



(This advertisement and the link to apply Online can be accessed on RBI Website [www.rbi.org.in](http://www.rbi.org.in))

**RESERVE BANK OF INDIA - DIRECT RECRUITMENT FOR THE POSTS IN COMMON SENIORITY GROUP (CSG) STREAMS - PANEL YEAR 2018**

**IMPORTANT INSTRUCTIONS**

**1. Candidates to Ensure their Eligibility for the Posts:**

Before applying, candidates should ensure that they fulfill the eligibility criteria for the advertised posts. The Reserve Bank of India Services Board, hereinafter referred to as 'Board' would admit to the Examinations all the candidates applying for this post with the requisite fee/intimation charges (wherever applicable) on the basis of the information furnished in the ONLINE application and shall determine their eligibility only at the final stage i.e. interview stage. If at that stage, it is found that any information furnished in the ONLINE application is false/ incorrect or if according to the Board, the candidate does not satisfy the eligibility criteria for the post, his/ her candidature will be cancelled and he/she will not be allowed to appear for interview and can be removed from service without notice, if has already joined the Bank.

**2. Mode of Application:**

Candidates are required to apply only ONLINE through the Bank's website [www.rbi.org.in](http://www.rbi.org.in). No other mode for submission of application is available.

Brief Instructions for filling up the "Online Application Form" are given in [Appendix-I](#):

- (i) [Online applications for Gr B – \(DR\) – General](#)
- (ii) [Online applications for DEPR/DSIM](#)

**3. Important Dates:**

Events	Important Dates**
Website Link Open For Online Registration of Applications and Payment of Fees/Intimation Charges	July 3, 2018 to July 23, 2018
1. <b>Officers in Gr B (DR) General</b>	Phase-I Online Examination Phase-II Online Examination August 16, 2018 \$ September 7, 2018
2. <b>Officers in Gr B (DR) DEPR*</b>	Paper - I Online Examination Paper - II & III Online/Written Examination August 16, 2018 September 6 / September 7, 2018 £(To be confirmed in Admit cards)
3. <b>Officers in Gr B (DR) DSIM@</b>	Paper - I Online Examination Paper - II & III Online/Written Examination August 16, 2018 September 6 / September 7, 2018 £ (To be confirmed in Admit cards)

**\*Department of Economics and Policy Research  
@ Department of Statistics and Information Management**

\*\* The Board reserves the right to make any change in these dates.

\$ Candidate will have to appear in only one shift of Phase-I examination.

£ Candidate will have to appear in all the shifts of Phase II / Paper II & III examination.

**4. Help Facility:** In case of any problem in filling up the form, payment of fee/intimation charges, or in downloading of Admission Letter, queries may be made through the link <http://cgrrs.ibps.in>

Do not forget to mention 'RBI Officers in Grade 'B-' DR' General or DEPR or DSIM in the subject of the email.



**5. Use of MOBILE PHONES and other electronic devices BANNED:**

(a) The use of any mobile phone (even in switched off mode), pager or any electronic equipment or programmable device or storage media like pen drive, smart watches etc. or camera or blue tooth devices or any other equipment or related accessories either in working or switched off mode capable of being used as a communication device during the examination is strictly prohibited. Any infringement of these instructions shall entail disciplinary action including ban from future examinations.

(b) Candidates are advised in their own interest not to bring any of the banned items including mobile phones/pagers to the venue of the examination, as arrangement for safe-keeping cannot be assured.

(c) Candidates are advised not to bring any valuable/costly items to the Examination Halls, as safe-keeping of the same cannot be assured. The Board will not be responsible for any loss in this regard.

**6. Corrigendum:** Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the Bank's website [www.rbi.org.in](http://www.rbi.org.in).



**DETAILED NOTICE**

1. The Reserve Bank of India Services Board (Board) invites applications from eligible candidates for the post mentioned below in Reserve Bank of India (RBI/Bank):

Post	Number of Vacancies				
	Unreserved i.e., General (GEN/UR)	Scheduled Castes (SC)	Scheduled Tribes (ST)	Other Backward Classes (OBC)\$	TOTAL
1. Officers in Grade 'B'(DR)- General	64	20	10	33	127^
2. Officers in Grade 'B'(DR)- DEPR	11	4	1	6	22^^
3. Officers in Grade 'B'(DR)- DSIM	11	(1)*	3#	2	17

\$ Candidates belonging to OBC category but coming in the 'Creamy Layer' are not entitled to OBC reservation. They should indicate their category as 'General (GEN)'.

^Out of 127 vacancies for Grade 'B' (DR)-General, 5 vacancies are reserved for Persons with Benchmark Disability (PwBD) Category, i.e. 1 vacancy for candidates of blindness and low vision; 1 vacancy for deaf and hard of hearing; 1 vacancy for locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy; and 2 vacancies for multiple disabilities from amongst persons as detailed below in para 1 of Note for PwBD candidates.

^^Out of 22 vacancies for Grade 'B'(DR)-DEPR, 1 vacancy is reserved for PwBD category under blindness and low vision.

\* Backlog vacancy, # includes 2 backlog vacancies.

**Note for PwBD candidates:**

(1) The Bank has identified the following posts as suitable for each category of Persons with Benchmark Disability along with the Physical Requirements and Functional Classifications. Only following categories of PwBD candidates are therefore eligible to apply for the posts.

Sr. No	Name of Post	Categories for which identified	Functional classification*	Physical Requirements**
1	Officer in Gr 'B' – General / DEPR/ DSIM	Blindness and low vision	B	BN, C, H, KC, L, MF, PP, RW (in Braille/software), S, ST, W
			LV	BN, C, H, KC, L, MF, PP, RW, S, ST, W
		Deaf and hard of hearing	D, HH	BN, C, KC, L, MF, PP, RW, S, SE, ST, W
		Locomotor disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy	OA, OL, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims	BN, C, KC, L,H, MF,PP, RW, S, SE, ST, W
		Multiple disabilities	BL	C, H, L, MF,PP, RW, S, SE
			Muscular Dystrophy	C, H, MF,RW, SE, S
		Multiple disabilities	OA, OL, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and (i) blind / low vision or	BN, C, KC, L, MF, PP, S, ST, W RW (in Braille / software) and H or RW and SE (as



			(ii) deaf / hard of hearing	applicable)
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\* Functional classification: OA-One Arm, OL-One Leg, BL-Both Legs but not arms, B-Blindness, LV-Low Vision, D-Deaf and HH-Hard of Hearing.

\*\* Physical Requirements: BN-Bending, C-Communication, H-Hearing/Speaking, KC-Kneeling & Crouching, L-Lifting, MF-Manipulation by Finger, PP-Pushing & Pulling, RW-Reading & Writing, S-Sitting, SE-Seeing, ST-Standing and W-Walking.

(2) PwBD candidates may belong to any category (i.e. General/SC/ST/OBC). Reservation for PwBD is horizontal and within the overall vacancies for the posts subject to the posts having been identified suitable for such disabilities.

(3) PwBD candidates should possess a latest disability certificate issued by a Competent Authority as prescribed vide The Rights of Persons with Disabilities Act, 2016 (RPWD Act, 2016). Such certificate shall be subject to verification/re-verification as may be decided by the Board/ competent authority.

(4) Within the overall notified total vacancies, PwBD candidates belonging to any category of disability will be considered for selection, subject to their suitability, over and above the vacancies notified for PwBD in this advertisement, in order to clear the backlog of PwBD vacancies.

(5) Backlog vacancies reserved for PwBD would be filled by a person with benchmark disability in the respective category. If no suitable person from that category is available such backlog vacancies would be filled up by interchange among other eligible PwBD candidates subject to the posts having been identified suitable for such disabilities.

(6) Use of Scribe & Compensatory time: At the time of online/written examination, only those PwBD candidates (who have disability of 40% or more) who have physical limitation in typing/writing, including that of speed would be allowed the facility to use the service of a scribe. In all such cases where a scribe is used, the following rules will apply:

- The candidate will have to arrange his/her own scribe/writer at his/her own cost.
- Both the candidate as well as the scribe will have to give a suitable undertaking, in the prescribed format with passport size photograph of the scribe at the time of examination.
- PwBD candidates who have physical limitation to type/write including that of speed shall be allowed compensatory time of 20 minutes per hour of the examination whether availing the facility of scribe or not.
- Any candidate who is using scribe should ensure that he is eligible to use scribe in the examination as per the above guidelines. Any candidate using scribe in violation of the above guidelines shall stand disqualified and can be removed from service without notice, if has already joined the Bank.

(7) Detailed instructions for PwBD candidates regarding availing services of scribe and allotment of extra/compensatory time will be made available on Bank's website ([www.rbi.org.in](http://www.rbi.org.in)) at the time of uploading of Admission Letters for Phase-I & Phase-II examinations.

## 2. SERVICE CONDITIONS/ CAREER PROSPECTS:

(i) **Pay Scale:** Selected Candidates will draw a starting basic pay of Rs. 35,150/- p.m. in the scale of Rs. 35150-1750 (9)-50900-EB-1750 (2)-54400-2000 (4)-62400 applicable to Officers in Grade B and they will also be eligible for Dearness Allowance, Local allowance, House Rent Allowance, Family allowance and Grade Allowance as per rules in force from time to time. At present, initial monthly Gross emoluments are approximately Rs. 75,831/-(approx.)

**Note:** For candidates possessing very high academic or professional qualification / experience of significant value to the Bank, the Bank may, at its sole discretion, consider granting up to four advance increments. The Board, at its sole discretion, may consider requests for higher emoluments on account of higher qualification/special experience of value to the Bank at the interview stage only. Such information may be furnished in the Bio - data Form in the appropriate column. The number of maximum increments will be four. The Board/Bank will not entertain any request received after the interview.

(ii) **Seniority:** Candidates selected from separate recruitments for the post of Officer in Gr. B (DR) for General, DEPR, DSIM streams will join the Common Seniority Group and the seniority among these Officers will be fixed according to the ranking worked out by using the standard percentile score of



aggregate marks of selected candidates.

(iii) **Perquisites:** Bank's accommodation subject to availability, reimbursement of expenses for maintenance of vehicle for official purpose, newspaper, telephone charges, book grant, allowance for furnishing of residence, etc. as per eligibility. Free dispensary facility besides reimbursement of medical expenses for OPD treatment/hospitalization as per eligibility. Interest free festival advance, Leave Fare Concession (once in two years for self, spouse and eligible dependents). Loans and Advances at concessional rates of interest for Housing, Vehicle, Education, Consumer Articles, Personal Computer, etc. Selected candidates will be governed by 'the defined contribution New Pension Scheme (NPS)', in addition to the benefit of Gratuity.

(iv) At certain centres, limited number of residential quarters are available. Facility for securing residential accommodation on lease, however, exists at all centres.

(v) Initial appointment will be on probation for a period of two years. At Bank's discretion, the probationary period may be extended upto a maximum period of four years.

(vi) There are reasonable prospects for promotion to higher grades.

(vii) Selected candidates are liable to be posted and transferred anywhere in India.

### 3. ELIGIBILITY CONDITIONS:

#### I. **Nationality:** a candidate must be either:-

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has **migrated** from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania, Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

A candidate in whose case a certificate of eligibility is necessary, may be admitted to the examination but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him/her by the Government of India.

#### II. **Age Limits:**

- (a) A candidate must have attained the age of 21 years and must not have attained the age of 30 years on the 1st of July, 2018 i.e., he/she must have been born not earlier than 2<sup>nd</sup> July, 1988 and not later than 1<sup>st</sup> July, 1997. For candidates possessing M.Phil. and Ph.D. qualification, upper age limit will be 32 and 34 years respectively.
- (b) The upper age-limit prescribed above will be relaxable:
  - i. up to a maximum of five years for candidates belonging to a Scheduled Caste or a Scheduled Tribe if the posts are reserved for them;
  - ii. up to a maximum of three years in the case of candidates belonging to Other Backward Classes who are eligible to avail of reservation applicable to such candidates if the posts are reserved for them;
  - iii. up to a maximum of five years for ex-employees of banking institutions whose services had to be terminated for reasons of economy or as a result of bank going into liquidation and personnel retrenched from Government Offices after at least one year's service and currently registered with Employment Exchange;
  - iv. up to a maximum of five years if a candidate had ordinarily been domiciled in the State of Jammu and Kashmir during the period from the 1st January, 1980 to the 31st day of December, 1989;
  - v. up to a maximum of five years in the case of ex-servicemen including Commissioned Officers and ECOs/SSCOs who have rendered at least five years Military Service as on 1st July, 2018 and have been released;



- a. on completion of assignment (including those whose assignment is due to be completed within one year from 1st July, 2018 otherwise than by way of dismissal or discharge on account of misconduct or inefficiency; or
  - b. on account of physical disability attributable to Military Service; or
  - c. on invalidment.
- vi. up to a maximum of five years in the case of ECOs/SSCOs who have completed an initial period of assignment of five years of Military Service as on 1st July, 2018 and whose assignment has been extended beyond five years and in whose case the Ministry of Defence issues a certificate that they can apply for civil employment and that they will be released on three months' notice on selection from the date of receipt of offer of appointment.
  - vii. Up to a maximum of 10 years in the case of Persons with Benchmark Disabilities. For SC/ST PwBD up to a maximum of 15 years and for OBC PwBD up to a maximum of 13 years, subject to reservation of vacancies under the respective post. Relaxation in upper age limit for PwBD will be subject to the posts having been identified suitable for such disabilities.
  - viii. For candidates having experience as an officer in Commercial Bank/Financial Institution in Public Sector as also prior experience in Reserve Bank of India, upper age limit is relaxed to the extent of number of completed years of such experience subject to a maximum of three years. For such candidates, upper age limit should not exceed 33 years including experience. For experience, probationary period will not be reckoned.
  - ix. For eligible staff candidates the relaxation in age limit is according to RBI circular CO. HRMD.No.G-75/5599/05.01.01/2013-2014 dated December 20, 2013.
  - x. For recruitment to the post of Gr. B (DR)-DEPR/DSIM candidates having Master's Degree with Research/Teaching experience at a recognised Indian/Foreign University/Institute will be eligible for relaxation in upper age to the extent of number of years of such experience subject to a maximum of three years. For experience, probationary period will not be reckoned.

**Note I:** - Candidates belonging to the Scheduled Castes and the Scheduled Tribes and the Other Backward Classes who are also covered under any other clauses of Para 3 II (b) above, viz. those coming under the category of Ex-servicemen, persons domiciled in the State of J & K, Persons with Benchmark Disabilities etc. will be eligible for grant of cumulative age-relaxation under both the categories.

**Note II:** - The term Ex-servicemen will apply to the persons who are defined as Ex-servicemen in the Ex-servicemen (Re-employment in Civil Services and Posts) Rules, 1979, as amended from time to time.

**Note III:** - The age concession under Para 3 II (b) (v) and (vi) will not be admissible to Ex-servicemen and Commissioned Officers including ECOs/SSCOs, who are released on own request.

**Note IV:** - Notwithstanding the provision of age relaxation under Para 3 II (b) (vii) above, a person with benchmark disability will be considered to be eligible for appointment only if he/she (after such physical examination as the Bank, may prescribe) is found to satisfy the requirements of physical and medical standards for the concerned Services/Posts to be allocated to the physically disabled candidates by the Bank.

**III. Minimum Educational Qualifications:** The following minimum educational qualifications are prescribed for the posts:



Posts	Minimum Educational Qualifications (as on 01-07-2018):
<b>1. Officers in Grade 'B' (DR) - (General)</b>	<ul style="list-style-type: none"><li>• A minimum of 60% marks (50% in case of SC/ST/PwBD) or an equivalent grade in Bachelor's degree as well as in 12th (or Diploma or equivalent) and 10th Standard examinations.</li><li>• The minimum qualifying percentage or an equivalent grade for the Bachelor's degree will be in aggregate for all semesters / years</li></ul>
<b>2. Officers in Grade 'B' (DR) - DEPR</b>	<p><b><u>Essential:</u></b></p> <p>a. A Master's Degree in Economics / Econometrics / Quantitative Economics / Mathematical Economics / Integrated Economics Course/ Finance, with a minimum of 55% marks or an equivalent grade in aggregate of all semesters /years from a recognised Indian or Foreign University /Institute.</p> <p><b><u>Note:</u></b> SC, ST and PwBD candidates having second class with a minimum of 50% marks or equivalent grade in aggregate of all semesters / years in Master's Degree examination or equivalent recognized qualifications are eligible to apply.</p> <p><b><u>Desirable:</u></b> A Doctorate Degree in Economics or research or teaching experience in Economics or publications in standard journals would be considered as an additional qualification.</p> <p>Candidates having M.Phil. Degree and Doctorate Degree from a recognized Indian/Foreign University/Institute in the specified subjects will be eligible for relaxation in the upper age limit by 2 years and 4 years respectively.</p> <p>(i) Candidates having Master's Degree with Research/Teaching experience at a recognized Indian/Foreign University/ Institute will be eligible for relaxation in upper age limit to the extent of number of years of such experience subject to a maximum of three years. For experience, probationary period will not be reckoned.</p> <p>ii) The above age relaxations will not be cumulatively available with age relaxations available to various categories as mentioned in Para 3 II (b) above.</p>



<p><b>3. Officers in Grade 'B' (DR) - DSIM</b></p>	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>a. A Master's Degree in Statistics/ Mathematical Statistics/ Mathematical Economics/ Econometrics/ Statistics &amp; Informatics from IIT-Kharagpur/ Applied Statistics &amp; Informatics from IIT-Bombay with a minimum of 55% marks or equivalent grade in aggregate of all semesters / years; OR</li> <li>b. Master's Degree in Mathematics with a minimum of 55% marks or an equivalent grade in aggregate of all semesters / years and one year post graduate diploma in Statistics or related subjects from an institute of repute; OR</li> <li>c. M. Stat. Degree of Indian Statistical Institute with a minimum of 55% marks in aggregate of all semesters / years OR</li> <li>d. Post Graduate Diploma in Business Analytics (PGDBA) jointly offered by ISI Kolkata, IIT Kharagpur and IIM Calcutta with a minimum of 55% marks or equivalent grade in aggregate of all semesters/years.</li> </ol> <p><b>NOTE:</b> For <b>SC, ST</b> and <b>PwBD</b> candidates, the minimum marks required in Master's Degree as in items a, b, c and d above is 50% or an equivalent grade in aggregate of all semesters/ years.</p> <p><b>Desirable:</b> (i) Candidates with a Doctorate in topics related to above subjects will be given preference. (ii) Research or teaching experience and publication in standard journals will be considered as an additional qualification.</p> <p><b>Note:</b> (i) Candidates possessing M.Phil. and Ph.D. qualification in the specified subjects will be eligible for relaxation in upper age limit by 2 years and 4 years respectively.</p> <ol style="list-style-type: none"> <li>(ii) Candidates with research / teaching experience at a recognized Indian / Foreign University/Institute will be eligible for relaxation in upper age limit to the extent of number of years of such experience subject to a maximum of three years. For experience, probationary period will not be reckoned.</li> <li>(iii) The above age relaxations will not be cumulatively available with age relaxations available to various categories as mentioned in Para 3 II (b) above.</li> </ol>
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**Note I:** The candidate must hold a degree of any of Universities incorporated by an Act of the Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a University Under Section-3 of the University Grants Commission Act, 1956, or possess an equivalent qualification from a foreign university recognized by the Association of Indian Universities.

**Note II:** Some Universities/Institutes/Boards do not award Class or percentage of marks and allot Aggregate Grade Points (e.g. CGPA/OGPA/CPI, etc.). In case University/Institute/Board defines criteria for conversion of Aggregate Grade Point into percentage of marks, the same will be accepted. However, where the University/Institute/ Board does not define criteria for conversion of Aggregate Grade Point into percentage of marks, in the degree/passing certificates, the undefined parameter(s) would be worked out as under:

Equivalent CGPA/OGPA/CPI or similar terminologies allotted on a 10 point scale	Aggregate Percentage of Marks
6.75	60%
6.25	55%
5.75	50%

**Note III:** Aggregate Grade Point or percentage of marks where awarded would mean aggregate over the entire duration of the course.

**Note IV:** Where the Aggregate Grade Point (CGPA/OGPA/CPI, etc.) is awarded out of a





number other than 10, it will be normalized out of 10 and computed as per note 2 above.

**Note V:** The relaxation in minimum educational qualifications for SC/ST/PwBD candidates mentioned above is subject to reservation of vacancies under the respective post and category and identification of posts for PwBD as notified above.

**IV. Number of Attempts:** Candidates belonging to unreserved i.e. General Category, who have already appeared Six times for Phase-I Examination for this post in the past, are not eligible to apply. No such restriction applies to candidates belonging to SC/ST/OBC/PwBD, if the posts are reserved for them.

**4. SCHEME OF SELECTION:** Selection for the aforementioned posts will be done through ONLINE examinations in Phase - I and Phase - II and interview. Detailed scheme of selection is given at [Appendix - II](#) (Gr. B(DR)-General) / [Appendix - III](#) (Gr. B(DR)-DEPR) and Gr. B(DR)-DSIM) which are available on the Bank's website [www.rbi.org.in](http://www.rbi.org.in). The Centres where the examinations will be held are given below:

**(i) Online Examination Centres for Phase I (Gr B (DR)-General) / Paper I (DEPR/DSIM)**

State /UT	Centre	State /UT	Centre
Andaman & Nicobar	Port Blair	Madhya Pradesh	Bhopal, Gwalior , Indore, Jabalpur, Sagar, Ujjain
Andhra Pradesh	Guntur, Kakinada, Tirupati, Chirala, Kurnool, Nellore, Vijaywada, Rajahmundry, Vizianagaram Vishakhapatnam,	Maharashtra	Amravati, Aurangabad, Jalgoan, Kolhapur, Mumbai / Navi Mumbai / Thane, Nagpur, Nasik, Pune,
Arunachal Pradesh	Naharlagun city	Manipur	Imphal
Assam	Dibrugarh, Guwahati, Jorhat, Silchar, Tezpur	Meghalaya	Shillong
Bihar	Arrah, Bhagalpur, Darbhanga, Muzaffarpur, Patna	Mizoram	Aizawl
Chandigarh	Chandigarh- Mohali	Nagaland	Kohima
Chhattisgarh	Raipur, Bhilai, Bilaspur (CG)	New Delhi	Delhi-NCR, Delhi, Ghaziabad, Noida& Greater Noida, Faridabad, Meerut, Gurugram
Daman & Diu	Rajkot	Orissa	Balasore, Berhampur (Ganjam), Bhubaneswar, Cuttack, Rourkela, Sambalpur
Goa	Panaji,	Puducherry	Puducherry
Gujarat	Ahmedabad, Anand, Mehsana, Gandhi Nagar, Rajkot, Surat, Vadodara	Punjab	Amritsar, Bhatinda, Jalandhar, Ludhiana, Mohali, Patiala
Haryana	Ambala, Hissar, Kurukshetra, Karnal	Rajasthan	Ajmer, Bikaner, Jaipur, Jodhpur, Kota, Udaipur
Himachal Pradesh	Hamirpur, Solan, Shimla	Sikkim	Gangtok-Bardang City
Jammu & Kashmir	Jammu	Tamilnadu	Chennai, Coimbatore, Erode, Madurai, Virudhunagar, Dindigul Salem, Namakkal, Thiruchirapalli, Tirunelveli,
Jharkhand	Bokaro, Dhanbad, Hazaribaug, Jamshedpur, Ranchi	Telangana	Hyderabad- Rangareddy, Karimnagar, Warangal,
Karnataka	Bengaluru, Gulbarga, Hubli, Mangalore, Mysore, Shimoga, Udipi	Tripura	Agartala



Kerala	Kannur, Kochi, Alappuzha, Kottayam, Kozhikode, Malappuram, Thrichur, Palakkad, Thiruvananthapuram, Kollam,	Uttar Pradesh	Agra, Allahabad, Aligarh, Bareilly, Gorakhpur, Jhansi, Kanpur, Lucknow, Meerut, Moradabad, Muzzafarnagar, Varanasi
Lakshadweep	Kavarrati	Uttarakhand	Dehradun, Haldwani, Roorkee City
		West Bengal	Asansol, Berhampore (WB), Kolkata, Greater Kolkata, Hooghly, Kalyani, Siliguri

**(ii) Centres for Phase II Gr B- (DR) (General) / Paper II & III (DEPR/DSIM)**

Name of the Centres	
Ahmedabad – Gandhi Nagar	Jammu
Bengaluru	Kanpur
Bhopal	Kochi
Bhubaneswar	Lucknow
Kolkata	Mumbai- Navi Mumbai
Chandigarh- Mohali	Nagpur
Chennai	New Delhi- NCR
Guwahati	Patna
Hyderabad	Pune
Jaipur	Thiruvananthapuram

**(iii)** The Centres and the date of holding the examination as mentioned above are liable to be changed at the discretion of the Board. Allotment of Centres will be on the "first-apply-first allot" basis, and once the capacity of a particular Centre is attained, the same will be frozen. Applicants, who cannot get a Centre of their choice, will be required to choose a Centre from the remaining ones. Applicants are, thus, advised that they may apply early so that they could get a Centre of their choice. NB: Notwithstanding the aforesaid provision, the Board reserves the right to change the Centres at their discretion if the situation demands. All the Examination Centres will cater to examination for Low Vision Candidates in their respective centres. Candidates admitted to the examination will be informed of the time table and place or places of examination. The candidates should note that no request for change of centre will be entertained.

**(iv)** Candidates can select only one centre for Phase-I and one centre for Phase-II separately and must indicate the choice of centres in the online application. Choice of Centre by candidates for Phase-I and Phase-II Examinations can be different and must be indicated in the online application

**(v)** Candidates will appear for the examination at an Examination Centre at their own risks and expenses. The Board does not make any arrangements for boarding/lodging of candidates. Board will not be responsible for any injury or losses etc. of any nature during the course of Examination.

**(vi)** Interviews: Interviews will be conducted at some of the centres indicated at para 4 (ii) above, details of which will be communicated in the interview call letter.

**5. PRE-EXAMINATION TRAINING FOR SC/ST/OBC/PwBD CANDIDATES (Officers in Gr B (DR)-General Only):** The Bank will arrange free of cost, combined pre-examination training for Phase - I and Phase - II of the examinations at some of the centres where the Bank has its Offices. Detailed instructions for candidates who may wish to avail of this facility are given in [Appendix - IV](#) which is available on the Bank's website [www.rbi.org.in](http://www.rbi.org.in).



**6. APPLICATION FEE AND INTIMATION CHARGES:**

Sr. No.	Category	Charges	Amount*
1.	SC/ST/PwBD	Intimation Charges only	Rs.100/-
2.	GEN/OBC	Application fee including intimation charges	Rs.850/-
3.	STAFF@	Nil	Nil

\*Bank/Transaction charges are to be borne by the candidate.

@ Fee/Intimation charges waiver is only for those employees of RBI (Staff Candidates) who satisfy the eligibility criteria separately stipulated by the Bank vide its circular CO. HRMD. No. G-75/5599/ 05.01.01/ 2013-2014 dated December 20, 2013. Their status as staff candidate will be verified at the time of interview. In case they are not eligible to be treated as staff candidates (in terms of above referred HRMD circular), they are advised to indicate themselves as non-staff candidates and pay fees/ intimation charges as applicable to non-staff candidates.

**Note I:** Applications without the prescribed Fee/ Intimation Charges shall be summarily rejected.

**Note II:** Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.

**Note III:** Fee/ Intimation Charges are required to be paid only in the manner prescribed in this advertisement.

**7. HOW TO APPLY**

- (a) Candidates are required to apply only online using the website [www.rbi.org.in](http://www.rbi.org.in). No other means/mode of application will be accepted. Detailed instructions for filling up online applications are available at [Appendix -I](#) which is available on the Bank's website [www.rbi.org.in](http://www.rbi.org.in). The applicants are advised to submit only single application; however, if due to any unavoidable situation, if he/she submits another/multiple applications, then he/she must ensure that application with the higher Registration ID (RID) is complete in all respects like applicants' details, examination centre, photograph, signature, left thumb impression and hand writing undertaking, fee etc. The applicants who are submitting multiple applications should note that only the last completed applications with higher RID shall be entertained by the Board and fee paid against one RID shall not be adjusted against any other RID.
- (b) All candidates, whether already in Government Service, Government owned industrial undertakings or other similar organisations, whether in a permanent or temporary capacity or as work charged employees other than casual or daily rated employees or those serving under the Public Enterprises are required to submit an undertaking in the Online application that they have informed in writing to their Head of Office/Department that they have applied for the Examination. Candidates should note that in case a communication is received from their employer by the Board withholding permission to the candidates applying for/appearing at the examination, their application will be liable to be rejected/candidature will be liable to be cancelled. At the time of joining, the recommended candidates will have to bring proper discharge certificates from their PSU/Government/Quasi -Government employer.

NOTE 1: While filling in his/her Application Form, the candidate should carefully decide about his/her choice of centre for the Examination. If any candidate appears at a centre other than the one indicated by the Board in his/her Admission Letter, the papers of



such a candidate will not be evaluated and his/her candidature will be liable to cancellation.

NOTE 2: Suitable provisions for information regarding use of scribes by the blind candidates and candidates with Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy and candidates with multiple disabilities (as provided under Note 1 for PwBD candidates) where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment) have been made in the online application at the time of the initial online application itself.

NOTE 3: Suitable provision for information regarding availing of compensatory time by the blind candidates and candidates with Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy and candidates with multiple disabilities (as provided under Note 1 for PwBD candidates) where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment) whether availing the facility of scribe or not have also been made available at the time of the initial online application itself.

NOTE 4: Candidates are not required to submit along with their applications any certificate in support of their claims regarding Age, Educational Qualifications, Scheduled Castes/ Scheduled Tribes/Other Backward Classes and Physically disabled etc. which will be verified at the time of the Interview only. Candidates belonging to the OBC category should have OBC certificate issued on or after July 1, 2017. The candidates applying for the posts should ensure that they fulfil all the eligibility conditions for admission to the Examination. Their admission at all the stages of examination for which they are admitted by the Board viz. Phase -1, Phase - II or Interview Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the Examinations and Interview Test, it is found that they do not fulfil any of the eligibility conditions; their candidature for the examination will be cancelled by the Board. If any of their claims is found to be incorrect, they may render themselves liable to disciplinary action by the Board. A candidate who is or has been declared by the Board to be guilty of:

- (i) Obtaining support for his/her candidature by the following means, namely:-
  - (a) offering illegal gratification to, or
  - (b) applying pressure on, or
  - (c) blackmailing, or threatening to blackmail any person connected with the conduct of the examination, or
- (ii) impersonating, or
- (iii) procuring impersonation by any person, or
- (iv) submitting fabricated documents or documents which have been tampered with, or
- (v) making statements which are incorrect or false or suppressing material information, or
- (vi) resorting to the following means in connection with his/her candidature for the examination, namely
  - (a) obtaining copy of question paper through improper means,
  - (b) finding out the particulars of the persons connected with secret work relating to the examination.
  - (c) influencing the examiners, or
- (vii) using unfair means during the examination,
- (viii) or writing obscene matter or drawing obscene sketches in the scripts, or
- (ix) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like, or
- (x) using a scribe / availing compensatory time in examination despite being ineligible, or



- (xi) harassing or doing bodily harm to the staff employed by the Board for the conduct of their examinations, or
- (xii) being in possession of or using mobile phone, pager or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination; or
- (xiii) violating any of the instructions issued to candidates along with their Admission Certificates permitting them to take the examination, or
- (xiv) attempting to commit or as the case may be abetting the Commission of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself/herself liable to criminal prosecution, be liable.
  - 1. to be disqualified by the Board from the examination for which he/she is a candidate and/or
  - 2. to be debarred either permanently or for a specified period (i) by the Board from any examination or selection held by them; (ii) by the Bank from any employment under them; (iii) dismissal from service by the Bank if he / she is already in Bank's employment; and (iv) if he/she is already in some other service, the Board writing to his/her employer for taking disciplinary action.

Provided that no penalty shall be imposed except after (i) giving the candidate an opportunity of making such representation, in writing as he/she may wish to make in that behalf; and (ii) taking the representation, if any, submitted by the candidate within the period allowed to him/her into consideration.

**8. LAST DATE OF RECEIPT OF APPLICATIONS:** The Online Applications can be filled up to 23 July, 2018 till 12:00 midnight.

**9. GENERAL INSTRUCTIONS:**

- (a) **Correspondence with the Board:** The Board will not enter into any correspondence with the candidates about their candidature except in the following cases:  
The eligible candidates shall be issued an Admission Letter two weeks before the commencement of the examination. The Admission Letter will be made available on the Bank's website [www.rbi.org.in](http://www.rbi.org.in) for downloading by candidates. No Admission letter will be sent by post. If a candidate does not receive his e-Admission letter or any other communication regarding his/her candidature for the examination two weeks before the commencement of the examination, he/she should at once contact the help facility as mentioned above.
- (b) No candidate will ordinarily be allowed to take the examination unless he/she holds an Admission Letter for the examination. On downloading of e- Admission Letter, check it carefully and bring discrepancies/errors, if any, to the notice of Board immediately.
- (c) **PROOF OF IDENTITY TO BE SUBMITTED AT THE TIME OF EXAMINATIONS:** At the time of appearing for Phase - I or Phase - II of the examination, candidates are required to produce a currently valid photo identity card in original and a photocopy of the same in addition to the admission letter. Acceptable photo identity cards are PAN Card/ Passport/ Driving Licence/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer on official letterhead/ Photo identity proof issued by a People's Representative on official letterhead/ valid recent Identity Card issued by a recognised college / university/ e-Aadhar card / Aadhar card with a photograph/ Employee ID/ Bar Council Identity card with photograph. The candidate's identity will be verified with respect to his/her details on the Admission Letter /Examination Call Letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination.

**Note:** Candidates have to produce in original the photo identity proof and submit a photocopy of the photo identity proof along with Admission Letter/ Examination Call Letter while attending each shift of the examination without which they will not be



allowed to take up the examination. For Phase-II examination, candidates will have to carry two/three photocopies of photo ID proof, as there will be two/three shifts. However, in Phase-I only one photocopy of photo ID will be sufficient. Candidates must note that the name (provided during the process of registration) as appearing on the call letters should exactly match the name as appearing on the photo identity proof, certificates, mark-sheets. **Female candidates who have changed first/last/middle name post marriage must take special note of this. In case of candidates who have changed their name, will be allowed only if they produce - original Gazette Notification/their original marriage certificate/affidavit in original, together with a photocopy. If there is any mismatch between the name indicated in the Admission Letter/ Examination Call Letter and Photo Identity Proof, the candidate will not be allowed to appear for the examination.**

- (d) The Board would be analyzing the responses of a candidate with other appeared candidates to detect patterns of similarity. On the basis of such an analysis, if it is found that the responses have been shared and scores obtained are not genuine/ valid, the Board reserves the right to cancel his/her candidature.
- (e) Board does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of or for any other reason beyond the control of the Board.
- (f) The candidates should note that their admission to the examination will be purely provisional based on the information given by them in the Application Form. This will be subject to verification of all the eligibility conditions by the Board / Bank. The mere fact that an Admission Letter has been issued to a candidate, will not imply that his/her candidature has been finally cleared by the Board or that entries made by the candidate in his/her application for the Preliminary examination have been accepted by the Board as true and correct. Candidates may note that the Board takes up the verification of eligibility conditions of a candidate, with reference to original documents, only after the candidate has qualified for the interview. Unless candidature is formally confirmed by the Board, it continues to be provisional. The decision of the Board as to the eligibility or otherwise of a candidate for admission to the Examination shall be final.
- (g) Candidates should note that the name in the Admission letter in some cases, may be abbreviated due to technical reasons
- (h) The possibility for occurrence of some problems in the administration of the examinations cannot be ruled out completely, which may impact test delivery and/ or result from being generated. In that event, every effort will be made to rectify such problem, which may include movement of candidates, delay in test. Conduct of a re-exam is at the absolute discretion of RBISB/test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.
- (i) Candidates are advised to keep their e-mail ID/mobile number alive for receiving advices viz. Admission letters/Interview letters, etc. Candidates may check e-mails/SMS regularly. The Board does not send any communication through any other mode.
- (j) **The posts are also open to the employees of RBI (Staff Candidates) who satisfy the eligibility criteria separately stipulated by the Bank vide their circular CO. HRMD.No.G-75/ 5599/ 05.01.01/2013-2014 dated December 20, 2013 and who apply Online within the closing date. Their status as staff candidate will be verified at the time of interview.**
- (k) The Board does not furnish the mark-sheet to candidates. Marks obtained in Phase-I (Online exam) will be made available on the website ([www.rbi.org.in](http://www.rbi.org.in)) in an interactive mode, after shortlisting of candidates for Phase-II. However, the marks obtained in Phase-II Examination and Interview will be made available on the Bank's web-site in an interactive mode only after declaration of the final result.
- (l) Any canvassing by or on behalf of the candidates or to bring political or other outside



- influence with regard to their selection/recruitment shall be considered as disqualification.
- (m) In all matters regarding eligibility, conduct of examinations, interviews, assessment, prescribing minimum qualifying standards in both the Examination and interview, in relation to number of vacancies and communication of result, the Board's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- (n) The eligibility for availing reservation against the vacancies reserved for the persons with Benchmark disabilities shall be the same as prescribed in "Rights of Persons with Disabilities (RPWD) Act 2016" Provided further that the persons with Benchmark disabilities shall also be required to meet special eligibility criteria in terms of physical requirements/functional classification (abilities/disabilities) consistent with requirements prescribed.
- (o) A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidates belong is included in the list of reserved communities issued by the Central Government. If a candidate indicates in his/her application form that he/she belongs to General category but subsequently writes to the Board to change his/her category to a reserved one, such request shall not be entertained by the Board. Similar principle will be followed for PwBD categories also. In case of a candidate unfortunately becoming physically disabled during the course of the examination process, the candidate should produce valid document showing him/her acquiring a disability to the extent of 40% or more as defined under RPWD Act, 2016 to enable him/her to get the benefits of PwBD reservation.
- (p) Candidates seeking reservation/ relaxation benefits available for SC/ST/OBC/PwBD/Ex-servicemen must ensure that they are entitled to such reservation/ relaxation as per eligibility prescribed. They should also be in possession of all the requisite certificates in the prescribed format in support of their claim as stipulated for such benefits and these certificates should be dated earlier than the due date (closing date) of the application.
- (q) Please note that corrigendum, if any, issued on the above advertisement, will be published only on the Bank's website [www.rbi.org.in](http://www.rbi.org.in)
- (r) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.



**HOW TO APPLY**

Candidates have to apply only online through the Bank's website i.e. [www.rbi.org.in](http://www.rbi.org.in) from July 3 - July 23, 2018. No other means/mode of applications will be accepted.

Candidates desirous of applying for posts in both Gr. B (DR)-General and Gr B (DR) DEPR / DSIM (as the case may be) are required to apply using links for both the positions separately and pay the fees for both.

**(A) PRE-REQUISITES FOR APPLYING ONLINE:**

Before applying online, candidates should—

- (i) scan their :
  - photograph (4.5cm x 3.5cm)
  - signature
  - left thumb impression
  - a hand written declaration (text given below)  
ensuring that the all these scanned documents adhere to the required specifications as given below.
- (ii) Signature in CAPITAL LETTERS will NOT be accepted.
- (iii) The left thumb impression should be properly scanned and not smudged. **(If a candidate is not having left thumb, he/she may use his/ her right thumb for applying.)**
- (iv) The text for the hand written declaration is as follows –  
*“I, \_\_\_\_\_ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required.”*
- (v) The above mentioned hand written declaration has to be in the candidate's hand writing and in English only. If it is written and uploaded by anybody else or in any other language, the application will be considered as invalid. **(In the case of Visually Impaired candidates who cannot write may get the text of declaration typed and put their left hand thumb impression below the typed declaration and upload the document as per specifications.)**
- (vi) Keep the necessary details/documents ready to make **Online Payment** of the requisite application fee/ intimation charges
- (vii) Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. Bank may send intimation to download call letters for the Examination etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.
- (viii) **The board does not send any communication by any other mode than E-mail/SMS.** No change in E-mail ID will be entertained during the entire process of the recruitment.

**(B) PROCEDURE FOR APPLYING ONLINE:**

- (i) Candidates satisfying the conditions of eligibility as on July 1, 2018 are first required to visit the URL “Recruitment for the post of “Officers in Gr.'B’ (DR) General/DEPR/DSIM” on Bank's website i.e. [www.rbi.org.in](http://www.rbi.org.in) >Opportunities@RBI >Current Vacancies > Vacancies and click on the hyperlink “Online Application Form” in the Advertisement page for filling the ‘Online Application’. It redirects the candidates to the online registration page.





- (ii) Candidates will have to enter their basic details and upload the photograph, signature, left thumb impression and a hand written declaration in the online application form as per the specifications given.
- (iii) To register application, choose the tab "Click here for New Registration" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.
- (iv) In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
- (v) Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON.
- (vi) The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Photo identity proof / Certificates/ Mark sheets. Any change/alteration found may disqualify the candidature.
- (vii) Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.
- (viii) Candidates can proceed to upload Photo, Signature, left thumb impression and a hand written declaration as per the specifications given in the Guidelines for Scanning and Upload of Documents detailed as given.
- (ix) Candidates can proceed to fill other details of the Application Form.
- (x) Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.
- (xi) Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
- (xii) Click on 'Payment' Tab and proceed for payment.
- (xiii) Click on 'Submit' button.
- (xiv) Candidates shall be solely responsible for filling up the online applications correctly. In case of invalid applications due to errors committed by the applicant no claims for refund of application fees/intimation charges so collected shall be entertained by the Board.
- (xv) To avoid last minute rush, candidates are advised to pay the application fees/ intimation charges and register online at the earliest.
- (xvi) Board does not assume any responsibility for the candidates not being able to submit their applications within the last day on account of aforesaid reasons or any other reason.

**(C) MODE OF PAYMENT FOR APPLICATION FEE/INTIMATION CHARGES:** Candidates have to make the payment of requisite fee/intimation charges through the online mode only:

- (i) The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
- (ii) The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets
- (iii) After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE.
- (iv) On successful completion of the transaction, an e-Receipt will be generated.



- (v) Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Provisional Registration Number and Password and repeat the process of payment.
- (vi) Candidates are required to take a printout of the e-Receipt and online Application Form. Please note that if the same cannot be generated, online transaction may not have been successful.
- (vii) For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
- (viii) To ensure the security of your data, please close the browser window once your transaction is completed.
- (ix) There is facility to print application form containing fee details after payment of fees upto July 23, 2018.

**(D) GUIDELINES FOR SCANNING & UPLOADING THE PHOTOGRAPH & SIGNATURE:**

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given below.

**Photograph Image:** (4.5cm × 3.5cm)

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows
- If you have to use flash, ensure there's no "red-eye"
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20kb–50 kb
- Ensure that the size of the scanned image is not more than 50kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.

**Signature, Left Thumb (LT) impression and Handwriting declaration Image:**

- The applicant has to sign on white paper with Black Ink pen.
- The applicant has to put his left thumb impression on a white paper with black or blue ink.
- The applicant has to write the declaration in English clearly on a white paper with black ink
- The signature, left thumb impression and the hand written declaration should be of the applicant and not by any other person.
- The signature will be used to put on the Call Letter and wherever necessary.
- If the Applicant's signature on the attendance sheet or Call letter, signed at the time of the examination, does not match the signature uploaded, the applicant will be disqualified.
- Dimensions 140 x 60 pixels (preferred)
- Size of file should be between 10kb – 20kb for signature and left thumb impression.
- For hand written declaration size of file should be 20kb – 50 kb
- Ensure that the size of the scanned image is not more than 20kb or 50 kb (for hand written declaration)
- Signature / Hand written declaration in CAPITAL LETTERS shall NOT be accepted.



### Scanning the documents:

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set Color to True Color
- File Size as specified above
- Crop the image in the scanner to the edge of the photograph/signature/ left thumb impression / hand written declaration, then use the upload editor to crop the image to the final size (as specified above).
- The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.
- Candidates using MS Windows/MsOffice can easily obtain documents in .jpeg format not exceeding 50kb (photograph and hand written declaration) & 20kb (signature and left thumb impression) by using MS Paint or MsOffice Picture Manager. Scanned documents in any format can be saved in .jpg format by using 'Save As' option in the File menu and size can be reduced below 50 kb (photograph and hand written declaration) & 20 kb (signature and left thumb impression) by using crop and then resize option (Please see point (i) & (ii) above for the pixel size) in the 'Image' menu. Similar options are available in other photo editor also.
- If the file size and format are not as prescribed, an error message will be displayed.
- While filling in the Online Application Form the candidate will be provided with a link to upload his/her photograph, signature, left thumb impression and hand written declaration.

### Procedure for Uploading the documents

- There will be separate links for uploading Photograph, signature, left thumb impression and hand written declaration
- Click on the respective link "Upload Photograph / signature / left thumb impression / hand written declaration"
- Browse and Select the location where the Scanned Photograph / signature / left thumb impression / hand written declaration file has been saved.
- Select the file by clicking on it
- Click the 'Open/Upload' button

Your Online Application will not be registered unless you upload your Photograph, signature, left thumb impression and hand written declaration as specified.

### Note:

- (1) In case the face in the photograph or signature or left thumb impression or the hand written declaration is unclear / smudged the candidate's application may be rejected.
- (2) After uploading the Photograph / signature / left thumb impression / hand written declaration in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature or left thumb impression or the hand written declaration is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature, prior to submitting the form.
- (3) After registering online candidates are advised to take a printout of their system generated online application forms.

**NOTE:** Please note that Corrigendum, if any, issued on the above advertisement, will be published only on the Bank's website [www.rbi.org.in](http://www.rbi.org.in)

*(Hindi version of this advertisement is available on Hindi website of Bank)*



Appendix II

**SCHEME OF SELECTION AND SYLLABUS FOR OFFICERS IN GR B (DR)-GENERAL- 2018:**

Selection will be through ONLINE Examinations and interview. Examinations will be held in two phases as described in following paragraphs.

- (I) **Phase-I online Examination (Objective Type):** This will comprise a single Paper for 200 marks and will be held on August 16, 2018. Depending on the number of candidates, the examination may be held in multiple shifts and on some other days also. A candidate, however, has to appear for examination in only one shift on the given day. The date, time and venue on which a candidate has to appear for examination will be specified in the Admission Letter (AL) to be downloaded by the candidate from our website ([www.rbi.org.in](http://www.rbi.org.in)). The 'corrected-scores' obtained by each of the candidates in different sessions (if held) will be normalized using equipercentile method.
- a) The Paper will consist tests of
- General Awareness
  - English Language
  - Quantitative Aptitude and;
  - Reasoning

A composite time of 120 minutes will be given for answering. Other detailed information regarding the examination will be given in an Information Handout, which will be made available for the candidates to download along with the Admission letter for examination from the RBI website.

Candidates have to secure minimum marks separately for each test as well as in aggregate, as may be prescribed by the Board.

Candidates, who secure minimum marks separately for each Test, as prescribed, will be shortlisted for Phase-II of the examination based on the aggregate marks obtained in Phase-I. The minimum aggregate cut-off marks for being shortlisted for Phase-II of the examination will be decided by the Board in relation to the number of vacancies. Roll No. of the candidates shortlisted for Phase-II examination will be published on RBI web-site, tentatively within a week after Phase-I examination.

- (II) **Phase-II online Examination:** The Phase-II online Examination will be conducted on September 7, 2018, only for the candidates who are shortlisted on the basis of results of Phase-I. The Phase-II examination will be in shifts. Candidates are required to appear for all shifts. Separate Admission Letters will be issued for each shift. The time-table for Phase-II will be intimated to the candidates concerned along with Admission Letter for Phase-II. Phase-II online examination will consist of three papers as under:

Name of Paper	Type of Paper	Time (Minutes)	Marks
<b>Paper-I:</b> Economic and Social Issues	Objective Type	90	100
<b>Paper II:</b> English (Writing Skills)	Descriptive, to be typed with the help of the keyboard	90	100
<b>Paper-III:</b> Finance and Management	Objective type	90	100

**NOTE:** All question papers (in both the Phases, except the test of English) will be set bilingually in Hindi and English.

The Board reserves the right to modify the exam dates and time entirely at its discretion.



- (III) **Interview:** Candidates will be shortlisted for the interview, based on aggregate of marks obtained in Phase-II (Paper-I +Paper-II +Paper-III). The minimum aggregate cut off marks for being shortlisted for Interview will be decided by the Board in relation to the number of vacancies. Roll No. of the candidates shortlisted for interview will be published on RBI website at appropriate time and interview call letters will be sent on registered email ID. Interview will be of 50 marks. Candidate may opt for interview either in Hindi or English. Final Selection will be through merit list which will be prepared by adding marks secured by candidates in Phase-II examination and interview.

**SYLLABI (Phase-II)**

**Paper-I - Economic and social Issues:**

Growth and Development – Measurement of growth: National Income and per capita income – Poverty Alleviation and Employment Generation in India – Sustainable Development and Environmental issues. Economic Reforms in India – Industrial and Labour Policy – Monetary and Fiscal Policy – Privatization – Role of Economic Planning. Globalization – Opening up of the Indian Economy – Balance of Payments, Export-Import Policy – International Economic Institutions – IMF and World Bank – WTO – Regional Economic Co-operation. Social Structure in India – Multiculturalism – Demographic Trends – Urbanization and Migration – Gender Issues – Social Justice : Positive Discrimination in favor of the under privileged – Social Movements – Indian Political System – Human Development – Social Sectors in India, Health and Education.

***Suggested reference material:***

<p><b>Books:</b></p> <ol style="list-style-type: none"> <li>1. <i>Indian Economy: Uma Kapila.(Series of Books)</i></li> <li>2. <i>Indian Economy: Mishra Puri. (Latest Edition)</i></li> <li>3. <i>Growth And Development: Devraj Ray</i></li> <li>4. <i>Sociology: C.N. Shankar Rao</i></li> </ol>	<p><b>Weekly/Monthly Magazines/Bulletins /Reports:</b></p> <ol style="list-style-type: none"> <li>1. <i>Economic and Political Weekly</i></li> <li>2. <i>Southern Economist</i></li> <li>3. <i>Yojana</i></li> <li>4. <i>Business India</i></li> <li>5. <i>RBI Bulletins</i></li> </ol>
<p><b>News Papers:</b></p> <ol style="list-style-type: none"> <li>1. <i>Economic Times</i></li> <li>2. <i>Hindu,</i></li> <li>3. <i>Business Standard</i></li> </ol>	<p><b>Reports:</b></p> <ol style="list-style-type: none"> <li>1. <i>World Development Report</i></li> <li>2. <i>Economic Survey of India</i></li> </ol>

**Paper-II -English (Writing Skills):**

The paper on English shall be framed in a manner to assess the writing skills including expression and understanding of the topic.

**Paper-III -Finance and Management:**

**(I) Finance**

**(a) Financial System**

1. Regulators of Banks and Financial Institutions
2. Reserve Bank of India- functions and conduct of monetary policy, Banking System in India, Financial Institutions – SIDBI, EXIM, NABARD, NHB, etc.

**(b) Financial Markets**

Primary and Secondary Markets (Forex, Money, Bond, Equity,etc.), functions, instruments, recent developments.



**(c) General Topics**

1. Risk Management in Banking Sector
2. Basics of Derivatives: Forward, Futures and Swap
3. Changing Landscape of Banking sector
4. Recent Developments in the Financial Sector, Portfolio Investment, Public Sector Reforms, Disinvestments
5. Financial Inclusion- use of technology
6. Alternate source of finance, private and social cost-benefit, Public-Private Partnership
7. Corporate Governance in Banking Sector, role of e-governance in addressing the issues of corruption and inefficiency in the government sector.
8. The Union Budget – Direct and Indirect taxes; Non-tax sources of Revenue, GST, Thirteenth Finance Commission and GST, Finance Commission, Fiscal Policy, Fiscal Responsibility and Budget Management Act (FRBM),
9. Inflation: Definition, trends, estimates, consequences, and remedies (control): WPI, CPI - components and trends.

***Suggested reference material:***

- a. *An introduction to Economics – A W Stonier and D C Hauge*
- b. *Monetary Theory and Public Policy – Kenneth Kurihara*
- c. *Indian Economy – Mishra and Puri*
- d. *Indian Economy – R. Dutt and KPM Sundaram*
- e. *Economic Growth and Development – Mayer and Baldwin*
- f. *Major economic newspapers and Economic and Political Weekly*
- g. *Public Finance – K K Andley and Sundaram*
- h. *Financial Management – Prasanna Chandra*

**(II) Management:**

Management: its nature and scope; The Management Processes; Planning, Organisation, Staffing, Directing and Controlling; The Role of a Manager in an Organisation. Leadership: The Tasks of a Leader; Leadership Styles; Leadership Theories; A successful Leader versus an effective Leader. Human Resource Development: Concept of HRD; Goals of HRD; Performance Appraisal – Potential appraisal and development – Feedback and Performance Counselling – Career Planning – Training and Development – Rewards – Employee Welfare. Motivation, Morale and Incentives: Theories of Motivation; How Managers Motivate; Concept of Morale; Factors determining morale; Role of Incentives in Building up Morale. Communication: Steps in the Communication Process; Communication Channels; Oral versus Written Communication; Verbal versus non-verbal Communication; upward, downward and lateral communication; Barriers to Communication, Role of Information Technology. Corporate Governance: Factors affecting Corporate Governance; Mechanisms of Corporate Governance.

*The questions on this section will be basic in nature.*



Appendix III

**SCHEME OF SELECTION FOR OFFICERS IN GR B (DR)-DEPR /DSIM:**

**A. Officers in Grade 'B' (DR) – DEPR-2018- Job Requirement, Scheme of Selection and syllabus**

(i) **Job Requirements:** Primarily to undertake economic analysis and research and contribute to policy formulation, apart from compilation of data relating to select sectors

ii) **Scheme of Selection:**

Selection will be through Online/ Written Examination (WE) and interview. There are 3 papers for the Examination. Paper I Objective Type (on Economics) to be held on August 16, 2018 and Paper II & III will be held separately on September 6 or 7, 2018 (date to be confirmed in admit cards).

Name of Paper	Duration	Maximum Marks
Paper-I Objective Type (on Economics)	120 minutes	100
Paper-II Descriptive Type (on Economics) (Question paper displayed on computer, answers to be written on paper)	180 minutes	100
Paper-III English – Descriptive (To be typed with help of keyboard)	90 minutes	100
<b>Total</b>		<b>300</b>

A composite time of 120 minutes will be given for answering Paper I. Other detailed information regarding the examination will be given in an Information Handout, which will be made available for the candidates to download along with the Admission letter for examination from the RBI website.

Candidates have to secure minimum marks as may be prescribed by the Board.

Candidates, who secure minimum aggregate marks in Paper I, as prescribed, will be shortlisted for Paper-II/ Paper III of the examination based on the marks obtained in Paper-I. The minimum aggregate cut-off marks for being shortlisted for Paper II and Paper III of the examination will be decided by the Board in relation to the number of vacancies. Roll No. of the candidates shortlisted for Paper II and Paper III examination will be published on RBI web-site, tentatively within a week after Paper -I examination.

- (iii) **Paper – II and III online/Written Examination:** The Paper II and Paper III Examination will be conducted on September 6 or 7, 2018, only for the candidates who are shortlisted on the basis of results of Paper-I. The Paper II and Paper III examination will be in shifts. Candidates are required to appear for all shifts. Separate Admission Letters will be issued for each shift. The time-table for Paper II and Paper III will be intimated to the candidates concerned along with Admission Letter for Paper II and Paper III.
- (iv) Question papers for 'WE' will be set in Hindi and in English (except Paper-III on English). Answers for Paper-II may be written either in Hindi or English. Paper-III will have to be answered in English only. Candidates may opt for interview in Hindi or English.
- (v) The number of candidates to be called for interview will be decided by the Board.
- (vi) Final selection will be on the basis of performance in the 'WE' and interview taken together.
- (vii) **Syllabus:** (i) Standard of papers on Economics would be that of Master's Degree examination in Economics of any Central University in India. (ii) Syllabus for English: Essay, Précis writing, Comprehension and Business/Office Correspondence.
- (viii) **Suggested reading material:** RBI publications viz., Annual Report, Report on Trend and



Progress of Banking in India, Monetary Policy Report and the Financial Stability Report and the Economic Survey published by the Government of India over the previous two years.

**B. Officers in Grade 'B' (DR) – DSIM- 2018- Job Requirement, Scheme of Selection and syllabus**

- (i) **Job Requirements:** To undertake collection, compilation, analysis and interpretation of data on banking, corporate and external sectors; Modelling and forecasting of inflation, growth and other important macroeconomics indicators; Analytical studies involving statistical/econometric models in the operational areas of interest to the Reserve Bank; Planning, designing and organizing sample surveys; maintaining technology-driven centralized reporting system and Data warehouse for information management /dissemination; and Development of methodology for the measurement and estimation of variables and improvement of the database of various sectors of the economy.

(i) **Scheme of Selection:**

Selection will be through Online/ Written Examination (WE) and interview. There are 3 papers for the Examination. Paper I Objective Type (on Statistics) to be held on August 16, 2018 and Paper II & III will be held separately on September 6 or 7, 2018 (date to be confirmed in admit cards).

Name of Paper	Duration	Maximum Marks
Paper-I Objective Type (on Statistics)	120 minutes	100
Paper-II Descriptive Type (on Statistics) (Question paper displayed on computer, answers to be written on paper)	180 minutes	100
Paper-III English – Descriptive (To be typed with help of keyboard)	90 minutes	100
<b>Total</b>		<b>300</b>

A composite time of 120 minutes will be given for answering Paper I. Other detailed information regarding the examination will be given in an Information Handout, which will be made available for the candidates to download along with the Admission letter for examination from the RBI website.

Candidates have to secure minimum marks as may be prescribed by the Board.

Candidates, who secure minimum aggregate marks in Paper I, as prescribed, will be shortlisted for Paper-II/ Paper III of the examination based on the aggregate marks obtained in Paper-I. The minimum aggregate cut-off marks for being shortlisted for Paper II and Paper III of the examination will be decided by the Board in relation to the number of vacancies. Roll No. of the candidates shortlisted for Paper II and Paper III examination will be published on RBI web-site, tentatively within a week after Paper -I examination.

**Paper – II and III online/Written Examination:** The Paper II and Paper III Examination will be conducted on September 6 or 7, 2018, only for the candidates who are shortlisted on the basis of results of Paper-I. The Paper II and Paper III examination will be in shifts. Candidates are required to appear for all shifts. Separate Admission Letters will be issued for each shift. The time-table for Paper II and Paper III will be intimated to the candidates concerned along with Admission Letter for Paper II and Paper III.





(iv) Question papers for 'WE' will be set in Hindi and in English (except Paper-III on English). Answers for Paper-II may be written either in Hindi or English. Paper-III will have to be answered in English only. Candidates may opt for interview in Hindi or English.

(v) The number of candidates to be called for interview will be decided by the Board.

(vi) Final selection will be on the basis of performance in the 'WE' and interview taken together.

**Syllabus:** Standard of papers would be that of Master's Degree examination of any Central University in India.

**Paper-I:** Questions would cover Probability: Definition of Probability, Standard distribution, Large and small sample theory, Analysis of Variance, Estimation, Testing of Hypotheses, Multivariate analysis and Stochastic Processes.

**Paper-II:** Questions would cover (i) Probability and Sampling, (ii) Linear Models and Economic Statistics, (iii) Statistical Inference: Estimation, Testing of hypothesis and Non-parametric Test, (iv) Stochastic Processes, (v) Multivariate analysis and (vi) Numerical Analysis and Basic Computer Techniques. There will be sufficient choice for candidates to attempt the required number of questions from any three or more of the above six groups.

**Paper-III:** English: Essay, Précis writing, Comprehension and Business/Office Correspondence.

**C. Manner of conduct of examinations for both GR B (DR)-DEPR /DSIM:**

(i) **The examination will be conducted on two days i.e. Paper I on August 16, 2018 and Paper II & III will be held separately on September 6 or 7, 2018 (date to be confirmed in admit cards).**

(ii) **Paper – I** (Objective type on Economics / Statistics as the case may be) will be conducted online and comprise multiple choice questions.

(iii) **Paper – II** (Economics / Statistics as the case may be) will be a descriptive type pen/paper based examination where the questions will be displayed on computer screen and will be conducted in one session on September 6 or 7, 2018.

(iv) **Paper – III** (English) will be of descriptive type where the candidates will be expected to type out answers on a computer.

(v) The Board reserves the right to modify the exam dates and time entirely at its discretion.



Appendix IV

**PRE-EXAMINATION TRAINING FOR SC/ST/OBC/PwBD CANDIDATES appearing for Officers in Gr B (DR)- General- 2018**

The Bank will arrange free of cost combined pre-examination training for Phases I and II of the examination for SC/ST/OBC/PwBD candidates, at some of the centres where the Bank has its offices. Candidates who desire to avail of the training may apply (by post or email) separately to the Regional Director/General Manager, Reserve Bank of India at any one of the convenient centres marked (\*\*) below, in the format furnished below on or before July 23, 2018. **Candidates should not send their application for training to the Reserve Bank of India Services Board's Office (Board) as the Board will not entertain such applications.**

**FORM OF APPLICATION FOR TRAINING**

The Regional Director/General Manager  
Reserve Bank of India  
Human Resource Management Department

Place:  
Date:

\*\*-----

Dear Sir/Madam,

Pre-examination training – Officers in Gr-'B'-Gen. (DR)- PY 2018

I have applied to the Reserve Bank of India Services Board (RBISB) for the post of Officer in Gr-'B'-Gen.(DR)- BY 2018. Please register my name for training in English/Hindi# medium. I enclose an attested copy of the Caste/PwBD Certificate and a copy of receipt of fees/intimation charges paid online. I note that I will have to make my own arrangements for stay and meet all my expenses. I also note that undergoing the training will not confer on me any right to be called for the Examination or for recruitment in the Bank's service.

Yours faithfully

(Signature)

Name and Address:.....  
Provisional application Registration No. ....

Encl.: Attested copy of the Caste/PwBD Certificate and online registered application and copy of receipt of fees/intimation charges paid online.

# Delete inapplicable.  
(Note: Training in Hindi will be held only if sufficient numbers of candidates are registered)

**\*\*Postal Addresses and email of the Centre:** One Centre to be chosen from the list given below:

1. **Ahmedabad:** Ashram Road, Ahmedabad-380014 ([rdahmedabad@rbi.org.in](mailto:rdahmedabad@rbi.org.in));
2. **Bengaluru:** 10/3/08, Nrupatunga Road, Bengaluru-560001([rdbengaluru@rbi.org.in](mailto:rdbengaluru@rbi.org.in));
3. **Bhopal:** Hoshangabad Road, Bhopal- 462011 ([rdhbhopal@rbi.org.in](mailto:rdhbhopal@rbi.org.in));
4. **Bhubaneswar:** Pt. Jawaharlal Nehru Marg, Bhubaneswar-751001 ([rdhbhubaneswar@rbi.org.in](mailto:rdhbhubaneswar@rbi.org.in));
5. **Chandigarh:** Central Vista, Opp. Telephone Bhawan, Sector 17, Chandigarh -160017([rdchandigarh@rbi.org.in](mailto:rdchandigarh@rbi.org.in));
6. **Chennai:** 16, Fort Glasis, Rajaji Salai, Chennai-600001 ([rdchennai@rbi.org.in](mailto:rdchennai@rbi.org.in));
7. **Guwahati:** Station Road, Panbazar, Guwahati-781001([rdguwahati@rbi.org.in](mailto:rdguwahati@rbi.org.in));
8. **Hyderabad:** 6-1-56,Secretariat Road, Saifabad, Hyderabad -500004([rdhyderabad@rbi.org.in](mailto:rdhyderabad@rbi.org.in));
9. **Jaipur:** Rambagh Circle, Tonk Road,



Jaipur-302004([rdjaipur@rbi.org.in](mailto:rdjaipur@rbi.org.in)); 10.**Jammu:** Rail Head Complex, Jammu-180012([rdjammu@rbi.org.in](mailto:rdjammu@rbi.org.in)); 11.**Kanpur:** M.G. Road, Kanpur-208001([rdkanpur@rbi.org.in](mailto:rdkanpur@rbi.org.in)); 12.**Kochi:** Ernakulam North, Kochi-682018([gminckochi@rbi.org.in](mailto:gminckochi@rbi.org.in)); 13.**Kolkata:** 15, Netaji Subhash Road, Kolkata-700001 ([rdkolkata@rbi.org.in](mailto:rdkolkata@rbi.org.in)); 14.**Lucknow:** 8-9, Vipin Khand, Gomti Nagar, Lucknow-226010([rdlucknow@rbi.org.in](mailto:rdlucknow@rbi.org.in)); 15.**Navi Mumbai:** Plot No.3, Sector 10, H.H. Nirmaladevi Marg, CBD Belapur, Navi Mumbai-400614 ([cgmbelapur@rbi.org.in](mailto:cgmbelapur@rbi.org.in));16. **Nagpur:** Main Office Building, Dr. Raghavendra Rao Road, Civil Lines, Nagpur-440001([rdnagpur@rbi.org.in](mailto:rdnagpur@rbi.org.in)); 17.**New Delhi:** 6, Sansad Marg, New Delhi-110001([rdnewdelhi@rbi.org.in](mailto:rdnewdelhi@rbi.org.in)); 18.**Panaji:** 7th Floor, Gera Imperium-II, Patto, Panaji, Goa-403001([dgmpanaji@rbi.org.in](mailto:dgmpanaji@rbi.org.in)); 19.**Patna:** South Gandhi Maidan, Patna-800001([rdpatna@rbi.org.in](mailto:rdpatna@rbi.org.in)); 20. **Pune:** College of Agricultural Banking, Reserve Bank of India, University Road, Pune-411016 ([principalcab@rbi.org.in](mailto:principalcab@rbi.org.in)); 21. **Thiruvananthapuram:** Bakery Junction, Thiruvananthapuram-695033 ([rdthiruvananthapuram@rbi.org.in](mailto:rdthiruvananthapuram@rbi.org.in)).