

EAST COAST RAILWAY

Office of the Principal Chief Personnel Officer, 2nd Floor, Rail Sadan,
Chandrasekharapur, Bhubaneswar, Odisha - 751017.

RECRUITMENT AGAINST SCOUTS AND GUIDES QUOTA FOR THE YEAR 2023-24.

Employment Notice No. ECoR/Pers/S & G/2023-24

Date of issue: 01.02.2024

Closing Date: 29.02.2024

Closing Time: 18.00 Hrs.

(For residents of Andaman, Nicobar & Lakshadweep: Closing Date: **14.03.2024** Closing Time: 18.00 Hrs.)

[Tentative date of examination: 2nd Week of March 2024]

1. Applications are invited from Indian nationals who are active members of **Bharat Scouts & Guides** for recruitment against **Scouts & Guides Quota** in East Coast Railway for the year 2023-24 for the vacancies indicated below:

Post	Pay as per RS(RP) Rules, 2016	No of vacancies
Group-C	Level-2 (GP ₹ 1900/-)	2
Erstwhile Gr.D	Level-1 (GP ₹ 1800/-)	2
Total		4

Application are being called separately for Group-C and erstwhile Gr.D posts . The selection shall also be conducted separately. A candidate may apply both for Group-C and erstwhile Gr.D posts. Candidates willing to apply for both the posts will have to apply separately and in separate envelope also. Separate examination will be conducted for the posts having Pay of Level-2(Group-C posts) & Level-1(erstwhile Gr.D posts).

1.1. **Reservation :** The posts against this quota are opened to all candidates and candidates belonging to SC/ST/OBC categories who apply against this quota be extended relaxation in age limit as admissible in general open market recruitment. However, in case of being selected with any relaxation on account of being a candidate from the above categories, he/she will be taken against reserved roster point.

2. ELIGIBILITY NORMS :

2.1. Scouting / Guiding Qualifications:

The following qualifications would apply for recruitment of Scouts & Guides to posts in Level-1 and Level-2.

- A President Scout/Guide/Rover/Ranger **OR** Himalayan Wood Badge (HWB) holder in any section.
- Should have been an active member of a Scouts organization for the last 5 years. The “Certificate of Activeness” should be as per Annexure-III: and
- Should have attended two events at National level **OR** All Indian Railways’ level **AND** Two events at State level

2.2. **Educational Qualifications:** Candidates should possess requisite academic qualification on the date of submission of application as given below. Those who are appearing at and/or awaiting results of final examination are not eligible:

Posts having Grade Pay/ Level	Educational Qualification
(GP ₹ 1900/-) Level-2	12 th (+2 stage) or its equivalent examination with not less than 50% marks in the aggregate. (50% marks in the aggregate will be required for NTPC categories. 50% marks are not required for SC/ST/Ex-servicemen candidates and candidates possessing higher qualification like Graduation/Post Graduation.). (OR) A pass in Matriculation or its equivalent from a recognized Board and having ITI certificate for the posts in Technical Categories.
(GP ₹ 1800/-) Level-1	10 th standard or ITI or equivalent from a recognized Board. (OR) National Apprenticeship Certificate (NAC) granted by NCVT. For the post in Civil Engineering, Mechanical, Electrical, Signal & Telecom Department and Catering Wing of Railways the minimum qualification is 10 th pass plus National Apprenticeship Certificate (NAC) granted by NCVT or 10 th pass plus ITI.

2.3. **Age Limit: 18 to 30 years** for Level-2 posts and **18 to 33 years** for Level-1 posts.

The lower and upper age limit will be reckoned on **01.07.2024**. The upper age limit is relaxable, subject to requisite certificates only as under:

Srl. No.	Community/Categories	Relaxation in Upper age limit (OR) Maximum upper age
1.	SC/ST candidates	5 years
2.	OBC – Non Creamy layer candidates	3 Years
3.	Ex. Servicemen candidates who have put in	Up to the extent of service rendered in

	more than 6 months service after attestation	Defense plus 3 years		
4.	Persons with Disability (40% & above)	UR	OBC- Non Creamy layer	SC-ST
		10 years	13 years	15 Years
5	Candidates ordinarily been domiciled in the State of Jammu & Kashmir during the period from 01.01.1980 to 31.12.1989	5 Years		
6.	Candidates who are serving Group 'C' and Erstwhile Group 'D' Railway Staff, Casual Labour and Substitutes in Railways who have put in minimum of 3 years service (Continuous or in broken spells)	UR	OBC- Non Creamy layer	SC-ST
		40 Years of age	43 years of age	45 years of age
7.	Candidates who are working in Quasi-Administrative offices of the Railways organization such a Railway Canteens, Co-operative Societies and Institutes	Up to the length of service rendered (or) 5 years, whichever is lower.		
8.	Women candidates who are widowed divorced or judicially separated from husband but not remarried	UR	OBC- Non Creamy layer	SC-ST
		35 years of age	38 years of age	40 years of age
9.	Course Completed Act Apprentices applying for the posts for which minimum qualification is ITI/Course Completed Act Apprenticeship	Shall be relaxed to the extent of Apprentice Training undergone by them under the Apprentice Act 1961.		
10	Candidates who are Course Completed Act Apprentice under Apprenticeship Act before attaining the age of 25 years	UR	OBC- Non Creamy layer	SC-ST
		35 years of age	38 years of age	40 Years of age

2.4 Date of birth of candidates should be between the dates given below (Both dates inclusive):

Age Group	Upper limit of Date of Birth (Not earlier than)			Lower limit of Date of Birth (Not Later than)
	UR	OBC- Non Creamy layer	SC-ST	For all community/ Categories
Level-2 posts	02.07.1994	02.07.1991	02.07.1989	01.07.2006
Level-1 posts	02.07.1991	02.07.1988	02.07.1986	01.07.2006

3. HOW TO APPLY :

3.1 Application Fee: Candidates should submit application fee for an amount mentioned below in the form of Demand Draft / Pay Order from any Nationalized Bank, or crossed Indian Postal Order from any Post Office (issued on or after the date of this notification) drawn in favour of **“Principal Financial Adviser, East Coast Railway, payable at Bhubaneswar”**.

Sl No	Category	Amount to be submitted
i)	For all candidates except those mentioned in (ii) below	₹ 500/- (Five Hundred Only) . ₹ 400/- will be refunded to those who actually appear in the written examination.
ii)	SC/ST, Ex-Servicemen, Persons with Disabilities (PWDs), Women, Minorities, and Economic Backward Classes. (whose family income is less than ₹ 50,000/- per annum)	₹ 250/- (Rupees Two Hundred Fifty Only). The amount will be refunded to those who actually appear in the written examination.

Note: Certificate in proof of the above issued by the authorities authorized to issue such certificate should be enclosed along with the application form for getting relaxation in the application fee. Candidates should check

their eligibility thoroughly before applying. Fee in respect of candidates who are ineligible, but still apply, shall not be refunded.

3.2. Instruction for filling up the application Form:

- (i) The notification with the application form are available in Railway Recruitment Cell (RRC), Bhubaneswar's website www.rrecbbs.org.in. Candidates should carefully read the instructions before filling up application form. Application Form should be made on a good quality white A-4 (210x297 mm) size paper using ONE SIDE ONLY. The candidate should use the same format as available in the website.
- (ii) The candidate has to fill up required information in his/her own handwriting using blue / black ball point pen. The application should be filled either in English or Hindi but not in any other language. Application filled in any language other than Hindi/English and having any change in the format of application will lead to rejection of application summarily.
- (iii) One recent passport size photograph (4cm x 5cm) should be affixed on the application form without fail. The Photo may preferably be not older than 3 month as on date of applying. The photo should clearly reveal the full face and should be taken without wearing cap and goggles/coloured glasses. Photo should be new, sharp and clear, with light background, suitable for scanning and printing. Do not put any mark or signature on the front side of the affixed photograph. The photograph should be neatly and firmly pasted in the prescribed space, and not stapled or pinned. **Photograph should not be attested.**
- (iv) One loose extra photograph with name, date of birth, and signature of the candidate written on the backside should be attached along with the application form.
- (v) Candidate should copy the paragraph at Item-25 of the application form in English/Hindi in his/her own running handwriting (not in capital/spaced out letters) in the space given below the paragraph.
- (vi) Signature of the applicant must be full and in running hand not in block capital letter or disjointed letters. Candidates are required to sign in English or in Hindi in the prescribed places provided in the application form.
- (vii) While filling up of the application, candidates have to ensure that the signatures and two marks of physical identification are correctly filled up. Candidates should also give two left thumb impressions in the application form. If the LTIs are not clear and are smudged, the application will be liable to be rejected.
- (viii) Applicant should write on the top of the envelope containing the application as follows: **“Application against Scouts and Guides Quota Recruitment for the year 2023-24 for Group-C or Erstwhile Gr.D.”**
- (ix) Applicant should clearly indicate the post for which he/she applied for (i.e. for Group-C or for Erstwhile Gr.D). Applications without indicating the post will be rejected.
- (x) Candidates should send their applications so as to reach at the address mentioned at para 3.3 below on or before the closing date and time. Railway Administration shall not be responsible for any postal delays. Application received after the last date & time would be summarily rejected.
- (xi) Candidates should note that only Date of Birth as recorded in the Matriculation/High School Examination Certificate is to be considered.
- (xii) Candidate should write his/her name, father's name / husband's name in capital letters as given in educational Certificate.
- (xiii) Before applying for a post, the candidate should ensure that he/she fulfils the eligibility and other criteria stipulated for the post. The Railway Administration would be free to reject any application not fulfilling the requisite criteria at any stage of recruitment and if erroneously appointed, such candidate is liable to be summarily removed from service even after appointment.
- (xiv) While filling up the application, candidates serving in any government Department or Public Sector Undertaking including Railways may give a “Declaration” that they have intimated the fact of their applying for the exam to their office in the event of their selection, they will submit NOC from their employer at the time of Document Verification. In case they fail to submit NOC at the time of Document Verification, their candidature would be cancelled.
- (xv) Those candidates who are debarred from appearing in any of the RRB/RRC exams need not apply unless their debarment period is over by the closing date of this Employment Notification. Otherwise, their applications shall not be entertained.
- (xvi) Applicant should enclose with the application a set of **Self-Attested** legible xerox copies of all certificates, in proof of educational qualification, age, community etc.
- (xvii) Copies of participation certificates and membership certificate for the last five years in the recent past should be enclosed along with the application form.
- (xviii) The continuation certificate as active member should be submitted positively as given in Annexure-III of the Application Form.

(xix) Applicant should fill all the columns in the application without fail.

3.3 Address for submitting application : Candidates should send their applications by Ordinary/Registered/Speed post to the Assistant Personnel Officer (HQ), 2nd Floor, South Block , Rail Sadan, Chandrasekharapur, Bhubaneswar, Odisha – 751017. Alternatively, candidates can drop their applications directly in Drop Box placed at the office premises of Principal Chief Personnel Officer, 2nd Floor, South Block , Rail Sadan, Chandrasekharapur, Bhubaneswar, Odisha – 751017.

4. SELECTION PROCEDURE:

4.1 The candidates who apply in response to the Notification and are found eligible, will be called for written examination. Candidates to the extent of only 5 times of the vacancies, who have scored minimum 35% marks in the Written Test, shall be shortlisted for document verification for awarding marks on certificates. The merit list of Written Test shall be criterion for short listing of the candidates for document verification (DV).

Sl. No.	Attributes	Marks
(A)	Written Test: The written test will consist of 40 objective question (40 marks) & 1 essay type question (20 marks) relating to Scouts and Guides Organization and its activities and General Knowledge for Group-C and erstwhile Gr.D posts. There will be negative marking in the written test and 1/3rd of marks allotted for the Objective Type Question will be deducted for every wrong answer. Written test shall be of duration of 60 minutes.	60 Marks
(B)	Marks on certificates	40 Marks
	(i) Participation/Service rendered in National events/National Jamboree (including All Indian Railway Events):	10 Marks
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07 Marks
	• Two or more additional events	10 Marks
	(ii) Participation/Service rendered in State events/Rallies:	10 Marks
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07 Marks
	• Two or more additional events	10 Marks
	(iii) Specialized Scout/Guide course organized at National/State/All Indian Railways level:	10 Marks
	• One Course	07 Marks
	• Two or more Courses	10 Marks
	(iv) Participation in District Rallies:	10 Marks
	• One certificate	Nil
	• Two certificates	07 Marks
	• Three certificates	10 Marks
TOTAL		100 Marks

4.2 SYLLABUS FOR THE WRITTEN TEST (FOR BOTH THE POSTS having Pay in Level-1 and Level-2 of RS(RP) Rules 2016):

History of Scouting/Guiding; Law & Promise; Organization – ‘District & State Level’; Training Centre – District & State Level; Knowledge of Books; Scouting for Boys/Guiding for Girls in India; Motto left hand shake; Salute; Prayer; Flag Song; National Anthem; Know the National and Scouting Flags; Social Services at various occasions; Hiking; Proficiency badges. How these are earned?; Stages in Scouting/Guiding. Thinking Day; Progressive Training of Scouts/Guides/Rovers/Rangers; Pioneering; Handicraft; Indian Railway Jamboree; National Jamboree; Jamboree on the Air. Organization at National Level; National Training Centres; WAGGGS/WOSM Uprastrapati Award Competition; Prime Minister Shield Competition; Community Development Programmes; Aims and Methods of Scouting; How scouting is useful in producing better citizen?

4.3: The date, time and venue of written examination and document verification will be fixed by the RRC and will be intimated to the eligible candidates in due course. Request for postponement of the examination/ document verification will not be entertained under any circumstances.

5. OTHER TERMS AND CONDITIONS :

- (i) Eligibility status of the candidate shall be made available on East Coast Railway website. Candidates can verify their eligibility from the website. The Written examination will be conducted tentatively during **2nd Week of March'2024**.
- (ii) Applications not fulfilling any of the terms and conditions given in this notification shall be summarily rejected.
- (iii) Applicant should possess requisite educational and Scouting/Guiding qualifications on the date of submission of application.
- (iv) Discrepancies in the application submitted would render the candidate ineligible at any time during the selection.
- (v) Eligible applicants will be issued with call letters to their correspondence address, for the Written Test. East Coast Railway will upload the list of eligible and ineligible candidates in the website of East Coast Railway website address www.rrcbbs.org.in for general information and viewing. No other intimation of rejection, other than uploading the list in the above mentioned website, would be communicated to ineligible candidates.
- (vi) SC/ST candidates will be eligible for free rail travel in second class as per extant rules.
- (vii) Selected candidates have to pass the requisite medical fitness standards prior to appointment.
- (viii) In the event of appointment as Clerk-cum- typist posts in Group-C railway service, candidates will be required to acquire typing proficiency of 30 w.p.m. in English or 25 w.p.m. in Hindi within a period of two years from the date of appointment, and till such time, appointment will be provisional.
- (ix) Decision of East Coast Railway in all matters relating to this recruitment shall be final.
- (x) The candidates applying against this notification should keep track of the Date of Written Test / Document verification which will be notified through the official website of East Coast Railway.
- (xi) Written test will be conducted for the eligible applicants applying against the post for Group-C and for the erstwhile Gr.D posts separately.
- (xii) Candidates may download recruitment notification and application form available on East Coast Railway website address www.rrcbbs.org.in.
- (xiii) Selected candidates are likely to be posted anywhere on East Coast Railway after successful completion of all pre-appointment formalities, including training wherever prescribed.

5. LEGAL JURISDICTION: For any legal disputes, the jurisdiction will be the Central Administrative Tribunal, Cuttack.

6. CAUTION: Recruitment is purely merit based. East Coast Railway have not appointed any agent or coaching centre for acting on its behalf for this recruitment. Candidates are cautioned against any false claims made by any unscrupulous persons/agencies of getting them selected in this recruitment on illegal consideration. If they come across any such persons/agencies, please do inform to Chairman, Railway Recruitment Cell, 2nd Floor, South Block, Rail Sadan, Chandrasekharapur, Bhubaneswar, Odisha-751017. They can also inform to the Sr.DGM cum Chief Vigilance Officer, Rail Sadan, Chandrasekharapur, Bhubaneswar, Odisha - 751017.

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FOR PRINCIPAL CHIEF PERSONNEL OFFICER