

(ii) Select the Upload Photo Tab and upload your colour photograph. The photograph should comply with the following requirements

(iii) *Specification for Photograph:*

- a. It should be a Color Passport Photograph with white/light color background.
- b. It should be of size 35mmX45mm or 320 x 240 pixels.
- c. It should be in JPG/JPEG format scanned with 100 DPI resolution.
- d. The size of the photograph should be between 20-50KB.
- e. **The color photograph must have been taken (Latest Photograph) in a professional studio. Photographs taken using mobile and self- composed portraits may result in rejection of application.**
- f. The photo should have clear front view of the candidate without cap and sunglasses.
- g. The face should occupy at least 50% of the area of the photograph with a full face view looking at the camera directly.
- h. The main features of the face must not be covered by hair of the head any cloth or any shadow.
- i. Forehead, eyes, nose and chin should be clearly visible.
- j. In case the candidate wears glasses, then the photograph should not have any glare/reflections on glasses and eyes should be clearly visible.
- k. The photograph must match with the appearance of the candidate on the days of CBTs/CBAT/TST, document verification and Medical test.
- l. PwBD candidates should also upload passport photograph as per above specifications only and not the full body photograph used in the disability certificate.
- m. Candidates are advised to keep at least 12 (Twelve) copies of the same photograph for further use as and when required during the recruitment process.

(iv) Select upload Signature Tab and upload your Scanned Signature. The signature image should comply with the following specifications.

(v) **Specification for Signature Image:**

- a. The applicant has to sign on white paper with Black Ink pen within a box of size 50 mm x 20 mm.
- b. Signature must be in running letters and NOT IN BLOCK LETTERS.
- c. The image should be in JPG/JPEG format scanned with 100 DPI resolution.
- d. Dimensions of 50 mm x 20 mm or 140 x 60 pixels (preferred).
- e. Size of file should be between 10 KB – 40 KB.
- f. **Notes:**
 - i. The signature must be of the applicant only and not of any other person.
 - ii. The applicants' signature obtained during registration and at the time of CBTs/CBAT/TST/Document verification / Medical should match the uploaded signature.
 - iii. In case it is found that there is a mismatch of signature, the candidate may be disqualified, legal prosecution will be initiated and the

candidate will be debarred for life from appearing in all railway recruitments conducted by RRBs or by RRCs).

(vi) **SCANNING AND RESIZING OF THE PHOTOGRAPH AND SIGNATURE:**

- a. Set the scanner resolution to a minimum of 100 dpi (dots per inch).
- b. Set Color to True Color. File Size as specified above.
- c. Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).
- d. The image file should be in JPG or JPEG format. An example file name is: image 01.jpg or image 01.jpeg.
- e. Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon. Candidates can easily obtain photo and signature in .jpeg format not exceeding 50KB & 40KB respectively by using MS Paint or MS Office Picture Manager.
- f. Scanned photograph and signature in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50KB (photograph) & 40KB (signature) by using crop and then resize option in the 'Image' menu. Similar options are available in other photo editors also.

o) **SC/ST Certificate Upload:**

Candidates belonging to SC/ST community who have opted to avail Free Rail Travel, have to upload scanned copy of their SC/ ST certificates (JPG/JPEG format, 50 KB — 100 KB) also for availing the facility of Free Travel Authority (Second Class Railway Pass).

CARE: If the file size and format for photograph, signature and SC/ST Community Certificate are not as prescribed, an error message will be displayed.

p) **Submission of Application:**

In the end candidates have to confirm the declaration ***"I hereby declare that I have gone through the eligibility criteria for the post(s) applied for and meet all the requirements therein, that all the details furnished by me in the application are true and complete to the best of my knowledge & belief and nothing has been concealed or suppressed. I also understand that in case, any of the details furnished is found untrue during any stage of recruitment or thereafter, RRB shall disqualify me for the post(s) applied for and /or I shall be liable for any other action under the extant rules"***.

After confirming the above declaration and submission of the application, the candidate may save the file as 'PDF' and/or take print of the application and preserve it for reference and record.

15.2 MODIFICATION OF APPLICATION:

- a. After the final submission of the ONLINE application, if a candidates wishes to further modify, change or correct any details **except details filled in 'Create an Account form (including mobile number and Email ID) and Chosen RRB**, he/she may do so by paying a modification fee of Rs. 250/- (non-refundable) for each occasion. **Details filled in 'Create an Account form (including mobile number and Email ID) and Chosen RRB cannot**

be changed.

- b. The modification fee is to be paid by all candidates irrespective of community and category.
- c. In the case of a candidate modifying his community from SC/ST to UR or OBC or EWS, he will have to pay the difference in examination fee i.e. Rs.250/- in addition to the modification fee. In case of failure to do so, his modified application will not be accepted.
- d. Similarly, if a candidate is switching from Ex.SM to UR /OBC (NCL) /EWS /Non Ex.SM etc. he will have to pay the difference in examination fee i.e. Rs.250/- in addition to the modification fee. In case of failure to do so, his modified application will not be accepted.
- e. Modification of ONLINE application will be allowed any number of times on payment of the modification fee for each occasion.
- f. Modification to the ONLINE application, along with the payment of the modification fee, will be permitted up to 10 (ten) days after the closing date and time of submission of application i.e. 13.10.2024 (23:59 hrs) for this CEN. The modification window will remain open from 16.10.2024 to 25.10.2024. After this period, RRBs shall not entertain any representation for modification of the information furnished in the application.

15.3 INVALID APPLICATIONS / REJECTIONS:-

Online applications are liable for rejection on the following grounds amongst others:

- a. ***Invalid photos on account of Black and White photo, photo with cap or wearing Goggles. Photos which are disfigured, small size, full body, showing only one side view of the face, unrecognizable photos, photostat copy of photo, group photo, selfie photo, photo taken by mobile, morphed photo and online application without photo among others.***
- b. Signature in capital/block letters.
- c. Not possessing the prescribed qualification for the post(s) as on the closing date for registration of online application i.e as on 13.10.2024.
- d. Over-aged or under-aged or Date of Birth wrongly filled.
- e. Multiple applications to different RRBs or to same RRB. In such case, all applications will be rejected and such candidates will be debarred from future RRB/RRC exams.
- f. Candidate's name figuring in the debarred list of any RRB / RRC.
- g. Incomplete or incorrectly filled application.
- h. Any other irregularities which are observed and considered as invalid by RRB.

NOTE: *In case the application is rejected, candidates will be able to view their status ONLINE on the website of RRBs along with the reasons for rejection(s) which is final and binding and no further correspondence shall be entertained on the subject. No refund of examination fee will be made on account of rejection of application. SMS and email alerts shall also be sent to the candidates on their registered mobile numbers and email IDs, as indicated in their ONLINE application. Candidates will not be intimidated by post.*

16.0 HALL TICKET (e-CALL LETTER) FOR CBTs, CBAT/TST, Document Verification:

- 16.1 SMS and email messages will be sent to all eligible candidates about the e-Call letter and upload details on their registered mobile number and email ID. No call letter will be sent by post. However, candidates should regularly visit the official websites of RRB as there can be failure in delivery of SMS/E-mail to the candidates due to reasons beyond control of RRBs.
- 16.2 Eligible candidates can download e-Call letter along with **Annexure V(D)** (declaration for scribe, wherever applicable) from the RRBs websites about 10 days before the date of the CBT, CBAT/TST, DV (as applicable). Call letter will not be sent to candidates by post.
- 16.3 Candidates should read the instructions on the e-Call letter carefully and follow them scrupulously. Failure to comply with the instructions may lead to cancellation of their candidature.
- 16.4 In case of SC/ST candidates who opted for free rail travel facility and uploaded their valid caste certificate for availing the benefit of free travel authority (Sleeper Class Railway Pass), the e-call letter for CBT, CBAT/TST, DV (as applicable) will contain the free travel authority and such candidates will be allowed to book ticket on submission of self-attested photo copy of e-call letter and SC/ST Certificate. During the journey, these candidates should carry original SC/ST Certificate and one prescribed proof of identity in original for undertaking journey, failing which they will be treated as travelling without ticket and charged accordingly.
- 16.5 Candidates must bring their e- Call letter along with a **valid Photo ID** (viz. Voter Card, Aadhaar Card, printout of e-Aadhaar (not Xerox copy of Aadhaar), Driving License, PAN card, Passport, Identity Card issued by the employer in case the candidate is a Govt. employee, College / University Photo ID card, if still studying, in ORIGINAL to the examination hall, failing which candidates shall NOT be allowed to appear for the CBT,CBAT/TST, DV (as applicable). The name, date of birth and photo on ID should match with the details furnished in the online application, failing which the candidate may not be permitted to appear in CBT, CBAT/TST, DV (as applicable).
- 16.6 Candidates must also bring one color photograph (of size 35 mm x 45 mm) which was uploaded in the application, for appearing in the CBT, CBAT/TST, DV (as applicable).
- 16.7 Candidates should leave blank spaces provided in the downloaded e-Call letter for writing self-declaration paragraph (as the paragraph will be displayed on the screen during CBT), signature and Left Thumb Impression (LTI) unfilled while coming for the exam.

Warning: Candidates will have to write the paragraph of Self-Declaration, sign and affix LTI at the venue of the CBT, CBAT/TST (as applicable) in the presence of the invigilator at the Examination Hall ONLY and hand over the same to the invigilator before the conclusion of the examination. Candidates writing the self-declaration paragraph in advance and/or Signing in CAPITAL letters will be rejected.

- 16.8 RRB(s) will not entertain any request for any change in examination center, date and session allotted to candidate(s).

17.0 VERIFICATION OF ORIGINAL DOCUMENTS AND FORMAT OF CERTIFICATES:

- 17.1 In case of shortfall in empanelment or other exigencies, RRB reserves the right to

utilize the candidate down in their merit list if required, as per merit and options of such candidates. This however, will not confer any vested right on such candidates to be considered for appointment.

- 17.2 To ascertain their eligibility as on the closing date for registration of online application, candidates are required to produce all original documents with two sets of self-attested photo copies of all documents at the time of Document Verification. Further, these candidates should upload the scanned copies (in true color) of all the certificates as applicable prior to their document verification date through ***www.rrbdv.in portal.***
- 17.3 All Certificates should be either in English or in Hindi only. Where certificates are not in English / Hindi, self-attested translated version (In Hindi / English) should be produced wherever / whenever required. Certificates produced during the document verification should be strictly in the prescribed formats.
- 17.4 No additional time will be given to the candidates not producing their original certificates on date of their document verification and the candidature of such candidates is liable to be cancelled.
- 17.5 Documents to be brought by candidates in original (as applicable) for document verification are indicated below:
1. Matriculation/High School Examination Certificate or Equivalent certificate as Proof for Date of Birth and Matriculation Qualification. (The candidate's name and the father's/mother's name mentioned in the application will also be verified with reference to the names mentioned in this certificate.)
 2. +2 / Inter / Higher Secondary/PUC/Equivalent Certificate (As applicable).
 3. A University degree or its equivalent.
 4. SC/ST certificate in the format as per **Annexure I.**
 5. OBC-NCL certificate as per **Annexure II** (Not older than one year from the date of document verification)
 6. Non creamy layer declaration by OBC-NCL candidates as per **Annexure II A**
 7. Income and Asset Certificate to be produced by Economically Weaker Sections as per **Annexure III.**
 8. Income Certificate for Waiving Examination Fee for Economically Backward Classes as per **Annexure III A.**
 9. Minority Community declarations on Non-judicial Stamp Paper as per **Annexure IV.**
 10. Original discharge certificate for Ex-servicemen.
 11. Medical Certificate for Persons with Benchmark Disabilities (PwBD) as per Format at **Annexure V(A) / Annexure V(B) / Annexure V(C) / Annexure V(E) Annexure V(F)** as applicable.
 12. Self-declaration for Ex-servicemen as per **Annexure VII.**
 13. NOC from serving employees with date of appointment from current employer.
 14. NOC from Serving Defense Personnel (ExSM) with probable date of discharge.
 15. Gazette notification and/or any Legal document in case of formal change of name as mentioned in **Para D 1.7**
 16. Receipt of offline payment if made through a challan at SBI branch or Pay-in-slip at computerized Post Office.
 17. Self-Certification by the Transgender candidates
 18. Certificate of eligibility issued by the Government of India, as per Para D 4.1(f).
 19. Decree of divorce/judicial separation from the competent court of law as

- applicable and Affidavit stating that the candidate has not remarried.
20. Death Certificate of husband in case of widow and Affidavit stating that the candidate has not remarried.
21. Ex SM candidates who secure civil employment after applying for this CEN should give self-declaration to the concerned employer about the details of application against this CEN as soon as they join. The acknowledged copy of this declaration along with NOC from the civil employer should be produced during document verification.

NOTES

- i. Candidates who wish to be considered against vacancies reserved/or seek age- relaxation must submit the requisite/relevant certificate in original from the competent authority, in the prescribed format at the time of Document verification. Otherwise, their claim for SC/ST/OBC-NCL/EWS/ExSM/PwBD status will not be entertained and their candidature/ applications will be considered under General (UR) category, if eligible. The certificates should be as per the formats annexed.
Certificates obtained in any other format will not be accepted.
- ii. The Educational Qualification Certificates viz. Provisional or Regular should contain the date of issue. In case date of issue of these certificates is after the closing date for registration of online application, then the consolidated mark sheet with date of declaration of the result of final qualifying exam or individual mark sheets of all the semesters/years with date of declaration of result on each should be submitted. In case of non-availability of date in any of these mark sheets/certificates, a certificate from the Institution/ University/Board to this effect (indicating date of declaration of result) should be produced at the time of document verification.

18.0 IMPERSONATION/SUPPRESSION OF FACTS- WARNING:

- 18.1 Any candidate found using unfair means of any kind in the examination, sending someone else in his/her place to appear in the examination, attempt to impersonate will be debarred from appearing in all the examinations of all the RRBs/RRCs for lifetime. He/she will also be debarred from getting any appointment in the Railways and if already appointed, will be dismissed from service. Such candidates are also liable for legal prosecution.
- 18.2 Furnishing of any false information to the RRB or deliberate suppression of any information at any stage will render the candidate disqualified and debarred from appearing at any selection or examination for appointment on the Railways or to any other Government service and if appointed the service of such candidate is liable to be terminated.
- 18.3 Candidates found submitting forged/fake certificates of any kind for securing eligibility and/or obtaining privileges, including free travel for appearing in the CBT, CBAT/TST, Document verification (as applicable) shall lead to rejection of their candidature for the particular recruitment for which he/she has applied. Further, they will also be debarred from all examinations conducted by all RRBs/RRCs all over the country for a period of 2 years/for life as deemed fit and legal action will be initiated, if warranted.
- 18.4 Candidate shall not bring in or attempt to bring in any political or other influence to further his/her interest in respect of the recruitment. Candidature of such candidates is liable to be rejected.

19.0 MISCELLANEOUS:

- 19.1 RRBs reserve the right to conduct additional examination/Document verification at any stage. RRBs also reserve the right to cancel part or whole of any recruitment process at any stage for any of the categories notified in this CEN without assigning any reason thereof.
- 19.2 The decision of RRBs in all matters relating to eligibility, acceptance or rejection of ONLINE applications, issue of free Rail Passes, penal action for false information, modification of vacancies, mode of selection, conduct of CBT, allotment of examination centers, selection, allotment of posts to selected candidates etc., will be final and binding on the candidates and no enquiry or correspondence will be entertained by the RRBs in this regard.
- 19.3 RRBs will not be responsible for any inadvertent errors and reserves right to correct such errors.
- 19.4 Any legal issues arising out of this CEN shall fall within the legal jurisdiction of respective Central Administrative Tribunals under which the RRB concerned is located.
- 19.5 In the event of any dispute about interpretation, the English version of the notification as published in RRB websites will be treated as final.

20.0 Details of various RRBs and their Website Addresses are indicated below:

Name of RRB	Website Address and Telephone Numbers	Name of RRB	Website Address and Telephone Numbers
(1)	(2)	(1)	(2)
Ahmedabad	www.rrbahmedabad.gov.in Phone: 079 - 22940858	Guwahati	www.rrbguwahati.gov.in Phone: 0361 – 2540815
Ajmer	www.rrbajmer.gov.in Phone: 0145 - 2425230	Jammu – Srinagar	www.rrbjammu.nic.in Phone: 0191 – 2476757
Prayagraj	www.rrbald.gov.in Phone: 0532 – 2224531	Kolkata	www.rrbkolkata.gov.in Phone: 06291516873
Bengaluru	www.rrbnc.gov.in Phone: 080 - 23330378	Malda	www.rrbmalda.gov.in Phone: 03512 – 264567
	Phone: 080 - 23334147	Mumbai	www.rrbmumbai.gov.in Phone: 022 – 67644033
Bhopal	www.rrbpl.gov.in Phone: 0755 - 2746660	Muzaffarpur	www.rrbmuzaffarpur.gov.in Phone: 0621 – 2213405
Bhubaneswar	www.rbbbs.gov.in Phone: 0674 - 2303015	Patna	www.rrbpatna.gov.in Phone: 0612 – 2677011
Bilaspur	www.rbbilaspur.gov.in Phone: 07752 – 247291	Ranchi	www.rbranchi.gov.in Phone: 0651 - 2462429
Chandigarh	www.rrbcdg.gov.in Phone: 0172 - 2730093	Secunderabad	www.rrbsecunderabad.gov.in Phone: 040 – 27821663
Chennai	www.rrbchennai.gov.in Phone: 044 – 28275323	Siliguri	www.rrbiliguri.gov.in Phone: 0353 – 2663840
Gorakhpur	www.rrbgkp.gov.in Phone: 0551 – 2208009	Thiruvananthapuram	www.rrbthiruvananthapuram.gov.in Phone: 0471-2332001

21.0 Abbreviations used in this CEN:

Stages of Recruitment Process	CBT= <i>Computer Based Test</i>	AT= <i>Aptitude Test</i>
	CBAT= <i>Computer Based Aptitude Test</i>	TST= <i>Typing Skill Test</i>
	DV= <i>Document Verification</i>	
Reservation/Age relaxation Category	EBC= <i>Economically Backward Class</i>	EWS= <i>Economically Weaker Section</i>
	ExSM = <i>Ex-Servicemen</i>	OBC-CL= <i>Other Backward Classes- Creamy Layer</i>
	OBC-NCL= <i>Other Backward Classes - Non Creamy Layer</i>	SC = <i>Scheduled Caste</i>
	ST = <i>Scheduled Tribe</i>	UR = <i>Unreserved (General)</i>
Disabilities	VI = <i>Visually Impaired</i>	HI = <i>Hearing Impaired</i>
	LD = <i>Locomotor Disabilities</i>	OD = <i>Other Disabilities</i>
	MD = <i>Multiple Disabilities</i>	B-VI= <i>Backlog Visually Impaired</i>
	B-HI = <i>Backlog Hearing Impaired</i>	B-LD = <i>Backlog Locomotor Disabilities</i>
	B-OD = <i>Backlog Other Disabilities</i>	B-MD = <i>Backlog Multiple Disabilities</i>
	AAV= <i>Acid Attack Victim</i>	ASD= <i>Autism Spectrum Disorder</i>
	B = <i>Blind</i>	BL= <i>Both Legs</i>
	D= <i>Deaf</i>	DW= <i>Dwarfism</i>
	HH= <i>Hard of Hearing</i>	ID = <i>Intellectual Disability</i>
	LC= <i>Leprosy Cured</i>	LV= <i>Low Vision</i>
	OA= <i>One Arm</i>	MW= <i>Muscular Weakness,</i>
	OAL= <i>One Arm & One Leg</i>	OL= <i>One Leg</i>
	RPwD = <i>Rights of Persons with Disabilities</i>	PwBD= <i>Persons With Benchmark Disabilities</i>
		SLD= <i>Speech and Language Disability</i>

Railway Zones/Production Unit/Organizations	CLW=Chittaranjan Locomotive Works, Chittaranjan	CR=Central Railway
	DLW=Diesel Locomotive Works, Varanasi	DMW=Diesel loco Modernization Works, Patiala
	ER=Eastern Railway	ECR=East Central Railway
	ECOR=East Coast Railway	ICF=Integral Coach Factory, Chennai
	MCF=Modern Coach Factory, Raebareli	NAIR = National Academy of Indian Railways
	NR=Northern Railway	NCR=North Central Railway
	NER= North Eastern Railway	NFR=Northeast Frontier Railway
	NWR=North Western Railway	PSU=Public Sector Undertaking
	PU=Production Unit	RCF=Rail Coach Factory, Kapurthala
	RDSO=Research Design and Standards Organization, Lucknow	Rly=Railway
	RRB=Railway Recruitment Board	RRC=Railway Recruitment Cell
	RWF=Rail Wheel Factory, Bengaluru	RWP= Rail Wheel Plant, Bela
	SR=Southern Railway	SCR=South Central Railway
	SER=South Eastern Railway	SECR=South East Central Railway
	SWR= South Western Railway	WR=Western Railway
	WCR=West Central Railway	
Railway Recruitment Boards (RRBs)	ADI=A Ahmedabad	All=Ajmer
	PRYJ=Prayagraj	BCT=Mumbai
	BBS=Bhubaneswar	BPL=Bhopal
	BSP=Bilaspur	CDG= Chandigarh
	GKP=Gorakhpur	GHY=Guwahati
	JAT=Jammu Srinagar	KOL=Kolkata
	MAS=Chennai	MLD=Malda
	MFP=Muzaffarpur	PAT/PNBE=Patna
	RNC=Ranchi	BNC= Bengaluru
	SC= Secunderabad	SGUJ=Siliguri
	TVC=Thiruvananthapuram	
General	CBSE=Central Board of Secondary Education	CEN=Centralized Employment Notice
	GP = Grade Pay	IFSC=Indian Financial System Code
	JPEG= Joint Photographic Experts Group	KB=Kilo byte
	LTI=Left hand Thumb Impression	OTP=One Time Password
	UPI=Unified Payments Interface	

WARNING:

- Beware of Touts and job racketeers trying to deceive by false promises of securing job in Railways either through influence or by use of unfair and unethical means. RRB has not appointed any agent(s) or coaching center(s) for action on its behalf. Candidates are warned against any such claims being made by persons/agencies. Candidates are selected purely as per merit. Beware of unscrupulous elements and do not fall in their trap. Candidates attempting to influence RRB directly or indirectly shall be disqualified and legal action can be initiated against them.
- **Candidates are advised to visit only the official website of RRBs and beware of FAKE websites and social media content put up by unscrupulous elements/touts.**