

सं/No.U/P.608/III/Protocol Inspector

मंडल कार्यालय/Divisional Office  
कार्मिक शाखा/Personnel Branch  
मदुरै Madurai दि dt.,25.11.2022

All Branch Officers/MDU Division  
All Supervisory Officials/MDU Division,

विषय/Sub: Filling up of the post of Protocol Inspector(ex.cadre) Tenure  
Post in Pay matrix level-7 in Madurai Division (Vacancy – 1 UR)

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1) It is proposed to hold a selection for the post of Protocol Inspector in Pay matrix level-7(corresponding Pay Band Rs.9300-34800 + G.P.Rs.4600/-) in Madurai Division.

The employees of all departments working in Pay matrix level-7 (corresponding Pay Band Rs.9300-34800 + G.P.Rs.4600/-) one grade below in Pay matrix level-6 (corresponding Pay Band Rs.9300-34800 + G.P.Rs.4200/-) on regular basis in the cadre post and who fulfill the following criteria are eligible to apply.

- (a) Graduation in any discipline.
- (b) Language skills-ability to read, write and speak in English
- (c) Willing to travel extensively and at short notice.
- (d) Ability to maintain social contact,(and) positive temperament and in keeping with the corporate image of Indian Railways. Behavioral traits should indicate an amicable, pleasant disposition coupled with good business etiquette and to deal effectively with any unstructured situations.
- (e) Ability to network, liaise communicate effectively at State Government/Central Government/Public sector and Private/Corporate entities directly or indirectly involved with Railways.
- (f) Ability to facilitate and arrange convenient entry and reception at airport, other VIP interface points.
- (g) Ability to deal with Hon'ble MPs, MLAs and other VIPs tactfully.
- (h) Knowledge of working in computers is preferable.

2) The selection consists of written test and Viva-voce. The Question paper will be set in terms of Railway Board's letter No.E(NG) 1/2018/PM 1/04 dated 14.12.2018(RBE No.196/2018 (PBC No.263/2018 and will be 100% objective type. The panel for the selection will be based on Merit in terms of RBE No.17/2014 and there will be negative marking at the rate of 1/3 marks for a wrong answer (Ref: RBE No.196 & 194/2019)

The written examination will be of 100% objective type of multiple choice questions and 10% of total marks will be earmarked for questions on official language policy. There will be 110 questions out of which 100 questions will be evaluated. Answering of Official Language policy questions is optional.

3) The normal tenure of Protocol Inspector is 5 years in terms of Board's letter dated 27.08.2004 and may be extended for 2 more years in individual merit. However, if they do not come up the standard required they will be repatriated at any time to their parent department without assigning any reasons whatsoever at short notice.

4) Employees already working in another ex-cadre on the date of this notification need not apply(or) not completed 2 years Gap on the date of this Notification need not apply.

5) Application from eligible employees who fulfill the conditions stated above may be obtained in the enclosed proforma on or before 12.12.2022 and forwarded to DRM(P)MDU after due certification of the authenticity of the particulars furnished in the Profrma in the order of seniority of the respective units. Applications should reach in this office on or 16.12.2022.

6) Applications received directly without certification by the supervisory official will not be entertained. It is the responsibility of the Branch Official to forward the applications in one lot to this office by the target dated i.e. 16.12.2022

7) There will be no supplementary examination. The employee will have the option of writing the examination either in English or in Hindi language and they are required to indicate the same in the application form itself.

8) The employees who volunteer for the above post should be in readiness to appear for the written examination and viva-voce. On being selected, withdrawal will not be entertained. Hence, Branch Officer concerned should be ready to relieve the employee, on being selected.

9) Applications received after the target date will not be entertained if there are no volunteers, a 'Nil' statement may be sent to this office by due date.

10) The syllabus for the written examination is detailed below.

- Basic knowledge about Indian Railways.
- General knowledge about all areas of protocol work.
- General knowledge of Organisation set-up of Zonal Railways.
- Knowledge of Rajbasha will be tested by simple translations in day to day usage.

Kindly acknowledge receipt of this notification and circulate among eligible staff in your control.

Encl: As above.

Digitally Signed by S.manoj

Date: 25-11-2022 18:13:52

Reason: Approved

(S.Manoj, IRPS)

Divisional Personnel Officer/II/MDU

Copy to: PS to DRM/MDU & ADRM for kind information.

- “ RA/MDU, Dy.CE/CN/MDU, The Principal/RMHSS/MDU,
- “ CHC, Commercial Controller/MDU, Ch.OSs of all Branches,
- “ OS/PB computer centre- to upload the above notification.
- “ DS/SRMU, DA/AI SC/ST REA, DS/AI OBC REA

## APPLICATION FORM

**ANNEXURE****APPLICATION FOR THE POST OF PROTOCOL INSPECTOR(Tenure ex.cadre)LEVEL: 7  
OF THE PAY MATRIX OF RSRP RULES, 2016**

(Ref: DPO/II/MDU letter No.U/P. 608/III/Protocol Inspector dated 25.11.2022)

Affix photo & attested by controlling Supervisor
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1	Name of the employee :	
2	Staff No. & PF. No	
3	Present Designation/ Station	
4	Date of Birth & age as on the date of notification	DOB:
		Age:
5	Date of initial appointment & post	
6	Whether belong to SC/ST community	
7	Present Pay level & Pay	
8	Date of entry into the present grade	
	a) Substantive b) Officiating/ex.cadre	
9	Educational Qualification(enclose self attested Xerox copies of certificates)	Graduate
		Post Graduate
10	Other qualification	
12	Indicate the option for writing exam (whether Hindi or English)	
13	Contact phone/Mobile No.	Railway
		CUG/Personal
14	Remarks, if any	

I declare that the above particulars furnished by me are true to the best of my knowledge and belief.

Station :

Signature of the employee

Date :

Forwarded to DRM/P/MDU

It is hereby verified and certified that the particulars furnished by the employee are found correct and the employee is free from DAR/SPE cases.

Place

Date

Signature of the supervisory official  
(Name & Design with date)