



दक्षिण रेलवे/SOUTHERN RAILWAY

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

प्रधान कार्यालय/Headquarters Office
कार्मिक शाखा/ Personnel Branch
चेन्नई/ Chennai - 600 003
दि./ Dated: 08-11-2013

आर बी ई सं/RBE No. 110 / 2013

पी बी सी सं/ PBC No. 140 / 2013

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: Review of Eligibility Criteria for selection of Indian Railway
Personnel for Foreign Training - Corrigendum.**

A copy of Railway Board's letter No.E(TRG)2010(1)/11 dated
25-10-2013 (RBE No. 110/2013) alongwith its Annexure on the above subject
is enclosed for information, guidance and necessary action.

Railway Board's letter dt. 09-09-2010 referred therein has been
circulated as PBC No. 172 / 2010 dt. 15-11-2010.

संलग्न/Encl: as above


(V.SRINIVASAN)
वरिष्ठ कार्मिक अधिकारी/नियम
Senior Personnel Officer/Rules
कृते मुख्य कार्मिक अधिकारी
For Chief Personnel Officer

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)

R-BE No - 110/2013

No.E(TRG)2010(1)/11

Rail Bhavan, New Delhi, Dated 26/10.2013

The General Managers,
All Indian Railways & Production Units
CORE/Allahabad

The Director General,
RDSO/Lucknow
NAIR, Vadodara

The Chief Admn. Officers
Diesel Loco Modernization Works, Patiala
COFMOW, New Delhi

The Directors,
IRIEN/Nasik
IRICEN/Pune
IRISET/Secunderabad
IRIMEE/Jamalpur
IRITM/Lucknow
JR RPF Academy/Lucknow

Sub:- Review of Eligibility Criteria for selection of Indian Railways Personnel
for Foreign Training – Corrigendum.

In pursuance to the Board's decision, following amendments to Board's letter of even no.
dated 09.09.2010 regarding Eligibility criteria for selection of Indian Railways personnel for
foreign trainings (outside the structured Training Plan) have been made:

1. **Mandatory Criteria**

Item a) Age Restriction and c) APAR Grading may be deleted and read as under:-

a) **Age Restriction:** The maximum age limit for officers and non-gazetted, on the date of
completion of training, will be 55 years (irrespective of SC/ST category)

c) **APAR Grading:** For non-gazetted employees, CR gradings would not be a criterion for
nomination, D&AR clearance is not necessary. However, vigilance clearance is
mandatory.

2. Para 4 may be deleted and read as under:-


4. While considering the officer/official for foreign training under Transfer of
Technology (TOT), purchase of machines or under specific departmental programmes,
following guidelines are to be followed strictly:-

i) Only those officers/technical staff/supervisory staff should be nominated who are
currently working and shall continue to work for at least next two years after
completion of training except when the Board specifically nominates someone
giving due reasons for such nomination.

.....2/-

- ii) Number of man-days should be kept to a bare minimum.
- iii) Head of the technical wing (viz., Member/Additional Member) should be the deciding authority of the need and duration of the training. If training is a part of the tender invited by Railway/COFMOW, concerned AM's approval will be needed to incorporate foreign training clause in the contract.
- iv) For training involving more than 2 weeks stay abroad, language skills of the staff/officers being nominated should be suitably considered.
- v) After return from the training abroad a presentation to the concerned unit should be made by the team of officers and staff who have attended the training for proper dissemination of the acquired knowledge.

3. All other norms and conditions specified in Board's letter of even no. dated 09.09.2010 would remain the same. All officers/staff shall furnish information as per revised proforma annexed with this letter.



(H. Moharana)
Director(Training)
Railway Board

FORMAT FOR TRAINING

Paste a recent
Passport-sized
photograph

General Information

1. Name (in capitals) : _____
2. Father's Name : _____
3. Address: _____

4. Phone No.(s): _____ (off.)
_____ (Res.)
_____ (Mob.)
5. Fax No.(s): _____
6. E.mail: _____
7. Sex: Male Female
8. Date of birth (DD/MM/YY):

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9. Category:
Gen SC ST OBC
10. If you belong to a minority community (Muslim, Parsi, Jain, Christian, Sikh, Buddhist etc.) please mention the same.

Section 1 : Service Record

- (i) Service : _____
- (ii) Batch (if applicable) _____
- (iii) Designation: _____
- (iv) Railway: _____
- (v) Date of joining Railway Service _____
- (vi) DITS (if applicable) _____
- (vii) Length of service in Railways _____
- (viii) Length of service in Group-A: _____
- (ix) Whether on Central deputation/
Deputation to Rly. PSU: _____
- (x) If on deputation, name of the organization, date of joining and
date of completion of tenure: _____
- (xi) Present pay in Pay scale and Grade Pay _____

Section 2: Academic record

(Give marks/CGPA in aggregate after the final year only)

	Main Subject	Institute/Univ.	Year of passing	%age of marks/CGPA
10+2				
Bachelor's degree				
Master's degree				
Other (specify)				

Other qualifications:

Professional qualifications/diplomas that you have
(CA/ICWA/NIIT/Aptech/Foreign languages, legal etc.)

Name of the qualification	Date		Marks obtained/CGPA	Maximum marks /CGPA	Class Distinction
	From	To			

Section 3: Work experience

(A) Full time (attach additional sheets, if necessary)

Organisation	Designation	Period		Nature of work
		From	To	

(B) Part-time, training, project work, volunteer work etc. (attach additional sheets, if necessary)

Organisation	Period		Total month	Nature of work
	From	To		

Section 4: Additional information (please attach separate sheets wherever necessary)

- (A) Briefly describe your job responsibilities and your achievements at your work place.
- (B) How would the proposed training programme add value to your present job responsibilities.
- (C) Is there any other relevant information that you would like to provide about yourself?

Section 5:

- (i) Have you been taken up under Disciplinary & Appeal Rules anytime in your career? If yes, furnish details of the punishment(s) imposed.
- (ii) Has your name ever figured in any vigilance investigation/case? If yes, furnish details of the same.

Section 6: Previous record of training (please attach additional sheets, if necessary)

Have you attended any foreign training in the past?

Yes

No

If yes, please specify (attach additional sheet, if necessary):

Name of the institute: _____

Country: _____

Name of the Training Programme: _____

Duration: From _____ To _____

(ii) Details of your official foreign visits i.e. study tour, conference, inspection etc. in the past, if any? Attach separate sheet, if necessary.

Yes No

If yes, please specify: (attach separate sheet, if necessary)

Name of the Institute: _____

Country: _____

Purpose of visit: _____

Duration: From _____ To _____

Declaration:

I certify that the information given in this application form is correct and true to the best of my knowledge. I agree to abide by the decision of the authorities regarding my selection to the programme.

Place : _____

Date : _____ (Signature)

(Annexure to Letter No. E(TRG)2010(1)/11 Dated .09.2010)