

10. Further, the reservations & relaxations will be provided to OBC Candidates as specified by the Central Government in the list prepared by the Government of India from time to time for the purpose of making provisions for reservation in appointments on posts in favour of backward classes of citizens. The form of certificate to be produced by candidates belonging to Other Backward Classes should be in the format prescribed by the Government of India only. The prescribed format of the certificate to be produced should be as per **Annexure-B** as amended by Government of India from time to time.

The selected candidate will have to submit valid OBC-NCL certificate issued **on or after 01.04.2022** at the time of Document Verification & Interview.

11. EWS vacancies are tentative and subject to further directives of Government of India and outcome of any litigation. The appointment is provisional and subject to the Income and Asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate. The Income and Asset Certificate issued by any one of the authorities mentioned in the prescribed format as given in **Annexure-C** shall only be accepted as proof of candidate's claim as belonging to EWS.

12. The selected candidates belonging to EWS category will have to submit valid Certificate issued during the financial year 2022-23 i.e. from 01.04.2022 to 31.03.2023.

13. The Ex-Servicemen and Commissioned Officers including Emergency Commissioned Officers (ECOs) or Short-Service Commissioned Officers (SSCOs) who have rendered at least five years military services as on 01<sup>st</sup> August, 2022 and have been released:-

(i) On completion of assignment (including those whose assignment is due to be completed within one year from 01<sup>st</sup> August, 2022) otherwise then by way of dismissal or discharge on account of misconduct or in efficiency;

or

(ii) On account of physical disability attributable to military service or on invalidment,

shall be allowed maximum relaxation of five years in the upper age limit. A Certificate in this regard, will have to be submitted by the candidates at the time of Document Verification & interview.

## **II. SELECTION PROCESS:**

**Manager (General /Depot /Movement /Accounts /Technical /Civil Engineering/Electrical Mechanical Engineering):-** The selection process will be consisting of Online Test, Interview and Training.

**Manager (Hindi):-** The selection process will be consisting of Online Test and Interview.

### **A) ONLINE TEST**

The online test will comprise of Phase-I and Phase-II exams.

i) **The online test of Phase-I shall be common irrespective of the post.** The test structure for Phase I Online test is as follow:-

Sr. No	Name of the Test	No. of Qs.	Max. Marks	Duration (minutes)	Medium of examination
1	English Language	25	25	15 minutes	English
2	Reasoning Ability	25	25	15 minutes	Bilingual (English and Hindi)
3	Numerical Aptitude	25	25	15 minutes	Bilingual (English and Hindi)
4	General Studies* comprising of Indian History, Indian Economy, Geography & General Science up to Class 8 <sup>th</sup> level -20 questions  Current Affairs -5 questions	25	25	15 minutes	Bilingual (English and Hindi)
		100	100	60 minutes	

***\*The nature of questions will be such that they do not require specialized study of any discipline.***

**NOTE:** - In the Phase-I of online test, the test will be Objective type (Multiple Choice Questions). Each question will carry equal 1 (one) mark. For each wrong answer, there will be negative marking of one-fourth (1/4) of the mark assigned to that question. If a question is left blank, i.e. no answer is marked by the candidate; there will be no negative marking for that question. The marks obtained in Phase-I will **NOT** be reckoned in final merit ranking.

**ii) Phase-II online test will comprise of:-**

POST	POST CODE	NUMBER OF PAPERS	NOTE
Manager (General)	A	<b>Paper I only</b>	Candidates applying for any ONE of the post code D, E, F and G will appear in Paper-I to be followed by Paper-II. ONLINE TEST for Paper - I & Paper – II shall be held in single sitting.
Manager (Depot)	B		
Manager(Movement)	C		
Manager (Accounts)	D	<b>Paper I and Paper II</b>	Candidates applying for any ONE of the post code D, E, F and G will appear in Paper-I to be followed by Paper-II. ONLINE TEST for Paper - I & Paper – II shall be held in single sitting.
Manager(Technical)	E		
Manager (Civil Engineering)	F		
Manager (Electrical Mechanical Engineering)	G		
Manager (Hindi)	H	<b>Paper III and Paper IV</b>	Candidates applying for Post code H will appear in Paper-III to be followed by Paper-IV. ONLINE TEST for Paper - III & Paper-IV

			shall be held in single sitting.
<b>Note-I:</b> - Paper-I is common for post code A, B, C, D, E, F, and G.			
<b>Note-II:</b> - Online Test for Paper - I & Paper - II and Paper – III & Paper IV shall be held in single sitting.			

**Pattern of Paper(s) for PHASE-II Online Test shall be as follows:**

Paper Type	Number of questions and Marks	Duration	Negative marking
Paper – I	120 Multiple Choice Questions each carrying 1 mark (maximum 120 marks).	90 minutes	There will be no negative marking in Phase-II of the examination.
Post specific Paper-II (in phase II)	60 Multiple Choice Questions each carrying 2 marks (maximum 120 marks).	60 minutes	
Paper-III (Only for the Post of Manager (Hindi) Post Code-H )	120 Multiple Choice Questions each carrying 1 mark (maximum 120 marks).	90 minutes	
Paper-IV (Only for the Post of Manager (Hindi) Post Code-H )	(i) 1 Passage for translation from Hindi to English (ii) 1 Passage for translation from English to Hindi (iii) 1 essay in Hindi (iv) 1 Precis Writing in English Each question carries 30 Marks and total Marks will be 120.	90 minutes	

**The Structure of Paper – I, Paper-II, Paper-III and Paper – IV of PHASE-II Online Test shall be as follows:**

➤ **PAPER-I (Duration - 90 minutes) (120 Marks):**

For the post of Manager (General / Depot / Movement / Accounts / Technical / Civil Engineering / Electrical Mechanical Engineering).

Sr. No	Name of the Test	No. of Qs.	Max. Marks	Medium of examination	Duration
1	English Language	25	25	English	20 minutes

2	Reasoning Ability	25	25	Bilingual (English and Hindi)	20 minutes
3	Numerical Aptitude	25	25	Bilingual (English and Hindi)	20 minutes
4	General Studies* comprising of Indian History, Indian Economy, Geography-25 & General Science up to Class X <sup>th</sup> level -10 questions AND Current Affairs-5 & Computer Awareness -5 questions	45	45	Bilingual (English and Hindi)	30 minutes
		120	120		90 minutes

*\* The nature of questions will be such that they do not require specialized study of any discipline.*

➤ **PAPER-II (Duration - 60 minutes) (120 Marks):**

- I. 60 Multiple Choice Questions on General Accounting and Finance for candidates applying for Manager (Accounts)

OR

- II. 60 Multiple Choice Questions on Agriculture, Food Science and Technology, Agricultural Engineering & Bio Technology for candidates applying for Manager (Technical)

OR

- III. 60 Multiple Choice Questions on Civil Engineering / Electrical Mechanical Engineering for candidates applying for Manager (Civil Engineering / Electrical Mechanical Engineering).

**The SYLLABUS for specified technical posts for Paper-II to assess the post specific technical knowledge of relevant stream is as under:**

**I. Manager (Accounts) (Post Code-D):**

- 1. Basic Accounting concept including preparation of books of accounts and Accounting Standards.**
- 2. Financial Management:** (a) Analysis of Financial statement (b) Budgeting & Budgetary control (c) Working Capital management (d) Capital Budgeting & Ratio Analysis.
- 3. Taxation:** (a) Income Tax including filing of return, TDS, Advance Tax etc. (b) Goods & Services Tax.
- 4. Auditing:** (a) Auditing Concepts and Methods (b) Internal & External Audit of Companies.
- 5. Commercial Laws:** (a) Contract Act (b) Companies Act (c) Sales of Goods Act (d) Negotiable Instrument Act (e) Consumer Protection Act (f) RTI Act.

6. **Basic of Computers:** (a) Operating System (b) Browsers (c) Email (d) Memory (Internal, External, portable) (e) Chats (f) Office (Word, PowerPoint, Excel) (g) Networks.

## II. **Manager (Technical) (Post Code-E):**

1. **Agricultural-** Statistics of Indian Agriculture (Cereals & Pulses), Food & Agriculture Microbiology, Nutrition (Animal & Plant), Postharvest care of Cereals & Pulses, Food grain Protection, Agriculture Extension.
2. **Biotechnology-** Microbes: Beneficial & Harmful, Genetic Engineering, Biotechnological Principles, Economic Biotechnology, Pathogens & Control, Recent trends.
3. **Entomology-** Basic Entomology, Economic Entomology, Beneficial and harmful insects, Integrated Pest Management (IPM), Storage Grain Insect pest, Vertebrate Pests.
4. **Chemistry-**Physical Chemistry: Structure of Atoms, Chemical Bonding, Radioactivity; Inorganic Chemistry, Periodic Table, Basics Metals & Non-metals, Organic Chemistry, Basics of alkanes, alkenes, alkynes, alcohols, aldehydes and acids, Biochemistry (Carbohydrates, Proteins & Fats).
5. PFA Act, 1964, Food Safety and Standards Act, 2006/Food Safety and Standards Regulations 2011, Right to information Act, 2005

## III. **Manager (Civil Engineering) (Post Code-F):**

### 1. **Engineering Materials & Construction Technology**

Selection of site for the construction, Planning and orientation of buildings, Ventilation and air conditioning, acoustics. Building and highway materials, Stones, Bricks timber, Lime, Cement Mortar, Plain and reinforced Cement Concrete, Bitumen, Asphalt.

2. **Building Materials:** Stone, Lime, Glass, Plastics, Steel, FRP, Ceramics, Aluminium, Fly Ash, Basic Admixtures, Timber, Bricks and Aggregates Classification, properties and selection criteria, Cement etc.

3. **Construction Practice, Planning and Management:** Construction Planning, Equipment, site investigation, Tendering Process and Contract Management, Quality Control, Productivity, Operation Cost; Land acquisition, Labour safety and welfare.

### 4. **Surveying**

Surveying, Leveling, temporary and permanent adjustments of levels and Theodolite, Use of theodolite, tachometry. Trigonometrically and Triangulation survey. Contours and contouring, Computations of areas and volumes.

### 5. **Soil/Geotechnical Engineering**

Classification of soil, Field identification tests, water content, specific gravity, voids ratio, porosity, Soil permeability and its determination in the laboratory and field, Darcy's law, Flow nets its Characteristics. Local and general shear failures, design Criteria for shallow foundation, Plate load test, Stability of simple slopes.

6. **Highway and bridges:** Classification of road land width, Flexible pavements, WBM courses, sub base, sand bitumen base course, crushed cement concrete base / sub-base course. Prime and tack coats, surface dressing, Asphaltic concrete, seal coats etc.

7. **Structural Analysis:** Strength of materials, Bending moments and shear force, Analysis of determinate and indeterminate structure, Suspended Cables, Concepts and use of Computer Aided Design.

8. **Design of steel structures:** Principles of working stress methods, Design of tension and compression members, Design of beams and beam column connections, built-up sections, Girders, Industrial roofs, Principles of Ultimate load design.

9. **Design of Concrete and Masonry Structures;** Limit state design for bending, shear, axial compression and combined forces; Design of beams, Slabs, Lintels, Foundations, Retaining walls, Tanks, Staircases.

**10. Estimating, Costing and Valuation:** estimate, analysis of rates, earthwork, Brick , RCC work shuttering, Painting, Flooring, Plastering flexible pavements, Tube well, isolates and combined footings, Steel Truss, Piles etc. Valuation- Value and cost, scrap value, salvage value, assessed value, sinking fund, depreciation and obsolescence, methods of valuation.

**IV. Manager (Electrical Mechanical Engineering) (Post Code-G):**

*Thermodynamics, Heat Transfer, Refrigeration and Air-conditioning, Theory of Machines, Machine Design, Strength of Materials, Engineering Materials, Production Engineering , Industrial Engineering ,Production Planning and Control Material handling, Electrical Circuits, Network theorems, EM Theory, Electrostatics, Material Science (Electric Materials), Electrical Measurements, Elements of Computation Power Apparatus and Systems (Power System: Power generation; Thermal, Hydro, Nuclear & Solar power production and Transmissions), Electro mechanics, Control Systems, Electronics and Communications, Estimation and costing, Use of computers.*

➤ **PAPER-III (Duration-90 minutes) (120 Marks):**

Sr. No	Name of the Test	No. of Qs.	Max. Marks	Medium of examination	Duration
1	General Hindi	20	20	Hindi	20 minutes
2	General English	20	20	English	20 minutes
3	General Awareness	20	20	Bilingual (English and Hindi)	10 minutes
4	General intelligence	20	20	Bilingual (English and Hindi)	20 minutes
5	Computer Awareness (with specific reference to MS Word, Excel, Power point and Internet)	20	20	Bilingual (English and Hindi)	10 minutes
6	Current Affairs	20	20	Bilingual (English and Hindi)	10 minutes
		120	120		90 minutes

➤ **PAPER-IV (Duration-90 minutes) (120 Marks) (Subjective Test):**

- i. one Passage for translation from Hindi to English (30 Marks)
- ii. one Passage for translation from English to Hindi (30 Marks)
- iii. one essay in Hindi (30 Marks)
- iv. one Precis Writing in English (30 Marks).

For appearing in Paper-IV Manager (Hindi) candidate should be able to use the following keyboard layouts:

1. Inscript
2. Remington (GAIL)

**Note-**

- i. Marks obtained in Phase-I online exam will **NOT** be reckoned for final merit list. The candidates @ fifteen times the number of vacancies advertised shall be called for Phase-II examination.
- ii. The merit of Online Test, for post code A, B & C will be decided on the basis of marks secured by the candidates in Paper-I of Phase- II.
- iii. For post code D, E, F & G the merit of online test will be decided on the basis of combined marks secured by candidates in Paper-I & post specific Paper-II of Phase-II.
- iv. The merit of Online Test, for the Post Code-H will be decided on the basis of combined marks secured by the candidates in both Paper – III and Paper- IV.
- v. Manager (General/ Depot/ Movement/ Accounts/ Technical/ Civil Engineering/ Electrical Mechanical Engineering):- Candidates are to be shortlisted for Interview on criteria of minimum 50% marks in Online Test of Phase-II for unreserved categories / Economically Weaker Section and 45% marks for SC, ST, OBC and the Persons with Benchmarks Disabilities (PwBD). The number of candidates to be called for Interview shall normally be three times the number of advertised vacancies. However, where the number of candidates is less than three times the number of vacancies, then all the qualifying candidates may be called for interview as the case may be.
- vi. A candidate has to appear in all the phases of the recruitment process to be considered for the selection. The candidates are advised to visit FCI Website regularly.
- vii. All papers in the online examination will be of objective type multiple choice questions only except paper IV for Manager (Hindi) which will be of subjective type.
- viii. Online Test will be bilingual i.e. in English and Hindi except for language papers.
- ix. In case of Manager (General/ Depot/ Movement/ Accounts/ Technical/ Civil Engineering/ Electrical Mechanical Engineering), the Weightage assigned for Online Test (Phase-II), Interview and Training are 80%, 10%, and 10% respectively. Upon successful completion of the training, the selected candidates may be considered for issue of appointment orders as Managers and such candidates will be placed on probation as per the rules.
- x. In case of Manager (Hindi), the Weightage assigned for Online Test (Phase-II) and Interview are 90% and 10% respectively.

**GUIDELINES FOR PERSONS WITH BENCHMARK DISABILITIES USING A SCRIBE**

- a. In accordance with Government of India, Ministry of Social Justice & Empowerment, Department of Empowerment of Persons with Disabilities (Divyangjan) O.M. No. 34- 02/2015-DD-III dated 29th August, 2018 on the subject - Guidelines for conducting written examination for Persons with Benchmark Disabilities, the PwBD candidate eligible for Scribe/ Reader/ Lab Assistant has discretion of opting for his / her own Scribe/Reader/Lab Assistant or request the Examination body for the same.