



दक्षिण मध्य रेलवे SOUTH CENTRAL RAILWAY

प्रमुख वित्त सलाहकार का कार्यालय

PRINCIPAL FINANCIAL ADVISER'S OFFICE

रेल निलयम RAIL NILAYAM, सिकंदराबाद SECUNDERABAD – 500025

सं No.एण्डी AAD/EO1/2025-2026/Gr.B(30%)

दि Date: 19.12.2025

अधिसूचना NOTIFICATION

Sub: Panel for filling up of Group 'B' posts of AFAs/ ADFMs in Accounts Department against 30% LDCE quota through (CBT) Centralized Computer Based Objective Type Examination for the vacancy cycle 01.01.2025 to 31.12.2026 (including anticipated vacancies upto 30.06.2027).

Ref: Rly.Bds.Lr.No.E(GP)2024/2/37 (34477173) dated 12.12.2025
(Copy enclosed).

It is proposed to conduct Group 'B' Selection for formation of the panel for promotion to Group 'B' posts of AFAs/ADFM's in Accounts Department in Level-9 of VII CPC [PB-2 Rs.9300-34800 with Grade Pay Rs.5400/- (VI CPC)] against 30% quota through Centralized Computer Based Objective Type Examination (CBT) for the vacancy cycle 01.01.2025 to 31.12.2026 (including anticipated vacancies upto 30.06.2027) is being conducted by RRB/Ajmer tentatively on **08.03.2026** as per Railway Board's letter under reference.

1. VACANCIES AND RESERVATION:

As already indicated in the 70% Selection Notification, the number of vacancies assessed by reckoning up to 100% STS & 75% of JTS/Gr.A vacancies as on 01.01.2025 for the 30% segment are as under:

Segment	UR	SC	ST	Total	PwBD
30%	07	01	01	09	01#
Total	07	01	01	09	01

Low Vision (LV)

The cut-off date for assessment of eligibility of candidates for this special Group 'B' Selection drive examination is retained as **01.01.2025**.

2. DATE OF CENTRALIZED CBT:

In terms of Railway Board's Lr. No. E(GP)2024/2/37 (34477173) dated 12.12.2025, **the tentative date of examination for 30% LDCE to be conducted through Centralized CBT is 08.03.2026**. Exact time and venue for the Centralized CBT along with other details will be announced in due course.

3. ELIGIBILITY:

For Group 'B' selections (30% LDCE quota), Group 'C' employees of Accounts Department working in P.B-2 (Rs.9300-34800) with Grade Pay of Rs.4200/Level 6 in 7th CPC Pay Matrix and above with 05 years of non-fortuitous service in the grade (including non-fortuitous service rendered in the corresponding pre-revised grades) in Accounts Department and who have qualified in the Appendix-3 IREM Examination will be eligible. The eligibility conditions should have been fulfilled as on 01.01.2025.

4. Scribe and Compensatory Time to PwBD employees:

In terms of Railway Board's letter No. E(NG)I/2022/PM4/9 dated 09.12.2022 (RBE No. 162/2022), the facility of scribe and/or compensatory time shall be granted solely to those eligible PwBD employees having difficulty in writing subject to production of a certificate to the effect that person concerned has limitation to write and that scribe is essential to write examination on his/her behalf from the competent Railway medical authority as per proforma enclosed as Annexure - 'B'.

5. PATTERN OF EXAMINATION (CBT):

The Centralized CBT for 30% LDCE will be held in terms of instructions contained in Railway Board's Lr. Nos. E(GP)2022/2/4 dated 28.06.2022, 22.07.2022 & 10.11.2022 according to which the revised structure and distribution of marks for the single paper in LDCE for promotion to Group 'B' post of AFA in Accounts Department will be as follows:-

a.(i)	Professional Subject	Questions
	General Principles of Govt Accounting and Audit with Special Reference to Railways	15
	Books and Budget including Traffic Book	15
	Traffic Accounts and Statistics	15
	Establishment	15
	General Expenditure	15
	Workshop Accounts	15
	Stores Accounts	15
		105
a.(ii)	General Knowledge including optional questions of 15 marks on Official Language Policy and Rules	40
a.(iii)	Management Accounting and Financial Justification for expenditure	30
	Total	175
b.	Qualifying marks	90
c.	Duration	3 Hours

Note:

- Question paper will have 175 questions out of which 150 questions are to be attempted.
- 1 mark will be allotted for every correct answer. There shall be negative marking for incorrect answers and 1/3rd of marks allotted for each question will be deducted for every wrong answer.



The candidates who qualify in the Centralized CBT will only be sent for medical examination and the candidates found fit in the prescribed medical examination shall be called for viva-voce.

6. RECORD OF SERVICE & VIVA-VOCE:

Viva- voce	Max. 25 Marks	Qualifying Marks 30 (including at least 15 marks in the Record of service)
Record of Service	Max. 25 Marks	

(Authority: Board's Lr. No. E(GP)88/2/111 dated 20-08-1991)

There will be no grading of successful candidates, as 'OUTSTANDING', 'VERY GOOD' etc. After viva-voce, the names will be arranged in the order of merit, on the basis of the total marks obtained by each of the candidate.

7. SYLLABUS: In terms of Railway Board's letter No. E(GP)2022/2/4 dated 28.06.2022, 22.07.2022, 07.11.2022 and 10.11.2022.

Further, vide Railway Board's letter No. E(GP)2022/2/4 dated 07.12.2022, the syllabus prescribed for 30% LDCE in respect of Group 'B' post of AFA in Accounts Department is modified as under:

1) Professional Subjects:

- i) General Principles of Govt. Accounts and Audit with Special Reference to Railways.
- ii) Books and Budget including Traffic Book
- iii) Traffic Accounts and Statistics
- iv) Establishment
- v) General Expenditure
- vi) Workshop Accounts
- vii) Stores Accounts

2) Management Accounting and Financial Justification for expenditure.

The syllabus and books of reference prescribed for papers on subjects like Management Accounting and Cost Accounting is given below:

i) FINANCIAL JUSTIFICATION FOR EXPENDITURE:

Techniques of assessment and evaluation of profitability of capital investments. Techniques of financial appraisal applied to different investment proposals – New lines, Electrification, Dieselisation, New production units and repair workshops, Computerization, Examination of alternatives e.g. make or buy, lease or buy, Departmental vs. Contract works.

Recommended Reading:

1. Indian Railway Financial Code
2. Indian Railway Engineering Code
3. Techniques of Financial Analysis – E.A.Helfort
4. Report by the committee on Techniques of Financial Appraisal of Railway Projects

ii) TRAFFIC COSTING ON INDIAN RAILWAYS:

Concepts of Costing – Costing of Goods and Coaching Services – Costs and rate making.

Recommended Reading:

Hand book on Traffic Costing published by the Ministry of Railways.

iii) MANAGEMENT ACCOUNTING:

- Functions and role of Management Accountant – Tools of Financial analysis including Ratio Analysis – Break-even-Analysis.
- Accounting Analysis for Managerial Planning – factors in planning – forecasts useful in planning.
- Communication and controls – accounting reports for administrative controls.
- Control of operation (Budgetary Control) – Cash, Capital and Operating Budget – Performance Budgeting – Responsibility
- Centres, Integrated Budget – Performance units and Zero based budget.
- Control of Operations (Costing) - Costing system – Standard Costing – Managerial Costing – Costing and managerial decisions.

Recommended Reading:

1. Management Accountancy – J Batty
2. Financial Management – S C Kuchhal
3. Management Accounting – N L Hingorani & Others.

The eligible candidates who are desirous of appearing in the examination should submit the application through HRMS module. Physical applications will not be entertained. The detailed instructions to the candidates to submit the online application through HRMS is enclosed herewith as Annexure-A.

As the selection is through 30% LDCE by calling volunteers, no supplementary examination will be held under any circumstances for absentees.

The last date for the submission of applications by the eligible employees is **09.01.2026.**

- The reserved community employees are advised to check whether their community certificate is available in employee details, if the certificate is not available, the system prompts him to upload the certificate and the same can be done by raising a ESS request by employee himself/herself and get it approved.
- The system doesn't allow the application to be submitted if the photo and signature of the employee are not available in the system. In such cases, the employee has to go to ESS and get the current photo and signature uploaded in the system and get it approved.
- Staff whose lien/seniority is maintained on this Railway and who are on deputation/leave/sick or serving in other Railways, Railway Board/IRCTC/IRIFM/CRIS/RE/RITES/IRISET/IRCON/RVNL etc., should also be notified to enable them to submit their applications through HRMS. It would be the responsibility of the officer concerned to bring the notification to the notice of staff on deputation/leave/sick under clear acknowledgement, copy of which has to be sent to this office for record.



- It should be ensured that wide publicity is given to this notification amongst all the staff concerned. It is the personal responsibility of the Personnel Officers/Controlling Officers of the Units to ensure that the notification reaches all the eligible employees in time.
- The employees, who have responded to this notification, are also equally responsible to attend the written examination through Centralized CBT tentatively scheduled on 08.03.2026.
- In case of any queries/assistance needed in this regards may contact the HRMS team of CRIS.
- There will be pre-selection training to eligible candidates who belong to SC/ST community. The details of pre-selection training will be notified in due course after finalization of list of eligible candidates (RBE No.142/2019)
- This Notification is subject to further modification/addition/deletion of the instructions issued by Railway Board at later date.
- The Notification is also available at www.scr.indianrailways.gov.in.

This issues with the approval of the competent authority.



(प्रज्ञा कैलास खंडारे PRADNYA KAILAS KHANDARE)

उपमलेधि/सा Dy.CAO/G

कृते प्र वि स/सिकं for PFA/SC

Copy to:

RRB/Ajmer, National Academy of Indian Railways (NAIR), Lalbaug, Vadodara – 390004 for kind information.

PFA/CONS., FA&CAO/T&CM, ADG/IRIFM, SDGM/SC, Director/IRISET/SC, CAO/C/SC,

FA&CAO/T, FA&CAO/C-I, FA&CAO/S&W, FA&CAO/G, Dy.CPO/GAZ., for kind information and necessary action.

Sr.DFMs/SC, HYB, BZA, GTL, NED, GNT,

WAO/LGD, WAO/RYPs, Sr.AFAs/CN/TPTY & BZA

AWAO/CRS/TPTY, AFA/CN/NED,

AFA/RCT/SC, AFA/RCT/AMVT, S&AO/SC,

Secy. to GM/SC, Sr.VO(G)/SC, PS (Gr.I) to PFA

AFA/IT & GI for information and necessary action.

Secretary/SCRMU, Secretary/SCRES, Secretary/AIRESC&ST Association

All Branch Officers at Hqrs.

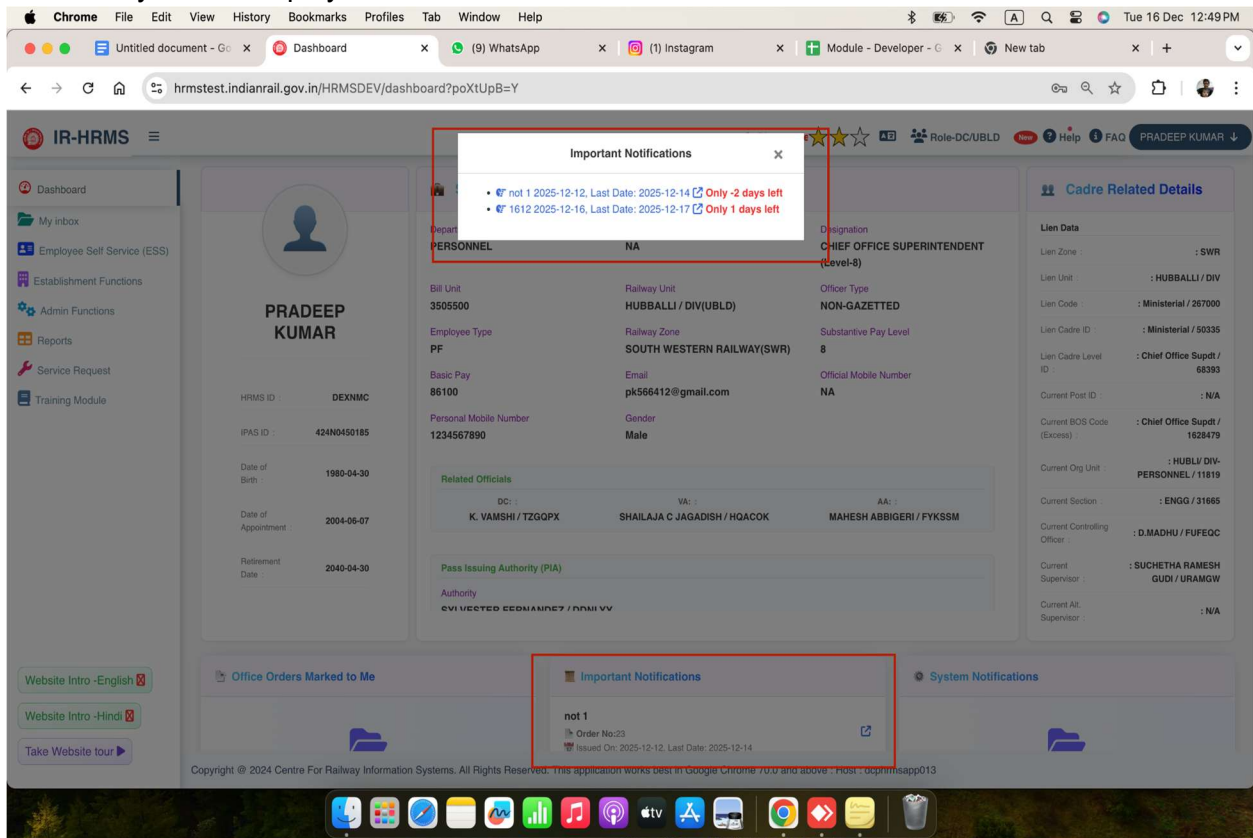


कृते प्र वि स/सिकं for PFA/SC

Annexure - A

2) Application against the Notification by the Employee

When an employee logs in to HRMS, the list of notifications which has been published by his lien railway will be displayed in the home screen and notifications section .



The employee will click on notification to apply.

Once done, a screen opens up which shows the current working details of the employee and his lien details. It is important for the employee to check whether these details are correct or not. The employee should not proceed ahead if he sees that the lien details are wrong. In such cases, the employee should get the details corrected by contacting his dealing clerk and then only apply.

The screen also shows the list of notifications which has been published by his lien railway. The employee can apply against any notification by clicking on the 'Apply' button. **He should check the eligibility condition as per notification before applying. Mere display of all notices does not entitle any one to claim eligibility.**

IR-HRMS | <https://hrms.indianrail.gov.in/HRMS to access HRMS application> | Role-DC/UBLD | Help | FAQ | PRADEEP KUMAR

Your Lien Is SOUTH WESTERN RAILWAY (SWR)

Warning: Please refrain from proceeding if your lien details appear incorrect.

Current Details:

Department :	PERSONNEL	Sub Department :	NA
Designation :	CHIEF OFFICE SUPERINTENDENT (Level-8)	Bill Unit :	3505500
Railway Unit :	HUBBALLI / DIV(UBLD)	Officer Type :	NON-GAZETTED
Employee Type :	PF	Railway Zone :	SOUTH WESTERN RAILWAY(SWR)
Substantive Pay Level :	8	Basic Pay :	86100
Email :	pk566412@gmail.com	Official Mobile Number :	NA
Personal Mobile Number :	1234567890	Gender :	Male
Lien Zone :	SOUTH WESTERN RAILWAY (SWR)	Lien Unit :	HUBBALLI / DIV (UBLD)
Lien Code :	Ministerial / 267000	Lien Cadre Id :	Ministerial / 50335
Lien Cadre Level Id :	Chief Office Supdt / 68393		

Year	Zone	Post	Type	Notification No	Notification Date	Pdf	Last Date of submission of option	Assessment Period From	Assessment Period To	Date of Eligibility	Action
2025	SWR	APO	30	1612	16-12-2025	View	17-12-2025	17-12-2025	17-12-2025	16-12-2025	Apply
2025	SWR	AME	30	not 1	12-12-2025	View	14-12-2025	08-01-2025	31-12-2025	10-12-2025	Apply

Copyright © 2024 Centre For Railway Information Systems. All Rights Reserved. This application works best in Google Chrome 70.0 and above : Host : dcphrmsapp013

Once the employee clicks on 'Apply' button, the page for application opens up.

"If the employee belongs to a reserved community, then the caste certificate of the same should be available in Employee details. If the certificate is not available, the system prompts him to upload. This can be done by raising a ESS request by employee himself."

IR-HRMS | <https://hrms.indianrail.gov.in/HRMSDEV/promotion/group-b-application-form> | Role-DC/UBLD | Help | FAQ | PRADEEP KUMAR

Application For Group 'B'

Application cum proforma for selection to the Group 'B' post of APO / SWR against 30% quota vacancies for the assessment period 2025-12-17 to 2025-12-17

Application Details

Application Id

Notification Details

Notification Id

Post

Date Of Issue

Employee Current Details

Photo

Sign

Please upload your community certificate in Employee Master then only can apply.

OK

Application No. 1612

Click to view notification [View](#)

Last Date of submission of Application 17-12-2025

HRMS IN

DEFNMC

HRMS IN

474N/A5/185

Copyright © 2024 Centre For Railway Information Systems. All Rights Reserved. This application works best in Google Chrome 70.0 and above : Host : dcphrmsapp013

The employee can upload the same from Self service tab on the left menu and get it approved.

The system also doesn't allow the application to be submitted if the photo and signature are not available in the system. In such cases, the employee has to go to employee self-service option and get the Photo and signature uploaded in the system.

If the employee's details are correct, then he can click on 'Apply' button which will take him to the application page.

The screenshot shows the IR-HRMS application form for Group B Promotion. The form is displayed in a web browser window with the URL hrmstest.indianrail.gov.in/HRMSDEV/promotion/group-b-application-form. The form is divided into several sections:

- Notification Details:**
 - Notification Id: 27
 - Post: APO
 - Date Of Issue: 16-12-2025
 - Notification No.: 1612
 - Click to view notification: [View](#)
 - Last Date of submission of Application: 17-12-2025
- Employee Current Details:**
 - Photo:
 - Sign:
 - HRMS ID: RBIXFK
 - Name: AKHILA BANU SHAIKH
 - Current Pay Level: 8
 - Current Org Unit: HUBLI/ DIV-PERSONNEL
 - Lien Cadre ID: Ministerial(50335)
 - Lien Dept/Sub Dept: PERSONNEL/ -
 - Lien Zone: SOUTH WESTERN RAILWAY
 - Working Cadre ID: - (-)
 - Working Dept/Sub Dept: PERSONNEL/ -
 - Working Zone: SOUTH WESTERN RAILWAY
 - IPAS ID: 42407503210
 - Designation: CHIEF OFFICE SUPERINTENDENT (Level-8)
 - Substantive Pay Level: 8
 - Lien Cadre Code: Ministerial(267000)
 - Lien Cadre Level ID: Chief Office Supdt(68393)
 - Lien Unit: HUBBALLI / DIV
 - Working Cadre Code: -
 - Working Cadre Level ID: - / -
 - Working Unit: HUBBALLI / DIV
- Employee Personal Details:**
 - Father Name: M. A. RAHIMAN
 - Spouse Name: AKBAR SHAIKH

The form also includes a sidebar menu with options like Dashboard, My inbox, Employee Self Service (ESS), Establishment Functions, Admin Functions, Reports, Service Request, and Training Module. At the bottom, there are links for Website Intro in English and Hindi, and a Take Website tour button.

The first few blocks of the application form show the details of the application including his photo, signature, the current working details, lien details and personal details.

In the subsequent sections, employee will have to check the details before he can apply.

- Employee will have to check the details of initial appointment and if they are wrong, he has to enter the data manually.
- If the employee is on deputation, the details of the same has to be entered in the form after selecting the 'Yes' Radio button
- Employee has to enter the details of promotion i.e. date of past promotion and the length of service in each grade.

- d) In case employee has joined the current unit on mutual or one way request transfer, the details of the same has to be entered.
- e) If the employee is medically decategorised, the details of the same has to be entered.
- f) The details of disability, if employee is identified as PWbD by the system. If employee is PWbD, and system is not reflecting the same, pls get it updated by raising ESS request before submitting the application.

After furnishing the above details, the employee will see the option for pre promotional training (If employee belongs to reserved community, he can choose option to attend or not, if not, the employee will not make any entry here as it is not relevant.

The employee will then be able to enter the remarks and submit the application. Before submitting, he has to give declarations through Checkboxes . once done, the employee can submit the application.

The submitted applications can be seen in the same screen as below.

The screenshot displays the IR-HRMS application interface. At the top, a navigation bar includes the IR-HRMS logo, a user profile dropdown for AKHILA BANU SHAIKH, and various utility links. The main header reads "Your Lien Is SOUTH WESTERN RAILWAY (SWR)". Below this, a yellow warning banner states: "Warning: Please refrain from proceeding if your lien details appear incorrect."

The "Current Details" section is divided into two columns of information:

Department : PERSONNEL	Sub Department : NA
Designation : CHIEF OFFICE SUPERINTENDENT (Level-8)	Bill Unit : 3505500
Railway Unit : HUBBALLI / DIV(UBLD)	Officer Type : NON-GAZETTED
Employee Type : PF	Railway Zone : SOUTH WESTERN RAILWAY(SWR)
Substantive Pay Level : 8	Basic Pay : 81200
Email : -	Official Mobile Number : NA
Personal Mobile Number : 1234567890	Gender : Female

Lien Zone : SOUTH WESTERN RAILWAY (SWR)	Lien Unit : HUBBALLI / DIV (UBLD)
Lien Code : Ministerial / 267000	Lien Cadre Id : Ministerial / 50335
Lien Cadre Level Id : Chief Office Supdt / 68393	

Below the details, a table lists submitted applications:

Year	Zone	Post	Type	Notification No	Notification Date	Pdf	Last Date of submission of option	Assessment Period From	Assessment Period To	Date of Eligibility	Action
2025	SWR	APO	30	1612	16-12-2025	View	17-12-2025	17-12-2025	17-12-2025	16-12-2025	Application Submitted View Application
2025	SWR	AME	30	not 1	12-12-2025	View	14-12-2025	08-01-2025	31-12-2025	10-12-2025	Apply

At the bottom, there are links for "Website Intro -English", "Website Intro -Hindi", and "Take Website tour". A footer note states: "Copyright © 2024 Centre For Railway Information Systems. All Rights Reserved. This application works best in Google Chrome 70.0 and above : Host : dcphrmsapp013".

This completes the employees' part of submitting an application.

All the applications submitted by the employees will now be seen by the custodian of the unit as was set by the GZA during notification issue.

Appendix-I

Certificate for person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing

This is to certify that, we have examined Mr/Ms/Mrs (name of the candidate), S/o /D/o, a resident of(Vill/PO/PS/District/State), aged yrs, a person with (nature of disability/condition), and to state that he/she has limitation which hampers his/her writing capability owing to his/her above condition. He/she requires support of scribe for writing the examination.

2. The above candidate uses aids and assistive device such as prosthetics & orthotics, hearing aid (name to be specified) which is /are essential for the candidate to appear at the examination with the assistance of scribe.

3. This certificate is issued only for the purpose of appearing in written examinations conducted by recruitment agencies as well as academic institutions and is valid upto _____ (it is valid for maximum period of six months or less as may be certified by the medical authority)

Signature of medical authority

(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)	(Signature & Name)
Orthopedic / PMR specialist	Clinical Psychologist/ Rehabilitation Psychologist/Psychiatrist / Special Educator	Neurologist (if available)	Occupational therapist (if available)	Other Expert, as nominated by the Chairperson (if any)
(Signature & Name)				
Chief Medical Officer.....	Civil Surgeon/Chief District Medical Officer.....	Chairperson		

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

Appendix-II

Letter of Undertaking by the person with specified disability covered under the definition of Section 2 (s) of the RPwD Act, 2016 but not covered under the definition of Section 2(r) of the said Act, i.e. persons having less than 40% disability and having difficulty in writing

I _____, a candidate with _____ (nature of disability/condition) appearing for the _____ (name of the examination) bearing Roll No. _____ at _____ (name of the centre) in the District _____, _____ (name of the State). My educational qualification is _____.

2. I do hereby state that _____ (name of the scribe) will provide the service of scribe for the undersigned for taking the aforementioned examination.

3. I do hereby undertake that his qualification is _____. In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification. I shall forfeit my right to the post or certificate/diploma/degree and claims relating thereto.

(Signature of the candidate)

(counter signature by the parent/guardian, if the candidate is minor)

Place:

Date: