

**SOUTH CENTRAL RAILWAY
VIJAYAWADA DIVISION**

RECRUITMENT OF SCOUTS & GUIDES EMPLOYMENT NOTICE NO. 1/2013-14

Applications are invited in the prescribed proforma given below from the eligible Scouts & Guides candidates for Recruitment in Pay Band ₹ .5200-20200 with Grade Pay ₹1800/- in the erstwhile Group 'D' posts on Vijayawada Division against Scouts & Guides quota, who fulfill the following terms and conditions.

S.No.	Name of the post	Scale of pay	No. of posts
1.	Group – 'D' (Erstwhile)	₹ 5200 - 20200 in Pay Band-1 with Grade pay ₹1800/-	02 (Two)

- I. Qualification** : 10 th pass or ITI or Equivalent.
- II. Age** : Between 18 to 33 years as on 01.01.2014. Age relaxation of 05(five) years for SC/ST community and 03(three) years for OBC community applicants.
- III. Eligibility** : The candidates should fulfill the following norms for recruitment against Scouts & Guides quota.
- a) A President's Scout/Guide/Rover/Ranger
OR
Himalayan Wood Badge Holder
OR
Pre HWB Trained Scout Leader/Advanced Trained Guide/Leader/Captain.
- b) Should have been an active member of a Scouts Organization for at least 3 (three) years in the recent past (i.e 2010-2011, 2011-2012, 2012-2013) and continued to be active.
- c) Should have attended at least one event at National Level and one or two events at State Level or should have a good record of participation in Scouts/Guides Activities at unit/District level.
- IV. Whom to address:**
The applications filled either in English or in Hindi, in all respects along with its enclosures duly attested by Gazetted Officer, should be sent by ordinary post only in a cover addressed to the "**Senior Divisional Personnel Officer, South Central Railway, Vijayawada – 520 001**, duly mentioning on the cover as "Application for erstwhile Group 'D' post against Scouts & Guides quota".
- V. Examination Fee:**
Crossed Indian Postal Order of ₹ 100/- (total rupees hundred only) drawn in favour of the **Senior Divisional Personnel Officer**, South Central Railway, Vijayawada-520001 and for the candidates belonging to SC / ST Communities, Woman, Minority community and Economically Backward classes (whose family income is less than ₹ 50,000/- per annum) are exempted from the payment of fee. The fee is not refundable under any circumstances.
- VI.** The last date for receipt of the applications is **20.01.2014**. For residents of Assm, Meghalaya, Manipur, Arunachal Pradesh, Mizoram, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahoul & Spiti Districts and panji, sub-division of Chamba district of Himachal Pradesh and Andaman & Nicobar, Lakshadweep islands closing date is **03.02.2014**.
- VII.** The selected candidates have to submit a bond declaring that he/she will serve the Scouts & Guides movement, in addition to the normal official duties.
- VIII. Selection procedure:** Selection of the candidates will be by written Test, consisting of objective type questions relating to Scouts & Guides Organization and its activities, as per "Syllabus" given below, followed by Personality Test/Interview.

SYLLABUS FOR SELECTION UNDER SCOUTS AND GUIDES QUOTA FOR POSTS IN PAY BAND RS.5200-20200 WITH GRADE PAY RS.1800/-:

History of Scouting/Guiding: Law and promise; Organization –District & State level; Training Center - District and State level; Knowledge Books; Scouting for Boys/Guiding for Girls in India; Motto, left hand shake, Salute; Prayer & Flag Song; National Anthem; Know the National & Scouting flags; Social services at Various Occasions; Hiking, Proficiency Badges - How these are earned ? Stages in Scouting/Guiding. Thinking Day; Progressive Training of Scouts/Guides/Rovers/ Rangers; Pioneering; Handicrafts; Indian Railway Jamboree; National Jamboree; Jamboree on the Air.

IX. IMPORTANT INSTRUCTIONS:

- (i). The candidate should send attested copies of the following certificates only along with their application.
- (a) Certificate in support of Date of Birth.
 - (b) Certificate in support of Educational / Technical qualifications.
 - (c) Caste certificate issued by the competent authority in the prescribed proforma if he/she belong to SC/ST or OBC, Minority communities.
 - (d) Creamy Layer declaration also to be enclosed to the caste certificate in case of OBC.
 - (e) Certificates in support of Scouting and also continued to be active in the same.
 - (f) Income certificate for Economically Backward classes candidates.
Note:- proformas should be down loaded by the applicants from the website as per the instructions at Para (viii) below.
- (ii) If candidates already employed in Central/State/PSU should submit their applications through proper channel duly submitting service certificate and “ **NO OBJECTION**” certificate from the employer.
- (iii). The applications which suffers from material irregularities such as un-signed, signed in capital letters, incomplete, illegible without all enclosures, not in the prescribed format of the application, without attested copies of the certificates and applications which are in the opinion of Railway Administration is otherwise invalid will be rejected without intimation to the candidate. The applications received after the due date will not be entertained.
- (iv) The Railway Administration is not responsible for any postal delay.
- (v) The Railway Administration’s decision is final. The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of the application, penalty for false information, mode of selection, allotment of post to select candidates will be final and binding on the candidates. No enquiry or correspondence will be entertained by the Railway Administration in this connection.
- (vi) The Railway Administration reserves the right to cancel or to modify this notification without assigning any reason thereof.
- (vii) Canvassing in any form will disqualify the candidates.
- (viii) The prescribed proforma of the application is published in Employment News / Rozgar Samachar. Candidates are advised to log on to the website at www.scrailway.gov.in. for details of the notification, application form, prescribed proforma of SC/ST and OBC caste certificates, Creamy Layer declaration and income certificates etc as Annexures I to IV.

Candidates are also advised to down load the above proformas from the website, for submission along with the applications, wherever applicable.

Vijayawada,
Dt. .11.2013.

(P.SRINIVASULU)
Sr. Divisional Personnel Officer,
South Central Railway,
Vijayawada.

**APPLICATION FOR APPOINTMENT ON SCOUTS & GUIDES QUOTA IN PAY BAND
RS.5200-20200 WITH GRADE PAY ₹ 1800/- IN THE ERSTWHILE GROUP 'D'
POSTS- VIJAYAWADA DIVISION, S.C.RAILWAY**

EMPLOYMENT NOTICE NO. 1/2013-14

(To be filled in by the candidates in his/her own hand writing in English/Hindi)

The Sr. Divisional Personnel Officer,
South Central Railway,
Vijayawada.

Affix recent passport size photograph duly attested by a Gazetted officer.

Roll No. _____ (to be filled by the office only)

Details of Indian Postal Order:

IPO NO.	Issue of post office	Date of issue	Value Rs.

1. Name of the candidate (Block letters) :
2. Father's Name :
3. Address for communication :

4. Date of Birth : Day Month Year

5. Age on 01-01-2014 :

6. Nearest Railway Station :

7. Sex :

8. a) Whether belongs to SC/ST/OBC/UR :
(Also indicate Sub caste in case of SC/ST/OBC)

b) Religion :

9. Medium of Written Examination : English / Hindi

10. Educational qualifications (Academic & Technical):
(Copies of certificates duly attested should be enclosed)

S.No.	Examination passed	Name of the Institute/Board	Year & Month of passing	Class obtained

11. Scouting/Guiding Qualification:

Name of Award/Course	Year	Certificate No.	Date
Scouts/Guides			
Rover/Ranger			
(OR) Himalayan Wood Badges			
(OR) Pre HBW/Advanced Trained guide captain/ Leader			

NB: Photocopy of the certificates regarding activities for at least 03 years in recent past to be attached duly certified by the State/District commissioner(Scouts) for Scouts wings & Sate/District commissioner (Guides) for guides wing.

12. Event Participated:

Sl. No.	Status of the event	Name of the event	Place	Date	
				From	To
a)	International Event				
b)	National Event/ National Jamboree				
c)	Jamboree on Indian Railways				
d)	Event/Rallies participated at State level				
e)	Specialized Scouts/Guides Course (Pioneering/Mapping/Standard Judging course/Vocational craft course)				
f)	Rallies/competition/services etc. at District/Unit level				

13. Have you been active member of Scout/Guide Organisation for the last 03 years?
If yes, furnish supporting documents:

Year	Nature of Activity	Name of the Events
2010-2011		
2011-2012		
2012-2013		

NB: (a) Photocopy of the certificates regarding activities for at least 03 years in the recent past to be attached duly certified by the State/District Commissioner (Scout for Scout wings & Sate/District Commissioner (Guides) for Guide Wing. If the certificate is not signed by State/District commission, the candidature is liable for rejection. And also enclose certificate from the competent authority declaring that he/she is continued to be active in the Scouts/ Guides.

(b) Candidates may attach separate sheet if the space provided is not adequate.

14. If you are already employed give particulars :

- a) Name of the Organisation where employed: _____
- b) Period : From _____ TO _____
- c) Designation : _____
- d) Address of the Employer : _____

(Application should be forwarded through proper channel)

I hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. I understand that in the event of particulars or information given herein being found false or incorrect, my candidature for the recruitment on Scouts & Guides quota is liable to be rejected or cancelled and in the event of my mis-statement/discrepancy in the particulars being detected, after my appointment, my services are liable to be terminated without notice to me. I will serve the Scout / Guide movement, in addition to my normal duties, in the event of my selection.

Place:

Date:

Signature of the candidate

Name of the candidate:

(in Block Letters)

Enclosures:

1. Date of Birth certificate(SSC or its equivalent)
2. Caste certificate (SC/ST, OBC and Minority) and Creamy Layer declaration also to be enclosed to the caste certificate in case of OBC.
3. Certificates of academic & Technical qualifications
4. Certificates of Scouts & Guides
5. No objection certificate, if employed
6. Indian Postal Order as required.
7. Income certificate for Economically Backward classes (for fee exemption)

SC_ST CERTIFICATE FORMAT

This is to certify that Shri/ Shrimati */ Kumari*.....son/daughter*
of.....of Village*/ Town.....in District/Division*.....of
the State/Union Territory *.....belongs to Caste/ Tribe* which is recognised as a
Scheduled Caste* Scheduled Tribe Under :

- @ The Constitution (Scheduled Castes) Order, 1950
 - @ The Constitution (Scheduled Tribes) Order, 1950
 - @ The Constitution (Scheduled Castes) (Union Territories) Order, 1951
 - @ The Constitution (Scheduled Tribe) (Union Territories) Order, 1951
(as amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956
the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1956, the State of
Himachal Pradesh Act, 1970, the North Eastern Area (Reorganisation) Act, 1971 and the
Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976).
 - @ The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956
 - @ The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order
 - @ The Constitution (Dadra and Nagar Havli) Scheduled Castes Order, 1962
 - @ The Constitution (Dadra and Nagar Havli) Scheduled Tribes, Order, 1962
 - @ The Constitution (Pondicherry) Scheduled Castes Order, 1964
 - @ The Constitution Scheduled Tribes (Uttar Pradesh) Order, 1967
 - @ The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968
 - @ The Constitution (Goa, Daman & 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 and Kashmir) Scheduled Tribes Order, 1989
- % 2. Application in the case of Scheduled Caste/Scheduled Tribe persons who have migrated from
one State/Union Territory :
This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribe certificate issued to
Shri/Shrimati..... Father/Mother of Shri/Shrimati/Kumari*.....
.....of Village/ Town*..... in District/Division of
the State/Union Territory* who belongs to the Caste/Tribe* which is
recognised as a Scheduled Caste/Scheduled Tribe in the State/Union Territory*.....issued by
the..... (name of the prescribed authority) vide their No.....dated.....
- % 3. Shri */ Shrimati* /Kumari.....and/or his/her* family ordinarily
reside(s) in village / town *.....of..... District/Division of the State/Union
Territory of.....

Place _____
Dated _____
State / Union Territory

Signature _____
Designation _____
(With seal of office)

* Please delete the words which are not applicable.

@ Please quote specific Presidential Order.

% Delete the paragraph which is not applicable.

Note: The term 'Ordinarily' reside (s) used here will have the same meaning as in Section 20
of the Representation of the Peoples Act, 1950.

**** List of authorities empowered to issue Scheduled Caste/Scheduled Tribe Certificate:—**

- 1) District Magistrate/Additional District Magistrate/Collector/ Deputy Commissioner/Deputy
Collector/1st Class Stipendiary Magistrate/City Magistrate/Sub-Divisional Magistrate/
Taluka Magistrate/ Executive Magistrate/Extra Assistant Commissioner (not below the
rank of 1st Class Stipendiary Magistrate).
- 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 family normally
resides.
- 5) Administrator/Secretary to Administrator/Development Officer (Lakshadweep Islands).

OBC CERTIFICATE FORMAT**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri / Smt / Kumari..... son / daughter of Shri.....of village / town.....in District.....State belongs to.....Community which is recognized as Backward Class under;

- (1) Resolution No.12011 / 68 /93 -BCC (C) dated the 10th September 1993, published in the Gazette of India Extraordinary - Part - I Section 1, No.186 dt. 13th September 1993
- (2) Resolution No.12011 / 9 /94 -BCC dated the 19th October 1994, published in the Gazette of India Extraordinary - Part - I Section 1. No.163 dt 20th October, 1994
- (3) Resolution No.12011 / 7 /95 -BCC dated the 24th May, 1995, published in the Gazette of India Extraordinary - Part - I Section 1, No. 88 dt. 25th May, 1995
- (4) Resolution No.12011 / 44 /96 -BCC dated the 6th December, 1996, published in the Gazette of India Extraordinary - Part - I Section 1, No 210 dt 11th December, 1996.
- (5) Resolution No.12011 / 68 /93 -BCC, published in the Gazette of India Extraordinary - No. 129 Dated 8th July 1997
- (6) Resolution No.12011 / 12 /96 -BCC, published in the Gazette of India Extraordinary - No. 164 Dated 1st September 1997
- (7) Resolution No.12011 / 99 /94 -BCC, published in the Gazette of India Extraordinary - No. 236 Dated 11th December 1997
- (8) Resolution No.12011 / 13 /97 -BCC, published in the Gazette of India Extraordinary - No. 239 Dated 3rd December 1997
- (9) Resolution No.12011 / 12 /96 -BCC, published in the Gazette of India Extraordinary - No. 166 Dated 3rd August 1998
- (10) Resolution No.12011 / 68 /93 -BCC, published in the Gazette of India Extraordinary - No. 171 Dated 6th August 1988
- (11) Resolution No.12011 / 68 /98 -BCC, published in the Gazette of India Extraordinary - No. 241 Dated 27th October 1999
- (12) Resolution No.12011 / 88 /98 -BCC, published in the Gazette of India Extraordinary - No. 270 Dated 6th December 1999
- (13) Resolution No.12011 / 36 /99 -BCC, published in the Gazette of India Extraordinary - No. 71 Dated 4th April 2000

Shri/ Smt/ Kumari.....and / or his / her family ordinarily reside(s) in the..... District of the..... State. 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 O.M. No. 36012 / 22 / 93 Estt [SCT] dated 08.09.1993) and modified vide Government of India, Department of Personnel & Training O.M. No. 36033/3/2004-Estt.(Res) Dated 09.03.2004 and further modified vide Government of India, Department of Personnel & Training O.M. No. 36033/3/2004-Estt.(Res) Dated 14th October 2008.

Place _____

Signature _____

Dated _____

District Magistrate / Deputy Commissioner etc

NB: (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the People Act. 1950.

The authorities competent to issue caste certificates are indicated below: -

- (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st Class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tehasildar; and
- (iv) Sub-Divisional Officer of the area where the candidate and or his family resides.

Sub: Waiver of examination fee for women candidates, minority candidates and candidates belonging to economically backward classes.

Ministry of Railways [Railway Board] have decided to waive off the examination fee for women candidates and candidates belonging to minorities and economically backward classes.

2. Minorities will mean Muslims, Christians, Sikhs, Buddhists and Zorastrains [Parsis].

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

- [i] District Magistrate or any other Revenue Officer upto the level of Tehsildar.
- [ii] Sitting Member of Parliament of Lok Sabha for persons of their own constituency.
- [iii] BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme or Izzat MST issued by Railways.
- [iv] Union Minister may also recommend to Chairman/RRBs for any persons from anywhere in the Country.
- [v] Sitting Member of Parliament of Rajya Sabha for persons of othe district in which these MPs normally reside.

4. The income certificate issued by the authorities mentioned in Para-3 above would have to be on Format-A which is enclosed herewith. This would have to be issued on the letter head of the issuing authority.

**DECLARATION OF “OBC STATUS AND NON-CREAMY LAYER STATUS” TO BE
SUBMITTED BY THE CANDIDATE SEEKING RESERVATION AS OBCs, IN
ADDITION TO CERTIFICATE ISSUED BY THE COMPETENT AUTHORITY**

“I, _____ son/daughter of Shri
_____ resident of village/town/ city
_____ district _____ state
_____ hereby declare that I belong to the
_____ community which is recognized 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
8.9.1993. It is also declared that I do not belong to persons/section (Creamy Layer) mentioned in
column 3 of the Schedule to the above referred Office Memorandum dated 8.9.1993”.

Signature of the Candidate:-

Name of the Candidate:-

(In block letters)

Station:

Father’s Name:-

Date:

Full address of the Candidate:-

Authority: Ministry of Personnel, Public grievances and Pensions, Department of
Personnel and Training’s OM No.36033/4/97-Estt (Res) dated 25.7.2003.
Rly. Bd’s letter No. 2003-E(SCT)I/71/2 dated 31.7.2003 (RBE No.133/03).
CPO/SC letter No. P[R] 171/III dated 05.09.2003 (S.C. No. 158/2003)

FORMAT-A

FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD AS PER
PARA-3 OF LETTER No. E[RRB]/2009/25/21, DATED 28.10.2009.

INCOME CERTIFICATE FOR WAIVER OF EXAMINATION FEE

1. Name of the Candidate :
2. Father's Name :
3. Age :
4. Residential Address :
5. Annual Family Income :
[in words and figures] :
6. Date of issue :
7. Signature : _____
[Name]
8. Stamp of issuing authority :
