S. E. Railway

Office of the
Sr. Divl. Personnel Officer
S. E. Railway/Adra

No. SER/P-ADA/ET/GDCE/2024

Date: 14.05.2024

To
All Branch Officers
S.E.Railway/Adra

Sub: General Departmental Competitive Examination- 2024
in South Eastern Railway.

Ref: Chairman, RRC/SER/GRC's Notification No.SER/P-HQ/RRC/
GDCE/2024 dated 13.05.2024.

*****

Enclosed please find herewith a copy of Chairman, RRC/SER/GRC's Notification under reference, which speaks for itself.

In view of the above, you are requested for wide circulation of the same among the staff who are working under your kind control.

Encl.: As above

14/05/24
Asstt. Personnel Officer
for Sr.Divl. Personnel Officer/Adra

Copy forwarded for information to- 1) PS to DRM, 2) Steno to ADRM/Adra, 3) OS to DRM/Adra. He is advised to upload the same in Railway website, 4) Recognised Unions and Associations of Adra Division.

14/05/24
Asstt. Personnel Officer
for Sr.Divl. Personnel Officer/Adra

SOUTH EASTERN RAILWAY
RAILWAY RECRUITMENT CELL,
11, GARDEN REACH ROAD, BUNGALOW NO.12A, KOLKATA-700043.
Website - www.rrcser.co.in

General Departmental Competitive Examination -2024

Notification No.SER/P-HQ/RRC/GDCE/2024 **Date: 13.05.2024**

Date of Publication in RRC/SER website	**13.05.2024**
Opening Date & Time for ONLINE Registration & Filling of Application	**13.05.2024**
Closing Date & Time for ONLINE Registration & Filling of Application	**12.06.2024**

1. In terms of the instructions issued vide Railway Board's letter No.E(NG)I-92/PM2/16 dtd.20.08.1993(RBE No.129/1993), E(NG)I/2018/PM1/23 dtd.02.08.2018(RBE No.112/2018) and other instructions issued from time to time, **ONLINE** applications are hereby invited from **all eligible serving regular railway employees of South Eastern Railway excluding RPF/RPSF Personnel, Law Assistants, Catering Supervisors** for filling up following vacancies of **ALP and Trains Manager(Goods Guard)** category against **General Departmental Competitive Examination(GDCE)** quota. The candidates must read all the instructions of this notification before filling the **ONLINE** application by visiting the link of **RRC/SER** i.e. www.rrcser.co.in. The community wise breakup of vacancies to be filled with Medical Fitness, Educational Qualification and stages of examinations are indicated below.

Cat. No.	Name of the post	PB & GP (in Rs.)	No. of Vacancies					Medical Standard	Minimum Educational Qualification	Stage of Exam.
			UR	SC	ST	OBC	Total			
1.	ALP	(5200-20200 with GP Rs.1900)/ Level-2 of 7th CPC	420	129	74	204	827	A-1 (Aye-One)	**(A)** Matriculation/SSLC plus ITI from recognized institutions of NCVT/SCVT in the trades of Armature and Coil Winder/ Electrician/ Electronics Mechanic/ Fitter/Heat Engine/ Instrument Mechanic/ Machinist/Mechanic Diesel/ Mechanic Motor Vehicle/ Millwright Maintenance Mechanic/Mechanic Radio & TV/Refrigeration and Air-conditioning Mechanic/ Tractor Mechanic/ Turner/Wireman **(OR)** Matriculation/SSLC plus Course Completed Act Apprenticeship in the trades mentioned above **(OR)** **(B)** 3 years Diploma in Mechanical/Electrical/Electronics/Automobile Engineering **(OR)** Combination of various streams of these Engineering disciplines from a recognized Institution in lieu of ITI. **Note: Degree in the Engineering disciplines as above will also be acceptable in lieu of Diploma in Engineering(RBE No.129/2015)**	Single stage Computer Based Test(CBT) followed by Aptitude Test, document verification & Medical Examination

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Cat. No.	Name of the posts	PB & GP (in Rs.)	No. of Vacancies					Medi-cal Stand-ard	Minimum Educational Qualification	Stage of Exam.
			UR	SC	ST	OBC	Total			
2.	Trains Manager (Goods Guard)	(5200-20200 with GP Rs.2800) / Level-5 of 7th CPC	188	59	27	101	375	A-2 (Aye -Two)	Degree from recognized University or its equivalent.	Single stage Computer Based Test(CBT) followed by document verification & Medical Examination

N.B.: **1. In terms of RBE No.72/2019, reservation for Economically Weaker Section(EWS) that is applicable for open market recruitment will not apply for the GDCE Scheme.**
2. PwBD candidates are not suitable for the above posts.

Candidates are advised to ensure that they are eligible as per the medical standards for the post. In case of, failure of the candidate to pass the prescribed medical fitness for the post, he will not be considered suitable for empanelment of the post.

GENERAL INSTRUCTIONS REGARDING ELIGIBILITY CONDITION:

2. Only eligible serving regular/permanent Railway Employees of **South Eastern Railway(the employee should be drawing a pay on Substantive Basis(excluding MACP/Ad-hoc promotion etc.)** working in all Departments/Branches of Hd.Qrs./Divisions/Workshop/Units in grade pay/levels:-
   i. Lower than the grade/pay levels of the notified posts for which GDCE is being conducted.
   ii. Same Grade/ Pay Levels of posts for which GDCE is being conducted are eligible to appear in selection for GDCE from **Non-safety to Safety categories** as well as **Safety to Safety category** posts (except from **Safety Category posts to Non-Safety post**).(**Authority : RBE No.72/2017 dtd.24.07.2017/SER Estt.Srl.No.100/2017 & 169/2018**) through on line mode.
   iii. Candidates are not allow to apply for the same post on which presently working.
   iv. Decision of the Railway Recruitment Cell, GRC in the matter of selection will be final.
   v. The Notification may be downloaded from the website i.e. www.rrcser.co.in.
   vi. The number of Vacancies shown in the notification are provisional and the same may increase or decrease depending upon the actual needs of the administration at the time of appointment.
   vii. Railway Administration reserves the right to alter the mode of examination or re-conduct CBT or to cancel part or whole of any process or recruitment at any stage.
   viii. The scheme of GDCE will be implemented according to the guidelines/extension of scheme issued by Railway Board if any in future and will be binding on all.

3. RPF/RPSF personnel are not eligible to apply for GDCE in terms of Railway Board's Letter No.E(NG)I/2002/PM2/9 dtd. 11.08.2003(**RBE No.139/2003 & 47/2016 - ES-139/2003 & 77/2016**) and Law Assistant, Catering Supervisors are not eligible to apply in terms of Railway Boards letter no.E(NG)I/2020/PM9/1 dtd.24.11.2021(**RBE No.86/2021**).

4. **AGE LIMIT**: The upper age limit will be 42 years for General candidates, 47 years for SC/ST candidates and 45 years for OBC candidates. The age will be reckoned as on **01.07.2024**(Authority: Rly.Bd.'s letter No.E(NG)I-2000/PM2/12 dtd.21.08.2001(**RBE No.165/2001 & Estt.Srl.No.103/2001**).

Age Group	Upper Date of Birth			Lower Date of Birth
	UR	OBC	SC/ST	
	18 to 42	18 to 45	18 to 47	01.07.2006
	02,07.1982	02.07.1979	02.07.1977	

Note: No age relaxation is allowed to SC/ST/OBC-NCL (Non Creamy Layer) candidates applying against unreserved vacancies.

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5. **PROOF OF AGE:**

Matriculation/SSC/SSLC/HSC Certificate or Mark Sheet indicating Date of Birth issued by Board or School leaving/Transfer certificate issued by School/College Authority or Birth Certificate issued by appropriate authority.

6. **EDUCATIONAL QUALIFICATION:**

Candidate should posses the prescribed educational/technical qualification(as indicated above) from recognized Board/University/Institute as on the date of Notification otherwise candidature will be rejected at any stage of selection. Candidates having higher educational qualification may also apply. **Those candidates who are appearing in and/or awaiting results of final examination of minimum qualification as on closing date (12 .06.2024) are not eligible.**

7. **Examination Fee : Nil**

8. **Mode of Application:**

8.1 Applications should be registered **ONLINE** by filling up the required details in the prescribed format, through the link as will be made available in the website of RRC/SER i.e. www.rrcser.co.in. The application has to be filled up carefully duly following the steps and instructions as mentioned at **Para-9** of this notification. Candidates should enter all the required details in the **ONLINE Application Form**. Incomplete application shall not be accepted. The application portal will be open from **13.05.2024** to **12.06.2024** till **23.59 hrs**. **Application sent manually/Hard copy in RRC/GRC office will not be entertained.**

8.2 Candidates can apply for more than one category of the posts, if they posses requisite eligibility by choosing the relevant options in the **Online Application Form.**

8.3 Candidates must indicate their preference for different Categories(name of post) in the **Online Application Form.**

8.4 In case the candidate qualifies in more than one category, the allotment of the post will be made as per his/her merit and choice of category.

8.5 In case any employee has any difficulty in registering his application **ONLINE**, they can use the "Contact Us" button in the application portal. We will try to address your queries in two working days. Alternatively you also can send a mail to **cmrrcrailnet@gmail.com** or reply to any of the emails which they get during the course of registration.

8.6 To avoid last minute rush, candidates are advised in their own interest to register their applications **ONLINE** well before the closing date, since there may be possibility of failure/inability to log on to the website of **RRC/SER** on account of heavy load on the internet or website jam during last days. Candidates desiring to make any corrections in the application already filled can do so before the **FINAL SUBMISSION** being clicked on **ONLINE** registration. After final submission and confirmation, no provision for editing the data is allowed.

8.7 The last date/time for **ONLINE** registration is **12.06.2024 at 23.59** hrs. Railway Administration will not bear any responsibility if the candidates are not able to register their applications ONLINE within the last date/time, for any reason whatsoever.

9. **Steps to be followed while registering the ONLINE Application. Once date is saved and application is submitted, no data can be changed.**

9.1 Go to RRC/SER website www.rrcser.co.in. and click on the link mentioned for "GDCE-2024 ONLINE/E-Application".

9.2 Click on the **"New Registration".**

9.3 Fill up the basic details i.e. Name, Community, DOB, Employee ID, Mobile No., Email ID.

9.4 Candidate will get Registration Number and a message of the same will also be sent on registered mobile no. and email id. **Candidate should save the registration number for any future reference or to login again.**

9.5 Candidate Dashboard will appear for filling up Personal details.

9.6 Fill up the Personal details. Save & Continue.

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9.7 Fill up the Employment details. Save & Continue.
9.8 Fill up the Educational/Technical Qualification details. Save & Continue.
9.9 Upload the required documents. Save & Continue.
9.10 Fill up the preference of post/categories. Save & Continue.
9.11 Save & continue for Preview & submission of application. Once application is submitted, no data can be changed.
9.12 Take printout of Annexure-1 and upload the same after signature of the Controlling Officer/Personnel Officer/Supervisor where required in the Form.
9.13 A printout of the application should be taken for future reference.
9.14 Do not send hard copy of the application to RRC/GRC by post.
9.15 Follow the steps mentioned at the above para-9 and fill up the details. Document proof should be uploaded whenever asked.
9.16 Candidates are advised to indicate their **working mobile number and personal E-mail ID** for the purpose of filling up online application form. There will be **NO** paper correspondence and all the information would be sent through **SMS and E-mail**. If in case no email is seen in **inbox**, please check your **Spam Folder.**
9.17 After filling up the details and reading the declaration, click on the preview button. The applicants can go through the details on using the preview button. At any stage before final submission, the application can be edited by clicking the sections shown on the top. Once the application is submitted there is no scope for editing. Candidates are advised to download or take a printout of application once it is submitted.

10. **ONLY ONE APPLICATION :**

10.1 Each eligible serving employee should submit only one application against a specific post of department of this Notification and employees submitting more than one application for a specific post will be liable for disqualification. Even if, such a candidate gets selected inadvertently, he/she will be disqualified and they will not be considered for selection under this Notification for **GDCE**.

Note : In case the application is rejected for any reason, **SMS and E-mail** alerts will also be sent to the candidates on their registered mobile number and email ID, furnished by them during their **ONLINE** application. Candidates whose application/candidature is rejected will NOT be intimated by post.

THE ELIGIBLE CANDIDATES SHOULD TREAT THAT THIS NOTIFICATION ITSELF IS AN ALERT NOTICE FOR CONDUCTING COMPUTER BASED TEST(CBT) EXAMINATION WHICH WILL BE ADVISED AT SHORT NOTICE BY RRC/SER.

11. Employees who are selected are liable to be posted to any Division/Unit of South Eastern Railway. **Those who are not willing for posting involving transfer, need not apply**. The allotment of division/unit of the selected candidates/employees will be at the discretion of the administration, subject to availability of GDCE quota vacancies. Candidates/Employee has no right to ask the Division/Unit of their choice.

12. **Documents to be Uploaded**: The employee should upload following document in JPG format(Photograph having size 15 to 40 KB, Signature and Left Hand Thumb Impression(LTI) having size 10 to 20 KB & Employee Certificate (Annexure-1) and other certificates viz. Proof of age, educational qualification, caste certificates etc. having size 30 to 50 KB).

13. **Photograph** : A recent passport size color photograph not older than three months with clear front view of the candidate, without cap and without wearing the coloured glasses. Candidates may note that RRC may, at any stage, reject the applications for uploading old/unclear photo or for any significant variations between uploaded photograph and the actual physical appearance of the candidate. **The photo affixed on the employee service certificate, uploaded in the online application and produced at the various stages of the exam. must be the same.** Candidates are advised to keep extra copies of the same photograph for Aptitude Test/Document Verification etc. Application without photograph is liable to be rejected.

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14. **Signature: Running signature should be uploaded. Unsigned applications, signed in capital letters/spaced out letters will be rejected.**

15. **Left Hand Thumb Impression(LTI):** Clear left thumb impression should be uploaded. Applications without clear thumb impressions is liable to be rejected.

16. **Proof of Date of Birth** and **Certificate of Educational/Technical Qualification** for the post applied.

17. **SC/ST/OBC Non-Creamy Layer :** The candidate who want to avail the benefit of reservations of **SC/ST**, must upload his/her Caste Certificate issued by appropriate authority as per **Annexure-2** of the notification during filling up application form and produce the same during Document Verification. Similarly the candidates who want to avail the benefit of reservation of **OBC**, must upload **OBC certificate issued by appropriate authority**(in Central Government format by appropriate authority as per **Annexure-3** of the notification) with Non-Creamy Layer Certificate (not older than one year from the date of publication of notification) during filling up application form and produce the same during Document Verification. Candidates claiming to belong to Other Backward Classes are also required to submit a self-declaration in the prescribed format**(Annexure-4** of the notification**)** during filling up application form and during Document Verification.

18. **Employee Certificate(Annexure-1):** Format in given **Annexure-1** should be uploaded with the online application. **Annexure-1** should be filled by the applicant with his signature and thumb impression(which must be the same as uploaded in the application) and verified by the applicants immediate supervisor duly signed with seal and mobile No. **Employee Service Certificate will be the only eligible ID at all stage of the GDCE.**

19. **SELECTION PROCESS :**

19.1 The selection for the posts notified in the Notification shall comprise of a **Computer Based Test(CBT) followed by aptitude test(wherever applicable), Document Verification and Medical Examination**. There will be separate **Computer Based Test(CBT)** examination for each post for which the candidates have submitted their **ONLINE** application. The selection will be made strictly as per merit in the **Computer Based Test(CBT)** examination. Short listed candidates will be called for verification of their original documents.

19.2 **GDCE** Quota is earmarked out of Direct Recruitment Vacancies. The standard of **Computer Based Test(CBT)** will be therefore as per the level of **RRB examination** of notified posts for open market candidates. CBT will be conducted in single/two stages in the categories wherever applicable. The questions set in the **Computer Based Test(CBT)** will be of Multiple Choice Objective Type. The question paper will be set in English and Hindi only and the questions are likely to include subjects pertaining to General Awareness, Arithmetic, General Intelligence & Reasoning. The Question paper will be of 90 minutes duration for 100 Objective Questions, each carrying one mark each.

19.3 The Employees under GDCE will have to pass Aptitude Test in the categories wherever applicable.

19.4 **There will be negative marking in CBT examination and marks will be deducted for each wrong answer @1/3 of the marks allotted for each question.**

19.5 **Minimum percentage of marks for eligibility in those categories : UR-40%, OBC(Non-creamy layer)-30%, SC-30% & ST-25%.**

19.6 For the post of **Assistant Loco Pilot**, **Aptitude Test** through **ONLINE MODE (CBAT)** will be conducted for the candidates short listed as per merit in the **Computer Based Test(CBT)** examination.

19.7 The **Computer Based Test(CBT)** examination will be conducted by **RRC/GRC** and the date of examinations will be notified by **RRC/GRC** in due course through SMS on registered mobile numbers & E-Mail address registered in the applications and on website of **RRC/GRC**.

19.8 There will be no supplementary examination for any candidate who are absent for **Computer Based Test(CBT)/Aptitude Test** for whatever reason.

19.9 During examination candidates should read the instructions on the computer terminal DASH BOARD carefully and follow them scrupulously. Failure to comply with the instructions may lead to disqualification of candidature.

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19.10 The recruitment process may change for any category of the post notified, as per the latest guidelines issued from time to time.

19.11 The candidates empanelled in GDCE will have to pass the requisite medical fitness test(s) conducted by the Railway Administration to ensure that the candidates are medically fit to carry out the duties connected with the post as per the medical classification. Candidates must ensure his/her medical fitness since in case of unfitness, he/she will not given an alternate post.

19.12 The panel will be formed strictly in the order of merit.

19.13 Employees selected under GDCE Scheme will have to pass prescribed training course prior to appointment to the post for which they are selected under GDCE, wherever applicable of the same duration prescribed for Direct Recruitees as the case may be.

19.14 The date, time and venue of the CBT and CBAT(wherever applicable) will be fixed by RRC/GRC and will be intimated to the eligible candidates in due course. Request for postponement of the CBT/CBAT and change of center/venue will not be entertained under any circumstance.

20. MOBILE PHONES, PAGERS, CALCULATORS OR ANY OTHER COMPUTING/COMMUNICATION/ELECTRONIC DEVICE/GADGETS ARE PROHIBITED.

20.1 Candidates are prohibited from carrying mobile phones, pagers, calculators or any other computing/communication/electronic device/gadgets to the examination enter. If any candidate is found to be in possession of such device/gadgets in working or in switched off condition in the examination hall, his/her candidature shall be cancelled forthwith and he/she will be debarred from future examinations conducted by RRC. In addition such employees are liable to be taken up under appropriate disciplinary/criminal proceedings.

20.2 Candidates are strictly advised, in their own interest, not to bring any valuables and prohibited items to the venue of the examination, as arrangement for safe keeping cannot be assured.

21. HALL TICKET (E-ADMIT CARD) FOR ONLINE EXAMINATON:

21.1 **E-ADMIT CARDS** to the eligible candidates will be made available on the website about two weeks before the **Computer Based Test (CBT).** Eligible candidates should log in at the link provided on RRC website using Registration Number and DOB, download the **E-ADMIT CARD** and take a printout.

21.2 Candidates must bring their **E-ADMIT CARDS** duly obtaining the signature of the concerned supervisor/controlling Officer in the space provided on the **E-ADMIT CARD**, while appearing for the **Computer Based Test (CBT).** This tantamount to a relieving letter for the purpose of attending the **CBT** by the concerned controlling authority.

21.3 RRC will not entertain any request for any change in examination centre allotted to eligible candidates.

22. Document Verification/Medical Examination:

Document Verification and Medical examination will be done only for those shortlisted candidates, who qualified in the CBT examination followed by Aptitude Test for the post of Assistant Loco Pilot and only in CBT examination for the post of Train Manager/Goods Guard. During Document Verification, the candidates have to bring all necessary original documents viz. Certificates of educational qualification, Caste, DOB, Employee Certificate(Annexure-1), relieving letter. After satisfactory Document Verification, they will be directed for appropriate medical examination as prescribed at above Table under para-1. After being fit in the prescribed Medical Examination, the candidates will be considered for empanelment subject to fulfilment of other relevant criteria.

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23. GENERAL

23.1 Before applying, the candidates should carefully read the instructions and ensure that he/she fulfils all the prescribed eligibility criteria at the time of **ONLINE REGISTRATION** of application as per the Notification.

23.2 The number of vacancies shown in this Notification are provisional and the same are liable to increase or decrease depending upon the actual needs of the administration at the time of finalization of selection.

23.3 The vacancies are to be filled in various Divisions/Units of South Eastern Railway. The selected candidates are liable to be posted anywhere on South Eastern Railway. Decision of Railway Administration in this regard shall be final.

23.4 Railway Administration reserves the right to alter the mode of examinations or re-conduct the CBT examination or to cancel part or whole of any process of the selection at any stage without assigning any reason.

23.5 RRC reserves the right to conduct the examination in batches on various dates and locations as decided by the RRC.

23.6 The selected employees under GDCE will have to pass the prescribed training courses prior to appointment to the post for which selected under GDCE wherever applicable.

23.7 The Scheme of GDCE will be implemented according to the guidelines issued by Railway Board and will be binding on all.

23.8 Candidate's biometric data capture and/or video/still photography will be done before admitting to the examination hall or in the examination hall/during the examination. Candidates must co-operate with examination conducting officials.

23.9 Sparing of the candidates for taking the examination and issuing necessary duty passes, if required, as per rule, will be the responsibility of the concerned office/unit/work shop where the candidates are presently working. No travel authority shall be provided by RRC.

23.10 The list of eligible/ineligible candidates will be published on the website of the RRC. As such, candidates are advised to be touch with RRC website www.rrcser.co.in. Candidates whose application/candidature is rejected will NOT be intimated by post. RRC/GRC accepts no responsibility for non-receipt of any communication.

23.11 The scheme of GDCE will be implemented according to the guidelines issued by Railway Board and will be binding on all.

23.12 Unfilled vacancies of GDCE may be carried forward to Direct Recruitment Quota(DRQ) for the next year/next selection in terms of E(NG)I/2018/PM1/23 dtd.01.08.2018 & letter no.E(NG)I-2010/PM!/16 dtd.10.09.2014.

23.13 Zone of consideration for GDCE will encompass staff belonging to all the departments/Branches in a Division/Workshop/Head Quarter Office/Production Unit as the case may be subject to their applying through proper channel in response to the notification to GDCE.

24. INVALID APPLICATIONS : Applications with the following deficiencies will be summarily rejected.

24.1 Applications **sent manually** and **not registered** through **ONLINE.**

24.2 Applications which are Incomplete in any manner.

24.3 Application which are filled in a language other than English/Hindi.

24.4 Applications of candidates not possessing the prescribed educational/technical qualifications.

24.5 Applications of candidates not fulfilling the age criteria.

24.6 If more than one application registered by the same candidate for the same post, all such applications will be rejected.

24.7 Photograph not uploaded, Black and white photo, photo with cap or sunglasses, disfigured, small size, full body, only one side view of the face or unrecognizable photo.

24.8 Signature not uploaded or uploaded in Capital Letters.

24.9 Left Hand Thumb Impression(LTI) is not uploaded or upload is blurred/smudged.

24.10 Applications without uploading certificate of Educational Qualification/Technical Qualification, Caste Certificate as per **Annexure-2, 3 & 4** (where applicable).

24.11 Any other irregularities which are considered by RRC.

24.12 Employee Certificate**(Annexure-1)** not uploaded or uploaded incomplete or without verification of Supervisor/Officer.

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24.13 The candidature of the candidate is liable to be rejected in case details furnished in the online application are wrong/mismatch with the original document during Document Verification.

24.14 Applications where the required documents are not uploaded.

NOTE : The list is only illustrative and not exhaustive. The applications will be rejected on any other irregularity/deficiency noticed by the RRC at any stage and considered sufficient for rejection.

25. MISCONDUCT/MALPRACTICE :

25.1 Candidates are warned that, they should not furnish any particulars that are false or suppress any material information while registering the **ONLINE** application.

25.2 Candidates shall not bring or attempt to bring any political or other influence to further his/her interest in respect of selection process.

25.3 Any misconduct on the part of the candidate at any part of the selection process is strictly prohibited and such misconduct will lead to disqualification of the candidature and also appropriate disciplinary/criminal proceedings.

25.4 Indulgence in any malpractices/misconduct will result in the rejection of the candidature at any stage of selection in addition to initiation of appropriate Disciplinary/Criminal proceedings.

25.5 In case wrong declaration/particulars are given by the candidates, he/she is liable to be taken up under Disciplinary Rules including rejection of candidature.

25.6 Any candidate found using unfair means in the examination or sending someone else in his/her place to appear in the examination will be debarred from appearing in all the examination of all the RRB/RRC for lifetime. Action will also be taken against him/her under Railway D&A Rules. In addition such candidates are also liable for prosecution under criminal law.

26. DECISION OF RRC TO BE FINAL:

The decision of RRC/SER in all matters relating to eligibility, acceptance or rejection of the applications, issue of free railway passes, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centre, allotment of posts/places to selected candidates and all other matters related with conduct of recruitment process of this notification will be final and binding on the candidates, and no enquiry or correspondence will be entertained in this connection.

27. The employees are advised to check the website i.e. www.rrcser.co.in regularly till finalization of selection process for updates in the matter.

Note : Last date for receipt of application is 12.06.2024.

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(Kausik Bhattacharya)
Chairman/RRC
South Eastern Railway, Garden Reach.

ANNEXURE-1

Registration No.:_____

Employee Service Certificate applying against GDCE Notification No.SER/P-HQ/RRC/GDCE/2024 on South Eastern Ralway excluding RPF/RPSF Employees, Law Assistant, Catering Supervisors.

I .....Son/Daughter/wife of Shri.....
date of birth(DD/MM/YYYY)...../...../.....community.....Date of Appointment ...../...../..... Pay Level(without MACP).....working under.....
Applied for the post .....category No.....

Educational Qualification as per Service Record:

Academic Qualification	Board/University	Year of Passing	Subjects	Marks %
SSC/10th /Matric				
Hr.Secondary/XII/Intermediate				
Graduation				
Post Graduation				
Others				
(B) Technical Qualification				

I hereby declare that all the statements made by me in the online application are true, complete and correct to the best of my knowledge. In the event of any information being found false or incorrect or being not eligible in terms of eligibility criteria, my candidature is liable to be cancelled/terminated without any notice at any stage and I shall be liable to be taken up under D&AR also.(copy the above statement in your hand writing)

_____

_____

_____

_____

_____

_____

Left Thumb Impression

Date :_____

Self Attested Photograph

Signature of candidate:_____
Name :_____

Designation:_____

Employee ID No._____
(as per Salary Slip)
Posting Place :_____
Division/Unit : _____

It is certified that the above employee is a regular employee and working under me on South Eastern Railway. All the details filled above are correct and have been verified by undersigned. .

Date :_____

Signature of immediate Officer/Supervisor:_____

Name of Officer/Supervisor :_____
Designation with seal :_____

Office Seal

Mobile No. :_____
Date :_____

For Official Use :_____
Verified

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ANNEXURE-2

PROFORMA FOR CASTE CERTIFICATE FOR SC/ST CANDIDATES----------

(Format of certificate to be produced by a candidate belonging to Scheduled Castes or Scheduled Tribes in support of Claim)

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:

. The Constitution (Scheduled Caste) order, 1950
. The Constitution (Scheduled Caste) (Union Territories) order, 1951
. 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 Re-organisation Act, 1971, and the Scheduled Tribes Order (Amendment) Act, 1976.
. The Constitution (Jammu and Kashmir) Scheduled Caste Order, 1956.
. The constitution (Jammu and Kashmir) Scheduled Tribe Order 1956
. The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959.
. The Constitution (Dadra and Nagar Haveli)Scheduled Castes / Scheduled Tribes Order, 1962
. The Constitution (Pondicherry) Scheduled Castes Order, 1964
. The Constitution Scheoduled Tribes (Utttar Pradesh) order, 1967
. The Constitution (Goa,Daman and Dlu) Scheduled Castes / Scheduled Tribes Order, 1968
. The Constitution (Nagaland) Scheduled Tribes Order, 1970
. The Constitution (Sikkim) Scheduled Caste / Scheduled Tribes Order, 1978
. The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989
. The Constitution (SC) Orders (Amendment) Act, 1990
. The Constitution (ST) Orders (Amendment) Act, Ordinance 1991
. The Constitution (ST) Orders (Second Amendment) Act, 1991
. The Constitution (ST) Orders (Amendment) Ordinance 1996

2. Application in the case of Scheduled Castes/Scheduled Tribes Persons who have migrated from One State/Union Territory Administration

This certificates is issued on the basis of Scheduled Castes/Scheduled Tribes Certificates issued to that Shri

/Smt.Kum*---------- Father/ModtherofShri/Smt./Kum---------- ----------in District/Division*---------- ---------of State/Union Territory---------- who belongs to the ----------Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribes* in State/Union Territory*----------issued by the ---------- ----------(Name of prescribed authority) vide their No.----------dated----------.

3. Shri/Smt/Kum.*---------- and of his/her* family ordinarily reside(s) in village/town* ----------of---------- ------District/Division of State/Union Territory of----------Place------ ----------State/Union Territory of

Signature----------
Designation----------

(with seal of office)----------

(*) Please delete the words which are not applicable (*) Please quote specific presidential offer (*) Delete the Paragraph which is not applicable

Please Note: The term * Ordinarily resides* used will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950.

List of Authorities empowered to issue certificate

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner, (Not below the rank of 1st Class Stipendiary Magistrate)

2. Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate.

3. Revenues Officers not below the rank of Tehsildar.
4. Sub Divisional Officer of the area where the candidate and /or his family normally resides.

13.5.2024

ANNEXURE-3

OBC CERTIFICATE FORMAT

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari .....son/daughter of.....of Village/Town.....in District/Division .....in the State/Union Territory.....belongs to the .....community which is recognised as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment/s Resolution No..... dated.....*

Shri/Smt./Kum.*.....and /or his/her family ordinarily reside(s) in the .....District/Division of the .....state/Union Territory. 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.No.36033/1/2013-Estt.(Res) dated 27.05.2013 and 13.09.2017*.

Dated:

DISTRICT MATISTRATE/
DY.COMMISSIONER ETC.
(Seal)

***The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidates as OBC.**

***As amended from time to time.**

Note : The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

List of Authorities empowered to issue certificate

1. District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate/Sub Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner, (Not below the rank of 1st Class Stipendiary Magistrate)

2. Chief Presidency Magistrate/additional Chief Presidency Magistrate/Presidency Magistrate.

3. Revenues Officers not below the rank of Tehsildar.

4. Sub Divisional Officer of the area where the candidate and /or his family normally resides.

13.5.2024

ANNEXURE-4

Proforma for declaration to be submitted by Other Backward Class Candidates alongwith the application

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-Estt.(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

13.5.2024