

GOVERNMENT OF INDIA MINISTRY OF RAILWAYS **SOUTHERN RAILWAY**

RAILWAY RECRUITMENT CELL



www.rrcchennai.org.in

RRC CHENNAI INTRODUCES ONLINE APPLICATION FACILITY

To apply online visit:

www.iroams.com

(or)

www.rrcchennai.org.in

RECRUITMENT TO POSTS IN PAY BAND - 1 (₹ 5,200 - 20,200) WITH GRADE PAY OF ₹ 1,800/- IN SOUTHERN RAILWAY AND INTEGRAL COACH FACTORY

Employment Notification No.RRC 02 / 2013 dated: 21-09-2013

Closing Date & Time for receipt of applications: 21-10-2013 at 17.00 hrs.

Closing Date and Time for residents of Assam, Meghalaya, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul and Spiti Districts and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman & Nicobar and Lakshadweep Islands and Candidates residing abroad (applicable only for Manual applicants): 05-11-2013 at 17.00 hrs.

Applications are invited in the prescribed format from the Citizens of India and from such other persons declared eligible by Ministry of Home Affairs, Government of India to fill up 5,450 vacancies (Southern Railway 5,185 & Integral Coach Factory 265) from Open Market in Pay Band -1 of ₹5,200-20,200 with Grade Pay of ₹1,800/- in Southern Railway (S.Rly.) and Integral Coach Factory (ICF),

Important: Candidates may please note that Written Examination will be held on the same day simultaneously by all the Railways. Similarly, Physical Efficiency Test (PET) will be held during the same period simultaneously by all the Railways.

RRC/CHENNAI ADVISE CANDIDATES TO APPLY THROUGH ONLINE. FOR THE POSTS NOTIFIED IN THIS EMPLOYMENT NOTICE. THE BENEFITS OF APPLYING ONLINE IS GIVEN BELOW.

HOWEVER, THERE IS A PROVISION FOR CANDIDATES TO APPLY MANUALLY (using pen & paper).

Why candidates should apply ONLINE?

A large number of manual applications are rejected due to errors made by candidate. An analysis of the reasons for rejection has shown the following are major reasons for rejection of applications:

- 1) Application not in the prescribed format.
- 2) Incomplete applications.
- 3) Application without candidates photograph.
 - 6) Belated applications due to postal delay, etc.

5) Not enclosing copies of requisite certificates. 4) Application without candidates signature or signed in CAPITAL letters. To minimize the chances of rejections, candidates are now given the facility to apply through online.

Chances of rejection of the application on any of the above said major reasons are avoided when applying online. Candidates have to apply either online or manually (using pen & paper and send through post or drop directly) only. Candidates should not apply through both the methods. If more than one application is received, the applications will be rejected.

The following facilities will be available ONLY to the candidates who are submitting their applications through online:

- Immediate acknowledgement, with unique Transaction ID Number, in proof of having submitted the application to RRC, Chennai.
- Easy payment of fee, Zero bank charges, if the fee is paid through any branch of State Bank of India.
- Call centre for clarifying doubts through telephone on all working days from 10.00 a.m. to 05.00 p.m. upto the closure of the Notification. Telephone Nos.: (044) 28213179/80/81/82/83.

- No need to sign or affix LTI.
- Use this Transaction ID Number in all future queries / clarifications with RRC.
- No need for sending printout or documents to RRC.
- No need to scan and upload photograph or signature or certificates.
- SMS and e-mail alerts conveying messages relevant to the candidate like his / her Roll Number, Date of Exams, Venue, etc. at every stage of recruitment.

Procedure for applying through online

- Keep ready your certificates, your valid e-mail address and your mobile phone.
- Log on to www.iroams.com and follow the instructions.
- Fill in all the columns, indicating the details pertaining to you.
- Submit the application and confirm the details.
- Enter the OTP (One Time Password) which you will get as SMS in your mobile phone.
- Take a printout of the pre-printed challan (in which all details of the applicant are available Candidate need not fill any details) of either State Bank of India, Indian Bank or Post Office and pay the fee (This is not required for categories exempted from paying fees)
- You can take printout of the acknowledgement and keep as record for having submitted your application (YOU NEED NOT SEND ANY PRINTOUT/DOCUMENT TO RRC).

Procedure for applying manually (using pen & paper through post or directly)

- Download application form from RRC's website or use an exact copy of the same (A4 size single page application form).
- Fill up all the columns, in CAPITAL letters, neatly and clearly, indicating the details pertaining to you.
- Paste your recent passport size photograph.
- Put signature in running handwriting in the space provided.
- Put your Left Thumb Impression (LTI). Ensure that the LTI is clear and not smudged.
- Enclose copy of certificate attested by a Gazetted Officer in proof of your Date of Birth.

- Enclose copy of certificate attested by a Gazetted Officer in proof of your educational qualification.
- Enclose copy of certificate attested by a Gazetted Officer in proof of your community (if you belongs to SC or ST or OBC community).
- Enclose copy of certificate attested by a Gazetted Officer in proof of your disability (if you are a Person with Disability) and filled in proforma for engaging SCRIBE where applicable.
- Enclose copy of certificate attested by a Gazetted Officer in proof of Ex-Serviceman (if you are a Ex-Serviceman).
- Enclose copy of certificate attested by a Gazetted Officer in proof of you belonging to Economically Weaker Section (if you are belonging to this).
- Enclose copy of decree in proof of being judicially separated / divorced and copy of affidavit for not re-married, attested by a Gazetted Officer (if you are belonging to this category).
- Enclose copy of death certificate of husband and affidavit for not re-married (if you are a widow) attested by a Gazetted Officer.
- Enclose copy of "No Objection Certificate" attested by a Gazetted Officer, if you are a serving Employee of Govt. / Public Sector Undertaking / Quasi-Government organisation.
- Enclose copy of certificate attested by a Gazetted Officer in proof of any other claim /
- Enclose Demand Draft for ₹ 100/- from State Bank of India or any of its Associate Banks (if you are not exempted from paying fee).
- Application form and all its enclosures should be neatly tied together on the left hand side top corner and put in a neat envelope and send it to Railway Recruitment Cell, Chennai.
- Please ensure to send the application well in advance so that it reaches RRC, Chennai, before the last date
- Applications received at RRC, Chennai, after the last date of submission of application will not be considered and will be rejected.
- ONLY ONE APPLICATION: Candidates have to apply either online or manually. Each candidate should send only one application either online or manually. 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.



- Application completed in all respect along with the all required enclosures shall be sent in a cover superscribed as under in BOLD CAPITAL LETTERS: "APPLICATION FOR RECRUITMENT TO POSTS IN PAY BAND-1 WITH GRADE PAY OF ₹ 1,800/- IN SOUTHERN RAILWAY & ICF" by ordinary post, so as to reach the following address on or before the closing date indicated in the notification - "The Assistant Personnel Officer/ Recruitment, Railway Recruitment Cell, Southern Railway, No.5, 3rd floor, Dr. P.V. Cherian Crescent Road, Egmore, Chennai-600 008". One cover should contain only one application form. Filled in applications can also be directly dropped in the box kept in the Office premises of RRC/Chennai at the above mentioned address on or before the closing date.
- Invalid applications: Candidates must ensure that their application is complete in all respects. Applications which suffer from any of the following deficiencies will be summarily rejected:
 - Application not in the prescribed format/missing columns.
 - Incomplete or illegible applications.
 - $Applications\, Unsigned\,/\, Signed\, in\, capital\, letters.$
 - Applications with Left Hand Thumb Impression not affixed/blurred/smudged.
 - Applications of under-aged or over-aged candidates.
 - Applications without attested copies of documents as proof of Date of Birth, Community Certificate (in the case of SC/ST/OBC as per format available in website).
 - Applications without Disability certificate in the case of persons with disability (as per format available in website).
 - Applications received after the closing date and time.
 - Applications of the candidates who have not remitted the examination fee (other than those who are exempted).
 - Submitting more than one Application.
 - Application without the required enclosures.

Details of Vacancies being Notified



SI. No.	Name of the post	Department	Railway/PU	UR	ОВС	sc	ST	TOTAL	Ex-Ser.man	PWD	ОН	VH	нн	Medical Standard
1	Trackman	Engg.	SR	684	323	323	209	1,539	308	46	46	0	0	AYE THREE
2	Helper	Electl.	SR	374	99	91	78	642	128	19	10	0	9	BEE ONE
3	Helper	S&T	SR	58	19	29	12	118	24	4	2	0	2	BEE ONE
4	SCP/Porter	Optg.& Comml.	SR	523	105	156	63	847	169	25	12	0	13	AYE TWO
5	Helper	Mechl.	SR	313	128	96	51	588	118	18	6	6	6	BEE ONE
6	Peon	Genl.	SR	24	39	14	25	102	20	3	1	1	1	CEE ONE
7	Safaiwala	Medical	SR	40	51	39	2	132	26	4	2	0	2	CEE ONE
8	Store Khalasi	Stores	SR	37	22	25	8	92	18	3	2	0	1	CEE ONE
9	Helper	WS(M)	SR	355	101	164	137	757	151	23	8	7	8	CEE ONE
10	Helper	WS(E)	SR	43	15	26	23	107	21	3	1	1	1	BEE ONE
11	Helper	TMU	SR	134	70	39	18	261	52	8	4	0	4	BEE ONE
	Total Vacancies (Southern Railway)			2,585	972	1,002	626	5,185	1,035	156	94	15	47	
12	Peon/Mali/Sanitary Cleaner/ Vendor/Helper Gr.II	-	ICF / PU	127	68	38	19	252	50	8	3	2	3	CEE ONE
13	Track Maintainer Gr.IV	-	ICF / PU	7	3	2	1	13	3	0	0	0	0	BEE ONE
14	Total Vacancies (ICF)	-	ICF / PU	134	71	40	20	265	53	8	3	2	3	
	GRAND TOTAL (SR + ICF)			2,719	1,043	1,042	646	5,450	1,088	164	97	17	50	

Note: (i) The vacancies reserved for Persons with Disabilities are not separate but included in the total number of vacancies. (ii) The number of posts indicated above is provisional and may undergo change, subject to exigencies. (iii) The Medical Standard of C-2 is exclusively for Persons with Disability alone.

1.0 ELIGIBILITY CRITERIA



1.1 AGE LIMIT:

Age as on 01-	1-01-2014.					
Category	UR	OBC	SC / ST			
Age	18 – 33 years	18 – 36 years	18 – 38 years			

1.2 Special Relaxations of Age Limit:

1.2 3	1.2 Special Relaxations of Age Limit:							
1.2.1	Serving Railway Employees	Serving Railway Employees including Casual Labourers and Substitutes who have put in a minimum of 3 years service	UR : Upto 40 years OBC : Upto 43 years SC/ST : Upto 45 years					
1.2.2	Staff of Quasi Administrative Offices of Rly. Organisations	Such as Railway Canteens, Railway Institutes and Railway Co-op. Societies	Relaxation of age will be to the extent of 5 years or service rendered by them in such organisations, whichever is less.					
1.2.3	Ex-Servicemen		Relaxation of age will be to the extent of service rendered by them in Defence Services plus 3 years provided they have put in a minimum of 6 months service after attestation and upto the age of 40 years for reservists not employed in Government Service.					
1.2.4	Widows & Divorced or Judicially Separated Women		UR : Upto 35 years OBC : Upto 38 years SC/ST : Upto 40 years					
1.2.5	Persons with Disability		UR : Upto 43 years OBC : Upto 46 years SC/ST : Upto 48 years					
1.2.6	Residents of Jammu & Kashmir	Who have ordinarily domiciled in the Kashmir Division of the State of Jammu & Kashmir during the period from 1st Jan.1980 to 31st Dec.1989	UR : Upto 38 years OBC : Upto 41 years SC/ST : Upto 43 years					

Abbreviations used in this notification:

RRC	:	: Railway Recruitment Cell		:	Unreserved
SR	:	Southern Railway	OBC	:	Other Backward Class
ICF / PU	:	Integral Coach Factory / Production Unit	SC	:	Scheduled Caste
Rly.	:	Railway	ST	:	Scheduled Tribe
PWD	:	Persons with Disabilities	Ex.SM	:	Ex-Serviceman
PET	:	Physical Efficiency Test	GrII	:	Grade-II
SRD	:	Special Recruitment Drive	GrIV	:	Grade-IV
Mechl.	:	Mechanical	Genl.	:	General
WS(M)	:	Workshops (Mechanical)	WS(E)	:	Workshops (Electrical)
TMU	:	Track Machine Unit			

2.0 EDUCATIONAL **QUALIFICATION:**



- Minimum 10th Pass or ITI or equivalent at the time of applying.
- Candidates having higher Educational Qualification can also apply.

RECRUITMENT **PROCESS:**



- The candidates whoever fulfils all the eligible conditions will be called for Written Examination. Call Letter indicating the date, time and venue will be issued to all the eligible candidates separately, for Written Examination and PET.
- Written Examination: The duration of the Written Examination shall be 1½ hours. The Written Examination shall be based on Class Ten level (10th Standard) consisting of 100 multiple choice objective type questions aimed to asses the General Knowledge/Awareness, Mathematics and reasoning etc.
- The question paper shall be printed in Hindi, Urdu, English and in the Regional Languages viz. Tamil, Malayalam, Telugu and Kannada.
- Negative marking: There will be negative marking for wrong answers. 1/3rd mark shall be deducted for each wrong answer i.e. One mark shall be deducted for every three wrong answers.

PHYSICAL EFFICIENCY TEST (PET):

- Based on the performance in the Written Examination, eligible candidates equal to three times the number of vacancies in the order of merit, will be called for PET. A separate advice, indicating date, time and venue of PET will be communicated to the eligible candidates.
- 4.2 Passing the Physical Efficiency Test is mandatory and the same will be qualifying in nature. The criterion for the PET will be as under:-
 - For Male Candidates: Should be able to run for a distance of 1000 metres in 4 minutes and 15 seconds in one chance.
 - For Female Candidates: Should be able to run for a distance of 400 metres in 3 minutes and 10 seconds in one chance.
- 4.3 Selection is made strictly based on merit. Shortlisted candidates will be called for Document Verification based on their merit position, availability of vacancies and reservation rules. The candidates may note that qualifying in Written Examination and PET does not automatically entitle them for appointment in Railways.
- Only those candidates who submit the original certificates/documents in support of their eligibility during the Document Verification will be directed for medical examination.

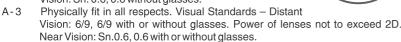
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5.0 MEDICAL EXAMINATION:

MEDICAL CLASSIFICATION STANDARDS:

Physically fit in all respects. Visual Standards - Distant Vision: 6/9, 6/9 without glasses (no Fogging Test). Near Vision: Sn. 0.6, 0.6 without glasses

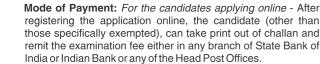


- Physically fit in all respects. Visual Standards Distant Vision: 6/9, 6/12 with or without glasses. Power of lenses not to exceed 4D. Near Vision: Sn. 0.6, 0.6 with or without glasses when reading or close work is required.
- Physically fit in all respects. Visual Standards Distant Vision: 6/12, 6/18 with or without glasses. Near Vision: Sn. 0.6, 0.6 with or without glasses when reading or close work is required.

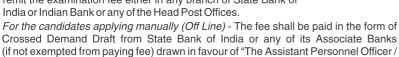
Note: Details and criteria given above are indicative and not exhaustive. Other Medical Tests as required will also be included / conducted.

The candidate should be found fit in the Medical Examination conducted by the Railway Medical authorities since it is mandatory. Only those candidates, who are found fit in the Medical Examination, will be considered for inclusion in the Final Merit List, to the extent of vacancies available under different categories.

6.0 EXAMINATION FEE: ₹ 100/-



(Rupees one hundred only).



Recruitment, RRC, Chennai - 600 008" and payable at Chennai. The Demand Draft should have been obtained on or after the date of issue of this Employment Notification and not before the date of issue.

On the reverse of the Demand Draft, the following details should be written:-

"Employment Notice No. RRC 02/2013 and the name and postal address of the candidate.

Applications without examination fee will be summarily rejected.

The amount remitted as Examination Fee will not be refunded under any

Money Orders, Cheques, Cash and Central Recruitment Fee Stamps issued by Post Office or any other mode of payment will not be accepted and the application enclosing Money Orders, Cheques, Cash and Central Recruitment Fee Stamps issued by Post Office will be rejected.

FEE CONCESSIONS:

Candidates belonging to SC/ST, Ex-Servicemen, Persons with Disabilities, Women, Minority* communities and Economically Backward Classes** are exempted from payment of Examination

Minority communities will mean Muslims, Christians, Note: Sikhs. Buddhists and Zorastrians (Parsis).

** Economically Backward Classes will mean the candidates whose family income is less than ₹50,000/- per annum.

Authorities competent to issue income certificates for the purpose of identifying Economically Backward Classes:-

- District Magistrate or any other Revenue Officer upto the level of Tehsildar.
- Sitting Member of Parliament of Lok Sabha for persons of their own
- Below Poverty Line (BPL) Card or any other certificate issued by Central (iii) Government under a recognised poverty alleviation programme of Izzat MST issued by Railways.
- Union Minister may also recommend for any person from anywhere in the country.
- Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

Note: Candidates claiming 'Fee exemptions' shall submit the certificate in the prescribed format ('Proforma' is available in the website) at the time of Document Verification and enclose a copy of the same with the application form failing which, his/her candidature will be rejected.

COMMUNITY CERTIFICATE

SC/ST Candidates: Candidates claiming to belong to SC/ST communities are required to submit Community Certificates from the competent authority in the prescribed format ('Proforma' is available in the website) at the time of Document Verification and enclose a copy of the same with the application form failing which, his / her candidature will be rejected.



8.2 OBC Candidates: Candidates claiming to belong to Other Backward Classes are required to submit Community Certificates from the competent authority in the prescribed format ('Proforma' is available in the website) at the time of Document Verification and enclose a copy of the same with the application form failing which, his/her candidature will be rejected.

Further, Community Certificates of candidates belonging to OBC should specifically indicate that the candidate does not belong to persons / sections (Creamy layer) as per format available in the website.

9.0 PERSONS WITH **DISABILITIES:**

DEFINITIONS OF DISABILITIES: Definitions of categories of disabilities for the purpose of recruitment are given below.



9.1 VISUALLY HANDICAPPED

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 degrees or worse:



Low vision: "Persons 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 execution or a task with appropriate assistive device.

9.2 HEARING HANDICAPPED

Hearing Impairment: "Hearing Impairment" means loss of 60 decibels or more in the better ear in the conversational range of frequencies.



9.3 ORTHOPAEDICALLY **HANDICAPPED**

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.



- Cerebral Palsy: "Cerebral Palsy" means a group of non-progressive conditions of a person characterised by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal or infant period of development.
- All the cases of orthopaedically handicapped persons would be covered under the category of "Locomotor disability" or "Cerebral Palsy".
- DEGREE OF DISABILITY FOR RESERVATION: Only such persons would be eligible 9.3.1 for reservation in services/posts who suffer from not less than 40 percent of relevant disability. Candidates should submit a Disability Certificate in the prescribed format (Proforma is available in the website) issued by the competent authority at the time of Document Verification and enclose a copy of the same with the application form failing which, his / her candidature will not be treated as persons with disability.
- COMPETENT AUTHORITY TO ISSUE DISABILITY CERTIFICATE: The competent 9.3.2 authority to issue Disability Certificate shall be a MEDICAL BOARD duly constituted by the Central or State Government. The Medical Board shall consist 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.
- 9.3.3 SCRIBE FOR VISUALLY HANDICAPPED CANDIDATES: Visually Impaired 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 RRC in advance as per Proforma is available in the website. The engagement of SCRIBE will be subject to the following conditions:
 - The candidates will have to arrange their own SCRIBES at their own cost during the 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.
 - The academic qualification of the SCRIBE should be one grade below the qualification prescribed for the post for which recruitment is being made.
 - 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.
 - The candidates as well as the SCRIBE will have to give a suitable undertaking (Proforma is available in the website) confirming that the SCRIBE fulfils all the stipulated eligibility criteria for a scribe as mentioned above. In case, it transpires later that he / she did not fulfil any of the laid down eligibility criteria, 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 misconduct on the part of SCRIBE brought by him/her. The undertaking, as given as per the format available in the website, should be submitted by the visually handicapped candidates / candidate whose writing speed is affected by Cerebral Palsy, along with his / her Application Form.
 - Candidates availing the assistance of a SCRIBE shall be eligible for extra time of 20 minutes for every hour of the examination.
- 9.3.4 All one-eyed candidates and VH candidates whose visual degree of disability is less than 40% shall not be considered as visually handicapped person and the provision of engaging SCRIBE shall not be applicable to them.
- For those, whose disabilities are "Temporary" the disability certificate should be valid 9.3.5 for a period of 5 years. The Medical Board should indicate the period of validity of the certificate, where there are chances of variation in the degree of disability. For those with permanent disability, the disability can be shown as "Permanent".
- After qualifying in the written examination, the Persons with Disabilities are exempted from PET for recruitment to the posts identified suitable for them. Such candidates will have to pass the Medical Examination prescribed for Persons with Disabilities before empanelment.











10.0 EX-SERVICEMEN CANDIDATES:

- 10.1 The term Ex-Serviceman means, "a person who has served in any rank (whether as a combatant or non-combatant) in the regular Army, Navy or Air Force of the Indian Union but does not include a person who has served in the Defence Security Corps, the General Reserved Engineering Force, The Lok Sahayak Sena and the Para Military Forces; and
 - (i) who retired from such service after earning his/her pension; or
 - (ii) who has been released from such service on medical grounds attributable to Military Service or circumstances beyond his control and awarded medical or other disability pension; or
 - (iii) who has been released, otherwise than on his own request, from such service as a result of reduction in establishment; or
 - (iv) who has been released from such service after completing the specific period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency, and has been given a gratuity; and includes personnel of the Territorial Army of the following categories, namely:
 - a) Pension holders for continuous embodied service,
 - b) Persons with disability attributable to military service and
 - c) Gallantry award winners.

Explanation: The persons serving in the armed forces of the Union, who on retirement from service, would come under the category of Ex-Servicemen, may be permitted to apply for re-employment one year before the completion of the specific terms of engagement and avail themselves of all concessions available to Ex-Servicemen, but shall not be permitted to leave the uniform until they complete the specified terms of engagement in the Armed Forces of the Union.

- 10.2 Service Personnel who are likely to be discharged from military service on or before 31-10-2014 are eligible to apply against this notification.
- 10.3 Ex-Servicemen are required to clearly indicate all required particulars including Community in the Application Form.
- 10.4 Ex-Servicemen candidates who have already secured employment under Ex-Servicemen Quota in Central / State Government in Group C or D categories will be given only age relaxation but will not be considered against Ex-Servicemen Quota.
- 10.5 DISCHARGE CERTIFICATE FOR EX-SERVICEMEN: Candidates claiming the benefits under the category of Ex-Servicemen shall produce a copy of Discharge Certificate issued by competent authority at the time of Document Verification and enclose a copy of the same with the application form failing which, his / her candidature will not be treated as Ex-servicemen.

11.0 SERVING EMPLOYEES OF GOVERNMENT/PUBLIC SECTOR UNDERTAKING INCLUDING RAILWAYS:



For the candidates applying Online - After registering the application online, the candidate shall intimate the same to his office and the "NO OBJECTION CERTIFICATE" obtained from the employer to be produced at the time of Document Verification. For the candidates applying manually (Off Line) should either apply through proper channel or directly to Railway Recruitment Cell, duly enclosing the "NO OBJECTION CERTIFICATE" obtained from the employer. Advance copy of such application, may also be sent superscribing on the top of the envelope & application "ADVANCE COPY" so as to reach the RRC, Chennai before the closing date and time specified. However, the application "THROUGH PROPER CHANNEL" should reach RRC, Chennai within 15 days from the closing date, for which the entire responsibility rests with the candidate.

12.0 CANDIDATES BELONGING TO ANDAMAN & NICOBAR ISLANDS:



Examination Centres will be allotted in these islands provided sufficient number of eligible candidates from these islands applied.

13.0 GENERAL INSTRUCTIONS:



- 13.1 The candidates should carefully read all the instructions before applying for the post.
- 13.2 The candidates applying in response to this Notification shall ensure that he / she fulfils all eligibility conditions at the time of applying.
- 13.3 The number of vacancies shown in this Notification is provisional and the same is liable to increase or decrease or even become NIL, depending upon the actual needs of the administration.
- 13.4 The candidates admission at all stages of recruitment will be purely provisional, subject to satisfying the prescribed eligibility conditions.
- 13.5 For the certificates in languages other than English or Hindi, the candidate should produce attested translated copy in English/Hindi, at the time of Document Verification
- 13.6 Mere issue of Call Letter / Hall Ticket to the candidate will not imply that his or her candidature has been finally cleared by the RRC, Chennai.
- 13.7 The RRC, Chennai, is free to reject any application not fulfilling the requisite eligibility conditions and criteria, at any stage of recruitment. If appointed erroneously, such candidates services shall be summarily terminated without any notice.
- 13.8 Railway Recruitment Cell/Chennai reserves the right to modify the stages of examinations or conduct re-Examination/re-PET or cancel part or whole of any recruitment process at any stage, without assigning any reason.
- 13.9 Under any circumstances, no damage/loss or refund of Examination Fee will be made.
- 13.10 Candidates must return the OMR Answer Sheet (both Original & Duplicate).
- 13.11 Candidates are advised to ensure in their own interest to have adequate practice in running 1000 (Male)/400 (Female) metres before coming for PET.

- 13.12 Candidate shall attend the Written Examination and PET on the Date, Time & Venue specified by Railway Recruitment Cell. Any request for change of date, time & venue will not be entertained.
- 13.13 Travel Expenses: SC/ST candidates alone will be issued with II-Class Free Pass for their journey from the nearest Railway Station of their residence to the nearest Railway Station to the venue of Written Examination and PET. Others will have to make their own arrangements for coming to the venue of Written Examination and PET, etc. No reimbursement of travel expenses will be made on any account.
- 13.14 Accommodation: All the candidates will have to make their own arrangements for their accommodation while coming for Written Examination, PET, Medical Examination and other stages of recruitment process. They must also come prepared to stay for 3 to 4 days, if required. RRC will not make any arrangement for providing accommodation.
- 13.15 Change of address: If there is any change in address of the candidate, the candidate should ensure in his / her own interest to arrange with Post Office concerned for redirection of the communications from old to new address.
- 3.16 In the interest of Administrative exigencies, selected candidates will be posted anywhere, in any Post / Category / Department of Southern Railway / Integral Coach Factory, after successful completion of training, wherever prescribed. The decision of the Railway administration is final.
- 13.17 Candidates who have been debarred from appearing in any of the Railway Recruitment Board / Railway Recruitment Cell examinations should not apply unless the debarment period expires before the closing date.

14.0 MISCONDUCT:

14.1 Candidates are warned that they should not furnish any false particulars or suppress any material information while filling up the Application Form.



- 14.2 Misconduct on the part of the candidate at any part of the recruitment process is strictly prohibited.
- 14.3 Candidates shall not bring or attempt to bring any political or other influence to further his/her interest in respect of recruitment.
- 14.4 Indulgence in any such practice will be viewed very seriously and their candidature shall be rejected without any notice.
- 14.5 Candidates may note that if they are found guilty of any one of the following during / after the recruitment process, his / her candidature / appointment is liable to be cancelled / terminated without any notice at any stage. Further, such candidates are liable for criminal prosecution.
 - a) Submitting fabricated / forged certificates or documents which have been tampered for getting selected or to avail free travel facilities.
 - b) Using unfair means during the recruitment process.
 - c) Impersonating or procuring impersonation by any person.
 - d) Misbehaving with the officials during the recruitment process.
 - e) Obtaining support / help for his / her candidature by any means.
- 14.6 Taking away the OMR Answer Sheet (either original or duplicate or both) from the examination hall is a misconduct and such candidates candidature is liable for cancellation without any notice.
- 14.7 It will not be possible to entertain any enquiry or correspondence while the recruitment process is going on.
- 14.8 Decision of Railway Recruitment Cell, Chennai, in all matters relating to recruitment will be final and binding on the candidates.
- 14.9 All the candidates should send their application well in advance before the closing date or register their application Online before the closing date. The RRC, Chennai, will not be responsible for any postal delay/wrong delivery/wrong registration online for whatsoever reason, at any stage of the recruitment process.

15.0 MISCELLANEOUS:

15.1 For any legal action arising out of this Employment Notice, the jurisdiction shall be under the Honourable Central Administrative Tribunal/ Madras Bench or Honourable Central Administrative Tribunal/ Ernakulam Bench.



- 15.2 In case of dispute, English version of the Employment Notification will be treated as valid.
- 5.3 Candidates are advised to periodically check the website www.rrcchennai.org.in for the latest information.

BEWARE OF JOB RACKETEERS :



- All recruitments by Railway Recruitment Cell are made purely on merit.
- Candidates attempting to use influence or unfair means shall be disqualified.
- Railway Recruitment Cell neither conduct any coaching classes nor recommend any books for reference nor have authorised any persons / agencies to recruit or train on its behalf.

CHAIRMAN
RAILWAY RECRUITMENT CELL, CHENNAI