

Railway Recruitment Cell, Chennai

**Instructions to Candidates attending Document Verification for Scouts & Guides
Quota 2024-25 (Level 1 & 2 Posts)**

1) The Document verification will be conducted as follows:

Date	Level	Place of DV	Time of DV
26/03/2025	Level 2	PB Meeting Room/HQ/SR	08.30 hrs
	Level 1	Chennai	12.30 hrs

2) Important:

- i) Shortlisting of Candidates for Document Verification are based on their performance in the Written Examination held on 08/02/2025 AND provisional marks awarded to them for their Scouts & Guide Testimonials attached to their application. Final empanelment will be based on the assessment of their original Scouts & Guides Testimonials by the Selection Committee on the day of verification.
- ii) The lists of candidates called for Document Verification are purely provisional and subject to fulfilment of the Scout & Guide eligibility criteria. Being shortlisted for Document Verification does not confer any right to the shortlisted candidates for empanelment.
- iii) No separate call letter will be issued for Document Verification. Shortlisted Candidates are advised to report at the Document Verification venue on the date and time mentioned above. They are also advised to visit RRC/Chennai's website www.rrcmass.in frequently for updates.

3) While attending Document Verification, shortlisted Candidates are required to report in correct and full Scouts/Guides uniform along with all your original certificates, as mentioned below:

- (i) Proof of Date of Birth.
- (ii) Educational and Technical qualification (all mark sheets, provisional and final certificates)
- (iii) In case of OBC/SC/ST Community certificate in the prescribed format issued by Competent Authority.
- (iv) Certificates in support of Scouts and Guides Qualification.
- (v) Certificates in support of Events/Rallies attended at International/National/State/District/Unit level and Specialized Scout/Guides course attended, if any.
- (vi) Certificate in proof of active participation in Scout & Guide during 2019-20, 2020-21, 2021-22, 2022-23, 2023-24.

(vii) Certificates in proof of continued active participation i.e. From April 2024 to March 2025 and till date.

(viii) Four copies of your recent passport size photograph.

Note:-

1. Supporting documents for the “list of events attended” by the Candidates mentioned in the application shall be produced or the same shall be certified by the Group Leader and countersigned by the State/District Commissioner/ Secretary (Scouts & Guides).

2. Original certificates pertaining to Scouts and Guides activities shall be segregated into International/National/Indian Railway Jamborattree/ State/ District/Unit wise and year wise.

3. Failure to produce original documents at the time of document verification will result in disqualification. No additional time will be given for submission of certificates.

4. The final selection of the candidates will be subject to the verification of indent, all original certificates, satisfaction of all criteria prescribed for the post including medical standards as applicable to the posts selected.

5. A panel of successful candidates to be recommended to the Railway Administration will be limited to the vacancies notified only.

6. There will be no claim for alternative appointment on the grounds of medical unfitness, if any.

7. You must report to this office in correct and full Scouts/Guides uniform on the date and time indicated without fail. No request for change of venue, date and time of Document Verification will be entertained under any circumstances.

8. In the event of your appointment of Southern Railway/ICF, you will be required to serve the Scouts/Guides movement for a minimum period of 10 years, in addition to your normal duties.

Chairman|RRC|Chennai
