

NORTH CENTRAL RAILWAY

Headquarters Office
Prayagraj

No. 797-E/Gaz/Selection/ANO (Gr. 'B')/NCR

Date: 01.02.2024

PCMD, MD, CHD, CMSs: PRYJ, CNB, JHS & AGC, SDGM, DRMs: PRYJ, JHS & AGC, Sr.DPOs: PRYJ, JHS & AGC, Dy.CPOs/HQ, APO/HQ.

Sub:- Selection for promotion from Gr. 'C' to Gr. 'B' to 03 post (02 –UR posts & 01-ST) of Assistant Nursing Officer in Level-10 of Pay Matrix for the assessment period from 01.04.2023 to 31.03.2025.

It has been decided to hold a selection for forming 'Provisional Panel' of Assistant Nursing Officers (Gr. 'B'), Level-10 of Pay Matrix in 7th CPC (Pay Band Rs. 15600-39100 + GP Rs. 5400 of 6th CPC) for filling up 03 vacancies (02 –UR posts & 01-ST) for the assessment period from 01.04.2023 to 31.03.2025.

The break-up of vacancies is given as under:-

Assessment year	UR	SC	ST	Total	PwBD
01.04.2023 to 31.03.2025	02	00	01	03	01

Instructions regarding reservation with benchmark disabilities (PwBDs) issued DoPT vide their letter OM No. 36012/1/2020-Estt. (Res.-II) dated 17.05.2022 circulated by Railway Board vide letter No. E(GP)2022/2/20 dated 18.08.2022 is being followed in the selection.

1. ELIGIBILITY

In terms of Board's letter No. E(GP)2005/2/42 dated 21.09.2005 (RBE No. 161/2005), the date of commencement of the vacancy period should be taken as the cut-off date for determining the eligibility of candidates for appearing in the selection for promotion from Gr. 'C' to Gr. 'B' post against the vacancies to be filled in the said period. As such the cut-off date for reckoning eligibility of candidates for appearing in selection for promotion to Gr. 'B' post of ANO (Gr. 'B') for the assessment period from 01.04.2023 to 31.03.2025 will be 01.04.2023.

The above is strictly based on integrated seniority list enclosed herewith as Annexure 'A'.

2. WILLINGNESS/UNWILLINGNESS TO APPEAR IN WRITTEN TEST

The names of 35 Group 'C' employees of Nursing cadre in seniority order in **Annexure 'A'**, enclosed herewith.

The contents of this notification may be got noted from the candidates concerned enlisted in Annexure 'A' to indicate their willingness or unwillingness to appear in the written test on the proforma enclosed as **Annexure 'B'** and submit the same in concerned Personnel Branch by **05.02.2024**. The applications may be forwarded to Gazetted Section, Personnel Branch, Headquarter office latest by **07.02.2024**. It is the responsibility of the candidate concerned to give his/her willingness/unwillingness to take part in the written test and failure to do so within the time period allowed will be treated as unwillingness on the part of the employee for appearing in the selection. Such employees who neither appear for the written examination nor indicate unwillingness will be treated as having availed an opportunity in terms of instructions as contained in Railway Board's letter No. E(GP)87/2/72 dated 11/01/1988. It is not necessary that all the candidates enlisted in **Annexure 'A'** from whom willingness/unwillingness is being sought will be eligible to be called in the selection.



The final list will be issued keeping in view willingness/unwillingness given by the employees within the target date fixed for submission of willingness/unwillingness. If willingness/unwillingness is not received by **05.02.2024** at concerned personnel branch office, it will be assumed that the employee is unwilling to appear in the selection and final list will be issued.

3. **PRE-SELECTION TRAINING TO ST EMPLOYEES**

The ST candidates shown in Annexure – 'A' are required to be given pre-selection coaching/training (3-4 weeks) to be organised by CMSs of PRYJ, JHS & AGC Division concerned immediately as per extant instructions contained in Railway Board's letter No. E(GP)2010/2/39 dated 28.08.2019. Sr. DMOs/DMOs/Officers in-charge will be personally responsible to spare the staff for pre-selection coaching/training well in time. The eligible ST candidates working in Headquarters Office should be attached with Prayagraj Division and other Units should be attached with adjacent Divisions for pre-selection Coaching/Training. Sr.DPOs, CMSs of PRYJ, JHS & AGC Division are nominated for arranging the pre-selection coaching in consultation with each other. In case any ST candidate is not interested for pre-selection coaching/training his/her written refusal may be obtained and sent to this office in original through special messenger before the date of written examination. All care has been taken to indicate ST status by this office. However, it may also be checked at your end and ensure that no ST candidate is left out from pre-selection coaching/training and the same may be advised to this office.

On completion of the Coaching/Training, a certificate to this effect and schedule of pre-selection coaching containing date, time, venue, name of the lecturer, topics/subjects & attendance sheet of eligible ST employees must be sent to this office. Proforma for sending the information is enclosed herewith as Annexure 'C'.

Please ensure that acknowledgement is obtained from individual ST community candidates well in advance and complete information regarding schedule of pre-selection coaching/training is communicated to them before pre-selection coaching/training starts and advice to this effect may also sent to this office.

4. **SCHEME OF EXAMINATION**

- Question paper will be of 2 hours duration.
- In terms of Railway Board's letter No. E(GP)2018/2/31 dated 19.03.2019 (RBE No. 53/2019), Question paper will be of 100 marks. It will consist of 110 question of 1 mark each including 10 questions on official language policy (1 mark each) as per Para 204.3 of IREM Vol-I of Rajbhasha Policy.
- The distribution of marks will be as under:-

<p>Section(A) Technical subject including official language policy will consist of 80 questions, out of which Technical subject consists of 70 questions (1 marks each) and 10 questions on official language policy(1 marks each) as per para 204.3 of IREM Vol-I of Rajbhasha Policy.</p> <p>Candidate needs to attempt 70 questions out of 80.</p> <p>Note: In case a candidate attempts more than 70 questions, only the first 70 questions will be evaluated.</p>	<p>: 70 marks</p>
<p>Section(B) Establishment and Financial Rules: 30 questions (1 marks each)</p>	<p>: 30 marks</p>

5. **WRITTEN AND VIVA-VOCE TEST**

The selection will comprise of Written Test followed by Viva-Voce test. Only those who qualify in the Written Test and pass the prescribed standard of medical examination **as detailed in Railway Board's letters No. E(GP)80/2/8 dated 31/10/91, letter No. 99/H/5/3 dated 21.05.1999, & 18.12.2000** will be called for the Viva-Voce test. In this regard provisions laid down in paras 529 and 530 read with para 503 of IRMM/Volume-I, 3rd Edition 2000, are relevant.



The staff who indicate willingness for appearing in the selection may be spared to appear in the written test on the scheduled date of written examination. No candidate may be withheld for appearing in the selection.

6. SYLLABUS

Syllabus is enclosed herewith as Annexure 'D'

7. SUPPLEMENTARY WRITTEN TEST

If required, a supplementary written test will be conducted subject to the following conditions and extant rule in this regard:-

- (a) Only the employees who are detained on administrative account from appearing in the main written test will be allowed to appear in the supplementary written test after Personnel Officer in-charge gives categorical reason with regard to employee's failure to appear in the main examination.
- (b) The employees who are under sick during examination or otherwise and are continuing so since the date well before examination date will only be allowed to take supplementary written test after MS/DMO's Railway Certificate to this effect that they were not fit to appear in the said written test, countersigned by the controlling officer and duly forwarded by the Personnel Officer in-charge.

If any employee is issued G-92 on his request due to sickness, it may please be ensured that in red ink it should be clearly mentioned in G-92 that the employees concerned has to appear in the Written Examination for the post of ANO (Gr. 'B') on specific date.

- (c) Any reason, over which employees have no control, will only be allowed to take supplementary written test on submission of supporting documents, countersigned by the controlling officer and duly forwarded by the Personnel Officer in-charge with categorical reason in regard to employee's failure to appear in the main examination.
- (d) Employees who are absent for main written test **will not be allowed to appear** in supplementary written test except the circumstances as mentioned at Para (a), (b) & (c) above.

8. In terms of Railway Board's letter No. E(GP)2018/2/31 dated 19.03.2019 (RBE No. 53/2019) following points needs attention to the candidates:-

- (a) To ensure the authenticity of the answers to Multiple Choice Questions, no corrections of any type (viz. Cutting, overwriting, scoring off a ticked answer & ticking another answer, erasing, modifying the answer in any way) will be permitted zero marks will be awarded in such cases of corrections.
- (b) There shall be negative marking for incorrect answers. One-third of the marks allotted for each question will be deducted for every wrong answer.
- (c) All Objective type questions should carry equal marks.
- (d) Every question should have four options numbered as A, B, C, D (only Capital letters) and answers to such questions by the candidates should invariably be given in Capital Letters.

If any employee of HQ/Divisions/Workshops/Units is on deputation/outside cadre or working against ex-cadre posts whose lien is maintained by this Railway should be informed about the selection provided they fulfill the conditions through their respective offices, where they are working at present, without fail. It should also be intimated to this office by the Personnel Department of Division/Workshop/Unit concerned, Dy. CPO/HQ, SPO/HQ in HQ office that the employees who are out of the cadre have been informed about the selection.

Sr. DPOs, DPOs, SPOs, APOs & controlling officers of the employees enlisted at Annexure- 'A' may personally ensure displaying of the notification in the prominent Notice Boards of the respective offices of HQ/Divisions/Workshops/Units.

The willing and eligible employees will only use the pen provided by the administration.



Mobile and calculator are strictly prohibited in examination hall.

If any employee found ineligible at any stage, his/her candidature will be cancelled.

Submission of willingness/unwillingness at concerned Personnel Branch.	Submission of willingness/unwillingness in HQs office	Issue of final eligibility List	Receipt of report of completion of pre-selection coaching to SC/ST candidates	Date of written test
05.02.2024	07.02.2024	16.02.2024	07.03.2024	15.03.2024

Copy of this notification is also available at www.ncr.indianrailways.gov.in
(About us → Department → Personnel → NCR Gazetted Section).

All the Divisions/units & applicants are advised to regularly visit NCR website for any update in the matter.

Receipt of this notification may please be acknowledged.

DA: As above.


(Iftikhar Ahmad Khan)
SPO/Gaz

For General Manager (P)

Copy forwarded for information to:
CPRD/PRYJ

List in order of seniority of 35 (Thirty five) Group 'C' employees from whom willingness/Unwillingness and twice failed position to appear in the selection for the post of Assistant Nursing Officer (Gr. 'B') is to be obtained on the pro-forma enclosed as **Annexure 'B'**.

S.N.	Name S/Shri/Smt	Father's/Husband Name (Shri)	Community	Desig.	STN	Divn/WS/ Unit
1	Geeta	Hira Bakhs Das Jalav	SC	Ch. Nur. Sup.	JHS	JHS
2	Sarita Das	Parsonnoo Das	ST	Ch. Nur. Sup.	JHS	JHS
3	E. L. Cornelious	H. L. Godwin	UR	Ch. Nur. Sup.	JHS	JHS
4	Sunita Kumari	Rajendra Prasad	SC	Ch. Nur. Sup.	CNB	PRYJ
5	H.M. Crozer	G V Mathews	UR	Ch. Nur. Sup.	JHS	JHS
6	Cristina .D.Ram	Lt Stanly Massey	ST	Ch. Nur. Sup.	JHS	JHS
7	Madhuri Dubey	Lt Ram Lal Mishra	UR	Ch. Nur. Sup.	JHS	JHS
8	P.Jayamani	C. S. Perumal	SC	Ch. Nur. Sup.	JHS	JHS
9	Modesta Topno	Siril Topno	ST	Ch. Nur. Sup.	PRYJ	PRYJ
10	P.K.Usha Menon	P. K. K. Menon	UR	Ch. Nur. Sup.	JHS	JHS
11	Estern Brighten	Lt. Gabrial Lal	UR	Ch. Nur. Sup.	JHS	JHS
12	Lily Crozer	Lt Om Prakash	UR	Ch. Nur. Sup.	JHS	JHS
13	Neetu Saxena	Raghvendra Saxena	UR	Ch. Nur. Sup.	CNB	PRYJ
14	Ileen Lal	Melyin Lal	UR	Ch. Nur. Sup.	JHS	JHS
15	Padma Sachan	Vinod Sachan	UR	Ch. Nur. Sup.	CNB	PRYJ
16	Ishraq Jiya Khan	Shamim Ullah Khan	UR	Ch. Nur. Sup.	JHS	JHS
17	Sita Rani Gupta	Ravi Shankar Gupta	UR	Ch. Nur. Sup.	PRYJ	PRYJ
18	Vijay Rani	Lakhan Singh	UR	Ch. Nur. Sup.	PRYJ	PRYJ
19	Subodh Kumari Shukla	Ram Prakash Shukla	UR	Ch. Nur. Sup.	CNB	PRYJ
20	Anita R. Pascal	Lt. George Massey	UR	Ch. Nur. Sup.	JHS	JHS
21	Salma Siddiquee	Naziruddin	UR	Ch. Nur. Sup.	JHS	JHS
22	Pooja Hararan	Gokul Prasad Tamrakar	UR	Ch. Nur. Sup.	JHS	JHS
23	Priney Singh Tomar	Lt Patrik James	UR	Ch. Nur. Sup.	JHS	JHS
24	Nishi Prabha	Dhannu Lal	UR	Ch. Nur. Sup.	CNB	PRYJ
25	Meena Pal	Arun Kumar Pal	UR	Ch. Nur. Sup.	PRYJ	PRYJ
26	Rashmi Pradhan	Agam Sharan Prasad	SC	Ch. Nur. Sup.	PRYJ	PRYJ
27	Minakshi Kumari	Ram Kumar	UR	Ch. Nur. Sup.	CNB	PRYJ
28	Alka Awasthi	Rajiv Kumar Awasthi	UR	Ch. Nur. Sup.	CNB	PRYJ
29	Ritu Masih Chatterjee	Abhijeet Chatterjee	UR	Ch. Nur. Sup.	PRYJ	PRYJ
30	Sanjay Bihariya	Deen Dayal Bihariya	SC	Ch. Nur. Sup.	AGC	AGC
31	Rita Kumari	Yogendra Pd. Singh	UR	Ch. Nur. Sup.	PRYJ	PRYJ
32	Madhu Dass	Sanjay Kumar	SC	Ch. Nur. Sup.	PRYJ	PRYJ
33	Rajani Bala	Devendra Arya	UR	Ch. Nur. Sup.	PRYJ	PRYJ
34	Shushila Devi	Phool Chand	UR	Ch. Nur. Sup.	TDL	PRYJ
35	Jitendra Kr. Verma	Duli Chand	SC	Ch. Nur. Sup.	PRYJ	PRYJ



Declaration to appear in selection to the post of ANO (Gr. 'B') for Medical Department for the vacancy cycle from 01.04.2023 to 31.03.2025

(It is mandatory to fill each and every column with correct information)

1	I _____ (Name of employee) S/O Shri _____ appearing at Serial No. _____ in Annexure _____ declare that:-		
2	I am _____ (WILLING / UNWILLING) to appear in the written test for selection to the post of ANO (Gr. 'B') notified vide notification No. 797-E/Gaz/Selection/ANO (Gr. 'B')/NCR dated .01.2024		
3	I PASS number (11 digit employee ID)		
4	HRMS ID		
5	Designation		
6	Mobile No.		
7	e-mail ID		
8	Place of posting		
9	Division/workshop/unit		
10	Controlling officer		
11	DOB (DD/MM/YYYY)		
12	Community (UR/SC/ST)		
13	Whether belongs to PwBD category (Yes/No)		
14	Whether a PwBD requiring scribe (Yes/No)		
14	I had earlier appeared in Written Examination of ANO (Gr. 'B') for which details are as under:-		
	SN	Date of written examination appeared earlier	Pass (Yes/No) Fail (Yes/No)
	a)		
	b)		
	c)		
15	I am aware that giving willingness does not entitle me to be compulsorily called in the Written Test , as it totally depends upon my position in the final inter-se-seniority as well as after finalisation of zone of consideration.		
16	I hereby declare that all the information given above are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information given herein, if found false or incorrect or concealed, my candidature will liable to be terminated and D&AR action can be taken against me for this.		

Affix recent passport
size colour
photograph of the
employee duly
attested

(Signature of the employee with date)

Name: _____

*

File No. _____

Dated: _____

Information furnished in the above table by the employee has been verified & found correct. Forwarded to Dy. CPO/Gaz/NCR/HQ/PRYJ for necessary action.

Signature of Personnel officer /
Controlling officer (with date & office seal)



ANNEXURE 'C'

Pre-Selection Coaching of ST employees for selection to the post of ANO (Group 'B') selection held
from _____ to _____

DATE	Duration/Time		Name of Officer/Lecturer	Venue	Subjects taught
	From	To			

Number of ST employees who attended Pre Selection Training/Coaching : _____

Number of ST employees who have given refusal to attend Pre Selection Training/Coaching: _____

Number of ST employees who Remained absent during Pre Selection Training/Coaching: _____



SYLLABUS FOR ANO/NURSING STAFF

- 1 Soft skills, communication skills
- 2 Different Nursing methods. (Medical/Surgical/Gynae&Obs/Paediatrics)
- 3 Specimen collection procedure
- 4 Sterilization and aseptic management of operation theatre
- 5 Emergency management.
- 6 Disaster Management
- 7 Emergency management by Standard Operative Procedure(SOP) for
common emergencies like poisoning, burns, polytrauma, head injury, acute
heart attack, acute seizures etc.
- 8 Obstructed Labour management as per Standard Operating Procedure
- 9 PPH, Eclampsia as per SOP
- 10 Clinical meeting comprehensive and complete management of each area of
Hospital Activity
- 11 Bio Medical Waste Management
- 12 Accounting and Indenting of Store /T&P items
- 13 Hand washing Techniques
- 14 Obstetric emergencies Management with SOP
- 15 SWACHH Bharat Abhiyan
- 16 Imparting First Aid training, Manifold room and ARME Visits
- 17 Response in Medical Emergency, Accidents, fire and Natural disaster
- 18 Specimen collection, preservation, and transport of blood, urine etc.
- 19 Dispensing of drugs to the patients with specific instructions regarding each
drug. Segregation of near expiry medicines.
- 20 Immediate/Quick arrangement of supply of local purchase items to indoor
patients.
- 21 Explaining to patients regarding specific printed/typed instruction in Hindi
to the patients regarding dosage, side effects of commonly uses drugs like
antibiotics, NSAIDS, Anti Hypertensive, Anti Diabetic and blood thinning
agents etc.
- 22 Specific storage needs of different drugs.
- 23 Knowledge of Establishment matter like Leave rules of various kinds, Pass
rules etc. also of relevant paras of MSOP on medical matters.
- 24 Knowledge of DAR rules.
- 25 Immunisation methods as in National Immunisation schedule and COVID
19 immunisation
- 26 Maintenance of M&P equipments /T&P items and their CMC / AMC
27. Rajbhasha.

