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EASTERN RAILWAY
Railway Recruitment Cell
56, C. R. Avenue
Kolkata – 700 012

NOTIFICATION FOR ENGAGEMENT OF ACT APPRENTICES FOR TRAINING SLOTS IN EASTERN RAILWAY UNITS
Notice No. RRC-ER/Act Apprentices/2025-26

1. SCHEDULE:

Date of publication of notification on website	31.07.2025
Opening date of online application	14.08.2025
Closing date of online application	13.09.2025

Online Applications are invited from eligible candidates who are Indian Nationals for training in Workshops and Divisions of Eastern Railway as Act Apprentices under The Apprentices Act, 1961 and Apprenticeship Rules, 1992, as amended from time to time. **Applications must be submitted online and no other mode of submission of applications would be entertained.**

The online link will be live on the official website of RRC-ER from 11:00 hrs. of 14.08.2025 onwards and would remain live upto 23:59 hrs of 13.09.2025. The candidates should click on the live link and fill up their application forms as per instructions of this notification.

2. TRADE, UNIT and COMMUNITY- WISE BREAKUP OF TRAINING SLOTS:

Note: The number of slots indicated in this notification is provisional and may increase, decrease or even become nil depending upon the actual needs of the railway administration. Administration also reserves the right to cancel the notification, notified training slots and the process of engagement at its discretion and such administrative decision will be final and binding on all.

Abbreviations used –

- PwBD : Persons with Benchmark Disabilities
- ESM : Ex-Servicemen
- UR : Un-Reserved
- OBC : Other Backward Classes
- SC : Scheduled Caste
- ST : Scheduled Tribe
- EWS: Economically Weaker section

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Notification No. RRC-ER/Act Apprentices/2025-26

A. HOWRAH DIVISION

Sl. No	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EW S	SC	ST	OBC	Total	Blindness & low vision	Deaf & hard of hearing	Locomotor disability including cerebral palsy, leprosy cured , dwarfism, acid attack victims & muscular dystrophy	Autism, intellectual disability & mental illness	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness	
1.	Fitter	114	28	42	21	76	281	04	04	02	02		09
2.	Welder (G&E)	25	06	09	05	16	61	00	01	01	01		03
3.	Mech (MV)	04	01	01	01	02	09	00	00	00	00		00
4.	Mech (Dsl.)	06	02	03	01	05	17	01	00	00	00		01
5.	Machinist	04	01	01	01	02	09	00	00	00	00		00
6.	Carpenter	02	01	02	01	03	09	00	00	00	00		00
7.	Painter	05	01	01	00	02	09	00	00	00	00		00
8.	Lineman (General)	05	01	01	00	02	09	00	00	00	00		00
9.	Wireman	03	01	01	01	03	09	00	00	00	00		00
10.	Ref.& AC Mech.	08	01	02	01	05	17	00	00	00	00		00
11.	Electrician	89	22	34	16	59	220	02	02	03	03		07
12.	Mechanic Machine Tool Maint.(M MTM)	02	01	02	01	03	09	00	00	00	00		00
	Total	**267**	**66**	**99**	**49**	**178**	**659**	**07**	**07**	**06**	**06**		**20**

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B. LILUAH WORKSHOP

Sl. No.	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EWS	SC	ST	OBC	Total						
								Blindness & low vision	Deaf & hard of hearing	Locomotor disability including cerebral palsy, leprosy cured , dwarfism, acid attack victims & muscular dystrophy	Autism intellectual disability & mental illness	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness	
1.	Fitter	97	24	36	18	65	240	03	02	02	02		07
2.	Machinist	13	03	05	03	09	33	01	00	00	00		01
3.	Turner	06	02	02	01	04	15	00	00	00	00		01
4.	Welder (G&E)	83	20	31	15	55	204	00	02	02	02		06
5.	Painter General	06	02	02	01	04	15	00	00	00	00		01
6.	Electrician	18	05	07	03	12	45	01	01	01	01		01
7.	Wireman	18	05	07	03	12	45	01	01	01	01		01
8.	Refrigeration & Air Conditioning	08	00	02	01	04	15	00	00	00	00		00
	Total	**249**	**61**	**92**	**45**	**165**	**612**	**06**	**06**	**06**	**06**		**18**

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C. SEALDAH DIVISION

Sl. No.	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EWS	SC	ST	OBC	Total Seats						
								Blindness & low vision	Deaf & hard of hearing	Loco motor disability including cerebral palsy, leprosy cured , dwarfism, acid attack victims & muscular dystrophy	Autism intellectual disability & mental illness	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness	
1.	Fitter	92	23	35	18	62	230	03	03	01	01	01	06
2.	Welder (G&E)	24	05	08	04	15	56	03	0	0	0	0	02
3.	Electric Mechanic	03	01	02	01	03	10	01	0	0	0	0	0
4	Painter	02	0	01	0	01	04	0	0	0	0	0	0
5.	Mason	02	01	01	01	02	07	00	0	0	0	0	01
6.	Blacksmith	08	02	03	01	05	19	01	0	0	0	0	0
7.	Wireman	13	03	04	02	08	30	01	0	0	0	0	01
8.	Ref &AC Mech	08	02	03	02	05	20	01	0	0	0	0	01
9.	Electrician	27	06	10	04	17	64	01	1	0	0	0	2
	Total	179	43	67	33	118	440	11	**04**	**01**	**01**	**01**	13

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D. KANCHRAPARA WORKSHOP

Sl. No.	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EWS	SC	ST	OBC	Total Seats						
								Blindness & low vision	Deaf & hard of hearing	Loco motor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy	Autism intellectual disability & mental illness	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness	
1.	Fitter	24	06	09	05	16	60	01	01	00	00		02
2.	Welder (G&E)	14	04	05	03	09	35	00	00	01	01		01
3.	Electrician	26	06	11	05	18	66	00	01	01	00		02
4.	Machinist	02	01	01	00	02	06	00	00	00	00		00
5.	Wireman	02	00	00	00	01	03	00	00	00	00		00
6.	Carpenter	04	01	01	00	02	08	01	00	00	00		00
7.	Painter	04	01	01	01	02	09	00	00	00	01		01
	Total	**76**	**19**	**28**	**14**	**50**	**187**	**02**	**02**	**02**	**02**		**06**

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E. MALDA DIVISION

Sl. No.	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EWS	SC	ST	OBC	Total	Blindness & low vision	Deaf & hard of hearing	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims& muscular dystrophy	Autism intellectual disability & mental illness	Multiple disabilities for amongst persons under clauses (a) to (b) including deaf blindness	
1.	Electrician	16	04	06	03	11	40	00	01	01	00		01
2.	Ref. & AC Mech.	02	01	01	00	02	06	00	00	00	00		00
3.	Fitter	18	05	07	04	13	47	00	01	01	00		02
4.	Welder (G&E)	02	00	00	00	01	03	00	00	00	00		00
5.	Painter	02	00	00	00	00	02	00	00	00	00		00
6.	Carpenter	02	00	00	00	00	02	00	00	00	00		00
7.	Mech. Diesel	15	04	06	03	10	38	00	01	01	00		01
	Total	**57**	**14**	**20**	**10**	**37**	**138**	**00**	**03**	**03**	**00**		**04**

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F. ASANSOL DIVISION

Sl. No.	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EWS	SC	ST	OBC	Total						
								Blindness & low vision	Deaf & hard of hearing	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy	Autism intellectual disability & mental illness	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness	
1.	Fitter	61	15	23	11	41	151	02	02	01	01		05
2.	Turner	06	01	02	01	04	14	00	00	00	01		00
3.	Welder (G&E)	39	10	14	07	26	96	00	01	02	01		03
4.	Electric ian	44	11	17	08	30	110	01	01	01	01		03
5.	Mech. Diesel	17	04	06	03	11	41	01	01	00	00		01
	Total	**167**	**41**	**62**	**30**	**112**	**412**	**04**	**05**	**04**	**04**		**12**

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G. JAMALPUR WORKSHOP

Sl. No.	Trade Name	Communal Break-up						Out of Notified Training Slots 4% of total seats are reserved for Persons with Benchmark Disabilities (PwBD)					ESM
		UR	EWS	SC	ST	OBC	Total	Blindness & low vision	Deaf & hard of hearing	Locomotor disability including cerebral palsy, leprosy cured , dwarfism, acid attack victims & muscular dystrophy	Autism intellectual disability & mental illness	Multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness	
1.	Fitter	101	25	38	19	68	251	03	03	02	02		08
2.	Welder (G&E)	88	22	33	16	59	218	00	03	03	03		07
3.	Machinist	18	05	07	04	13	47	00	00	01	01		01
4.	Turner	18	05	07	04	13	47	01	01	00	00		01
5.	Electrician	18	04	06	03	11	42	01	00	00	00		01
6.	Diesel mechanic	25	06	09	05	17	62	00	01	01	00		02
	Total	**268**	**67**	**100**	**51**	**181**	**667**	**05**	**08**	**07**	**06**		**20**

3. RESREVATION:

i. All candidates, irrespective of community may be considered against UR training slots, subject to fulfilment of parameters for UR candidates. No age relaxation is allowed to candidates applying against unreserved training slots whether UR, SC, ST, OBC.

ii. However, against the training slots earmarked for specific communities i.e., SC, ST and OBC, only candidates belonging to that community will be considered.

iii. Reservation quotas applicable for SC/ST/OBC/ESM/EWS/PwBD candidates shall be applicable in accordance with the relevant rules issued by the Railway Board.

iv. The quota training slots in the ESM and PwBD categories are included in the overall training slots and hence are not to be filled up outside the notified training slots.

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v. The candidates selected against ESM and PwBD will be placed in the appropriate categories viz. UR/SC/ST/OBC to which they belong to. Unfilled ESM training slots would be filled up from other candidates.

vi. Reservations to Ex-servicemen, their children and children of Armed Force personnel will be engaged for Apprenticeship as per rules details mentioned below:

a) Children of deceased/disabled Ex-servicemen including those killed/disabled during peace time.
b) Children of Ex-servicemen.
c) Children of Serving Jawans.
d) Children of Serving Officer.
e) Ex-Servicemen.

vii. **Persons with Benchmarks Disabilities (PwBD):**

The types and degrees of skeletal deformities (OH) suitable for different posts notified above are mentioned below:

1.	Fitter: Lower limb partially damaged from one side can join
2.	Turner: Lower limb partially damaged from one side can join
3.	Machinist: Only small finger damaged can join
4.	Welder (Gas and Electric): A person without leg and without three fingers of one hand can be accommodated
5.	Electrician: Partially lower limb candidates can be accommodated
6.	Painter (G): One upper and lower limb partially damaged
7.	Carpenter: One upper and lower limb partially damaged
8.	Refrigerator & AC Mechanic: Only one lower limb partially working can be accommodated. Small finger of each hand damaged can be accommodated.
9.	Mechanic (Diesel): Upper limb partially damaged (Little finger and Ring finger) can be accommodated for both hands. Lower limb partially damaged on only side can be accommodated.
10.	Electronics Mechanic: Without legs or leg can be accommodated.
11.	Mechanic (Motor Vehicle): Upper limb partially damaged (Little finger and Ring Finger) can be accommodated for both hands. Lower limb partially damaged only one side can be accommodated.

Only locomotor /cerebral palsy (OH), with no serious deformity of the spinal column having not less than 40% disability and Hearing Handicapped (HH) person having 60 decibels or more in the better ear in the conversational range of frequency are eligible to apply. No hearing aid will be permitted.

4. ELIGIBILITY CONDITIONS :

A. AGE:

i. The candidates should have completed 15 years of age and should not have completed 24 years of age (as on cut-off date for receiving application). The age as recorded in the Matriculation certificate issued from a government recognized Board / Authority or the birth certificate **issued from a government recognized**

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authority shall only be reckoned for the purpose. No other document like horoscope, affidavits, birth extract from Municipal Corporation, service records and like will be accepted.

ii. Upper age limit is relaxable by 05 years in case of SC/ST candidates, 3 years in case of OBC-NCL candidates and 10 years for Persons with Benchmark Disabilities (PwBD) candidates.

iii. Candidates availing the benefits of the relaxed criteria would be required to produce the relevant documents at the time of documents verification for verifying their eligibility for the above – mentioned criteria. **Falling to do so will lead to rejection of candidature under relaxed standards.**

iv. Upper age limit is relaxable by additional 10 years for Ex-SM (ex-serviceman) up to the extent of service rendered in Defence Forces plus 03 years provided they have put in a minimum of 06 months service at a stretch, except Ex-servicemen who have already joined the Govt. Service on Civil side after availing of the Ex-servicemen status for the purpose of their engagement.

v. The candidates, who want to avail the benefit of reservation of Ex-servicemen and Armed Forces Personnel, must produce Discharge Certificate and Pension Papers. Similarly, the children of Ex- servicemen and children of Armed Forces Personnel must produce Discharge Certificate and Pension Papers OR Serving Certificate of his/her parents respectively (as the case may be) at the time of document verification.

B. EDUCATIONAL QUALIFICATION:

The candidate must have passed 10th class examination or its equivalent (under 10+2 examination system) with minimum 50% marks, in aggregate, from recognized Board and should also possess the National Trade Certificate in the notified trade issued by NCVT/SCVT.

Note: Candidates holding National Trade Certificate in "Wood Work Technician" under Craftsmen Training Scheme (CTS) shall also be eligible to apply for the "Carpenter" trade under the Apprentices Act.

C. MEDICAL FITNESS:

i. A person shall be eligible for being trained under The Apprentices Act, 1961 and The Apprenticeship Rules, 1992, as amended from time to time, if he or she satisfies the minimum standards of physical fitness as prescribed in the aforesaid act and rules.

ii. In accordance with Railway Board letter No. E(MPP)/2009/6/14 dated 04.12.2018, candidates have to bring a medical certificate at the time of document verification in a prescribed format as per The Apprentice Act, 1961 and para 4 of The Apprenticeship rules, 1992 (as amended from time to time).

iii. The medical certificate should be signed by Government authorized doctor (Gaz.), not below the rank of Asst. Surgeon of Central/State Hospital. The format of such certificate will be as uploaded on the notice board of official website of Railway Recruitment Cell, Eastern Railway, Kolkata (www.rrcer.org).

5. MODE OF SELECTION:

i. Selection of a candidate for training slot of a unit of Eastern railway will be on the basis of merit prepared in respect of all eligible candidates who apply against the notification. Merit list will be prepared on the basis of data/details filled up by candidates in the online application form. The formula given below in Para 5 iii will be followed for determining the merit. If any candidate fills up wrong details, then his/her candidature will be cancelled as soon as the discrepancy comes into the notice of Railway Administration.

ii. The Select list for Document Verification (DV) will be on the basis of average of marks in the Matriculation and ITI. **The formula given below in para 5 (iii) will be followed for determining the merit.** Merit list will be prepared trade/unit/community wise. Candidate must note that no centralized merit list will be formed.

iii. Merit list will be drawn for eligible candidates taking the average of percentage marks obtained by the candidates In both matriculation (with minimum 50% (aggregate) marks) and ITI examination giving equal weightage to both. **For example – A candidate secured 80.58% marks in Matriculation examination and 91.68% marks in ITI, then marks considered for selection will be ½ [80.58 + 91.68] = 86.13.**

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NOTE: - In case of two candidates having the same marks, the candidate having older age shall be preferred. In case the dates of birth are also same, the candidate who passed the matriculation examination earlier shall be considered first.

No provision for best of 5 subject and best of 4 subject will be considered.for the purpose of making the merit list for Act Apprentice.

iv. Candidates to the extent of 1.5 times of the notified training slots in the respective communities, as per merit prepared in view of above formula, will be called for Document Verification (DV) of unit, to cater to absenteeism and rejection etc.

v. Firstly, candidates should note that the list of DV eligible candidates will be shortlisted against 1:1 notified vacancy and they will be plotted against their option in respect of merit (average of class 10th percentage and ITI percentage secured). Such candidates will be placed against one slot in one unit and one trade and the said slot is blocked for the said candidate for appearing training. Such candidate who will be slotted as above is not considered against any other option/trade/unit and hence there is no repetition of such candidate in other option/ trade/unit.

vi. But for the rest of the 0.5 out of 1.5 to give opportunity of Apprentice training to more number of candidates, below ranked candidate as per merit (average of class 10th percentage and ITI percentage secured) will be given opportunity to appear in DV in different unit as per preference is provided by the candidate in his/her online application.

vii. Now it may be noted that, among such candidate of (vi) above , one candidate will only get slotted to a trade of his/her choice only if the option chosen by the candidate get matched with the available vacancy in the trade in the said unit after the full power ids given to a Chairperson RRC/ER.

viii. However, the opportunity for training will be given to candidates who are selected as per merit order of their respective community, in the ratio of 1:1 of notified training slots, subject adhering to other prescribed criteria as per railway rules, for example – medical fitness in required category and rules for verification of a candidate etc.

ix. A candidate will get selected for training in ONLY one unit of Eastern railway as per procedures mentioned above, based on the comparative community wise merit position of candidate and as per available training slots in his/her trade.

x. **In case of any dispute, the decision taken by the Railway Administration will be final.**

6. APPLICATION FEES:

i. **Application fees (non-refundable) is Rs.100/- (Rupees One hundred) only. No fee, however, is to be paid by the SC/ST/PwBD/Women candidates).**

ii. The payment of fees will have to be made online through 'Payment Gateway' available with online Application Form while filling up the online Application Form. The payment can be made by using Debit Card / Credit Card / Internet Banking etc. Transaction charges for online payment, if any, will be borne by the candidate. At times, there may be server issues because of huge rush, which may affect the online payment system. In such scenario, the candidate needs to login fresh and attempt again.

iii. During submission of online application, a registration number will be issued to each applicant; candidates are advised to reserve/note their Registration Number.

7. HOW TO APPLY:

i. Before applying, the candidates should ensure that he/she fulfils all the eligibility criteria. If at any later stage, the particulars furnished by the candidate are revealed to be not conforming with the eligibility criteria, his engagement will be terminated forthwith. All annexures in the given formats for claiming fees exemption, reservation, age relaxation, etc. must be submitted at the time of verification of documents.

ii. The candidates are required to apply ONLINE by visiting the link provided on the Notice Board of official website of RRC/ER Kolkata (www.rrcer.org). They must go through the detailed instructions before filling up the online applications.

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iii. All relevant /boxes must be carefully filled up by the candidate. The particulars (including spellings) must match with the details available in the Matriculation certificate like name, father's name, date of birth etc.

iv. The candidates should fill the relevant columns regarding their community as per the government issued certificates for SC/ST/OBC/EWS and physical disability.

v. Candidates can apply for any unit of Eastern Railway for training as Act Apprentice Trainee as per notified training slots of units of Eastern Railway through this notification. However, they would have to exercise options for giving preference to units for training.

vi. The candidates are advised to indicate their mobile numbers and valid e-mail IDs which need to be kept active over the entire process of selection, since communication for further selection process will be made through these media. No letter will be sent by post from RRC/ER.

NOTE: - **The candidate will be responsible for the genuineness of the documents uploaded on the website. If at a later stage, it is found that the documents uploaded by the applicants are not genuine or as per the criteria decided by the Railway administration, the Railway administration reserves the right to cancel the candidature of the candidate. Any legal issue regarding this notification will be determined at Competent Court of Kolkata.**

8. Documents to be uploaded:

a. Scanned Photograph – Candidates are required to upload their good quality and contrast colour photograph, not more than 3 months old, at the space provided in the online Application Form. The scanned photo should be in the JPG/JPEG format and within the specified file size as mentioned in the Application Form. The photograph should be clear, without cap or sunglasses and should have defined edges. The candidates should also keep 10 copies of the same photograph for future purposes.

b. Scanned signature – Candidates are required to upload their full signature at the space provided in the online Application Form, which has to be in JPG/JPEG format and within the specified file size as mentioned in the Application Form. The application submitted without signature will be summarily rejected.

c. Standard 10th mark sheet – pdf format with specified file size as mentioned in the application form.

d. ITI Certificate from NCVT/SCVT - pdf format with specified file size as mentioned in the application form.

e. Community certificate for SC/ST/OBC/EWS - pdf format with specified file size as mentioned in the application form.

f. PwBD Certificate in pdf as applicable with specified file size as mentioned in the application form.

NOTE: The format of the Community certificates, EWS certificate and PwBD certificate shall be as per the document uploaded in the website (www.rrer.org).

i. All other relevant columns of the Application Form should be filled up by the candidate.

ii. After final submission of online application, no candidates will be allowed to do any type of correction/alteration online.

iii. **The Railway Recruitment Cell (RRC) / Eastern Railway reserves the right to reject the incomplete applications.**

iv. Candidates are advised to take a print out of the filled-up online Application Form after all details have been filled and the Form has been confirmed to have been submitted.

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v. **Help Desk** – For any problems in submitting the applications online or printing of the application, candidates can seek help line provided during the application process and notified on website of RRC – ER (www.rrcer.org).

9. INVALID APPLICATIONS:

The applications having any one of the following deficiencies/discrepancies or irregularities will be summarily rejected:

a. Signature in Block/Capital Letter.
b. Left Thumb Impression/Signature not affixed on the application and at prescribed place.
c. Smudged/Blurred LTI**.**
d. Caste certificate and other certificates not uploaded and not obtained from appropriate authority.
e. Non-payment of prescribed fee (where applicable).
f. Not having requisite educational and/ technical qualification as notified.
g. More than one application by single candidate.
h. Applications send by any other mode than the online mode.
i. Any other irregularities which are considered invalid by RRC.

Note: This list is only illustrative and not exhaustive. The applications will be rejected if any other irregularity/deficiency is noticed by RRC at any stage.

10. OTHER IMPORTANT TERMS AND CONDITIONS:

i. The candidates finally engaged will be provided Stipends at the prescribed rate as per extant provisions.

ii. **This notification is purely for apprenticeship training and not for employment.** Training in Railway establishments under the Apprentices Act, 1961 does not; by itself confer any right, whatsoever, for appointment in railway services by default.

iii. However, 20% of the vacancies notified to be filled up in Level – 1 recruitment notification (erstwhile Gr. 'D' category posts (Grade Pay – Rs.1800/-) shall be filled up by giving preference to the Course Completed Act Apprentices trained in Railway establishments and possessing National Apprenticeship Certificates granted by NCVT, subject to such candidates found suitable in other aspects and they have scored the minimum qualifying marks in the written examination.

iv. In matters of determination of eligibility and admitting the candidature of applicants, the decision of RRC/ER shall be final.

v. The Eastern Railway administration does not take any responsibility for sending replies to the candidates not selected or not called for.

vi. The selection is purely merit based and the Railway does not appoint any facilitation centre/coaching centre for the said selection. The candidates are advised to be aware of/avoid unscrupulous elements promising selection. If they come across such occurrences, they are advised to bring it to the notice of the SDGM/ER and local police with copy to this office.

vii. RRC-ER will not be responsible for any inadvertent errors and reserves the right to correct such errors.

Necessary Annexures and Format of Medial Fitness Certificate are attached.

Sd/-
Chairperson
Railway Recruitment Cell
Eastern Railway

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Annexure - I

FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari* .....son/daughter* of Shri..... V i l l a g e / Town …….. / D i s t r i c t / D i v i s i o n * ..... of the.....State/Union Territory* belongs to the. ..... Caste*/Tribe which is recognised as a Scheduled Caste / Scheduled Tribe (tick whichever is applicable) under:-

*The Constitution Scheduled Castes Order 1950.
*The Constitution Scheduled Tribes Order 1950.
*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;
*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;
[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Reorganisation Act 1960, the Punjab Re- organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re- organisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]
The Constitution (Jammu and Kashmir) Scheduled Castes Orders, 1956
The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (Amendment) Act, 1976
The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.
*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962
*The Constitution (Pondicherry) Scheduled Castes Orders, 1964
*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967
*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968 *The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968 *The Constitution (Nagaland) Scheduled Tribes Order, 1970. *The Constitution (Sikkim) Scheduled Castes Order, 1978
*The Constitution (Sikkim) Scheduled Tribes Order, 1978
*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.
*The Constitution (SC) Orders (Amendment) Act, 1990
*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991
*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996
*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002 *The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.
*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.

2. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri/Srimati*.....father/mother*.....of Shri/Srimati/Kumari .....of V i l l a ge / To w n * ……..i n / D i s t r i c t / D i v i s i o n * ..... o f t h e State/UnionTerritory*…….who belongs to the ..... Caste*/Tribe which is recognised as a Scheduled Caste/ Scheduled Tribe in the Station/ Union Territory* issued by the..... dated.

3. Shri/Srimati/Kumari* and /or* his/her* family ordinarily resides in Village/Town* ..... District/ Division* of the State/ Union Territory* of.....

*Please delete the words which are not applicable.
@ Please quote the specific presidential order.
% Please delete the Paragraph, which is not applicable.

Note: (a) The term “ordinarily reside(s)” used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950: Officers competent to issue caste/tribe certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate /Executive Magistrate / Extra Assistant Commissioner. 2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate. 3. Revenue Officers not below the rank of Tehsildar.
4. Sub-Divisional Officer of the area where the candidate and / or his / her family normally reside(s). 5. Certificates issued by Gazetteed Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

Place .....
Date .....

Signature .....
Designation .....
(With seal of Office)
State/ Union Territory .....

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Annexure-II

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kumari ..... son/daughter of ..... of Village/Town ..... in District/Division ..... in the State/ Union Territory ..... belongs to the ..... community which is recognised as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No..... dated..... *

Shri/Smt./Kum.*. ..... and/or his/her family ordinarily reside(s) in the..... District/Division of the..... state/Union Territory. This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017*.

Date:

DISTRICT MAGISTRATE / DY. COMMISSIONER ETC.
(Seal)

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.

* As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

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Annexure-IIA

DECLARATION

Proforma for declaration to be submitted by Other Backward Class Candidates

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"I,..... son/daughter of Shri ..... resident of Village/Town/ City ..... district .....State ..... hereby declare that I belong to the ..... (indicate your sub caste) community which is recognised as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No. 36012/22/93-Estt.(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08.03.1993 and its subsequent revisions through O.M.No.36033/1/2013-Estt. (Res)

dated 27.05.2013 and 13.09.2017.

Place: Signature of the Candidate

Date: Name of the candidate

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Annexure - III

Disability Certificate

FORM-II

(In cases of amputation or complete permanent paralysis of limbs and in cases of blindness)

(See Rule 4)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent PP Size Attested Photograph (Showing face only) of the person with disability

Certificate No.: Date:

This is to certify that I have carefully examined

Shri/Smt/Kum.....son/wife/ daughter of Shri.....Date of Birth (DD/MM/YYYY)..... Age.....Years, Male/Female..... Registration No. ..... Permanent Resident of House No. .....Ward/Village/Street ..... Post Office..... District..... State.....

Whose photograph is affixed above, and am satisfied that:

(A) He/she is a case of:

*Locomotor Disability

*Blindness

(Please tick as applicable)

(B) The diagnosis in his/her case is .....

(1) He/She has .....% (in figure ..... percent (in words) permanent physical impairment/ blindness in relation to his/her ..... (part of body) as per guidelines (to be specified).

(2) The applicant has submitted the following document as proof of residence:

Nature of Document	Date of Issue	Details of authority issuing certificate

Signature/Thumb Impression of the person in whose favour disability certificate is issued

(Signature and Seal of Authorized Signatory of notified Medical Authority)

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Annexure - IV

Disability Certificate
FORM-III
(In case of multiple disabilities)
(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)
(See Rule 4)

Recent PP Size Attested Photograph (Showing face only) of the person with disability

Certificate no:..... Date:
1 This is to certify that we have carefully examined
Shri/Smt./Kum.....son/wife/daughter of Shri.....
Date of Birth(dd/mm/yyyy)..... Age..... years,
Male/Female..... Registration No. .....Permanent Resident of House No..... Ward/Village/Street..... whose photograph is affixed above and are satisfied that:

(A) He/She is a case of **Multiple Disability.** His/Her extent of permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below and shown against the relevant disability in the table below:

Sl. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/Mental Disability(in%)
1	Locomotor Disability	@		
2	Low Vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	£		
5	Mental Retardation	X		
6	Mental-illness	X		

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (to be specified), is as follows:
In figures: .....percent
In words : .....percent
2. This condition is progressive/non-progressive/likely to improve/not likely to improve.
3. Reassessment of disability is :
I not necessary, Or
ii) is recommended/after .....year .....months, and therefore this certificate shall be valid till .....(DD/MM/YYYY)
@ e.g. Left/Right/both arms/legs
# e.g Single eye/both eyes
£ e.g. Left/Right/both ears
4. The applicant has submitted the following document as proof of residence

Nature of Document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority

Name and seal of Member	Name and seal of Member	Name and seal of the Chairperson

Signature/Thumb impressionof the person in whose favour disability certificate is issued

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Annexure - V

Disability Certificate

FORM – IV

(In cases other than those mentioned in Forms II and III)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

(See Rule 4)

Recent PP Size Attested Photograph (Showing face only) of the person with disability

Certificate No.: Date:

1.This is to certify that I have carefully examined

Shri/Smt./Kum.....son/wife/daughter of Shri.....

Date of Birth(DD/MM/YYYY).....Age.....years. Male/Female.....

Registration No. .....Permanent Resident of House No..... Ward/Village/Street..... whose photograph is affixed above and am satisfied that he/she is a case ..... Disability. His/her extent of percentage physical impairment/disability has been evaluated as per guidelines (to be specified) and is shown against the relevant disability in the table below:

Sl. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/Mental Disability(in%)
1	Locomotor Disability	@		
2	Low Vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	£		
5	Mental Retardation	X		
6	Mental-illness	X		

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive/non-progressive/likely to improve/not likely to improve.

3.Reassessment of disability is:

(i). not necessary, Or

(ii) is recommended/after ..... years .....months and therefore this certificate shall be valid till ..... (DD)(MM)(YYYY)

@ e.g. Left/Right/both arms/legs

e.g. Single eye/both eyes

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:

Nature of Document	Date of issue	Details of authority issuing certificate

(Authorised Signatory of notified Medical Authority) (Name and Seal)	Countersigned [(Countersignature and seal of the CMO/Medical Superintendent/Head of Government Hospital in case the certificate is issued by a medical authority who is not a government servant (with seal)])

Signature/Thumb Impression of the person in whose favour disability certificate is issued

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District. The principal rules were published in the Gazette of India vide notification number S.O. 908(E).dated the 31st December, 1996.

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Annexure - VI

Government of_____

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)

Certificate No._____ **Date:_____**

VALID FOR THE YEAR_____

This is to certify that Shri/Smt./Kumari_____son/daughter/wife of _____permanent resident of _____,Village/Street _____Post Office_____ District _____ in the State/Union Territory _____Pin Code_____whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "family"** is below Rs. 8lakh (Rupees Eight Lakh only) for the financial year_____. His/her family does not own or possess any of the following assets***:

I. 5 acres of agricultural land and above;
II. Residential flat of 1000 sq. ft. and above;
III. Residential plot of 100 sq. yards and above in notified municipalities;
IV. Residential plot of 200 sq. yards and above in. areas other than the notified municipalities.

2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Signature with seal of Office
Name_____
Designation_____

Recent Passport size Attested Photograph of the Applicant

***Note 1**: Income covered all sources i.e. salary, agriculture, business, profession, etc.

****Note 2**:The term 'Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

*****Note 3**: The property held by a "Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

INDIAN RAILWAYS

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Annexure - VII

Income Certificate for EBC

Proforma for Waiver of Examination Fees to be submitted by Economically Backward Class(EBC)

1. Name of Candidate: .....

2. Father's Name: .....

3. Age: .....

4. Residential Address: .....

5. Annual Family Income (In words & Figures): .....

Date: .....

Signature:

Name:

Stamp of Issuing Authority:

Note: Economically Backward Classes will mean the candidates whose family income is less than Rs 50,000/- per annum. The following authorities are authorized to issue income certificates for the purpose of identifying economically backward classes:

(1) District magistrate or any other Revenue Officer up in the level of Tahsildar (2) Sitting Member of Parliament of Lok Sabha for persons of their own Constituency (3) BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways. (4) Union Minister may also recommend to Chairman/RRBs for any persons from anywhere in the country. (5) Sitting Member of Parliament of Rajya Sabha for persons of the district in which these MPs normally reside.

INDIAN RAILWAYS

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SCHEDULE-II (See rule 4)

Medical Fitness Certificate for Standard of physical fitness for Act Apprentice Training in Eastern Railway

Name of the Candidate-……

Father Name- ……

Category- ……..

Date of Birth/Age- …….

Trade & Name of Workshop/Unit- ……

Permanent identification marks - 1. …… ……

2. ……

Recent passport size photo as uploaded in application form

Photo to be attested by Medical Officer

SN	Standard of physical fitness	Observation of Medical Officer
1	A candidate should be free evidence of any contagious or infectious disease. He should not be suffering from any disease which is likely to be aggravated by service or is likely to render him unfit for service or endanger the health of the public. He should also be free from evidence of tuberculosis in any form, active or healed.	
2	**Height, Weight And Chest-** Candidates should satisfy the following minimum standards, namely: - HEIGHT: 137 centimeters; Weight: 25.4 Kilogram; Chest expansion should not be less than 3.8 centimeters irrespective of size of chest: Provide that where a candidate does not satisfy the said minimum standards but is certified in writing by a Medical Officer not below the rank of an Assistant Surgeon (Gazetted), to be physically fit for being engaged as an apprentice in a particular trade under the Apprentices Act,1961, he may be engaged as an apprentice in that trade.	
3	**EYES**- There should be no evidence of any morbid condition of either eye of the lids of either eye which may be liable to risk of aggregation of recurrence. Standard of Vision (A) Visual acuity: *Candidates having vision in one eye shall eligible to undergo apprenticeship training except in the following seventeen trades, namely:- (1) Electrician Aircraft (2) Watch and Clock Mechanic (3) Driver cum Fitter (4) Surveyor (5) Process Cameraman (6) Sirdar (7) Rigger (Engg. & Chem. Industry) (8) Shortfirer/Blaster (Mines) (9) Mate (Mines) (10) Mech. Radio &Radar Aircraft (11) Ceramic Moduler (12) Ceramic Caster (13) Ceramic Kiln Operator (14) Ceramic Press Operator (15) Ceramic Modeller (16) Ceramic Decorator (17) Optical worker. * Substituted vide GSR 221 dated 21st April 1993. (B) Colour vision: Not required	
4	**EARS**- Hearing must be good in both ears and there should be no sign of supportive disease. No hearing aid shall be permitted.	
5	**SKIN**- There should be no evidence of acute or chronic skin disease or chronic ulceration.	
6	**SPEECH:** Speech should preferably be without impediment.	

Should be printed on single page at both sides

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7	**ALIMENTARY SYSTEM:** 1. Candidates should have sufficient number of natural teeth (in healthy state) for mastication. 2. Spleen should not be palpably enlarged and there should be no evidence of tenderness in the splenic area. 3. Liver should not be palpable or tender. 4. There should be no oral sepsis. 5. There should be no sugar in the urine. 6. Candidates should not be suffering from haemorrhoids, fissures in and testis anal hernia or bubonocele or ischio-rectal abscess or hydrocele.	
8	**CARDIO VASCULAR SYSTEM:** 1. Blood pressure should not exceed 85 diastolic and 140 systolic. 2. Candidates with low blood pressure (i.e. systolic below 100) should be rejected. 3. There should be no sign of any cardiovascular disease.	
9	**RESPIRATORY SYSTEM:** Candidates should be free from all diseases of respiratory system. There should be no deformity of chest which may cause impediment to breathing.	
10	**GENITO URINARY SYSTEM**- There should be no evidence of genito urinary disease or any abnormality.	
11	**SKELETAL SYSTEM:** 1. The function of all limbs should be within normal limits. 2. There should be no evidence of serious deformity of the spinal column or of the extremities.	
12	**NERVOUS SYSTEM:** There should be no evidence of any disease of nervous system or of any mental disease.	
13	**GLANDULAR SYSTEM:** There should be no evidence of tuberculosis or other disease of the glandular system including the endocrine glands.	

Above medical fitness certificate should be signed by Government authorized Doctor (Gaz), not below rank of Asst. Surgeon of Central/State Hospital.

Signature of Medical Officer ……..

Name of Medical Officer ……..

Registration No… ……..

Designation ……..

Name of Central/State Govt. Hospital ……..

Seal of Medical Officer signing the certificate ……..

Should be printed on single page at both side

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