

**Government of India**  
**Ministry of Railways**  
**(Railway Board)**

No. A(E)/A3/2016/1/1

New Delhi, Dt. 18.11.2016

The General Managers and FA & CAOs,  
All Indian Railways & Production Units.  
CORE/Allahabad, DG/RDSO, Lucknow  
CAO(Riys), MTP/Mumbai, Chennai, Delhi and Kolkata  
COFMOW, New Delhi.  
All Zonal Railways.

Reg :- Appendix-3(IREM)Examination, 2016.

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The Ministry of Railways (Railway Board) has decided to hold the next Appendix-3 (IREM) Examination in February, 2017. Immediate action may be initiated to call for the names of the candidates, eligible and willing to appear in the above examination. In terms of Board's letter No. E(NG)I-2005/PM1/52 dated 22.8.06 the cut-off for determining the eligibility of the candidates for appearing in exam is the date of issue of notification.

2. The names of the candidates who desire to answer their papers in Hindi from your unit may please be indicated group – wise and Centre – wise. No change in medium shall be entertained once the details of candidates are submitted to Railway Board.

2.1 The Examination will be held from 27.02.2017 to 08.03.2017 as per the programme given in **Annexure 'A'**.

2.2 No Exemption is granted for securing 40% in the compulsory papers. Merit Exemption shall be applicable to those candidates who secured 60% or more in the compulsory subjects as well as the optional subjects as circulated vide Board's letter No. A(E)/A3/2015/1/1 dated 03.03.2015, **RBA No. 18/2015**.

2.3 A candidate will be declared 'Pass', if he/she passes in both the compulsory subjects and both the optional subjects.

3. The following program is laid down which should be strictly adhered to:-

- i) Preliminary list of candidates, including those candidates who obtained exemptions as mentioned in para 2.3, should be completed by 05.12.2016.
- ii) Withdrawals permitted up to 12.12.2016.
- iii) Number of candidates (centre wise) as updated up to 12.12.2016 with the approximate number of question papers (excluding spare copies) required in each subject should be sent to the Railway Board by 23.12.2016.

- iv) List of candidates indicating the subjects opted, centre-wise and group-wise with Roll Nos. duly allotted should be sent to the Railway Board in a simple text file (\*.text) Formatted CD with a hard copy by 23.12.2016. The list should be carefully checked especially regarding the category of each candidate and exemptions obtained, if any, and should be signed on each page by a gazetted officer. **The details of exemptions against subjects should specify the relevant Roll No. and the year of the examination.** The hard copy should be accompanied by a covering letter duly signed by the concerned FA&CAO dealing with administration or Dy. CAO/G certifying that the list has been checked for correctness of particulars of each candidate. Any subsequent correction/modification to the list should be issued with the personal approval of the FA&CAO and may kindly ensure that instructions issued for preparation of lists are carefully followed. In this connection, your attention is invited to Board's letter No. A(E)/A3/2004/1 dated 27.1.2004 which may please be connected vide the coding structure to be used for various items in the above list as has been revised vide Board's Letter No. A(E)/A3/2009/1/1 dated 14.10.2009 and Board's Letter No. A(E)/A3/2015/1/3 dated 07.05.2015.
- v) Block Roll Nos. allotted to the Railway/Units are listed in the **Annexure 'B'** Separate Block Nos. have been allotted to Metro Railway/Kolkata in terms of Board's letter No. A(E)/A3/2007/1/3 Pt. dated 15.11.07 and to RCF/ Rae Bareli vide Board's letter No. A(E)/A3/2015/1/4 dated 25.05.2015. Continuous Roll Nos. may be allotted to :-
- (a) Candidates belonging to SC/ST. The Block Roll Nos. of SC/ST candidates should appear only at the end of each group.
  - (b) Candidates writing the examination in Hindi medium.
  - (c) Candidates belonging to your Railways/Units but appearing at other railways/Units.
  - (d) Candidates of other Railways appearing at different centres on your Railway should be separately listed.

**4. No Cognizance will be given by the Board for receipt of information after the target dates mentioned in para 3 above.**

5. Those units for which separate block of Roll Numbers have not been allotted, will liaise with contiguous Zonal Railway Headquarters for processing their cases. However, Metro Railway/Kolkata is required to forward the names of its eligible staff directly to Railway Board as a separate unit and the candidates may opt for Kolkata centre of Eastern Railway in terms of Board's letter referred at para 3(v) above.

6. It is re-iterated that in addition to above instructions, all other instructions regarding conducting the Appendix-3 IREM Examination, 2016 circulated from time to time should be scrupulously followed.

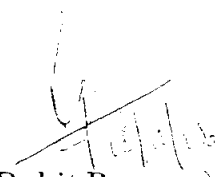
**7. The feasibility of merging two or more centres should be examined for a centre where there are less than 10 candidates.**

8. If any change becomes necessary after sending the data, only the specific changes/modifications may be advised, instead of sending the complete list again.

9. For further clarification, following officials may be contacted: -

- |    |                          |                             |          |
|----|--------------------------|-----------------------------|----------|
| 1. | <b>Shri B B Verma</b>    | Advisor (Accounts) 43351    | 23383687 |
| 2. | <b>Shri Rohit Parmar</b> | Director Finance(CCA) 43764 | 23382424 |
| 3. | <b>Smt. Neelam Lowe</b>  | SO/Acs(Exam) 43474          | 23303474 |

11. The receipt of this letter may be acknowledged.

  
**(Rohit Parmar)**  
Director Finance (CCA)  
Railway Board

Copy to:-

1. **D.F.(A)**, SAO/AO-I,II,III, Appropriation for information.
2. Pay and Accounts Officer, Railway Board, Rail Bhavan New Delhi.
3. ACII Branch, Railway Board.
4. ERB-IV Branch, Railway Board (in duplicate), for circulation amongst the staff who may be willing to appear in the Examination.

Programme for Appendix -3 (IREM) Examination. 2016

Day	DATE	TIME	COMPULSORY SUBJECT	Paper
1	27.02.2017 (MONDAY)	10 A.M.	ADVANCED COMMERCIAL BOOK KEEPING	Without Books
2	28.02.2017 (TUESDAY)	10 A.M.	GENERAL RULES & PROCEDURE	Without Books
3	01.03.2017 (WEDNESDAY)	10 A.M.	1. Books and Budget. 2. Traffic Accounts 3. COS Procedure	With Books
4	02.03.2017 (THURSDAY)	10 A.M.	1. Books and Budget. 2. Traffic Accounts 3. COS Procedure	Without Books
5	03.03.2017 (FRIDAY)	10 A.M.	1. Estt. & PF Accounts. 2. Stores Accounts. 3. Traffic Stat. & Traffic Books 4. Station Accounts 5. Workshop Accounts	With Books
6	06.03.2017 (MONDAY)	10 A.M.	1. Estt. & PF Accounts 2. Stores Accounts 3. Traffic Stat. & Traffic Books 4. Station Accounts 5. Workshop Accounts	Without Books
7	07.03.2017 (TUESDAY)	10 A.M.	1. General Expenditure	With Books
8	08.03.2017 (WEDNESDAY)	10 A.M.	1. General Expenditure	Without Books

**LIST OF BOLCK ROLL NOS. ALLOTTED TO RAILWAYS/UNITS**

Annexure-B

Code	Railway/Unit	SO(A) Group (01)			TIA Group (02)			ISA Group (03)		
		From	To	Total Roll Nos. Allotted	From	To	Total Roll Nos. Allotted	From	To	Total Roll Nos. Allotted
01	CR	00001	00500	500	10001	10200	200	15001	15100	100
02	ER	00501	01000	500	10201	10400	200	15101	15200	100
03	ECR	01001	02000	1000	10401	10600	200	15201	15300	100
04	ECoR	02001	02500	500	10601	10800	200	15301	15400	100
05	NR	02501	03000	500	10801	11000	200	15401	15500	100
06	NCR	03001	03500	500	11001	11200	200	15501	15600	100
07	NER	03501	04000	500	11201	11400	200	15601	15700	100
08	NFR	04001	04500	500	11401	11600	200	15701	15800	100
09	NWR	04501	05000	500	11601	11800	200	15801	15900	100
10	SR	05001	05500	500	11801	12000	200	15901	16000	100
11	SCR	05501	06000	500	12001	12200	200	16001	16100	100
12	SER	06001	06500	500	12201	12400	200	16101	16200	100
13	SECR	06501	07000	500	12401	12600	200	16201	16300	100
14	SWR	07001	07500	500	12601	12800	200	16301	16400	100
15	WR	07501	08500	1000	12801	13000	200	16401	16500	100
16	WCR	08501	09100	600	13001	13200	200	16501	16600	100
17	CLW	09101	09300	200	13201	13400	200	16601	16700	100
18	DLMW	09301	09500	200	13401	13600	200	16701	16800	100
19	DLW	09501	09600	100	13601	13800	200	16801	16900	100
20	ICF	09601	09700	100	13801	14000	200	16901	17000	100
21	RCF	09701	09800	100	14001	14200	200	17001	17100	100
22	RWF	09801	09900	100	14201	14400	200	17101	17200	100
23	METRO/KOLKATA	09901	10000	100	14401	14600	200	17201	17300	100
24	RCFIRBL	09951	10000	50	14601	14700	100	17301	17400	100