



Southern Railway
Railway Recruitment Cell, Chennai
5 Dr. P.V. Cherian Crescent Road (Behind Ethiraj College)
Egmore, Chennai - 600 008
Phone: 2821 3185

Important Instructions for Document Verification under CEN 08/2024(Level-1)

- Candidates are advised to upload clear and legible scanned images of all documents (educational and technical certificates, No Objection Certificates (NOCs), identification marks, etc.), a scanned copy of their passport-size colour photograph (as uploaded in their online application) and a scanned image of their full signature, following the instructions provided on the RRB Document Verification portal <https://oirms-ir.gov.in/rrbdv/>. The portal will be active for uploading the required documents from seven days prior to the candidate's document verification date until the date of document verification.
- Candidates are advised to upload documents on the RRB Document Verification portal <https://oirms-ir.gov.in/rrbdv/> only in the format prescribed in CEN 08/2024. Otherwise, their candidature will be withheld and they will not be eligible for the medical examination.
- **Uploading Softcopies and Personal Data:** Candidates are advised to follow all instructions and read the FAQs provided on the portal, and to upload all required documents carefully. Candidates shall first upload their Aadhaar card, passport-size photograph, signature and two identification marks (excluding moles). Thereafter, they shall upload the following documents as per the instructions given below:
 1. A copy of the e-call letters issued during the CBT and PET, in a single PDF file.
 2. The Matriculation (10th) certificate and mark sheet, in a single PDF file.
 3. Community Certificate (SC/ST/OBC/EWS): Candidates belonging to the OBC and EWS categories shall upload their Community Certificate valid as on the date of submission of the online application, as well as a currently valid certificate, combined in a single PDF file.
 4. If there is a discrepancy in the spelling of the candidate's name, father's name, mother's name or in any other document, an affidavit to this effect shall be uploaded.
 5. Divyang candidates shall upload their disability certificate and Unique Disability ID (UDID) card in a single PDF file.
 6. Mark sheets and certificates relating to educational/technical qualifications shall be uploaded in a single PDF file.
 7. Apart from the above, if any other certificates or documents are to be submitted, they may be uploaded under the 'Additional Documents' category.
 8. Candidates are advised to keep all scanned copies safe in Google Drive as well. This should be considered very important.
 9. All certificates should be in English or Hindi only. In the absence of certificates in English or Hindi, self-attested translated versions shall be submitted wherever and whenever required. Certificates submitted during document verification should be in the prescribed format only.

Date: 27/10/2026

Chairman
Railway Recruitment Cell, Chennai