

- (f) Candidates requesting for scribe will have to provide additional details of their Scribe [as per Annexure-V(D)] in the ONLINE application, so that RRBs can issue necessary e-call letters.
- (g) The qualification of scribe should be one step below the qualification of the candidate taking examination.
- (h) During the CBT, the e-call letters shall be signed by both candidate and scribe. Change of scribe is not permissible at the CBT venue and hence it is the responsibility of the candidate to ensure availability of the same scribe. However, under exceptional circumstances, change may be allowed duly recording reasons and filling the relevant details including photograph of the changed scribe.
- (i) Candidates availing the assistance of a scribe shall be eligible for compensatory time of 20 minutes for every hour of CBT.
- 11.6** All one-eyed candidates and candidates whose visual degree of disability is less than 40%, shall not be considered as VI and therefore shall not be eligible for engaging a scribe.
- 11.7** Selected PwBD candidates will be subjected to medical examination by Railway Medical Authorities after their DV and only those conforming to the prescribed Medical Standards, will be eligible for empanelment (against posts identified as suitable for their disability).
- 12.0** **NO OBJECTION CERTIFICATE (NOC) FROM PRESENT EMPLOYER:**
Candidates serving (including those undergoing induction training/probation) in any Central/State Government Department including Railways or Public Sector Undertakings, may apply directly to the RRBs duly informing their employer. Shortlisted candidates should produce an **NOC from the employer on the date of DV**, failing which their candidature will be cancelled.
- NOTE:** Candidates should note that in case a communication is received from their employer, by the RRB concerned, withholding permission to the candidates applying for/appearing in the examination, their application/candidature will be liable to be rejected /cancelled.
- 13.0** **RECRUITMENT PROCESS:**
- 13.1** **ONLY ONE online application** is required to be submitted by the candidate.
- 13.2** There shall be a CBT (computer based test) for all the notified categories followed by document verification. However RRB reserves the right to conduct additional CBTs if considered necessary for all or for a limited number of candidates as may be deemed fit by RRBs.
- 13.3** The date, time & venue of the CBT/ONLINE Examination, will be fixed by the RRB & will be intimated to the eligible candidates in due course. Request for postponement of the Examination & change of centre/Venue will not be entertained under any circumstances.
- 13.4** **The Question paper for Single Stage CBT will be of 90 minutes duration for 100 questions** and 120 minutes for PwBD candidates who are availing the Scribe facility.
- 13.5** The question papers shall be of objective multiple-choice type with four options. Only one of these four options will be the correct answer.
- 13.6** The standard of questions for the Single Stage CBT(Computer Based Test) will be generally in conformity with the educational standards and/or minimum professional/technical qualifications prescribed for the posts. The questions will be of objective type with multiple choice and are likely to include questions pertaining to Professional ability (syllabus at Annexure-C), General awareness, Arithmetic, General Intelligence & Reasoning, and General Science.
- 13.7** Section-wise marks: The section wise number of questions and marks are detailed below
- | Subject | Number of questions | Marks allotted |
|--|---------------------|----------------|
| Professional ability | 70 | 70 |
| General Awareness | 10 | 10 |
| General Arithmetic, General Intelligence and reasoning | 10 | 10 |
| General science | 10 | 10 |
| Total | 100 | 100 |
- 13.8** There shall be negative marking in CBT (Computer Based Test/Examination) and marks shall be deducted for each wrong answer @ 1/3 of the marks allotted for each question.
- 13.9** **Shortlisting of candidates for Document Verification and empanelment** will be made strictly on merit based on the performance of the candidate in the CBT subject to securing minimum qualifying marks prescribed for their communities. Minimum qualifying mark prescribed for UR/EWS is 40%, OBC & SC is 30% and ST is 25%. If sufficient candidates for PwBD are not available 2 marks relaxation in minimum qualifying marks will be given.
- 13.10** Based on the performance of candidates in the CBT Examination candidates equal to the number of vacancies will be called for document verification in the main list = 1:1= No Standby list.
- 13.11** During document verification, candidates will have to produce their original certificates. No additional time will be given and the candidature of the candidates not producing their original certificates on the date of verification is liable to be forfeited.

- 13.12 Empanelment of candidates will be based on merit i.e. marks obtained in the CBT and subject to successful completion of document verification and passing prescribed medical examination.
- 13.13 Appointment of selected candidates is subject to their passing requisite Medical Fitness Test to be conducted by the Railway Administration/RRB, final verification of educational and community certificates and verification of antecedents/character of the candidates.
- 13.14 Railway Recruitment Board only recommends the names of successful and empanelled candidates to Zonal Railways/Production Units. The process of appointment thereof will be done by the Principal Chief Personnel Officer of the Railway/Production Unit concerned.
- 13.15 **NOTE :** - Candidates are not permitted to use calculators and other electronic gadgets. They should not, therefore, bring the same inside the Examination Premises. If any candidate is found to possess mobile phone, Bluetooth or any other means of wireless communication, in working or switched off mode, his/her candidature shall be cancelled forthwith and he/she will be debarred from RRB examinations besides legal action as deemed fit.
- 13.16 Candidates will have to download the city and date intimations, e-call letters and travel authority (wherever applicable) from the links provided on the official websites of RRBs. Candidates should read the instructions on the e-Call Letter carefully and follow them scrupulously. Failure to comply with the instructions may lead to cancellation of their candidature.
- 13.17 **Normalization of marks:**
Short listing of Candidates for the DV shall be based on the marks obtained by them in the CBT. However, sometimes the examination may be conducted in multi-sessions. If multiple sessions of CBT are conducted then the marks will be normalized. In such a scenario short listing of candidates for the DV shall be based on the normalized marks.
- 13.18 **Document Verification (DV):**
- (a) Candidates will be shortlisted for Document Verification based on their marks and merit in the CBT for the respective Posts/Pay Levels. The number of shortlisted candidates will be equal to the number of vacancies.
 - (b) In case two or more candidates secure equal marks, their merit position shall be determined by age criteria i.e., the older candidate shall be given higher merit than the younger candidate.
 - (c) Appointment of selected candidates is subject to their passing the requisite Medical Fitness Test to be conducted by the Railway Administration and final verification of all essential documents and verification of antecedents/ character of the candidates
 - (d) Candidates may please note that RRBs only recommend names of empanelled candidates to the Railway Administrations concerned. The offer of appointment is issued only by the respective Railway Administrations.
- 14.0 HOW TO APPLY:**
- (a) Candidates must read all the information and instructions carefully before filling the ONLINE application to prevent mistakes.
 - (b) Candidates must first 'Create an account' for this CEN through the link given in the official RRB websites at para 14 (f) below. They must have an active personal mobile number and a valid email ID for receiving OTPs for account creation. No change in details filled in 'Create an Account' form (including mobile number and email ID) will be permitted later. If a candidate has already created an Account for CENs notified in 2024, he/she should use same Account credentials to log in and apply for this CEN (i.e.CEN No. 04/2024) as well.
 - (c) Each candidate is allowed to apply to only one RRB and only one common ONLINE application should be submitted by a candidate for any or all of the notified posts, in the order of preference in that posts, for which the candidate is eligible and interested to apply. Applications should be submitted only through any of the official RRB websites listed in Para 14(f) below. Once the application is submitted, the RRB selected shall be final for those posts. Applying to more than one RRB for the posts by a candidate will result in the rejection of all applications for that posts and debarment.
- Scribe for PwBD Candidates:** Indicate option for scribe if you are a PwBD candidate and eligible for scribe. Only the candidates suffering from Visually Impairment (VI) or the candidates whose writing speed is affected by Cerebral Palsy/muscular dystrophy/candidates with Locomotor disability (one arm)/Intellectual disability (Autism, specific learning disability and mental illness) are eligible for availing scribe against this CEN. In case you have firmed up the scribe, then enter the details of scribe such as name, father's name, educational qualification etc. The scribe so arranged should not himself/herself be the candidate for the notification for which the candidate is appearing and same scribe should not be engaged for more than one candidate. Minimum educational qualification of Scribes will be as per OM No. 29-6/2019-DD-III dated 10.08.2022 of Department of Empowerment of Persons with Disabilities. Ministry of Social Justice and Empowerment.