



PBC No. 158 / 2025 RBE No. 75 / 2025

av दक्षिण रेलवे Southern Railway प्रधान मुख्य कार्मिक अधिकारी कार्यालय Office of the Principal Chief Personnel Officer प्रधान कार्यालय, कार्मिक विभाग, चेन्नै-600003 Headquarters, Personnel Department, Chennai-600003

सं/No: P(R) / 608 / P / CCBT दिनांक/Dated: 29.07.2025

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM, Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS, Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD, DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

विषय/Sub:Conduct of Departmental examination through Computer Based Test (CBT) – regarding constitution of Selection Committees and Question Paper Setter.

A copy of the Railway Board's letter No. E(NG)I/2025/PM1/3 dated 28.07.2025 alongwith its enclosure on the above subject is enclosed for information, guidance, and necessary action.

Railway Board's letters dated 08.02.2024 and 26.05.2025 referred to therein have been circulated as PBC No. 21 / 2024, PBC No's.105 & 109 / 2025 .

संलग्नक/Encl. 03 pages

CHILAKALAPUDI ANJANIKUMAR Digitally signed by CHILAKALAPUDI ANJANIKUMAR Date: 2025.07.29 12:38:34 +05'30'

सहायक कर्मचारी संबंधी अधिकारी/Asst Personnel Officer / IR & Trg. कृते प्रमुकाधि/For Principal Chief Personnel Officer

प्रतिलिपि/Copy to: The General Secretary/SRMU

The General Secretary / DREU
The General Secretary/AISCTREA
The General Secretary/AIOBCREA

The General Secretary/NFIR

IT Section/PB/HQ - to upload in the SR website.

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

No. E(NG)I/2025/PM1/3

Dated 28.07.2025

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

Sub: Conduct of Departmental examination through Computer Based Test (CBT) – regarding constitution of Selection Committees and Question Paper Setter.

Ref: Board's letter No. E(NG)I/2022/PM1/36 dated 08.02.2024 (RBE No. 11/2024)

& Board's letter of even no. dated 26.05.2025 (RBE No. 47/2025)

It has come to the notice of the Board that certain practical difficulties are apprehended by some of the Railways regarding the implementation of instructions contained in Board's letter dated 26.05.2025 concerning departmental selections through Computer Based Test (CBT).

- 2. Some Railways have raised concerns about the stipulation in RBE 47/2025 that the **Question Paper Setter** would be one of the three members of an appropriate selection committee of Zonal/Unit level.
- 3. The Board has examined the matter and a Flowchart of activities involved in the centralised format of CBT and Division/Unit wise format of CBT is being enclosed for easier appreciation of the process of CBT.

All Railways/PUs may take action accordingly.

Enclosure: As above.

(Ajay Goyal)

Deputy Director-III/E(NG)I

Railway Board

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FLOW CHART (ANNEXURE to Railway Board's letter No. E(NG)I/2025/PM1/3, dated: 28.07.2025) OF ACTIVITIES IN CENTRALISED CBT AT ZONAL LEVEL

Pre CBT activities such as issuing of common selection To be organised and arranged by the Personnel Officers calendar, common syllabus, issuing of notifications, of concerned Divisions/Units, Zonal HQ and Nodal eligibility lists, nomination of Nodal Officer, fixing of date, Officer nominated for conduct of the CBT. arranging pre-selection training, fixing of venue and seat matrix of CBT etc. Nomination of each Divisional/Unit Level Selection By Panel Approving Authority of the concerned Committee having three members as per extant rules Division/Unit. including nominating one member for evaluation and verification of CBT result. Nomination of Question Paper setter. The officer needs to To be nominated by the GM/PHOD/CHOD. be one of the member of any of the Divisional/Unit Level Committees, who is from the same department for which the selection is being held. Uploading of QP on the day and time of CBT at Venues By ECA engaged by RRB in coordination with the Nodal for holding of CBT. officer and Question Paper setter. By ECA in coordination with the Nodal officer and QP Post CBT activities such as managing question paper setter, the result to be prepared Division/Unit wise by tracker, publishing results etc. ECA and verified by the respective Evaluator of the Divisional/Unit Level Committee. Finalising of Selection proceedings by awarding marks for By Divisional/Unit Level Selection Committee record of service etc., checking and verifying the nominated as above. correctness of result of CBT, seniority, eligibility, D&AR/Vig. clearances and other details related with the selection and recommend panel to competent authority for approval. By Divisional/Unit Level Personnel Officer concerned. Publishing of the panel and posting of staff on promotion.

FLOW CHART (ANNEXURE to Railway Board's letter No. E(NG)I/2025/PM1/3, dated: 28.07.2025) OF ACTIVITIES IN CBT AT DIVISION/UNIT LEVEL

