

Modern Coach Factory, Rae Bareli

Office of the
General Manager (P)

NOTIFICATION

Sub : Formation of panel for promotion to Group 'B' post of Assistant Workshop Manager (AWM) in Mechanical Engineering Department against 70% quota for the vacancy cycle 01.01.2025 to 31.12.2026 (upto 30.06.2027).

Railway Board has decided to hold Centralised Computer Based Objective Test (CBT) to form a panel for promotion to Group 'B' posts of Assistant Workshop Manager (AWM) in Mechanical Engineering Department through (70% Selection quota) to fill up Gr. 'B' vacancies. The details are as under: -

For 70% quota through Selection

- 1. Assessment Period** -- 01.01.25 to 31.12.26 (Upto 30.06.2027)
- 2. No. of Vacancies** -- 04 (03-UR, 00-SC, 01-ST) including 01 PwBD with Functional Classification as "LD-OA/OL, Leprosy Cured, Acid Attack victims". {Authority No. E(GP)2022/2/20 dated 14.11.2022}

3. Acknowledgment & Willingness of Eligible Candidates:

3.1 All the eligible candidates are required to indicate/submit their willingness to appear in the selection by **29.11.2024** in the Proforma given in Annexure 'A' to their concerned officers, who in turn will forward the same to SPO/Gaz. It is the candidate's responsibility to advise the willingness to appear in the selection within the prescribed period and failure to respond or provide intimation will be treated as unwillingness on his part to appear in the selection.

3.2 In case any of the eligible candidates has been transferred to any other organization or proceeded on leave or on deputation and on transferred retaining their lien, a copy of this Notification must be delivered to him immediately.

4. Condition of Eligibility

In terms of Para 6.2 of Master Circular 68, Gr. 'C' categories of employee working in Pay Band-2 (Rs.9300-34800) with Grade Pay of Rs.4200 and above and in higher Gr. C grade will be eligible for consideration with three years of non-fortuitous service in the grade as on 01.01.2025 (including non-fortuitous service rendered in the corresponding pre-revised grades) are eligible to volunteer for the selection.

- 4.1 In terms of Railway Board's letter No. E(GP)2024/2/28 dated 08.10.2024 (RBE No.93/2024), it has been decided by Board that henceforth, in respect of Selection (70%) to Group 'B' posts in all departments, all employees who are eligible and who volunteer for the selection, should be considered without any limitation of number.

5. Scheme of the Examination and Qualifying Marks: -
{Authority No. E(GP)2018/2/31 dated 19.03.2019, E(GP)2022/2/4 dated 07.10.2022, E(GP)2024/2/28 dated 08.10.2024 & Para 10.4 of Master Circular 68}

- 5.1 The written examination will comprise of One Paper which will have 100% Objective type Multiple Choice Questions only.
- 5.2 The duration of the examination will be 02 (Two) hours or as notified by the NAIR, the nodal agency to conduct the CBT.
- 5.3 All Objective type Multiple Choice Question will carry equal marks.
- 5.4 In terms of Railway Board's letter No. E(GP)2024/2/28 dated 08.10.2024 (RBE No.93/2024), there shall be no negative marking in said examination.

Paper	Maximum Marks	Qualifying Marks
Professional Subject including optional question of 10 marks on Official Language Policy & Rules	70 Marks	60 Marks with relaxation as per extant rules
Establishment & Financial Rules	30 Marks	

Records of Service and Viva-Voce: -
{Authority No. Para 10.4 of Master Circular 68}

Detail of Exam	Maximum Marks	Qualifying Marks
Viva-Voce	25	30 including at least 15 marks in the record of service.
Record of Service	25	

6. Syllabus: -
{Authority No. E(GP)2022/2/4 dated 07.11.2022}

Syllabus for 70 % selection for promotion from Group 'C' to Group 'B' post of AME/AWM has been circulated by Railway Board vide their letter No. E(GP)2022/2/4 dated 07.11.2022 (copy enclosed as 'Annexure-B').

7. SUBMISSION OF APPLICATION:

- It should be ensured that wide publicity is given to this notification amongst all the staff concerned. It is the personal responsibility of Controlling Officers of the units to ensure that the notification reaches to all the eligible employees in time.
- Applications in the prescribed Proforma (Annexure – 'A') for 70% Selection quota are invited from the volunteers who fulfil the eligibility conditions as on 01.01.2025 as detailed above.
- Applicants should fill all the columns in the application form.
- The applicants should put their signature with date on the application form.
- The filled in applications duly forwarded by their controlling officer should be submitted to Personnel Department latest by **29.11.2024**.

- f. Applications of those candidates who fulfil the eligibility conditions should only be forwarded.
- g. If any employee is holding an ex-cadre post, details of his post in regular cadre with grade and date of entry on regular measure should be furnished.

NB :-

- i. *gnikrow 20-15days of pre-selection coaching will be provided to the eligible employees of SC category only before the selection. Schedule of Pre-Selection Coaching will be published later. {Authority No. E(GP) 2010/2/39 dated 28.08.2019}*
- ii. *Tentative date of written examination for 70% Selection Quota is 09.03.2025 and 23.03.2025 (Supplementary). {Authority No. E(GP) 20024/2/37 dated 06.11.2024}*
- iii. *If required, a supplementary written test will be held for those who fail to appear in the main written test on medical grounds provided the Railway Doctor concerned gives a certificate that he was aware of the fact that the candidates concerned had to appear in the written test for the post of AWM against 70% quota. Further, it is the responsibility of the employee/supervisor concerned to inform all the concerned authorities that he/she has to appear in the examination for the post of AWM during the period for which he/she is seeking certificate of medical sickness.*

Please acknowledge the receipt of this notification.

Encl: As above.

No. MCF-RBL0PERS(Gaz.)/19/2023

Dated .11.2024

ANIL
KUMAR
YADAV
Digitally signed
by ANIL KUMAR
YADAV
Date: 2024.11.08
16:57:57 +05'30'

(Dr. A. K. Yadav)

Sr. Personnel Officer/Gaz.
For General Manager (P)

Copy to:

1. Secy to GM | For kind information to GM.
2. PCME & All HODs, Mechanical Department, MCF/RBL. | For kind information and necessary action please.
3. PS to PCPO: For uploading on the website of MCF/RBL.
4. APO/Staff: For information of those candidates who are on deputation etc retaining their lien in MCF.
5. All Notice Boards.

ANNEXURE – II to the Staff Notice No. MCF-RBL0PERS(Gaz.)/19/2023**Departmental Selection (Against 70% Quota)****PROFORMA FOR WILLINGNESS FOR APPEARING IN THE DEPARTMENTAL SELECTION (Against 70% Quota) FOR GROUP ‘B’ POST IN THE MECHANICAL DEPTT. OF MCF FOR Vacancy Cycle 2025-26.**

To,
General Manager (P),
MCF, Raebareli.

Sub: Departmental Selection (Against 70% Quota) for Gr. ‘B’ Post (AWM) in the Mechanical Department of MCF for Vacancy Cycle 2025-26

Ref: Staff Notice No. MCF-RBL0PERS(Gaz.)/19/2023 DATED 08.11.2024

Sir,

1. IDesignation..... Station.....
am(willing/unwilling) to participate in the above selection.
2. My details/information for Group ‘B’ Selection are given below:-

SN	Particulars	Filled by Candidates								
01	Name of Applicant									
02	Designation/Station									
03	DOB (DD/MM/YYYY)									
04	IPAS/EMP. Number									
05	HRMS ID									
06	Mobile (Whatsapp Number)									
07	Email ID									
08	Educational Qualification									
09	Date of appointment on present post	(A) In Zonal Railway :- (B) In MCF :-								
10	Details of appointment in Pay Scale PB-2 + GP-4200/Level-6	<table border="1"> <tr> <td>In Zonal Rly</td><td>(A) Design</td></tr> <tr> <td></td><td>(B) Date</td></tr> <tr> <td>In MCF</td><td>(A) Design</td></tr> <tr> <td></td><td>(B) Date</td></tr> </table>	In Zonal Rly	(A) Design		(B) Date	In MCF	(A) Design		(B) Date
In Zonal Rly	(A) Design									
	(B) Date									
In MCF	(A) Design									
	(B) Date									
11	Mode & Date of appointment in MCF (DR/Mutual Transfer / Transfer on Own Request/ Others)									
12	Total length of service on regular basis on the stipulated date mentioned in the Staff Notice referred above i.e. 01.01.2025 in Level-6 and above.	In GP 4200/- (Level-6) Years.....MonthsDays In GP 4600/- (Level-7) Years.....MonthsDays								
13	Place of posting									
14	Section/Shop									
15	Controlling officer									
16	Community (UR/SC/ST)									
17	Whether a PwBD requiring scribe : a. PwBD category : b. Percentage of PwBD : (enclose valid medical certificate)									

Dated:

Forwarded by
Signature of Controlling Officer
Designation:
Stamp:

Your's faithfully
Signature of the Candidate

SYLLABUS FOR PROMOTION TO GROUP 'B' POST OF ADME/AWM THROUGH 70 % SELECTION IN MECHANICAL DEPARTMENT

Paper will be of two parts one part comprising of questions from establishment, Financial Rules and Stores which will be mandatory for all. Other part will be of Technical questions from four streams of Mechanical Department. Questions on PU are included in workshop segment. Question on Rajbhasha will be of optional nature of fifteen marks

Part-A consists of questions from Establishment, Financial rules & Stores.

Part-B Contains Professional portion in Four sections representing various streams of Mechanical Branch – Divisional working and Disaster management, Diesel Locomotives, Carriage & Wagon, Workshops and PU,

PART-A (Stores Rules)

STORES

- Classification of Stores
- Procedure of drawal of Stores
- Indenting Procedures
- Procurement methods-Local purchase, Spot purchase, Bulletin tender, Advertised tender, Limited tender, Tender Committee, Direct Purchasing
- Schedule of Powers
- Incoming inspection requirements
- Scrap disposal

PART-B-Professional Portion

DIVISIONAL WORKING & OPERATIONS MANAGEMENT

Working Time Table

- Working in Control Office including Passanger grievance redressal portals e.g. Rail Madad
- Accident Classification, definitions, ART Ordering, Role of Supervisors & officers at accident site Management. ,Accident investigation including proforma for measurement
- 140 ton Crane Construction & safety in operations

DIESEL LOCOMOTIVES

- Basic Features and troubleshooting of HHP locomotives
- Preventive maintenance schedules
- Latest design improvements in diesel locomotives to reduce failures on line.
- Features of GE Locomotives
- Design improvements in bogies to make them fit for high speed operation
- Air Brake system of diesel locos including working of compressors and vigilance control devices and their maintenance
- Cooling water system of diesel engines

- Fuel oil system of diesel engines
- Control of lubricating oil consumption
- Safety devices used on diesel engines and locomotives
- Trouble shooting on locomotives running on the railways
- Fuel Economy on diesel locomotives
- Thermal loading of engine components
- Under gear maintenance
- Suspension bearings, wheels
- Electric Systems of Diesel Locomotive
- Load Box Testing
- MEMU ,DEMUs-types, systems & trouble shooting
- Basics of DPRS (Distributed Power Rolling Stock)
- Introduction to GM Locomotives and its systems

CARRIAGE & WAGON

Coaching stock- preventive maintenance schedules in Coaching Depots including IOH.POH, SS2, SS3 Schedules in shops

- Wagon Stock-preventive maintenance including ROH in depots and POH Schedule in shops ,Ride Index, Anti Telescopic features
- IRCA Rules for reject able defects
- ICF & LHB Coach Bodies and their maintenance in sick line/shops
- Generic details of train set
- Casnub Bogie & its modifications for high speed
- Corrosion repairs to caching and goods stock
- Couplers & Draw gear, Train Parting , Brake Binding & measures to avoid the same
- Water availability in coaches
- Fire prevention on Trains
- Air Brake System-Twin Pipe & single pine. Under frame & bogie mounted brake system, Test rig, Checking timings, trouble shooting, DV defects, slack adjustment methods. Brake Binding, WSP system, FIBA, Air spring suspension in LHB coaches
- Passenger amenity items
- OBHS , CTS and other coach cleaning systems
- Maintenance Pattern of freight trains including CC Rakes & Coaching stock maintenance including Revised Policy Circular-4
- Neutral Train Examination
- Maintenance of various components like DV, SAB, PEASD
- Latest design improvements of Carriage & Wagons to improve their performance and speed potential
- LHB Coaches & BLC Wagons
- Construction, Design & Maintenance of special purpose Wagons

WORKSHOPS and Production Units

- System of labour accountal GA Cards for time keeping documents, tally sheets, Job/Route Cards, inspection & rate fixing
- Rules & Calculations under incentive scheme
- Paints & painting systems
- Different types of machine tools such as lathes, milling machines, shapers, planers, cutting tools & cutting speeds
- CNC machines
- CLW Pattern of Incentive Scheme, Group Incentive Scheme
- Different types of welding processes, welding defects
- Wheels, tyres & axles and their ultrasonic testing
- Heat treatment of ferrous items such as surface hardening, annealing, normalizing etc
- Roller Bearing & Cartridge Bearings
- Injury free features in coaches
- Material handling
- Design of coaches and wagons
- Basic concepts of casting and Heat treatment methods
- Manufacturing and Heat treatment process of wheels and axles
- Factory Layout
- Process flow chart of Production Units
- Machinery and Plant maintenance

Rajbhasha

Optional questions of 15 marks

Syllabus for promotion to Group- B posts - 70% selection and 30% LDCE.

Syllabus for Establishment Rules:

1. Organization of the Personnel Department in Railways objectives functions and policies of Personnel Department.
2. Recruitment and Training, Classification of Services, Recruitment in Different services, Railway Recruitment Boards & Railway Recruitment Cells Compassionate Ground Appointments, Initial & In Service Training, Refresher Courses, Central Training Institutes, Training Centers in Zones, Divisions & Workshops, Training Modules for different posts, Training under Apprentices Act, Online Training, APARs.
3. General conditions of service in Railways, Seniority, Lien, Inter Railway & Inter Division transfers, Deputation, Promotion Policy & methods. Selection, Suitability, Trade Tests, Leave Rules, Pass Rules, Joining Time Reservation policy, HOER, Overtime, Payment of wages, current CPC Pay Rules, Advances in Railways.
4. Manpower planning, Rightsizing & Benchmarking, creation, extension and surrender of posts, creation of posts against new assets, different types of posts including workcharged posts.
5. The Railway Servants (Discipline & Appeal) Rules, 1968 and related instructions.
6. The Railway Services (Conduct) Rules, 1966 and related instructions.
7. Retirement benefits, qualifying service, pension, family pension, commutation gratuity, new pension scheme.
8. Staff welfare, SBF, Railway institutes, Railway schools, Ex-gratia payment, Incentive Bouns Scheme, Staff Grievances Redressal Mechanisms.
9. Industrial relations in Railways, recognized trade unions, industrial disputes. The Industrial Disputes Act, 1947. The Industrial Relations Code, 2020. The Trade Unions Act, 1926, PNM, PREM, JCM, Various Associations & Informal Meetings.
10. The Factories Act, 1948. The workmen's Compensation Act, 1923. Functions of Labour Enforcement Officers, Right to Information Act.
11. The scope of Information Technology in Railway e – office. HRMS, IPAS , LIMBS, ARPAN, CPGRAMS, ANUBHAV etc.

Syllabus for Financial Rules:

1. Parliamentary Control over Railway Finance, Public Accountability, Canons of Financial Propriety.
2. Railway Budget - Budgetary terms, Types of Budgets, Budget cycle, Demand of Grants, Budgetary and Financial Reviews.
3. Rules of Allocation - Classification of expenditure - Control of expenditure - Responsibility Accounting - Performance Budgeting - Exchequer Control - Financial Results of Working lines.
4. Works Programme - Financial justification of Works - Surveys - Preparation of Estimates - Capital Budget - Control over Capital Expenditure - Reappropriation of Funds.
5. Financial control over Stores Expenditure - Purchase and Stores Keeping Procedure - Inventory Control and ABC Analysis.
6. Financial & Cost Control in Railway Workshops/Sheds/Units.
7. Rules and procedure relating to Tenders and contracts for execution of works and Procurement of Stores, M&P Programme and RSP.
8. Procedure for Possessing and finalizing Audit Objections and Draft Paras.
9. Delegation of Powers.
10. Losses, Frauds and Embezzlements.
11. General Financial Rules
12. Government e-Market (GeM)
13. Classification of Railway Revenue (Earnings)
14. Information Technology in general with specific reference to Railway's IT Applications
15. Taxation matters with special focus on GST & Income Tax
16. Organization of CGA and C&AG
17. Any other topic felt necessary from time to time