



**दक्षिण रेलवे/SOUTHERN RAILWAY**

No.P(R)673/Training/Vol.IV

प्रधानकार्यालय/ Headquarters Office  
कार्मिक शाखा/ Personnel Branch  
चेन्नै/Chennai - 600 003  
दि./ Dated: 13-02-2017

**आर बी ई सं/RBE No.9 / 2017**

**पी बी सी सं/ PBC No.15 / 2017**

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /  
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units,  
etc.,

(As per mailing list -'A' )

**विषय/Sub:Revised Training Modules of Traffic (Commercial) and  
Traffic (Transportation) Department.**

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A copy of Railway Board's letter No.E(MPP) 2009/1/34 dated 31-01-2017  
(RBE No.09 / 2017) on the above subject is enclosed for information, guidance  
and necessary action.

(V.SRINIVASAN)

वरिष्ठ कार्मिक अधिकारी/नियम  
Senior Personnel Officer/Rules  
कृते मुख्य कार्मिक अधिकारी  
For Chief Personnel Officer

संलग्न/Encl: as above

प्रतिलिपि/Copy to : The Genl Secy / SRMU  
The Genl Secy / AISCSTREA  
The Genl Secy / AIOBCREA

The Genl Secy / NFIR



Government of India (Bharat Sarkar)  
Ministry of Railways (Rail Mantralaya)  
(Railway Board)

RBE No. . 9 /2017

No. E(MPP)2009/1/34

New Delhi, Dated 31.01.2017

The General Managers,  
All Indian Railways/PUs,  
Metro Railway/Kolkata  
Railway Electrification/Allahabad  
DG/RDSO/Lucknow  
CAO/DMW/Patiala  
CAO/COFMOW/New Delhi

The Directors,  
IRITM/Lucknow  
IRIEEN/Nasik  
IRIMEE/Jamalpur  
IRICEN/Pune  
IRISET/Secunderabad  
DG/NAIR/Vadodara  
ED/CAMTECH/Gwalior

**Sub: Revised Training Modules of Traffic (Commercial) and Traffic (Transportation) Department.**

Ministry of Railways (Railway Board) had constituted a Committee to review the Training Modules of all categories of Traffic Transportation & Traffic Commercial department and with the approval of Board (MT & MS) it has been decided to revise the existing training modules.

2. The revised modules prepared are as under:-

**Traffic Transportation Modules**

SN	Category	Stage	Revised Duration
1.	Traffic Apprentice	Induction / Promotional	300 days
2.	Pro-ASM*	Induction / Promotional	75 days
3.	TT Machine Supervisor	Induction	12 days
4.	Cabinman/Pointstman/Leverman to Cabin Master	Induction / Promotional	24 days
5.	Goods Guard**	Induction / Promotional	30 days
6.	Section Controller#	Promotional	30 days
7.	TNC@	Induction / Promotional	18 days
8.	Pointsman	Induction	27 days
9.	Shunting Master	Induction	15 days
10.	Cabinman / Switchman	Induction	24 days
11.	Leverman	Induction	25 days
12.	Cabinman / Leverman	Promotional	25 days
13.	Cabin Master / Switchman	Refresher	09 days
14.	Pointsman	Refresher	06 days
15.	Cabinman / Leverman	Refresher	06 days

\*Included in ASM Portion of Traffic Apprentice Module.

\*\* Included in Guard Portion of Traffic Apprentice Module.

# Included in Section Controller Portion of Traffic Apprentice Module.

@ Included in TNC Portion of Traffic Apprentice Module.

## **Traffic Commercial Modules**

<b>SN</b>	<b>Category</b>	<b>Stage</b>	<b>Revised Duration</b>
1.	Commercial Apprentice	Induction	80 days
2.	Ticket Examiner	Induction / Promotional	26 days
3.	Enquiry-cum-Reservation Clerk	Induction / Promotional	26 days
4.	Commercial Inspector	Promotional	45 days
5.	Commercial Supervisor	Promotional	57 days
6.	Ticket Checking Supervisor	Promotional	26 days
7.	Coaching Supervisor	Promotional	26 days
8.	Goods Supervisor	Promotional	25 days
9.	Ticket Checking Staff	Refresher	06 days
10.	Commercial Clerks Supervisor	Refresher	06 days
11.	Enquiry / Reservation Clerk	Refresher	06 days
12.	Commercial Inspector	Refresher	06 days
13.	Claim Inspector	Refresher	06 days
14.	Goods Clerk / Goods Supervisor	Refresher	06 days
15.	Customer Care for all frontline Staff	Special Courses	06 days
16.	Contract Management	Special Courses	06 days
17.	Passenger Amenities	Special Courses	06 days

3. The above Training Modules have been scanned and uploaded and can be viewed/downloaded from railnet <http://www.indianrailways.gov.in/railwayboard/view> under **E(MPP) Training Circulars**.

4. Kindly acknowledge receipt. Hindi version will follow.

  
(Anuradha Singh)  
Director/MPP  
Railway Board.