



दक्षिण रेलवे/SOUTHERN RAILWAY

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

प्रधान कार्यालय/ Headquarters Office  
कार्मिक शाखा/ Personnel Branch  
चेन्नै/Chennai - 600 003  
दि./ Dated:25-07-2018

आर बी ई सं/RBE No. 93 / 2018

पी बी सी सं/ PBC No: 150 / 2018

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: Committee for selection of Instructors / Trainers in training  
institutions.

\*\*\*\*\*

A copy of Railway Board's letter No.E(MPP)2018/3/5 dated  
19-06-2018 (RBE No. 93 / 2018) alongwith Advance Correction Slip No.  
01/2018 to Manual of Management of Training (June 1998) on the above  
subject is enclosed for information, guidance and necessary action.

Extract of Railway Board's letter dated 29-06-2001 referred therein is  
enclosed for reference.

(V.SRINIVASAN)

वरिष्ठ कार्मिक अधिकारी/नियम

Senior Personnel Officer/Rules

For Principal 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



27 JUN 2018

GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
RAILWAY BOARD

RBE NO. 93/2018

No.E(MPP)/2018/3/5

New Delhi, Dated: 19.06.2018

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

The Directors,  
IRIEN/Nasik  
IRIMEE/Jamalpur  
IRICEN/Pune  
DG/NAIR/Vadodara  
ED/CAMTECH/Gwalior

**Sub: Committee for selection of Instructors / Trainers in training institutions**

In the Principal Chief Personnel Officers' conference held on 03.02.2018, it was recommended to decentralize selection of Instructors / Trainers of Training Institute to Divisions. The recommendation has been accepted by the Board.


Accordingly, in partial modification of Board's letter No. E(MPP)/2001/19/3-  
Recomm.37 dated 29.06.2001 (RBE No.127/2001), following changes are hereby made :-

- i) For Zonal Training Institutes - 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.
- ii) For Divisional Training Institutes level - Selection Committee of 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.

Accordingly, Ministry of Railways has decided to modify the "Manual of Management on Training" (Edition 1998) as per the Correction Slip No. 01/2018.

Kindly acknowledge receipt of this letter.

DA: As above.

  
19/6/18  
(Mahendra Kumar Gupta)  
Director (MPP)  
Railway Board

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

### **Advance Correction Slip No. 01/2018**

The second para of para 602 under item No.6 of the Management of Training (June 1998) which states that –

“Selection Committee for the screening/selection of trainers/instructors should consist of 3 HODs and also include the head of the concerned training centre”.

now modified as -

“Selection committee of 3 JAG officers will be constituted with the approval of PCPO concerned at Zonal level. Head of the Training Centre will also be co-opted as fourth member

&

Selection Committee of 3 Sr Scale Officers will be constituted with the approval of DRM/ADRM concerned at Divisional level. Head of the Training Centre will also be co-opted as fourth member.”

(Authority Board's letter No. No. E(MPP)/2018/3/5 New Delhi Dated: 19.06.2018)

R.B.E. No. 127/2001

**Subject : Report of the Railway Safety Review Committee (Part-II) 1998 – Selection of instructors/trainers for Railway Training Centres – Recommendation No. 37.**

[No. E(MPP)2001/19/3-*Recomm. 37, dated 29.6.2001.*]

The Railway Safety Review Committee *vide* Recommendation No. 37 have recommended as under:--

“Selection of trainers should be based on their aptitude for training as judged by their CRs, where this aspect should be specially commented upon, and interview by 3 HODs. The trainers should be trained at an appropriate training centre and should have a minimum tenure of three years.”

2. This recommendation has been accepted by Railway Board with reference to selection of trainers by three HODs and their minimum tenure. However, the issue, regarding the selection of trainers based on CR, is still under consideration.

3. In this context, in partial modification of Board’s letter No. E(MPP)94/3/14, dated 28.3.1994, the Railways are directed to ensure that the Selection Committee for the screening/selection of trainers/instructors should henceforth consist of 3 HODs and also include the head of the concerned training centre. The Selection Committee would assess the applicants keeping in view their record of service, educational qualifications, professional background and competence.

4. The trainers should be trained at an appropriate training centre. In so far as a trainer’s tenure is concerned, it is reiterated that the maximum tenure should not exceed 8 years and the minimum tenure should be 3 years. The above directives are applicable to both the gazetted and non-gazetted Principal/Instructor.

5. The Ministry of Railways have decided that the Manual on Management of Training, 1998 may be amended as per the attached Advance Correction Slip No. 2/2001.

**ADVANCE CORRECTION SLIP NO. 2/2001**

**MANUAL ON MANAGEMENT OF TRAINING**

**(June, 1998)**

The first line of para 6.2 under item No. 6 of the Manual on Management of Training (June, 1998) may be *modified* as under:–

“The maximum tenure should not exceed eight years from the date of regular selection and the minimum tenure should be 3 years.”

The second para of para 6.2 under item No. 6 of the **Management of Training** (June, 1998) may be *modified* as under:--

**“The Selection Committee for the screening/selection of trainers/instructors should consist of 3 HODs and also include the head of the concerned training centre. The Selection Committee would assess the applicants keeping in view their record of service, educational qualifications, professional background and competence and the above listed attributes and would make recommendation to the competent authority for approval.”**

[Authority: Board's letter No. E(MPP)2001/19/3-*Recomm.* 37, dated 29.6.2001.]