



डेडिकेटेड फ्रेट कॉरीडोर कॉर्पोरेशन ऑफ़ इंडिया लिमिटेड
भारत सरकार (रेलमंत्रालय) का उपक्रम
Dedicated Freight Corridor Corporation of India Ltd.
Government of India (Ministry of Railways) Enterprise

No.: HQ/HR/DFCCIL/CBT/2024

Dated: 28/03/2025

Circular No. 07/2025

Sub: Computer Based Test (CBT) for inter-cluster promotion/grant of non-functional grade as on 01.01.2024.

In partial modification to this office Circular No 06/2025 dated 26.03.2025, the following paragraphs 2 and 6 may be read as under and revised list of eligible employees is enclosed as Annexure I :-

2. ELIGIBILITY

For inter cluster promotion, all the employees working in the lower cluster with 4 years' of minimum service (as on 01.01.2024) will have to appear in the Competitive Examination i.e. Computer Based Test (CBT) for consideration. Further, for grant of non-functional grade in E2 level, employees having completed 6 years of residency will have to appear in the Competitive Examination i.e. Computer Based Test (CBT) as the case may be.

6. VACANCIES

In terms of vacancy assessment as on 01.01.2024 the following vacancies are available for various posts i.e. in N5, E0 & E2 of grade for all departments, along with the break-up and number of employees eligible for all grades is given as under: -

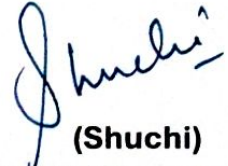
Post	Department	Total Vacancies	UR	SC	ST	PWD	No. of eligible employees	Remarks
For N5	Electrical	88	51	25	12	07	64	
	S&T	198	153	30	15	06		
	Civil	11	10	01	Nil	01		
	Mechanical	05	03	01	01	Nil		
For E0	S&T	240	186	36	18	09	04	
	Civil	168	119	33	16	09	82	
	OP&BD	366	284	55	27	24	Nil	
	Electrical	115	84	21	10	6	02	

Registered Office: 5th Floor, Supreme Court Metro Station Building Complex, New Delhi-110001.
Tel: +91-11-23454700, Fax: 011-23454701, Web: www.dfccil.gov.in, CIN : U 60232 DL 2006 GOI 155068

For E2	OP&BD	54	28	18	08	05	02	
	Electrical	08	04	03	01	03	29	Four employees also eligible for Non-functional benefit
	S&T	7	7	0	0	03	49	Seven employees also eligible for Non-functional benefit
	Civil	14	01	08	05	05	25	

*The vacancies in Finance department in E2 level have not been notified as there are no eligible employees.

2. The other terms and conditions of the Circular No. 06/2025 shall remain unchanged.



(Shuchi)

Dy. General Manager/HR

Copy for information to:

1. Secy. to MD for information of MD.
2. Director/Infra, Director/PP, Director/Finance, Director /OP & BD and CVO.
3. All EDs/GGMs/GMs in Corporate office.
4. All CGMs/GMs (Co-ord)/GMs.
5. Unit/HR officers for information and n.a.
6. DGM/IT/CO for uploading on the Website & ESS portal.
7. Notice Board.

225	Pravesh Kumar Yadav	E2	Hira Lal Yadav	101746	18-Apr-1990	OBC	18-05-2019	Executive	S&T	PRYJ/East	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
226	Rohit Kumar Singh	E2	Bhushan Prasad Singh	101747	24-Sep-1994	OBC	18-05-2019	Executive	S&T	DDU	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
227	Kanhaiya	E2	Chandra Prakash	101748	31-Aug-1993	OBC	18-05-2019	Executive	S&T	MEERUT	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
228	Upasana Sharma	E2	Kalicharan Sharma	101750	24-Jul-1996	OBC	18-05-2019	Executive	S&T	Jaipur	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
229	Chitte Anil	E2	Chitte Steenu	101751	23-Aug-1992	OBC	18-05-2019	Executive	S&T	NOIDA	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
230	Konka Ravi Kanth	E2	Konka Jaya Raju	101752	10-Jun-1991	SC	18-05-2019	Executive	S&T	ADI	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
231	Chintapalli Praneeth	E2	Chintapalli Jayaprakash Babu	101753	13-Dec-1994	SC	18-05-2019	Executive	S&T	VADODARA	30000-120000	18-05-2019	18-05-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
232	Pradeep Kumar Thallapally	E2	Thallapally Sariah	101948	28-Aug-1991	SC	11-10-2019	Executive	S&T	Jaipur	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
233	Chaitanya Swarna	E2	Swarna Dasu	101952	10-Jun-1993	SC	11-10-2019	Executive	S&T	Jaipur	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
234	Kalua Ram Meena	E2	Suresh Chand Meena	101955	05-Jul-1995	ST	11-10-2019	Executive	S&T	Alil	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
235	Sahib Kumar	E2	Sanjay Kumar	101957	29-Dec-1992	UR	11-10-2019	Executive	S&T	Ambala	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
236	Ajay Singh	E2	Uday Bir Singh	101959	15-Apr-1993	UR	11-10-2019	Executive	S&T	TDL	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
237	TanuJ Gaurh	E2	Narayan Datta Sharma	101964	04-Jul-1989	UR	11-10-2019	Executive	S&T	TDL	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
238	Moti Singh	E2	Buddhi Singh	101965	25-Mar-1990	UR	11-10-2019	Executive	S&T	TDL	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
239	Sanjay Kumar Prajapati	E2	Radheshyam Prajapati	101968	10-Mar-1996	OBC	11-10-2019	Executive	S&T	Mum/N	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
240	Ritesh Ranjay	E2	Jai Lal	101972	09-Sep-1992	SC	11-10-2019	Executive	S&T	DDU	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
241	Rahul Meena	E2	Babu Lal Meena	101974	12-Mar-1995	ST	11-10-2019	Executive	S&T	Alil	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
242	Gayendra Singh Meena	E2	Mansingh Meena	101976	08-Jun-1992	ST	11-10-2019	Executive	S&T	JP	30000-120000	11-10-2019	11-10-2019	E0	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
243	Prabjyot Singh Chadha	E2	Trilok Singh Chadha	100525	18-Sep-1986	UR	17-06-2013	Sr.Executive	S&T	Ajmer	40000-140000	10-07-2017	17-06-2013	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
244	Itendra Prasad	E2	Ramdey Prasad	100635	15-Nov-1983	OBC	12-12-2013	Sr.Executive	S&T	DDU	40000-140000	25-01-2018	12-12-2013	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
245	Manoj Kumar Thakur	E2	Kameshwar Thakur	100637	30-Nov-1972	OBC	12-12-2013	Sr.Executive	S&T	Jaipur	40000-140000	25-01-2018	12-12-2013	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
246	Omprakash Biswas	E2	Pravash Chandra Biswas	100639	19-Jul-1978	SC	12-12-2013	Sr.Executive	S&T	KOLKATTA	40000-140000	25-01-2018	12-12-2013	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
247	Pradeep Kumar Singh Bisht	E2	Govind Singh Bisht	100760	01-Jul-1978	UR	02-03-2015	Sr.Executive	S&T	UMB	40000-140000	02-03-2015	02-03-2015	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
248	Ram Prakash	E2	Ram Dayal	100761	09-Oct-1978	SC	02-03-2015	Sr.Executive	S&T	NTC	40000-140000	02-03-2015	02-03-2015	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
249	Vikash Jarwal	E2	Ramswaroop Jarwal	100795	21-Nov-1990	OBC	05-03-2015	Sr.Executive	S&T	Ajmer	40000-140000	18-01-2020	05-03-2015	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
250	Vaneet Chahal	E2	Iqbal Singh	100799	06-Sep-1987	UR	05-03-2015	Sr.Executive	S&T	UMB	40000-140000	17-01-2020	05-03-2015	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
251	Ravi Kumar Singh	E2	Randhir Singh	100833	25-Jun-1977	UR	24-03-2015	Sr.Executive	S&T	DDU	40000-140000	24-03-2015	24-03-2015	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
252	Munindra Kumar Patel	E2	Ram Lalu Patel	100855	29-Jan-1986	OBC	15-05-2015	Sr.Executive	S&T	MUM(N)	40000-140000	17-01-2020	15-05-2015	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
253	Lawkesh Kumar	E2	Ram Chandra Singh	100965	05-Oct-1977	OBC	19-01-2016	Sr.Executive	S&T	DDU	40000-140000	01-09-2021	19-01-2016	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
254	Ranvir Kumar	E2	Ramjee Prasad	101059	16-Nov-1987	OBC	14-10-2016	Sr.Executive	S&T	VADODARA	40000-140000	04-02-2021	14-10-2016	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
255	Raghendra Singh Bhadouria	E2	Narendra Singh Bhadouria	101201	07-Nov-1987	UR	08-08-2017	Sr.Executive	S&T	Tundla	40000-140000	12-03-2022	08-08-2017	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
256	Girish Kumar	E2	Ram Kishan	101384	15-Dec-1988	OBC	20-09-2018	Sr.Executive	S&T	Tundla	40000-140000	03-04-2023	20-09-2018	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		
257	Yogesh Kumar Gaur	E2	Shimbu Dayal Gaur	101411	02-Jul-1985	UR	15-11-2018	Sr.Executive	S&T	Ajmer	40000-140000	03-04-2023	15-11-2018	E1	NA	Physically working	NA	Jr.Manager/S&T	NA	NA	NA	NA	NA	NA	NA	NA	E0-E1	NA		



डेडिकेटेड फ्रेट कोरीडोर

डेडिकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ इंडिया लिमिटेड

भारत सरकार (रेलमंत्रालय) का उपक्रम

Dedicated Freight Corridor Corporation of India Ltd.

Government of India (Ministry of Railways) Enterprise

No.: HQ/HR/DFCCIL/CBT/2024

Dated: 26/03/2025

Circular No. 06 /2025

Sub: Computer Based Test (CBT) for inter-cluster promotion/ non-functional grade as on 01.01.2024.

Ref: 1) Circular No. 640/2020 dated 16.10.2020.

2) Circular No. 29/2021 dated 19.01.2021.

3) Circular No. 06/2022 dated 09.02.2022.

4) Circular No. 1079/2024 dated 20.12.2024.

5) Circular No. dated. 646/2020 dated 20.10.2020.

6) Circular No. dated. 20/2024 dated 15.05.2024.

7) Policy section letter dated 02.02.2024.

Vide this Office Circular No. 640/2020 dated 16.10.2020, revised Recruitment and Promotion policy was notified which was subsequently modified vide Circular No. 36/2023 dated 09.10.2023, Circular No. 20/2024 dated 15.05.2024 and Circular No. 646/2020 dated 20.10.2020. An accelerated channel for inter cluster promotion to N5, E0 & E2 grades (i.e. to lowest grade of Cluster B, C & D) through departmental examination has been introduced wherein, employees working in clusters (i.e., A, B & C) with 4 years' of minimum service have an option to appear in the Competitive Examination (Computer Based Test) for promotion as on 01.01.2024.

2. ELIGIBILITY

For inter cluster promotion/grant of non-functional to E2 grade, all the working employees in the lower cluster (i.e. C) with 4 years' of minimum service (as on 01.01.2024) have to appear in the Competitive Examination (Computer Based Test) CBT for consideration. The list of eligible candidates has been enclosed herewith as **Annexure - I**.

3. SYLLABUS

The revised syllabus for various posts of N5, E0 & E2 grade of all Departments was notified vide this Office Circular No. 1079/2024 dated 20.12.2024.

The above notified syllabus is indicative. There may be some variations in the actual Question Paper (i.e. online CBT), which will not constitute a valid ground for raising objections as the variation, if any, will be common for all candidates for a particular category.

Registered Office: 5th Floor, Supreme Court Metro Station Building Complex, New Delhi-110001.

Tel: +91-11-23454700, Fax: 011-23454701, Web: www.dfccil.gov.in, CIN : U 60232 DL 2006 GOI 155068

4. PATTERN OF QUESTION PAPERS

CBT exam for all notified vacancies will be of 02 hours duration, comprising of three sections in the question papers as under:

Post	Compulsory		Optional (C)	
	(A)	(B)	Rajbhasha (C1)	General (C2)
	General	Technical/ Subject Knowledge (Department Specific)		
N5 (Junior Executive Common Exam)	60	30	10	10
E0 & E2 (Executive & Jr. Manager of all Department)	20	70	10	10

Multiple Choice Question (MCQ) will consist of three sections i.e. General - A, Technical/ Subject knowledge (Department Specific) - B and Optional - C as indicated above. Out of the above three (03) sections, Section A and B will be compulsory.

In the optional Section C, the candidates will be able to view in the online exam both C1 and C2 sub-sections. However, the candidate needs to decide in the first instance which sub-section he/she wants to attempt and answer. Once the candidate consciously decides to opt for a particular sub-section, he/she needs to answer 10 MCQs from that sub-section only. In case, if the candidate chooses to answer MCQs from the other sub-section, the answers attempted in the earlier sub-section will get deleted automatically. Therefore, the candidate cannot opt to answer a combination of MCQs from both the sub-sections.

There will be No negative marking in the CBT exam.

5. QUALIFYING MARKS/RELAXATION

As indicated in para 8.7 (b) (i) of Circular No. 640/2020 dated 16.10.2020 read in harmony with para 2 of Circular No. 36/2023 dated 09.10.2023, Circular No. 646/2020 dated 20.10.2020 and 20/2024 dated 15.05.2024 as referred above, minimum qualifying marks for CBT will be 60% in safety categories.

Note- APAR for the last 4 years will be considered and weightage of each APAR will be of 10 marks. In case, APAR for 4 years are not available, then marks will be awarded on pro-rata basis based on available APARs. Further, distribution of marks for APAR is to be done in terms of para 8.7.4 of the Circular number 640/2020.

6. VACANCIES

In terms of vacancy assessment as on 01.01.2024 the following vacancies are available for various posts i.e. in N5, E0 & E2 of grade for all departments, along with the break-up and number of employees eligible for all grades is given as under: -

Post	Department	Total Vacancies	UR	SC	ST	PWD	No. of eligible employees	Remarks
For N5	Electrical	88	44	25	12	07	75	
	S&T	198	153	30	15	06		
	Civil	11	10	01	Nil	01		
	Mechanical	05	03	01	01	Nil		
For E0	S&T	240	186	36	18	09	04	
	Civil	168	119	33	16	09	82	
	OP&BD	366	284	55	27	24	Nil	
	Electrical	115	78	21	10	6	02	
For E2	OP&BD	54	28	18	08	05	02	
	Electrical	08	04	03	01	03	29	Four employees also eligible for Non-Functional benefit
	S&T	7	7	0	0	03	49	Seven employees also eligible for Non-Functional benefit
	Civil	14	01	08	05	05	25	
	Finance	*						*No Eligible employees available

7. SCHEDULE OF THE EXAM

The date of CBT Exam is scheduled in end of May'2025, exact date will be informed shortly.

8. REGISTRATION FOR COMPUTER BASED TEST

- i. The link for registration process for the said CBT exam by all the eligible/willing employees will be live by 10.00 hrs on 02.04.2025 till midnight of 08.04.2025.
- ii. Applicants can register and login by clicking on the link. Instructions are also provided by clicking the link.

- iii. In case of issues like discrepancies in personal data, online application form, or any difficulty faced during the registration, the applicants can immediately contact the technical/designated official through following modes:
 - a) Toll free number- 9513252077
 - b) Email Id- dfccildepartmental2024@gmail.com
- iv. The link of registration will be notified shortly on DFCCIL's official website for information.
- v. In case the issue is not resolved within 02 working days the applicants can reach out to the Nodal/Cadre officers as listed below:

Department	CONTACT DETAILS OF CADRE OFFICERS		
	Name (S/Sh./Ms.)	Contact No.	E-Mail Id
Civil	Mukesh	8920204721	mukeshdhaka@dfcc.co.in
Electrical	S. K. Jain	9717636808	skjain1@dfcc.co.in
Finance			
OP&BD	Pradeep Kumar	9717636809	pkumar4@dfcc.co.in
S&T	Renu Agnihotri	9717636945	ragnihotri@dfcc.co.in
MTS (all deptts.)	D. C. Jha	7389556832	dcjha@dfcc.co.in

9. OPTION TO CHOOSE DEPARTMENTS ON PROMOTION TO N5 LEVEL

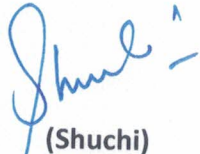
- i. Applicants need to submit three (03) options for the departments on promotion in N5 level (as per the vacancies in para 6 above) while applying for on-line registration for the Computer Based Test.
- ii. Panel in N5 level will be prepared department wise purely based on options submitted at the time of the registration, seniority and availability of vacancies (category-wise) for the respective departments.
- iii. Option exercised in order of preference for the departments (i.e. in N5 grade) at the time of registration will be Final and no request for change will be considered later.

10. GENERAL INSTRUCTIONS

- i. Applicants are advised to carefully read the instructions before registration/submission of the application form on the portal.
- ii. Applicants can edit their details by logging into the portal prior to the cut-off date and time. No change will be permitted after the deadline/cut-off date.
- iii. All the eligible employees/applicants registering for the CBT Exam - 2024 will also have to submit a declaration online that he/she is physically working at his/her present post and is not absconding or on unauthorized absence on the date of registration.
- iv. All the eligible employees must complete their on-line registration process only through the notified link mentioned at para 8 above, well before the deadline/cut-off date i.e. well in advance to avoid the last-minute rush, by filling in requisite details and uploading requisite documents while registration.

- v. An applicant is required to register only once. For anyone who does multiple registrations, his/her candidature will be cancelled, and will call for disciplinary action as deemed fit against him/her.
 - vi. All applicants should report at the examination center along with their Admit Cards (generated online) and relieving letter issued by the Controlling / designated officers in the prescribed format as per Annexure-III.
 - vii. All applicants should appear in the exam as per schedule. No supplementary examination will be held for the absent employees.
 - viii. PWD applicants availing of the facility of Scribe for seeking compensatory time in the CBT exam must carry their original medical certificate issued by the Competent Medical Authority and submit the declaration/undertaking of the Scribe as per extant instructions of GOI (Annexure-IV). Failing which will lead to rejection of their claim for the compensatory time in the exam. Additional instruction are given on the registration portal, for information and strict adherence.
 - ix. Applicants found indulging in unfair means at the time of CBT will be expelled from the examination center and debarred from appearing in the future CBT, apart from facing disciplinary action as deemed fit against him/her.
 - x. Applicants appearing in the CBT should be dressed in their official uniform and carry their official Ids.
- 11.** All CGMs/GGMs/GMs/GMs (Co-ord.) are advised to circulate this notification widely among the eligible employees working under their administrative control and ensure strict compliance of the following points:
- (i) To nominate a suitable/responsible officer to issue relieving letter to the eligible candidates who have completed their registration process.
 - (ii) Relieving letter is to be issued as per Annexure-III in terms of point (i) above, only in respect of those employees who are physically working on their post and not absconding or on unauthorized absence on the date of issue of relieving letter.

- Encl:**
1. Eligible list of employees (Annexure-I)
 2. Format of relieving order (Annexure-II)
 3. Format of declaration from the Scribe (Annexure-III)


(Shuchi)
Dy. General Manager/HR

Copy for information to:

1. Secy. to MD for information of MD.
2. Director/Infra, Director/PP, Director/Finance, Director /OP & BD and CVO.
3. All EDs/GGMs/GMs in Corporate office.
4. All CGMs/GMs (Co-ord)/GMs.
5. Unit/HR officers for information and n.a.
6. DGM/IT/CO for uploading on the Website & ESS portal.
7. Notice Board.

TO BE ISSUED ON LETTER HEAD

RELIEVING ORDER

File No.:

Dated:

To,
HR representative of DFCCIL,
Examination Centre
Location:-----

(Mention location as per examination centre mentioned in the admit card.)

Sub: Relieving order to attend the CBT for promotion to the post of ____.

Ref: Corporate Office Cir. No. 14/2021 dated 15.06.21.

Consequent upon his registration for inter-cluster promotion examination vide registration/hall ticket no. _____, Sh. _____ (Employee ID _____), _____ (Designation & Place of Posting), is hereby relieved to appear in the Computer Based Test for promotion to the post of _____ scheduled on _____ at _____.

His/her photo and signature are attested below.

Affix a recent
Passport size photo
of the employee
with attestation by
the
Controlling/Issuing
Authority.

(Signature & Seal of issuing authority)

Name:

Desig.:

Mobile no. :.....



Signature of Authorised Attesting Signatory
of DFCCIL.

Note-Photo and signature of the candidate are to be attested.

LETTER OF UNDERTAKING FOR USING SCRIBE

NOTE: Candidates who are Visually Impaired (VI)/candidates whose writing speed is affected by Cerebral Palsy muscular dystrophy / candidates with locomotor disability (one arm/ one hand)/Intellectual disability (Autism, specific learning disability and mental illness) are eligible for Scribe.

PARTICULARS OF SCRIBE PROPOSED TO BE ENGAGED BY THE CANDIDATE

- 1. Name of the Candidate.
- 2. Name of CBT Center.....
- 3. Qualification of Candidate
- 4. Disability Type.....
- 5. Name of the Scribe.....
- 6. Date of Birth of the Scribe.
- 7. Father's Name of the Scribe
- 8. Address of the Scribe :
 (a) Permanent Address.....

 (b) Present Address.....

- 9. Educational Qualification of the Scribe
-
- 10 Relationship, if any, of the Scribe to the Candidate

Paste here recent colour Passport Size Photograph of the SCRIBE of size 3.5 cm x 4.5 cm (The Colour photograph should not be more than 3 months old.

11. DECLARATION:

- i) We hereby declare that the particulars furnished above are true and correct to the best of our knowledge and belief. We have read/been read out the Instructions of the DFCCIL regarding conduct of the candidates assisted by Scribe/Scribes at this examination and hereby undertake to abide by them.
- ii) We declare that the Scribe himself/herself is not a candidate in this examination. We understand that in case it is found otherwise the candidature of both of us will be rejected.
- iii) We declare that the Scribe has not acted/will not act as Scribe to any other candidate of this examination.

Signature of the Candidate	Left thumb impression of the Candidate	Signature of the Scribe	Left thumb impression of the Scribe

Signature of the Invigilator