

NOTIFICATION
RECRUITMENT AGAINST SCOUTS & GUIDES
(Open Advertisement) QUOTA 2012-13

Employment Notice No.: S&GQ 2012-13 Dated: 04.08.2012
Date of issue: 04.08.2012 Closing date: 03.09.2012 up to 18.00 hrs. For residents of Andaman & Nicobar, Lakshadweep Islands last date will be 17.09.2012 up to 18.00 hrs.

Applications are invited for recruitment against Scouts & Guides Quota for the year 2012-13 for 2 posts in Group 'C' categories in Scale of pay ₹5200-20200+Grade Pay ₹1900/2000/- open to all candidates. The eligible and willing candidates can apply on the prescribed format annexed at **Annexure-'A'**.

1.0 QUALIFICATION: The candidate should have minimum qualification of matriculation or equivalent examination passed with 50% aggregate or higher qualification from any recognized Board/University. The condition of 50% marks is not applicable for those with higher qualification.

1.0 Minimum Scouts & Guides Qualification: The candidate should possess the following certificates in support of his/her Scouts & Guides qualification:- **(A)** President's Scout/Guide/Ranger/Rover; **OR** Himalayan Wood Badge Holder **OR** a 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 years in the recent past and should continue to be active. Candidates must attach continuity certificate issued, after the date of issue of this notification, by District Commissioner/scout & Guide. **(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.

3.0 Age:
3.1 The candidates should be aged between 18 to 30 years as on 01.01.2013.

3.2 Relaxation of Age:

Category	Relaxation of Age
SC/ST	05 Years
OBC	03 Years
Serving employees	(a) Up to the extent of service rendered, provided they have put in minimum 3 years continuous service subject to maximum 40 years of age for serving Group C & D Railway employees including Casual Labour/Substitutes. (b) Up to the extent of service rendered, maximum 5 years for staff working in Railway Canteen, Co-operative Societies and Institutes having minimum 3 years service therein.
Widows/Divorced judicially separated women	Widows/Divorced judicially separated women up to the age of 35 years. SC/ST 40 Years & OBC 38 Years relaxation of Age.
J&K - persons	J&K - persons who had ordinarily domiciled in the Kashmir during the period from 1st January 1980 to 31st December 1989 up to 5 years.

4.0 Mode of Selection:- The Selection of the eligible candidates will be on the following basis:-
(a) Written test (Objective type question as per syllabus) : 50 Marks
(b) Assessment of talent in the relevant field on the basis of S & G qualification over & above the minimum prescribed eligibility conditions : 35 Marks
(c) Personality test/Interview : 15 Marks
Total : 100 Marks

5.0 Proposed Syllabus for the written examination: "History of Scouting/Guiding; Law & Promise; Organization - District & State level; Training Centre -District & State Level; Knowledge of Book; 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; Organization at National level; National Training Centers, WAGGGS/WOSM; Uprashtrapati Award Competition; Prime Minister shield Competition; Community Development Programmes; Aims and Methods of scouting; How scouting is useful in producing better citizens, General knowledge etc.

6.0 Conditions for recruitment:

- Before applying candidate should ensure that he/she fulfils the eligibility norms.
- Before posting against any working post the candidate should have to pass the requisite medical examination prescribed for the post conducted by the Railway administration.
- For posts where there is initial training prescribed, he has to qualify the training before posting.
- Selected candidates, if posted as Clerk Cum Typist have to acquire typing skill within a period of 2 years at the speed of 30 words per minute in English or 25 words per minute in Hindi on Typewriter and if typewriting skills are tested on Personal Computers (PCs), then 40 words per minute in English or 35 words per minute in Hindi. If they will not acquire the requisite typing skill within two years their services will be terminated without any notice.
- A caste certificate on the prescribed format for recruitment in Central Government services issued by the competent authority in the case of SC/ST should be furnished for the purpose of taking relaxation as admissible.
- Selected candidates will be utilized by the administration for arranging activities/events etc. whenever need arises and they will also continue to perform the duties of the posts on which they shall be posted.

7.0 Serving candidates: The Candidate who is working in any Government or public sector undertaking including Railways should send the application through proper channel of the concerned departments. The candidate should submit the application well in advance so that after being forwarded by the department, it will be received in this office well in time i.e. before the closing date. No advance copy of the application will be entertained.

8.0 Examination fee (non refundable): ₹40/- in from of IPO (Rupees Forty only)

Note: i. All SC/ST, Women candidates/Muslims/Christians/Sikhs Buddhists/Zoroastrian (parsi) candidates are exempted from

payment of examination fees.

ii. Economically backward class candidates whose family income is less than ₹50,000 per annum are exempted from examination fee (They have to produce income certificate on latter head in prescribed format as shown in Annexure 'E'.

8.1 Mode of Examination Fee Payment: The examination fee ₹40/- should be paid in the form of Indian Postal Order, drawn in favour of the Dy. CPO/R, North Central Railway, Allahabad, Payable at Allahabad. The candidates should write their Name and Address on the IPO. IPOs obtained earlier to the date of issue of the employment notice will not be accepted. Cheques/drafts will not be accepted and application with Cheque/Demand Draft or IPO issued before issuance of this notification will be cancelled.

9.0 How to apply

9.1 Application shall be submitted on A-4 size quality white paper and should be in conformity with the format given in this notice. Candidates are advised to ensure that the application is legible, written in their own handwriting (English/Hindi) only one side of the paper, dated and signed. Use only international numerals (1, 2, 3, etc). The candidate must put his/her normal (English/Hindi) signature in running script on the application form at specified place. Thumb impression must be given on prescribed place. **(03)**

9.2 Photograph:- One recent passport size photograph in Scout/Guide uniform with clear front view of the candidate in normal attire without sunglasses/wigs (not older than one month of the date of notification) should be pasted on the application in the space provided and signed by the candidate on the top of the photograph. Two identical extra copies of the photograph to be firmly stitched to the application form with top initial & indicating candidate's name on the reverse of each photograph.

10.0 Enclosures: The following enclosures should be firmly attached along with the completed application form. (If the certificates are in a language other than English/Hindi, attested translation in English/Hindi should also be enclosed)

10.1 Crossed IPO amounting of ₹40/- should be firmly tied/annexed on the top of the application form mentioning their numbers, date of issue etc. in the appropriate column in the application form Annexure 'A'.

10.2 Self attested copy copies of the certificates in support of Age, Caste, Educational and mark-sheets, Scouts & Guides qualification should be enclosed along with the application form.

10.3 Self attested copy of community certificate issued by competent authority on prescribed format in case of SC/ST/OBC candidates (as given in Annexure 'B' & 'C'). OBC candidates should enclosed latest community certificate. Self declaration from OBC candidates regarding non-creamy layers status in the proforma as given in Annexure 'D'.

11.0 To whom apply:- The application complete in all respect along with all the enclosures duly attached by whom should be sent in a cover addressed to the Dy. Chief Personnel Officer/Recruitment, Railway Recruitment Cell, North Central Railway, Nawab Yusuf Road, Valmiki Chauraha, Allahabad (U.P) Pin Code -211001 on any working day (Monday to Friday) between 09.30 hrs to 18.00 hrs before closing date. Application should be sent by ordinary post or drop in box kept in this office. Application sent by registered post/courier or speed post will not be acknowledged. The envelop containing the application should clearly be super-scribed as "Application for Recruitment against Scouts & Guides Quota for the year 2012-13".

12.0 Invalid applications: Application of the candidates having any of the following discrepancies or irregularities will be summarily rejected:

- Application which is incomplete or illegible or unsigned or not forwarded by Dist. Commissioner/S&G or not in prescribed format as given in this employment notice.
- Application without requisite documents.
- Application which are not in English/Hindi language.
- Application without copies of certificates in proof of Age, Educational qualification, Community (where applicable) and Scouts & Guides achievement/certificates etc.
- Application without support of attested translated copies of certificates which are in a language other than English/Hindi.
- Application without examination fee in the form of Indian Postal Order (except the candidates who are exempted from payment of examination fees).
- Application without Scouts & Guides Uniform photograph affixing on prescribed place.
- Applications received after closing date will not be entertained.
- Self attested copy of community certificate issued by competent authority on prescribed format in case of SC/ST/OBC candidates (as given in Annexure 'B' & 'C'). Self declaration from OBC candidates regarding non-creamy layer status in the proforma as given in Annexure 'D'.
- The applications having deficiency, defect, and irregularities, without examination fee of ₹40/- (Which is non-refundable in any case) and incomplete information etc. **(04)**

13.0 The decision of the Railway Administration in all matters relating to eligibility, acceptance or rejection of the application, issue of free passes, penalty for false information, mode of selection, conduct of examination will be final and binding on the candidates and no enquiry or correspondence will be entertained by the Railway Administration in this connection. Railway administration reserves the right to cancel the candidature of the candidate at any stage of recruitment process and even after the selection/appointment of the candidate, if he/she does not fulfil the conditions specified in the notification.

14.0 The Railway Administration reserves the right to rectify inadvertent error, omission, if any.

15.0 Legal matters: Any legal matter arising out of this employment notice shall fall within the legal jurisdiction of North Central Railway only.

16.0 The Railway Administration will not be responsible for any postal delay or wrong delivery.

17.0 Canvassing in any form will disqualify the candidate.

18.0 Log on to our web site www.ncr.indianrailways.gov.in for updates regarding the Recruitment and for downloading the application form.

Abbreviation: GL-General, SC-Scheduled Castes, ST-Scheduled Tribe, OBC-Other Backward Class, IPO-Indian Postal order.

Encl. Application format (Annex 'A' to 'E')

Dy. Chief Personnel Officer/R
For Chief Personnel Officer

ANNEXURE-'A'
NORTH CENTRAL RAILWAY
APPLICATION FORMAT FOR RECRUITMENT AGAINST
SCOUTS & GUIDES QUOTA 2012-13
Employment Notice No. S&GQ 2012-13

To,
Dy. Chief Personnel Officer/R,
Railway Recruitment Cell,
North Central Railway,
Nawab Yusuf Road,
Valmiki Chauraha, Allahabad (U.P)
Pin Code-211001

Affix recent
Passport size
photograph duly
signed by the
candidate

- Name of the applicant in full (in Block letters) _____
- Name of the applicant in full (in Hindi) _____
- Father's/Husband's name (in block letters) _____
- Date of birth (In figure) DD MM YYYY (In words) _____
- Age (as on 01.01.2013) _____ Year _____
Months _____ Days _____
- Gender (Male/Female) : _____ 7. Nationality: _____
- Religion: _____
- Community : SC ST OBC UR 10. Nearest Railway Station _____
- Permanent Address _____
Ph No _____
- Postal Address (With PIN code) _____
- Educational qualification:

Exam Passed	Year of Passing	Name of the Board/School	Marks%	Class Division

- Two Identification Marks:
(i) _____
(ii) _____
- In case of serving employee (Attach "No objection Certificate" from the Employer)
(a) Name of the organization where employed _____
(b) Employed From _____ to _____
(c) Designation _____
(d) Address of the employer _____
- Date of joining the Scouts & Guides organization _____
- Write name of the Group in which you are member for last 03 years _____
- Scouts & Guides qualifications: (Please tick in the column and attach self attested copies of the respective certificates)

SN	Certificate/Qualification	Yes	No
1.	A President's Scout/Guide/Ranger/Rover OR A Pre-HWB trained Scout Leader/advanced Trained Guide/Leader/Captain		
2.	Should have been active member of a Scouts Organization for at least 3 years in the recent past and should continue to be active.		
3.	Should have attended at least one event at national and one or two events at State level		
4.	Should have a good record of participation in S&G activities at Unit/District level		

SN	Status of the Event	Name of the Event	Place	Date From	To
1.	International Event				
2.	National Event / National Jamboree				
3.	Jamboree in Indian Railways/event				
4.	Event/Rallies attended at State Level				
5.	Specialized Scouts/Guide courses (Pioneering/mapping/ Standard judging course/ vocational craft course)				
6.	Rallies/completion/services etc. at District/Unit Level.				

18. Other qualification/extra curricular activities _____ (Attach self attested copies)
19. Details of Indian Postal Order:

I.P.O. No.	Date of Issue	Name of issuing Post Office	Amount

20. Declaration in your own hand writing: I hereby declare that all the statements made in this application are true, complete and correct. In the event of any information being found false or incorrect or my self being not eligible in terms of eligibility criteria, my candidature/appointment is liable to be cancelled/terminated without any notice.

Place..... Left Thumb impression Applicant's signature in full
Date..... Hindi
English

21. The particulars given by the candidate in item No..... to are examined and found correct. His/her application is hereby forwarded for considering for the Gr. 'C' post against Scouts/Guides Quota for the year 2012-13.

Date..... Countersigned by Signature of District Secretary
Place..... Name:.....

Office Seal of DC District Commissioner
Official Address

Annexure 'B'
FORM OF CASTE CERTIFICATE FOR SC/ST CANDIDATES

1. Form of Certificate to be produced by a candidate belonging to Scheduled Caste or Scheduled Tribe in support of Claim
This is to certify that Shri/Smt/Kum* Son/Daughter* of of village /town* District/Division* of state/Union Territory* belongs to the Caste/Tribe* which is recognized as Scheduled Caste/Schedule Tribe* under.
The Constitution (Scheduled Caste/Scheduled Tribes) order, 1950

<p>The Constitution (Scheduled Caste/Tribe) (Union Territories) order, 1951 (as amended by the Schedule Caste and Scheduled Tribes Lists Modification) Order 1956 the Bombay Reorganisation Act 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas Reorganisation Act 1971 and the Scheduled Tribes Order (Amendment) Act, 1976.</p> <p>The Constitution (Jammu & Kashmir) Scheduled Caste order, 1956</p> <p>The Constitution (Jammu & Kashmir) Scheduled Tribes order, 1956</p> <p>The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order, 1962</p> <p>The Constitution (Dadra and Nagar Haveli) Scheduled Caste order, 1962</p> <p>The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order, 1962</p> <p>The Constitution (Pondicherry) Scheduled Caste order, 1964</p> <p>The Constitution Scheduled Tribes (Uttar Pradesh) order, 1967</p> <p>The Constitution (Goa, Daman and Diu) Scheduled Caste order, 1968</p> <p>The Constitution (Goa, Daman and Diu) Scheduled Tribes order, 1968</p> <p>The Constitution (Nagaland) Scheduled Tribes order, 1970</p> <p>The Constitution (Sikkim) Scheduled Caste order, 1978</p> <p>The Constitution (Sikkim) Scheduled Tribes order, 1978</p> <p>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 Scheduled Caste/Scheduled Tribe certificate issued to Shri/Smt/Kum*..... In District/Division*.....Of State/Union Territory..... who belongs to the Caste/Tribe* which is recognized as a Scheduled Caste/Scheduled Tribe* in State/Union Territory* issued by the (name of prescribed authority) vide their No. dated</p> <p>3. Shri/Smt/Kum*..... and of his/her * family ordinarily reside(s) in village/town* of District/Division* of State/Union Territory of place State/Union Territory Signature Date Designation (with seal of office)</p> <p>(*) Please delete the words which are not applicable Please quote specific presidential offer (*). Delete the Paragraph which is not applicable.</p> <p>Note: The term* Ordinarily resides* used will have the same meaning as in Section 30 of the Representation of the Peoples Act, 1950.</p> <p align="center">Annexure 'C'</p> <p align="center">Form of Certificate to be produced by Other Backward Classes applying for appointment to</p>	<p align="center">post under Government of India</p> <p>This is to certify that Shri/Smt/Kum* Son/Daughter* of of village District/Division* in State belongs to the community which is recognized as a backward class under:</p> <p>(1) Resolution No.12011/68/93-BCC(C) dated 10th September 1993, published in the Gazette of India –Extraordinary – part 1 Section 1, No.186 dated 13th September 1993.</p> <p>(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 20th October 1994.</p> <p>(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 25th May 1995.</p> <p>(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 11th December 1996.</p> <p>(5) Resolution No.12011/68/93-BCC published in the Gazette of India –Extraordinary No.129 dated 8th July 1997</p> <p>(6) Resolution No.12011/12/96-BCC published in the Gazette of India – Extraordinary No.164 dated 1st Sept. 1997</p> <p>(7) Resolution No.12011/99/94-BCC published in the Gazette of India – Extraordinary No.236 dated 11th Dec 1997</p> <p>(8) Resolution No.12011/13/97-BCC published in the Gazette of India – Extraordinary No.239 dated 3rd Dec.1997.</p> <p>(9) Resolution No.12011/12/96-BCC published in the Gazette of India – Extraordinary No.166 dated 3rd Aug.1998</p> <p>(10) Resolution No.12011/68/93-BCC published in the Gazette of India – Extraordinary No.171 dated 6th Aug.1998</p> <p>(11) Resolution No.12011/68/98-BCC published in the Gazette of India – Extraordinary No.241 dated 27th Oct.1999</p> <p>(12) Resolution No.12011/88/98-BCC published in the Gazette of India – Extraordinary No.270 dated 6th Dec.1999</p> <p>(13) Resolution No.12011/36/99-BCC published in the Gazette of India – Extraordinary No.71 dated 4th April 2000.</p> <p>Shri/Smt/Kum*..... and/or his/her * family ordinarily reside(s) in District/Division* of 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 OM No.36012/22/93- Estt (SCT) dated 8/9/1993.</p> <p>Date: District Magistrate/ Dy. Commissioner etc.</p> <p>Seal</p> <p>Note: The term* Ordinarily resides* used will have the same meaning as in Section 30 of the Representation of the Peoples Act, 1950.</p>	<p align="center">Annexure 'D'</p> <p align="center">DECLARATION BY APPLICANTS BELONGING TO OBC</p> <p>I Son/Daughter of Shri Resident of of Village/Town/City District State hereby declare that I belong to the Community which is recognized as a Backward class by the Govt. of India for the purpose reservation in services as per orders contained in Deptt. 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/section (creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08.09.1993.</p> <p>Signature:.....</p> <p>Name of the candidate:.....</p> <p>Date:..... Father's Name:.....</p> <p>Place:..... Address:.....</p> <p align="center">Annexure 'E'</p> <p align="center">FORMAT OF INCOME CERTIFICATE TO BE ISSUED ON LETTER HEAD AS PER PARA 3 OF THE LETTER No.E(RRB)/2009/25/21 dated 28/10/2009.</p> <p align="center">Income certificate for waiver of examination fees for examinations for Economically Backward Classes.</p> <ol style="list-style-type: none"> Name of candidate : Father's name : Age : Residential Address : Annual Family Income : (in words & figures) Date of issue : Signature : (Name of issuing authority) Stamp of issuing authority : <p>NB: Economically backward class will mean the candidates whose family income is less than ₹50,000 per annum. The following authorities are authorized to issued income certificate for the purpose of identifying economically backward class: (i) District Magistrate or any other Revenue Officer upto the level of Tahsildar (ii) Sitting Member or 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 Izzal 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 the district in which these MPs normally reside.</p> <p align="center">"Serving Customers with a Smile"</p>
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Size 25 × 18