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Azadi Ka
Amrit Mahotsav



आधुनिक रेल डिब्बा कारखाना , रायबरेली
MODERN COACH FACTORY, RAEBARELI
(Personnel Department)

कार्यालय,
महाप्रबंधक (कार्मिक),
आरेडिका, रायबरेली-229120

NOTE

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

Ref: Railway Board's letter no. 2025/E(Trg.)/41/39 Dated 02.01.2026
(RBE No.01/2026)

Copy of Railway Board's letter No. 2025/E(Trg.)/41/39 Dated 02.01.2026 Instructions regarding Committee for selection of Instructors/Trainers in Training Institutions, is annexed herewith for kind information & guidance please.

DA:- As above

No. E/MCF/RBL/Policy/2026

Date: 21.01.2026


21/1/26

Assistant Personnel Officer/Staff
For General Manager (P)

Copy to: For kind information please:

1. Secy. to GM/MCF/RBL.
2. All PHODs/HODs, Dy. HODs/MCF/RBL
3. The General Secretary, OBC & SC/ST Association/MCF/RBL
4. Ch.OS/NG-I,NG-II,NG-III,Ch.OS(Cor.),Ch.OS/MPP& All Dealer /P. Branch/MCF/RBL.
5. All Notice Board of shop Floor/MCF/RBL
6. PS to PCPO for uploading on MCF website please.





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



International Year
of Cooperatives
Cooperatives Build
a Better World

2025/E(Trg.)/41/39

New Delhi, Dated: As signed

The Director General,
All Centralized Training Institute.

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

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

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

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

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

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

Kindly acknowledge receipt.

D.A.:As Above.

Digitally signed by
SUSHIL KUMAR SINGH
Date: 02-01-2026
11:14:44

(Sushil Kumar Singh)
Director, Estt. (Training)
Railway Board.

Ph No. 011-23045580

Email: ngtraining2024@gmail.com

2025/E(Trg.)/41/39

New Delhi, dated: As Signed

Copy to:

- 1) The General Secretary, NFIR, 3 Chelmsford Road, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 2) The General Secretary, AIRF, 4 State Entry Road, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 3) The Secretary General, FROA, R.No.256-A, Rail Bhavan, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 4) The Secretary General, IRPOF, R.No.268, Rail Bhavan, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 5) All Members, Department Council & Secretary Staff side National Council 13-C, Feroz shah Road, New Delhi (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 6) The Secretary General, AIRPF Association, Room No.256-D, Rail Bhavan, New Delhi (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 7) General Secretary, All India SC & ST Railway Employees Association, 171/B-3, Basant Lane Railway Colony, New Delhi (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).

**Digitally signed by
Tejendra Singh
Date: 02-01-2026
16:29:37**

For Principal Executive Director (IR) /Railway Board

Copy to:

- i) PS & ED(PG) to MR, MoSR (S) & MoSR (R)
- ii) PSO/Sr.PPS to CRB, MF, M(Infra.), M(TRS), M(O&BD), DG(HR), DG(RHS) & DG(RPF)
- iii) Sr.PPS/PPS/PS to AM(Budget), AM(CE), AM(C&IS), AM(Comml.), AM(E&HM), AM(Fin), AM(HR), AM(L&A), AM(Mech.), AM(Plg.), AM(Project), AM(PU), AM(RS), AM(Sig.), AM(Staff), AM(Traction), AM(T&C), AM(Tele), AM(TT), AM(Works), PED(Vig.), PED(Safety), PED(Coaching), LA,
- iv) ED(Plg.), ED(Accts.), EDCE(B&S), EDCE(G), EDCE(Plg.), ED(CHG), ED(CC), ED(C&IS), ED(E&R), EDEE(Dev), EDEE(G), EDEE(M), EDEE(RS), EDE, ED(RRB), PEDE(N), EDE(Res), EDF, EDF(B), EDF(X)I, EDF(X)II, ED(H), JS(C), EDME(Chg.), EDME(Fr.), EDME(PU&W), ED(PC)I, ED(PC)II, EDRE, ED(Safety), ED(Safety)-II, IG./RPF(Hqs), ED(Sig.), ED(SP), EDRS(G), EDRS(S), ED(TD), EDTC(R), EDCE(P), ED(PM), ED(FM), EDPG, EDTT(F), EDTT(S), EDV(E), EDV(Elect), EDV(T), EDVE(S), ED(W).
- v) Chief Commissioner of Railway Safety, 3rd Floor, TA Office, State Entry Road, New Delhi-55.
- vi) E(NG)I, E(NG)II, E(G), F(E)I, F(E)II, F(E)III, E(SCT)I, E(SCT)II branches of Railway Board.

Training Branch, Room No. 359-C, 3rd Floor, Rail Bhawan, Ministry of Railways, Raisina Road, New Delhi-110 001



MCF/REBL

Annexure

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(Railway Board)

Manual on Management of Training
(June 1998)

Advance Correction Slip No : 01/2026

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

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

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

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

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