



SOUTH CENTRAL RAILWAY

Office of the Principal,
Zonal Railway Training Institute,
Moula-Ali, Hyderabad - 500040.

No.ZRTI/673/OnlineTraining /Ref.Comml

Dt.12-01-2021

Sr.DCM/SC, BZA, GTL, GNT, HYB,NED & Secy to PCCM

Sub: Online Refresher Course for Commercial cadre for the calendar year 2021.

Ref: This office letters of even no. Dt. 01/09/2020 & 26/09/2020.

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Online Refresher Course Training programme for commercial cadre commenced from 07/09/2020. Summary of the commercial staff trained up to the end of 26/12/2020 is appended below:

Division	Actuals			Trained			To be Trained		
	CC	TE	ECRC	CC	TE	ECRC	CC	TE	ECRC
SC	550	738	185	395	328	132	155	410	53
BZA	470	712	115	447	314	112	23	398	3
GTL	275	447	50	238	202	46	37	245	4
HYB	143	175	29	108	81	28	35	94	1
NED	121	190	17	99	93	16	22	97	1
GNT	116	140	17	107	72	15	09	68	2
Hqrs	44	0	0	17	0	0	27	0	0
Total	1719	2402	413	1411	1009	349	308	1393	64

Further to the above, a total of 1765 staff i.e. 308 CCs, 1393 TEs and 64 ECRCs are to be imparted with online refresher course training during the calendar year of 2021. In this connection annual training plan has been prepared for online refresher course for the commercial cadre and the same is enclosed as annexure-I for information and necessary action.

First batch of online refresher course training for this year will be commencing from 18/01/2021.Division wise quota for nomination of staff is given below. The same may be adhered to while relieving the staff.

I. Commercial Clerks/Supervisors/Inspectors (CC/Sr.CC/CSR/CCSR/SCI/CCI)								
SI.No	PCCM/O	SC	BZA	GTL	NED	HYB	GNT	Total
1	2	6	5	5	5	5	2	30
II. Ticket Checking Staff (TE/Sr.TE/TTI/CTI)								
2	0	15	10	10	5	5	5	50

With regard to ECRC online refresher course two batches will be planned as per the request made by the divisions.

No separate letters will be issued for each batch. Staff are to be identified and the list is to be sent in MS-Excel format containing name, designation, station, mobile no. (whats app number) and email address of each trainee two days in advance to Chief Instructor (Commercial) e-mail address karunakarzrtimly@gmail.com to form the groupos in Ms-Teams for conducting the online classes.

(A.MALLESWARA RAO)
Principal/ZRTI/MLY

Copy to: PCCM: for kind information please.

CCM (PS): for kind information please

ANNEXURE-I

Batch No.	REF COMML COURSE FOR CC/CSR/ECRC		Batch No.	REF COMML COURSE FOR TICKET CHECKING STAFF	
	06 Working Days			06 Working Days	
	FROM	TO		FROM	TO
1/21	18-01-21	23-01-21	1/21	18-01-21	23-01-21
2/21	01-02-21	06-02-21	2/21	01-02-21	06-02-21
3/21	15-02-21	20-02-21	3/21	15-02-21	20-02-21
4/21	01-03-21	06-03-21	4/21	22-02-21	27-02-21
5/21	15-03-21	20-03-21	5/21	01-03-21	06-03-21
6/21	05-04-21	10-04-21	6/21	15-03-21	20-03-21
7/21	03-05-21	08-05-21	7/21	05-04-21	10-04-21
8/21	17-05-21	22-05-21	8/21	26-04-21	01-05-21
9/21	24-05-21	29-05-21	9/21	03-05-21	08-05-21
10/21	07-06-21	12-06-21	10/21	17-05-21	22-05-21
11/21	12-07-21	17-07-21	11/21	24-05-21	29-05-21
12/21	02-08-21	07-08-21	12/21	14-06-21	19-06-21
13/21	13-09-21	18-09-21	13/21	05-07-21	10-07-21
14/21	04-10-21	09-10-21	14/21	09-08-21	14-08-21
15/21	08-11-21	13-11-21	15/21	20-09-21	25-09-21
16/21	06-12-21	11-12-21	16/21	18-10-21	23-10-21
			17/21	15-11-21	20-11-21
			18/21	06-12-21	11-12-21
			19/21	13-12-21	18-12-21
			20/21	20-12-21	27-12-21