

स्वारि डिब्बा कारखाना, चेन्नै -38

INTEGRAL COACH FACTORY, CHENNAI-38

मुकाधि का कार्यालय

Office of the CPO,

दिनांक/Dated: 25/11/2015

No.PB/GG/5/9/Vol III

NOTIFICATION

SSE/Shop: 52A, ACMT/Fur, CMT

Sub: Selection for the post of ACMT (Gr.B) in
PB-2 Rs.9300 -34800 + 4800 GP.

It is proposed to conduct a selection to empanel one 'UR' employee for the post of ACMT (Group-B) in PB-2 Rs.9300 -34800 + 4800 GP, in the Lab Organisation (C&M wing).

2. Employees mentioned in the Annexure-II (Main & Reserve list) are required to express their willingness in the Proforma appended in Annexure-III, on or before 12.12.2015. If the willingness letter of the employees is not received by the stipulated date as above, it will be treated as unwillingness on their part.

3. Above selection will comprise of a Written Test followed by Viva-Voce as detailed below :

	Subject	Date	Time & Venue	Remarks
Written test	Professional Subjects, Establishment & Finance Rules	22-01-2016 (Friday)	10.00 Hrs to 13.00 Hrs at TTC	Total Marks -150 Qualifying Marks - 90

A supplementary written test on the same basis will be conducted, if necessary, on 29.01.2016 (Friday) at TTC at 10.00 hrs. Absentees due to Railway Sick / reasons beyond the control of employees only will be considered for supplementary test.

Those who qualify in the written test would be eligible to be called for Viva-Voce, subject to their fitness in the prescribed Medical examination of Railway employees on promotion from non-gazetted to gazetted posts.

4. Syllabus for written test is enclosed as Annexure-I.

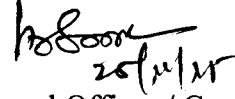
Handwritten signature
25/11/15

...2...

5. **Employees who wish to take the written test in Hindi may indicate the same in their willingness proforma.**

6. Supervisory officials are hereby directed to notify the selection to employees mentioned in Annexure-II and forward their willingness to this office in one lot so as to reach this office on or before 12.12.2015. If any of the employees is on leave/sick, he may be advised at his last known residential address by registered post with acknowledgement due, under advice to this office. The intimation may also be sent to the employees who are deputed on duty.

7. In case any of the employees report that he has not been intimated about the written test, the concerned supervisory official in charge of his respective Shop will be fixed the responsibility.



Assistant Personnel Officer / Gaz.

Encl: Annexure I – Syllabus.
Annexure II – List of employees.
Annexure-III - Proforma.

Copy to:

- 1) CME, CDE/MECH, Dy.CC&M, ACMT/S & Fur, Principal / TTC, Sr.VO,
- 2) OS/S-2: Employees who are on Deputation to RITES,CRIS etc.,
may be advised with a copy to Ch.OS/GAZ.
- 3) Ch.OS/CON,
- 4) Ch.OS/TTC/ICF: He is requested to co-ordinate and afford necessary facilities for the Written examination at TTC scheduled to be held on 22.01.2016.

SYLLABUS FOR SELECTION TO THE POST OF A.C.M.T (Group-B)

SYLLABUS FOR PROFESSIONAL PAPER

1. Should be conversant with the methods of Chemical analysis of plain carbon steels, alloy steels, cast irons and the various non ferrous metals and alloys.
2. Should be conversant with the methods of Physical testing of different types metals and alloys for tests such as tensile strength, compression strength, impact hardness etc., and be familiar with preparation of standard test pieces required for carrying out the above tests.
3. Should be conversant with carrying out metallurgical investigation of coach components failed in service and preparation of reports thereon.
4. Should be conversant with various non-destructive testing methods such as X-Rays, Gamma Rays, Ultrasonics, Magnetic particle etc., used in testing the quality of weld fabricated structures, Axles, Plates etc., in I.C.F.
5. Should have knowledge of different types of Heat treatment processes and their application to various types of plain carbon and alloy steel items and components
6. Should be conversant with Metallographic testing of different types of metals and alloys used in the manufacture of components for ICF coaches. Should also be conversant with the preparation of samples for their metallographic examination, enchants used etc.,
7. Should be familiar with the details of spring manufacture process followed in ICF including the spoons of spring steel rounds used and tests for Quality control.
8. Should have knowledge of various metal joining processes selection and evaluation of correct welding consumables, precautions to be observed during the operation etc., in the fabrication of different types of components in the manufacture of coaches.
9. Should have knowledge of various methods of manufacture of Iron and Steel. Should also be conversant with the metallurgical aspects of forging, casting, rolling, extrusion and other forming methods of metals and alloys.
10. Must be familiar with the various standard specifications and quality standards followed at different stages of manufacture of components in ICF with particular reference to metallurgical and chemical aspects.
11. Should be conversant with the methods of testing of different types of paints, lubricants, laminated plastic sheets, plywood, limpet asbestos sheets, rubberised cushions, foam rubber, flooring composition, thermal insulation materials etc., used in coaches.

12. Should have adequate knowledge about the various types of rubbers used for various components used in ICF coaches and be conversant with various methods of testing of the products.

13. Should have knowledge on various grades of stainless steel components / Raw materials introduced in the production of coaches - Their properties and advantages.

14. Should have knowledge on various fire retardant materials introduced - Their properties and advantages.

15. Should be conversant with the methods of surface preparation, phosphate treatment, painting practices adopted for ICF coaches.

16. Should have knowledge on various High Performance Paints / Coatings for the application on components / coaches.

17. Should have knowledge on Sound insulation materials and any other High performance materials introduced from time to time in the manufacturing of coaches.

ESTABLISHMENT AND FINANCIAL MATTERS

A) ESTABLISHMENT:

i) Staff cadres and channel of promotions - Promotions of staff in the same class or from one class to another. Selection and Non-Selection posts - Trade Tests - Selection Boards.

ii) Discipline and Appeal Rules - Railway Services (Conduct) Rules - Annual Confidential Reports - Termination of Service, Discharge, Dismissal etc.,

iii) Leave, Pass & Travelling Allowance - Preparation of Pay Sheets and Muster Sheets - Method of Payment - Dearness, Compensatory, House Rent and other Allowances - Overtime - Medical Attendance Rules.

iv) Departmental Procedure in regard to:-

- a) Payment of Wages Act.
- b) Hours of Employment Regulations - Adjudication Award - Duty Roster.
- c) Workmen's Compensation Act.
- d) Factory's Act.
- e) Right to Information Act.
- f) Official Language Policy.

v) Compliance with Vigilance Procedures.

...3...

B) ACCOUNTS

i) FINANCE: Principles of Financial Scrutiny, Financial Justification Concurrence of Finance For proposals involving expenditure on -

a) Establishment. b) Works. c) Miscellaneous Matter.

ii) BUDGET Procedure and preparation of Railway Budget in respect of-

a) Ordinary Working Expenses. b) Works Expenditure. c) Manufacture.

iii) CONTROL OF EXPENDITURE ON WORKS:

a) Works Register - Their maintenance, review and reconciliation with General Books.

b) Estimates of Various types - Their certification by Accounts.

c) Tenders - Procedure for calling, considering and Accepting Tenders - Association of Accounts.

d) Progress report, Financial reviews, Publicity expenditure - Imprest Cash.

e) Rules for Grouping Works-Competency of Sanction.

f) Deposit Works - Incidence of Expenditure of Works for other Department.

g) Accounting of Working Hours of Direct Workers and Indirect Workers - Method Followed.

h) Incentive Working in ICF.

x-x-x-x-x

(REF: Notification No.PB/GG/5/9/Vol III Dated: 25.11.2015)

List of eligible Employees – Main List

Sl. No	Emp. No	Name (S/Shri)	Comm.	Desig.	Unit
1	653466	G.Mathivanan	SC	C & M Supdt.	52A
2	635541	R.Pandari	UR	C & M Supdt.	52A
3	648085	T.A.Gopal	UR	C & M Supdt.	84A
4	777493	S.Palani	SC	C & M Supdt.	84A
5	685679	A.Girijapriyan	UR	C & M Supdt.	52A

List of Employees – Reserve List

Sl. No	Emp. No	Name (S/Shri)	Comm.	Desig.	Unit
1	653319	P.Sivakumar	UR	C & M Supdt.	52A
2	805781	Raju SurajSingh Madavi	ST	C & M Supdt.	52A
3	656042	G.Sivakumar	UR	C & M Supdt.	52A
4	647701	S.Saravanan	UR	C & M Supdt.	52A
5	634708	S.Kalaimani	UR	C & M Supdt.	52A

Dated:

TO

THE GENERAL MANAGER (P),
INTEGRAL COACH FACTORY,
CHENNAI - 38.

Sir,

Sub: Gazetted Cadre - C&M Organisation selection to the
post of ACMT (Group-B) in PB-2 Rs.9300 -34800 + 4800 GP.

Ref: Your Notification No. PB/GG/5/9/Vol.III dated: 25.11.2015.

* * * * *

The receipt of your above quoted letter is hereby acknowledged.

- * I am willing to appear for the above Selection and write the examination in English.
- * I am willing to appear for the above Selection and write the examination in Hindi.
- * I am not willing to be considered for the above Selection.

(Strike out whichever is not applicable)

SIGNATURE:

NAME:

EMP.NO:

UNIT:

MOBILE:

Forwarded to APO/Gaz.

Controlling Asst./Sr.Scale officer