



EAST COAST RAILWAY

मुख्य कार्मिक अधिकारी का कार्यालय/
Office of the Principal Chief Personnel Officer
Rail Sadan, IInd Floor, Bhubaneswar-751 017

स्थापना क्रमांक/ Estt. Srl. No. 201/2017
पूतरे/कार्मिक/आर/ECOR/Pers/R/MPP

RBE No-194/2017
Date: 17.01.2018

सेवा में, सभी प्रमुख विभागाध्यक्षों/समन्वयक विभागाध्यक्षों, पू त रे/भुवनेश्वर
मं.रे.प्र/व.मं.का.अधिकारी/मं.का.अधिकारी-खोरधारोड,वालातेरु, संबलपुर,
मु.कारखाना प्रबंधक/कारखाना कार्मिक अधिकारी- मंचेश्वर, अतिरिक्त रजिस्ट्रार/रेल दावा अधिकरण,
महा सचिव/इकोर श्र. कां., महा सचिव/इकोर श्र. यू.,
महा सचिव/एआई ओ बी सी आर ई ए, महा सचिव/ ए आई एस सी एस टी आर ई ए

विषय /Sub: Revision of training period of Junior Engineers of Printing Press in Indian Railways (directly recruited through RRB) at par with other Departments.

पूतरे के विषय क्रमांक/ECOR's Subject Serial No-MPP-11/2017

उपर्युक्त विषय पर बोर्ड पत्र सं E(MPP)2017/3/3 दिनांक 08.12.2017 की प्रतिलिपि सूचना, मार्गदर्शन एवं आवश्यक कार्रवाई हेतु अग्रेषित है।

A copy of the Board's Letter No-E(MPP)2017/3/3 dated -08.12.2017 on the above quoted subject is forwarded herewith for information, guidance and necessary action.

Encl: As above,

(Souvik Saha)
Asstt. Personnel Officer(HQ)
For Principal Chief Personnel Officer

प्रतिलिपि प्रेषित/Copy to :

- 1) महाप्रबंधक के सचिव/पूर्व तट रेलवे, भुवनेश्वर
- 2) मुकाधि/मुकाधि(प्रशा.), उप म.प्र. अध्यक्ष(रेलवे भर्ती प्रकोष्ठ)
- 3) उप मुख्य प्रबंधक(सू.प्रौ), उप मुकाधि(औ.सं.एवं कल्याण), वकाधि(इंजी.)
- 4) वकाधि(मुख्या.), वकाधि(स्टाफ), वकाधि(राज. एवं न्याया.)
- 5) मुकाधि के निजी सचिव/सहा.कार्मिक अधि.(मुख्या.-1),सहा.कार्मिक अधि.(कल्याण), सहा.कार्मिक अधि.(बिल), सहा.कार्मिक अधि.(भर्ती)

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PCPO

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सचिव/Secy.

सहायक/Asst.

दिनांक/Date

21 DEC 2017



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

RBE No. 194/2017

No. E(MPP)2017/3/3

New Delhi, Dated 08 .12.2017

ECOR

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

**The Directors,
IRITM/Lucknow
IRIEEN/Nasik
IRIMEE/Jamalpur
IRICEN/Pune
IRISET/Secunderabad
DG/NAIR/Vadodara
ED/CAMTECH/Gwalior**

As/R
D. UO/TE
12/12/17
10/11

Sub: Revision of training period of Junior Engineers of Printing Press in Indian Railways (directly recruited through RRB) at par with other Departments.

Ministry of Railways (Railway Board) had constituted a Committee to review the Training period of Junior Engineers (direct recruited through RRB) of Printing Press at par with other Departments and with the approval of Board (MS), it has been decided to revise the existing training module.

2. Keeping in view the constant technological changes, emphasis on in-depth practical knowledge and skill to reflect in performance of trained Junior Engineers of Printing Press, the training period of Junior Engineer of Printing Press has now been reduced to 12 months from existing training period of 18 months. Out of 12 months, 3 months are being allocated for industrial training which is to be provided in reputed private printing presses.

3. Detailed training Module is enclosed herewith. Kindly acknowledge receipt.

D.A.: As above

(Signature)
8/12/17

**(Mahendra Kumar Gupta)
Director/MPP
Railway Board.**

**Training Module for JE/Printing in Indian Railways
(Directly Recruited JE/Printing through RRB)**

S/No	Description	Period
1	<u>Basic Orientation</u> General Introduction to Indian Railways-brief history, salient features, organization structure, introduction to store department, organizational structure, functions, salient features, role of printing press in Railway working, keep priority, challenges etc.	02 Weeks
2	<u>Establishment Activities</u> Leave rules, D&AR rules, Pass & PTO Rules, Recruitment rules for technical staff of printing press. TA/DA rules, Factory Act and Apprentices Act.	03 Weeks
3	<u>Stores Activities</u> Indent preparation, receipt of material, issue notes, gate pass etc. Recoupment of stores for individual sections and follow up till receipt of material. Initiating notes for procurement actions.	02 Weeks
4	<u>Pre Press: DTP Section</u> DTP system for printing jobs, scanners, printers, printouts, layout, page makeup, imposition scheme for book work. Colour separation for multi colour printing. Preservation of Positives of various jobs in Electronic, mode.	
5	<u>Processing and Offset Plate Making</u> Offset Plate varieties (grained & Pre-sensitized) and suitability of plates for various jobs, plate preparation for light exposing, various light sources, automatic plate exposure, plate processor and plate washing machines. Plate making chemicals, Image developer and fixer on plates. Preservation of offset plates and chemicals and their disposal.	02 Weeks
6.	<u>Machine Section</u> Types of printing machines available. Letter press, offset and polymer plate technology printing machines. Functions of various printing machines and type of jobs printed on these machines. Size of the printing machine including cutoff, cylinder width, number of units and delivery system, lubrication method and cleaning methods. Spare parts and consumable requirement. Training programme for machine man categories. Proposals for spare and consumables.	08 Weeks
7	<u>Binding Section</u> Various types of binding used and jobs processed. Binding machines available and their working system. Receipts of printed sheets and distribution of work to the staff of binding department. Dispatch of finished products to consignee and records maintained for the same. Spare parts for the binding machines and consumable required for binding purpose. Indenting of material and receipt of same from stores department. Initiating proposals for procurement of various items.	08 Week

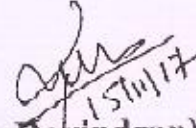
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8	<u>PRS/UTS Ticket Printing</u> Functioning of Rotatek ticket printing machine. Jobs printed on this machine, capacity and output. Special requirement for this machine including consumables. Serial number allotment and accountal of printed tickets, dispatch of tickets. Security aspects followed in printing of PRS/UTS tickets.	08 Weeks
9	<u>Printed Card Tickets</u> Indents, receipts, polymer plate preparation, printing, counting, checking and dispatch of tickets, Numbering system followed for printed card tickets.	02 Weeks
10	<u>Maintenance Section</u> Knowledge of various printing and binding machines and equipments available in the printing press. Details of machines available for maintenance and staff details to operate these machines. Procurement of spare parts, stocking of same, distribution to individual machines and maintenance of records. Indenting of kerosene, lubricants, lubricants, diesel and petrol, etc. POH and AMC programme for machines.	03 Weeks
11	<u>Training at Private Printing Presses</u> (to be organized by the concerned Railway in their respective jurisdiction) Training in offset printing, security printing and binding	12 Weeks
Total Training Period		52 Week


 (M.K Gupta)
 Director (MPP)
 Convener


 (C. Ravindran)
 Director (Ptg. & Stny.)
 Member