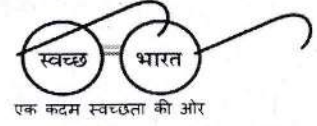




दक्षिण पूर्व मध्य रेलवे  
South East Central Railway



एक कदम स्वच्छता की ओर

मुख्यालय कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004  
HEAD QUARTER PERSONNEL DEPARTMENT, 1<sup>st</sup> FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004  
सं. पी-एचक्यू/रुलिंग/पॉलिसी/02 दिनांक: 27.02.2023

प्रति,  
सर्व संबंधित

स्थापना नियम सं.- 55/2023

**विषय:- Refresher and Safety courses for Running Staff – Online/Offline mode**

रेल्वे बोर्ड के पत्र सं. E(MPP)2020/3/13 दिनांक: 08.02.2023 की प्रति सूचना, मार्गदर्शन तथा आवश्यक कार्यवाही हेतु प्रकाशित की जा रही है।

उपरोक्त नियम दफ्तरे की अधिकारिक वेब-साइट <http://www.secr.indianrailways.gov.in> एवं PCPO के share folder (10.206.2.18) पर निम्नलिखित लिंक पर उपलब्ध हैं:-


**Web-site-**

Home page—Dept./Div of SECR—HQ—Personnel—Rules & Publications

**Share Folder-**

Personnel—PCPO—Ruling—html—Estt. Rules

संलग्न:- यथोक्त.

  
(संग्राम सोरेन)  
उप मुख्य कार्मिक अधिकारी (एच.आर.डी)  
कृते प्रधान मुख्य कार्मिक अधिकारी



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

No. E(MPP)2020/3/13

New Delhi, Dated 08 .02.2023

The General Manager,  
All Zonal Railways/PUs.

**Sub: Refresher and Safety courses for Running Staff- Online/Offline mode.**

**Ref: (i) Board's letter No. E(MPP)/2020/3/15 dated 19.06.2020.  
(ii) Board's letter No. 2020/Safety/DM/6/14 dated 24.04.2020.  
(iii) NR's letter no. 844-E/Misc/Online-Offline/ Running Staff/2022 dated 10.08.2022.**

During Covid Period, Safety Directorate, vide reference (ii) above, had issued instructions to GMs/All Zonal Railways to start online refresher and other safety courses for running category staff. It was also advised that efforts may, however, be made to start the regular class room courses at the earliest and ensure that all running staff are given the refresher and other safety courses as per laid down norms.

2. Further, vide reference (i) above, instructions to GMs/All Zonal Railways had been issued, inter -alia, that for safety related trainings, online training may be adopted for the theoretical portion only. **For practical portion where hands on training and physical demonstration is required, suitable arrangements needs to be made keeping in view safety aspects.**

3. Now, Northern Railway, vide reference (iii) above, has requested Railway Board to issue clear instructions/direction on the issue of online/offline refresher training for running staff.

4. The matter has been reviewed in Board's office and it has been decided in consultation with Safety, Traction and Traffic Transportation Directorates that since the Covid situation has normalized now, physical training may be started following necessary Covid related precautions/protocol. It may, however, be ensured by Zonal Railways that while sending staff for physical training, train operations are not hindered.

5. It may also be noted that the references of ZRs should atleast be signed by SAG level officer and should be seen by PCPO so that Board receives only serious matters worth deliberations.

D. A. : As above

  
(A. K. Das)

Joint Director/E (MPP)

Email ID: [jdmpp2020@gmail.com](mailto:jdmpp2020@gmail.com)

Tele No. (011)23047255

भारत सरकार GOVERNMENT OF INDIA  
रेल मंत्रालय MINISTRY OF RAILWAYS  
रेलवे बोर्ड RAILWAY BOARD

No.2020/Safety/DM/6/14

New Delhi dated 24.04.2020

**General Managers,  
All Zonal Railways.  
Konkan Railway Corporation Limited.**

**Sub: Refresher and other safety courses for running category staff.  
Ref: This office letter of even number dated 29.03.2020.**

As per letter under reference, Refresher and other safety courses for running category staff, due in the month of March and April, 2020 were deferred and were to be covered in courses to be organised from May, 2020 onwards.

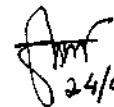
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Keeping in view the situation of Covid 19, it is likely that the social distancing norms and other measures to contain spread of Covid 19 will remain in force even beyond the extended lockdown period of 03.05.2020. In such a situation, it may be difficult to organise the refresher and other safety courses for running category staff. This may lead to a huge backlog of Refresher and other safety courses, which is not desirable.

In view of the above, it has been decided by Board that immediate steps may be taken by the railways to start online refresher and other safety courses for running category staff. Practical portion of the courses that require personal exposure to equipments, tools etc. which may not be possible to cover presently, may be deferred for the time being or wherever feasible, organised appropriately keeping the local situation in view. In case the practical portion of the training is deferred, the same may be imparted at the earliest convenient date by organising special batches for such staff. In case of some staff not having the requisite facilities for taking online classes, action as deemed fit to cover such staff may be taken at the zonal level to impart them training.

Efforts may, however, be made to start the regular class room courses at the earliest and ensure that all running staff are given the refresher and other safety courses as per laid down norms. Staff who are already overdue or will be due by 30.04.2020 for such courses, need to be covered in a maximum time period of 2 months i.e. by 30-June-2020. Further any staff falling due in May & June 2020 but not being covered due to any limitations should be covered latest by 31-July-2020.

This issues with the approval of MS, MTR and MT.

  
24/04/20

**(DIMPY GARG)  
Executive Director/Safety(M)  
Railway Board**



**NORTHERN RAILWAY**

**Head Quarters office  
Baroda House  
New Delhi**

**No. 844-E/Misc/Online-Offline/Running Staff/2022**

**Date: 03.08.22**  
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✓ The Secretary (Estt.),  
Ministry of Railways,  
Railway Board,  
New Delhi.

**( Kind Attention - ED/Safety(M), Railway Board)**

**Sub:** Refresher and Safety courses for Running Staff - Online/Offline mode  
**Ref :** Your office letter even no. dated 24.04.2020

Railway Board's vide their letter dated 24.04.2020 had decided to start online refresher and other safety courses for running category staff considering covid-19 situation. However, it was also stated vide same letter that Efforts should be made to start the regular room courses at the earliest and ensure that all running staff are given the refresher and other safety courses as per laid down norms.

There are certain concerns raised in this railway regarding online courses which have serious safety implications. Few of them are raised by Principal/ZRTI are :-

- The system does not monitor the attendance of the staff.
- The system does not ensure that the participants are actually viewing and learning the concepts.
- The system does not ensure that the staff are themselves giving the exam.
- The system does not ensure that the staff is not taking someone's help in answering the questions or taking help from books.
- The system does not ensure that the staff are answering the questions in groups.
- The system does not ensure that the staff are answering the questions in groups.
- Instructors are giving training using their own Smartphone's on free version WebEx/Zoom applications with very poor internet connectivity.
- Staff face difficulty in attending the online courses due to poor network connectivity in remote areas.

Considering above, this railway has already opened up training courses in offline mode. However, Railway Board approval for online refresher training is still valid. It is requested to kindly issue clear instructions/direction on the issue of online/offline refresher training for running staff.



10/8/2022  
( Dinesh Singh Bisht )  
Dy CPO/IR & Coord



**GOVERNMENT OF INDIA (BHARAT SARKAR)  
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)  
(RAILWAY BOARD)**

No. E(MPP)/ 2020/3/15

New Delhi dt. 08/07/2020

**Director General  
National Academy of Indian Railways, Vadodara**

**DG/Director  
IRICEN, Pune  
IRIEEN, Nasik  
IRIMEE, Jamalpur  
IRITM, Lucknow  
IRISET, Secunderabad  
IRIFM, Secunderabad  
JR RPF Academy, Lucknow**

**Subject- Online training modules**

Ref: Board's letter number E(MPP) 2020/3/15 dated 19.06.2020

Kindly refer to Board's letter mentioned above (copy attached) regarding conducting all feasible training online and develop training modules and training material for implementation of online training for all Officers & staff.

2. Further to the letter referred above, it has been decided that all the online training modules and training material for the officers and staff shall be developed by the National Academy of Indian Railways and Centralised Training Institutes.

3. The finalized training modules and training materials should be submitted to Board by 31.07.2020 for perusal and approval at email id [trainingbranch.rb@gmail.com](mailto:trainingbranch.rb@gmail.com) with the approval of DG/NAIR.



Ajay Jha  
Joint Director (MPP)  
Railway Board

**GOVERNMENT OF INDIA (BHARAT SARKAR)  
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)  
(RAILWAY BOARD)**

**No. E(MPP)/2020/3/15**

**New Delhi, Dated: 19 .06.2020**

**The General Managers,  
All Zonal Railways/ Production Units/CORE  
DG/RDSO,DG/NAIR/Dir/CTIs and others.**

**Sub: Online Training on Indian Railways.**

Presently, many training are being conducted online due to situation of Covid-19 pandemic. Taking this experience further, it has been decided with the approval of Board(DG/HR), to convert all the feasible classroom and on the job trainings online, on regular basis.

2. Accordingly, GM/All Indian Railways and PUs may start all feasible online training as well as feasible 'on the job training' for Railway employees immediately. For the implementation of online training, action on the following lines may be taken:

- (i) identify trainings which can be done online including feasibility of online examinations;
- (ii) For safety related trainings, online training may be adopted for the theoretical portion only. For practical portion where hands on training and physical demonstration is required, suitable arrangements needs to be made keeping in view safety aspects.**
- (iii) to prepare training materials deliverable online for the training modules;
- (iv) to prepare a knowledge pool of all the online training material prepared for various training modules with the purpose of making it accessible to Railway employees from any location at any time. Periodical upgradation may also be made in the knowledge pool; and
- (v) as a measure of system improvement, for proper monitoring, it may be ensured that training data of every employee is entered in HRMS module.

3. The aforesaid activities for implementing online trainings will be under overall supervision of PCPO in charge of training who may have a bi-monthly review on the implementation of online training in their Railway/PU.

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4. The aforesaid activities may be completed with the approval of GM by 15.7.2020 and a status report on nos. of training being conducted online may be submitted for perusal of Board by 31.7.2020 in the following format:

Nos. of Trainings finalised to be done completely online	Nos. of Trainings finalized to be done partly online	No. of trainings started online(as per trg. Calendar)	Remarks

5. Many of Group 'A' trainings in CTIs are already being done in online mode. DG/NAIR may kindly ensure that all feasible online trainings of Group 'A' officers are now conducted online. A status report in the above format may provided for perusal of Board. DG/NAIR is also requested to assist Railways in providing online training materials prepared, if any, for the training modules for non-gazetted staff, recently finalized and uploaded on Railway Board website at E(MPP) training circulars at railnet.



(Ajay Jha)

**Jt. Director/MPP  
Railway Board**