

Proposed Revised duration of Traffic Apprentice (RRB + Departmental)

Sr. No.	Particulars	Old	Proposed Working Days		
			RRB	From ASM	From Guard
1.	Phase 1	45 days	30	30	exempted
2.	Phase 2	118 days	75	exempted	75
3.	Phase 3	45 days	30	30	30
4.	Phase 4	522 days	32	32	32
5.	Phase 5		133	133	133
6.	Exemption period to be utilized by concern Division		-	75	30
7.	Total Duration	730 days	300	300	300

Traffic Apprentice RRB total duration: 300 working days

1. Traffic Apprentice through ASM : 300 working days (225 working days - Course and 75 Days Phase – II, Exemption periods to be utilized by the Concerned Division.)
2. Traffic Apprentice through Guard : 300 working days (255 working days - Course and 45 Days Phase – I, Exemption periods to be utilized by the Concerned Division.)
3. Traffic Apprentice through other ASM/Guard will have to undergo training of all phases

Proposed Revised Syllabus for Traffic Apprentice (RRB + Departmental) ②

S. No	Description	Whether training at ZRTI/Divn./HQ	RRB (days)		Departmental (days)			
			Old	Proposed working days	Through ASM		Through Guard	
					Old	Proposed working days	Old	Proposed working days
1.	Phase -I – course for Guard covering duties of Guard	ZRTI	45	30	45	30	Phase I exempted	Phase I exempted
2.	Phase -II – course for ASM	ZRTI	118	75	Phase - II exempted	Phase - II exempted	118	75
3.	Phase -III – course for controller Advanced Transportation and Higher Commercial	ZRTI	45	30	45	30	45	30
4.	Phase -IV – Part – 1 Elementary advanced knowledge regarding technical aspect of Civil, S&T, Mechanical, Electrical, finance and personnel matter.	ZRTI	30	12	30	12	30	12
5.	Phase -IV – Part – 2 Management, Contract Management and Computer Appreciation training	ZRTI	60	20	60	20	60	20
6.	Phase -V – (i) training (for Guard duties)	Division	30	10	60	15	-	-
7.	Phase -V – (ii) Foot plating of M/Exp. And Goods train	Division	15	04	15	04	15	04
8.	Phase -V – (iii) Field training for ASM /AYM /SS/SM/CYM/TI/MVI	Division	165	35	225	30	225	45
9.	Phase -V - (iv) Commercial Practical Training	Division	45	10	45	10	45	10
10	Phase -V – (v) Field training at control (as SCOR, Dy. Chief, CHC)	Division	90	30	90	30	90	30
11	Phase -V – (vi) Control working (TLC , Power Control, TPC, Crew control, C&W control, Engg. Control, Commercial Control etc.)	Division	07	04	07	04	07	04

12	Phase -V – (vii) C&W training (Goods and coaching maintenance depot)	Division	14	04	14	04	14	04
13	Phase -V – (viii) Basic track maintenance and machine working	Division	07	04	07	04	07	04
14	Phase -V – (ix) Visit at other Divisions	Other Division	28 (7 days at each Division)	16 (4 days at each division)	28 (7 days at each Division)	16 (4 days at each division)	28 (7 days at each Division)	16 (4 days at each division)
15	Phase -V – (x) COM office training	HQ	30	08	30	08	30	08
16	Phase -V – (xi) CCO office training	HQ	30	08	30	08	30	08
17	Exemption period to be utilized by concern Division	-	-	-	-	75	-	30
TOTAL DAYS				300		300		300

Note :-

1. After completion of phase –I at ZRTI trainees will send for field training at division for Guard duties [as per Phase – V (i)]
2. After completion of phase –II at ZRTI trainees will send for field training at division for ASM /AYM / SS/SM/CYM/TI/MVI duties [as per Phase – V (ii), & (iii)]
3. After completion of phase –III at ZRTI trainees will send for field training at division for Controller duties [as per Phase – V (iv), (v), (vi)]
4. After completion of phase –IV at ZRTI trainees will send for field training at division / HQ for Elementary advanced knowledge [as per Phase – V (vii) & (viii) (ix) at Division and V (x), (xi) at HQ
5. TNC selected for Traffic Apprentice will follow the course programme as per RRB candidate.

INDEX**Proposed Modules for Traffic Apprentices**

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S.No - 1
✓ (5)

Traffic Apprentice - Phase I
Proposed Training Module for Pro-Guards - "T-7"
[Induction / Promotional Course]

Department	Transportation
Course No.	T - 7
Category	Probationary Guards
Stage	Induction through RRB or Promotion through Departmental Exam
Duration	30 working days

Module T-7	Seq.No	Training Module for Pro-Guards	Days	Hours
T-7/Basic-1	1	Foundation Course	3	8
T-7/Basic-2		First Aid		8
T-7/Basic-3		Fire Fighting - Different Equipments & Methods - Theory & Demonstration		2
T-7/Core-1	2	Transportation Rules (G&SR, Operating Manual)	09	54
T-7/Core-2	3	Accident Manual, Mechanical, Commercial	10	60
T-3	4	Duties of Trains Clerk	1	6
M-1	--	C&W (Included in T-7/Core-2)	--	--
T-7/Core-3	5	Line Study Tour	1	6
C-1	6	Duties of Commercial Clerk (Included in T-7/Core-2)	--	--
C-3		Duties of Goods Clerk (Included in T-7/Core-2)		
C-4		Duties of Parcel Clerk (Included in T-7/Core-2)		
E-1	--	Train Lighting (Included in Foundation Course)	--	--
EST-2	7	Personal Establishment	1	6
DM-1	8	Disaster Management	1	6
T-7/Core-4	9	Examination (3 Papers + viva one day & Relieving)	4	24
		TOTAL	30	180

T-7/Basic-1	FOUNDATION COURSE	Hours
T-7/Basic-1.1	Admission Formalities	8
T-7/Basic-1.2	History and Development of Indian Railways, its prime objectives	
T-7/Basic-1.3	Organisation Set up of Indian Railways - Railway Board, Zonal Railway, Divisional Level & Station/Depot Level	
T-7/Basic-1.4	Various Departments of Indian Railways - their functions - an Introduction	
T-7/Basic-1.5	Organisational Set up of Operating Department - Role of Operating Department	
T-7/Basic-1.6	Safety in Railway Operation, Functions of Safety Department, CRS, its Organisation and Functions	
T-7/Basic-1.7	Official Language Implementation - Importance - Various Incentives for qualifying in Hindi proficiency	
T-7/Basic-1.8	Customer Care, Railway websites - Applications & Addresses	
T-7/Basic-1.9	Personality Development	
T-7/Basic-1.10	Basics - Train Lighting - Role of Electrical Department-Duties of Guard FP, SSP, SP, Sector, Sub-Sector, Elementary and Neutral sections. Cantilever, ATD, Bonds, Anti-creeps, Isolator droppers, Mast, contact and cantenary Operation of tower wagon and movement during block, Train Lighting - necessity and methods. Electrical fittings on train Air conditioning on train. Field telephone, Walkie-talkie, mobile phone EFT, PFT Emergency lighting arrangement during accident.. Precautions to prevent fire on train due to short circuit and precautions while fire extinguishing in the electrified area.	
	Total	8

T-7/Basic-2	FIRST AID	Hours
T-7/Basic-2	First Aid - Theory & Practical	8
	Total	8

T-7/Basic-3	FIRE FIGHTING	Hours
T-7/Basic-3	Fire Fighting - Theory & Demonstration	2
	Total	2

T-7/Core-1	TRANSPORTATION RULES	Hours
T-7/Core1.1	Safety Rules - GR, SR, Special Instruction, Approved Special Instruction, Station Working Rules & Miscellaneous Circulars Introduction, G&SR, BWM, AM, OM, WTT, SWR	2
T-7/Core1.2	Rules applying to Railway Servants, ABCD Classification of Staff,	2
T-7/Core1.3	Definitions,	4
T-7/Core1.4	System of Working - Definition, Different Systems - Introduction Salient features of Absolute Block System - Means of Communication- Authority to Proceed	2
T-7/Core1.5	Fixed Signals	4
	All Hand Signals & their Occasions	3
	Fog/Detonating Signal, Warning Signal - Responsibilities of train crew	1
T-7/Core1.6	Isolation & Interlocking	1
T-7/Core1.7	Indicators - Point, Trap, Route & SPI	1
T-7/Core1.8	Boards - Warning Boards (Passenger, Goods, Shunting & Station), Shunting Limit Board, Block Section Limit Board, STOP Board, Caution & Termination Boards, etc	2
T-7/Core1.9	Classification of Stations, Minimum Equipment of Signals in Multiple Aspect Area, Station Section	2
T-7/Core1.10	Conditions for taking 'off' Signals	2
T-7/Core1.11	Signal Failure <ul style="list-style-type: none"> - Failure of all Signals, Passing IBSS/GSS at 'ON' - Reception on Obstructed / Non-Running / Non-Signalled Road - Despatch from a Non- Running / Non-Signalled Road, a line out of group of lines with Common Starter 	4
T-7/Core1.12	Working of Trains generally <ul style="list-style-type: none"> - Systems of working. - Protection rules. - Points, defective points. - Precautions on receiving various authorities - Precautions during S&T failures and non interlock working/ overhauling/ cable madding - Brakevan safety fittings. SLR equipment, Guard personal store, head lights, marker light, flasher light, side lamps and its failure - Working of EMU / DMU, - Goods load table and passenger load table. - Std. Time, Advertised Time, Setting Watch, Time of attendance, On & Off Registers. - WTT, Load Table, Speeds - MPS, Booked Speed, Speed over Facing Points, Speedometer. - Caution Order - Kinds, Description & Circumstances-Speed. - Engine Pushing. - Head light, Marker light, Flasher light, Side lights, LV Board / Tail lamp. - Equipments of Brake Van & Guard. - Manning of Engine in motion, Persons in Engine, Driving Electric Train. 	06

	<ul style="list-style-type: none"> - Goods Home for Passenger Train, Direction of running. - Guard, BV, Goods Train without Guard / BV - Marshalling Order. DC - Examination of Train by Engine Crew, Coupling & uncoupling. - Starting of Trains. - Duties of Guard before starting, on run and on arrival - Responsibility of Guard about caution order - Responsibility of Guard regarding punctuality - Train held up at First Stop Signal - Attracting attention of LP. - Application of Hand Brakes. - Whistle & Bell Codes. - Berthing of Trains, Manning of Engine. - Material Train. - Long Haul Trains -Need-Advantages-Special precautions - Working of goods trains - CC+6+2, CC+8+2. - CMS, FOIS, ICMS - an Overview. 	
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T-7/Core1.13	Control & Working of Stations <ul style="list-style-type: none"> - Station Working Rules - Contents-validity-Rule diagram-Special precautions-Appendices - Forms - Responsibility of Guard - Shunting - Definition, Types, Control & Supervision of Shunting, Shunting on Gradients, Shunting Authorities - Securing of Vehicles - Stabling at Station, stabling train / loco. clearance of stable load, GDR check, Ghat rules - Slip siding and catch siding. Stalled in Mid section 	4
T-7/Core1.14	Abnormal working situations Paper Line Clear ticket, Authority To Proceed without Line Clear, Sending Relief Engine/Train into obstructed Block Section, TIC on Single Line & Double Lines, Single line working on Double Lines, Track defect Thick and foggy weather. Duties of Guard - Cattle run over cases. Obstruction in block section. Train delayed in block section. Loco pilot reporting any abnormal condition in block section. Train stall on gradient, OHE failure. ACP, Engine failure Continuity test Application of brake / hand brake.	4
T-7/Core1.15	Automatic Block System (where required) <ul style="list-style-type: none"> - Overview of Automatic Block System - Kinds of Signals in Automatic Territory, Salient features of Automatic Block System - S/L & D/L, - Various Authorities to Proceed - S/L & D/L. - Sequence of change of Aspect of Signals -4 Aspect, Passing Auto/Semi Auto/Semi-Automatic Gate Stop Signals-Modified Semi-Automatic Stop Signal at 'On'. Abnormal situations <ul style="list-style-type: none"> - Sending Relief Engine/Train into Obstructed D/L Section, 	04-

	<ul style="list-style-type: none"> - Prolonged Failure of Signals in D/L, Both Signal & Communication failed in D/L, T/A.912, Single Line working on Double line. - Protection. - Shunting. - Movement against Direction of Traffic. - Competency Certificate. 	
T-7/Core1.16	Engineering Works: <ul style="list-style-type: none"> - Different types of Engineering works on Track - Line Block - Responsibilities of Guard - Works of Short duration & Long duration-Protection at work site - Causeway - Patrolling of Track, Duties of Patrolmen 	2
T-7/Core1.17	Level Crossings - Types, Classification, Working instructions	2
T-7/Core1.18	Working of Trains in Electrified Section	2
	TOTAL	54

T-7/Core-2	Accident Manual, Commercial & Mechanical	Hours
T-7/Core2.1	Accident Manual: <ul style="list-style-type: none"> - Definitions - Classification of accidents - Consequential & other Train accidents - Indicative Accidents - Class F, G & H - Accident Management- Sounding of Siren, Movement of Relief trains - ACC Forms - Slack, Rough running reported by LPs / Guards - Fire on Trains, Hot Axle, Train Parting / Dividing - Duties of Guard & LP in case of Serious Accidents - Person falling out / knocked down by Trains - Duties of Guards 	15
T-7/Core2.2	C & W: <ul style="list-style-type: none"> - Rolling Stock - Features - Different types of Rolling Stock - Nomenclature - ROH, IOH, POH of Rolling Stock - Brake System in IR - <ul style="list-style-type: none"> - Air Brake System - working method with Diagrams, Parts & Functions, Working of Single and Twin pipe air brake system - Pneumatic Brake-Working principle - Hand Brake in Rolling Stock - Abnormal situations - Flat Tyre, Brake Binding, Hot Axle, open door etc - Brake Power Certificate - Kinds - Coaching & Freight Trains <p>Percentage of brake power required in goods/mixed/passenger trains, Alarm Chain Pulling – resetting and isolating. Continuity test. Cases of brake binding and releasing. Flat tyre detection and action to be taken</p>	20

LHB coach, Hybrid coach, conventional coach, Hot axle symptoms and action to be taken.

- Guard and Loco Pilot Check - Clearance from IMS station
- Brake Continuity Test and its importance, Isolation of Distributor Valve.

T-7/Core2.3	<p><u>Commercial:</u></p> <ul style="list-style-type: none"> - <u>Coaching:</u> <ul style="list-style-type: none"> - Organization set up of Commercial Department, Functions of Different branches, Books of Reference - Different kinds of Tickets, Guard 'B' Certificate - Break Journey Rules - Booking of Luggage, Booking of Animals & Birds - IRCA Coaching Tariff - general idea about Customer care and vigilance, NTES, IVRS, TSBE, securities of ladies and handicapped pass. - Booking of Parcels - IRCA Coaching Tariff, Preparation & Disposal of PWB, Leasing of SLR, AGC, VP, Rebooking of Parcels - Responsibility of Railways as carrier of Luggage, Parcels, etc - Common Carrier liability - Public Complaints, Claims - causes & prevention - Railways Act, 1989 - Important Sections - General rules for booking of Parcel and Luggage, articles not accepted in parcel and luggage. Parcel rate list, booking of bulky articles, booking of motor cycle, free allowance, marginal allowance, percentage charge on additional price, booking of dog, booking of animals in brake van. Carriage of parcel, luggage, animals in brakevan - <u>Goods:</u> <ul style="list-style-type: none"> - Types of Wagons - Carrying Capacity - Rationalised Routes - Packing & Weighment of Goods-Electronic In motion Weighbridge - Booking & Carriage of Military Traffic, Dangerous Goods - Loading of Wagons, Sealing, Riveting & Locking - Unloading of Wagons, Reporting of Discrepancies, Maintenance of DD Register - Unconnected & Unclaimed Goods, their disposal-Role of NR Cell - Demurrage & Wharfage - Sidings-Types-Working Instructions-'Engine on Load'. 	25
	TOTAL	60

T-3	Duties of Trains Clerk	Included in	Hours
T-3/Core-1	GRS	T-7/CORE-1	--
T-3/Core-2	Trains Clerk Duties, Registers	--	
2.1	Train Papers - RJB, CTR, VG, LTM		2
2.2	Stock Report - Coaching & Freight, Yard		2
2.3	Duties of TNC - In Yards, Control Office, Wagon census		1
2.4	Various Registers, Forms & Memos		1
T-3/Core-4	Advanced Transportation	--	--
M-1	C & W	T-7/CORE-2	--
	TOTAL		6

EST-2	Personal Establishment	Hours
EST-2.1	Career Prospects,	6
EST-2.2	New Pension Scheme	
EST-2.3	Pay & Allowances, Running Allowance, Calculation of Mileage	
EST-2.4	HOER, 10 hrs, rule Leave & Pass Rules	
EST-2.5	Seniority after the Induction Course at ZRTI	
EST-2.6	Medical Entitlements	
EST-2.7	D& AR - Brief Introduction-Standard Forms	6
	TOTAL	

DM-1	DISASTER MANAGEMENT	Hours
DM-1.1	Admission	--
DM-1.2	Introduction to Disaster Management, Various Organizations, Developments on DM at National level, etc, Hooter codes, Golden hour. Ordering of ART / ARME and their target time	2
DM-1.3	DM Plans - at Divisional & Zonal levels, Measures for preventing accidents due to human failures	2
DM-1.4	Fire Fighting Techniques	T-7/Basic-3
DM-1.5	Duties of various departments during Accident	T-7/Core-2
DM-1.6	Guest lecture - by Divisional Officers / Supervisory Officials and Safety Counsellors on "Role of Various Departments at Accident Site"	--
	TOTAL	6

✓ S.No 2
(12)

Proposed Training Module for ASM - "T-1"
[Induction / Promotional Course]

Department	Transportation
Course No.	T - 1
Category	Assistant Station Master
Stage	Induction through RRB or Promotion through Departmental Exam
Duration	75 working days

Module T-1	Seq.No	Training Module for ASM	Days	Hours
T-1/Basic-1	1	Foundation Course	4	12
T-1/Basic-2	2	First Aid		10
T-1/Basic-3	3	Fire Fighting - Different Equipments & Methods - Theory & Demonstration, Civil defence activities		2
T-1/Core-1	4 & 5	Transportation Rules (G&SR, Operating Manual, Accident Manual)	28	168
T-1/Core-2		Block Working Rules	15	90
S-1	6	Duties of S&T Staff	1	3
PW-1	7	Duties of Permanent Way Staff		3
OHE-1	8	Duties of OHE Staff	1	6
C-1	9	Duties of Commercial Clerk	13	78
C-2		Duties of Ticket Examiner		
C-3		Duties of Goods Clerk		
C-4		Duties of Parcel Clerk		
C-5		Duties of ECRC		
T-3	10	Duties of Trains Clerk	4	24
M-1	11	C&W	1	6
DM-1	12	Disaster Management	1	6
EST-1	13	Supervisory Management	1	4
EST-2		Personnel Management		2
T-1/Core-3	14	Station Management	1	6
T-1/Core-4	15	Study Tour	2	12
T-1/Core-5	16	Theory and Practical Exams & Viva-voce	3	18
TOTAL			75	450

T-1/Basic-1	FOUNDATION COURSE	Hours
T-1/Basic-1.1	Admission Formalities	12
T-1/Basic-1.2	History and Development of Indian Railways, its prime objectives-Vision 2025	
T-1/Basic-1.3	Organisational Set up of Indian Railways - Railway Board, Zonal Railway, Divisional Level & Station/Depot Level	
T-1/Basic-1.4	Various Departments of Indian Railways - Their functions - an Introduction	
T-1/Basic-1.5	Organisational Set up of Operating Department - Role of Operating Department	
T-1/Basic-1.6	Safety in Railway Operations, Functions of Safety Department, CRS, its Organisation and Functions	
T-1/Basic-1.7	Official Language Implementation - Importance - Various Incentives for qualifying in Hindi proficiency	
T-1/Basic-1.8	Study to nearby Way Side Station - Familiarisation with "Station Master's Job responsibilities" - Physical observation	
T-1/Basic-1.9	Customer Care, IT Applications of Railways -Website Addresses Computerization on Indian Railways	
T-1/Basic-1.10	Personality Development	
	Total	12

T-1/Basic-2	FIRST AID	Hours
T-1/Basic-2	First Aid - Theory & Practical	10
	Total	10

T-1/Basic-3	FIRE FIGHTING	Hours
T-1/Basic-3	Fire Fighting - Theory & Demonstration, Civil defence.	2
	Total	2

T-1/Core-1	TRANSPORTATION RULES (G & S.R, Optg. Manual, Accident Manual)	Hours
T-1/Core1.1	Introduction, G&SR, BWM, AM, OM, WTT, SWR Safety Rules - GR, SR, Special Instruction, Approved Special Instructions, Station Working Rules & Miscellaneous Circulars, Rules applying to Railway servants. Role of S.M., Maintenance of Station, records, Cleanliness, Ensuring safety., Leaving station /cabin while on duty, Upkeep of fire extinguisher / water hydrant Upkeep first aid box, Responsibility regarding operation of block instrument, panel and relay room and isolator key.	10
T-1/Core1.2	Definitions-Chapter 1. of G&S.R, Station Classification and Yard	5
T-1/Core1.3	Signals-	
	Evolution of Signals	2
	Fixed Signals in Multiple Aspect Territory	12
	Distant, Inner Distant, Combination of Distant Signal with Last Stop Signal & Gate Stop Signal	
	Home, Routing Home	
	Starter, Inter Starter, Advanced Starter	
	Calling-on Signal	
	Shunt Signal - Types	
	Gate Stop Signal - with & without 'G' Marker	
	Intermediate Block Stop Signal	
	All Hand Signals & their Occasions	2
	Fog/Detonating Signal, Fog Signalling, Warning Signal & Demo	2
T-1/Core1.4	Isolation & Interlocking	4
T-1/Core1.5	Indicators - Point, Trap, Route & Shunting Permitted Indicator	3
T-1/Core1.6	Boards - Warning Boards (Passenger, Goods, Shunting & Station), Shunting/Block Section Limit Board, Caution & Termination Indication Boards, Sign-A & B Boards, etc	5
T-1/Core1.7	Classification of Stations, Minimum Equipment of Signals in Multiple Aspect Area, Station Section, Block Section- Conditions for granting Line Clear, Station Diagrams with MAUQ/MACL Signals at Different Classes of Stations	6
T-1/Core1.8	Conditions for taking 'off' Signals	3
T-1/ Core1.9	Points & setting of Points,	4
T-1/Core1.10	Failure of Points - Use of S&T(NM), S&T(DN), Hands on Training on Crank Handle, Clamping & padlocking of Points, Use of Through bolt & cotter, etc	10
T-1/Core1.11	Signal Failure - Failure of all Signals-Reception & Departure Stop Signals - Passing Intermediate Block Stop Signal at 'ON'	08

	<ul style="list-style-type: none"> - Passing Gate Stop Signal at 'UN' - Reception on Obstructed/ Non-Running/Non-Signalled Road - Despatch from a Non- Running / Non-Signalled Road, a line out of group of lines with Common Starter 	
T-1/Core1.12	<p>Panel , Panel - buttons and their use. Lever frame - different levers and their use. RRI & EI- Parts & Functions - Hands on Training on</p> <p>Use of Lever Collar, Slide Pin, Button Cap and Key of SM's slide, Block Instrument Key, caution plate, no voltage plate/button collar</p> <ul style="list-style-type: none"> • Normal Reception & Despatch • R&D during Signal Failure, Point Failure, Panel Failure • Shunt Movements 	10

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T-1/Core-1	TRANSPORTATION RULES (G&SR, Optg. Manual, Accident Manual)	Hours
T-1/Core1.13	<p>Working of Trains generally</p> <ul style="list-style-type: none"> o Systems of working o Conditions and precautions for granting line clear and clearing back section o Important papers, P.No. Sheet, TSR and precautions while using them. o Working of trains in Thick and foggy weather. o Procedure for draw ahead of train up to fouling mark when fouling mark is not clear o Procedure for draw ahead of train up to last stop signal when train waiting for line clear o Engine Whistle codes o Procedure for put back of signals <ul style="list-style-type: none"> - Standard Time - Speed-Maximum Permissible Speed & Booked Speed - Time Table (PTT & WTT), Speed over Facing Points - Engine Pushing, Pushing back in absolute and automatic block system - Trains without Guard / BV / Guard & BV - Whistle Codes & Bell Codes - Working of Material Train & Track Maintenance Machine 	28
T-1/Core1.14	<p>Control & Working of Stations</p> <ul style="list-style-type: none"> - General duties - SWR-Contents, P.Way, Rule Diagram & OHE sectioning 	20

	<p>diagram-Rules for working in Electrified Section- Appendix 'G'</p> <ul style="list-style-type: none"> - Shunting - Definition, Types, Control & Supervision of Shunting, Shunting on Gradients, Shunting Authorities, Shunting Techniques to maintain fluidity in Big Yards- Coaching/Goods - measures to prevent accident during shunting movement ODC movement Marshalling - Securing of Vehicles / Engine. Escaping of Vehicles - Stabling at Station, Train Stalled in Mid section - Ghat rules - Slip siding and catch siding <p>Duties of SM -</p> <p>person run over cases, Cattle run over cases</p> <p>Obstruction in block section</p> <p>Patrolman delayed in block section, Train delayed in block section, Rail fracture, Loco pilot reporting any abnormal condition in block section, OHE failure, Traffic, Engineering, Power Block</p> <p>Track machine, Passing of train without tail lamp / tail board.</p> <p>Duties of ASM -</p> <p>In case of serious accident, Signal passing at danger by Loco Pilot</p> <p>Bursting of points, Fire on train</p> <p>Breach of block rule, Sabotage and train wrecking</p> <p>Threat perception, Working of Tower wagon, Trolley, Motor trolley, lorry</p> <p>Staff / passengers creating nuisance in station premises.</p> <p>Safety equipments, boards, passenger amenities available at station</p> <p>Registers maintained at station.</p> <p>Safety counseling and monitoring, Safety categorization, safety meetings</p> <p>Section capacity, Throughput</p> <p>surprise night inspections, ambush check, cabin / level crossing gate inspection.</p> <p>Exchanging of hand signals with train crew</p> <p>Responsibility of Station Master regarding punctuality</p> <p>use of crank handle, Overhauling, cable madding, NI work and precautions, Cross over testing, crank handle testing, use of cross over</p>	
T-1/Core1.15	Working of Level Crossings - Types of LC, Classification- Working at Manned Non-Interlocked LC-Failure of LC	3
T-1/Core1.16	Working of Trains in Electrified Sections-Parts of OHE- Power Supply arrangements, Traction Power Control Organisation - Power Blocks - Kinds - Registers - SCADA	5
T-1/Core1.18	Automatic Block System - S/L & D/L - Kinds of Signals	16

	<ul style="list-style-type: none"> - Salient Features - Sequence of Aspects of Automatic Signals, Establishing Direction of Traffic, etc - Passing Signals at 'On' - Various Authorities to Proceed - Abnormal Occasions - Panel Failure, Prolonged failure of Signals, Failure of Both Signal & Communication, Sending Relief Engine, Single line working on D/L, Movement against DOT, etc - Shunting in Automatic Territory - Competency Certificate 	
T-1/Core1.19	Accidents-Classification, Reporting, Assistance Accident case studies, Safety in train operation <ul style="list-style-type: none"> - Levels of Enquiry - ACC Forms - Fire in train - MRV & BD Special - Duties of SMs & other departments in case of Accidents - Causes of accidents and remedial measures 	10
	TOTAL	168

T-1/Core-2 BLOCK WORKING RULES		Hours
T-1/Core-2.1	Rules applying to Railway Servants	2
T-1/Core-2.2	System of Working - Definition, Different Systems - Introduction	2
T-1/Core-2.3	Order of Precedence of Trains & Control Working	2
T-1/Core-2.4	Means of Communication	1
T-1/Core-2.5	Essentials of Absolute Block System	2
T-1/Core-2.6	Documents connected with Block Working - Block Competency Certificate, Train Signal Register, PN Book	2
T-1/Core-2.7	Block Instrument/Track Circuit/Axle Counter & BPAC - VFSBI (single and double line) Objective of provision	2
T-1/Core-2.8	Bell Code Signals-Types, significance, follow up action	2
T-1/Core-2.9	Various Authorities to Proceed - S/L & D/L	2
T-1/Core-2.10	Single line Tokenless Block Instrument - RAB/Push Button Type	
	<ul style="list-style-type: none"> - Parts & Functions 	2
	<ul style="list-style-type: none"> - Precautions before granting/asking Line Clear, before closing the Block Section, Testing before Taking over charge 	2
	<ul style="list-style-type: none"> - Failure Occasions - Restoration by S&T Officials, SMs themselves, DSTE/ASTE 	4
T-1/Core-2.11	<ul style="list-style-type: none"> - Hands on Training - Normal working, Normal Cancellation, Push back Cancellation & Testing 	12
	Single line Tokenless Block Instruments - Frequency Modulation /Daido Instrument	
	<ul style="list-style-type: none"> - Parts & Functions 	2

	- Precautions before granting/asking Line Clear, before closing the Block Section, Testing before Taking over charge	2	
	- Failure Occasions - Restoration by S&T Officials, SMs themselves, DSTE/ASTE	4	
	- Hands on Training - Normal working, Normal Cancellation, Push back Cancellation & Testing	12	
T-1/Core-2.12	Works of Short & Long duration-Protection at site, Engineering Indicators, Cause ways	2	
T-1/Core-2.13	Patrolling of lines - Kinds of Patrolling, SM's responsibilities	1	
T-1/Core-2.14	Line Block-Requisition, Imposition, Extension, Removal	1	
T-1/Core-2.15	Introduction to Trolley, Lorry, Motor Trolley, etc - Competency Certificate - Issue & Renewal, etc	1	
T-1/Core-2.16	Working of Trolley, Lorry, OHE Ladder Trolley, Cycle Trolley	2	
T-1/Core-2.17	Working of Motor Trolley, Moped Trolley	2	
T-1/Core-2.18	Caution Order - Preparation, Issue & Circumstances	2	

18

T-1/Core-2		BLOCK WORKING RULES		Hours
T-1/Core-2.19	SGE Double line Block Instrument			12
	- Parts & Functions	2		
	- Precautions before granting/asking Line Clear, before closing the Block Section, Testing before Taking over charge	2		
	- Failure Occasions - Restoration by S&T Officials, SMs themselves, DSTE/ASTE, One Dial Suspension	4		
	- Hands on Training - Normal working, Normal Cancellation, Block Back, Block Forward & Testing	12		
T-1/Core-2.20	Total Interruption of Communication on Double line			2
T-1/Core-2.21	Temporary Single line working on Double Line Train dividing Train parting			3
T-1/Core-2.22	Total Interruption of Communication on Single line			3
T-1/Core-2.23	Authority to Proceed without Line Clear-Issue & circumstances, Sending assisting engine in obstructed Block section			2
T-1/Core-2.24	Block Failure - Follow Up Action			4
T-1/Core-2.25	Filling up of Operating Forms - Hands on Training			4
	TOTAL			90

S-1	Duties of S & T Staff - Co-ordination with other Departments	Included in	Hours
S-1/Core-1	Specific duties under G&S.R	T-1/Core-1	--
S-1/Core-2	Specific duties under Block Working Rules	T-1/Core-2	--
S-1/Core-3	Duties of S&T Staff - Co-ordination with other Departments, Maintenance Schedule, etc	--	3
3.1	Schedule of Inspections-ESM, JE, SE, SSE, ASTE	--	
3.2	Schedule of POH for Various Signalling Gears	--	
3.3	Registers, Forms & Memos: - Relay Room Double Key Lock Register - Block Instrument Double Key Lock Register - Signal, Block, Failure & Inspection Register - S&T (NM), S&T (T/351) - Failure Advice & Joint Restoration Memo - Route Release Memo, etc	--	
3.4	Joint Inspection of Points & Crossings with JE/SE/P.Way - Schedule, Observations, Follow up	--	
3.5	Signal Sighting Committee - Sighting Distance of various Signals-Focussing, Shifting of signals	--	
3.6	Panel/RRI/SSI- Resetting of Route/BPAC, Data Logger-Use in failure restoration & Maintenance	--	
	TOTAL		3

PW-1	Duties of P.Way Staff - Co-ordination with other Departments	Included in	Hours
PW-1/Core-1	Specific duties under G&S.R	T-1/Core-1	--
PW-1/Core-2	Duties of P.Way Staff - Co-ordination with other Departments, Maintenance Schedule, etc	--	3
2.1	Basics about Track, Track-Wheel Interface, Sleepers, Ballasts, etc	--	
2.2	Schedule of Maintenance for Various P.Way Officials - Keyman, Gang Mate, JE/SSE/P.Way, ADEN, DEN, etc	--	
2.3	Types of Track Defects - Slack/Rough running, Lurch, Buckling, etc	--	
2.4	Types of Track Machines, Types of Blocks & Working of Track Machines	--	
2.5	Types of Engineering Works-CTR,DSW,TRR,TSR	--	
2.6	Station Yard Maintenance-Removal of rank vegetation, Prevention of trespassing, Drainage Improvements in Track circuited yards	--	
2.7	Blocking of Running Lines, Precautions	--	
2.8	Action in case of weather warning messages	--	
2.9	Subordination of Gang staff within station premises-Exchange of messages, Fog signalling	--	
	TOTAL		3

OHE-1	Duties of OHE Staff - Co-ordination with other Departments, Maintenance Schedule, etc	Included in	Hours
OHE-1/Core-1	Specific duties under G&S.R	T-1/Core-1	--
OHE-1/Core-2	Duties of OHE Staff - Co-ordination with other Departments, Maintenance Schedule, etc	--	--
2.1	Basics about AC Traction	--	6
2.2	Schedule of Maintenance for Various OHE Officials	--	
2.3	Types of Power Block-Precautions & Procedures, Working of Tower Wagon	--	
2.4	Visit to Traction Power Controller Office, SCADA	--	
2.5	OHE Sectioning Diagram, FP, SSP, SP, Sector, Sub-Sector, Elementary and Neutral sections. Reporting of abnormalities and action to be taken.	--	
2.6	Operation of Isolator Switches, Authorized Persons	--	
2.7	Types of Power Block, Precautions & Procedures, Power Block Registers	T-1/Core-1.16	--
2.8	Operation of Rotary Switch	--	--
	TOTAL		6

C-1 to C-5 Commercial Module for ASM		Days	Hours
C-1	Duties of Commercial Clerk	9	54
C-2	Duties of Ticket Examiner	2	12
C-3	Duties of Goods Clerk (Included in C-1)	--	--
C-4	Duties of Parcel Clerk (Included in C-1)	--	--
C-5	Duties of ECRC	2	12
	TOTAL	13	78

C-1	Duties of Commercial Clerk	Hours
C-1/Core-1	Coaching Theory	25
C-1/Core-2	Goods Theory	20
C-1/Core-3	Traffic Accounts	9
	TOTAL	54

C-1/Core-1	Coaching Theory	Hours
C-1/Core-1.1	Organization set up of Commercial Department, Functions of Different branches, Books of Reference	1
C-1/Core-1.2	Different kinds of Tickets, Check & collection of tickets Disposal of tickets, Irregular travelling, causes and remedial measures. DTC Book & general idea of posting Other books & register, Definition of non issued tickets, accountal Disposal of non issued, tickets, registers maintained. Preparation of daily, monthly, returns its submission Withdrawal of money from station earning	3
C-1/Core-1.3	Different kinds of Military Warrants, Concession Vouchers & Certificates	2
C-1/Core-1.4	Break Journey Rules	1
C-1/Core-1.5	IRCA Concessions	2
C-1/Core-1.6	Reservation of Seats & Berths - PRS	1
C-1/Core-1.7	Refund Rules - Normal & Abnormal conditions	2
C-1/Core-1.8	Booking & detection of Luggage, Booking of Animals & Birds - IRCA Coaching Tariff	3
C-1/Core-1.9	Acceptance & Booking of Parcels - IRCA Coaching Tariff, Preparation & Disposal of PWB, Rebooking of Parcels	
C-1/Core-1.10	Responsibility of Railways as carrier of Luggage, Parcels, etc - Common Carrier liability	1
C-1/Core-1.11	Forwarding Note - Execution	1
C-1/Core-1.12	Public Complaints, Claims - causes & prevention	1
C-1/Core-1.13	Railways Act, 1989 - Important Sections	1
C-1/Core-1.14	UTS - Hands on Training, UTS and PRS, Parcel Management system	6
	TOTAL	25

C-1/Core-2	Goods Theory	Hours
C-1/Core-2.1	Types of Wagons - Carrying Capacity, Forwarding notes, its types and importance, Working hours and business hours and restrictions.	1
C-1/Core-2.2	Routing & Rating of Goods Traffic,	1
C-1/Core-2.3	Packing & Weighment of Goods, PTO and section 70 and 71, Ban and Restrictions Wagon demand and register of WRF and W/L and T/L, conditions Allotment and supply of wagons Lump sum deposit WRF its forfeiture and refund.	1
C-1/Core-2.4	Movement of Wagon Loads, Priority Schedule, Re-Weighment, Punitive Charges	1
C-1/Core-2.5	Booking & Carriage of Military Traffic, Dangerous Goods	1
C-1/Core-2.6	Loading of Wagons, Sealing, Riveting & Locking	1
C-1/Core-2.7	Unloading of Wagons, Reporting of Discrepancies, Maintenance of DD Register	1
C-1/Core-2.8	Open Delivery & Assessment Delivery	1
C-1/Core-2.9	Rebooking & Diversion	1
C-1/Core-2.10	Unconnected & Unclaimed Goods, their disposal	1
C-1/Core-2.11	Delivery in the absence of RR	1
C-1/Core-2.12	Demurrage & Wharfage	2
C-1/Core-2.13	Sidings, Liberalized Siding Policies	2
C-1/Core-2.14	Market prospecting organization, Freight Incentive Schemes & Transportation Products, Container Service	
C-1/Core-2.15	FOIS - TMS - Hands on Training	5
	TOTAL	20

C-1/Core-3	Traffic Accounts	Hours
C-1/Core-3.1	Under charges, Over charges - Disposal & delivery of Parcels	2
C-1/Core-3.2	Outstanding & clearance	2
C-1/Core-3.3	Non-Issued Tickets, Obsolete Tickets, Error Sheet, DTCB, Proof Book	1
C-1/Core-3.4	Coaching Returns & Balance Sheet	2
C-1/Core-3.5	Preparation of Goods Returns including Balance Sheet & submission	2
	TOTAL	9

C-2	Duties of Ticket Examiner	Hours
C-2/Core-1	Coaching - Theory	6
C-2/Core-2	Coaching Returns & Case Studies	6
	TOTAL	12

C-2/Core-1	Coaching - Theory	Included in	Hours
C-2/Core-1.1	Introduction To Commercial Department & Its Functions, Reference Books And Their Uses	C-1/Core-1.1	--
C-2/Core-1.2	Various Classes of Accommodation on Rlys, Kinds of Journey and Non-Journey Tickets, ICRP, Military Traffic, HOR, Police Warrant, RTC, Various Passes---	C-1/Core-1.2, 1.3	--
C-2/Core-1.3	Checking Aspects in the above Tickets, Warrants, etc	--	2
C-2/Core-1.4	Reservation And Refunds	C-1/Core-1.6, 1.7	--
C-2/Core-1.5	Object of Ticket Checking And Collection of Tickets, Tickets Collected Register, HOM etc	--	1
C-2/Core-1.6	Luggage And Different Aspects of Luggage	C-1/Core-1.8	--
C-2/Core-1.7	Concessions	C-1/Core-1.5	--
C-2/Core-1.8	Cognizable And Non-Cognizable Sections of Railways Act	C-1/Core-1.13	--
C-2/Core-1.9	Dangerous & Explosive Goods- Prohibition of Carriage in Passenger Coaches	--	1
C-2/Core-1.10	Running Train Theft, Accidents, Untoward Incidents, ICC Pulling	--	1
C-2/Core-1.11	Catering And Vending Arrangements - Co-Ordination by TE/TTE	--	1
	TOTAL		6

C-2/Core-2	Coaching Returns & Case Studies	Hours
C-2/Core-2.1	Duties of a Ticket Examiner & Various Checks Conducted To Eradicate Ticketless Travel	2
C-2/Core-2.2	Irregular Travelling & Case Studies of All Sorts	2
C-2/Core-2.3	Various Returns to be submitted by Ticket Examiner	1
C-2/Core-2.4	Error Advices, Outstanding & Clearance Of Outstanding	1
	TOTAL	6

C-3	Duties of Goods Clerk	Included in	Hours
C-3	Goods Theory	C-1	--

C-4	Duties of Parcel Clerk	Included in	Hours
C-4	Luggage & Parcel Rules	C-1	--

24

C-5	Duties of ECRC	Hours
C-5/Core-1	Coaching - Theory	6
C-5/Core-2	Coaching - Practical	6
C-5/Core-3	Traffic Accounts	--
		12

C-5/Core-1	Coaching - Theory	Included in	Hours
C-5/Core-1.1	Introduction to Commercial & Other departments	C-1/Core-1.1	--
C-5/Core-1.2	Books of Reference	C-1/Core-1.1	--
C-5/Core-1.3	Different kinds of Tickets: - PRS, E-ticket, Tatkal Ticket, CJT, ICRP, CST, Soldier Ticket, etc	C-1/Core-1.2, 1.3	--
C-5/Core-1.4	IRCA Concessions	C-1/Core-1.5	--
C-5/Core-1.5	Military Warrants	C-1/Core-1.5	--
C-5/Core-1.6	Reservation, Refunds, Modifications	C-1/Core-1.6, 1.7	--
C-5/Core-1.7	Luggage	C-1/Core-1.8	--
C-5/Core-1.8	Fake Note Detection-Demonstration	--	1
C-5/Core-1.9	PRS Configuration & CONCERT - Theory	--	2
C-5/Core-1.10	Charting, Man Machine Interface	--	3
	TOTAL	--	6

C-5/Core-2	Coaching - Practical	Day	Hours
C-5/Core-2.1	Hands on Training - PRS	1	6

C-5/Core-3	Traffic Accounts	Included in	Hours
C-5/Core-3.1	PCDR, Different Books Maintained for Accountal and Maintenance of ICV Books in Reservation Centre, Maintenance of dead stock register Balance sheet preparation & its submission	C-1/Core-3.1 to 3.5	--
C-5/Core-3.2	HOC/TOC of Cash & Vouchers		
C-5/Core-3.3	Various PRS Statements - Daily, Monthly & Periodical		
C-5/Core-3.4	Error Advice, Inspection by TIAs, Raising of Debits, etc		
C-5/Core-3.5	Cash Remittance- Bank & Cash Office		
C-5/Core-3.6	Station Outstanding & Balance Sheet [PRS]		
	TOTAL		--

T-3	Duties of Trains Clerk	Included in	Hours
T-3/Core-1	GRS	T-1/CORE-1	--
T-3/Core-2	Trains Clerk Duties, Registers	--	18
2.1	Train Papers - RJB, CTR, VG, LTM		
2.2	Stock Report - Coaching & Freight- Yard & Control Office		
2.3	Duties of TNC - In Yards, Control Office		
2.4	Various Registers, Forms & Memos		
T-3/Core-4	Advanced Transportation	--	
4.1	Various types of Rolling Stock -Coaches & Wagons, Locos-Nomenclature, Features & Numbering		
4.2	Pooling of Wagons, Interchanging of Rolling Stock		
4.3	Coaching & Wagon Census		
4.4	Marshalling Yard		
4.5	Preferential Traffic Schedule, Operating Restrictions		
4.6	Goods Train Operation - Train Ordering, Various Types of Goods Trains, etc		
4.7	Booking Crew for Trains, Crew Management in IR, CMS		
4.8	FOIS, ICMS, COA - Theory COIS, ICMS PAM, CMS, ACD, TCAS. TMS, SATSANG		
4.9	FOIS, ICMS, COA - Practical		
4.10	Operating Indices - Passenger, Freight & Engine usage		
	TOTAL		18

M-1	C & W	Hours
M-1.1	Rolling Stock - how it rolls on Track - Track Bound, LHB coach and Hybrid coach,	6
M-1.2	ROH, IOH, POH of Rolling Stock	
M-1.3	Brake System in IR - Working of Air Brake System - Hand Brake in Wagons, GDR. Check, Resetting of alarm chain apparatus.	
M-1.4	Abnormal occasions - Flat Tyre, Brake Binding, Hot Axle, open door etc	
M-1.5	Brake Power Certificates - Various kinds of Coaching & Freight BPCs, Guard and Loco Pilot Check-Clearance from IMS station	
	TOTAL	6

DM-1	DISASTER MANAGEMENT	Included in	Hours
DM-1.1	Admission	--	--
DM-1.2	Introduction to Disaster Management, Various Organizations, Developments on DM at National level, etc	--	2
DM-1.3	DM Plans - at Divisional & Zonal levels	--	2
DM-1.4	Fire Fighting Techniques	T-1/Basic-3	--
DM-1.5	Duties of various departments during Accident	T-1/Core-1	--
DM-1.6	Guest lecture - by Divisional Officers / Supervisory Officials and Safety Counsellors on "Accident Management" Ordering of ART / ARME and their target time Disaster management, Accident inquiries. Golden hour Ex-gratia payment, Hooter codes	--	2
	TOTAL		6

EST-1	Supervisory Management	Hours
EST-1.1	Main provisions of Railway Service Conduct Rules & HOER, Roster Preparation (Case study & Exercise)	3
EST-1.2	Leave & Pass Rules	
EST-1.3	Stores Department - Functions - Indenting, Accountal, Disposal of Consumable & Non consumable stores, T&P items, Various Books & Forms	
EST-1.4	Passenger Amenities, Station Cleanliness, Petty Repairs, Recoupment of Imprest Cash	
	TOTAL	3

EST-2	Personnel Management	Hours
EST-2.1	Career Prospects	3
EST-2.2	New Pension Scheme	
EST-2.3	Pay & Allowances, Entitlements, TA & DA rules	
EST-2.4	Seniority after the Induction Course at ZRTI	
EST-2.5	Medical Entitlements	
	TOTAL	3

T-1/Core-3	STATION MANAGEMENT	Hours
T-1/Core-3.1	Staff Management, Bio-Data Register, Roster assigning	6
T-1/Core-3.2	Various Registers maintained at Stations - Operating, Safety, Commercial & Personnel, Public Complaints, Fraud and embezzlement Advertisement at station	
T-1/Core-3.3	Contract Management - Overview, Guiding Principles, Supervision, Penalties	
	TOTAL	6

T-1/Core-4	STUDY TOUR	Hours
T-1/Core-4.1	Study Tour during the Training Course at ZRTI (2 days)-Visit to a Small, Medium & Large Stations in the Zone	12
	TOTAL	12

T-1/Core-5	THEORY & PRACTICAL EXAMS & VIVA-VOCE	Hours
T-1/Core-5.1	Transportation, OHE, C&W, IT Theory: Paper-I - G & S.R [Obj: 40 Marks; Descriptive: 60 Marks] - Max Marks: 100	3
T-1/Core-5.2	Commercial Theory: Paper-II - (Coaching, Goods & Accounts) [Obj: 40 Marks; Descriptive: 60 Marks] - Max Marks: 100	3
T-1/Core-5.3	Practical Test I: Operation of various Block Instruments at Model Room, Filling up of Operating Forms, Working in Panel & RRI/EI, Hand Cranking of Points, Clamping & Padlocking Max Marks: 100	-
		3 days i.e.18 hrs.

Internal assessment - mid term exam to be conducted periodically by 30 days.

Traffic Apprentice - Phase III
Proposed Training Module for TPT-10
(Course for Train Controller)

Department	Transportation
Course No.	TPT - 10
Category	Assistant Train Controller - Grade Pay 4200
Stage	Selection through RRB / Departmental Exam. (From ASM/Guard/TNC)
Duration	30 Wkg. Days
Activity Centre	Control Office

Module No.	Description	Days	Hrs.
TPT - 10/A	Transportation Rules (G&SR, Optg. Man., Accident Man., Block Wkg. Manual)	12.5	75
TPT - 10/B	Disaster Management	01	06
TPT - 10/C	Commercial	5	30
TPT - 10/D	Charting / Model Room	6.5	39
	Study Tour (Two Days)	02	12
	Exam (Three Days):	03	18
	• Transportation Max Marks - 100		
	• Higher Commercial - Max Marks - 50		
	• Control Charting Max Marks - 50		
	TOTAL	30	180

TPT – 10/A	TRANSPORTATION RULES (G&SR, Optg. Manual, Accident Manual, Block Working Manual)	75 hrs.
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Module No.	Content	Description	Periods
TPT-10/A-01	Introduction	Objective of Indian Railways, Indian Railway evolution and establishment, Organisation of Indian Railways, Organisational structure of Operating department, Principles of operating department, Necessity of Rules. Introduction, General idea about G&SR, BWM, AM, operating manual, WTT, SWR	1 hr 30 m.
TPT-10/A-02	Definitions	Important related definitions, classification of stations.	1 hr 30 m.
TPT-10/A-03	Signals, Boards & Indicators	Signals – Kinds, Description, Placement, Aspects, Detonators - Usage and placing, Various indicators and boards, Berthing and crossing of trains. Slip Siding, catch sidings and outlying siding.	1 hr 30 m.
TPT-10/A-04	Disconnection/ Reconnection	Defective signals, Damaged and defective points, action to be taken, Disconnection and Reconnection of points and other gears.	1 hr 30 m.
TPT-10/A-05	System of working	One Train only system, Absolute Block system, Essential, Conditions for granting line clear, Condition for taking off signals, Shunting stages.	1 hr 30 m.
TPT-10/A-06	Interlocking & Non-interlocking	Interlocking – methods, standards, speeds, minimum signals, Non- interlocked working & Isolation.	1 hr 30 m.
TPT-10/A-07	Caution order	Caution orders – kinds, imposition and cancellation, Circumstances, Temporary & Permanent Speed restrictions.	1 hr 30 m.
TPT-10/A-08	Wkg. of trains generally	Complete arrival of train, Signals to be exchanged between station staff and crew, engine pushing, various Speeds, various lights, speedometer and their failures.	1 hr 30 m.
		Learning road of Loco pilots & Guards. Brake-van, Working of trains without Guard & Brake van, Tail Board/tail lamp, Alarm chain pulling, Damaged or defective vehicles, Material trains & Crane working, Attaching of dead locos, Working of EMU, DMU, MEMU - Push - pull trains. MPS / Booked speed	1 hr 30 m.
TPT-10/A-09	Reception/ Despatch	Reception of a train on an obstructed line and on non-signalled lines, Despatch of a train from non-signalled lines and from lines having common starter.	1 hr 30 m.
TPT-10/A-10	Stabling, thick & foggy weather	Stabling of loads & Blocking of lines, Vehicles escaping from station – action to be taken. Working of trains during thick, foggy or tempestuous weather.	1 hr 30 m.
TPT-10/A-11	Block working	Means of communication, Authority to proceed, Type of block instruments, their parts, Suspension and Failures, bell codes. Working of trains by means of electric speaking instruments.	1 hr 30 m.
TPT-10/A-12	Abnormal working	Sending relief trains in occupied block section, Total interruption of communication on single and double line, Single line working on double line, Trains unusually delayed, Abnormal occurrences during run.	03 hrs.
TPT-10/A-13	Automatic Block System	Briefing about Automatic block system on double and single line, Normal and abnormal working of trains (Signal failure, Total failure of communication, single line working on double line, abnormal	03 hrs.

		condition on track etc.) in Automatic Block System, Shunting rule in Automatic Block System.	
TPT-10/A-14	Action to be taken	<p>Action to be taken by Controller in case of –</p> <ul style="list-style-type: none"> • Train overdue • Wagon defects during run • Maintenance block, Mega block, Integrated block, shadow block, corridor block • Granting/Removal of Traffic block & Power Block • Obstruction of running line • Abnormal circumstances in the train • Securing of load • Imposition of Speed restriction • Thick & foggy weather • Disconnection/Reconnection of S&T gear • Running of train without brake van • Faulty OHE • Train running with hot axle, hanging part, flat tyre • engine unable to proceed between stations. • train parting • portion of train left on line • fire on a train • explosion in train or on track • defective running of locomotive • defective permanent way • During S&T failure (Signal, Point, Block Instrument Track circuit, Axle counter, BPAC etc.) Point bursting, Cattle run over. Person run over • Fire on train • Vehicle escaping . Shunting operation • Dead engine movement (attaching / detaching) • Using emergency cross over . Opening of relay room • Stabling of load Train ordering • Pre departure detention . Out report • Crew management . Train parting, train dividing • Train stall on gradient . Precedence and crossing • CSR and CSL . ODC movement • Ban, restrictions, PTS. Train passing without tail lamp / tail board Long haul train operation • Pushing back in absolute and automatic block system 	09 hrs.
TPT-10/A-15	Permanent Way	<ul style="list-style-type: none"> • Regular works and functions of engineering department, Patrolling of Line, vulnerable places and causeways, Protection rules. • Trolley, Lorry, Rail Dolly and Motor Trolley working, • Track Maintenance Machines – Various types of track machines, their functions, output per hour, block procedure, precautions during blocks. • Blocks – Day by day maintenance blocks, 	03 hrs.

		emergent block, Blocking of lines, Integrated and corridor blocks, Mega block, distressing work, SEJ setting, switch removal, turn out replacement, Joint work with other departments, Controller's responsibilities towards Blocks. • Working of material trains.	
TPT-10/A-16	Level Crossing	Types of Level crossing and their working.	1 hr 30 m.
TPT-10/A-17	Working of trains in Electrified section	Working of trains during power block, traffic block, precautions to be taken during train/shunting movement in blocks, Requirement of block back and block forward during power block/traffic block, Tower wagon and its working, Action to be taken during Hot Axle and caution to trains in case of OHE break down. Responsibilities of controller regarding failures of OHE. Dos and don'ts applicable to Traffic staff as per TWR.	03 hrs.
TPT-10/A-18	Operating control	Organisation and functions of Operating control, Train Control, Traffic Control, Power Control. Responsibility of control in running of train, utilisation of powers and rolling stock, movement of traffic. Section capacity Throughput, Wagon utilization Engine utilization, Master chart, Interchange, Power plan, Crew management, Morning position, FATO, Platform occupation chart	03 hrs.
TPT-10/A-19	TMS, Emergency control	Working of Suburban Control, Area control, TMS, Central Control, Emergency Control.	1 hr 30 m.

TPT-10/A-20	Duties	Duties of Train Controller, CTNL in-charge, CTNL (Stock), CTNL (Punctuality), Controller (Emergency Control and Central Freight Control) and various departments in control office.	03 hrs.
TPT-10/A-21	Registers, Record	Various registers/records maintained in control office.	1 hr 30 m.
TPT-10/A-22	Coaching/ Goods vehicle,	Nomenclature of Coaching and Goods vehicle, various Statistics maintained in Control office.	1 hr 30 m.
TPT-10/A-23	Block Rake, Marshalling	Block rake of passenger and goods train, Marshalling of special goods stock, Restricted and Prohibited trains, movement of ODC.	03 hrs.
TPT-10/A-24	Interchange	Definition, interchange of Coaching and Goods stock, factors affecting interchange, Divisional wagon balance.	1 hr 30 m.
TPT-10/A-25	Line Capacity, Through put	Line Capacity and Through put and measure to improvement Line capacity and Through put.	1 hr 30 m.
TPT-10/A-26	Goods Train operation	Kinds, Load of train, ordering of Goods train, speed of goods train, transshipment of wagon, wagon pool, interchange, Longhaul goods train and Container carrying goods trains.	1 hr 30 m.
		Pre-departure detention, Goods train putting back, Speed of goods trains, Load of trains, Transshipment of wagons, Statistics specific fuel consumption, Preferential Traffic Schedule, FOIS and Rationalization scheme.	1 hr 30 m.
		Special types of goods stock, movement of double stack container and military, various types of locos,	1 hr 30 m.

		its hauling capacity and speed, Freight operating indices, Interchange of rolling stock and factors affecting interchange.	
TPT-10/A-27	Passenger train operation	Kinds, Load of train, Role of controller regarding punctuality, factor affecting punctuality, Time Table, its preparation and revision of time table, platform occupation chart, pit line occupation chart, Rake link, movement of special/VIP trains. Movement and precaution for military and mela special, Engine link.	03 hrs.
TPT-10/A-28	Stock report	Preparation of Goods and Passenger stock report, divisional wagon balance.	1 hr 30 m.
TPT-10/A-29	Crew booking	Crew HQ, Crew link, booking of crew and 10 hrs. rule, lobby working.	1 hr 30 m.
TPT-10/A-30	Engine Usage	Types of engine their hauling capacity, Engine detention, Engine balancing, Power plan, Measure to improve loco utilisation, Economy in fuel consumption.	1 hr 30 m.
TPT-10/A-31	Wagon usage	Preferential Traffic Schedule, Rationalisation scheme, Wagon registration, indent, allotment and supply of wagon, Restriction for movement (civil and operation), wagon turn round, wagon census.	1 hr 30 m.
TPT-10/A-32	WTT	Working Time Table, its importance and utilisation.	1 hr 30 m.
TPT-10/A-33	PSUs	Working of railway PSUs (IRCTC, RITES, DFCCIL, IRCON, RAILTEL, RVNL, CONCOR, KRCL etc.)	03 hrs.

TPT – 10/B		Accident and DISASTER MANAGEMENT	06 hrs.
Module No.	Content	Description	Periods
TPT-10/B-01	Accident	Accidents - classification and reporting, Hooters, ART/SPART, ARME/SPARME, MFD, POMKA, turning out time, Duties of controllers in case of accident or obstruction, ordering and movement of ART/ARME, Duty of controller regarding accident, maintenance of accident log book (Accident Diary), Regulation of traffic during accident, Causes and prevention of accident, Miscellaneous incidents and disposal of dead bodies. Signal passing at danger by Loco Pilot Threat perception. Sabotage and train wrecking. Safety Devices- ACD, TAWD, VCD, EOTT, WILD, GSMR and AWS.	03 hrs.
TPT-10/B -02	Introduction, Golden Hour	Definition, Various telephone Nos. of Authorities to be used in requirement of assistance. DM Act, NDMC, DM AT Different levels, Concept of "GOLDEN HOUR" and implementation.	1 hr 30 m.
TPT-10/B-03	Duties of staff	Duties of various staff present at the time of Accident, Regulation or diversion of trains, Duties of Senior most official I/C at the site. Rescue and Relief Operation, Case study of various Accident.	1 hr 30 m.

TPT – 10/C		COMMERCIAL	30 hrs.
Module No.	Content	Description	Hrs.
TPT-10/C-01	Introduction	Brief introduction and role of commercial department.	1 hr 30 m.
TPT-10 /C-02	Amenities	Classification of station & minimum amenities provided at station. Commercial advertisement at all stations	1 hr 30 m.
TPT-10 /C-03	Refund	Refund rules for Un-reserved, RAC & confirmed tickets, special cancellation.	1 hr 30 m.
TPT-10 /C-04	Special Train	Booking of coach & special train (F.T.R.)	1 hr 30 m.
TPT-10 /C-05	Rate structure	General features of Rate structure, Theory of Rates.	1 hr 30 m.
TPT-10 /C-06	RRT	Railway Rate Tribunal.	1 hr 30 m.
TPT-10 /C-07	Halt Station	Opening of Halt station, CBA, out agencies.	1 hr 30 m.
TPT-10 /C-08	Ticketless Travel	Reasons for Ticketless travel and different kinds of check.	1 hr 30 m.
TPT-10 /C-09	Theory of Rates	Theory of Rates, Routing.	1 hr 30 m.
TPT-10 /C-10	Registration of Wagon	Wagon demand, registration, allotment & supply of wagon, e-RD, change of destination, change of commodity.	1 hr 30 m.
TPT-10 /C-11	Freight structure	General features of freight structure, RCT.	1 hr 30 m.
TPT-10 /C-12	Liability	Common Carrier Liability under section 93 to 104., Provision of 123 to 129 of Rly. Act 1989. Inspection of various commercial offices and book stalls. Various users consultative committees. Public relations	1 hr 30 m.
TPT-10 /C-13	Re-booking & Diversion	Procedure for Re-booking and Diversion, short of destination.	1 hr 30 m.
TPT-10/C-14	F.I.S.	Freight Incentive Scheme & Transportation procedure., Down fall of traffic, suggestion to capture the traffic./ measures to improve Railway earnings, Rail road co-ordination and competition, Marketing and sales organization and general idea of various policies.	1 hr 30 m.
TPT-10 /C-15	Demurrage & Wharfage	Demurrage and Wharfage rules, stacking permission & rules., Waive off Demurrage and Wharfage	1 hr 30 m.
TPT-10 /C-16	Siding	Types of siding & opening of siding., Traffic survey of new lines	1 hr 30 m.
TPT-10 /C-17	Punitive charge	Punitive charges.	1 hr 30 m.
TPT-10 /C-18	Leasing of SLR	Leasing of SLR	
TPT-10 /C-19	P.F.T.	Private Freight Terminal.	1 hr 30 m.
TPT-10 /C-20	Un-connected wagon	Un-connected, Un-delivered, over carrying consignment & working of N.R. Cell.	1 hr 30 m.
TPT-10 /C-21	Claims	Claims, causes & preventions, Role of commercial department in case of Accident.	
TPT-10 /C-22	Statistics	Commercial Statistics IT - FOIS - TMS, PMS, PPMS, UTS, PRS, NTES	1 hr 30 m.

TPT – 10/D		Charting / MODEL / BLOCK ROOM	39 Hrs.
Module No.	Content	Description	Periods
TPT-10/D-01	Station	Layouts of stations and yard, their interlocking and special features.	03 hrs.
TPT-10/D-02	Station	Train working in normal and abnormal conditions at various stations of single & double line and in Automatic Block System.	03 hrs.
TPT-10/D-03	Block Instruments	Different Types of block instruments, their failures & suspension and Working during failure/suspension of Block Instruments.	03 hrs.
TPT-10/D-04	Control	Control set up, different stations, control section, layouts, gradients.	03 hrs.
TPT-10/D-05	Charting Practical Training	<p>Running of trains between stations, NRT, MRT, EA etc. Conversation with stations, Recording of timings repeated by stations, Recording of other particulars as CO messages, Yard balances etc.</p> <p>Computerization on Indian Railways</p> <p>FOIS – RMS/TMS, COIS, ICMS, PAM, CMS</p> <p>Practical Training of COA -- Login to COA - username password, Train working in Traffic Model room Control Chart understanding, Making of various entries regarding train operation (Arrival, Run through, departure, entry cancellation, Engineering /Traffic / Power / Track machine block, relay room opening/closing, stabling, caution order, crew over hrs., unusual incidents) Various remarks on chart and cancellation/ rectification of various entries</p> <p>Train out report, Train ordering, Train movements – light engine, dead engine, light engine loco account, banker engine, Assisting Engine, Goods train, passenger train, mail exp. Train, ART, ARME , Special trains movement – holiday special, millennium special, VIP special etc. Advance charting, Precedence and crossing , Master chart</p>	27 hrs

Traffic Apprentice – Phase IV

S.No. 35

Department **Transportation**
Course No. **TPT – 11**
Category **Traffic Apprentice – Grade Pay 4200**
Stage **Selection through RRB / Departmental Exam. (From ASM/Guard/TNC)**
Duration **32 Wkg. Days (Part I – 12 days and Part II – 20 days)**
Activity Centre **Control Office**

Part I – 12 working days

Module No.	Description	Days	Hrs.
TPT – 11/A	Civil Engineering	2	12
TPT – 11/B	Electrical	2	12
TPT – 11/C	Mechanical	1.5	9
TPT – 11/D	S & T	1.5	9
TPT – 11/E	Establishment	2	12
TPT – 11/F	Finance	2	12
	Exam	1	6
TOTAL		12	72

Part - II – 20 working days

Module No.	Description	Periods	Hrs.
TPT – 11/G	Management	6	36
TPT – 11/H	Contract Management	6	36
TPT – 11/I	Computer Appreciation	6	36
	Exam (2 Days)	2	12
TOTAL		20	120

Part – I

TPT – 11/A	Civil Engineering	12 hrs.
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Module No.	Content	Description	
TPT-11/A -01	Different gauges.	Classification of routes/Lines	12 hrs.
TPT-11/A-02	Track Structure In Yards	Track structure (yards) simple layouts, loops, gathering neck, overrun line, shunting neck, stabling siding.	
TPT-11/A-03	Turnouts-Introduction	Turnouts: definition and description of components and terms. Diamond crossing, scissors crossovers with single and double slips, definitions and, Permissible speeds, restriction on use of 1 in 8 ½ T/out on passenger running lines, symmetrical splits.	
TPT-11/A-04	Level Crossings	Level crossings: classification, Census at Level crossing. Inspection of level crossing, Speed breakers, road sign boards, provision of new LC, Manning, Demanning, interlocking and replacement with ROB, closure, shifting and replacement with limited height subways/RUBs	
TPT-11/A- 05	Engineering works involving interface with traffic, Patrolling.	Maintenance And Regular Maintenance Operation	
TPT-11/A- 06	Measurement during accidents	Track parameters to be measure during accidents , Super elevation /Cant,	
TPT-11/A- 07	CRS Sanction And Schedule of Dimensions	Works requiring CRS sanction, Various schedule of dimensions related to P.way Infringements, register of infringements Movement of ODC	

TPT – 11/B	ELECTRICAL	12 hrs
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Module No.	Content	Description	Hrs.
TPT-11/B-01	Electrified Section	Definition and terms used Identification of OHE parts like cantilever , Auto Tension Devices , Bonds Mast, Contact , centenary wire, stay , bracket , 9 tone insulator , and their utility. General supply arrangement (Feeding post, sub -section post , section post ,Sector, elementary section and Neutral section). Know how about general equipments, Specialty of 3 phase loco.	12 hrs.
TPT-11/B-02	OHE Isolator	Isolators: operation, its utility during breakdown and single line working on double line critical implantation. General supply arrangements FP, SSP, SP, Sector, Sub-Sector,Elementary and Neutral sections	
TPT-11/B-03	Reporting of Abnormalities	Reporting of Abnormalities to TPC in case of mast hitting, Panto-Graph entanglement and derailments.	

TPT-11/B-04	Shunting precaution – OHE breakdown	Precautions to be taken during shunting operation in unwired section from wired track and caution to trains in case of OHE breakdown. Traffic Block and working of Tower wagon. Competency-Certificates.
TPT-11/B-05	Do's & Don't's	Dos and Don'ts applicable to traffic staff as per TWR. TLGS General Idea, Energy conservation, precautions during ODC movements in electrified section.

TPT – 11/C	MECHANICAL	09 hrs.
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Module No.	Content	Description	Hrs.
TPT-11/C-01	Brake System Advantage	Vacuum brake system/ Air-brake system, components, Difference between vacuum brake system and air-brake system. Advantages of air-brake system. Working of Single Pipe and Twin Pipe Air Brake System.	09 hrs.
TPT-11/C-02	Examination & BPC	Various types of examination, Brake power certificate and their validity, GDR.	
TPT-11/C-03	Brake Power Percentage	Percentage of Brake Power required in Goods/ Mixed/Passenger trains.	
TPT-11/C-04	Abnormal conditions in train	Alarm chain system, resetting and isolating. Causes of brake binding and its releasing, Flat Tyre, Hot axle and hanging parts.	
TPT-11/C-05	New rolling stocks & Engine	Introduction about new rolling stocks and Engines running on Indian Railways, their capacity, new features, maintenance procedure/schedule, trailing load with engine.	
TPT-11/C-06	Long Haul train	Role of mechanical department in running of long haul train operation.	
TPT-11/C-07	Container working	Working and precautions for movement of double stack container stock.	
TPT-11/C-08	Crane working	Types, capacity and working of various cranes.	
TPT-11/C-09	Tripler	Unloading by Tripler, marry go round system. Wagon measurements during accident Train Examination patterns Primary and secondary maintenance Axle load, Pay to tare ratio Buffer entanglement causes and remedial measures	

TPT – 11/D	Signal and Telecommunication	09 hrs.
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Module No.	Content	Description	Hrs.
TPT-11/D-01	Introduction	General introduction and function of S&T department, Role of S&T department in train operation.	09
TPT-11/D-02	Axle counter and Track Circuit	Axle counter and Track Circuit Advantage of axle counter over track circuit, Operation of re-set button of axle counter and precaution during failure of Track Circuit.	
TPT-11/D-03	Panels, PI and RRI	Introduction about panel & RRI, Their use and advantages, Type of control panels. Principles of Interlocking, Standard of Interlocking, RRI, SSI, BPAC, Track Circuiting, Axle counter Data Logger, Development in Telecommunications	

		Signalling Interlocking Plan (SIP) NI Working, Cable meggering , Overhauling	
TPT-11/D-04	SSI Panel	SSI Interlocking, Advantage and Special features, Function of Microlock, Working of SSI(EI), SSI work on dual mode, changover switch. VDU.	
TPT-11/D-05	Button codes and locking	Indications and Switch/ Button codes, Switch/ Button, operation chart, Approach locking, back locking, Track Locking, Route locking, Route release, Sectional route release.	
TPT-10/E-06	Normal Operation	Normal Operation of points and signals for straight and diversion routes. Cases in which point to be considered failed and action taken.	
TPT-11/D-07	Emergency Operation	Emergency operation of points. Operation of points by crank handle. Movement of trains during point's failure. Replacement of a signal to 'ON' position, and route release. Route cancellation and overlap release. Power supply failure. Failure of stand-by generators as well as power supply, Panel Lock.	

TPT – 11/E	ESTABLISHMENT		12 hrs.
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Module No.	Content	Description	Hrs.
TPT-11/E-01	Leave Rule	Various kinds of leave (Accountable and non-accountable), their admissibility, Leave encashment Rule.	12
TPT-11/E -02	Pass Rule	Various kinds of passes, their eligibility/admissibility.	
TPT-11/E -03	TA Rule	Rules regarding Travelling Allowance, Contingency charges and Composite Transfer Grant.	
TPT-11/E -04	HOER	Description and classification of duty rosters, change of classification, overtime, night duty allowance, exemption, statutory provision, periodical rest, long-on, short-off, penalty for violation of HOER.	
TPT-11/E -05	DAR	Provision under Discipline and Appeal Rule 1968, Definition of various authorities, suspension, Defence Counsellor, Principle of natural justice, speaking orders, procedure for imposition of minor and major penalty, appeal, revision and review, special attention on provision under section 14(4). Conduct Rules-1966	
TPT-11/E F-06	Retirement benefits,	Pension and gratuity, New pension scheme, relevant factors and calculation, benefits.	

TPT-11/E -07	Various Act	Workmen Compensation Act 1923, Payment and Wages Act 1936, Minimum Wages Act 1948, Factory Act 1948, Industrial Dispute Act 1947, Trade Union Act 1926, Right to Information Act 2005, Disability act 2012 and 1995.	
TPT-11/E F-08	Misc.	PNM, JCM, PREM, SBF., Confidential Report.	

TPT – 11/F	Finance	12 hrs.
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Module No.	Content	Description	Hrs.
TPT-11/F-01	Finance	Works programme Railway Budget and various budgetary review Originating and apportionment of earnings. Inspection note, special letters, Draft Para /Audit Para. Inspection, error sheets, station debits, and action thereon. Station outstanding. General idea about SOPGEN Demands for grants.	12 hrs.

Exam for Phase IV – Part – 1

S.No.	Subject	Max. Marks
1.	Elementary knowledge of civil, establishment, S&T, finance, electrical, mechanical.	50

Part - II – 20 working days

Module No.	Description	day	Hrs.
TPT – 11/G	Management	6	36
TPT – 11/H	Contract Management	6	36
TPT – 11/I	Computer Appreciation	6	36
	Exam (2 Days)	2	12
	TOTAL	20	120

TPT – 11/G	Management		36 hrs.
Module No.	Content	Description	Hrs.
TPT-11/G-01	Management	concept and definitions Role of manager	36 hrs.
TPT-11/G -02	Function of management	Planning, direction, motivation and moral	
TPT-11/G -03	Human relation	leadership	
TPT-11/G -04	Stress management	Stress management	
TPT-11/G -05	Man power planning	Man power planning	
TPT-11/G -06	Productivity	Productivity	

TPT – 11/H	Contract Management		36 hrs.
Module No.	Content	Description	Hrs.
TPT-11/H-01		Preparation vetting and sanction of estimate	36 hrs.
TPT-11/H -02		Delegation of powers related to estimate/tender	
TPT-11/H -03		Rules and regulations regarding contract	
TPT-11/H -04		Precautions while preparing contract conditions General conditions of contract	
TPT-11/H -05		Tenders – invitation Tenders – opening Tenders – scrutiny Tenders- acceptance	

TPT-11/H -06		Execution of contract document Measurement book
TPT-11/H -07		Contractors bills variations Price variation clause
TPT-11/H -08		Final bill of contract Closure / determination of contract
TPT-11/H -09		Releasing of tender documents Preparation vetting and sanction of estimate
TPT-11/H -10		Lecture on vigilance (relating with tenders and contracts) case studies

TPT – 11/I	Computer Appreciation course	36 hrs.
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Module No.	Content	Description	Hrs.
TPT-11/I-01	Introduction of computer	Windows introduction hardware, software	36 hrs.
TPT-11/I-02	Microsoft word	Practical Work in ms word	
TPT-11/I-03	Microsoft excel	Practical work in ms excel	
TPT-11/I-04	Microsoft power point	Practical work in ms power point	
TPT-11/I-05	Networking	Introduction	
TPT-11/I-06	E-mail.	Practical work of email	
TPT-11/I-07	Unicode	Hindi software	

Exam for Phase IV – Part – 2

S.No.	Subject	Max. Marks
1.	Management, Contract management	50
2.	Computer Appreciation	50 (Practical)

Traffic Apprentice - Phase – V - field training

	Detail	Whether training at ZRTI/Divn/H Q	RRB (days)		Departmental		Departmental	
					Through ASM		Through Guard	
		Place	Old	Proposed	Old	Proposed	Old	Proposed
1.	Phase -V – (i) training (for Guard duties)	Division	30	10	60	15	-	-
2.	Phase -V – (ii) Foot plating of M/Exp. And Goods train	Division	15	04	15	04	15	04
3.	Phase -V – (iii) Field training for ASM /AYM /SS/SM/CYM/TI/MVI	Division	165	35	225	30	225	45
4.	Phase -V - (iv) Commercial Practical Training	Division	45	10	45	10	45	10
5.	Phase -V – (v) Field training at control (as SCOR, Dy. Chief, CHC)	Division	90	30	90	30	90	30
6.	Phase -V – (vi) Control working (TLC , Power Control, TPC, Crew control, C&W control, Engg. Control, Commercial Control etc.)	Division	07	04	07	04	07	04
7.	Phase -V – (vii) C&W training (Goods and coaching maintenance depot)	Division	14	04	14	04	14	04
8.	Phase -V – (viii) Basic track maintenance and machine working	Division	07	04	07	04	07	04
9.	Phase -V – (ix) Visit at other Divisions	Other Division	28 (7 days at each Division)	16 (4 days at each division)	28 (7 days at each Division)	16 (4 days at each division)	28 (7 days at each Division)	16 (4 days at each division)
10.	Phase -V – (x) COM office training	HQ	30	08	30	08	30	08
11.	Phase -V – (xi) CCO office training	HQ	30	08	30	08	30	08
12.	Exemption period to be utilized by concern Division	-	-	-	-	(-) 75	-	30
	Total		461 days	133 days	551 days	133 days	491 days	133 days

Note :-

1. After completion of phase –I at ZRTI trainees will send for field training at division for Guard duties [as per Phase – V (i)]
2. After completion of phase –II at ZRTI trainees will send for field training at division for ASM /AYM / SS/SM/CYM/TT/MVI duties [as per Phase – V (ii), & (iii)]
3. After completion of phase –III at ZRTI trainees will send for field training at division for Controller duties [as per Phase – V (iv), (v), (vi)]
4. After completion of phase –IV at ZRTI trainees will send for field training at division / HQ for Elementary advanced knowledge [as per Phase – V (vii) & (viii) (ix) at Division and V (x), (xi) at HQ
5. TNC selected for Traffic Apprentice will follow the course programme as per RRB candidate.

Proposed Revised Exam Pattern

Phase - I

(Guard Training – duration - 30 working days)

अ.नं.	विषय	प्रस्तावित परीक्षा अधिकतम अंक
1.	ट्रान्सपोर्टेशन रूल, ओएचई, फाउंडेशन Transportation Rules, OHE	100 (Transportation Rules, Foundation, OHE, (80+10+10)
2.	ब्रेक सिस्टम Brake system	50
3.	मॉडल रूम एवं मौखिक परीक्षा / Model Room, viva-voce Exam	100 (Traffic 50 + C&W 30 + ETL 20)
4.	वाणिज्य - कोचिंग थेअरी + गुड्स थेअरी Commercial – Coaching and Goods Theory	50

Proposed Revised Exam Pattern
(ASM Training – duration 75 working days)

Phase -II

अ.न.	विषय	प्रस्तावित परीक्षा अधिकतम अंक
1.	ट्रान्सपोर्टेशन रूल, ओएचई, ब्रेक सिस्टम, इंफार्मेशन टेक्नॉलॉजी, फाउंडेशन Transportation Rules, OHE, Brake system, Information Technology	100
2.	मॉडल रूम एवं मौखिक परीक्षा / Model Room, viva-voce Exam	100
3.	वाणिज्य - कोचिंग थेअरी + गुड्स थेअरी Commercial – Coaching Theory and Goods Theory	100 (50+50)

Proposed Revised Exam Pattern

Phase - III

(Section Controller Course & Higher Commercial
Duration – 30 working days)

अ.न.	विषय	प्रस्तावित परीक्षा अधिकतम अंक
1.	Transportation	100
2.	Higher Commercial	50
3.	Control Charting (COA)	50

Proposed Revised Exam Pattern

Phase – IV Part – 1

Duration – 12 days

अ.न.	विषय	प्रस्तावित परीक्षा अधिकतम अंक
1.	Elementary knowledge regarding technical aspect of Civil, S&T, Mechanical, Electrical, Finance and Personnel matter.	50

Phase – IV Part – 2

Duration – 20 days

1.	Management & Contract Management	50
2.	Computer Appreciation training	50 (Practical)

प्रारम्भिक केबिन मास्टर

पार्ट - ए (यातायात)

Initial cabin Master

Part-A (Traffic) – Periods -80(45" each)

Sr. No.	विषय Topic
1.	भारतीय रेलों का इतिहास एवं प्रगति History and development of Indian Railway
2.	भारतीय रेल का संगठन organization of Indian Railways
3.	परिचालन विभाग का सेट अप Set up of transportation department.
4.	सभी विभागों के सामान्य कार्य General functions of all departments.
5.	रेल सेवा आचरण नियम एवं अनुशासन एवं अपील नियम Railway service conduct rules and DAR
6.	पास एवं छुट्टी नियम, एचओईआर Pass and leave rules, HOER
7.	सामान्य एवं सहायक नियम, ब्लाक ब्रिग मेन्युल, एकसीडेंट मेन्युल, ऑपरेटिंग मेन्युअल, वर्किंग टाइम टेबल, स्टेशन संचालन नियम इत्यादि का सामान्य परिचय एवं जानकारी Introduction & General idea about G&SR, BWM, AM, operating manual, WTT, SWR etc.
8.	सामान्यतः रेल सेवकों पर लागू होने वाले नियम Rules applying to Railway servants generally
9.	पेनल - विभिन्न बटनों का परिचय तथा उपयोग Panel- buttons and their use
10.	लिवर फ्रेम- बटनों का परिचय तथा उपयोग Lever frame – different levers and their use.
11.	केबिन मास्टर की भूमिका Role of Cabin Master- a. संरक्षा सुनिश्चित करने संबंधी Ensuring safety b. ड्यूटी के दौरान स्टेशन/केबिन को छोड़ना Leaving station/cabin while on duty. c. ब्लॉक उपकरण / पेनल का संचालन, रिले रूम तथा आइसोलेटर की के संबंध में जिम्मेदारी Responsibility regarding operation of block instrument, panel and relay room and Isolator key.
12.	महत्वपूर्ण परिभाषाएँ Important Definitions
13.	सिग्नल, खराब सिग्नल तथा उन्हें ऑफ करने की शर्तें Signals, Defective signals

	Condition for talking off signals.
14.	बोर्ड /इंडीकेटर्स Board/indicators
15.	संचालन पद्धतियाँ Systems of working
16.	लाइन क्लियर देने तथा सेक्शन क्लियर करने की शर्तें एवं सावधानियाँ conditions for granting line clear and clearing back section.
17.	स्टेशन संचालन नियम, संचालन समय सारणी Station working rules, working time table.
18.	प्राधिकार पत्र, महत्वपूर्ण कागजात, प्राइवेट नंबर शीट, टीएसआर Authorities Important papers, P.No. Sheet, TSR
19.	सतर्कता आदेश - लागू किये जाने की विभिन्न परिस्थितियाँ, कॉशन नोटिस स्टेशन, काशन आर्डर के प्रति जिम्मेदारी , सतर्कता आदेश लागू करने संबंधी संदेश प्राप्त होने पर की जाने वाली कार्यवाही, सतर्कता आदेश बनाते समय, जारी करते समय, अग्रेषित करते समय तथा उसका रिकार्ड रखने संबंधी सावधानियां Caution order-circumstances in which caution orders are being imposed. Caution notice stations and responsibility of station master regarding caution order. Action taken by cabin master on receiving, issuing, keeping record, brought forward etc.
20.	प्रथक्करण/ इटरलॉकिंग Isolation, interlocking
21.	पाइंट, खराब काँटे ,Points, defective points.
22.	गाड़ियों को लेना व रवाना करना Reception and dispatch of train.
23.	लीवर कॉलर का उपयोग, स्लाइड पिन, बटन कैप एवं स्टेशन मास्टर स्लाईड की चाबी Use of Lever Collar, Slide Pin, Button Cap and Key of SM's slide.
24.	शंटिंग Shunting
25.	मार्शलिंग, ओडीसी Marshalling, ODC
26.	पूर्ण ब्लॉक पद्धति एवं स्वचल ब्लॉक पद्धति में गाड़ी को पीछे धकेलना Pushing back in absolute and automatic block system
27.	वाहनों को सुरक्षित रखना, गाड़ी/ लोको को स्टेबल करना Securing of Vehicles, Stabling train/loco
28.	वाहनों का भाग निकलना Escaping of Vehicles
29.	सागग्री गाड़ी / गिटटी गाड़ी /लॉग हॉल गाड़ियों का संचालन Material/Ballast Train/

	Long haul train operation
30	हॉट एक्सल, फ्लैट टायर , ब्रेक बाइंडिंग, बैगनों के खुले दरवाजे, हैंगिंग पार्ट Hot Axle/ Flat tyre / brake binding / open door / hanging part
31	टेल लैंप/ टेल बोर्ड, बिना ब्रेकयान की गाड़ी का संचालन Tail Lamp/ Tail Board/Working of trains without brake Van.
32	गाड़ियों की गति - एमपीएस /बुकड स्पीड Speed of trains –MPS/ Booked speed
33	<p>असामान्य संचालन -पूर्ण ब्लॉक पद्धति Abnormal working –Absolute block system.</p> <ol style="list-style-type: none"> टीएसएल TSL एसीएफ डबल लाइन ACF Double Line एसीएफ सिंगल लाइन ACF Single Line ट्रेन पार्टिंग Train Parting ट्रेन डिवाइडिंग Train dividing अवरोधित ब्लॉक सेक्शन में सहायता इंजन भेजना Sending assisting engine in obstructed Block section रेल पथ में खराबी Track defect गाड़ी में आग लगना Fire in Train धुंध एवं कोहरों के मौसम में गाड़ियों का संचालन Thick and foggy weather ब्लॉक उपकरण खराब होने पर गाड़ियों का संचालन Failure of block instrument पैनल में कोई इंडिकेशन न होना Panel blank
34	<p>असामान्य संचालन - स्वचल ब्लॉक पद्धति में Abnormal working –Absolute block system.</p> <ol style="list-style-type: none"> टीएसएल संचालन TSL working सभी स्वचल सिगनलों का लंबी अवधि के लिए खराब होना Prolong failure of all automatic signals. सभी स्वचल सिगनल एवं संपूर्ण संचार व्यवस्था भंग होने पर गाड़ियों का संचालन Working of trains during all communication and failure of automatic signals. अवरोधित ब्लॉक सेक्शन में सहायता इंजन भेजना Sending assisting engine in obstructed block section.

35	ब्लॉक उपकरण घंटी संकेत, इंजन सीटी संकेत Block Instrument Bell code, Whistle codes
36	घट नियम - स्लिप एवं केच साइडिंग Ghat rules –Slip siding and catch siding
37	समपार फाटकों का संचालन Working of level crossing gate.
38	<p>केबिन मास्टर के कर्तव्य Duties of cabin master-</p> <ol style="list-style-type: none"> गाड़ी से किसी व्यक्ति के कट जाने पर person run over cases गाड़ी से किसी जानवर के कट जाने पर Cattle run over cases ब्लॉक सेक्शन में अवरोध होने पर Obstruction in block section पेट्रोलमेन के विलंबित होने पर Patrolman delayed in block section गाड़ी के ब्लॉक सेक्शन में विलंबित होने पर Train delayed in block section. रेल फ्रैक्चर होने पर Rail fracture लोको पायलट द्वारा ब्लॉक सेक्शन में किसी असामान्य स्थिति की सूचना देनेपर Loco Pilot reporting any abnormal condition in block section ओएचई फेल हो जाने पर OHE failure ट्राफीक, इंजिनियरिंग, पावर ब्लॉक Traffic, Engineering, Power Block रेलपथ मशीन का ब्लॉक Track machine Block टॉवर वैगन, ट्राली, मोटर ट्राली , लॉरी का संचालन working of Tower wagon, Trolley , Motor Trolley, Lorry गाड़ी का बिना टेल लैम्प / टेल बोर्ड के पास होने पर Passing of train without tail lamp/tail board स्टॉफ नशे की स्थिति में पाए जाने पर staff found intoxicating state. स्टॉफ का ड्यूटी से फरार हो जाना Staff absconding from duty. स्टॉफ /पैसेंजर द्वारा स्टेशन परिसर में उपद्रव करना Staff/Passenger creating nuisance in station premises.
39	गाड़ी कर्मिंदल (क्रू) के साथ हाथ संकेतों का आदान प्रदान Exchanging of hand signals with train crew.
40	क्रास ओवर टेस्टिंग , क्रैंक हैंडल टेस्टिंग, क्रांस ओवर पाइंट , क्रैंक हैंडल के उपयोग Cross over testing, crank handle testing, use of cross over, use of crank handle.
41	ओवरहॉलिंग,केबल मेगरींग, नान इंटरलाक कार्य एवं ली जाने वाली सावधानियां Overhauling, cable maggering, NI work and precautions.

42	समय पालन के प्रति केबिन मास्टर के कर्तव्य Responsibility of Cabin Master regarding punctuality
43	दुर्घटना Accident
44	दुर्घटनाओं के कारण एवं उनकी रोकथाम के उपाय Causes of accidents and remedial measures
45	<p>केबिन मास्टर के कर्तव्य Duties of Cabin Master</p> <ol style="list-style-type: none"> गंभीर दुर्घटना के समय In case of serious accident लोको पायलट द्वारा सिगनल ऑन में पार कर जाने पर Signal passing at danger by Loco Pilot पाइंट के टूट जाने पर Bursting of points गाड़ी में आग लग जाने पर Fire on train ब्लॉक नियमों के उल्लंघन के मामले में Breach of block rules तोड़फोड़ एवं गाड़ी को विध्वंस करने के मामले में Sabotage and train wrecking आतंकवादी गतिविधियों के मामले में Threat perception
46	<p>अपघात प्रबंधन Disaster Management</p> <ol style="list-style-type: none"> एआरटी/ एआरएमई को आदेशित करना एवं निकलने का निर्धारित समय Ordering of ART/ ARME and their target time हूटर कोड Hooter codes गोल्डन अवर Golden hour.

परिवीक्षाधीन केविन मास्टर /स्वीचमेन के लिए सैक्शन योजना

Session Plan for Cabin master/Switchman

यातायात प्रतिमान प्रशिक्षण/ Model Room Training

Periods - 74 Periods (45" each)

S. NO.	LESSON	SUB LESSON
1.	परिचय Introduction	सिंगल एवं डबल लाइन के ब्लॉक उपकरणों का परिचय Introduction – Single and Double line Block Instruments
2.	डबल लाइन पर एसजीई ब्लॉक उपकरण SGE Lock & Block Instrument (Double Line)	a. लाइन क्लियर देने एवं लेने की प्रक्रिया Procedure of Granting and obtaining Line clear
		b. गाड़ी को लेने एवं सेक्शन क्लियर करने की प्रक्रिया Procedure for reception of a train & train out of a section
		c. गाड़ी को रवाना करने की प्रक्रिया Procedure for dispatch of train
		d. ब्लॉक बैक करने की प्रक्रिया Procedure for Block Back
		e. ब्लॉक फॉरवर्ड करने की प्रक्रिया Procedure for Block Forward
		f. गाड़ी को रन थ्रू भेजने की प्रक्रिया Procedure for run through a train
3.	ब्लॉक प्रुविंग एक्सल काउंटर (डबल लाइन)Block Proving Axle Counter (Double Line)	a. लाइन क्लियर देने एवं लेने की प्रक्रिया . Procedure of granting and obtaining Line clear.
		b. गाड़ी को लेने व गाड़ी को रवाना करने की प्रक्रिया Procedure for reception and dispatch of a train
		c. ब्लॉक बैक व ब्लॉक फॉरवर्ड करने की प्रक्रिया Procedure for Block Back and Block Forward
		d. गाड़ी को रन थ्रू भेजने की प्रक्रिया Procedure for rum through a train
4.	नील्स बॉल टोकन ब्लॉक उपकरण (सिंगल लाइन) Neale's Ball Token Block	a. लाइन क्लियर देने एवं लेने की प्रक्रिया Procedure for granting and obtaining line clear
		b. गाड़ी को लेने व गाड़ी को रवाना करने की प्रक्रिया Procedure for reception and dispatch of a train
		c. ब्लॉक बैक करने की प्रक्रिया Procedure for Block Back

	Instrument (Single Line)	d. गाड़ी को रन थ्रू भेजने व सेक्शन क्लियर करने की प्रक्रिया Procedure for run through a train & train out of station
5.	पोदनुर टाइप टोकन लेस ब्लॉक उपकरण (सिंगल लाइन) Podanur type token less Block Instrument. (Single Line)	a. लाइन क्लियर देने व लेने की प्रक्रिया Procedure of granting and obtaining Line clear. b. गाड़िया को प्रत्यक्ष एवं अप्रत्यक्ष रूप से स्टेशन पर लेने की प्रक्रिया Procedure for Direct and Indirect reception of a train c. साइमलटेनियसली गाड़ियों को लेना Procedure for simultaneous reception d. गाड़ी को रवाना करने की प्रक्रिया Procedure for dispatch of train e. ब्लॉक बैक लेने की प्रक्रिया Procedure for Block Back f. लाइन क्लियर कैंसल करने की प्रक्रिया procedure for canceling line clear
6.	डायाडों एवं क्योसल टोकनलेस (सिंगल लाइन) ब्लॉक उपकरण Diado's & Kyosan's tokenless single line block instrument.	a. लाइन क्लियर देने एवं लेने की प्रक्रिया Procedure for granting and obtaining line clear g. गाड़ियों को प्रत्यक्ष एवं अप्रत्यक्ष रूप से स्टेशन पर लेने की प्रक्रिया Procedure for Direct and Indirect reception of a train b. c. गाड़ी को रवाना करने की प्रक्रिया Dispatch of a train d. लाइन क्लियर रद्द करने की प्रक्रिया procedure for canceling line clear
7.	डबल लाइन पर ब्लॉक उपकरण खराब होना Block Instrument fail on Double Line	a. एस.जी.ई. टाइप ब्लॉक उपकरण फेल होना SGE Lock & Block Instrument fail b. ब्लॉक प्रूविंग एक्सल काउंटर का खराब होना Block Proving Axle Counter fail
8.	सिंगल लाइन पर ब्लॉक उपकरण खराब होना Block Instrument fail	a. नील्स बॉल टोकन ब्लॉक उपकरण खराब होना Neale's Bail Token Block Instrument fail b. पोदनुर टाइप टोकनलेस ब्लॉक उपकरण खराब होना Podanur type token less Block Instrument fail

	on single line	c. डायोड टोकनलेस ब्लॉक उपकरण खराब होना Diodo's tokenless Block Instrument fail d. क्योसन टोकनलेस ब्लॉक उपकरण खराब होना Kyosan's tokenless Block Instrument fail
9.	असामान्य संचालन Abnormal working	a. अवरोधित लाइन पर गाड़ी लेना Reception of a train on obstructed line. b. बिना सिगलन वाली लाइन पर गाड़ी लेना Reception of a train on un signaled line.
10.	टीएसएल संचालन TSL working	a. पूर्ण ब्लॉक पद्धति में In Absolute block system b. स्वचल ब्लॉक पद्धति में In Automatic block system
11.	डबल लाइन पर संपूर्ण संचार व्यवस्था खराब होना All communication fail on double line	a. डबल लाइन पर संचार के साधन Means of communication on double line. b. संपूर्ण संचार व्यवस्था खराब होने पर संचालन ACF working c. संचार व्यवस्था पुनः स्थापित हो जाने पर कार्यवाही Working of trains when communication restores.
12.	सिंगल लाइन पर संपूर्ण संचार व्यवस्था ACF on Single line	a. संचार व्यवस्था प्रारम्भ करने की प्रक्रिया Procedure of opening communication b. गाड़ी को रवाना करने की प्रक्रिया Procedure of dispatching train c. एक से अधिक गाड़ी का लाइनक्लियर माँगना Demanding line clear for more than one train. d. संचार व्यवस्था प्रारम्भ हो जाने पर कार्यवाही Working of trains when communication restores
13	ब्लॉक उपकरणों की स्थिति Position of block Instrument	मटेरियल ट्रेन के संचालन के समय , मोटर ट्रॉली, टॉवर वैगन, ट्रेक मशीन कार्य के दौरान Working of Material Train, Motor Trolley, Tower Wagon, Track Machine.
14	अधिकार पत्रों को भरना Authority	अधिकार पत्रों को भरना Filling of Authorities

	filling	
15.	एस. एंड टी S&T	a. पैनल -विभिन्न बटनों, संकेतों, चाबी की सामान्य जानकारी Panel – general idea about various panel buttons, indications and keys.
		b. विभिन्न बटनों का संचालन operation of various buttons
		c. विभिन्न सिगनलों को ऑफ करना Taking off signals (Main, calling on, Shut)
		d. सिगनल कैंसल करना Signal cancellation
		e. रूट कैंसलेशन, ओवरलेप कैंसलेशन Route cancellation overlap cancellation
		f. ई.डब्ल्यू. एन. बटन का संचालन एवं सावधानी EWN operation and precaution
		g. पैनल पर लाल संकेत दिखड़ देने पर कार्यवाही Working of trains when panel showing red indication
		h. ई.यू.वाय.एन. कैंसलेशन एवं सावधानी EUYN, cancellation and precautions
		i. पैनल ब्लैक होने पर कार्यवाही working of trains during panel blank.
		j. पाइंट, ट्रेक सर्किट, एक्सल काउंटर खराब होने पर कार्यवाही Precautions while point, track circuit, axle counter failure.
16.	असामान्य संचालन का प्रैक्टिकल डेमॉन्स्ट्रेशन Practical demonstration on abnormal train working	a. अवरोधित ब्लॉक सेक्शन में सहायता इंजन भेजना Sending of Assisting Engine in obstructed block section
		b. ब्लॉक सेक्शन में अवरोध Obstruction in block section
		c. पावर ब्लॉक, इंजीनियरिंग ब्लॉक के दौरान सावधानियाँ Precautions while Power block Engineering block
		d. चार्ज लेने व देते समय ली जाने वाली सावधानियां Precautions while handing over and taking over charge.

पार्ट- बी (प्रथमोचार एवं नागरिकता सुरक्षा)

Part -B (First Aid and Civil defence)

Sr. No.	Topic विषय
1.	प्रथमोपचार के उद्देश्य Aims and object of first aid.
2.	श्वसन Respiration.
3.	गोल्डन अवर Golden hour.
4.	नागरिक सुरक्षा गतिविधियां, अग्नि शमन तथा अग्निशामक यंत्रों का उपयोग Civil defence activities, fire fighting, use of fire extinguishers.

Proposed Refresher Course of Cabin Master/Switchman**Duration – 09 working days**

S.No.	Description
1.	Transportation rules & foundation
2.	Working in electrified section
3.	C&W
4.	First Aid, Civil defence, Shramdan
5.	Examination (2 days)
	Total

रिफ्रेशर केबिन मास्टर

पार्ट – ए (यातायात)

Refresher Cabin Master Part - A (Traffic)

Sr.No	Topic
1.	<p>केबिन मास्टर की भूमिका – Role of Cabin Master</p> <p>a. स्टेशन रिकॉर्ड रखने में while maintaining station records.</p> <p>b. संरक्षा सुनिश्चित करने में while ensuring safety</p> <p>c. गाड़ी संचालन में In train operation</p> <p>d. गाड़ियों के समय पालन में Ensuring punctuality</p>
2.	<p>नियम पुस्तकों (सामान्य एवं सहायक नियम, दुर्घटना नियमावली, ब्लॉक संचालन नियमावली, परिचालन नियमावली) में सुधार, संशोधन</p> <p>Corrections, amendments in the rule books (G&SR, Accident manual, BWM, Operating manual)</p>
3.	गाड़ियों को लेने व रवाना करने संबंधी नियम Rules regarding reception and dispatch of train
4.	<p>एस एंड टी खराबियों के दौरान, नॉन इंटरलॉक कार्य, ओवरहॉलिंग, केबल मेगरिंग कार्य के दौरान ली जाने वाली सावधानियां Precautions during S&T failures and non interlock working / overhauling / cable maggering.</p>
5.	<p>इंजीनियरिंग, यातायात, मशीन ब्लॉक के दौरान तथा टॉवर वेगन संचालन, मोटर ट्राली संचालन, मटेरियल ट्रेन संचालन के दौरान ली जाने वाली सावधानियां</p> <p>Precautions during block (Engineering , Traffic, Machine) Tower wagon movement, Motor trolly movement, material train movement.</p>
6.	<p>विभिन्न अधिकार पत्रों को जारी करते समय ली जाने वाली सावधानियां</p> <p>Precautions while issuing various authorities.</p>

7.	शंटिंग संचालन के दौरान ली जाने वाली सावधानियां Precautions during shunting movements
8.	मानवीय भूल के कारण होने वाली दुर्घटनाओं को टालने के उपाय Measures for preventing accidents due to human failures.
9.	मॉडल रूम ट्रेनिंग – ब्लॉक ऑपरेशन, ब्लॉक बैक, ब्लॉक फॉरवर्ड, ब्लॉक उपकरणों की खराबी, बीपीएस, डाटालॉगर, एक्सल काउंटर, ट्रेक सर्किटींग Model room training – block operations, block back, block forward, failure of block instrument / BPAC, Data logger / axle counter / track circuiting
10.	पूर्ण ब्लॉक पद्धति एवं स्वचल ब्लॉक पद्धति में असामान्य संचालन के दौरान ली जाने वाली सावधानियां (टीएसएल, ट्रेन पार्टिंग, ट्रेन डिवाइडिंग, एसीएफ, अवरोधित ब्लॉक सेक्शन सहायता इंजन भेजना) Precautions during abnormal working in absolute and automatic block system (TSL, ACF, Train Parting, Train Dividing, Sending of assisting engine in obstructed block section)
11.	<p>केबिन मास्टर द्वारा की जाने वाली कार्रवाई –</p> <ol style="list-style-type: none"> गाड़ी में किसी प्रकार की असामान्यता होने पर (हॉट एक्सल, फ्लैट टायर, ओपन डोर, हैंगिंग पार्ट, लोड शिफ्टिंग) गाड़ी के ब्लॉक सेक्शन में विलंबित होने पर रेलपथ में खराबी होने पर ओएचई में खराबी होने पर जानवर के गाड़ी से कट जाने पर किसी व्यक्ति के गाड़ी से कट जाने पर ओडीसी संचालन के दौरान धुंध एवं कोहरे के मौसम में <p>a. Action taken by Cabin Master during – noticing any abnormal on the train (Hot axle, flat tyre, open door,</p>

	hanging part, load shifting) b. train delayed into block section, c. track defect / d. OHE failures, e. cattle run over, f. man run over, g. ODC movement, h. foggy weather.
12.	दुर्घटना हो जाने पर केबिन मास्टर के कर्तव्य Duties of Cabin Master during accident
13.	अपघात प्रबंधन Disaster management
14.	आरआरआई, एसएसआई, पेनल इंटरलॉकिंग, इंटरलॉकिंग के स्टैंडर्ड RRI, SSI, Panel Interlocking, Standard of Interlocking.
15.	ओएचई आइसोलेटर संचालन एवं सावधानियां OHE – Isolator operation and precautions.
16.	बैंकर इंजन संचालन, घाट संचालन Banker operation, Ghat working
17.	पेनल संचालन (सामान्य एवं असामान्य संचालन) Panel operation (in normal and abnormal condition)
18.	लिवर फ्रेम का संचालन Lever frame working
19.	स्टेशन संचालन नियम – परिचय एवं उसका वास्तविकता से मिलान Introduction of SWR and matching of SWR with ground reality.
20.	सूचना प्रौद्योगिकी का परिचय Introduction with IT

पार्ट – बी (प्रथमोपचार एवं नागरिक सुरक्षा)

Part – B (First Aid and Civil defence)

Sr.No	Topic विषय
1.	प्रथमोपचार के उद्देश्य Aims and object of first aid.
2.	श्वसन Respiration.
3.	गोल्डन अवर Golden hour.
4.	नागरिक सुरक्षा गतिविधियां, अग्नि शमन तथा अग्निशामक यंत्रों का उपयोग Civil defence activities, fire fighting, use of fire extinguishers.

पार्ट - सी (सेफटी कैम्प)

Part - C (Safety camp)

Sr.No	विषय Topic
1.	दुर्घटनाओं के कारण एवं निवारण के उपाय Causes of accidents and remedial measures.
2.	घटित दुर्घटना के कारणों का अध्ययन Accident case studies
3.	अप्रत्याशित घटनाएँ Untoward incidents
4.	अनुग्रह राशि का भुगतान Ex-gratia payment
5.	मानवीय भूल Human failures.
6.	ड्रंकनेस पॉलिसी Drunkenness policy
7.	दुर्घटनाओं को रोकने के लिए भारतीय रेल द्वारा किये गए प्रयास Measures taken by Indian Railways for preventing accidents.
8.	सेफटी इंफॉर्मेशन मैनेजमेंट सिस्टम Safety information management system.
9.	विभिन्न घटित दुर्घटनाओं का अध्ययन एवं विश्लेषण, प्रशिक्षार्थियों का सहभाग,

	सरंक्षा प्रश्न मंच, सेफटी सेमिनार Discussion on various case studies, participation of trainees, safety quiz, safety seminars.
10.	आतंकी गतिविधियां एवं उनसे निपटने के उपाय Threat Perception & Emergency Response

Lesson Plan of Pro. TNC

प्रो ट्रेन्स क्लर्क पार्ट – ए (यातायात)

Probationary Trains Clerk Part - A (Traffic) – 18 days

S.N	शीर्षक Topic	Hrs.
1.	भारतीय रेल का इतिहास एवं प्रगति History and development of Indian Railway	3.00
2.	भारतीय रेल का संगठन Organization of Indian Railways	
3.	परिचालन विभाग का सेट अप Set up of Transportation department.	3.00
4.	सभी विभागों के सामान्य कार्य General functions of all departments.	
5.	रेल सेवा आचरण नियम तथा अनुशासन एवं अपील नियम Railway service conduct rules and DAR	3.00
6.	पास तथा छुट्टी नियम, एचओईआर Pass and leave rules, HOER	
7.	सामान्य एवं सहायक नियम, ब्लॉक संचालन नियमावली, दुर्घटना नियमावली, परिचालन नियमावली, स्टेशन संचालन नियम इत्यादि का परिचय तथा सामान्य जानकारी Introduction, General idea about G&SR, BWM, AM, operating manual, SWR etc.	1.30
8.	सामान्यतः रेल सेवकों पर लागू होने वाले नियम Rules applying to Railway servants generally	
9.	महत्वपूर्ण परिभाषाएं Important Definitions	4.30
10.	सिगनलों का सामान्य परिचय General idea about Signals	4.30
11.	गाड़ी संचालन पद्धतियां Systems of working	1.30
12.	संचालन समय सारणी Working time table.	1.30
13.	ट्रेन्स क्लर्क से संबंधित प्राधिकार पत्र Authorities related with TNC	
14.	वाहनों को सुरक्षित करना, गाड़ी/इंजन को स्टेबल करना तथा क्लियर करते समय सावधानियां Securing of vehicles, stabling train / loco, precautions while clearing stable load.	3.00
15.	लांग हॉल ट्रेन आपरेशन Long haul train operation	3.00
16.	हॉट एक्सल, फ्लैट टायर, ब्रेक बाइंडिंग, ओपन डोर, हैंगिंग पार्ट Hot Axle / Flat tyre / brake binding / open door / hanging part	
17.	ट्रेन्स क्लर्क के कर्तव्य Duties of TNC - a. यार्ड पोजीशन टेलीफोन पर रीपीट करना Repeating yard position b. आउट रिपोर्ट देना Out report c. यार्ड बैलेंस तैयार करना Keeping yard balance d. लोड टनेज की गणना Calculating load tonnage	3.00

	e. व्हीकल गाइडेंस तैयार करना Preparing vehicle guidance f. रेक / लोड को परीक्षण हेतु देना तथा परीक्षण के पश्चात सावधानियां Offering of rake / load for examination / precaution after examination	
18.	स्टेशन / यार्ड / कंट्रोल ऑफिस में रखे जाने वाले रजिस्टर Registers maintained at station / yard / control office	1.30
19.	गाड़ी परिचालन में ट्रेन्स क्लर्क की भूमिका Role of TNC in train operation.	3.00
20.	गाड़ी संचालन से संबंधित महत्वपूर्ण नियम Important rules regarding working of trains.	
21.	कंट्रोल संगठन के कार्य Function of control organization.	1.30
22.	स्टेशन / यार्ड / कंट्रोल ऑफिस के क्रिया कलाप Activities in station / yard / control office	
23.	विभिन्न प्रकार के कोचिंग एवं गुड्स स्टॉक Various types of coaching and goods stock.	1.30
24.	ब्रेक प्रमाणपत्र, गाड़ियों का परीक्षण BPC, Examination of train.	1.30
25.	इंजन तथा ब्रेकयान में एयर प्रेशर की मात्रा Amount of Air Pressure in Loco and brake van.	1.30
26.	कंटीन्यूटी टेस्ट Continuity test.	
27.	ओडीसी संचालन ODC movement	1.30
28.	सेंसस, स्टॉक रिपोर्ट Census, stock report.	
29.	मालगाड़ी संचालन, गाड़ियों को आर्डर करना, गाड़ियों का प्रस्थान पूर्व विलंब कारण एवं निवारण Goods train operation, Train ordering, pre departure detention causes and remedial measures.	1.30
30.	डिविजनल वैगन बेलेंस Divisional wagon balance	1.30
31.	इंटरचेंज Interchange	
32.	शंटिंग प्रतिबंध Shunting precautions	1.30
33.	यार्ड संकुचन Yard congestion	
34.	वेगन पुल Wagon pool	1.30
35.	वेगन टर्न राउंड, थ्रूपुट Wagon turn round, Throughput	
36.	ऑपरेटिंग स्टेटिस्टिक्स, ऑपरेटिंग रेशो Operating statistics, Operating Ratio	1.30
37.	मॉर्निंग पोजीशन, एफएटीओ Morning position, FATO	
38.	कोचिंग एवं गुड्स गाड़ियों की मार्शलिंग, घाट मार्शलिंग, रेक लिंक Marshalling of goods and coaching trains, Ghat Marshalling, rake link.	1.30

39.	रिमुवल एवं प्लेसमेंट Removal and placement	
40.	जीडीआर, सेफ टू रन सर्टिफिकेट, ओवरलोडिंग, अनइव्हन लोडिंग GDR, Safe to run certificate, uneven and overloading,	3.00
41.	लोड टेबल, एक्सल लोड, बैंकिंग इंजन की आवश्यकता Load table, axle load, requirement of banker engine.	
42.	क्लोज सर्किट रेक, प्रीमियम रेक, एंड टू एंड रेक, कंटेनर रेक Close circuit rakes, Premium, end to end rake and Container rakes.	
43.	स्थान शुल्क एवं विलंब शुल्क, स्टेकिंग Wharfage and demurrage, stacking	1.30
44.	गाड़ियों का समयपालन Punctuality of trains	1.30
45.	इंजन उपयोगिता, फ्रेट आउटेज Engine usage, freight outage	1.30

पार्ट – बी (सूचना प्रौद्योगिकी) - Part - B (Information technology)

1.	भारतीय रेल पर कंप्यूटराइजेशन Computerization on Indian Railways	24.00
2.	एफओआइएस – आर एम एस / टीएमएस / सीओआइएस / आइसीएमएस / पीएएम FOIS – RMS/TMS, COIS, ICMS,PAM	
3.	सीएमएस CMS	
4.	सीओए COA	
5.	यूटीएस , पीआरएस UTS,PRS	
6.	ट्रेन मैनेजमेंट सिस्टम Train management system (TMS)	
7.	एसीडी, टीसीएस ACD, TCAS	
8.	एस.ए.टी.एस.ए.एन.जी SATSANG	

पार्ट – सी (प्रथमोपचार एवं नागरिक सुरक्षा)

Part – C (First Aid and Civil defence)

Sr.No	Topic विषय	Hrs
1.	प्रथमोपचार के उद्देश्य Aims and object of first aid.	3.00
2.	श्वसन Respiration.	3.00
3.	गोल्डन अवर Golden hour.	3.00
4.	नागरिक सुरक्षा गतिविधियां, अग्नि शमन तथा अग्निशामक यंत्रों का उपयोग Civil defence activities, fire fighting, use of fire extinguishers.	3.00

		Training Module for Pro. TNC.	Days	Hours
Part A	1.	Transportation Rules (G&SR)	10	60
Part B	2.	IT (FOIS etc.)	4	24
Part C	3.	First Aid and fire fighting	2	12
Part D	4.	Study tour	1	6
Part E	5.	Examination (written 1 Paper 100 marks Transportation)	1	6
		TOTAL	18	108

Lesson Plan for Supervisor of Track Maintenance Machine – G&SR Training

प्रारंभिक टीटीएम सुपरवाइजर - पार्ट - ए (यातायात)

Initial TTM Supervisor - Part - A (Traffic) - days 12

Sr.No	विषय Topic	Hrs.
1.	स्टेशनों का वर्गीकरण, सिगनल, प्रकार एवं संकेत, इंटरलॉकिंग के स्टेण्डर्ड Classification of stations, Signals, types and their indication, standard of interlocking.	6.00
2.	ट्रेक मशीनों के प्रकार Types of track machines	3.00
3.	ट्रेक मशीन में उपलब्ध संरक्षा उपकरण Safety equipment available on track machine	3.00
4.	मशीन योग्यता प्रमाणपत्र Machine competency certificate	1.30
5.	प्रस्थान प्राधिकार Authority to proceed.	1.30
6.	खराब सिगनल Defective signals	3.00
7.	विभिन्न परिचालनिक फार्म Different Operating Forms	3.00
8.	शंटिंग सावधानियां Shunting precautions	3.00
9.	खराब रेलपथ Defective permanent way	1.30
10.	गाड़ियों को लेना व रवाना करना Reception and Dispatch of trains	3.00
11.	पूर्ण ब्लॉक पद्धति, स्वचल ब्लॉक पद्धति Absolute block system, Automatic block system	4.30
12.	ब्लॉक के दौरान ट्रेक मशीनों का संचालन Working of Track Maintenance Machines during block.	4.30
13.	टीटीएम के फेल होने / दुर्घटनाग्रस्त होने पर कार्रवाई, टीटीएम परमिट, टीटीएम को स्टेशन / साइडिंग में स्टेबल करना Failure and accident of TTM, TTM permit. Stabling of TTM at a station / siding	4.30
14.	नियम पुस्तकों (सामान्य एवं सहायक नियम, दुर्घटना नियमावली, ब्लॉक संचालन नियमावली, परिचालन नियमावली) में सुधार, संशोधन, संचालन समय सारणी Corrections, amendments in the rule books (G&SR, Accident manual, BWM, Operating manual)working time table.	4.30
15.	विभिन्न प्रकार के अधिकार पत्र मिलने पर ली जाने वाली सावधानियां Precautions while receiving various authorities	1.30
16.	पूर्ण ब्लॉक पद्धति एवं स्वचल ब्लॉक पद्धति में असामान्य संचालन के दौरान ली जाने वाली सावधानियां (एसीएफ, टीएसएल) Precautions during abnormal working in absolute and automatic block system (TSL, ACF)	4.30
17.	विभिन्न प्रकार के इंजन सीटी संकेत Different Engine whistle codes.	1.30
18.	दुर्घटना होने पर टीटीएम सुपरवाइजर के कर्तव्य Duties of TTM supervisor during	3.00

	accident	
19.	अपघात प्रबंधन Disaster management	3.00
20.	मॉडल रूम – विभिन्न क्लास के स्टेशनों का जनरल आइडिया Model room – general idea of various class of stations.	6.00
	Total	66.00

Training Module for Initial TTM Supervisor			Days	Hours
	1	Transportation Rules (G&SR)	11	66
	2.	Examination (1 Paper & Relieving)	1	6
		TOTAL	12	72

Zonal Railway Training Institute Central Railway, Bhusawal

SESSION PLAN FOR TOWER WAGON DRIVER

Code	:	TPT – 34
Unit Modules to be covered	:	01
Eligibility	:	Tower Wagon Driver for G&SR Training.
Objectives	:	To educate the participants G & SR, operating instruction of Tower Wagon.
Resources	:	Lecture / LCD Projector / Model Room / Safety films.
Duration	:	15 Working days i.e. 120 periods of 45” each. (90 Working hours)

Sl. No	Unit Module	Code No.	Periods	Hours
01	Introduction and Transportation Rules	TPT – 34/A	104	78.00
02	Study Tour	-	08	06.00
03	Examination	-	08	06.00
TOTAL			120	90’00”

Zonal Railway Training Institute Central Railway, Bhusawal

SESSION PLAN FOR TOWER WAGON DRIVER

Unit Module - 01

Code	:	TPT – 34
Subject	:	General and Subsidiary Rules
Objectives	:	To educate the participants with regard to their Responsibilities in working.
Resources	:	Lecture / LCD Projector / Model Room / Safety films.
Duration	:	104 periods of 45” each. (78 Working hours)

Sl. No.	Lesson	Sub - Lesson	Methods				Time
			LEC	DIS	PRA	Q&A	
01	Definitions	a) Important definitions	60”	20”	-	10”	90”
		b) Important definitions	60”	20”	-	10”	90”
		c) Classification of Stations	60”	20”	-	10”	90”
02	Duties of Railway men	Rules applying to Railway Servants generally	60”	20”	-	10”	90”
03	Signals	a) Approach signals	60”	20”	-	10”	90”
		b) Departure signals	60”	20”	-	10”	90”
		c) IBS signal	60”	20”	-	10”	90”
		d) Hand signals	60”	20”	-	10”	90”
		e) Detonating signals	60”	20”	-	10”	90”
		f) Subsidiary signals	60”	20”	-	10”	90”
04	Boards and Indicators	Traffic & Engineering Boards & indicators	60”	20”	-	10”	90”
05	Defective Signals	a) Approach signals defective	60”	20”	-	10”	90”
		b) Departure signals defective	60”	20”	-	10”	90”
		c) Defective IBS and subsidiary signals	60”	20”	-	10”	90”

06	Shunting	a) Types and speed	60''	20''	-	10''	90''
		b) Rules & Precautions	60''	20''	-	10''	90''
07	Authorities, Whistle code	Different Operating Forms and Whistle code	60''	20''	-	10''	90''
08	Working of Trains generally	a) Speed of trains	30''	10''	-	05''	45''
		b) Caution Order	60''	20''	-	10''	90''
		c) WTT / SWR	60''	20''	-	10''	90''
		d) Corridor Blocks	60''	20''	-	10''	90''
		e) Working of trains in electrified sections	90''	30''	-	15''	135''
09	Exchange of signals	Importance and procedure	60''	20''	-	10''	90''
10	Reception and dispatch of trains	a) Reception of trains	60''	20''	-	10''	90''
		b) Dispatch of trains	60''	20''	-	10''	90''
11	Systems of working	c) Absolute block system	60''	20''	-	10''	90''
		d) Automatic block system	60''	20''	-	10''	90''
		e) One train only system	60''	20''	-	10''	90''
12	Working of Tower Wagon.	a) Responsibilities while working	60''	20''	-	10''	90''
		b) Safety Equipments	60''	20''	-	10''	90''
		c) Rules for operation – Work and proceed on single line	60''	20''	-	10''	90''
		d) Rules for operation – Work and return on single line	60''	20''	-	10''	90''
		e) Rules for operation – Work and proceed on double line	60''	20''	-	10''	90''
		f) Rules for operation – Work and return on double line	60''	20''	-	10''	90''
		g) Train delayed in section.	60''	20''	-	10''	90''
		h) Protection	60''	20''	-	10''	90''
		i) Failure and accidents	60''	20''	-	10''	90''
		j) Duties of Driver starting to destination.	60''	20''	-	10''	90''
13	Stabling of Tower Wagon	Stabling of Tower wagon at a station / siding	60''	20''	-	10''	90''
14	Abnormal Working	a) ACF on D / Line	60''	20''	-	10''	90''
		b) ACF on S / Line	60''	20''	-	10''	90''
		c) TSL on D / Line	60''	20''	-	10''	90''
15	Disaster Management	Objectives, Hooter code and Target time	60''	20''	-	10''	90''

16	Accident	a) Definition & Types	60''	20''	-	10''	90''
		b) Serious accident	60''	20''	-	10''	90''
		c) Duties	60''	20''	-	10''	90''
17	Personal Stores	Loco pilot personal stores.	60''	20''	-	10''	90''
18	Model Room	a) General outlook	-	-	90	-	90''
		b) Model room	-	-	90	-	90''
		c) Working of Trains	-	-	90	-	90''
19	First Aid	First Aid	60''	20''	-	10''	90''
20	Civil Defence	Civil Defence	60''	20''	-	10''	90''
TOTAL			2940''	980''	270''	490''	78'00''

Zonal Railway Training Institute

Central Railway, Bhusawal

SESSION PLAN FOR ELECTRICAL AND MECHANICAL SUPERVISORS.

Module No	- TPT - Spl
UNIT MODULES TO BE COVERED	- 02
ELIGIBILITY	- All Electrical and Mechanical Supervisors
OBJECTIVES	- To refresh the participant knowledge about various Rules & provision of the General and subsidiary rules (G& SR), Operating Manual, Accident Manual with special emphasis on abnormal.
RESOURCES	- Lecture / LCD /White Board/ Model Room/Safety film/Field.
DURATION	- 18 Working Days – 144 Periods (45”each). 108Hrs

U.M. No.	SUBJECT	CODE	PERIODS	TIME (hrs)
1.	Traffic (Trans. and Comml.)	Spl.	128	96.00
2.	Examination	-	16	12.00
Total			144	108.00

Zonal Railway Training Institute Central Railway, Bhusawal

(Session Plan for Electrical and Mechanical Supervisors.)

CODE	-	TPT – Spl.
Unit Modules to be covered	-	01
SUBJECT	-	Traffic (Transportation and Commercial)
OBJECTIVES	-	Participant will be able to upgrade the knowledge about Traffic Transportation and Commercial subjects.
RESOURCES	-	Lecture/White Board/LCD/ Model Room
TIME	-	128 Periods, (45'' each) time 96 hrs.

S.No.	LESSON	SUBLESSON	METHODS				TIME
			LEC	DIS	PRA	Q&A	
01	Organisation of operating department	a) Introduction	60''	20''	-	10''	90''
		b) Divisional organisation	60''	20''	-	10''	90''
		c) Zonal organization	60''	20''	-	10''	90''
		d) Railway Board organisation	60''	20''	-	10''	90''
02	G & SR	a) Definitions 1-20	60''	20''	-	10''	90''
		b) Definitions 21-40	60''	20''	-	10''	90''
		c) Definitions 31-60	60''	20''	-	10''	90''
		d) Rules applying to RS	60''	20''	-	10''	90''
		e) WTT, PTT	60''	20''	-	10''	90''
		f) Speed	60''	20''	-	10''	90''
		g) Equipment	60''	20''	-	10''	90''
		h) ODC / ISMD	60''	20''	-	10''	90''
		i) Train Papers	60''	20''	-	10''	90''
		j) Station Working Rules	60''	20''	-	10''	90''
		k) Shunting	60''	20''	-	10''	90''
		l) Securing of vehicles	60''	20''	-	10''	90''
03	Safety Rule	a) Correction slips	60''	20''	-	10''	90''
		b) Safety circulars	60''	20''	-	10''	90''
		c) Load table	60''	20''	-	10''	90''
		d) Power & traffic blocks	60''	20''	-	10''	90''
		e) Continuity test & BPC	60''	20''	-	10''	90''
		f) Working and operation of AB stock	60''	20''	-	10''	90''
		g) Hot axle, brake binding and flat tyre	60''	20''	-	10''	90''

		h) JPOs/Mechanical circulars	60''	20''	-	10''	90''
04	Classification of stations	a) Classification – Minimum equipment of signals	60''	20''	-	10''	90''
		b) Important authorities	60''	20''	-	10''	90''
		c) Important whistle code	60''	20''	-	10''	90''
		d) Reception and dispatch of trains	60''	20''	-	10''	90''
05	Systems of working	a) Absolute block system	60''	20''	-	10''	90''
		b) Automatic block and one train only system	60''	20''	-	10''	90''
06	Signals of all type	a) Permissive and Stop signals	60''	20''	-	10''	90''
		b) Subsidiary signals	60''	20''	-	10''	90''
		c) Hand signals	60''	20''	-	10''	90''
		d) Detonator signals	60''	20''	-	10''	90''
07	Working of Control Organisation	a) Central control – Goods	60''	20''	-	10''	90''
		b) Emergency control – Coaching	60''	20''	-	10''	90''
		c) Liaison with Traffic Control	60''	20''	-	10''	90''
		d) Liaison with other controls	60''	20''	-	10''	90''
08	Abnormal Working	a) All communication failure	60''	20''	-	10''	90''
		b) b.Temporary single line working	60''	20''	-	10''	90''
		c) Protection rules	60''	20''	-	10''	90''
		d) Fire - prevention	60''	20''	-	10''	90''
09	Line Capacity and Operating Statistics	a) Line capacity	60''	20''	-	10''	90''
		b) Operating Statistics	60''	20''	-	10''	90''
10	Accident Management	a) Accident – types	60''	20''	-	10''	90''
		b) Disaster management	60''	20''	-	10''	90''
		c) Measurements – Engineering	60''	20''	-	10''	90''
		d) Measurements – AC Loco	60''	20''	-	10''	90''
		e) Measurements – DSL Loco	60''	20''	-	10''	90''
		f) Measurements – C & W	60''	20''	-	10''	90''
		g) Inspection	60''	20''	-	10''	90''
		h) Accident Inquiry	60''	20''	-	10''	90''
11	Working of commercial department	a) Organisation, branches, types of traffic	60''	20''	-	10''	90''
		b) Goods traffic	60''	20''	-	10''	90''
		c) Coaching traffic	60''	20''	-	10''	90''
		d) Ticket checking and luggage	60''	20''	-	10''	90''

12	Customer Care	a) Business of railways, attitude of employees, Public relations, PGRM.	60''	20''	-	10''	90''
		b) Complaints – reasons, complaint books, modes of lodging complaints, clearance.	60''	20''	-	10''	90''
		c) Motivation and listening skills, decision making, problem solving.	60''	20''	-	10''	90''
		d) Courtesy, leadership, discipline, passenger amenities	60''	20''	-	10''	90''
13	Review	a) Open / Group Discussions	60''	20''	-	10''	90''
		b) Presentations	60''	20''	-	10''	90''
		c) Communication Skills	60''	20''	-	10''	90''
		d) Team Work and Feed Back	60''	20''	-	10''	90''
TOTAL			3840''	1280''	-	640''	96'00''

Zonal Railway Training Institute Central Railway, Bhusawal

(Session Plan for Electrical and Mechanical Supervisors.)

CODE – TPT – Spl.

Unit Modules to be covered - 02

Examination - Theory and Practical

Time - 12 hours

01.	Examination	a. Theory	-	-	-	-	360''
		b. Practical	-	-	-	-	360''
TOTAL							12'00''