

RECRUITMENT AGAINST SCOUTS & GUIDES QUOTA IN NORTHEAST FRONTIER RAILWAY FOR THE YEAR 2023-24

Employment Notice No. 03/2023

Opening Date: 28.10.2023; Closing Date: 28.11.2023; Closing Time: (17.30 hrs)

In order to fill up 2 posts in Level- 2 (GP 1900) and 10 posts in Level- 1 (GP 1800) against Scouts & Guides quota for the year 2023-24, applications are invited from eligible candidates having Scout/Guide qualifications as prescribed below (The candidates having no Scouts and Guides qualification cannot apply).

Sl. No.	Grade Pay	Level	No. of Posts	Qualification & Eligibility Conditions (as on 01.01.2024)		
				Age Limit as on 01/01/2024	Educational Qualification	Scout & Guide Qualification
1	₹ 1900	Level- 2 of Pay Matrix as per 7 th Pay Commission	2 (two)	(in years) UR: 18 to 30 OBC: 18 to 33 SC/ST: 18 to 35	12 th (+2 stage) or its equivalent examination with not less than 50% marks in the aggregate. [50% marks are not to be insisted upon in case of ST/SC/Ex- Servicemen and where candidate possess qualifications higher than HS, such as Graduation/Post Graduation] Typewriting Proficiency of 30 wpm in English or 25 wpm in Hindi is essential for considering to the post of Jr. Clerk cum Typist/Accounts Clerk cum Typist, based on vacancy OR A pass in Matriculation or its equivalent from a recognized Board and having ITI certificate for the posts of Artisans in Technical Categories (Diploma in Engineering is not considered as an alternative higher qualification)	<p>a) A President Scout/ Guide/ Rover/Ranger OR Himalayan Wood Badge (HWB) holder in any section.</p> <p>b) Should have been an active member of a Scout's organization for the last 5 (five) years (i.e. from 01.04.2016 onwards) The Certificate of Activeness' should be as per Annexure- 'C', and</p> <p>c) Should have attended two events at National Level OR All Indian Railways' level AND two events at State level.</p> <p>d) Explanatory note: at least five years in the recent past i.e. during 2016-17, 2017-18, 2018-19, 2019-20, 2022-23 and should continue to be active, 2023-24 i.e. during (till date).</p>
2	₹ 1800	Level- 1 of Pay Matrix as per 7 th Pay Commission	10* (ten)	(in years) UR: 18 to 33 OBC: 18 to 36 SC/ST: 18 to 38	10 th pass OR ITI from institutions recognized by NCVT/SCVT OR equivalent OR National Apprenticeship Certificate (NAC) granted by NCVT.	

*2 (two) posts per Railway Division viz., Tinsukia, Lumding, Rangiya, Alipurduar & Katihar.

The selection for Group 'C' (Level- 2 of Pay Matrix as per 7th Pay Commission) and erstwhile Group 'D' (Level- 1 of Pay Matrix as per 7th Pay Commission) shall be conducted separately. A candidate may apply both for Grade Pay ₹ 1900 and Grade Pay ₹ 1800, but should apply via separate application.

1. CONDITIONS AND PROCEDURE: (i) Necessary testimonials concerning Scouts & Guides activities up to the date of application, along with copies of certificates regarding age, qualification, etc. - all duly self-attested should be enclosed along with the application. (ii) Two self-addressed envelopes (size 24cm x 10cm) with ₹ 6/- postage stamp affixed on each envelope and sent along with the application. (SC/ST candidates need not send such envelopes.) (iii) PHOTOGRAPHS: Three copies of recent passport size photographs in proper Scouts and Guides uniform duly signed on the front side top - one should be pasted on the application and two copies (also signed on top) should be clipped along with the application form. Photograph should be clearly reveal the full face and should be taken without cap and goggles /colored glasses. (iv) There is no provision of community-wise reservation against Scouts & Guides quota recruitment. The selection is open to all candidates and candidates belonging to SC/ST/OBC categories who apply against notification should enclose necessary certificates for upper age relaxation as admissible and future benefit of reservation subject to their appointment on the Railway as per Annexure- 'E' for SC/ST. OBC candidates should submit certificate that they do not belong to the 'creamy layer' as per Annexure - 'F'. (v) Applications are to be made only in the specific form as given below. Items No. 1 to 10 should be filled in English only. (vi) Candidates found suitable and appointed on the Railway shall have to undergo training as specified and applicable to the particular post. (vii) Higher fixation of pay will not be admissible to candidates appointed against Scouts & Guides quota.

2. WHOM TO ADDRESS: (a) Senior Personnel Officer (Recruitment), Office of the Principal Chief Personnel Officer, Northeast Frontier Railway HQ, Maligaon, Guwahati - 781 011, District Kamrup(M), Assam. If applied for both post, separate application to be made. (b) Application for post in Level- 2 & 1 (GP- ₹1900 & ₹1800) (in the prescribed format) with necessary enclosures should be sent by ordinary post only OR be dropped by hand in the APPLICATION BOX (separate boxes for Group- C & D) kept in the Recruitment Section, Pr. Chief Personnel Officer's Office, Northeast Frontier Railway HQ, Maligaon, Guwahati. (c) Application must reach the proper address by 17.30 hours on or before 28.11.2023 (Last date for candidates residing in Andaman & Nicobar Islands, Jammu & Kashmir, Lahaul & Spiti Districts, Pangj Sub-Division in Chamba District of Himachal Pradesh, Lakshadweep and abroad) is 08.12.2023. (d) The top of the envelope containing the application should clearly indicate "APPLICATION AGAINST SCOUTS & GUIDES QUOTA, E. N. No. 03/2023, GP & COMMUNITY:".

3. PAYMENT OF EXAMINATION FEE: (i) For all candidates except those mentioned in sub-para (ii) below: ₹ 500/- (Rupees Five Hundred) only with a provision for refunding ₹ 400/- to candidates actually appearing in the written examination. The IPO should be drawn in favour of PFA/NF Railway, and payable at Maligaon Post Office, Guwahati - 781011. Candidates must write their names & full address in the IPO. (ii) For candidates belonging to SC/ST/Ex. Servicemen/Persons with Benchmark Disabilities (PWBDs), Women, Minorities and Economic Backward Classes: ₹ 250/- (Rupees Two Hundred Fifty) only with a provision for refunding the same to those who actually appear in the written examination. (iii) 'Minority' means Muslims, Christians, Buddhists, Zoroastrians (Parsis) & Sikhs. Economically backward classes will mean those candidates whose family income is less than ₹ 50,000/- per annum. The following officials

are authorized to issue income certificate for the purpose of identifying economically backward classes: (a) District Magistrate or any other Revenue Officer up to the level of Tehsildar. (b) Sitting MP of Lok Sabha for persons of their own constituency. (c) BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways. (d) Union Minister may also recommend for any persons from anywhere in the country. (e) Sitting MP of Rajya Sabha for persons of the District in which the MP normally resides. The income certificate issued by the authorities mentioned in Para - 3(iii) above must be as per format given at Annexure-B enclosed herewith. This will have to be issued on the letter-head of the issuing authority. (iv) A candidate applying for more than one category must submit separate applications with separate IPOs and complete documents for each category.

4. PROCEDURE OF RECRUITMENT: The Candidates, who apply in response to the Notification and are found eligible for consideration for appointment against Scouts & Guides Quota shall be assessed on the basis of following criteria:-

DISTRIBUTION OF MARKS:

SN.	PARTICULARS OF TEST AND SCOUTS & GUIDES ACTIVITY	Marks
A	Written Test : The written test will consist of 40 objective questions (40 marks) & 1 essay type question (20 marks) relating to Scouts and Guides Organization and its activities and General knowledge for Grade pay Rs. 1900/- and Grade Pay ₹ 1800/-. The syllabus for this is as per Para-12. The candidate must choose any one of the following languages for the purpose of written examination only : English or Hindi.	60
B	Marks on certificates :	40
(i)	Participation/Service rendered in National Events/National Jamboree (including All Indian Railway Events):	10
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07
	• Two or more additional events	10
(ii)	Participation/Service rendered in State Events/Rallies:	10
	• First Two certificates (i.e. minimum eligibility qualification)	Nil
	• One additional event	07
	• Two or more additional events	10
(iii)	Specialized Scout/Guides course organized at National/State/All Indian Railways level: (As per National HQ Public Book Scheme of Training)	10
	• One Course	07
	• Two or more Courses	10
(iv)	Participation in District Rallies:	10
	• One certificate	Nil
	• Two certificates	07
	• Three certificates	10
	Total Marks	100

5. The selection for Group 'C' (Grade Pay ₹ 1900) and erstwhile Group 'D' (Grade Pay ₹ 1800) shall be conducted separately. A candidate may apply both for Grade Pay ₹ 1900 and Grade Pay ₹ 1800.

6. A written declaration will be obtained from all the candidates who finally qualify for appointment as per Annexure- 'D'. If the candidate violates any of the said declarations furnished by him/her, he/she should be taken up under D&R by the concerned PCPO/ Sr. DPO on the recommendation of State Chief Commissioner/District Chief Commissioner as the case may be.

7. The persons appointed against Scouts & Guides quota to the category of Clerks will be required to acquire proficiency in typing within a period of two years from the date of appointment, and their appointment will be provisional subject to the prescribed typing qualification within the stipulated period. In case of non acquisition of typing skill within the prescribed period, no additional time will be given and services of such candidate(s) will be summarily terminated.

8. **MEDICAL EXAMINATION:** Final appointment of duly selected candidates will be subject to their fitness in the medical examination by Railway Medical Authority prior to their appointment.

9. COMPULSORY ENCLOSURES: Self-attested photocopies of (i) Age proof certificate, (ii) Educational/technical qualification, (iii) Scout/Guide qualification, (iv) SC/ST/OBC Certificate, (v) Event Participation Certificates & (vi) Other qualification certificates.

10. IMPORTANT INSTRUCTIONS : (i) The decision of the Northeast Frontier Railway Administration in all matters relating to the eligibility, acceptance or rejection will be binding on the candidates and no enquiry or correspondence will be entertained in this connection. (ii) Spellings of name, father's name and other details in the application form must be as per the original certificates. If any discrepancy is found, the application can be rejected at any stage of the selection. (iii) The applicant should clearly indicate the post applied for i.e. GP- ₹1900 or GP- ₹1800, otherwise candidature will be cancelled. (iv) Application which is not as per format (Annexure-A) will be rejected. (v) Unsigned applications OR signature in block letters OR incomplete applications will be rejected. Signature must be full and in running hand not in Block or Capital letters or Disjointed letters. (vi) If left hand thumb impressions not clear on the application form, the application will be rejected. (vii) The application will be rejected if the applicants are found over aged, under aged, date of birth unfilled or wrongly filled. (viii) IPO issued before the date of issue of this Employment Notice will not be accepted and the application will be rejected. (ix) Candidates must write their name and address on the IPO and enclose it with the application form with one self-addressed stamped (worth ₹ 6/-) envelope (size 24x10 cm). (x) IPO should be drawn in favour of PFA/NF Railway and payable at Maligaon Post Office only, otherwise application will be rejected. Cutting, erasing or overwriting on the IPO will summarily rejected. (xi) Applications received with cash/cheque/Central Recruitment Stamp OR money order will not be accepted. (xii) Only self-attested copies may be sent with application form. Original Certificates should be produced only at the time of selection/interview. (xiii) Selected candidates will be liable to serve on any post/department anywhere in Northeast Frontier Railway subject to training, if any so prescribed. (xiv) Selected candidates will be required to undergo medical examination as per the prescribed norms for different posts. (xv) Candidates already employed should submit their application through proper channel or "No Objection Certificate" from their employer should be attached. (xvi) For any legal dispute the jurisdiction will be of Central Administrative Tribunal/Guwahati.

11. CANVASSING : Canvassing in any form, misbehavior, misconduct on the part of the candidate is prohibited and indulgence of such practice will be viewed seriously. The candidature of such candidates will be summarily rejected and no correspondence will be entertained in the matter. The decision of the Competent Authority in the matter shall be final and cannot be questioned in any forum.

12. PROPOSED SYLLABUS FOR SELECTION UNDER SCOUTS & GUIDES QUOTA

FOR GROUP 'C' AND GROUP 'D' POSTS : History of Scouting/Guiding, Law & Promises Organization - 'Distt. & State Level', Training Centre- Distt. & State Level, Knowledge Books, Scouting for Boys/Guiding for Girls in India, Motto left hand shake; Salute, Prayer