

**Railway Recruitment Cell
Eastern Railway
56, C.R.Avenue
Kolkata-700012**

Notice No. RRC-ER/Act Apprentices/2023-24 (253)

dated: 08.02.2024

IMPORTANT NOTICE

**Document Verification for Act Apprentices (2023-2024)for
Jamalpur, Asansol, and Malda Units**

Notification No. RRC-ER/Act Apprentices/2023-24

This is to inform that the Document Verification (DV) for engagement of Act Apprentices for training in designated units of Eastern Railway (in terms of Apprentice Act 1961 and Apprenticeship Rules, 1992) against Notification No. RRC-ER/Act Apprentices/2023-24 **is scheduled to be held on and from 26/02/2024 to 14/03/2024 (Except 02/03/2024, 03/03/2024, 08/03/2024, 09/03/2024 and 10/03/2024) at Jamalpur Workshop (for Jamalpur, Asansol and Malda) as per the schedule finalized by this unit. The DV schedule is attached with this notice. 14/03/2024 (2nd half) and 15/03/2024 (full day) will be reserved for absent candidates with no alteration of DV venue.**

The e-call letter of DV can be downloaded by the candidates for Jamalpur Workshop from 12/02/2024 to 15/03/2024 till 12:00 Hrs. Eligible candidates are requested to download e-call letter for DV from the link, provided on Notice Board of the official website of RRC-ER i.e. www.rrcer.org

The candidates are also being informed through e-mail in registered e-mail ids as filled up by the eligible candidates in their online application forms.

The schedule of DV is final and the **candidates are instructed to attend the DV on allotted day and session as mentioned in the e-call letter, along with their original documents.** The prayer for rescheduling of the DV other than the reserved dates will not be entertained by RRC-ER and the concerned unit would decide the matter, if any exceptional circumstances arise.

The detailed instructions as indicated in the Notification No. RRC-ER/Act Apprentices/2023-24 should be followed. The instructions attached with this notice should also be followed scrupulously, otherwise the candidature of the candidate will be cancelled and no appeal would be considered.

DA: As above.

Sd/-
Chairperson
Railway Recruitment Cell
Eastern Railway / Kolkata

INSTRUCTIONS TO CANDIDATES FOR DOCUMENT VERIFICATION

NOTIFICATION NO. RRC-ER/Act Apprentices/2023-24

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Candidate shall carefully read the instructions given below and refer the detailed instructions uploaded on the RRC-ER official website and follow them scrupulously. Failure to comply with the instructions may lead to cancellation of their candidature.

1. No representative will be allowed instead of the eligible candidates to appear in DV. No companions are permitted both for male and female candidates, at the DV venue.
2. Candidate is instructed to download and take clear printout (front and back pages) of this e-call letter from the website (www.rrcer.org). Call letter will not be sent to candidate by post.
3. The candidates will not be allowed to enter for Verification of Documents without producing DV call letter in original. Preserve the call letter carefully as no photocopy of F.I.R. for loss will be entertained as a substitute. This call letter is not transferable.
4. You are instructed to bring the following documents:
 - i) 10 Copies of photographs which you had uploaded at the time of filling up of online application.
 - ii) 02 copies of the following documents self attested or attested by a Gazetted Officer along with the ORIGINAL of the same.
 - a) Admit Card, Mark Sheet and Certificate of Secondary Examination.
 - b) Admit Card, mark Sheet and Certificate of ITI Examination.
 - c) Mark Sheet of Class-VIII passed.
 - d) Copy of Online Application Form.
 - e) Caste Certificate/Community Certificate as per reservation claimed, if any, while applying online.
 - f) Voter Identity Card (Both sides).
 - g) Aadhaar Card (Both sides).
 - h) PAN Card (Both sides).Candidates are also advised to submit the above mentioned documents in 2(two) sets i.e. each set will contain one copy of all the above mentioned documents.
 - iii) One Medical Certificate is to be necessarily submitted, issued by Government Authority Doctor(Gaz.) not below the rank of Asstt. Surgeon of Central/State Hospital in the prescribed format as per Apprentices Act., 1961 and Para-4 of apprentices Rules, 1992. Medical prescribed format has already been uploaded with the Notification of Act Apprentices 2023-24 on the official website of RRC-ER (www.rrcer.org) and is reiterated and attached herewith. It is instructed to download the same from our website RRC-ER and act accordingly.
 - iv) The candidates should also submit in writing on first page of each set, the following information.
 - a) Name, address & Phone number of the candidate
 - b) Name, address with PIN Code. and nearest Railway Station of Schools and Colleges or Institutions from where he/she has studied.
 - c) Address with PIN Code. of the Issuing Authority of Caste Certificate, if any.
 - v) Column Nos. 10 to 11 of PART – A of e-call letter should be left blank and can only be filled

up in the presence of invigilator at DV venue.

- vi) The candidature of the candidate will be summarily rejected by writing in capital letters in the Column Nos. 10 to 11 of PART–A of e-call letter, as running hand writing is mandatory / required. Signature should be exactly the same as in the application form. Candidate has to carefully offer left thumb impression on the attendance sheet.

vii) The PART A (top portion) of the e-call letter must be handed over to the Railway officials, after completion of the DV.

- viii) * ALL ESM candidates have to necessarily bring their Caste Certificate (if any), ESM Booklet and Pension papers in original and Xerox copies of the same duly attested by Gazetted Officer.

- ix) * All PwBD candidates have to necessarily bring their Caste Certificate (if any), PwBD certificate in original and Xerox copies of the same duly attested by Gazetted Officer.

- x) In case of any discrepancy/variation of important details of candidate, in the e-call letter, the candidate must contact the HELP/support number with valid identity proof and DV call letter, at least 3 days before the date of his/her DV.

- xi) Candidates should also carefully note the following.

- a. E-call letter is only a permission to appear for the DV and in **no way guarantees engagement of the candidate for training**. Issuing this E- call letter does not in any way indicate that RRC-ER, KOLKATA is otherwise satisfied with online application form, details and documents.
- b. Candidate is hereby informed that the number of candidates being called for DV is the total candidates declared eligible by the units. Hence, merely qualifying in DV does not entitle a candidate, for inclusion in the next stage of selection process and the next stage of selection process for training is guided by extant rules only.
- c. The result of DV would also be uploaded on the official website of RRC-ER (www.rrcer.org) in due course. Candidates are advised to beware of fake website put up by unscrupulous elements and touts.
- d. Candidates finally enlisted would be engaged for training subject to be found fit in appropriate Medical standard.
- e. Candidates should also keep checking the Notice Board of RRC-ER Kolkata website for latest updates and keep their registered mail id/mobile no. in working condition, till the finalization of all stages.
- f. Impersonation/malpractice/indiscipline in the DV will disqualify the candidate and he/she will be debarred from all future railway training. Candidate is also liable to be prosecuted under law.
- g. The decision of the Railway administration in regard to acceptance or otherwise of any candidature even without assigning any reason or in regard to selection of the candidates and their training will be final.
- h. In case of Administrative exigency, the venue/date/time of DV may be changed for all/some of the candidates.
- i. No hostel accommodation will be provided and selected candidates will have to make their own arrangement during their training as per Apprenticeship Act, 1961 and they will be released on completion of the training.

- xii) **As per the Act. Apprentices, it is NOT obligatory on the part of the Railways to offer any employment to the Apprentices on completion of their Apprenticeship Training. Accordingly, the Act Apprentices who will be imparted training in Railway establishments will have no claim to seek employment on Railways on the basis of such training.**
- xiii) **The candidates are advised in their own interest, to have their health checked with a doctor before coming for DV. Administration would not be responsible for any health emergency/unfavorable incident.**

RRC-ER wishes you all the best

SCHEDULE-II (See rule 4)

**Medical Fitness Certificate for Standard of physical fitness for Act
Apprentice Training in Eastern Railway**

Name of the Candidate-.....
 Father Name-
 Category-
 Date of Birth/Age-
 Trade & Name of Workshop/Unit-
 Permanent identification marks - 1.
 2.

Recent passport size photo as uploaded in application form
Photo to be attested by Medical Officer

SN	Standard of physical fitness	Observation of Medical Officer
1	A candidate should be free evidence of any contagious or infectious disease. He should not be suffering from any disease which is likely to be aggravated by service or is likely to render him unfit for service or endanger the health of the public. He should also be free from evidence of tuberculosis in any form, active or healed.	
2	<u>Height, Weight And Chest-</u> Candidates should satisfy the following minimum standards, namely: - HEIGHT: <u>137 centimeters</u> ; Weight: <u>25.4 Kilogram</u> ; Chest expansion should not be less than <u>3.8 centimeters</u> irrespective of size of chest: Provide that where a candidate does not satisfy the said minimum standards but is certified in writing by a Medical Officer not below the rank of an Assistant Surgeon (Gazetted), to be physically fit for being engaged as an apprentice in a particular trade under the Apprentices Act,1961, he may be engaged as an apprentice in that trade.	
3	<u>EYES-</u> There should be no evidence of any morbid condition of either eye of the lids of either eye which may be liable to risk of aggregation of recurrence. Standard of Vision (A) Visual acuity: *Candidates having vision in one eye shall eligible to undergo apprenticeship training except in the following seventeen trades, namely:- (1) Electrician Aircraft (2) Watch and Clock Mechanic (3) Driver cum Fitter (4) Surveyor (5) Process Cameraman (6) Sirdar (7) Rigger (Engg. & Chem. Industry) (8) Shortfirer/Blaster (Mines) (9) Mate (Mines) (10) Mech. Radio & Radar Aircraft (11) Ceramic Moduler (12) Ceramic Caster (13) Ceramic Kiln Operator (14) Ceramic Press Operator (15) Ceramic Modeller (16) Ceramic Decorator (17) Optical worker. * Substituted vide GSR 221 dated 21st April 1993. (B) Colour vision: Not required	
4	<u>EARS-</u> Hearing must be good in both ears and there should be no sign of supportive disease. No hearing aid shall be permitted.	
5	<u>SKIN-</u> There should be no evidence of acute or chronic skin disease or chronic ulceration.	
6	<u>SPEECH:</u> Speech should preferably be without impediment.	

7	<p><u>ALIMENTARY SYSTEM:</u></p> <ol style="list-style-type: none"> 1. Candidates should have sufficient number of natural teeth (in healthy state) for mastication. 2. Spleen should not be palpably enlarged and there should be no evidence of tenderness in the splenic area. 3. Liver should not be palpable or tender. 4. There should be no oral sepsis. 5. There should be no sugar in the urine. 6. Candidates should not be suffering from haemorrhoids, fissures in and testis anal hernia or bubonocoele or ischio-rectal abscess or hydrocele. 	
8	<p><u>CARDIO VASCULAR SYSTEM:</u></p> <ol style="list-style-type: none"> 1. Blood pressure should not exceed 85 diastolic and 140 systolic. 2. Candidates with low blood pressure (i.e. systolic below 100) should be rejected. 3. There should be no sign of any cardiovascular disease. 	
9	<p><u>RESPIRATORY SYSTEM:</u></p> <p>Candidates should be free from all diseases of respiratory system. There should be no deformity of chest which may cause impediment to breathing.</p>	
10	<p><u>GENITO URINARY SYSTEM-</u></p> <p>There should be no evidence of genito urinary disease or any abnormality.</p>	
11	<p><u>SKELETAL SYSTEM:</u></p> <ol style="list-style-type: none"> 1. The function of all limbs should be within normal limits. 2. There should be no evidence of serious deformity of the spinal column or of the extremities. 	
12	<p><u>NERVOUS SYSTEM:</u></p> <p>There should be no evidence of any disease of nervous system or of any mental disease.</p>	
13	<p><u>GLANDULAR SYSTEM:</u></p> <p>There should be no evidence of tuberculosis or other disease of the glandular system including the endocrine glands.</p>	

Above medical fitness certificate should be signed by Government authorized Doctor (Gaz), not below rank of Asst. Surgeon of Central/State Hospital.

Signature of Medical Officer

Name of Medical Officer

Registration No... ..

Designation

Name of Central/State Govt. Hospital

Seal of Medical Officer signing the certificate

Should be printed on single page at both side