

INDIAN RAILWAYS TECHNICAL SUPERVISORS ASSOCIATION

(Estd. 1965, Regd. No.1329, Website <http://www.irtsa.net>)

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No. IRTSA/Memo/Training/2-11

Dated: 27-01-2011

MEMBER STAFF,
RAILWAY BOARD,
NEW DELHI.

Dear Sir,

Sub: Revised Training Module of one year for Junior Engineers of Mechanical Department, JE/Bridges and JE/Printing.

Ref: 1. RBE No.225/2009, No.E(MPP)/2009/3/12, Dated 21.12.2009.

2. RBE No.11/2009, No.E(MPP)/2009/3/16, dated 15 -01-2010.

1. We would like to bring to your kind notice the following issue of uniform training period of one year to all the Junior Engineers of all departments of Indian Railways.
2. Based on the Report of the Task Force under Human Resource Reforms Committee constituted to review the Training Modules for the Trainees, induction training period for the App.JEs were modified as 52 weeks (one year) instead of one and half year training.
3. While the revised training module has been introduced after a detailed study, this will also ensure more productivity by the way of availability of more man power.
4. Even though revised training modules have since been issued for Electrical, and Signal & Telecommunication Departments (*vide RBE No.11/2009, No.E(MPP)/2009/3/16, dated 15-01-2010. & RBE No.225/2009, No.E(MPP)/2009/3/12, Dated 21.12.2009*). the same have not been issued for App. JEs of Mechanical Department, Bridges and Printing.
5. It is therefore requested that Revised Training Module with 52 weeks duration (one year) may please be issued for App. Junior Engineers of Mechanical department, Design & Drawing, JE - Bridges and JE - Printing in line with the uniform one year training period for all App. JEs.

Thanking You

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Harchandan Singh', is written over a horizontal line.

Harchandan Singh,
General Secretary, IRTSA

Encls: Two Annexure

Copy for information & favourable consideration to:

1. Advisor Industrial Relations, Railway Board, New Delhi.
2. Secretary (Establishment), Railway Board, Rail Bhavan, New Delhi.
3. Deputy Director / Training, Railway Board, Rail Bhavan, New Delhi

Sub: Revised Training Module for Supervisors of Signal & Telecom Department.

Ref : RBE No.225/2009, No.E(MPP)/2009/3/12, Dated 21.12.2009

The Report of the Task Force under Human Resource Reforms Committee constituted to review the Training Modules for S&T Department has since been received. The Board (ML & MS) have approved the training modules recommended by the Committee. Accordingly, the revised training module for Supervisors of Signal & Telecom Department are circulated herewith. The details and sequence of the training programme is annexed at Annexure-I and the training module is annexed at Annexure-II.

2. For better management of training, the following decisions/inputs are also communicated:

(i) Institutional training programme for Supervisors of S&T Department be continued to be held at IRISSET. However, to improve the field training component of induction programme, it has been decided that the same should be controlled by the respective training managers viz. CSE for Signaling Supervisors and CCE for Telecom Supervisors on the respective Railways.

(ii) A 52 weeks induction programme with Institutional Training at IRISSET in 2 phases has been approved for all categories of directly recruited Supervisors which includes 12 weeks of attachment without giving them independent charge, for gaining on-the job experience.

(iii) During the period of on-the-job attachment, the Trainee Supervisors should be attached with senior officials at the workplace, who would act as their mentors and guide them to learn how they are expected to discharge their official duties, when they are put on a working post. During this period, the Trainee Supervisors are not required to work independently or take decisions at their level, instead they would assist the officials with whom they are attached in discharge of their official duties. However, as the working in Telecom Branch does not have safety implications of the nature of Signal Branch, in the last phase of their training, the Telecom Branch Supervisors can be detailed on working post under the supervision of a senior official.

(iv) Refresher course and promotion course for Signal and Telecom Supervisors have been merged in a single course of four weeks duration. This would be held at IRISSET, as at present. The supervisors are required to undergo this course once in four years. In between this period, modular courses of duration of three days to a week should be developed to enable the Supervisors to update their knowledge on technical as well as general subjects such as quality circles, organizational behaviour, leadership, industrial relations and labour laws etc. These modular courses should be delivered at S&T Training Centres on Zonal Railways preferably or any other institutes as may be decided by the respective Zonal Railways.

(v) The Course Content for General and Subsidiary Rules should be developed by IRISSET, in consultation with the Railways and ZRTIs. This standardized course should be for 3 Weeks period to be conducted by respective ZRTI's of the Railways in between the spells of field Training on the job attachment.

(vi) The detailed course contents and lesson plans would be prepared by IRISES, as at present.

S.No.	Module	JE (Signal) & JE (tele)	SE (Signal) & SE (tele)
1	Joining Formalities	1	1
2	Phase I at IRISSET	14	12
3	Field Training	6	6
4	Phase II at IRISSET	14	13
5	G&SR (ZRTI)	3	3
6	Attachment on a working post without independent charge	12	12
7	Special course on Managerial/Executive skills	-	2
8	Presentation/Project Work	1	2
9	Posting Exam	1	1
	Total	52 weeks	52 weeks

Sub :- Revised Training Module for Supervisors of Electrical Department.

Ref: RBE No.11/2009, No.E(MPP)/2009/3/16, dated 15 -01-2010.

The Report of the Task Force under Human Resource Reforms Committee constituted to review the Training Modules for m Department has since been received. The Board (ML & MS) have approved the training modules recommended by the Committee. Accordingly, the revised training module for Supervisors of Electrical Department is circulated herewith. The details and sequence of the training programme is annexed at Annexure –I and the training module is annexed at Annexure-II.

2. For better management of training, the following decisions/inputs are also communicated:-

(i) The institutional training for electrical supervisors would be shifted from Centralised Electrical Training Institute, Thakurli to Indian Railway Institute of Electrical Engineering, Nasik in due course. However for the present Centralised Engineering Training Institute, Thakurli would continue to meet specialized and need based training requirements of Zonal Railways.

(ii) A 52 week induction programme with institutional training in two phases training has been approved for all categories of directly recruited Supervisors. The induction programme includes 8 weeks of field training and 14 weeks of Attachment/on the job experience. The details and sequence of the training under induction programme are given in Annexure-I.

(iii) Between the two phases of institutional training, the trainee Supervisors would be sent for field training/field visits wherein they should be given exposure to practical work at various field units where these candidates are likely to be posted on completion of their training programme. The detailed programme of field training should be given to the candidates before completion of the first phase of institutional training. Each Zonal Railway would nominate a SAG officer as nodal training manager in Headquarters Office who shall monitor the programme of induction training for Supervisors.

(iv) The course content for General and Subsidiary Rules training for Electrical Supervisors would be developed by respective ZRTIs. This course shall be conducted before sending trainee Supervisors for Attachment/on the job experience.

(v) Final phase of training shall comprise of on the job attachment wherein after completion of institutional and field training, the trainee supervisors shall be posted in the field units allocated to them by the concerned Railways. During this Period, the trainees would perform like a Supervisor working on an active assignment but would not be given independent charge. The programme for this attachment/on the job experience would be framed by the Officer in charge of the Division/extra Divisional Field Units where these Supervisors are to be finally posted.

(vi) The refresher course and promotional course for Electrical Supervisors shall stand merged and shall be delivered as a refresher course once in three years. This refresher course shall be delivered in an e-learning module which would include a component of institutional training for one week at the respective Zonal Electrical Training Schools. The details for e-learning module shall be worked out by Indian Railways Institute of Electrical Engineering (IRIEEN), Nasik in consultation with Zonal Railways.

The details of composite training module for institutional training of all categories of Electrical Supervisors have been indicated in Annexure-II. The lesson plans for the course content given in composite training module shall be developed by IRIEEN, Nasik/Centralised Electrical Training Institute, Thakurli.

S.No.	Module	JE (Electrical)	SSE (Electrical)
1	Joining Formalities	1	1
2	Phase I of Institutional Training	12	12
3	Field Training	8	8
4	Phase II of Institutional Training	12	12
5	General and Subsidiary Rules(ZRTI)	3	3
6	Attachment/on-the-job experience	14	14
7	Presentation/Project Work	1	1
9	Posting Exam	1	1
	Total	52 weeks	52 weeks