



**RAIL WHEEL FACTORY  
(Ministry of Railways)**

General Manager's Office,  
(Personnel Department).  
Yelahanka, Bangalore-64.

No. RWF/NG-40/862

Dated : 18.10.2022

**NOTIFICATION**

Sub:- Filling up the post of Shipping Inspector (Ex- cadre) in Level-7 of RS(RP) Rules 2016 in the Shipping Cell of Stores dept.RWF/YNK, to be operated in Bangalore.

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It is proposed to hold selection for formation of panel for one 'UR' Temporary post of Shipping Inspector in Level-7 of RS(RP) Rules 2016 in the Stores dept, to be operated in Bangalore.

Staff working in the Ministerial side as well as Ward keeping side in Level-6 of RS(RP) Rules 2016 of Stores dept of RWF with two years of service in this grade as on the date of Notification, are eligible to volunteer for the above post.

The post of Shipping Inspector in Level-7 of RS(RP) Rules 2016 will be an Ex-cadre post and the lien of the selected candidate will be retained in his/her parent cadre for the purpose of seniority/confirmation etc.

Since, Railway Board have advised to ensure that the staff selected for Ex-cadre posts do not lose touch with the working of his/her parent post/cadre, the above Ex-cadre post shall have a tenure of 04 (four) years, which can be extended upto 05 years with the specific approval of the competent authority.

The selection for the above Ex-cadre post will consist of a written exam. The broad syllabus for the written exam for the above Ex-cadre post is enclosed as Annexure.

The candidate who is selected against this Ex-cadre post can be repatriated to his/her parent cadre without completing his/her normal tenure at the discretion of the administration at any time.

Candidates have the option to answer in Hindi/English in the written test. This may be clearly indicated in the relevant column in the application enclosed.

Employees who satisfy the above requirement may submit their application only ONLINE through LAN in the prescribed proforma to reach this Office **latest by 08.11.2022**.

The controlling Officer/s are requested to forward all the applications submitted online of all volunteering staff in one bunch, so as to reach Personnel Department immediately after closing date. It may also be ensured that the candidates do not submit the Online application in Personnel Department without being forwarded by their respective Controlling Officer. It is reiterated that **08.11.2022** is the last date for receipt of applications. In case of any failure either by the candidate or by the controlling officer to submit/forward the application forms of the candidates to Personnel department, as stated above. Applications of such candidates will not be considered in the Personnel department

Application received direct or after the above closing date or which do not otherwise fulfill the requirements will not be considered.

The date of written exam will be notified shortly. However, the volunteering candidates may treat this notification itself as an alert notice and be in preparedness to appear in the written exam, at a short notice.

*Gank*  
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This may please be given wide publicity amongst the eligible staff of your dept. and arrangements may please be made to notify the eligible staff working under your control who are on long leave, training, out-station duty, placed on sick list, etc., regarding the above selection. The responsibility of sending intimation to their personal addresses rests with the Controlling Officers.

No supplementary test is permissible.

Encls: as above

*G. Anand*  
*18/10/22*

**ASSISTANT PERSONNEL OFFICER-II**

**No. RWF/NG-40/862 Dated 18.10.2022**

**Copy forwarded for information to:-**

PCMM, CMMs/RWF/YNK.  
All Dy. CMMs/RWF/YNK.  
All SMMs, All AMMs/RWF/YNK.  
All Chief OSs/Stores dept, All Chief DMSs/Stores dept/RWF/YNK.  
All Notice Boards.

*G. Anand*  
*18/10/22*  
*AP 2.1P*

**for PRINCIPAL CHIEF PERSONNEL OFFICER**



**PROFORMA**

Sub:- Filling up of the post of Shipping Inspector in in Level-7 of RSRP Rules 2016  
in the Shipping Cell of Stores dept/RWF

Ref:- PCPO/RWF/YNK letter No. RWF/NG-40/862 Dated 18.10.2022

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1. Name in full (in block letters)
2. P.F. No.
3. Present Designation
4. Present Level
5. Date of Birth
6. Whether belongs to SC/ST
7. Date of appointment
8. Date from which working in the present post on regular/non-fortuitous basis.
9. Experience
10. Details of awards/rewards received in Railways
11. I am willing to answer the written  
test in Hindi / English.  
(please tick/strike out as the case may be) : Hindi / English
12. Any other relevant information which the candidate  
would like to furnish

**Signature**  
**Designation**  
**Date**

Forwarded in original- The particulars given below have been verified and found correct.

**Signature of the Controlling  
Supervisor with Designation**

Recommended and forwarded to PCPO/RWF/YNK for necessary action.

**Controlling Officer's signature  
with Designation**



Syllabus for selection for the post of Shipping Inspector (Ex-cadre) in Level-7 in the Shipping Cell in the Stores dept.

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1. INCO terms, important abbreviations and meanings relating to that.
2. Clearance of imported cargoes both by Sea and Air. Parties involved in clearance process and their role.
3. Gold clause agreement, carriage of goods by Sea Act.
4. Insurance policies, types of risk coverage.
5. Customs tariff Act, Classification of items as per BTN.
6. Formalities with customs, port trust, shipping agents etc.
7. Filling of BE and its allied works.
8. Clearance of shredded scrap from harbour, role and concept and meaning of group leader, stevedoring contract, Handling contract, requisition of wagons, loading contract, hiring of rented plot in harbour.
9. Preferring claims on customs, port trust and insurance company and follow up till its settlement.
10. Re-export procedure, customs duty draw back.
11. Joint Survey of damaged/short landed goods, associating representatives of customs, insurance company, port trust and Shipping agent.
12. Entering into transport contract for transporting through sea/air borne assignments from Madras Port Trust to YNK.
13. Import contracts, tendering system, tabulation, import contract, FE release, air lifting, LC, different mode of payments.
14. Schedule of powers.
15. Inventory control, ABC and VED analysis.
16. Canons of Financial Propriety.
17. Mode of procurement, recoument and preservation methods.
18. General Knowledge.
19. Official Language Policy.
20. Inventory control methods.
21. Total Quality Management.
22. ISO 9001, ISO 14001, OHSAS.

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