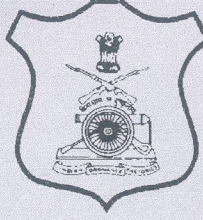


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All correspondence should be addressed to the
Secretary and not to any officer by name

No.A/II/SRO/245/Syllabus

Dated: 07.07.2014

To

The Sr. General Manager/General Manager,
All Ordnance and Ordnance Equipment Factories

Sub: Scheme, Syllabus and Guidelines for Conducting Written Examination
for Recruitment of Industrial Employees in Ordnance Factories

The necessary qualifications for recruitment of Industrial Employees in the Semi-skilled category against skilled vacancies are governed by SRO 185 of 1994 and clarificatory instructions issued by Ordnance Factory Board vide Circular dated 800/SRO/A/II/245 dated 15-12-2012 and 17-10-2013. A need has been felt to benchmark/standardize the syllabus for recruitment examination for the sake of transparency and uniformity of practice across the organization. The following **scheme & syllabus for recruitment of tradesmen** is accordingly being issued for necessary compliance by all factories:

SCHEME :

1. There will be a written examination of one paper. The paper will be of "Objective-Multiple-choice-type" of maximum 100 marks.
2. The paper will consist of two parts:
 - (a) PART –A will consist of 20 marks having questions on General Science and Quantitative Aptitude, each having weightage of 10 marks. The question will be of up to 10th Standard.
 - (b) PART – B will consist of 80 marks of NCVT syllabus for the relevant trade.

All the questions will be compulsory. There will be no negative marking.

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The subject of the written examination, the maximum marks allotted to each paper, no of questions and the time allowed is given in the table below:-

<u>Subject</u>	<u>No. of Questions</u>	<u>Maximum Marks</u>	<u>Time allowed</u>
Part A (Objective Type)	1. General Science (10 Questions)	10 Marks	2 hrs
	2. Quantitative Aptitude (10 Questions)	10 Marks	
Part B (Objective Type) Questions from the NCVT Syllabus of relevant trade	80 Questions	80 Marks	
Total	100 Questions	100 Marks	

Note

1. The paper would be bilingual, i.e. it would be printed in Hindi as well as English.
2. The paper would be required to be answered in OMR sheets.
3. Candidates would be required to darken the circles in the OMR sheet with black pen. OMR sheets marked in pencil would be rejected outright.
4. No marks would be allotted for questions in which multiple darkening has been done in the OMR Sheet.

SYLLABUS:

(A) General Science (10 Questions)

Question will be aimed at testing the candidate's General Awareness of the environment around him. Question will also be designed to test knowledge of basic science studied upto 10th standard and would include such matters of every day observations and experience as may be expected of any educated person.

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(B) Quantitative Aptitude (10 Questions)

The candidate will be tested for general mathematics of upto 10th Standard involving number systems, equations in two variables, simple and compound interest, perimeter, area and volume of geometrical figures, Direct and inverse proportions, Pythagoras theorem and trigonometry.

(C) NCVT Trade (80 Questions)


Questions from the NCVT Syllabus of relevant trade.

There shall be no interview for filling up of these vacancies.

Factories are requested to take necessary action in this regard accordingly.

The new scheme and syllabus will come into effect for recruitment in respect of all Industrial Employees Posts for which advertisements are being forwarded to DAVP and other advertising agencies (including online advertisements) henceforth.

Encl: As Above


(S.K. Singh)
Director/
For DGOF

Copy to:

1. Chairman's Sectt. OFB Kolkata.
2. All Members, OFB, Kolkata.
3. The Addl. DGOF/AV HQrs, Avadi
4. The Addl. DGOF/OEF HQrs, Kanpur
5. Sr. Principal Director, NADP, Ambajhari
6. Principal Director, OFRB, Ambajhari
7. Principal Director, All OFILs.
8. Principal Controller of Accounts(Fys),Kolkata.
9. Section; A/IR,A/A,A/NG,A/I & A/HRD.
10. All staff side Members of JCM-III Level