- 1.3. Physically challenged candidates should go through the details given in **Annexure-V to Annexure-VII.**

2. ABBREVIATIONS USED

- (2.1) RRC-SER - Railway Recruitment Cell, South Eastern Railway
- (2.2) SER-South Eastern Railway
- (2.3) SC-Scheduled Caste
- (2.4) ST-Scheduled Tribe
- (2.5) OBC- Other Backward Classes
- (2.6) UR- Un-Reserved
- (2.7) PWD (PH) -Persons with Disabilities (Physically Handicapped) VH - Visually Handicapped, HH - Hearing Handicapped, OH - Orthopedically Handicapped
- (2.8) OA-One Arm
- (2.9) OL-One Leg
- (2.10)BL-Both Leg
- (2.11)LV-Low Vision
- (2.12) SRE- Serving Railway Employee
- (2.13) PET- Physical Efficiency Test.
- (2.14) ELECT.- Electrical ,MECH. - Mechanical, COMML-Commercial, OPTG-Operating,ENGG - Engineering,
- (2.15) AF - Application Form

3. MINIMUM EDUCATIONAL QUALIFICATION:

3.1 The candidate should be minimum 10th Pass or ITI or equivalent on the date of application. Candidates appearing at and/or awaiting results of final examination of Class 10th or ITI or equivalent are not eligible.

4. AGE LIMIT and RELAXATION:

4.1 For all the above vacancies, the age limit will be 18 to 33 years and will be reckoned as on 01-01-2013.

4.2 The upper age limit will be relaxed as under, subject to the production of requisite certificate.

4.2.1. By FIVE Years for SC/ST and by THREE years for OBC candidates in possession of valid certificates issued by the appropriate authority, copy of which is to be enclosed for claiming age relaxation.

4.2.2. Serving railway employees, including casual labours and substitutes, who have put in a minimum of THREE YEARS service will be given age relaxation subject to the age limit not exceeding 40, 43 and 45 years in case of General, OBC and SC/ST candidates respectively.

4.2.3. In case of staff of Quasi Administrative Offices of Railway Organization such as Railway Canteens, Railway Institutes and Railways Co-operative societies, relaxation of age will be given to the extent of service rendered by them subject to a maximum of 05 years and upper age limit of 35 years.

4.2.4. Widows and Divorced Women, who have judicially separated from their husbands and are not remarried, will be given relaxation in age up to 35, 38 and 40 years in case of General, OBC and SC/ST candidates respectively. In this regard they are advised to submit the necessary documentary evidence like Death Certificate of husband / Deed of Divorce etc.

4.2.5. BY FIVE years to the candidates who had ordinarily been domiciled in the Kashmir Division of the State of Jammu and Kashmir during the period from the 1st day of Jan. 80 to the 31st day of Dec. 89, subject to production of a residential certificate from the appropriate authority of the State of Jammu and Kashmir.

4.2.6. The upper age limit for PWD (PH) candidates are 43 years, 46 years and 48 years as on 01.01.2013 for UR, OBC and SC/ST candidates respectively.

4.2.7. No age relaxation is allowed to SC/ST/OBC candidates applying against unreserved posts.

5. **PROOF OF AGE:** (a) Birth certificate issued by appropriate authority, or (b) Matric / 10th pass Certificate issued by Board or equivalent.

6. **SERVING EMPLOYEES:** A candidate serving under the Government or Public Sector Enterprise/Undertaking including Railways should either apply through proper channel duly certifying their service details by the employer, or, directly to RRC - SER with "No Objection Certificate" from the employer concerned. In addition, an advance copy of such application, complete in all respects, may be sent super scribing on the top of the application "ADVANCE COPY" so as to reach RRC - SER before the closing date and time specified.

7. **EXAMINATION FEE:**

7.1 The Examination fee is Rs. 40/- (Rs. Forty) only. Candidates belonging to SC/ST, PWD (PH), Women, Minority Communities and Economically Backward Classes/Sections are exempted from payment of examination fees. For availing exemption under Economically Backward Class, Certificate in prescribed Proforma at Annexure-VIII should be enclosed. For Minority self declaration should be given in prescribed proforma at Annexure-IX.

7.2 The Examination fee should be paid in the form of crossed Demand Draft from State Bank Of India or any other Nationalized Bank or crossed IPO from any Post Office drawn in favour of the "FA&CAO, South Eastern Railway, 11 Garden Reach Road , Kolkata-700043 payable at "KOLKATA". Validity of Bank Draft /IPO should be of minimum six months from the date of issue.

7.3 Application received with cash/cheque/Central Recruitment Stamps and Money orders will not be accepted and will be treated as rejected and amount forfeited.

7.4 Bank draft / IPO issued before the date of issue of Employment Notice and after closing date will not be accepted and such application form will be rejected and amount forfeited.

7.5 The candidates are advised to write their name and address on the back side of the Bank Draft/IPO and enclose it with the application form in original. The details of examination fee may be written in the Application form. Examination fee is not refundable under any circumstances including for the rejected applications.

7.6 The BANK DRAFT /IPO should be enclosed on the top of the application.

8. IMPORTANT INSTRUCTIONS FOR THE CANDIDATES:

8.1 Candidates are advised to apply to one Zonal Railway of their choice. It may be noted that Written Examination will be held on the same day simultaneously by all the Railways. Similarly Physical Efficiency Test (PET) will also be held during the same period simultaneously by all the Railways.

8.2 The number of vacancies shown is provisional and is liable to increase or decrease. No consequential damage/loss or refund of fee will be made to the applicant on this account.

8.3 Female candidates are also eligible. They may however, note that the nature of duties is arduous and may involve outdoor and night working.

8.4 Selected candidates are likely to be posted anywhere on the concerned Zonal Railway after successful completion of training, wherever prescribed.

8.5 Candidates should send their application sufficiently in advance before the closing date to the Railway Recruitment Cell, South Eastern Railway. RRC-SER will not be responsible for any postal delay/wrong delivery whatsoever at any stage of the selection process.

8.6 The size of the column for correspondence address in Application Form is 8 x 4 cm. The same should not be changed under any circumstance.

8.7 All candidates irrespective of community will be considered for UR vacancy except PWD (PH). However, against specific community quota, only candidates of that particular community will be considered including PWD (PH).

8.8 It may please be noted that--

8.8.1 Caste certificate from competent authority for SC/ST and OBC candidates in the prescribed format have to be produced as given in Annexure-I and Annexure-II respectively. The OBC candidate who is not belonging to the creamy layer should also submit a declaration vide Annexure-III.

8.8.2 If the candidates wish to be considered against a specific community quota and fill the community column accordingly, their application will be rejected unless proof of community in the prescribed format is enclosed.

8.8.3 The Minority candidate should also submit a declaration vide Annexure-IX.

8.8.4 Any subsequent representation for change of community status will not be entertained under any circumstances.

8.8.5 Before applying to the post, the candidates should ensure that he/she fulfils the eligibility and other criteria. RRC-SER would be free to reject any application not fulfilling the requisite criteria, at any stage of recruitment, and if erroneously appointed, such candidates shall be liable for termination from service without notice.

9. GUIDELINES FOR HOW TO APPLY:

9.1.1 Candidates should carefully read the instructions in this Employment Notice before applying for the post, and indicate their preference by indicating CODE number of Post.

9.1.2 Candidates are required to fill up Application Form (AF) in the format given at Annexure-X. Format of AF should not be changed under any circumstance.

9.1.3 Application Form (AF) should be made separately on good quality, white, A-4 (210x297mm) size paper on a single sheet using ONE SIDE ONLY.

9.1.4 Candidates have to fill up required information in Black Gel Ink/Black Ball Point pen in his/her own handwriting.

9.1.5 AF should be written either in English or Hindi, not in any other Language. The language once selected, should only be used for filling all columns.

9.1.6 AF has to be duly dated and signed by the candidate.

9.1.7 Overwriting, cutting, erasing in the AF will lead to rejection of application.

9.1.8 The photograph should be a size of 4.5 x 3.5 cm. and should be colour photograph. The photograph should be taken without wearing coloured glass or Cap and face of the candidate

should be clearly visible. If these conditions are not satisfied, the application will be summarily rejected.

9.1.9 Do not keep any column unfilled, if column/columns is/are not related with you, please write N.A. (Not Applicable) into the appropriate box/boxes.

10. Application Form (AF)

10.1.1 Specific details, as asked in AF, should be mentioned in the Column correctly.

10.1.2. Candidates are required to copy the following para (Declaration), in his/her own running handwriting, in the space provided at column No. 21 in the Application Form invariably.

"I hereby declare that all the particulars given above by me are true, complete and correct to the best of my knowledge and belief. I am aware that in the event of any information furnished by me is found false / incorrect at any stage, my candidature / service will be rejected / terminated summarily and I am also liable to criminal action. I will abide by the instructions given in the notification".

10.2 Guide lines for filling up of Application Form (AF)

10.2.1. Candidates should write his/her name (in column no. 1), father's/husband's name (in column no.2) in capital letters as given in Class-X certificate or ITI or equivalent certificate. Each letter should be filled in one box as shown below; one box should be left blank between each part of the name.

V	E	N	K	A	T		R	A	O
---	---	---	---	---	---	--	---	---	---

10.2.2. Candidates should write his/her nearest railway station in column no. 3, writing one letter in each box, leaving one box blank between two words.

10.2.3. Candidates should write Correspondence Address in (column no. 4.). Correspondence Address should be written in block letter. It should be legible, complete and with PIN Code No. The dimension of this column is 8 cm x 4 cm. The same should not be changed, otherwise, address on scanning would become illegible and it is likely the correspondence may get misplaced in transit.

10.2.4 In column no. 5 appropriate code may be written as given below:

Sex	Male	Female
Code	01	02

10.2.5 In column no.6 candidates should write his/her Nationality.

10.2.6 In column no. 7 candidates should indicate his/her religion by writing the appropriate code as given below:

Religion	Hindu	Muslim	Sikh	Christian	Buddhist	Jain	Parsi	Others
Code	01	02	03	04	05	06	07	08

10.2.7 In column no. 8 marital status may be indicated by writing the appropriate code as given below:-

Marital Status	Single	Married
Code	01	02

10.2.8. In column no. 9 candidate should write his/her date of birth in digits beginning with date, month and year with one digit in each box. If any of these figures is single digit prefix zero to make it double digit, for example - if a candidate is born on 5th June, he/ she should write 05 under date and 06 under month.

10.2.9 PWD(PH) candidates must mention their type of disability in column 10 of AF as VH or OH or HH. Disability percentage and requirement of scribe may also be indicated in the relevant box.

Persons with Disability	O	H
Disability Percentage (%)	60%	
Whether Scribe required (YES/NO)	YES/NO	

10.2.10 In column no. 11 candidate may indicate his/her community by writing the appropriate code as given below :-

Community	UR	SC	ST	OBC
CODE	01	02	03	04

10.2.11 For age relaxation under any of the categories mentioned in Para 4.2 above, write the appropriate under mentioned code in column no. 12.

Category	OBC	SC	ST	SRE	Quasi Admn. Staff	PWD (PH)	Judicially Separated Women/Widow	Domicile of Kashmir
Code	01	02	03	04	05	06	07	08

10.2.12 In column no. 13 candidate may indicate his/her choice of posts by preferring the code as given in Para-1 of the Notification up to 05 preferences.

1 st	2 nd	3 rd	4 th	5 th

10.2.13 In column no. 14 candidate should (✓) their respective Educational Qualification in the appropriate box/boxes, in column No 15 only serving employee, should write YES followed by name of the organisation in column No 16, in column No 19 candidate should write their proper identification marks and in column No 20 specific details of IPO/DD enclosed may be mentioned.

10.2.14 The question paper for written examination will be in English, Hindi, Bengali ,Oriya and Urdu language. In column No.18 candidate should indicate his/her choice of language by writing the appropriate code as given below:

Language	English	Hindi	Bengali	Oriya	Urdu
Code	01	02	03	04	05

10.2.15 In column No.17 for Fee Exemption, please write YES (if eligible for exemption) or NO (if not eligible for exemption)

10.2.16. In the prescribed space of AF, candidates should put his signature in full in running script in English or Hindi at the space provided below the Photograph and at the right bottom of the AF as indicated in AF. Signature of the applicant must be specific so that it may not be copied easily. Signature in capital letters or disjointed letters will not be accepted and the applications having such type of signature will be rejected summarily.

10.2.17 In the prescribed space of AF candidate should put his/her left thumb impression (LTI) in black printer ink only. LTI should be clear and complete; finger-print should be clearly visible and not smudged.

10.2.18 Candidate should write place and date at the left bottom of the Application as shown in the AF.

10.2.19 **Port Blair centre is available only for candidates from Andaman & Nicobar and Lakshdweep Islands.** The decision of Railway Administration regarding allotment of Examination Centre will be final.

10.2.20 In the prescribed column of Application Form, candidate should affix his/her passport size photograph, with light colour background, not older than one month, repeat, not older than one month, without wearing cap or goggles/coloured glasses. Do not put any mark or signature on the photograph. No attestation of photograph is required. The photograph should be neatly pasted and not stapled or pinned. One photograph is to be enclosed separately (not older than 1 month) without wearing cap & goggles/coloured glasses should be enclosed with name and father/husband's name written on reverse. Do not put any mark or signature on the photograph.

Note : Candidates must keep a photocopy of the AF for further reference.

10.2.21 Candidates should send AF duly filled in along with required documents by ordinary POST only, so as to reach Railway Recruitment Cell office within the closing date positively. Application received after due date, for any reason whatsoever, will not be considered. **Speed post/Courier/Registered AD will not be acknowledged** under any circumstances.

10.2.22 Candidates should mention "Recruitment in Pay Band-I Rs.5200-20200/- with GP Rs.1800/- South Eastern Railway. Community _____" at the top of the envelope containing the Application. PWD (PH) candidates must mention PWD/PH at the Top of the envelope of their application for Recruitment in Pay Band-I Rs.5200-20200/- with GP Rs.1800/- clearly. Each cover should contain one application only. In case more than one application are sent in one envelop, all such applications will be rejected as stated above.

10.2.23 Those candidates who are debarred from appearing at any of the RRB/RRC examination need not apply unless such period expires by the closing date. Their application shall not be entertained.

11. ENCLOSURES: (Please also see Checklist at Annexure-IV)

The following enclosures only are to be firmly stitched along with the application Form-

11.1 Self Attested, photocopy of certificates for DOB and qualification.

11.2 Certificates/documents, which are in language other than in Hindi or English, should be translated into Hindi or English and enclosed along with the attested Xerox copies of originals.

11.3 In case of SC/ST candidates, a certificate of their belonging to SC/ST category in the format given in Annexure-I.

11.4 In case of OBC candidates, a certificate of their belonging to OBC, in format as given in Annexure-II & declaration to be submitted in format given in Annexure-III.

11.5 In case of minority candidate, a declaration in format at Annexure-IX is to be submitted.

11.6 In case of PWD/PH candidates the self attested copy of the disability certificates in the format as given in Annexure-VII should be attached.

11.7 All PWD/PH candidates must go through the instructions as given in Annexure-V

11.8 In the case of Government Servants, attested copy of Certificate from the competent authority giving their length of service etc.

11.9 Only Photostat, self attested copies of certificates/documents should be enclosed. Original copy of certificate/document SHOULD NOT be enclosed with the application.

11.10 No objection certificate from the employer, if already employed.

11.11 One additional photograph of the candidate mentioning his/her name and father/husband's name on the reverse.

11.12 Any certificate, photograph etc. received separately, subsequent to the receipt of application will not be entertained.

12. SERVING GOVERNMENT EMPLOYEES:

Candidates serving Government, Quasi Government Offices/ Organizations and Institutions, can apply directly with “No objection Certificate” from their employer to avoid delay or they should apply through proper channel only. Advance copy of the application will be entertained provided the application through proper channel is received in RRC-SER’s office within 15 days from the closing date, for which the entire responsibility would be of the candidate. Applications even if submitted to the employer concerned before the closing date but received by RRC-SER after the closing date will not be considered. It is the responsibility of the candidates to ensure that his/her application is forwarded to RRC-SER in time so that the application reaches RRC-SER office within time.

13. FREE JOURNEY RAILWAY PASS:

A free Second Class journey Railway Pass, as and where admissible, will be issued to the candidates belonging to SC/ST communities only. All other candidates will have to bear their expenses for appearing in the written examination/physical efficiency test etc.

14. IMPORTANT NOTE:

Candidates should have requisite academic qualification on the date of submission of application. Those who are appearing at and/or awaiting results of final examination are not eligible. Academic qualification must be from a recognized Institution/Board, otherwise candidature will be rejected. Candidates having higher qualification may also apply.

15. SYLLABUS & EXAMINATION:

The question paper for the written examination shall be based on Class 10th standard consisting of multiple choice objective type questions aimed to assess General Knowledge/Awareness, Mathematics and Reasoning etc. There will be no question for checking proficiency in language. Questions will be in Hindi, English, Oriya, Urdu and Bengali.

16. SELECTION PROCEDURE.

16.1 Selection will be based on MERIT only. First there will be Written Examination. Candidates to a limited extent, in order of merit, out of those who obtained the prescribed minimum pass marks in Written Examination will be called for Physical Efficiency Test(PET). Those who will qualify in the Physical Efficiency Test (PET) will have to go through the original document verification. Candidates who will found eligible after Physical Efficiency Test (PET) will be called for Medical Examination of relevant standard as shown against each category of post at Page-1 of this notification. There will be no interview.

16.2 Physical Efficiency Test (P.E.T.): The qualifying standard of PET will be as follows:

16.2.1 Male

Should be able to run for a distance of 1500 metres in 6 minutes in one chance.

16.2.2 Female

Should be able to run for a distance of 400 metres in 3 minutes in one chance.

Railway Administration will not be liable/responsible for any loss/injury/damage, whether direct or consequential, suffered/incurred by any candidate during the selection, including PET. Candidates are advised in their own interest, therefore, to ensure that they are physically and otherwise fit to undertake the selection and observe due care to avoid injury/damage/loss to either themselves or others during the process of selection.

16.3. The appointment of the candidate will be subject to their being found suitable after antecedent verification and medical fitness as per rules.

16.4. The selection of candidate by RRC-SER does not confer any right to the candidate for appointment. ‘RRC-SER’ shall not be held responsible for any inadvertent error or mistake.

16.5. RRC-SER at its discretion may hold additional written examination and/or hold re-examination, or, cancel part, or, whole of the written examination and/or PET.

16.6. Date and venue of written examination, Physical Efficiency Test, and document verification will be fixed by RRC-SER and intimated to eligible candidates by post. Request for postponement of the examination and change of centre/venue will not be entertained under any

circumstances. Candidates trying to use influence or unfair means on this count would be liable to be disqualified.

Note:- Admission to the examination centre is provisional as the applications are fully scrutinized later. In case a candidate does not fulfil the entire requirement prescribed in the Employment Notice, his/her candidature is liable to be rejected even at any stage and/ or later stage, when deficiency is noticed. Mere issue of call letter for appearing in written exam by RRC-SER, does not confer any right for any subsequent stage of recruitment process or placing his/her name on the panel.

17. INVALID APPLICATIONS: The applications having any of the following deficiencies or Irregularities will be summarily rejected.

17.1. Applications not submitted in prescribed format as given in this Employment Notice, or, if incomplete or illegible.

17.2. Unsigned/undated applications, applications without thumb impression, applications without proper marks of identification.

17.3. Without photos or affixing/attaching Photostat copy of photograph.

17.4. Application without signature or in capital letters or disjointed letters or with different signature at different places or smudged signature.

17.5. Without Demand Draft/ IPO of requisite value and validity.

17.6. Applications not filled in English or Hindi or not filled by the candidate in his own running handwriting.

17.7. Applications without declaration reproduced by the candidate in his/her own running handwriting at column 21 of AF.

17.8. Without proper certificates, in respect of SC/ST/OBC and PWD/PH candidates. Without income Certificate for waiver off examination fee issued by prescribed authority in format given at Annexure-VIII and without self declaration of Minority candidates in format given at Annexure-IX.

17.9. Under aged/Over aged candidates, as on 01.01.2013.

17.10. Not having the requisite Educational Qualification at the time of submitting application.

17.11. Applications received after 17.00 hrs. on closing date.

17.12. Photo copies of the certificates not self-attested.

17.13. More than one application in one name or sent in one envelope.

17.14. Any other irregularity / incomplete application noticed and considered invalid by the RRC/SER.

18. Action against candidates found guilty of misconduct: Candidates are warned that they should not furnish any particular that is false or suppress any material information while filling in the Application Form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or its attested / certified copy submitted by them nor should they submit a tampered / fabricated document. If there is any inaccuracy or any discrepancy, an explanation regarding this discrepancy should be submitted.

18.1. A candidate who is or has been found by the Railway Recruitment Board / Zonal Railway/ Recruitment Cell, to be guilty of :

(i) Obtaining support for his candidature by any means, or,

(ii) Impersonating, or,

(iii) Procuring impersonation by any person, or,

(iv) Submitting fabricated document or documents which have been tampered with, or,

(v) Making statements which are incorrect or false or suppressing material information, or,

(vi) Resorting to any other irregular or improper means in connection with his candidature for the selection, or,

(vii) Using unfair means during the examination, or by using electronic gadgets / Mobile phone etc. Or.

(viii) Writing irrelevant matter including obscene language or pornographic matter, in the scripts(s), or,

(ix) Committing mischief in any other manner in the examination hall, or,

(x) Harassing or doing bodily harm to the staff employed by the RRC/SER for the conduct of their test may, in addition to action under relevant provision of the Rules render himself liable to criminal prosecution and further-

(a) be disqualified by the RRC-SER from selection for which he is a candidate, or,

(b) be debarred either permanently or for a period decided by the RRC-SER from any examination or selection conducted by all the Zonal Railway Recruitment Cells/RRBs.

(c) If he is already in service under Government, be taken under disciplinary action under the appropriate rules.

19. All male candidates are liable for active Territorial Army Service in Railway Units or such other units as may be laid down on this behalf from time to time.

20. Candidates selected for these categories after the written test/Physical Efficiency Test/document verification are required to pass prescribed medical examination, before appointment.

21. Selected candidates may be required to undergo training wherever necessary, with stipend for a specific period and to deposit the security amount and execute an indemnity bond or agreement.

22. The candidates selected may be absorbed depending on the vacancies available, after successful completion of prescribed training. They may be considered in due course for promotion to higher grades according to rules/orders in force from time to time.

23. Posting of the selected candidates may be made as per requirement of the Zonal Railways/ Indian Railways at the appropriate time. No particular place or Department or Division of posting can be assured or assumed. Choice of Post will be based on merit.

24. For any legal dispute the Jurisdiction will be at Central Administrative Tribunal, covering the city where RRC-SER is located i.e. Hon'ble CAT/Kolkata

25. In the event of any dispute, English version of the Employment Notice will be treated as valid. In case of any misprint the copy of the notification displayed in the office of RRC-SER is final and valid. RRC-SER will not be responsible for printing/typographical error or any other inadvertent mistake.

26. RAILWAY RECRUITMENT CELL-SER'S DECISION FINAL:

The decision of RRC-SER in all matters relating to eligibility, acceptance or rejection of the applications, issue of free Rail Passes, penalty for false information, mode of selection, conduct of examination(s) and allotment of examination centre, selection, allotment of posts to selected candidates will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection. Candidates who submit forged caste certificates for securing eligibility and or obtaining privilege, including free travel, for appearing in an examination, shall be liable not only for rejection of his candidature for the particular recruitment for which he has applied, but shall be debarred from appearing at any examination conducted by any RRC/RRB all over the country for whole life.

IMPORTANT: RRC-SER has not appointed any agents or coaching centres for acting on its behalf. Candidates are warned against any such claims being made by persons / agencies. Examination conducted by RRC-SER would be multiple-choice objective type and OMR answer sheets are being used and computer evaluation is being resorted to. Candidates are selected purely as per merit only. Please beware of unscrupulous elements and do not fall in their trap. Any information on such elements or complaints may be addressed to either Dy.CPO(Rectt.) S.E.Rly. on the address below, or, SDGM/S.E.Rly.11 Garden Reach Road , Kolkata-700043.

Candidates may also log on to RRC-SER's website www.rrcser.in for downloading Application Form and accessing other information.

**Dy. Chief Personnel Officer/Rectt.
Railway Recruitment Cell
South Eastern Railway
Bungalow No 12 A ,1st Floor
11 Garden Reach Road
KOLKATA - 700 043**

Annexure-X

To The Assistant Personnel Officer (Rec'tt) South Eastern Railway ,Bungalow 12 A 11 Garden Reach Road,Kolkata-700 043	APPLICATION FORM Employment Notice No-SER/RRC/02/2012	FOR OFFICE USE ONLY
Recruitment in Pay Band-I Rs.5200-20200/- with GP Rs.1800/- (UR, SC, ST, OBC and PWD) on South Eastern Railway		

1 Name of Candidate: (IN BLOCK LETTER)	
2 Father's Name: (IN BLOCK LETTER)	
3 Nearest Railway Station	

Paste(do not pin or staple) here your recent colour passport size photo of size 4.5cm X 3.5cm (The colour photo shall not be more than 3 months old)Not to be attested.

4 Address for Communication: (IN BLOCK LETTER)	
PIN CODE NO	

5 Sex:	
6 Nationality:	
7 Religion:	
8 Marital Status:	

Signature of the Candidate

9 Date of Birth	<table style="width:100%; text-align: center;"> <tr> <td style="width:12.5%;">D</td><td style="width:12.5%;">D</td><td style="width:12.5%;">M</td><td style="width:12.5%;">M</td><td style="width:12.5%;">Y</td><td style="width:12.5%;">Y</td><td style="width:12.5%;">Y</td><td style="width:12.5%;">Y</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	D	D	M	M	Y	Y	Y	Y								
D	D	M	M	Y	Y	Y	Y										

10 Persons with Disability	
Disability Percentage (%)	
Whether Scribe required (YES/NO)	

11 Community

12 Age Relaxation

13 Order of preference (Post code up to 5 preference)	<table style="width:100%; text-align: center;"> <tr> <td style="width:12.5%;">1st</td><td style="width:12.5%;">2nd</td><td style="width:12.5%;">3rd</td><td style="width:12.5%;">4th</td><td style="width:12.5%;">5th</td> </tr> <tr> <td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td><td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	1 st	2 nd	3 rd	4 th	5 th					
1 st	2 nd	3 rd	4 th	5 th							

14 Educational Qualification, tick (✓) the appropriate column

SSLC/MATRIC	HSC/SSC	ITI	DIPLOMA	NON-TECHNICAL		TECHNICAL	
				GRADUATE	POST GRADUATE	GRADUATE	POST GRADUATE

15 Serving Employee <input style="width: 40px; height: 20px;" type="text"/>	16 If yes, indicate the organisation <input style="width: 90%; height: 20px;" type="text"/>
17 Fee Exemption <input style="width: 40px; height: 20px;" type="text"/>	18 Choice of Language for Examination <input style="width: 90%; height: 20px;" type="text"/>

19 Personal marks of identification (Mole, cut mark etc in the body)	<table style="width:100%;"> <tr> <td style="width:5%; text-align: center;">1</td> <td style="border: 1px solid black; height: 20px;"></td> </tr> <tr> <td style="text-align: center;">2</td> <td style="border: 1px solid black; height: 20px;"></td> </tr> </table>	1		2	
1					
2					

20	Details of IPO/DD enclosed with the AF		
	Name of the post office/Bank & Place	Serial No Date	Amount

21. Declaration by the candidate :(Copy the passage in the box below in your running hand writing): **Not required to write by Blind/Cerebral Palsy Candidates who needs the assistance of scribe.**

"I hereby declare that all the particulars given above by me are true, complete and correct to the best of my knowledge and belief. I am aware that in the event of any information furnished by me is found false / incorrect at any stage, my candidature / service will be rejected / terminated summarily and I am also liable to criminal action. I will abide by the instructions given in the notification".

Place:		
Date:	Left Thumb Impression	Signature of the Candidate

Annexure-I

The candidates are required to obtain caste certificates in the proper proforma from the appropriate authority and produce the original certificate at the time of verification, failing which he/she may be disqualified. This is strictly required vide Chapter 13 of the Brochure (Published by Govt. of India, Ministry of Personnel, Public Grievances & Pensions Department of Personnel Training, New Delhi). As large numbers of candidates are producing certificates issued by authority different from the appropriate authority, they are advised to strictly comply with the instructions.

(FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA)

This is to certify that Shri/Smt./Kum* _____ Son /Daughter* of _____ of village/town* _____ District/Division* _____ Of State/Union Territory* _____ belongs to the _____ Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* under:

1. The Constitution (Scheduled Caste) order, 1950.
2. The Constitution (Scheduled Tribes) order, 1950
3. The Constitution (Scheduled Caste) (Union Territories) order, 1951
4. The Constitution (Scheduled Tribes) (Union Territories) order, 1951(as amended by the Scheduled Caste and Scheduled Tribes Lists Modification), Order, 1956 the Bombay Reorganisation Act 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas Reorganisation Act, 1971, and the Scheduled Tribes Order (Amendment) Act, 1976.
5. The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956.
6. The constitution (Jammu and Kashmir) Scheduled Tribe Order 1956
7. The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.As amended by the Schedule Caste and Schedule Tribe order (Amendment Act , 1976)
8. The Constitution (Dadra and Nagar Haveli)Scheduled Castes Order, 1962
9. The Constitution (Dadra and Nagar Haveli)Scheduled Tribes Order, 1962
10. The Constitution (Pondicherry) Scheduled Castes Order, 1964
11. The Constitution Scheoduled Tribes (Utttar Pradesh) order, 1967
12. The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968
13. The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968
14. The Constitution (Nagaland) Scheduled Tribes Order, 1970
15. The Constitution (Sikkim) Scheduled Caste Order, 1978
16. The Constitution (Sikkim) Scheduled Tribes Order, 1978
17. The Constitution (Jammu and Kashmir) Scheduled Tribe Order, 1989.
18. The Constitution (Schedule Caste) order (Amendment) Act,1990.
19. The Constitution (Schedule Tribe) order (Amendment) Act,1991.
20. The Constitution (Schedule Caste) order (2nd Amendment) Act,1991.
21. The Constitution (Schedule Tribes) order (Amendment) ordinance,1996.

Shri/Shrimati/Kumari* _____ and/or his /her* family, reside(s) in village /town* _____ of* _____ District/Division* of the State/Union Territory* of _____

Signature _____

**Designation _____

(with seal of Office) State/Union Territory**

Place _____

Date _____

*Please delete the words which are not applicable.

Note: The term "ordinarily reside(s) ** used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

** Officers competent to issue Caste/Tribe certificates:

** District Magistrate/Additional District Magistrate/ Collector/Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/1st Class Stipendiary Magistrate /City Magistrate / Sub- Divisional Magistrate / Taluka Magistrate / Executive Magistrate/Extra Assistant Commissioner(not below the rank of 1st Class Stipendiary Magistrate) Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate/ Revenue Officers not below the rank of Tahsildar / Sub- Divisional Officer of the area where the candidate and/ or his/ her family reside(s).

Note: ST Candidates belonging to Tamilnadu State should submit caste certificate ONLY from the REVENUE DIVISIONAL OFFICER.

FORM OF CERTIFICATE FOR OTHER BACKWARD CLASS CANDIDATES

This is to certify thaton/daughter of of village.....district/division ...state belongs tocommunity which is recognised as a backward class under:

- 1) Resolution No.12011/68/93-BCC dated 10th September 1993, published in the Gazette of India -Extraordinary - part 1, Section 1, No.186 dated 13th September 1993.
- 2) Resolution No.12011/9/94-BCC dated 19th October 1994, published in the Gazette of India -Extraordinary - part 1, Section 1, No.163, dated 20th October 1994.
- 3) Resolution No.12011/7/95-BCC, dated 24th May, 1995, published in Gazette of India - Extraordinary - Part 1, Section 1, No.88, dated 25th May 1995.
- 4) Resolution No.12011/44/96-BCC, dated 6th December 1996, published in Gazette of India - Extraordinary - part 1, Section 1, No.210, dated 11th December 1996.
- 5) Resolution No.12011/68/93-BCC, published in Gazette of India - Extraordinary - No.129, dated the 8th July 1997.
- 6) Resolution No.12011/12/96-BCC, published in Gazette of India - Extraordinary - No.164, dated the 1st Sept 1997.
- 7) Resolution No.12011/99/94-BCC, published in Gazette of India - Extraordinary - No.236, dated the 11th Dec 1997.
- 8) Resolution No.12011/13/97-BCC, published in Gazette of India - Extraordinary - No.239, dated the 3rd Dec 1997.
- 9) Resolution No.12011/12/96-BCC, published in Gazette of India - Extraordinary - No.166, dated the 3rd Aug 1998.
- 10) Resolution No.12011/68/93-BCC, published in Gazette of India - Extraordinary - No.171, dated the 6th Aug 1998.
- 11) Resolution No.12011/68/98-BCC, published in Gazette of India - Extraordinary - No.241, dated the 27th Oct 1999.
- 12) Resolution No.12011/88/98-BCC, published in Gazette of India - Extraordinary - No.270, dated the 6th Dec 1999.
- 13) Resolution No.12011/36/99-BCC, published in Gazette of India - Extraordinary - No.71, dated the 4th April 2000.

Shriand/or his family ordinarily reside(s) in theDistrict/ Division of theState. This is also to certify that he/she does not belong to the persons/sections (**Creamy Layer**) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM NO.36012/22/93 -Estt (SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M. 36033/32004-Estt.(Res) dated 09.03.2004.

Dated:

District Magistrate/Dy. Commissioner etc.

Seal

Note: The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of Peoples Act., 1950.

Proforma for declaration to be submitted by Other Backward Class Candidates along with the application while applying for the posts against Employment Notice No. _____ of RRC _____.

DECLARATION

“I, _____ son/daughter of Shri _____ resident

Of village/town/city _____ district _____ State _____ hereby declare that I belong to the _____ (indicate your sub-caste) community which is recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No. 36012/22/93-(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08.09.1993 and its subsequent through O.M. No.36033/3/2004-Estt. (Res.) dated 09.03.2004.”

Place:

Signature of the candidate

Date:

Name of the candidate

Checklist for proper filling of application.

1. Application is addressed to Assistant Personnel Officer (Recruitment), South Eastern Railway ,Bungalow No 12 A ,11 Garden Reach Road,Kolkata-700043.
2. Application Form is on prescribed format in good quality, white,A-4 size paper only.
3. Application is filled in own handwriting (except VH candidates who will opt for Scribe).
4. Application is filled completely and legibly
5. Application Form is filled in English or Hindi language only.
6. Only one application is submitted in one name for any/all post & category in one envelope.
7. Relevant examination fee in the form of DD/IPO is attached.
8. DD/IPO is not issued before the date of notification.
9. Applicant is not over-aged/under-aged as on 01.01.2013.
10. Applicant possesses the requisite qualification at the time of filling the application
- 11.Only legible, Photostat and self attested copies of requisite certificates for age, educational/technical qualification are enclosed.
12. Appropriate post code of choice in the application at Col 13
13. Application Form is filled with correct date of birth & not age. Further appropriate codes are properly filled in accordance to the Instructions mentioned in paragraph 10.2 of the Employment Notice.
14. Two identification marks have been mentioned in the Application Form at Column No 19.
15. Signature of the candidate at the space provided just below the photograph and right bottom of AF.
16. Signature should be either in Hindi or in English.
17. Signature is not recorded in English Capital letters or disjointed letter.
18. Place and Date of filling of application is recorded.
19. Declaration is written in own handwriting by the candidate in running english.
20. The left thumb impression given is clear & not smudged.
21. Application of serving employee is submitted through proper channel with no objection certificate from the employer.
22. You are not debarred from any RRB examination during the period
23. Application is not received after closing date and time
24. Candidates with registered crime report on Police record need not to apply
25. Application is being sent through ordinary post/dropped in the box kept at RRC, South Eastern Railway, Garden Reach, Kolkata-43.

For PERSONS WITH DISABILITIES (PWD)

Employment Notice No.SER/RRC/02 / 2012

1. The suitability of a post for Persons with Disability has been indicated against each post. In case of some posts certain vacancies are specifically reserved for them.

2. Definitions of Disabilities:

(I) Visually Handicapped (VH)

(a) **Blindness:** “Blindness” refers to a condition where a person suffers from any of the following conditions, namely: (i) Total absence of sight; or (ii) Visual acuity not exceeding 6/60 or 20/200 (snellen) in the better eye with correcting lenses; or (iii) limitation of the field of vision subtending an angle 20 degree or worse.

(b) **Low vision:** “Person with low vision” means a person with impairment of visual functioning even after treatment or standard refractive correction, but who uses or is potentially capable of using vision for the planning or execution of a task with appropriate assistive devices.

(II) Hearing Handicapped (HH)

(a) **Hearing impairment:** “Hearing impairment” means loss of 60(sixty) decibels or more in the better ear in the conversational range of frequencies.

(III) Orthopedically Handicapped (OH)

(a) **Loco motor disability :** “Loco motor Disability” means disability of bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.

(b) **Cerebral Palsy:** “Cerebral Palsy” means a group of non-progressive conditions of a person characterised by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal or infant period of development.

(c) All the cases of orthopedically handicapped persons would be covered under the category of “Loco motor disability or Cerebral Palsy”.

3. **Degree of disability for Reservation:** Only such persons would be eligible for reservation in service/ posts who suffer from not less than 40% of the relevant disability. A person who wants to avail the benefit of reservation would have to submit a Disability Certificate issued by a competent authority in the format given at Annexure-VII.

4. **Competent Authority to Issue Disability Certificate:** The competent authority to issue Disability Certificate shall be a Medical Board duly constituted by the Central or State Government consisting of at least three members out of which one shall be a specialist in the particular field for assessing Loco motor / Cerebral / Visual / Hearing Disability as the case may be.

5. Conditions :-

(a) All selected Candidates will be subjected to Medical Examination by Railway Medical Authority prior to their appointment and only those confirming to the medical standards as laid down in the **Indian Railway Medical Manual** and other extant provisions as the case may be will only be eligible for appointment.

(b) Candidates, if selected, may have to undergo training.

(c) The candidate will have to make their own arrangement while appearing in the written test/Document verification. SC/ST candidates will be given free 2nd class train travel authority(Pass) for appearing at written test and verification of documents from the station of residence to the station of examination centre and back. However, all candidates will have to make their own arrangements.

6. Mode of selection :-

Written Examination followed by verification of documents (if qualify in the written examination). The question papers for the written test shall be based on class- X or ITI or equivalent standard consisting of multiple choices, objective type questions aimed to assess General Knowledge / Awareness, Mathematics and Reasoning etc. There will be no question of checking proficiency in languages. Question will be in BENGALI, ENGLISH, HINDI, ORIYA & URDU. There will be no Physical Efficiency Test (PET).

7. Provision of Scribe:

Visually Impaired Candidates/ those candidates whose writing speed is affected by Cerebral Palsy can avail the assistance of SCRIBE for writing answers on their behalf. For this purpose they will have to suitably inform RRC-SER at least seven (07) days in advance from the date of Written Examination as per (d) below failing which Scribe cannot be permitted. In all such cases engagement of Scribes will be subject to the following conditions:

(a) The candidates will have to arrange their own SCRIBES at their own cost during the examination. Separate Admit Card shall be issued to the **Scribes** accompanying the visually handicapped candidates. Admit card shall contain the particulars and photograph of the Scribe duly signed by him/her. The Invigilators on duty will verify the identity of Scribe with photo and particulars printed on Admit card issued to Scribe.

(b) The academic qualification of the Scribe should be one grade below the qualification prescribed for the post for which recruitment is being made.

(c) The Scribe can be of any academic discipline if the recruitment is for general post. If the recruitment is for a specialized post, he/she should be from a discipline different from that of candidate (Authority: Rly Bd's letter No: E(NG)II/2006/RC-2/13 Dt.27-04-12).

(d) The candidates as well as the **Scribe** will have to give a suitable undertaking (enclosed Proforma at Annexure-VI) confirming that the **Scribe** fulfils all the stipulated eligibility criteria for a **Scribe** as mentioned above. In case it transpires later that he/she did not fulfil any of the laid down eligibility criteria or there has been suppression of material facts, the candidature of the applicant will stand cancelled irrespective of the result of the examination. The Visually Handicapped candidate shall be responsible for any misconduct on the part of **scribe** brought by him/her. The undertaking, as given in the enclosed proforma at annexure-VI, should be submitted by the Visually Handicapped candidate along with his/her application form.

(e) Candidates availing the assistance of Scribe shall be eligible for 20 MINUTES extra time for every hour of the examination.

(f) The **Scribe** will read out the questions to the candidates and on the candidate stating clearly answer against each question, the **Scribe** will write/indicate the same. Only the answers spelt out by the candidate are written/ indicated by the **Scribe** in the answer sheet.

(g) The **Scribe** shall not be permitted to make gesture, sounds or any other forms of communication designed to indicate to the candidate the correctness or otherwise of an answer being recorded by him. Any such attempt would entail disqualification of candidate and stringent action will be taken against both the candidate and the scribe.

(h) The VH candidates may be allowed to use TAILOR FRAME AND BRAIL SLATE WITH PAPER for solving arithmetic problems and they will have to bring their own TAILOR FRAME AND BRAIL SLATE WITH PAPER in the examination hall. Partially blind candidates who are able to read normal question paper set for all the candidates and to write/indicate the answer with the help of Magnifying Glass may be allowed to use Magnifying Glass in the examination hall but they shall not be allowed the help of a Scribe. Such candidates may bring their own Magnifying Glass in the examination hall.

(i) All one eyed candidates and visually impaired candidates whose visual degree of disability is less than **Forty Percentages (40%)** shall not be considered as visually handicapped persons and thereby provision of engaging scribe shall not be applicable to them.

DECLARATION TO BE SUBMITTED BY VISUALLY HANDICAPPED CANDIDATES/THOSE CANDIDATES WHOSE WRITING SPEED IS AFFECTED BY CEREBRAL PALSY PARTICULARS OF THE SCRIBE PROPOSED TO BE ENGAGED BY THE CANDIDATE

1	Name of the Candidate (IN BLOCK LETTER)		Control No (For Office Use)
2	Date of birth of the candidate		Paste (do not pin or staple) here Scribe's recent colour passport size photo of size 4.5cm X 3.5cm duly signed (The colour photo shall not be more than 3 months old) Not to be attested (Signature of the Scribe below the photograph)
3	Name of the Scribe		
4	Father's Name of the scribe		
5	Address of the Scribe		
	a) Permanent Address		
	b) Present Address		
6	Educational Qualification of the Scribe (Pl. enclose attested copy of certificate/marksheet)		
7	Relationship if any, of the scribe to the candidate		

8. DECLARATION

We hereby declare that the particulars furnished above are true and correct to the best of our knowledge and belief. We have read/been read out the instructions of the Railway Recruitment Cell, S. E. Railway regarding conduct of the visually challenged candidates/scribes at this examination and hereby undertake to abide by them: We also declare that:

(a) The academic qualification of the SCRIBE is below the qualification prescribed for the post applied for.

* (b) The academic discipline of the SCRIBE is same as of the candidate since the application is for general posts/The academic discipline of the SCRIBE is different from that of the candidate as the application is for a specialist post. (Delete the portion not applicable)

(Signature of the Candidate)

(Signature of the Scribe)

Left Thumb impression of the candidate in the box given above

LTI should be clear without smudging

Left Thumb impression of the scribe in the box given above

FORM OF PHYSICALLY DISABLED CATEGORY

<p>Recent Photograph</p> <p>of the candidate</p> <p>showing the disability duly attested by the Chairperson of the</p> <p>Medical Board.</p>
--

This is certified that Shri/Smt/Kum _____ son/wife/daughter of Shri _____ age _____ sex _____ identification mark(s) _____ is suffering from permanent disability of following category:

A. Locomotor or cerebral palsy:

- (i) BL-Both legs affected but not arms.
- (ii) BA-Both arms affected (a) Impaired reach
(b) Weakness of grip
- (iii) BLA-Both legs and both arms affected
- (iii) OL-One leg affected (right or left) (a) Impaired reach
(b) Weakness of grip
- (c) Ataxic
- (v) OA-One arm affected (a) Impaired reach
(b) Weakness of grip
(c) Ataxic
- (vi) BH-Stiff back and hips (Cannot sit or stoop)
- (vii) MW-Muscular weakness and limited physical endurance.

B. Blindness or Low Vision:

- (i) B-Blind
- (ii) PB-Partially Blind

C. Hearing impairment:

- (i) D-Deaf
- (ii) PD-Partially Deaf

(Delete the category whichever is not applicable)

2. This condition is progressive / non-progressive / likely to improve / not likely to improve. Reassessment of this case is not recommended / is recommended after a period of _____ years _____ months.*

3. Percentage of disability in his/her case is percent.

4. Sri./Smt./Kum.....meets the following physical requirements for discharge of his/her duties:-

- (i) F-can perform work by manipulating with fingers. Yes/No
- (ii) PP-can perform work by pulling and pushing. Yes/No
- (iii) L-can perform work by lifting. Yes/No
- (iv) KC-can perform work by kneeling and crouching. Yes/No
- (v) B-can perform work by bending. Yes/No
- (vi) S-can perform work by sitting. Yes/No
- (vii) ST-can perform work by standing. Yes/No
- (viii) W-can perform work by walking. Yes/No
- (ix) SE-can perform work by seeing. Yes/No
- (x) H-can perform work by hearing/speaking. Yes/No
- (xi) RW-can perform work by reading and writing. Yes/No

(Dr. _____)

Member

Medical Board

Regd No..

(Dr. _____)

Member

Medical Board

Regd.No..

(Dr. _____)

Chairperson

Medical Board

Regd. No...

***Strike out which is not applicable.**

**LISTS OF MINORITIES AND PROFORMA FOR INCOME CERTIFICATE FOR
ECONOMICALLY BACKWARD CLASSES**

1. Minorities will mean Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsi).
2. Economically backward classes will mean the candidates whose family income is less than Rs. 50,000 Per Annum. The following authorities are authorized to issue income certificates for the purpose of identifying economically backward classes.
 - i. District Magistrate or any other Revenue Officer upto the level of Tehsildar.
 - ii. Sitting member of Parliament of Lok Sabha for persons of their own constituency.
 - iii. BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railway .
 - iv. Union Minister may also recommended to Chairman/RRBs for any persons from anywhere in the country.
 - v. Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

**FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD AS PER PARA 3 OF LETTER NO
:E(RRB)/2009/25/21 DATED 28-10-2009**

INCOME CERTIFICATE FOR WAIVER OFF EXAMINATION FEES FOR RRB EXAMINATION

- 1 Name of Candidate :

- 2 Father's /Husband's Name :

- 3 Age :

- 4 Residential Address :

- 5 Annual Family Income :
(in words & Figures)

- 6 Date of issue :

- 7 Signature :

NAME

- 8 **Stamp of issuing authority
with full name, designation,
location etc.**

SELF DECLARATION OF MINORITY CANDIDATES FOR WAIVER OF EXAMINATION FEE

(Proforma for declaration to be submitted by Minority candidates along with the application for the post against Employment Notice.....)

DECLARATION

I.....Son/Daughter of Shriresident
of Vill/Town/cityState..... hereby declare that belong to the

.....

(indicate minority community notified by Central Government i.e
Muslim/Sikh/Christian/Buddhist/Zorastrians(Parsis).

Date:

Signature of the Candidate

Place

Name of the Candidate

Note: At the time document verification such candidate claiming waiver of Examination fee will be required to furnish "Minority Community Declaration" affidavit on non-judicial stamp paper that he/she belongs to any of the Minority Community notified by Central Government i.e Muslim/Sikh/Christian/Buddhist/Zorastrians(Parsis).