

NORTHEAST FRONTIER RAILWAY

Office of the
General Manager (P)
Maligaon, Guwahati-11
Dated: 09.05.2022

No. E/254/11/Comml/Pt.VI (O)

To

PCCM, CCM/FM, CCM/PM, Dy CCM/ Claims, Dy CCM/FM & Rates and Dy CCM/PM
DRM/ KIR, APDJ , RNY , LMG & TSK. Sr DCM/ KIR, APDJ, RNY, LMG & TSK
DRM(P)s/KIR,APDJ,RNY,LMG & TSK ,Dy.CVO/Traffic/MLG
Principal/ZRTI/APDJ; Law Officer/MLG;
SM(G)/GHY, SM(G)/NJP,ACM/NJP, AM/BPB, ACM/DBRT, ACM/GHY, SS/KYQ, SS/TSK.

Sub :- Notification for selection of ACM(Gr.'B') against 70% quota vacancy.

It has been decided with the approval of competent authority to hold a selection for forming a panel of **03[UR=01, SC=01, ST=01]** for the post of ACM(Group- 'B') against 70% quota vacancy.

1. Condition of eligibility :

In terms of Rly. Bd's letter no. **E(GP)2019/2/25** dated **27.12.2019** (RBE No. **216/2019**), **Group-'C' employees working in level-6 and above in Pay Matrix with 03 years of non-fortuitous service in level-6 and above in Pay Matrix (including non-fortuitous service rendered in the corresponding pre-revised grade pay) will be eligible).**

The list of Sr. Supervisory Staff of Commercial department, who are eligible to appear for the said selection, are enclosed in the Main List and Stand-by list as per **ANNEXURE-'A'** in order of seniority. The cut-off date of eligibility on the length of required years of non-fortuitous services is as on **01.01.2022**.

2. Scheme of examination :

The written examination shall comprise of 01(one) paper which shall have 100% Objective type Multiple choice Questions only. The time for written **examination will be 90 minutes**. There shall be negative marking for incorrect answers. One-third of the marks allotted for each question will be deducted for every wrong answer. Rest instructions are as per para 4 of Railway Board's letter No. E(GP)2018/2/31 dated 19.03.2019. **The distribution of marks are as under –**

Subject	Topics	Distribution of marks
As per Syllabus	Technical Subject including Official Language Policy	70 marks
	Establishment and Financial Rules.	30 marks
	Qualifying marks :	60

The written examination may be held on pen-paper or computer based mode, which will be intimated in due course.

3. The selection will be based on candidates' performance both in written examination, viva-voce test and record of service. Only those candidates who qualify in the written examination and thereafter **in the Medical examination as per para 530(a) of IRMM/Vol-I**. The final panel will be prepared on the basis of seniority of staff who qualifies in the selection, subject to other provisions concerning empanelment.

4. Provision of Best amongst failures---- In terms of Railway Board's letter no. 2004-E(SCT)I/25/20 dated 31.07.2013, it is clarified that the Group 'B' post of ACM in the Transportation(Commercial) Department shall be treated as a Non-Safety category post when the selections are conducted stream-wise for applicability of the scheme of "Best amongst failures."

5. It may be noted that the question paper will be bi-lingual, i.e., English & Hindi. In case any ambiguity, English version will prevail.

6. The controlling officers are requested to notify this widely amongst the staff as per list enclosed as ANNEXURE-'A' (taking clear acknowledgement from all the staff in the enclosed list) and obtain their written Willingness/Unwillingness individually in the prescribed proforma (enclosed as Annexure-'B') and forward the same to the undersigned, so as to reach this office on or before 27.05.2022, without fail. The cut off date of receiving the applications from the staff by the controlling officers is 24.05.2022. If no option (Willingness/Unwillingness) is received from any staff within the target date it will be presumed that the staff is unwilling to appear in the above selection and in that case, willing staff from the bottom of the seniority list will be given chance to appear in the above selection.

7. The filled up applications should be scrutinized properly by concerned Personnel department with the service records to avoid any factual errors and future complications. The caste certificate (SC/ST) should also be verified carefully.

8. If any representation is received from any staff against the integrated seniority position shown in the list vide ANNEXURE-'A' or any other particulars shown therein, all such representations should be forwarded to the undersigned on **or before 27.05.2022** positively. No representation against the integrated seniority position will be entertained at a later date.

9. The Pre-selection coaching for eligible/willing (SC/ST) candidates will be arranged by the department concerned in due course of time.

10. A copy of syllabus is enclosed as Annexure-'C' for wide circulation amongst the staff concerned.

11. The willing staff (whoever submits willingness within the target date) should be advised to keep themselves in readiness to appear in the written examination at short notice. However, a formal letter in regard to the date of written examination will be issued from this office after finalizing the list of eligible/willing staff in order of seniority.

[Candidates may visit the website www.nfr.indianrailways.gov.in for downloading the application form]

DA: (i) List of candidates (ANNEXURE-'A')
(ii) Proforma of application (ANNEXURE-'B').
(iii) Syllabus (ANNEXURE-'C').

(A. Gogoi)
Asstt. Personnel Officer(GAZ)
for General Manager(P)

Copy to :-

(i) PS-II to PCCM – for kind information of PCCM

for General Manager(P)

ANNEXURE – 'A'

List of candidates as per seniority for selection for the post of ACM(Gr.-'B') -70%.

Main List

S/No.	Name of the staff (S/Shri)	Designation	Working under
1	Ghanashyam Ram (SC)	CLA/KIR	DRM(C)/KIR
2	Atul Kr. Singh	CS/KIR	DRM(C)/KIR
3	A. K. Das (SC)	Ch.OS/CCM/Claims	CCM/Claims/MLG
4	Bandhan Oraon (ST)	CS/NJP	SM(G)/NJP
5	Tapan Ch. Das (SC)	Ch.OS/CCM/G/MLG	CCM/G/MLG
6	G. C. Baishya (SC)	CCMI/MLG	CCM/FM/MLG
7	Subrata Chaki	Ch.OS/KIR	Sr.DCM/KIR
8	B. K. Basak	CCMI/KIR	Sr.DCM/KIR
9	Dambrudhar Saikia (ST)	CRS/DBRG	Sr.DCM/TSK
10	J. J. Lakra (ST)	Ch.OS/KIR	Sr.DCM/KIR

Stand-by List

S/No	Name of the staff (S/Shri)	Designation	Working under
1	Dhiraj Deka	Comml.Suptd./RNY	Sr.DCM/RNY
2	Samarandra Chanda	CTTI/APDJ	Sr.DCM/APDJ
3	Sonwan Kisku (ST)	CS/MLFC	Sr.DCM/KIR
4	Partha Bhowmick	CRS/SCRB	ACM/NJP
5	A. K. Biswas (SC)	Ch.OS/KIR	Sr.DCM/KIR
6	S. K. Bhuyan	CCMI/MLG	CCM/FM/MLG
7	Arup Deka	CS/Jirania/Tripura	ACM/BPB
8	P. K. Chakraborty	CS/GHY	SM(G)/GHY
9	Rupjyoti Bhuyan	CS/KYQ	SS/KYQ
10	D. K. Paswan (SC)	Ch.OS/KIR	Sr.DCM/KIR
11	J.C. Rabha (ST)	CCMI/MLG	CCM/FM/MLG
12	Diganta Baishya (SC)	Comml.Suptd./RNY	Sr.DCM/RNY
13	D. H. Yadav	CS/KIR	Sr.DCM/KIR
14	G. P. Choudhury	CRS/KIR	Sr.DCM/KIR
15	Pritimay Choudhury	CS/NJP	SM(G)/NJP
16	Raju Majumder	CCMI/MLG	CCM/FM/MLG
17	U. Majumder(SC)	CCMI/APDJ	Sr.DCM/APDJ
18	H. Sonowal (ST)	CCMI/TSK	DCM/TSK
19	Manoj Kumar	CCMI/MLG	CCM/FM/MLG
20	Pratul Baishya(SC)	CCMI/MLG	CCM/PM/MLG
21	Kamlesh Kumar (SC)	CTI/KIR	Sr.DCM/KIR
22	R. K. Laskar (ST)	CCMI/CCM/Rates	CCM/Rates/MLG
23	A. K. Misra	CCMI/CCM/Rates	CCM/Rates/MLG
24	R. P. Paswan (SC)	CS/KIR	Sr.DCM/KIR
25	Smt. Sanchita	CRS/NJP	Sr.DCM/KIR
26	S. S. Ram Bhagat (ST)	CS/JBN	Sr.DCM/KIR
27	Rajeswar Das (SC)	CLA/CCM/FM/MLG	CCM/FM/MLG
28	Dipankar Sarkar (ST)	CLA/CCM/FM/MLG	CCM/FM/MLG
29	Dileep Kr. P.T. (SC)	CLA/CCM/FM/MLG	CCM/FM/MLG
30	Samir Dastidher	CRS/JTTN	Sr.DCM/TSK
31	Lakhya Hazarika (ST)	CRS/TSK	Sr.DCM/TSK

S/No	Name of the staff (S/Shri)	Designation	Working under
32	Dilip Ch. Das (SC)	CRS/DBRT	ACM/DBRT
33	Shailendra Roy	CRS/KIR	Sr.DCM/KIR
34	Alok Kumar	CRS/JBN	Sr.DCM/KIR
35	Barun Mitra	CRS/DHH	Sr.DCM/KIR
36	Shyamal Paul	CRS/NCB	Sr.DCM/APDJ
37	D. K. Kshetry (SC)	CTI/RGJ	Sr.DCM/APDJ
38	Goutam Dutta	CRS/COB	Sr.DCM/APDJ
39	G. G. Roy	CCMI/CCM/FM/MLG	CCM/FM/MLG
40	Chandan Das (SC)	Comml. Supdt./DDNI	Sr.DCM/RNY
41	Smt. Poreenita Hazarika	CRS/TSK	SS/TSK

SYLLABUS ON PROFESSIONAL PAPER IN CONNECTION WITH
ACM(GROUP-'B') SELECTION -70%

TRAFFIC (COMMERCIAL)

- Booking of Goods Traffic – Forwarding notes, Registration of indents, allotment rating and routing, misdeclaration, RR, weighment including punitive charges for overloading, empty tare weighment, classification of goods, loading and unloading including transshipment, free time for loading and unloading, booking of animals, dangerous and offensive goods, military traffic, RMC etc., different charges like demurrage, wharfage, stacking, stabling etc.
- Freight Incentive Schemes, Terminal Management System, Goods shed working, Trainload benefit, quick transit service, container service, loadability of wagons, higher capacity routes, investment schemes like WIS, TIELS Dynamic Pricing Policy.
- Out Agencies, City Booking Offices and other Ancillary services.
- Commercial Inspection.
- Siding-assisted and private siding-rules-charges-Liberalised Siding Policy.
- Dedicated Freight Corridor.
- Other recent policy changes regarding freight.
- Sealing and labelling of wagons-delay in transit-diversion of wagon load traffic- disposal of seal defective wagons-transport of small traffic-repacking sheds and transshipment points.
- Delivery of consignments-undercharges-overcharges-refund of over charges- delivery of consignment short of destination-disposal of consignments- over- carried- disposal of unclaimed and unconnected consignments.
- Station outstanding; Realisation and its clearance.
- Marketing and Sales activities at the level of Divisions and Headquarters – Claims prevention and claims statistics - public relations on railways-public complaints and their disposal-liability of railways in case of accident to a passenger train.
- Coordination of functions of various consultative committees at national, zonal and divisional levels.
- Liability of Railways as Carriers of goods and animals.
- Catering and vending services, Book stalls etc.
- Indian Railways Conference Association – its functions.
- Commercial Statistics – their usefulness.
- Indian Railways' Act-chapters relating to traffic facilities – working of railways, responsibility of railways as carriers and penalties and offences.
- Various ticketing schemes – Tatkal rules, concept of e-tickets, I-tickets Schemes of Frequent Travel (SOFT), tickets through ATMs, Reservation and refund rules.
- Railway Claims Tribunal Act and functioning of RCT and RRT.

- Unreserved Ticketing System (UTS), Automatic Ticket Vending Machines (ATVM), Jansadharan Ticket Booking Schemes (JTBS), Railway Travel Service Agents (RTSA) etc.
- Various measures including Intensive Check Posts (ICPs) to combat ticketing, frauds and ticket less travel.
- Categorization of railway stations depending upon passenger earnings.
- Halt Policy.
- Passenger Amenities-model stations-minimum essential amenities – recommended and desirable passenger amenities depending upon classification of station-works programme etc.
- Integrated on-board services-bedroll distribution in AC coaches-cleanliness of coaches-on-board supply of newspapers, magazines and toiletries etc.
- Public-private-partnership (PPP) schemes-pay & use toilets (deluxe as well as normal-retiring rooms-waiting halls-beautification of stations etc.
- Train enquiry system-National Train Enquiry System (NTES)-Integrated Train Enquiry System (ITES) Call Centres etc.
- Customer Care Training – a more customer friendly attitude among the frontline staff – on the job training etc.
- Commercial Publicity-policies and implementation on zonal railways.
- Classification of earnings.
- Strategies to enhance sundry earning-parking contracts, STD/PCOs, Cyber Cafes, ATMs various kiosks etc.
- Leasing Policy for Parcels.
- Rules regarding parcel booking, overloading and computerization of parcels etc.

ESTABLISHMENT RULES :

1. Control, Supervision and development of subordinate staff.
2. Manpower Planning.
3. Leave Rules.
4. Pass Rules.
5. Recruitment Rules.
6. Staff benefit fund.
7. Promotion of various categories of staff.
8. ACR.
9. D&A Rules and enquiry.
10. Roster point.
11. Hours of employment regulation Act.
12. Organization set up of railway.
13. Orientation of staff.

FINANCIAL RULES :

1. Cannon's of financial property.
2. Budget.
3. Control over expenditure.
4. Exchequer control
5. Parliamentary control over Railway Finance.

OFFICIAL LANGUAGE POLICY AND RULES