



# SOUTH EAST CENTRAL RAILWAY

RAILWAY RECRUITMENT CELL

RTS Colony, Near Kendriya Vidyalaya, Bilaspur - 495 004 (Chhattisgarh)  
Phone: 07752-248108, email: rrcbsp@gmail.com

## Employment Notification No. SECR/04/2013

Date of Publication: 14.12.2013 ■ Date & Time of Closing: 17.00 Hrs. of 24.01.2014

For candidates residing in Assam, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spiti Districts and Pangi sub-division of Chamba District of Himachal Pradesh, Andaman & Nicobar, Lakshadweep Islands and for candidates residing abroad, the closing date for receipt of application by **ordinary post** will be **10.02.2014 upto 17.00 Hrs.**

### Open Market Recruitment to posts in Pay Band-1 with Grade Pay ₹ 1800/-

Railway Recruitment Cell, South East Central Railway, RTS Colony, Near Kendriya Vidyalaya, Bilaspur - 495 004, Chhattisgarh, invites applications in prescribed format on A-4 size bond paper of 80 GSM using one side only from eligible Indian Nationals and such other candidates declared eligible by the Ministry of Home Affairs, Government of India, to fill up the following posts in Pay Band-1 of ₹ 5200-20200 + Grade Pay of ₹ 1800/- in the Raipur, Bilaspur and Nagpur Divisions and Workshops of South East Central Railway. Applications complete in all respects along with required enclosures should be sent by **ordinary post** to the Railway Recruitment Cell, South East Central Railway, RTS Colony, Near Kendriya Vidyalaya, Bilaspur - 495 004, Chhattisgarh, so as to reach on or before the above mentioned date & time. Applications can also be dropped in the Box kept at the premises of Railway Recruitment Cell, South East Central Railway, RTS Colony, Near Kendriya Vidyalaya, Bilaspur - 495 004, Chhattisgarh, till the closing date and time.

### IMPORTANT

Candidates to note that all the Zonal Railways are likely to issue separate Notifications for recruitment to the posts. The Written Test will be held by all the Railways during the same period simultaneously. Similarly, the Physical Efficiency Test for those who qualify in the written examination will be held on the same day, simultaneously by all the Railways. Candidates should keep this in mind before applying in response to any particular Notification.

Sl. No.	Name of Posts	Total Vacancies										Suitability for persons with disabilities
		SC	ST	OBC	UR	TOTAL	Ex-service man	Medical Standard	VH	OH	HH	
1	For various posts in GP ₹ 1800/-	181	90	325	610	1206	242	Not below B-1	03	04	04	Suitable for VH (LV), OH (OL, BL, OA), HH (For the post of Helper in Mech., Elect. and S&T Departments)
<b>TOTAL</b>		<b>181</b>	<b>90</b>	<b>325</b>	<b>610</b>	<b>1206</b>	<b>242</b>		<b>03</b>	<b>04</b>	<b>04</b>	

**Note:** Vacancies of persons with disabilities and ex-servicemen are not separate but included in the total number of vacancies.

**Abbreviations used:** SC-Scheduled Castes; ST-Scheduled Tribes; OBC-Other Backward Classes; UR: Un-reserved; VH-Visually Handicapped; HH-Hearing Handicapped; OH-Orthopaedically Handicapped, B-Blind, LV-Low Vision, OL-One Leg, OA-One Arm, BL-Both Legs.

### 1. ELIGIBILITY CRITERIA:

#### 1.1 MINIMUM EDUCATIONAL QUALIFICATIONS:

Candidates should possess qualification of 10th Pass or ITI or equivalent. Candidates appearing at and/or awaiting results of the final examinations of 10th/ITI or equivalent on the date of application are not eligible to apply. ITI qualification includes National Trade Certificate/BBBT as well as Advanced Modules awarded to successful trainees under Multi Skill Training Pattern of the Craftsmen Training Scheme of Directorate General of Employment & Training (DGET) (Ministry of Labour & Employment, Government of India) being implemented through it is upgraded as Centre of Excellence (COE)/Model ITIs in relevant trades.

#### 1.2 AGE LIMIT:

The normal age (in completed years) for the recruitment is 18-33 years reckoned as on **01.01.2014**. The upper age is relaxable for the following specified categories to the extent indicated:

- (i) By 5 years for candidates belonging to SC/ST communities.
- (ii) By 3 years for candidates belonging to OBC communities.
- (iii) By five years to candidates who have originally been domiciled in the State of Jammu & Kashmir during the period from **01.01.1980 to 31.12.1989** subject to the benefit being continued.
- (iv) For Persons with Disabilities (PWD) - 10 years for UR, 13 years for OBC and 15 years for SC/ST candidates.
- (v) For serving Railway Staff the relaxation in upper age limits will be up to 40 years for Unreserved candidates, 45 years for SC/ST candidates and 43 years for OBC candidates, provided they have put in a minimum of 3 years service (continuous or in broken spells for substitutes).
- (vi) For those working in Quasi-Administrative offices of the Railway organization, the relaxation will be upto the length of service rendered subject to a maximum of 5 years.
- (vii) Upper age limit in case of widows, divorced women and women judicially separated from their husbands but not remarried shall be 35 years for Unreserved, 38 years for OBC and 40 years for SC/ST candidates.
- (viii) The upper age limit in case of course completed Act Apprentices applying for those posts whose minimum qualification is Course completed Act apprentice shall be relaxed to the extent of apprentice training undergone by them under the Apprenticeship Act, 1961.
- (ix) For ex-serviceman, to the extent of Military Service rendered plus 03 years provided they have put in more than 06 (six) months service after attestation.
- (x) The date of birth for candidates for different age groups should be between the dates given below (Both date inclusive).

Sl. No.	Age Group	Upper date of birth			Lower date of birth for all	Remarks
		UR	OBC	SC/ST		
1.	18-33	02.01.1981	02.01.1978	02.01.1976	01.01.1996	For categories listed in Para 1.2 sub para (iii) to (ix), age relaxation as indicated will be applicable.

### 2. Examination Fee:

(i) ₹ 100/- (Rupees One hundred only) payable through Challan on **STATE BANK OF INDIA, MAIN BRANCH, BILASPUR (CG), {BRANCH CODE: 0336}** against Railway Recruitment Cell/SECR/Bilaspur's Account No. 33344526197 through any branch of State Bank of India. [Format of Bank Challan is available at Annexure-VIII of the notification] OR Crossed Indian Postal Order (IPO) drawn in favour of Assistant Personnel Officer, Railway Recruitment Cell, South East Central Railway, Bilaspur - 495 004, Chhattisgarh. Remittance of examination fee in any other form will not be accepted. These IPOs should not have been issued earlier to **14.12.2013**.

**[NOTE: Candidates preferring to pay the fees through Bank Challan should ensure that the copy earmarked for RRC is appropriately stamped by the authority in Bank. This copy should invariably be enclosed along with original application, failing which his/her application will be rejected].**

(ii) Candidate should write his/her name and postal address at the back of the Indian Postal Order/Bank Challan.

### 2.1 The following categories are exempted from payment of examination fee:

(i) Candidates belonging to SC/ST communities, (ii) Women candidates, (iii) Candidates belonging to minority communities, (iv) Candidates belonging to economically backward classes having annual family income of less than ₹ 50,000/-, (v) Persons with Disabilities, (vi) Ex-servicemen.

**2.2** Minorities mean Muslims, Christians, Sikhs, Buddhists and Zoroastrians (Parsis). For claiming waiver of examination fee, minorities candidates should furnish 'self declaration' as mentioned in **Annexure-II** along with application in the format at **Annexure-I**. At the time of document verification such candidates claiming waiver of examination fee will be required to furnish 'minority communities declaration' affidavit on non-judicial stamp paper that he/she belongs to any of the above minority community. If the affidavit is not produced during document verification, the candidature will be rejected.

**2.3** Economically backward classes means the candidates whose annual family income is less than ₹ 50,000/-. Such candidates have to submit Income Certificate in the format at **Annexure-III** on the letter head of the issuing authority and enclose with the application.

### 2.4 PERSONS WITH DISABILITIES (PWD):

The suitability of a post for persons with disabilities has been indicated against each post. In case of some posts, certain vacancies are specifically reserved for them. Such candidates can also apply as normal candidates against the vacancies earmarked for their respective community, i.e. UR/SC/ST/OBC, for those posts which have been identified suitable for persons with disabilities even if no separate vacancies are earmarked for them.

### 2.5 DEFINITIONS OF DISABILITIES:

(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 of 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 executions of a task with appropriate assistive device.

(c) **Hearing Impairment:** 'Hearing Impairment' means loss of sixty decibels or more in the better ear in the conversational range of frequencies.

(d) (i) **Locomotor disability:** 'Locomotor disability' means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.

(ii) **Cerebral Palsy:** 'Cerebral Palsy' means a group of non-progressive condition of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal or infant period of development.

(iii) All the cases of orthopaedically handicapped persons would be covered under the category of 'Locomotor disability or cerebral palsy'.

(e) **DEGREE OF DISABILITY FOR RESERVATION:** Only such persons would be eligible for reservation in services/posts who suffer from not less than 40 per cent (%) of relevant disability. A person who wants to avail of benefit of reservation would have to submit a Disability Certificate issued by a competent authority in the format given in **Annexure-IV**.

(f) **COMPETENT AUTHORITY TO ISSUE A DISABILITY CERTIFICATE:** The competent authority to issue a disability certificate shall be a medical Board duly constituted by Central or State Government consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Locomotor/Cerebral/Visual/Hearing Disability, as the case may be.

(g) Visually Handicapped candidates/those candidates whose writing speed is affected by cerebral palsy can avail the **assistance of scribe** for writing answers on their behalf. For engaging the scribe the candidate will have to suitably inform the Railway Recruitment Cell in advance as per **Annexure-IV**. The engagement of scribe will be subject to the following conditions:

(i) The candidates will have to arrange their own scribes at their own cost during examination. Separate admit cards will be issued to the scribes accompanying the visually handicapped candidates. Admit card should contain the particulars and photograph of the scribe duly signed by him/her.

(ii) The candidates as well as the scribe will have to give a suitable undertaking (**Annexure-IV**) along with the application confirming that scribe fulfils all the stipulated eligibility criteria 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 candidates shall be responsible for any mis-conduct on the part of the scribe brought by him/her.

(h) All one eyed candidates and VH candidates whose visual degree of disability is less than 40% shall not be considered as visually handicapped persons and the provision of engaging scribe shall not be applicable to them.

(i) All selected candidates will be subjected to medical examination by Railway Medical Authorities at the time of 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.

**[NOTE:-** The visually impaired applicants (who have opted for scribe) will be allowed one additional chance to change the scribe ten (10) days prior to the date of written examination by placing his/her request with the Railway Recruitment Cell/South East Central Railway/Bilaspur in writing, so that necessary formalities are completed in time. Even if due to certain unseen circumstances like postal delays etc., the communication between the Railway Recruitment Cell/South East Central Railway/Bilaspur and applicants get affected, then these formalities will be completed one day before at Railway Recruitment Cell/South East Central Railway/Bilaspur].

### 3. MODE OF APPLICATION:

**3.1** Candidates should submit the applications strictly in the format annexed at **Annexure-I** to this Notification. Applications in any other format shall be rejected. The application should be on a **SINGLE** good quality A-4 size bond paper (80 GSM) using **ONE SIDE ONLY**. Newspaper cuttings should not be used as applications. Candidates should ensure that **application is on a single sheet** conforming to the above specifications. The candidates can also download the application format from the website of SECR <http://www.secr.indianrailways.gov.in> and Railway Recruitment Cell website <http://www.rrcbilaspur.org>. Candidates using printed application form from any other source should ensure that it conforms to the prescribed format and above specification; otherwise the application is liable to be rejected.

**[NOTE: APPLICATIONS IN MORE THAN ONE PAGE WILL BE SUMMARILY REJECTED].**

**3.2** Candidates should fill up the application form in his/her own handwriting either in Hindi or in English with blue or black ball point pen only, failing which applications will be rejected. Only international numbers i.e. 1,2,3,4 etc. should be used.

**3.3** Candidates should affix one recent (not earlier than three months from the date of application) colour passport size photograph with clear front view of the candidate without cap and sunglasses on the application form in the space provided. Photostat/Scanned copy of photograph, Black & White photograph is not permitted. An extra identical colour photograph should be enclosed with the application indicating candidate's name, date of birth and employment notice number on the reverse of the photograph. Candidate may note that Railway Recruitment Cell may, at any stage reject the applications for pasting old/unclear, Black & White photograph on the application or for any significant variations between photographs pasted in the application form and the actual physical appearance of the candidate.

**3.4** Candidates should also put their specimen signatures in the appropriate boxes in the application form. They should also affix their clear left hand thumb and right hand thumb impressions at the space provided for. The thumb impressions must be clear and complete. Ridges of the thumb impression must be clearly visible.

**3.5** Candidates belonging to SC/ST communities should produce a community certificate in the format given in **Annexure-V** of this Notification.

....Continued on next page

- 3.6 Candidates belonging to OBC community should produce a community certificate in the format given in **Annexure-VII** of this notification. In addition the OBC candidates should enclose self declaration of non-creamy layer status in the proforma given in **Annexure-VI**. Otherwise, their claim for reserved status will not be entertained and the candidature/application of such candidates, fulfilling all the eligibility conditions for General (Un-reserved) category, shall be considered under General (UR) vacancy only.
- 3.7 Candidates who have already been debarred for life from appearing in all the examinations conducted by the Railway Recruitment Boards/Railway Recruitment Cells or those who have been debarred for a specified period which is yet to be over are not eligible to apply.
- 3.8 Candidates should send their applications sufficiently in advance to reach this office on or before the closing date. Railway Recruitment Cell/South East Central Railway will not be responsible for any postal delay or wrong delivery of applications.
- 3.9 **Candidates Name, Date of Birth, Father's Name (as per 10th certificate/School Leaving certificate) address with PIN code, and nearest Railway Station should be written legibly in English in bold Capital letters, even if candidate fills up the application form in Hindi.**
- 3.10 Candidates should copy the complete Paragraph as indicated in **item number 19** of application in Hindi/English in their own running handwriting (Not in capital/spaced-out letters) otherwise their application will be rejected.
- 3.11 Candidates should indicate, in **item number 16** of the application form, any clear visible marks of identification on their body. For example a mole on the nose, cut-mark on the forehead or a scar marks below the chin etc. In case there are no visible marks candidates should write "NIL". Applications are liable to be rejected for leaving the column blank.
- 3.12 Candidates should copy as much of the paragraph at **item number 19** of the application form, as possible so as to fill the space provided completely, in Hindi/English in their own running handwriting (not in capital/spaced out letters) otherwise their application will be rejected.
4. **WHOM TO APPLY:**
- 4.1 The filled in application along with the required documents should be addressed to the **Assistant Personnel Officer (Recruitment), Railway Recruitment Cell, RTS Colony, Near Kendriya Vidyalaya, South East Central Railway, Bilaspur - 495 004 (Chhattisgarh).**
- 4.2 The envelope containing the application should be clearly superscribed "**Application for recruitment to the posts in Pay Band-1 + Grade Pay ₹ 1800/-**", **Employment Notification No. SECR/04/2013.**
- 4.3 The applications should be sent by post so as to reach this Office on or before the closing date and time mentioned above. The filled in applications can also be dropped in the boxes kept for the purpose in the premises of the Railway Recruitment Cell at the above mentioned address on or before the closing date and time.
5. **ONLY ONE APPLICATION:** Each candidate should send only one application. Candidates submitting multiple applications will not be considered. Even if such a candidate gets selected inadvertently, he/she will not be offered appointment later on.
6. **MODE OF SELECTION:**
- The recruitment procedure consists of Written Examination to be followed by Physical Efficiency Test (PET) and Medical Examination. **The same procedure will also be applicable to Ex-servicemen candidates.**
  - Candidates who fulfil the eligibility conditions will be called for Written Examination. The Question papers for the Written Examination will be based on Class 10th Standard, consisting of 100 multiple choice (four) objective type questions aiming to assess the General Knowledge/awareness/mathematics/reasoning etc. Duration of the examination will be 90 (ninety) minutes. Answer script will be Optical Mark Recognition (OMR) type and valuation will be on computers. A separate call letter indicating date, time and venue will be sent to all the eligible candidates.
  - Physical Efficiency Test (PET):** Passing the Physical Efficiency Test (PET) is mandatory and the same will be qualifying in nature. The criterion for the PET for male and female candidates is as under:

Male	Should be able to run a distance of 1000 metres in 04 minutes and 15 seconds.
Female	Should be able to run a distance of 400 metres in 03 minutes and 10 seconds
  - Only those candidates who qualify in the Written Examination will be called for the Physical Efficiency Test (PET). A separate call letter indicating date, time and venue will be sent to the qualified candidates for appearing in the PET.
  - Persons with disabilities as defined in **Para 2.5** are exempted from the **PET**. However after qualifying in the written examination such candidates have to pass the medical examination for the standards prescribed for persons with disabilities so that they can be empanelled.
  - Written Examination:** Written Examination will consist of 100 multiple choice (four) objective type questions aiming to assess the General Knowledge/awareness/mathematics/reasoning etc.
  - The duration of the examination will be 90 minutes. Answer script will be Optical Mark Recognition (OMR) type and valuation will be on computers.
  - Negative Marking:** There shall be negative marking in written examination and marks shall be deducted for each wrong answer @ 1/3 of the marks will be deducted for each wrong answer. The qualifying marks for UR will be 40% and for SC/ST/OBC it will be 30%.
  - Candidates who qualify in the written examination will be called at **1:4 ratio** for Physical Efficiency Test (PET). A separate call letter indicating date, time and venue will be sent to all the eligible candidates.
  - Question paper will consist entirely of objective type questions. The question paper will be provided in Hindi, English, Marathi, Oriya and Urdu languages. There will be negative marking.
  - Candidates will be called for the verification of the original certificates based on the merit of the written examination and their qualifying in the PET. At the time of verification of documents, the candidates will be allowed to exercise their choice for different categories of posts notified and also divisions/workshops for posting. **The final recruitment panel will be strictly based on merit position obtained in the written examination.**
7. **GENERAL CONDITIONS:**
- Candidates applying should carefully read the instructions and ensure that he/she fulfils all eligibility conditions at the time of submission of applications.
  - The number of vacancies shown in this notification are provisional and the same is liable to increase or decrease depending upon the actual needs of the administration.
  - Selected candidates are liable to be posted anywhere in South East Central Railway. Candidates should also note that the nature of job involves heavy and strenuous physical activity. Selected candidates may also be required to work at odd hours.
  - Emoluments on initial appointment will be at the minimum of the Pay Band + Grade Pay + Other Allowances as admissible.
  - Mere selection and empanelment does not confer any right of appointment to the candidates. Admission of the candidates at all stages of recruitment will be purely provisional subject to satisfying the prescribed eligibility conditions. Candidature of candidates can be rejected at any stage without any notice, in case it is found that the candidate is not fulfilling the prescribed eligibility conditions.
  - Railway Recruitment Cell, South East Central Railway/Bilaspur reserves the right to alter the modes of examinations or conduct re-PET/re-examination for all or for a limited number of candidates or cancel part or whole of any process of recruitment at any stage if considered necessary without assigning any reasons thereof.
  - Railway Recruitment Cell reserves the right to reject the candidature of any applicant at any stage of the process of recruitment, if any irregularity/deficiency is noticed in the application.
  - The decision of Railway Recruitment Cell in all matters relating to eligibility, acceptance or rejection of applications, issue of free rail passes, penalty for false information, mode of selection, conduct of written examination, allotment of examination centres, selection, allotment of posts to selected candidates, etc., will be final and binding on the candidates and no enquiry or correspondence will be entertained by the Railway Recruitment Cell in this regard.

- Railway Recruitment Cell will not be responsible for any advertisement errors.
  - Under any circumstances no damage/loss or refund of examination fee will be made.
  - Medical examination: The candidates recommended for appointment 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. Only those candidates who are medically fit would be offered appointment. Candidates qualifying in examination(s) for these posts but failing in prescribed medical examination(s) will not under any circumstance be considered for any alternative appointment. Candidates who do not fulfil the prescribed medical standards need not apply. The above medical standards (Criteria) are indicative and not exhaustive and apply to candidates in general.
  - Candidates recommended for a particular category of post with a higher medical classification will not be considered for any alternative posts with a lower medical classification in the event of their medical unfitness.
8. **Enclosures to the Application:**
- (A) Candidates should enclose self-attested photocopies of the relevant certificates as mentioned below. Original certificates should not be enclosed. All enclosures should be either in English/Hindi only. Where certificates are not in English/Hindi, self attested translated version (in Hindi/English) should be enclosed. Application without the requisite enclosures will be rejected. **Any of the enclosures sent separately will not be entertained.**
- Certificates in proof of the Date of Birth. Only 10th class or school leaving certificate will be accepted.
  - Certificates in proof of educational/technical qualification.
  - Community certificates for candidates belonging to SC/ST/OBC communities.
  - Candidates applying for posts against PH quota should furnish the Physical Disability Certificate issued by Authorised Medical Board constituted by either Central Government or State Government.

**[NOTE: CANDIDATES APPLYING FOR POSTS AGAINST PH QUOTA SHOULD INDICATE THE PHYSICAL DISABILITY AT INITIAL APPLICATION STAGE ITSELF. ANY APPLICATION AT ANY LATER STAGE REQUESTING FOR CONSIDERATION AGAINST PH QUOTA POSTS WILL NOT BE CONSIDERED].**
  - Declaration form to be given by the visually handicapped/those candidates, whose writing speed is affected by Cerebral Palsy and scribe to be engaged for writing the examination is given in **Annexure-IV. VH/those Candidates whose writing speed is affected by Cerebral Palsy should opt for scribe in the prescribed Col. No. 14 (a) of Annexure-I itself; a later stage application for scribe will not be entertained.**
  - Copy of decree from the competent court of law for divorced/judicially separated women candidates claiming age relaxation.
  - Income certificate for economically backward class candidates availing fee concession.
  - Self-declaration for candidates belonging to minority communities availing fee concession. **(Annexure-II)**
  - No Objection Certificate (NOC) from the competent authority, if already employed in Railways or any Government Department/Public Sector Undertaking.**

**[CANDIDATES SERVING IN ANY GOVERNMENT OR PUBLIC SECTOR UNDERTAKING INCLUDING RAILWAYS MAY GIVE A DECLARATION THAT "THEY HAVE INTIMATED THE FACT OF THEIR APPLYING FOR THE EXAMINATION TO THEIR OFFICE AND IN THE EVENT OF THEIR SELECTION THEY WILL SUBMIT 'NOC' FROM THEIR EMPLOYER AT THE TIME OF DOCUMENT VERIFICATION (DV)". IN CASE THEY FAIL TO SUBMIT NOC AT THE TIME OF DOCUMENT VERIFICATION, THEIR CANDIDATURE WOULD BE CANCELLED].**
  - Photostat copy of requisite certificates in case of candidates claiming any other type of age relaxation.
  - Ex-servicemen candidates should submit self attested Photostat copy of the discharge certificate/book with clear mentioning of the "Total Military Service" in the specified column. They should also enclose the appropriate certificate issued by the competent authority for the equivalence of their educational/technical qualifications.
  - For Ex-servicemen who are retiring till 30.08.2014 or before have to submit "No Objection Certificate" with clear mentioning of Total Military Service.
- (B) **Valid Indian Postal Order or the Bank Challan for the amount as prescribed in the employment notification, wherever applicable, in original.**
9. **INVALID APPLICATIONS:**
- Candidates are requested to read all instructions thoroughly before sending their applications to Railway Recruitment Cell/South East Central Railway/Bilaspur. Otherwise, their applications are likely to be rejected on one or more of the following reasons. In case the application is rejected, candidates will be intimated by business (ordinary) post regarding the reason(s) of rejection.
- Applications received before the date of notification or after the closing date & time of notification.
  - Postal Orders/Bank Challan not enclosed wherever required or less fee enclosed or invalid IPO/Bank Challan i.e. IPO/Bank Challan purchased/remitted before date of issue or after closing date of notification.

**NOTE: BANK ACCOUNTS DETAILS FOR REMITTING FEES THROUGH BANK CHALLAN IS MENTIONED AT 2(i) OF THE NOTIFICATION.**
  - Applications not in the format prescribed at **Annexure-I** or which are incomplete in any manner.
  - Candidates not in possession of the required educational qualifications or are underaged/overaged or date of birth not filled or wrongly filled.
  - More than one application submitted by the same candidate.
  - Applications without photo or without the latest colour photo or photo with cap, with black and white photo, wearing goggles, disfigured or unrecognizable or scanned or Photostat copy of photo.
  - Applications without the declaration being re-produced by the candidates in the application or written in capital letter.
  - Applications without signature or with signatures in capital letters or with different signatures at different places.
  - Left thumb impression and Right thumb impression not affixed in the application or is blurred/smudged.
  - Copies of required enclosures as mentioned in **Para 8** not enclosed.
  - More than one application submitted in one envelope.
  - Applications which are not addressed to the **Assistant Personnel Officer (Recruitment), Railway Recruitment Cell, RTS Colony, Near Kendriya Vidyalaya, Bilaspur - 495 004 (Chhattisgarh).**
    - Applications which are filled in a language other than Hindi/English.
    - Identification marks column not filled up.
    - Candidates name is figuring in the debarred list.
    - Date and place not mentioned in the application.
    - All the enclosures should be SELF ATTESTED by the candidate.

**Note: 1) Any other irregularity noticed at any stage and considered invalid by the RRC.**  
**Note: 2) The candidates who do not possess left thumb or/and right thumb may endorse any other finger impression duly indicating the same.**
10. **MISCONDUCT:**
- Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling up the Application Form.
  - Candidates shall not bring or attempt to bring any political or other influence to further his/her interest in respect of recruitment.
  - Misconduct on the part of the candidate at any part of the recruitment process is strictly prohibited.
  - Indulgence in the above practices will result in the rejection of the candidature at any time.
  - Action as deemed fit necessary including criminal action will be taken by the RRC against Candidates found guilty of submitting fabricated/forged/tampered certificates, using unfair means during PET or written examination, mis-behaviour at venues where PET is conducted or written exam centres, etc.



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

Signature \_\_\_\_\_  
 \*\*Designation \_\_\_\_\_  
 Date \_\_\_\_\_ (with seal of Office) State/Union Territory\*\*

\*Please delete the words which are not applicable.

@ Please quote the specific Presidential Order.

**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 normally reside(s).

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

**Annexure - VI**

**Proforma for declaration to be submitted by Other Backward Class Candidates along with the application while applying for the posts against Employment Notification No. SECR/04/2013 of Railway Recruitment Cell/Bilaspur.**

**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 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

**Annexure - VII**

**OBC CERTIFICATE FORMAT**

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

This is to certify that Shri/Smt./Kum.\* \_\_\_\_\_ son/daughter\* of Shri \_\_\_\_\_ of village/town \_\_\_\_\_ district \_\_\_\_\_ in \_\_\_\_\_ state belongs to \_\_\_\_\_ community which is recognised as backward class under: (indicate the sub-caste above)

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.

Shri/Smt./Kum.\* \_\_\_\_\_ and/or his/her family ordinarily reside(s) in the \_\_\_\_\_ District of the \_\_\_\_\_ State. 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. 36033/3/2004-Estt.(Res) dated 09.03.2004.


Place: \_\_\_\_\_ **District Magistrate/ Dy. Commissioner etc.**  
 Date: \_\_\_\_\_ (With Seal of office)  
 \*Strike out whichever is not applicable.


**NB:** (a) The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of Peoples Act, 1950.


- (b) The authorities competent to issue Caste certificates are indicated below:
- (i) District Magistrate/Additional 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),
  - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate,
  - (iii) Revenue Officers not below the rank of Tahsildar &
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his/her family reside(s).

**Annexure - VIII**

**FORMAT OF CHALLAN**

Candidate's Copy	
<b>RAILWAY RECRUITMENT CELL SOUTH EAST CENTRAL RAILWAY, BILASPUR</b>	
 <b>भारतीय स्टेट बैंक State Bank of India</b>	
RRC FEE COLLECTION FOR THE RECRUITMENT IN GP-₹ 1800/-	
Emp. Notification No.: SECR/04/2013	
Details to be filled in by the Branch:	
Unique/Journal No.	
Date of receipt	
SBI Branch Name	State Bank of India, Main Branch, Bilaspur (C.G.)
Branch Code	0336
A/c No.	33344526197
A/c Name	Railway Recruitment Cell/SECR/Bilaspur
Amount may be deposited in any CBS branch of State Bank of India	
Applicant's Name*(To be filled in capital letters) (as mentioned in Application Form)	
(Surname)	(First Name) (Middle Name)
Candidate's Father Name	Date of Birth of Candidate
Permanent Address of Applicant: (To be filled in capital letters) (as mentioned in Application Form)	
Category	UR / OBC
Application Fee	₹
Bank Charges	₹
Total	₹
(In words) Rupees	
Signature of Bank's official with seal	Signature of Candidate/Depositor

RRC's Copy (To be invariably attached with original application)	
<b>RAILWAY RECRUITMENT CELL SOUTH EAST CENTRAL RAILWAY, BILASPUR</b>	
 <b>भारतीय स्टेट बैंक State Bank of India</b>	
RRC FEE COLLECTION FOR THE RECRUITMENT IN GP-₹ 1800/-	
Emp. Notification No.: SECR/04/2013	
Details to be filled in by the Branch:	
Unique/Journal No.	
Date of receipt	
SBI Branch Name	State Bank of India, Main Branch, Bilaspur (C.G.)
Branch Code	0336
A/c No.	33344526197
A/c Name	Railway Recruitment Cell/SECR/Bilaspur
Amount may be deposited in any CBS branch of State Bank of India	
Applicant's Name*(To be filled in capital letters) (as mentioned in Application Form)	
(Surname)	(First Name) (Middle Name)
Candidate's Father Name	Date of Birth of Candidate
Permanent Address of Applicant: (To be filled in capital letters) (as mentioned in Application Form)	
Category	UR / OBC
Application Fee	₹
Bank Charges	₹
Total	₹
(In words) Rupees	
Signature of Bank's official with seal	Signature of Candidate/Depositor

Branch's Copy	
<b>RAILWAY RECRUITMENT CELL SOUTH EAST CENTRAL RAILWAY, BILASPUR</b>	
 <b>भारतीय स्टेट बैंक State Bank of India</b>	
RRC FEE COLLECTION FOR THE RECRUITMENT IN GP-₹ 1800/-	
Emp. Notification No.: SECR/04/2013	
Details to be filled in by the Branch:	
Unique/Journal No.	
Date of receipt	
SBI Branch Name	State Bank of India, Main Branch, Bilaspur (C.G.)
Branch Code	0336
A/c No.	33344526197
A/c Name	Railway Recruitment Cell/SECR/Bilaspur
Amount may be deposited in any CBS branch of State Bank of India	
Applicant's Name*(To be filled in capital letters) (as mentioned in Application Form)	
(Surname)	(First Name) (Middle Name)
Candidate's Father Name	Date of Birth of Candidate
Permanent Address of Applicant: (To be filled in capital letters) (as mentioned in Application Form)	
Category	UR / OBC
Application Fee	₹
Bank Charges	₹
Total	₹
(In words) Rupees	
Signature of Bank's official with seal	Signature of Candidate/Depositor