

NORTH CENTRAL RAILWAY

NCRBE-31/2024
RBE No. 31/2024.

Headquarters Office
Subedarganj, Prayagraj

No. 797-E/NCR/Policy/2024/Skill Test (Stenographer)

Dated: .04.2024

All PHODs / CHODs, NCR HQ office, Prayagraj,
Divisional Railway Manager AGRA, JHANSI & PRAYAGRAJ,
CWM/JHS WS, CWM/ MLR WS, CWM/ RSK/STLI, CWM/CPOH Prayagraj,
Sr.DPO AGRA, JHANSI & PRAYAGRAJ, Dy.CPO/Const PRYJ, Dy.CPO/WS/JHS,
SPO/MLR, APO /RSK/STLI, CEE/WS/ JHS, Dy.CE/WS/JHS, Dy.CMM/GSD JHANSI,
Dy.CE/ Bridge Line JHANSI AGRA, Prayagraj, Dy.CE/ TMC Line JHANSI DyCE / CSP
Prayagraj, Staff Officer/RPF/NCR/HQ/Prayagraj. Dy.FA&CAO/G/NCR,
Principal- ETC/ Kanpur. Principal- IRTMTC / Prayagraj, Principal- CETA / Kanpur,
Principal- Supervisor Training Centre /Jhansi, Principal- Area Training Centre/Jhansi,
Principal- Transportation Training Centre, Subedarganj / Prayagraj, Principal- Basic Training
Centre, Loco/Jhansi, Principal- BTC/C&W/Jhansi, Principal- BTC, Wagon Workshop/Jhansi,
Principal- C&W training Centre/ Kanpur, Principal- Permanent Way Training Centre/JHS,
Principal- Electric Training Centre/TRD/Jhansi.

Sub: Procedure for conducting Stenography Skill test on Personal
Computers for filling up of post of Stenographers.

Ref: Railway Board Letter No. E(NG)I-2022/PM4/2 (e-3381550) dated
08.04.2024.

Copy of Railway Board's letter No. E(NG)I-2022/PM4/2 (e-3381550) dated 08.04.2024,
is annexed herewith for further necessary action.

Policy Letter Circulated under NCRPS/NCRBE is also be available on website
www.ncr.indianrailways.gov.in (About us→Department→Personnel→NCR Policy Circulars).

DA: as above

Digitally Signed by
Jitendra Singh
(Jitendra Singh)
Date: 10-04-2024 15:47:08
Reason: Approved
for General Manager/P

C/- Secretary to GM for kind information to General Manager.
C/- Secretary to AGM for kind information to AGM.
C/- All Personnel Officer in HQ.
C/- All Recognized Union and Associations.
C/- SWC for information in reference to SWC No.

Mail Received on 09.4.24 ■

Polecy

Single Window Cell HQ
SWC No. NCR/HQ
Date 9/4/24
905269

RBE No.31/2024

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

No. E(NG)I-2022/PM4/2 (e-3381550)

New Delhi, dated 08.04.2024

The General Manager (P),
All Zonal Railways and PUs etc,
(As per standard list).

Sub: Procedure for conducting Stenography Skill Test on Personal Computers for filling up of post of Stenographers.

Ref: Board's letter No. E(NG)I-2010/PM4/3 dated 10.11.2015.

Attention is drawn to Board's letter under reference wherein procedure for conducting Stenography Skill test on PCs has been provided. Note (d) below para (ii) of Annexure-I of letter *ibid* dated 10.11.2015 provides that editing Tools and Spell Check facility will not be available to the incumbents.

2. One of the Production Units has asked whether the 'Backspace' key may be disabled during the transcription in Stenography Skill Test. The matter has been examined in consultation with Staff Selection Commission and it has been decided that Note (d) below para (ii) of Annexure-I may be replaced as follows:

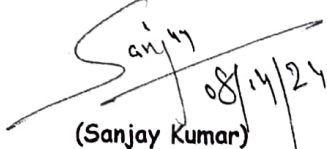
"Spell Check facility will not be available to the incumbents but 'back space' key to correct any incorrect word and arrow key to reach out to any word within the typed text in the stenography test on personal computer will be made available to the candidates."

The Hindi version will follow.

Please acknowledge receipt.

This disposes of MCF's letter No.E/NG-III/MCF.RBL/Prom./STENO-III/25% GS(Conf.)/2023 dated 13.09.2023.

Encl: Nil.


(Sanjay Kumar)
Deputy Director Estt.(N)
Railway Board
Tele No. 23303658


पांचवा तल, कमरा नं. 536-E(1), रेल भवन, नई दिल्ली-110001, ई-मेल sanjay.kumar6@gov.in
5th Floor, Room No.536-E(1), Rail Bhawan, New Delhi-110001, E-mail sanjay.kumar6@gov.in

New Delhi, dated 08.04.2024

No. E(NG)I-2022/PM4/2 (e-3381550)

Copy forwarded to:-

1. The General Secretary, AIRF, Room No.253, Rail Bhawan, New Delhi (35 copies).
2. The General Secretary, NFIR, Room No.256-E, Rail Bhawan, New Delhi (35 copies).
3. All Members/Departmental Council & National Council & Secretary/Staff Side, National Council, 13-C, Ferozeshah Road, New Delhi (60 spares).
4. The Secretary General, FROA, Room No.256-A, Rail Bhawan, New Delhi (5 spares).
5. The Secretary General, IRPOF, Room No.268, Rail Bhawan, New Delhi (5 spares).
6. The Secretary, RBSS Group 'A' Officers Association, Rail Bhawan, New Delhi.
7. The Secretary, RBSS Group 'B' Officers Association, Rail Bhawan, New Delhi.
8. The Secretary, Railway Board Ministerial Staff Association, Rail Bhawan, New Delhi.
9. The Secretary, Railway Board Group 'D' Employees Association, Rail Bhawan, New Delhi.
10. The Secretary, Railway Board Promotee Officers Association, Room No.341-C, Rail Bhawan, New Delhi.
11. Chief Commissioner of Railway Safety, Lucknow.
12. General Secretary, All India SC&ST Railway Employees Association, Rail Bhawan, New Delhi.


for PED(IR)/Railway Board

Advisor/MR, PSs/MoSR(D), MOSR (J), EDPG/MR, OSD/MR, OSD/Coord/MR
PPSs to Chairman & CEO, M(F), M(Infra), M(T&RS), M(O&BD), Secretary, DG/RHS and
DG/RPF.

PPSs to AM(Comml.), AM(CE), AM(C&IS), AM(Elec.), AM(Budget), AM(F), AM(Mech.),
AM(Plg.), AM(Project), AM(PU), AM(Sig.), AM(Stores), AM(Tele), AM(Traffic), AM(Works),
AM(T&C), AM(Staff), AM(HR), PED(Vig.) and PED(Infra.).

PSs to ED/Safety(M), EDCE(G), ED(E&R), EDE, EDE(N), EDME(W), EDRS(G), EDE(Res.),
EDE(RRB), EDF(B), ED(RE), ED/Track(M), EDF(X)I, EDF(X)II, ED(H), EDE(GC), ED(Stat),
ED(Track/MC), EDME(Chg.), EDME(Traction), ED(Works), EDME(Dev.), EDRS(C), EDRS(W),
EDPC, EDF(E), EDA, EDV(A), JS(G) and IG/RPF.

DPC-II, DE(G), D(IH), D(H&FW), D(MPP), DE(N)II, DE(R), DE(D&A), DE(LL), JD(OL),
JDE(Rep), JDE(RRB), DD(Code Revision), DDE(LR)I, DDE(LR)II, DDE(LR)III, DDV(A&P),
DD(OL)I, E(NG)II, E(Rep)I, E(Rep)II, E(Rep)III, E(SCT)I, E(SCT) II, E(RRB), PC-III, PC-
IV, PC-V, E(P&A)I, E(P&A)II, CE-I, CE-II, CE-III, Sec.(E), Sec.(ABE), E(MPP), Safety
Branch, A/C-III and Code Revision Cell.
