

Immediate

भारत सरकार
रेल मंत्रालय (रेलवे बोर्ड)
GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

No. 2023/Sec(E)/RC-3/26

New Delhi, dated 02.01.2024

Principal Chief Security Commissioner/RPF,
All Zonal Railways (including Kolkata Metro), RPSF, CORE & PUs.

IG (Con)- ECoR/NR,

Director,
JR RPF Academy, Lucknow and ZTI/RPF/KGP .


CSCs-KRCL & RDSO

**Sub: Procedure for recruitment of Sub-Inspectors (Exe.) and Constables
(Exe.) in RPF/RPSF.**

Please find enclosed herewith a copy of Directive No. 65 issued by the DG/RPF regarding procedure for recruitment of Sub-Inspectors (Exe.) and Constables (Exe.) in RPF/RPSF, which is self explanatory.

This is for your kind information.

DA: As above.


(Sarika Mohan) | 01
DIG/Establishment
Railway Board

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Directive No. 65

Sub: Procedure for recruitment of Sub-Inspectors (Exe.) and Constables (Exe.) in RPF/RPSF.

In exercise of the powers conferred under Rule 28 of RPF Rules 1987 read with section 8 of the RPF Act 1957, in supersession of concerned provisions contained in RPF Directive-43, the undersigned hereby issues the following Directive on the subject of recruitment in RPF/RPSF.

1. DETERMINATION OF VACANCIES

- i) No. of vacancies to be filled, shall be decided by the Ministry of Railways from time to time.

Note- The current round of recruitment is being done for filling up vacancies of 2000 in the rank of Constable and vacancies of 250 in the rank of Sub-Inspector in RPF/RPSF.

- ii) Instructions of the Government for introduction and maintenance of "post based roster" shall be scrupulously followed, while determining the category-wise vacancies.
iii) 10 % of vacancies shall be reserved for Ex-Servicemen as per Govt. of India's Instructions.
iv) 15% vacancies shall be reserved for women.
v) Sub para (iii) and (iv) will be in the nature of Horizontal reservation.

2. RECRUITMENT PROCESS

The recruitment shall be held in the following phases:

PHASE I: COMPUTER BASED TEST (CBT) – To be conducted by Railway Recruitment Board (RRB)

PHASE II: PHYSICAL EFFICIENCY TEST (PET) & PHYSICAL MEASUREMENT TEST (PMT) – To be conducted by Railway Protection Force (RPF)

PHASE III: DOCUMENT VERIFICATION- To be conducted by Railway Protection Force (RPF)

Note: The Document Verification shall be completed after PET/PMT.

3. NOMINATION OF NODAL OFFICER

IG/Headquarter or DIG/Establishment, Railway Board shall be nominated as the Nodal Officer who shall coordinate with Railway Recruitment Board in respect of conduct of the written examination and allied work related to the recruitment.

4. CONSTITUTION OF CENTRAL RECRUITMENT COMMITTEE

After completion of the written examination by Railway Recruitment Board, Physical Efficiency Test (PET), Physical Measurement Test (PMT) and Document verification, for the post of Sub-Inspectors shall be done by the Central Recruitment Committee (CRC) and for the post of Constables it shall be done by Regional Sub Committees (RSCs) under supervision of CRC for Constables, which shall be constituted by DG/RPF as follows:

Sl	Rank for which recruitment is to be conducted	Composition of Central Recruitment Committee (CRC) and functions
1.	Sub-Inspector (Exe) in RPF/RPSF	CRC-SI - Four (4) IG/DIG. It shall conduct Physical Efficiency Test, Physical Measurement Test and Document Verification at a venue to be decided by the senior most member of CRC with approval of DG/RPF. <i>[Senior most member of the Committee shall act as Chairperson of Central Recruitment Committee for Sub-Inspectors (CRC-SI) and shall be responsible for expeditious completion of process].</i>
2.	Constable (Exe) in RPF/RPSF	CRC-CT -Four (4) JAG/Senior scale officers <i>[Senior most member shall act as Chairperson of Central Recruitment Committee for Constable (CRC-CT)]. It shall supervise and coordinate with the Regional Sub Committees (RSCs) and the concerned PCSC/s where Physical Efficiency Test, Physical Measurement Test and Document Verification, is/are being held.</i>

5. CONSTITUTION OF REGIONAL SUB-COMMITTEES (RSCs) FOR CONDUCTING PET, PMT, & DOCUMENT VERIFICATION DURING RECRUITMENT OF CONSTABLES in RPF/RPSF:

i) There shall be four regional sub committees i.e. East, West, North and South which will conduct Physical Efficiency Test/Physical Measurement Test/Document Verification of Constables (Exe) to be constituted by nodal PCSCs of each Region with the approval of DG/RPF. Nodal PCSCs of each Region will be as under-

Region	Zonal Railway	Nodal PCSC
East	ER, ECR, ECoR, NFR & SER	ER
West	WR, WCR, CR, SECR	CR
North	NR, NCR, NER, NWR	NR
South	SR, SCR, SWR,	SR

The zonal PCSC having jurisdiction over the venue of Physical Efficiency Test/Physical Measurement Test/Document Verification shall extend all logistical support including ground, vehicle, imprest, etc. for the smooth conduct of PET, PMT and Document Verification.

ii) Composition of Regional Sub-Committees shall be as under:

Sl.	Rank	Composition of Committee
1.	Constable (Exe)	Four (4) JAG/Senior scale officers with senior most member as Chairperson.

6. REPRESENTATION OF DIFFERENT COMMUNITIES IN CRC-SI, CRC-CT AND REGIONAL SUB-COMMITTEES

i) Each committee, including Regional Sub-Committees, must have members to represent the SC/ST, OBC and Minority communities.

ii) Members of Central Recruitment Committee shall not be members of Regional Sub-Committee(s).

iii) All officers/staff involved in the recruitment process including Chairperson and members of CRC/RSC will give an undertaking that they do not have interest in selection of any candidate appearing and none of their relatives has applied for the post for which recruitment is being done.

7. ELIGIBILITY OF CANDIDATES

i) **Citizenship: Must be a citizen of India**

ii) **Educational Qualification and age:**

Category	Educational Qualification	Age	
		Min.	Max.
Sub Inspector (Exe)	Graduate from a recognized university.	20	25
Constable (Exe)	10 th pass or equivalent from recognized Board.	18	25

Note: Degree from a recognized university for Sub-Inspector (Executive) and matriculation certificate for Constable (Executive) from a recognized Board shall only be valid.

iii) Date of birth mentioned in Matriculation or equivalent certificate alone shall be acceptable. Age will be counted as on 1st July of the year if notification is issued between January and June; and 1st January of next year if notification is issued between July & December. Advertisement must specify cut-off dates for eligibility, for example "born between 02.07.1990 and 01.07.1997 (both days inclusive)".

iv) **Relaxation in Age (as per order of the Government of India):**

Sl.	Category	Age relaxation permissible beyond upper age limit
1.	SC/ST	5 years
2.	OBC	3 years
3.	Candidates who had ordinarily been domiciled in the Union Territories of Jammu, Kashmir & Ladakh during the period 1 st Jan 1980 to 31 st Dec 1989.	UR/EWS-5 years OBC-8 years SC/ ST-10 years

4.	Only for post of Sub Inspector: Central Govt. employees other than ex-servicemen. who have rendered not less than 3 years of regular & continuous service on date of reckoning.	UR/EWS-5 years OBC-8 years SC/ST-10 years
5.	Widows, divorced women and women judicially separated from husband but not remarried.	UR/EWS-2 years OBC-5 years SC/ST-7 years

v) **Special provisions for ex-servicemen:** Definition of "Ex-serviceman" shall be included in notifications, clearly mentioning that it does not include retired/discharged personnel of Central Armed Police Forces (CAPF). Ex-Servicemen will be required to clearly indicate all required particulars including community in the ONLINE Application and produce all documentary proofs including Community certificates in the prescribed format during document verification. Age may be relaxed beyond upper limit by 03 years for UR, 6 years for OBC and 8 years for SC/ ST after deduction of military service rendered (minimum of 6 months after attestation) from actual age as on the date of reckoning.

vi) **PHYSICAL MEASUREMENT**

Category	Height (in cms.)		Chest (in cms) (only for Male)	
	Male	Female	Unexpanded	Expanded
UR / OBC	165	157	80	85
SC / ST	160	152	76.2	81.2
For Garhwalis, Gorkhas, Marathas, Dogras, Kumaonese, and other categories specified by Govt.	163	155	80	85

8. **PUBLICATION OF EMPLOYMENT NOTICE**

- i) It shall be done by Railway Recruitment Board.
- ii) The notification shall be vetted by Security Directorate before issue by Railway Recruitment Board.

9. **ENGAGEMENT OF AGENCIES FOR PROCESSING OF APPLICATIONS AND CONDUCTING COMPUTER BASED TEST (CBT):** It shall be done by Railway

Recruitment Board as per their own norm.

10. **MODE OF FILLING UP OF APPLICATIONS BY APPLICANT AND OTHER CONDITIONS**

- i). It shall be as per the norms of the Railway Recruitment Board.
- ii) The notification shall clearly mention that each applicant (Constable/Sub-Inspector) shall be inducted in the RPF or RPSF, if selected. Selected candidates would be liable to serve anywhere in the country.
- iii) In the event of cancellation of notified vacancies, the examination fee will not be refunded.
- iv) Impersonators shall be liable for prosecution and their candidature shall be cancelled.

11. **EXAMINATION FEE:**

It shall be as per the norms of Railway Recruitment Board

11.1 MODES OF PAYMENT OF FEE:

It shall be as per the norms of Railway Recruitment Board

12. HOW TO APPLY:

It shall be as per the norms of Railway Recruitment Board

12.1 MODIFICATION OF APPLICATION:

It shall be as per the norms of Railway Recruitment Board

12.2 INVALID APPLICATIONS / REJECTIONS:

It shall be as per the norms of Railway Recruitment Board

12.3 HALL TICKET (e-call letter) FOR CBT:

It shall be as per the norms of Railway Recruitment Board

13. CANDIDATES TO ENSURE THEIR ELIGIBILITY BEFORE APPLYING:

It shall be as per the norms of Railway Recruitment Board

14. IMPORTANT INFORMATION FOR CANDIDATES: -

It shall be as per the norms of Railway Recruitment Board

15. PHASE - I- COMPUTER BASED TEST (CBT)

- i) The schedule of the Computer Based Test (CBT) shall be decided by RRB in consultation with the Nodal officer/RPF.
- ii) Date and time for CBT shall be fixed by Railway Recruitment Board. CBT shall be held at different centers across the country.
- iii) Language option: as per the norms of Railway Recruitment Board (RRB).
- iv) The standard of examination for Sub Inspector will be of graduation level and for Constable of Matriculation (10th Standard) level.
- v) It will be necessary to obtain 35% marks (30% marks by SC and ST candidates) to qualify in the CBT.
- vi) Details of time allowed and number of questions for CBT shall be decided by the RRB. For the purpose of guidance, however, the following norms can be preferred.

	Time allowed (In minutes)	No. of questions	General Awareness	Arithmetic	General Intelligence & reasoning
Sub Inspector (Exe)	90	120	50	35	35
Constable (Exe)	90	120	50	35	35



vii) The CBT questions will be designed as under:

- a. **General Awareness:** Questions will be aimed at testing the candidate's general awareness of the environment around him/her and its application to society; to test knowledge of current events and such matters of everyday observation and experience as may be expected of any educated person. The test will also include questions relating to Indian History, Art & Culture, Geography, Economics, General Polity, Indian Constitution, Sports, General Science, etc.
- b. **Arithmetic:** Questions on Number systems, whole numbers, decimal and fractions and relationships between numbers, fundamental arithmetical operations, percentages, ratio and proportion, averages, interest, profit and loss, discount, use of tables and graphs, mensuration, time and distance, ratio and proportion etc.
- c. **General Intelligence & reasoning:** Questions on analogies, similarities and differences, spatial visualization, spatial orientation, problem solving analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, arithmetical reasoning, verbal and figure classification, arithmetic number series, non-verbal series, coding and decoding, statement conclusion, syllogistic reasoning, etc.

viii) Candidates will be required to answer all questions and shall be awarded 01 (one) mark for each correct answer. $1/3^{\text{rd}}$ mark will be deducted for each incorrect answer (negative marking). No mark shall be awarded or deducted for questions not attempted.

ix) The language of question paper will be as per the norms of Railway Recruitment Board (RRB).

15.1 FINALISATION OF PROCESS AFTER COMPUTER BASED TEST:

- i) The result of Computer Based Test (CBT) shall be finalized by the Railway Recruitment Board (RRB) concerned.
- ii) The call letter for the PET/PMT will be issued by RRB in consultation with the Nodal Officer of RPF.
- iii) For the posts of Constables (Executive) and Sub-Inspector (Executive), candidates to the extent of 10 times the number of vacancies in each category for Male/Female/Ex-Servicemen candidates shall be called for PET and PMT from amongst the candidates who have secured minimum qualifying marks. However, in case, requisite number of candidates do not qualify in PET/PMT and it is assessed that vacancies in any category for Male/Female/Ex-Servicemen will not be filled up, additional candidates equal to 10 times the number which are likely to remain vacant after the first round of PET/PMT may again be called amongst the candidates who have secured minimum qualifying marks for a second round of PET/PMT. There shall be a maximum of two rounds of PET/PMT.
- iv) If vacancies of Female and Ex-Servicemen are not filled up after second round of PET/PMT, vacant posts will be filled up by male candidates of respective category.



v) Result of CBT shall be duly uploaded in the designated website of RRB with direction to candidates to frequently visit the site for downloading call letters for PET/PMT/Document Verification.

vi) Call letters for PET/PMT/Document verification shall be uploaded in the website at least two weeks prior to tests. "Instructions to candidates" will be provided with call letters wherein the candidates will be asked to come prepared for PET/PMT/DOCUMENT VERIFICATION and for stay at their own expense and arrangement for a few days at the venue. It shall also be specified that the Railways will not be liable to compensate the candidate in any way in case he/she suffers any injury during PET. The call letter should further clearly state that use of false certificates will attract criminal prosecution in addition to disqualification of candidature/subsequent dismissal from service, if appointed. No separate call letters shall be sent for document verification as it will be conducted immediately after PET/PMT test as the case may be.

15.2 PHASE II : PHYSICAL EFFICIENCY TEST (PET) & PHYSICAL MEASUREMENT (PMT)

i) On receipt of requisite data/records i.e. application data (including finger prints obtained at the time of application) and attendance data along with finger prints obtained at the time of CBT from Railway Recruitment Board, concerned Central Recruitment Committee will get the process of PET/PMT/Document Verification initiated. The zonal PCSC having jurisdiction over the venue of the Physical Efficiency Test/Physical Measurement Test/Document Verification shall provide all logistic support including ground, vehicle, imprest, etc. for the PET & PMT.

ii) The Central Recruitment Committee will be responsible for smooth and timely completion of the process of PET/PMT/Document verification for Sub-Inspectors and Constables. The Central Recruitment Committee for recruitment of Constables shall get the PET/PMT/Document verification conducted through the Regional Sub Committees which shall be equally responsible for smooth and timely completion of the process. The roll number wise list of candidates in each category to be called for PET/PMT shall be submitted by the Chairperson - CRC to the PCSC who will be responsible for completion of rest of the recruitment process.

iii) Central Recruitment Committee for SIs (hereinafter called CRC-SI) & Regional Sub Committees for Constables (hereinafter called RSC-CT) will ensure timely initiation and expeditious completion of process of PET/PMT immediately followed by document verification for their respective regions at the designated venues.

iv) The qualifying criteria of PET shall be as under:

Category	1600 metres	800 metres	Long Jump	High Jump
Sub Inspector (Exe)	6 min 30 secs	---	12 ft	3 ft 9 inch
Sub Inspector female (Exe)	---	4 mins	9 ft	3 ft
Constable (Exe)	5 min 45 secs	--	14 ft	4 ft
Constable female (Exe)	---	3 min 40 secs	9 ft	3 ft

NOTE: Ex-servicemen shall be exempted from PET. However, they will have to undergo PMT.

A Candidate must qualify in all Tests as per above norms to be eligible for consideration.



- v) The member who has conducted measurements/tests shall affix his signature to authenticate the result.
- vi) The work of conducting PET and PMT may be distributed amongst the members by the Chairperson of Central Recruitment Committee and Regional Sub Committee.
- vii) Signatures and digital impressions of both thumbs of all candidates appearing for PET and PMT will be obtained. The entire process of PET and PMT will be video-graphed in such a manner that the face and chest number of the candidates are clearly discernible.
- viii) Digital thumb impressions taken during PET/PMT will be matched with corresponding digital thumb impression taken during CBT to eliminate the possibility of impersonation.
- ix) For 1600 / 800 meters event only one chance will be given; for the remaining events viz. long jump and high jump, the candidates will be given up to 2 chances each.
- x) 1600/800 meters event will be conducted first followed by Height/Chest measurement followed by other 2 events (Long Jump/High Jump). The 1600/800 meters Race will be conducted using RFID technology.
- xi) All candidates qualifying in 1600 meters/800 meters event will be measured for eligibility with respect to height and chest. Chest measurements will be taken only for male candidates. If a male candidate's unexpanded chest measurement is below eligibility limit, expanded measurement shall not be taken and he shall be treated as disqualified.

Male candidates who do not have minimum height shall not be considered for measurements of chest and shall be treated as disqualified. Candidates who do not have minimum height, chest (unexpanded/expanded) shall be treated as having failed in PMT.

- xii) Candidates failing in PET/PMT shall be sent out of the venue after putting an indelible ink mark on the index finger of the left hand. Their call letters shall be collected.
- xiii) **PET/PMT is qualifying in nature. No marks are to be awarded.**
- xiv) **Grievance Redressal Mechanism:** Grievance Redressal Cells shall be constituted to receive, record and redress the grievances relating to Physical Measurement Test (PMT), separately for recruitment of Constables and Sub-inspectors as prescribed in para (a) and (b) below. Candidate must represent within 03 days of the date of the test to the PCSC in whose jurisdiction PET, PMT, Document Verification and Medical Examination is held who in turn will forward it to the nominated Grievance Redressal Cell. This must be mentioned in the employment notice and the call letter for PET and PMT. Details of complaints received shall be recorded in a register indicating action taken. Receipt of the complaint should be promptly acknowledged and the complaint disposed of within 2 days by the head of the respective Grievances Redressal Cell.
 - a) In case of recruitment of Constables, the Grievance Redressal Cell will be constituted by the PCSC in whose jurisdiction PET, PMT, Document Verification and Medical Examination is/are held. It shall be headed by DIG-cum-CSC in whose jurisdiction PMT is held and will act as the appellate authority,
 - b) In case of recruitment of Sub-inspectors, the Grievance Redressal Cell will be constituted by ADG/RPF. It shall be headed by an IG senior to the Chairperson of the CRC-SI. He will recheck the physical measurement and submit the report to ADG/RPF (appellate authority) on real-time basis for disposal.

- xv) The results of the PET and PMT shall be recorded on the PET Sheet immediately after the tests / measurements.
- xvi) After completion of the entire PET and PMT process, only qualified candidates shall be considered for document verification at the venue itself.

15.3 PHASE III: DOCUMENT VERIFICATION

FORMAT OF CERTIFICATES

- i) The following documents in original, as well as their self-attested photocopies, will be required for verification in respect of candidates who qualify in PET/PMT.
- Matriculation Certificate as proof of age,
 - Graduation / Matriculation Certificate as proof of educational qualification,
 - Caste Certificate (for SC, ST & OBC candidates) in the format prescribed for employment under Central Government
 - Discharge Certificate for ex-Servicemen,
 - Two copies of self- attested colour photograph,
 - No Objection Certificate (NOC) from the present employer in case of serving Govt. Employees,
 - Domicile certificate wherever applicable,
 - Certificate belonging to Economically Weaker Section in the format prescribed for employment under Central Government.
- ii) Those candidates who do not appear for document verification will not be considered in the final selection, irrespective of their performance in written examination and PET / PMT.
- iii) Central Recruitment Committee/Regional Sub-Committee conducting document verification will obtain digital impressions of both thumbs of the candidates and their signatures on an Attendance sheet as proof of their appearance.

NOTE-I: - Candidates who wish to be considered against vacancies reserved/or seek age-relaxation must submit the requisite/relevant certificate in original issued by the competent authority, in the prescribed format at the time of Document Verification. Otherwise, their claim for SC/ST/OBC/Ex-SM/EWS status will not be entertained and their candidature/ applications will be considered under General (UR) category, if eligible. Certificates obtained in any other format will not be accepted.

NOTE-II: - All Certificates should be either in English or in Hindi only. Where certificates are not in English / Hindi, self attested translated version (In Hindi /English) should be produced wherever /whenever required.

NOTE-III: - Minorities mean Muslims, Christians, Sikhs, Buddhists, Jains and Zoroastrians (Parsis) (further revision if any received till the closing date of this Centralized Employment Notice). If the certificate is not produced at the time of document verification, the candidature will be rejected. Economically Backward Classes have to submit income certificate at the time of document verification in the prescribed format on the letter head of the issuing authority.

NOTE-IV:- Further, in case of OBC candidates, the certificates should specifically indicate that the candidate does not belong to the Persons/Sections (Creamy Layer) mentioned in Column.3 of the Schedule of the Government of India, Department of Personnel and Training O.M.No.36012/22/ 93-Estt. (SCT) dated 08.09.93 & its subsequent revision through O.M.No.36033/3/ 2004-Estt. (Res) dated 09.03.2004, and further revision if any received till the closing date of this Centralized Employment Notice.

NOTE- V:- Failure to produce required documents will lead to disqualification of the candidate, except for Caste Certificate and EWS Certificate, in which case the candidate will be treated as unreserved. No extension of time for production of original certificates shall be given, except in cases where the Caste certificate/EWS certificate has been produced in a format other than prescribed, or where any certificate is claimed to have been lost / stolen (claim supported by FIR), in which case the candidate will be allowed a time extension of four (4) weeks.

iv) Central Recruitment Committee/Regional Sub Committee shall prepare a Broad Sheet consisting of columns for Roll no., Name, Father's Name, Category, Date of Birth, Height and Chest (unexpanded/ expanded), 1600 / 800 mtrs run, Long jump and High jump, indicating whether the candidate has qualified or not. The Broad sheet shall contain names of all candidates called for PET/PMT.

16. COMPILATION OF RESULT

i) SUB-INSPECTOR-

After completion of PET/PMT/Document verification, Central Recruitment Committee shall compile a Consolidated Broad sheet for each category, according to roll number, indicating the status and performance of all candidates who were called for Document Verification.

The broad-sheet shall be submitted by the Central Recruitment Committee/Regional Sub-Committee to Railway Recruitment Board for preparation of panel.

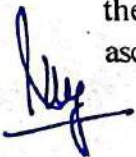
(a) The following chart shows the marks required for inclusion in the initial merit list:

Category	No. of marks in Written Examination	
	Total	Qualifying
SI (Exe)	120	UR/OBC = 42 SC/ST = 36

(b) Preparation of SELECT PANEL LIST:

It shall be prepared by the Railway Recruitment Board: A final merit list will be prepared in the descending order of marks obtained. A select panel list, limited to the number of vacancies in each category, will be prepared from the final merit list. List will show qualified candidates in each category. In case of shortfall in empanelment Railway Recruitment Board reserves the right to utilize the candidates down the merit list if required. This, however, will not confer any right on such candidates to be considered for appointment.

Candidates from SC, ST and OBC categories, selected purely on merit without availing any relaxation available to them, shall be counted against unreserved vacancies. If more than one candidate has obtained the same mark, the one who is senior in age will be placed above the one junior in age. In case the date of birth also happens to be the same they will be placed in ascending alphabetical order (a to z).



(c) The Central Recruitment Committee for SIs shall draw up the proceedings of the PET/PMT and Document verification along with broad sheet and submit it to the Railway Recruitment Board who will prepare the panels. It will submit the panels along with proceedings to the Director General, Railway Protection Force for his approval.

(d) The select panel list, once approved by the competent authority, shall be immediately released and placed by Railway Recruitment Board on the official websites.

(ii) **CONSTABLE-** After completion of PET/PMT/DV each Regional Sub-Committee shall compile a Consolidated Broad sheet for each category, for their region according to roll number, indicating the status and performance of all candidates who were called for Document Verification.

(a) The following chart shows the marks required for inclusion in the initial merit list

Category	No. of marks in Written Examination	
	Total	Qualifying
Constable (Exe)	120	UR/OBC = 42 SC/ST = 36

(b) **Preparation of SELECT PANEL LIST:** It shall be prepared by Railway Recruitment Board. The Chairperson of Regional Sub-Committee after completion of Document Verification shall submit the Consolidated Broad sheet for each category to the Central Recruitment Committee for Constable who shall draw up the proceedings of the PET/PMT and Document verification along with the broad sheet and submit it to the Railway Recruitment Board who will prepare the panels. It will submit the panels along with proceedings to IG/RPF/RPSF as nominated by DG/RPF, for approval. In case of shortfall in empanelment Railway Recruitment Board reserves the right to utilize the candidates down the merit list, if required. This, however, will not confer any right on such candidates to be considered for appointment.

(c) Candidates from SC, ST and OBC categories, selected purely on merit without availing any relaxation available to them, shall be counted against unreserved vacancies. If more than one candidate has obtained the same mark, the one who is senior in age will be placed above the one junior in age. In case the date of birth also happens to be the same they will be placed in ascending alphabetical order (a to z).

(d) The select panel list, once approved by the competent authority shall be immediately released and placed by Railway Recruitment Board on the official websites.

17. GENERAL INSTRUCTIONS

i) Signatures of the candidates on prescribed places at the time of CBT, PET, PMT and Document verification should be identical, either in English or Hindi, and must be in running hand and not in block/capital or disjointed letters. Signatures in different style or language, at the time of CBT, PET, PMT and Document verification may result in cancellation of candidature.

ii) It should be made clear that Name, Father's Name and Date of Birth as recorded by candidates in the Matriculation/High School Examination Certificate or an equivalent Certificate as on the date of submission of applications will be accepted.



iii) In case candidate has changed his name, then gazette notification or any other legal document as applicable should be submitted at the time of document verification. Such candidates should indicate their changed name in the application. However other details should match with the Matriculation or equivalent certificate. Date of such change should be prior to the date of application.

iv) Selection by RRB shall not confer upon candidates any right of appointment in the RPF/RPSF. The function of the RRB is to recommend names of selected candidates to competent authority who in turn shall direct the candidates for training subject to candidates being found medically fit and satisfying all eligibility criteria.

v) Selected candidates will have to undergo initial training.

vi) Any subsequent change(s) in the terms and conditions of the Centralised Employment Notice as per extant rules will stand good. RRB with the approval of DG/RPF shall reserve the right to incorporate any subsequent changes/modifications/ additions in the term & conditions to recruitment under the Centralised Employment Notice as necessitated and applicable.

vii) **Warning to be published with advertisement.** It shall be published by Railway Recruitment Board.

18. GENERAL PRECAUTIONS

i) NR will project adequate budget in the financial year for conduct of recruitment. Necessary funds will be made available by PCSC Northern Railway to RRB. PCSCs of the zones having jurisdiction over the venues of PET/PMT will incur expenditure for making logistic arrangements for PET/PMT/Document Verification and raise debit to NR which will be accepted by NR.

ii) All Members of Central Recruitment Committee/Regional Sub-committees will be responsible for correctness of all documents pertaining to PET/PMT/DV, which will be prepared carefully to avoid any future complication.

iii) Alterations/corrections must be avoided. All broadsheets, initial merit list and select panel list must be signed by all members of the Central Recruitment Committee/Regional Sub Committee, who will also put initial on any alterations made therein.

iv) Chairman and the members of the Central Recruitment Committee/Regional Sub-committees will be jointly and severally responsible to ensure that no malpractice or undesirable method is adopted in the Physical Efficiency Test (PET), Physical Measurement Test (PMT) and Document verification.

v) Overall responsibility for the smooth/fair/transparent conduct of CBT will rest with Railway Recruitment Board. Chairman-CRC-SI/CT will standardize the formats of broadsheets and other documents in respect of PET/PMT/DV. PCSCs of the concerned Zones/RPSF will be responsible for smooth and expeditious completion of process for PET/PMT/Document verification. Regional Sub-Committees shall prepare digital/computerized broadsheets so that the data may be easily stored, retrieved, compiled and used.

vi) To ensure smooth and uninterrupted process of recruitment, relatives of candidates and Force personnel not associated with the recruitment will not be allowed access to the venues of tests.



vii) Recruitment will be done in a manner so as to prevent impersonation. The recruitment process should be as transparent as possible.

viii) Members of Central Recruitment Committee/Regional Sub Committee will be entitled to claim payment for examination duties viz. conduct of PET, invigilation / supervision duty and physical measurement as per rates admissible to Railway officials.

ix) Progress of recruitment will be intimated to Security Directorate/Railway Board at every stage.

x) Entire record of recruitment will be kept preserved by Railway Recruitment Board for CBT and that of PET/PMT and Document verification with Chairman-CRC-SI and Chairman-CRC-CT. The time limit for disposal of old records shall be as per extant instructions of Railway Board.

19. Allotment of Zones/RPSF:

Based on the merit position of respective candidate in the panel and option submitted by him/her, the empanelled candidate will be allotted to a Zone or RPSF subject to administrative requirement.

20. Medical Examination: PCSCs of the Zone or RPSF in which the empanelled candidates are allotted, shall arrange for medical examination of selected candidates at railway hospitals. The records shall be kept preserved in the office of PCSC concerned.

21. The CRC/SI or CT as the case may be, will facilitate transfer of all documents related to each empanelled candidate to the PCSCs of the Zone/RPSF where the empanelled candidates are allotted. PCSCs of the Zone/RPSF will be responsible for preparation of individual folder in respect of each candidate, consisting of the following documents:

i) Documents related to Date of birth, Education qualification, Category, ESM status (if any) and EWS status (if any).

ii) Documents related to written examination PET/PMT and Document verification.

iii) Documents related to Medical examination.

iv) Documents related to Police verification.

v) Any other documents regarding any unique trait/ability/skill/achievement of the empanelled candidate (if available).

22. Retention of documents related to Recruitment: RRB will retain the documents related to recruitment as per its retention schedule. The documents regarding PET/PMT, Document verification, Medical Examination and Police verification will be retained by concerned PCSCs as per extant Railway guidelines.

23. Character and antecedent verification of candidates in the Select Panel List will be ensured by concerned PCSCs of the Zone/RPSF expeditiously. A blank attestation form shall be sent along with the call letter for PET, PMT, Document Verification and Medical Examination by Railway Recruitment Board and the candidate will be asked to report for above tests/verification along with filled in attestation forms to expedite the process. The filled in attestation form of the candidates who are shortlisted for Medical Examination shall be collected by the CRC-SI/RSCs-Constable and sent to concerned PCSCs of the Zone/RPSF.

24. DG/RPF may modify/alter any of the above instructions to meet circumstantial exigencies.

25. All members of CRC/RSC shall strictly adhere to the guidelines issued from CVC from time to time on the above subject.

DA:

Annexure A (Format for caste certificate for SC/ST)

Annexure B (Format for caste certificate for OBC)

Annexure C (Format for fee waiver for economically backward classes)

Annexure D (Format for fee waiver by minority classes)

Annexure E (Format for EWS certificate)

A correction slip for amendment in Chapter-II of RPF Establishment Manual-2019 will be issued in the matter.

DA: As above


14/24

**Director General
Railway Protection Force
Railway Board New Delhi**

Copy to:

Principal Chief Security Commissioners/Chief Security Commissioners/RPF, All Zonal Railways, ICF, KRCL, CORE, Construction, RDSO & RPSF.

Director/JR RPF Academy, Lucknow & Maula Ali

All Officers, Security Dte., Railway Board and all Branches/Security Dte.

**RAILWAY PROTECTION FORCE
FORM OF CASTE CERTIFICATE FOR SC/ST**

A Candidate who claims to belong to one of the scheduled castes or scheduled tribes should submit in support of his/her claim, a self attested copy of a certificate in the form given below from the district magistrate or the sub-divisional officer or any other officer as indicated below of the district in which his/her parents (or surviving parents) ordinarily reside and who has been designed by the State Government concerned as competent to issue such a certificate. If both the parents are dead, the officer signing the certificate should be of the district in which the candidate himself/herself resides otherwise than for the purpose of his/her own education. Wherever, photograph is an integral part of the certificate, the RPF would accept only self attested photocopies of such certificates and not any other attested or true copy.

(The Form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under the Government of India)

This is to certify that Shri
/Shrimati/Kumari* _____
Son/Daughter* of _____ of Village/
Town* _____
in district/Division* _____ of State/Union Territory*
_____ belongs to the _____ Caste/Tribe * which is recognized as Scheduled Caste/
scheduled Tribe * under :-

- the Constitution (Scheduled Caste) Order, 1950 * the Constitution (Scheduled Tribes) Order, 1950 *
- the Constitution (Scheduled Castes) *(Union Territories) Order, 1951*
- the Constitution (Scheduled Caste)*(Union Territories), Order, 1951 *
- (as amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956, the Bombay Reorganization Act, 1960, the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act. 1970 and the North Eastern Areas (Reorganization) Act, 1971) and the Scheduled Castes, Scheduled Tribes Orders (Amendment) Act 1976.
- the Constitution (Jammu and Kashmir) Scheduled Castes Order, 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 (Pondicherry) Scheduled Castes Order, 1964*
- the Constitution (Scheduled Tribes) (Uttar Pradesh) 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*

Shri/Shrimati/Kumari* _____ and or his/her*
family, reside(S) in village/town*
_____ of _____



District/Division* of the State/ Union Territory of _____

Signature _____

**Designation _____

(with seal of office) State/Union Territory*

Place _____

Date _____

* Please delete the words which are not applicable. @ Please quote the specific presidential order.

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

** Officers competent to issue Caste/ Tribe certificates:

**District Magistrate/ Additional District Magistrate/ Collector/Deputy Commissioner/ Additional 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) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate/Revenue Officers not below the rank of Tehsildar/Sub-Divisional Officer of the area where the candidate and / or his family normally reside(s).

Note: ST Candidates belonging to Tamilnadu State should submit caste certificate ONLY from the REVENUE DIVISIONAL OFFICER.

**RAILWAY PROTECTION FORCE
FORM OF CASTE CERTIFICATE FOR OBC**

This is to certify that
Son/Daughter of Shri
of Village/Town
District in
State belongs to
Community which is recognized as a
backward class under :- (indicate the Sub Caste above)

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



Shri _____ and / or his family
ordinarily reside(s) in the _____ District/Division
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 and Training O.M. No. 36033/3/2004-Estt.
(Res) dated 09-03-2004.

Place _____
Date _____

DISTRICT MAGISTRATE, DEPUTY COMMISSIONER ETC.

*Strike out whichever is not applicable

(With Seal of Office)

NB: (a) The term 'ordinarily' used here will have the same meaning as in Section 20 of the Representation of the Peoples Act, 1950. (b) The Authorities competent to issue caste certificate 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) (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate (iii) Revenue Officers not below the rank of Tehsildar, and (iv) Sub-Divisional Officer of the area where the candidate and / or his family normally reside(s).

OBC Certificate should not be older than one year from the date of closure of the Employment Notice.

**FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD OF
ISSUING AUTHORITY
FOR WAIVER OF EXAMINATION FEES FOR RPF EXAMINATION
(Economically backward classes only)**

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 :
.....

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 certificate for the purpose of identifying economically backward classes.

1. District Magistrate or any other Revenue Officer upto the level of Tehsildar.
2. Sitting Member of Parliament (Lok Sabha) for person of their own constituency.
3. BPL Card or any other certificate issued by Central Government under a recognized poverty alleviation programme for Izzat MST issued by Railways.
4. Union Minister may also recommend to RRB for any person from anywhere in the country.
5. Sitting Member of Parliament (Rajya Sabha) for person of the district in which the MP normally resides.



ANNEXURE D

RAILWAY PROTECTION FORCE

Proforma for declaration to be submitted by Minority Candidates along with the application for the posts against Centralized Employment Notice No/20..

"I _____ Son/Daughter of Shri
_____ resident of
Village/Town/City _____ District _____
_____ State

_____ hereby declare
that I belong to the _____ (indicate your religion), which is
notified as minority community by the Central Government.

Place:

Date:

Signature of the Candidate

Name of the Candidate

Government of

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS.

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.8 Lakh (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. and above;
- III. Residential plot of 100 sq. yards and above in notified the 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 Tribal 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 seat to determine EWS status.