



PBC No. 07 / 2026  
RBE No. 01 / 2026

दक्षिण रेलवे Southern Railway  
प्रधान मुख्य कार्मिक अधिकारी कार्यालय  
Office of the Principal Chief Personnel Officer  
प्रधान कार्यालय, कार्मिक विभाग, चेन्नै-600003  
Headquarters, Personnel Department, Chennai-600003

सं/No: P (R) 673 / P / Trg. / Vol.VI

दिनांक/Dated: 23.01.2026

All PHODs/ DRMs/ CWMs/ CEWE/ CAO/ CPM/ PDA/ Dy.CPOs/ Sr.DPOs/ Secy to GM,Chairman/RRB/MAS,TVC, Addl.Registrar/RCT/MAS, Secretary/RRT/MAS, Principal MDZTI/TPJ, SRCETC/TBM, ZETTC/AVD, DPOs/SPOs/WPOs/APOs of HQ/Divisions /Workshops/Units.

**विषय/Sub :Committee for selection of Instructors / Trainers in Training Institutions.**

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A copy of Railway Board's letter No.2025/E(Trg.)/41/39 dated 02.01.2026 alongwith Advance Correction Slip No. 01/2026 on Manual on Management of Training on the above subject is enclosed for information, guidance and necessary action.

Railway Board's letter dated 19.06.2018 referred to therein has been circulated as PBC No. 150 / 2018.

संलग्नक/Encl. 02 pages.

सहायक कर्मचारी संबंधी अधिकारी/Asst.Personnel Officer / IR & Trg.  
कृते प्रमुकाधि/For Principal Chief Personnel Officer

प्रतिलिपि/Copy to: The General Secretary/SRMU  
The General Secretary / DREU  
The General Secretary/AISCTREA  
The General Secretary/AIOBCREA  
The General Secretary/NFIR  
IT Section/PB/HQ - to upload in the SR website.



भारत सरकार / GOVERNMENT OF INDIA  
रेल मंत्रालय / MINISTRY OF RAILWAYS  
(रेलवे बोर्ड/Railway Board)



International Year  
of Cooperatives

2025  
Cooperatives Build  
a Better World

2025/E(Trg.)/41/39

New Delhi, Dated: As signed

The Director General,  
All Centralized Training Institute.

**Sub:- Committee for selection of Instructors/Trainers in Training Institutions.**

Instructions issued vide Railway Board's letter No. E(MPP)/2018/3/5 dated 19.06.2018(RBE 93/2018) lays down the guidelines on constitution of committee for selection of instructors at ZRTI and DTI. Some of the CTIs have made a reference for laying down the guidelines for selection of Chief Instructors on the CTIs. It has been decided that

**(i) For Centralized Training Institutes (CTIs)-** Selection Committee for 3 JAG-level officers may be constituted by DG/ADG of the institute, and DG/ADG will approve the recommendation of the selection committee.

**(ii) For Zonal Training Institutes level-** Selection Committee of 3 JAG officers will be constituted with the approval of PCPO concerned. Head of the Training Centre will also be co-opted as fourth member.

**(iii) For Divisional Training Institutes level –** Selection Committee for 3 Sr. Scale Officers will be constituted with the approval of DRM/ADRM, concerned. Head of the Training Centre will also be co-opted as fourth member.

2. Accordingly, Ministry of Railways have decided that the Manual on Management of Training may be amended as per attached Advance Correction Slip No. 01/2026 (copy enclosed).

Kindly acknowledge receipt.

D.A.:As Above.

Digitally signed by  
SUSHIL KUMAR SINGH

Date: 02-01-2026

11:14:44

(Sushil Kumar Singh)  
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**GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(Railway Board)**

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**Manual on Management of Training**  
**(June 1998)**

**Advance Correction Slip No : 01/2026**

The second para of para 602 under item no. 6 of the Manual on Management of Training (Edition 1998) may be replaced as under:-

- (i) **For Centralized Training Institutes (CTIs)-** Selection Committee for 3 JAG-level officers may be constituted by DG/ADG of the institute, and DG/ADG will approve the recommendation of the selection committee.
- (ii) **For Zonal Training Institutes level-** Selection Committee of 3 JAG officers will be constituted with the approval of PCPO concerned. Head of the Training Centre will also be co-opted as fourth member.
- (iii) **For Divisional Training Institutes level –** Selection Committee for 3 Sr. Scale Officers will be constituted with the approval of DRM/ADRM, concerned. Head of the Training Centre will also be co-opted as fourth member.

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**( Authority: Railway Board's letter No. 2025/ E(Trg.)/41/39 dated As signed)**