

RECRUITMENT IN GROUP - 'D' POSTS IN NORTHEAST FRONTIER RAILWAY

EMPLOYMENT NOTICE NO. 01/2012 (Gr-D)

Employment notice for filling up posts in Pay Band - 1 of Rs. 5200 - 20200 with Grade Pay Rs. 1800

Closing date for submission of application 23.11.2012

- 1.1 Applications on plain paper, in the given format are invited from the citizens of India and from such other persons declared eligible by Ministry of Home Affairs, Govt. of India for filling up posts in Pay Band - 1 of Rs. 5200 - 20200 with Grade Pay Rs. 1800 in Northeast Frontier Railway.
- 1.2 The applications in prescribed format may be sent by ordinary post to Deputy Chief Personnel Officer, Railway Recruitment Cell, N.F Railway, Station Colony, Guwahati, Assam (PIN 781001) or dropped in the Application Drop room at Railway Recruitment Cell, N.F Railway, Station Colony, Guwahati, Assam up to 17.30 hrs of the closing date on all working days except Saturday, Sunday and Holidays.
- 1.3 For candidates staying in the Andaman and Nicobar Lakshadweep Islands closing date will be 07.12.2012 up to 17.30 hrs.
- 1.4 Applications received after the closing date and time will not be entertained under any circumstances.
- 1.5 Physically handicapped persons should mention "PHYSICALLY HANDICAPPED CANDIDATE" at the top right of the envelope.
- 1.6 A candidate should submit only one application form.
- 1.7 Date and time of examination will be fixed based on administrative feasibility. No request of change of time, date or center of examination will be entertained on any account.
- 1.8 Candidate trying to use influence or unfair means would be disqualified.
- 1.9 The Recruitment will be conducted by Railway Recruitment Cell, Northeast Frontier Railway (hereinafter referred to as RRC/NFR).
- 1.10 Selected candidates are likely to be posted anywhere on NFR after successful completion of training wherever prescribed. They will be allotted categories as per administrative requirement and subject to their medical fitness.
- 1.11 Candidates should send his/her application sufficiently in advance before the closing date to the RRC/NFR. RRC/NFR will not be responsible for any postal delay/wrong delivery what so ever, at any stage of the selection process.

2. NAME AND NUMBER OF POSTS TO BE RECRUITED:

Name of the post	UR	OBC	SC	ST	Physically Handicapped	Total number of posts
Group D in Pay Band 1 of Rs 5200 - 20200 with Grade Pay Rs 1800	990	528	293	147	60 (20 OH, 20 HH & 20 VH)	2018

Vacancies indicated above are only tentative and are subject to change. This does not include vacancies for ex servicemen. Notification for recruitment of ex servicemen will be issued separately.

Abbreviations

1. SC-Scheduled Caste	5. RRC-Railway Recruitment Cell	9. PH-Physically Handicapped
2. ST-Scheduled Tribe	6. NFR-Northeast Frontier Railway	10. OH-Orthopaedically Handicapped
3. OBC-Other backward classes	7. PET-Physical Efficiency Test	11. HH- Hearing Handicapped
4. UR-unreserved	8. AF-Application Form	12. VH- Visually Handicapped

3. **EDUCATIONAL QUALIFICATION:** Minimum 10th class pass or ITI or equivalent. Academic qualification must be from recognized educational institution/Board, otherwise candidature will be rejected.

4. AGE LIMIT INCLUDING RELAXATION PROVISION.

4.1 The age limit will be 18 to 33 years and the age will be reckoned as on 01.01.2013. The upper age limit will be relaxed for the categories mentioned at para 4.2 below subject to production of requisite certificates.

4.2 (i) For SC/ST and OBC candidates	OBC upto 36 years, SC/ST upto 38 years.
4.2 (ii) Staff of Quasi Administrative Offices of Railway Organizations Such as Railway Canteens, Railway Institutes, and Railway Co-operatives.	Relaxation of age will be to the extent of 5 years or service rendered by them in such organizations, whichever is less.
4.2 (iii) Widows & Divorced or Judicially Separated Women	UR Up to 35 years, OBC Up to 38 years, SC/ST Up to 40 years.
4.2 (iv) Persons with disability	UR Up to 43 years, OBC Up to 46 years, SC/ST Up to 48 years
4.2(v) Residents of Jammu & Kashmir who have ordinarily domiciled in the Kashmir Division of State of Jammu & Kashmir during the period from 1st January 1980 to 31st December 1989	UR Up to 38 years, OBC Up to 41 years, SC/ST Up to 43 years

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

4.4 Proof of age (a) Birth certificate issued by appropriate authority or (b) Matric certificate issued by Board.

5. EXAMINATION FEES

5.1 The examination fee for unreserved and OBC candidates is Rs.40 (Rs. Forty only). Candidates belonging to SC/ST, Physically Handicapped, women, minorities and economically backward classes are fully exempted from payment of examination fees.

5.2 The examination fees shall be paid in the form of Indian Postal Order from any Post office drawn in favour of FA&CAO, N.F. Railway and payable at GPO, Guwahati.

5.3 Applications received with cash/cheque /Central Recruitment Stamps and money orders will be rejected and amount forfeited.

5.4 Postal Orders issued before the date of issue of Employment Notice will not be accepted and such application form will be rejected and amount forfeited.

5.5 The candidates are advised to write their names and addresses on the backside of the IPO and enclose it with the application form. The details of examination fee may be written in application form. Examination fee is not refundable in any circumstances.

5.6 Minorities will mean Muslims, Christians, Sikhs, Buddhists and Zorastrians (Parsis)

5.7 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 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) Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside. (iv) BPL card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways.

5.8 The income certificate issued by the authorities mentioned at para 5.7 above would have to be on format at Annexure V which is enclosed herewith. This would have to be issued on the letter head of the issuing authority.

6. HOW TO APPLY

6.1 Candidates should carefully read the instructions in this Employment Notice for filling up Application Form (AF).

6.2 Applications should be made on a good quality white paper of A4 size (210mm*297mm) using ONE SIDE only.

6.3 The candidate should use the Format at Annexure VI published in the Employment Notice. Application having any change in the format will be rejected.

6.4 The candidates have to fill up required information with Black Pen/ Black Ball Point Pen.

6.5 The application should be written in either English or Hindi and not in any other language. The application has to be duly dated and signed by the candidate. Application filled in any language other than English / Hindi and by any person other than the applicant will be rejected summarily even if, it is detected at a subsequent stage of the recruitment.

6.6 Candidates should mention "Applications for Gr. D posts, Northeast Frontier Railway" on the top of the envelope containing the application. Each cover should contain one application only. In case more than one application is sent in one cover or other way, only one application will be considered.

6.7 The candidate should send application duly filled with required documents by ordinary post so as to each RRC/NFR office within the closing date positively. Applications received after due date, for any reason what so ever will not be considered.

6.8 Candidates who have been debarred from appearing in any of Railway Recruitment Board/Cell Exams need not apply unless their debarment period expires by the closing date.

APPLICATION FORM (AF)

6.9 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. Each letter should be filled in one box as shown below; one box should be left blank between each part of the name

S	A	N	J	A	Y		K	U	M	A	R
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Note: Please do not prefix Shri/Smt/Km/Late before the candidate/Father/Husband's name.

6.10 In column No.3 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 6th July 1981, he/she should write 06 under DD, 07 under MM and 81 under YY.

6.11 In column No.4 please tick in appropriate box (Male/Female). In column No.5, the candidate should tick their community in the appropriate box and enclose a valid attested copy of the caste certificate, if applicable.

6.12 Candidates should write his or her Nationality in column No. 6

6.13 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

6.14 Please fill up the appropriate state code to which you belong to in column no.8 of the Application form from the codes given below:

STATE	Code	STATE	Code	STATE	Code	STATE	Code
Andaman & Nicobar	01	Delhi (NCT)	10	Lakshwadeep	19	Punjab	28
Andhra Pradesh	02	Goa	11	Madhya Pradesh	20	Rajasthan	29
Arunachal Pradesh	03	Gujarat	12	Maharashtra	21	Sikkim	30
Assam	04	Haryana	13	Manipur	22	Tamil Nadu	31
Bihar	05	Himachal Pradesh	14	Meghalaya	23	Tripura	32
Chandigarh	06	Jammu & Kashmir	15	Mizoram	24	Uttar Pradesh	33
Chhatisgarh	07	Jharkhand	16	Nagaland	25	Uttaranchal	34
Dadra & Nagar Haveli (UT)	08	Karnataka	17	Orissa	26	West Bengal	35
Daman & Diu (UT)	09	Kerala	18	Pondicherry	27		

6.15 Please fill up the name of the nearest Railway Station in column No. 9

6.16 For age relaxation in any of the categories, mentioned in Para 4 above, write the appropriate code mentioned under in column No.10

Category	OBC	SC	ST	PH	Quasi Admn Staff	Judicially separated women/widow	Residents of Jammu & Kashmir
Code	01	02	03	04	06	07	08

6.17 Candidates should write Correspondence Address in Column No.11. Correspondence Address should be written in Block letters, it should be legible, complete and with PIN number. The dimension of this column is 8cm x 4cm. The same should not be changed. Otherwise, address on scanning would become illegible and it is likely the correspondence may get misplaced in transit.

6.18 Please indicate the highest completed educational qualification (one qualification only) and related details in column No.12.

6.19 In column No.13 The Physically handicapped candidates should indicate by ticking in the appropriate box for their type of disability. In column 13A, PH candidate will write the percentage of disability as per the disability certificate. Other candidates should leave column no. 13,13A and 14 blank.

6.20 In column No.14 The Visually handicapped candidates / those candidates whose writing speed is affected by cerebral palsy who are allowed to avail the assistance of scribe for writing answers on their behalf should indicate by ticking in the appropriate box whether they require assistance of a scribe (Helper) in the written examination for writing their answers. The facility of scribe is admissible to only those VH candidates who really require the assistance. **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 for engaging Scribe shall not be applicable to them.** Engagement of scribes will be subject to the conditions mentioned at Para 9.

6.2 In column no. 15, candidates must indicate at least one personal mark of identification.

6.22Candidate should indicate the details of Examination fee (as mentioned in para-5) and fill up all details in column No.16. Those who are exempted from examination fees as mentioned at para 5.1 may only write "yes". Others may write "no" as they have to pay the fees.

6.22 Candidates are required to copy the following para (Declaration), in his / her own handwriting, in space provided in column No.17 in the application form.

"I do hereby declare that the facts and evidences given by me in the application are true, complete and correct to the best of my knowledge and belief. In the event of any wrong statement / discrepancy in the particulars being detected at any stage, my candidature/service may be cancelled/ terminated without any notice."

6.23 Candidate should put his/her clear left thumb impression in the box provided in column No.18, put signature in Column No.19 and Date of submitting the application in column no. 20.

6.24 In column No.21 candidate should affix his/her passport size colour photograph with light colour background, not older than three month, without wearing cap or goggles / coloured glasses. Do not put any mark or signature on the photograph. No attestation of the photograph is required. The photograph should be neatly pasted and not stapled or pinned.

Note: Candidates are advised to keep a photocopy of the application form for future reference.

7. **ENCLOSURES:** The following enclosures only are to be firmly stitched **along with the application form (AF)**. All enclosed certificates, which are in language other than in Hindi or English should be translated in Hindi or English along with attested Xerox copies of originals. (i) A passport size photograph (not older than 3 months) without wearing cap or goggles / coloured glasses is to be pasted on the application form as detailed above. (ii) Examination fee in the form of IPO of Rs.40/- for UR & OBC candidates as detailed in para 5. IPOs should be enclosed at the top of the application. (iii) Attested copy of only one educational qualification certificate as mentioned in column No.12 of the application form. (iv) Attested copy of certificate of proof of age as mentioned in para 4.4 above. (v) In case of SC/ST/OBC candidates, a certificate of the appropriate authority, for their belonging to SC/ST/OBC categories should be submitted. Draft format for SC/ST is enclosed as Annexure-I and for OBC candidates at Annexure-II.

The list of authorities empowered to issue SC/ST/OBC certificates are indicated below :

(a) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Dy. Commissioner/Deputy Collector/1st class Stipendiary magistrate/ Sub-divisional Magistrate/ Taluk Magistrate/Executive Magistrate/Extra Assistant Magistrate (not below the rank of 1st class Stipendiary magistrate) (b) Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/Presidency Magistrate. (c) Revenue officer not below the rank of Tahsildar. (d) Sub-divisional officer of the area where the candidate and or his family resides. (e) Administrator/Secretary to Administrator/ Development officer (Lakshadweep islands)

(vi) In case of Physically Handicapped (PH) persons, attested copy of the disability certificate issued by competent authority should be enclosed. Draft format of the certificate is enclosed as Annexure III.

(vii) In case of visually impaired candidates / those candidates whose writing speed is affected by cerebral palsy requiring the assistance of scribes should enclose the particulars of the scribe proposed to be engaged as per the format given at Annexure IV. (viii) No objection certificate from the employer, if already employed. (ix) Domicile certificate, if the candidate belongs to Andaman & Nicobar, Jammu & Kashmir and Lakshadweep. (x) Copy of decree from the competent court of law for having divorced / judicially separated. (xi) In case of widow, death certificate of her husband together with the affidavit that she has not remarried since.

NOTE : (a) Application received without above enclosures shall be rejected summarily. (b) Attested copies of above documents as applicable should be enclosed. (c) Original Certificates **SHOULD NOT** be enclosed with the application. (d) Any certificate, photograph etc. received separately, subsequently to the receipt of the application will not be entertained.

8. PHYSICALLY HANDICAPPED PERSONS

A. Definition of Physically Handicapped Persons for the purpose of this recruitment.

(i) **Visually Handicapped (VH)** - (a) a total absence of sight or (b) visual acuity not exceeding 6/60 or 20/200 (snellen) in the better eye with correcting lenses or (c) limitation of field of vision subtending an angle of 20 degree or worse. Low vision - A person with impairment of the field of vision functioning even after treatment or standard refractive correction but who uses or is potentially capable of using vision for the planning of execution of a task with assistive device.

(ii) **Hearing Handicapped (HH)** : Loss of 60 (sixty) decibels or more in the better ear in the conversational range of frequencies.

(iii) **Orthopaedically Handicapped (OH)** - (a) Locomotor disability means disability of the bones, joints muscles leading to substantial restriction of the movement of the limbs or any form of the cerebral palsy. (b) Cerebral palsy: A group of non-progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the prenatal perinatal or infant period of development.

B. **Degree of disability:** Only such persons should be eligible for recruitment under vacancies reserved for PH candidates who suffer from **not less than 40%** of relevant disability. If the disability is less than 40%, the candidate will not get any relaxation of PH quota and will be treated as normal candidates provided he/she fulfills all other conditions of this employment notice. Candidate should submit disability certificate issued by the competent authority (i.e medical board duly constituted by Central Government or a State Government. Format of the certificate is enclosed as Annexure III.

C. The Physically Handicapped persons are eligible for appointment in the categories identified suitable for physically handicapped persons.

D.SCRIBES - Visually impaired Candidates / whose 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/NFR in advance as per (d) below. In all such cases engagement of **Scrives** 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 Cards will be issued to the **Scrives** accompanying the visually handicapped candidates. **(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 from any academic discipline if the recruitment is for general post. If the recruitment is for a specialist post, he/she should be from a discipline different from that of the candidate. He/she should not have secured more than 60% marks in the qualification mentioned at (b) above. **(d)** The candidates as well as the Scribe will have to give a suitable undertaking (enclosed Proforma as annexure-IV) confirming that the Scribe fulfills all the stipulated eligibility criteria for the Scribe as mentioned above. In case it transpires later that he/she did not fulfill 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-IV, should be submitted by the Visually Handicapped candidate along with his/ her application form. **(e)** Candidates availing the assistance of a Scribe shall be eligible for extra time of 20minutes for every hour of 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. An invigilator shall exclusively be posted with every VH candidate who have opted to avail the assistance of a scribe. The invigilator shall sit along side the scribe who will sit opposite the VH candidate so that conversation between the scribe and VH candidate could be overheard by the invigilator who shall ensure that only the answers spelt out by the candidate are written/indicated by the scribe on the answer book. **(g)** The scribe will not make any gesture, sound 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)** Conversation between the candidate and the scribe should not disturb in any way the peace in the examination hall or the other candidates seated in the examination hall/room. **(i)** 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.

Note : All the 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 for engaging **Scribe** shall not be applicable to them.

9. INVALID APPLICATION The applications having any of the following deficiencies, discrepancies or irregularities will be summarily rejected : **(i)** Applications not submitted in prescribed format as given in this employment notice. **(ii)** Incomplete or illegible applications or applications with over-writing, cutting or erasing marks. **(iii)** Unsigned or undated application/applications without clear and un-smudged thumb impressions and/or without personal marks of identification. **(iv)** Without photograph or affixing xerox copy of photograph. **(v)** Application signed in block capital letters will be rejected. **(vi)** Without Postal orders of requisite value and validity for UR & OBC candidates. **(vii)** Applications not filled in English or Hindi. **(viii)** Applications without Para-06 of Application Form, written in candidate's own handwriting. Declaration written in block capital letters will be rejected. **(ix)** Without proper certificates, in respect of SC/ST/OBC and /or PH candidates, certificate should be obtained from the appropriate authority in the prescribed format. **(x)** Under aged/Over aged candidates. **(xi)** Not having the requisite Educational Qualification at the time of submitting application. **(xii)** Applications received after 17.30 hrs on closing date by any means/methods. **(xiii)** Postal orders issued before the date of issue of Employment Notice or with less than six months validity. **(xiv)** Any other deemed irregularity.

10. RECRUITMENT PROCEDURE. The selection procedure will consist of written examinations. Written examinations will be held on common dates for all the railways. On the basis of marks obtained in the written exams, candidates will be shortlisted for Physical Efficiency Test (PET). Candidates will be further shortlisted in order of merit and called for verification of original certificates and identity. After the verification of all relevant originals of passed candidates, the candidates shall be subjected to Medical Examination.

Written examination: **(i)** The question paper for the written examination shall be based on class 10th standard consisting of 150 multiple choice (four) objective type questions aimed to assess the General Knowledge/Awareness, Mathematics, General Science, Reasoning, etc. **(ii)** The duration of the written examination shall be 2 (two) hours. **(iii)** The question paper shall be printed in Hindi and English and also in regional languages. **(iv) Negative Marking**-There will be negative marking for wrong answers. One third mark shall be deducted for each wrong answer, i.e. one mark shall be deducted for every 3 wrong answers.

Physical efficiency test : (PET) for all categories. : Passing the PET is mandatory and the same will be qualifying in nature. The candidates should be able to perform the following physical test;

For Male candidates	For Female candidates
Should be able to run for a distance of 1500 metres in 6 minutes in one chance	Should be able to run for a distance of 400 metres in 3 minutes in one chance

(i) All shortlisted candidates shall be required to appear in Physical Efficiency Test (PET). A separate advice indicating date, time and venue will be sent to all the shortlisted candidates for PET. **(ii)** Persons with disabilities (PH candidates) are exempted from PET. After qualifying in the written examination, such candidates will be called for document verifications and have to pass the medical examination prescribed for persons with disabilities so that they can be empanelled.

Document Verifications & medical examination: Candidates to a limited extent, in order of merit, out of those who obtained the prescribed minimum pass marks in the written test and qualified in the PET will be called for verification of original documents and identity and medical examination of relevant standard. **There will be no interview.**

NOTE: **(i)** 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/loss/damage to either themselves or others during the process of selection. **(ii)** The venue of PET/written examination once decided by Railway administration shall be final, no request for change for whatever ground shall be entertained. **(iii)** For PET candidates may be required to stay one or two days more than the appointed day at their own cost. They have to make their own arrangements for lodging/boarding. **(iv)** Maintaining discipline by the candidates at the venue of PET is must. Any act of indiscipline will debar the candidate from consideration. The decision on this of the committee at the venue will be final and binding.

11. Medical examination : Clearing the medical examination is mandatory. Only those who have cleared the medical examination successfully will be included in the final merit list to the extent of vacancies available.

12. FREE JOURNEY RAILWAY PASS : A free second class Railway pass from nearest Railway Station to the place of examination and back will be issued to the candidates belonging to SC/ST communities only for appearing in the Physical Efficiency Test /written examination. All other candidates shall bear their own traveling and other expenses.

Note : **(i)** The RRC/NFR at its discretion may hold additional Written examination and PET or re-examination or cancel part or whole of the written examination and/or PET. **(ii)** Request of postponement of the examination and or/change of center/venue will not be entertained. **(iii)** Mere issue of call letter for appearing in PET/Written Exam by RRC/NFR does not confer any right for subsequent stages of recruitment process or placing name on the panel.

13. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT.

13.1 Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should not attempt or 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 such discrepancy should be submitted.

13.2 A candidate found by the Railway Recruitment Cell (or found earlier by any Railway Recruitment Board) to be guilty of: **(i)** Canvassing support for his candidature by any means or **(ii)** Impersonating or **(iii)** Procuring impersonation or **(iv)** Submitting fabricated/tampered document or **(v)** Making statements which are incorrect or false or **(vi)** Resorting to any other irregular or improper means for furtherance of his candidature for the selection or **(vii)** Using unfair means during the examination or processing, carrying or using mobile phone, calculator or any other such instruments or **(viii)** Writing irrelevant matter including obscene language or pornographic matter in the script(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 RRC/NFR for the conduct of the test.

May in addition to action under relevant provisions of the Rules/Law render himself liable to criminal

prosecution and further **(a)** be disqualified by the RRC/NFR from selection for which he is a candidate or **(b)** be debarred, either permanently or for a period decided by the RRC/NFR from any examination or selection conducted by any of the Railway Recruitment Cell/ Railway Recruitment Boards or **(c)** be taken up for disciplinary actions under appropriate rules, if he is already in service.

14. Examination centre will be decided by the RRC/NFR and indicated in call letter issued to candidate for appearing in written examination.

15. All male candidates are liable for Active Territorial Army Service in Railway Unit or such other Units as may be laid down in this behalf from time to time.

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

17. The candidates shall be considered in due course for promotion to higher grades according to rules/orders in force from time to time.

18. Posting of the selected candidates may be made as per requirement of the Indian Railways at the appropriate time. No particular place or Department or division of posting can be assured or assumed.

19. For any legal dispute, the jurisdiction will be at Central Administrative Tribunal, Guwahati only.

20. In case of any dispute, English version of the Employment Notice will be treated as valid.

21. RAILWAY RECRUITMENT CELL'S DECISION FINAL: The decision of RRC/NFR 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), allotment of examination centres, allotment of posts/places to selected candidates and all other matters related with conduct of recruitment process will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection.

IMPORTANT: Railway Recruitment Cell, Northeast Frontier Railway has not appointed any agent or coaching centre for action on its behalf. Candidates are warned against any such claims being made by personal agencies. OMR sheets shall be used for the written examination and computer evaluation shall be resorted to. Candidates are selected purely as per merit. PLEASE BEWARE OF UNSCRUPULOUS ELEMENTS AND DO NOT FALL IN THEIR TRAP.

This Notification is also available in N.F. Railway's website www.nfr.railnet.gov.in.

Deputy Chief Personnel Officer
Railway Recruitment Cell, N.F. Railway,
Station Colony, Guwahati-781001, ASSAM

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 grievance and pensions department of Personal Training, New Delhi.) As large number of candidates are producing certificates issued by authority different from the appropriate authority, they are advised to strictly comply with the instructions.

ANNEXURE I

FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES

1. Form of certificate to be produced by a candidate belonging to scheduled caste or scheduled tribe in support of claim.

This is to certify that Shri/Smt/Kum..... Son/Daughter of District/Division of State/Union Territory belongs to the Caste/Tribe which is recognised as Scheduled Caste or 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 Reorganization Act 1960, the Punjab Reorganisation Act 1966, the State of Himachal Pradesh Act, 1970, The Northeast Reorganisation Act 1971 and the Scheduled Tribes Order (Amendment Act, 1976)
5. The Constitution (Jammu & Kashmir) Scheduled Caste order, 1956.
6. The Constitution (Jammu & Kashmir) Scheduled Tribe order, 1956.
7. The Constitution (Andaman & Nicobar Islands) Scheduled Caste order, 1962.
8. The Constitution (Dadra & Nagar Haveli) Scheduled Caste order, 1962.
9. The Constitution (Dadra & Nagar Haveli) Scheduled Tribe Order, 1962.
10. The Constitution (Pondicherry) Scheduled Caste order, 1964.
11. The Constitution Scheduled Tribes (Uttar Pradesh) order, 1967.
12. The Constitution (Goa, Daman & Diu) Scheduled Caste order, 1968
13. The Constitution (Goa, Daman & 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

2. Application in the case of Scheduled Caste/ Scheduled Tribe Persons who have migrated from one State / Union Territory

This certificate is issued on the basis of Scheduled Caste/ Scheduled Tribe certificate issued to Shri/ Smt/Kum* Father/Mother of Shri /Smt /Kum In District/Division" of State/Union Territory who belongs to the Caste/Tribe" which is recognised as a Scheduled Caste / Scheduled Tribe" State/Union Territory* Issued by the (name of prescribed authority) vide their No. dated

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

Signature..... Date..... Designation (with seal of office).

(*) Please delete the words, which are not applicable.

Please quote a specific presidential offer (*) Delete the paragraph which is not applicable.

Note: The term* Ordinarily resides * used will have the same meaning as in section 30 of the Representation of the Peoples Act, 1950.

ANNEXURE II

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES CANDIDATES

This is to certify that son/daughter of of village..... District/Division..... in..... State belongs to community which is recognized 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 Gazette of India, Extraordinary part 1, Section 1 No.88, dated 20th October 1994.
3. Resolution No.12011/7/95-BCC, dated 24th May 1995, published in the 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 8th July 1997.
6. Resolution No.12011/12/96-BCC, published in Gazette of India Extraordinary No.164, dated 1st September 1997.
7. Resolution No.12011/99/94-BCC, published in Gazette of India Extraordinary No.236, dated 11 December 1997.
8. Resolution No.12011/13/97-BCC, published in Gazette of India Extraordinary No.239, dated 3rd December 1997.
9. Resolution No.12011/12/96-BCC, published in Gazette of India Extraordinary No.166, dated 3rd August 1998.
10. Resolution No.12011/68/93-BCC, published in Gazette of India Extraordinary No.171, dated 6th August 1997.
11. Resolution No.12011/68/98-BCC, published in Gazette of India Extraordinary No.241, dated 27th October 1999.
12. Resolution No.12011/88/98-BCC, published in Gazette of India Extraordinary No.270, dated 6th December 1999.
13. Resolution No.12011/36/99-BCC, published in Gazette of India Extraordinary No.71, dated 4th April 2000.
14. Resolution No.12011/44/99-BCC, dated 21/09/2000 published in Gazette of India Extraordinary Part 1 Section 1 No.210, dated 21/09/2000.

Shri and/or his family ordinarily reside(s) in the District/ Division 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 of the Government of India, Department of Personnel & Training O.M.No.36033/2/2004-Estt (Res) dated 09/03/2004.

Dated :

Seal District Magistrate/Dy.Commissioner etc.

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

ANNEXURE III

NAME & ADDRESS OF THE INSTITUTE / HOSPITAL
Certificate No. _____ Date _____

DISABILITY CERTIFICATE

Recent
Photograph of the
candidate showing
the disability duly
attested by the
Chairperson of the
Medical Board

This is to certify 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 arms affected
(iv) 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 or 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. Re-assessment of this case is not recommended/is recommended after a period of ____ years ____ months.*

3. Percentage of disability in his/her case is _____ present.

4. Sh./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 & writing.	Yes/No

(Dr. _____)
Member
Medical Board

(Dr. _____)
Member
Medical Board

(Dr. _____)
Chairperson
Medical Board

Countersigned by the
Medical Superintendent/CMO/Head of
Hospital (with Seal)

* Strike out which is not applicable.

Annexure V

Format for Income Certificate to be issued on letter head for waiver of examination fees.

- Name of candidate _____
- Father's Name _____
- Age _____
- Residential Address _____
- Annual Family Income (in words & figures) _____
- Date of issue _____
- Signature _____ Name of the issuing authority _____
- Stamp of issuing authority _____

Annexure - VI

Application Form (In A 4 Size paper)
Read the guidelines before you start filling up the application form
Employment Notice No. 01/2012 (Gr.- D)

21. Affix your recent passport size color photo without cap and coloured glasses (Not to be Attested)

To,
Dy. CPO/RRC / NF Railway

- Name of the candidate in Block Capital Letters (in English) :

- Father/Husband's Name :

- Date of Birth _____ 4. SEX (Tick) _____ 5.(Tick appropriate box for community)

<input type="checkbox"/> D	<input type="checkbox"/> D	<input type="checkbox"/> M	<input type="checkbox"/> M	<input type="checkbox"/> Y	<input type="checkbox"/> Y	Male	Female
<input type="checkbox"/> UR	<input type="checkbox"/> OBC	<input type="checkbox"/> SC	<input type="checkbox"/> ST				
- Nationality _____ 7. Religion (Put code) _____
- State of Domicile (Put Code) _____ 9. Nearest Railway Station _____
- If age relaxation sought (put code) _____
- Address (in Capitals)

Name :- _____

Address :- _____

PIN :- _____
- Educational Qualification

Highest Education qualification
School/Board/University
- Are you physically Handicapped? 13 A. Percentage of Disability _____ %

<input type="checkbox"/> OH	<input type="checkbox"/> VH	<input type="checkbox"/> HH
-----------------------------	-----------------------------	-----------------------------
- VH candidates/those candidates whose writing speed affected by cerebral palsy to indicate if they require help of scribe

Yes <input type="checkbox"/>	No <input type="checkbox"/>
------------------------------	-----------------------------
- Two marks of personal identification (I) _____, (II) _____
- Particulars of Examination Fees :

Name of the post office	No. of IPO	Date	Amount	Fee exemption (write yes or no)
- Declaration :**

"I do hereby declare that the facts and evidences given by me in the application are true, complete and correct to the best of my knowledge and belief. In the event of any wrong statement / discrepancy in the particulars being detected at any stage, my candidature / service may be cancelled / terminated without any notice"

Copy the above para in your own running handwriting in English in the space provided below

18 Left Thumb Impression

19. Signature of the Candidate

20. Date & Place

ANNEXURE-IV

EXAMINATION FOR RECRUITMENT FOR GROUP 'D'
Particulars of the Scribe proposed to be engaged by the candidates.

Photograph of the scribe duly signed by the scribe.

- NAME OF THE BLIND CANDIDATE _____
- ROLL NO. OF THE CANDIDATE(for office use) _____
- DATE OF BIRTH _____
- CENTRE/SUB CENTRE OF EXAM(for office use) _____
- NAME OF THE SCRIBE _____
- FATHER'S NAME OF THE SCRIBE _____
- ADDRESS OF THE SCRIBE
a) Permanent address _____
b) Postal address _____
- EDUCATIONAL QUALIFICATION OF THE SCRIBE _____
- RELATIONSHIP, IF ANY, OF THE SCRIBE TO THE CANDIDATE _____

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 Board/ Railway Recruitment Cell regarding conduct of visually challenged candidates/ scribe at this examination and hereby undertake to abide by them.

(Signature of the candidate)

(Signature of the Scribe)

NORTHEAST FRONTIER RAILWAY

"SERVING CUSTOMERS WITH A SMILE"

Size - W-25cm × L-103cm = 2575sqcm for Employment News