

EASTERN RAILWAY

No.E/890/2/31/ /TRG/Trg.Centre /Pt.II

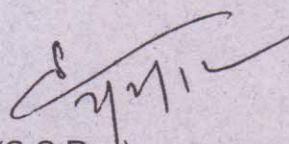
Kolkata, the 02 /02 /2012

ALL CONCERNED

Sub: Report of training Centres on Indian Railways- Calculation of capacity utilization.

Copy of Railway Board's letter No. E(MPP)2011/3/5 Dt. 02/08/2011 (RBE NO. 113/2011) addressed to General Managers, All India Railway & Production Units, is forwarded herewith, for information, guidance and necessary action.

DA: As above.



(S.S.Roy)

Asstt. Personnel Officer (G)
for Chief Personnel Officer

Index No 1077 : Report of training Centres on Indian Railways- Calculation of capacity utilization.

Trg of Rly staff (NG)

118/11
1911
कोई कामकाज आधिकारिक रूप से
परिपत्र में पारित किया जाता है।
to be converted into
BPO's Serial Circulation



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

RBE No.113/2011

No. E(MPP)2011/3/ 5

Dated: 02.08.2011

The General Managers,
All Indian Railways including Production Units

Sub: - Report of training Centres on Indian Railways
- Calculation of Capacity Utilization
Ref: - Board's letter No.E(MPP)96/3/17/Vol.II dated 27.5.99

Zonal Railways are aware that reports of the Training Centres, from time to time on revision, are submitted by the Railways to Board. While reviewing the figures of the Capacity Utilization, it is observed that the calculation for the same does not reflect the correct position as detailed in Board's letter referred above. In view of inconsistency/flaw in furnishing the correct information, the methodology to be adopted for calculating the training capacity is reiterated as under: -

(A) PLANNED CAPACITY

(i) In terms of trainee seats

S.No	Item	Number
1	Hostel Capacity of the training centre (No. of beds)	
2	Estimated average number of trainees from the HQs not requiring hostel facility in each course	
3	Total of (1) & (2) above	
4	Class Room capacity of the training Centre No. of Class rooms x average seating capacity in a class room	
5	(Lower of 3 & 4)	
6	(Lower of 3 & 4) x No. of working days in a year\$	

NOTE:\$ To be arrived at by deducting the number of closed days from the total number of days in a year

(ii) In terms of trainee days

S.No	Name of the Courses run during the year	Course Commenced on	Course ended on	No. of Actual Training days spent by the trainees during the year#	No. of Trainees	Total trainee days (5x6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1						
2						
Total (at the end of the year)						@

NOTE: # If a training course overlaps from/to the previous/next year, the actual trainee days spent by the trainees during the current year only should be taken into account. Also closed days falling during the course should not be counted as Trainee days.

@ Total Trainee Days

(B) CAPACITY UTILIZED

(i) In terms of trainee seats

$$\frac{\text{Maximum No of trainees attend at a given point of time during the year}}{\text{Total trainee seats (as arrived at A(i)(5))}} \times 100$$

(ii) In terms of trainee days

$$\frac{\text{Total trainee Days (as arrived at A(ii))}}{\text{Total trainee seats (as arrived at A(i)(6))}} \times 100$$

Example

To clarify the above issue the following a hypothetical illustration is shown: -

(i) In terms of trainee seats

S.No	Item	Number
1	Hostel Capacity of the training centre (No. of beds)	50
2	Estimated average number of trainees from the HQs not requiring hostel facility in each course	10
3	Total of (1) & (2) above	60
4	Class Room capacity of the training Centre No. of Class rooms x average seating capacity in a class room	5x20= 100
5	(Lower of 3 & 4)	60
6	(Lower of 3 & 4) x No. of working days in a year\$	60 x 290 =17400

NOTE: \$ To be arrived at by deducting the number of closed days from the total number of days in a year

(ii) In terms of trainee days

S.No	Name of the Courses run during the year	Course Commenced on	Course ended on	No. of Actual Training days spent by the trainees during the year#	No. of Trainees	Total trainee days (5x6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	ABC	03/01/2011	31/03/2011	74	20	1480
2	DEF	02/05/2011	20/05/2011	18	30	540
	GHI					
	and so on					
Total (at the end of the year)						15300

#Total days = 90-16(holidays/Sundays)=74

Total days = 21-3(holidays/Sundays)=18

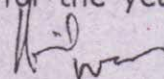
(iii) In terms of trainee seats

$$\frac{30}{60} \times 100 = 50\%$$

(iv) In terms of trainee days

$$\frac{15300}{17400} \times 100 = 87.93\%$$

The Railways are advised to have the above methodology circulated to all the training centres under their jurisdiction and ensure that the details required in various Reports of the Training Centres being furnished to the Board for the year 2010-11 are revised bearing in mind the above directions.

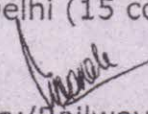

(Anil Wason)
Dy. Director(MPP)
Railway Board

Nc E(MPP)2011/3/5

New Delhi, dated 2.08.2011

Copy to:

1. The General Secretary, AIRF, 4, State Entry Road, New Delhi, with 35 spares.
2. The General Secretary, NFIR, 3 Chelmsford Road, New Delhi, with 35 spares.
3. The Secretary General FROA, Room No.255-A Rail Bhavan New Delhi with 5 spares.
4. The Secretary General, IRPOF, Room No.268 Rail Bhavan New Delhi with 5 spares.
5. All Members, Departmental Council and Secretary Staff side National Council 13-C, Ferozeshah Road, New Delhi with 90 spares
6. The General Secretary, AIRPF Association, Room No,256 Rail Bhavan New Delhi with 5 spares.
7. General Secretary, All India Scheduled Castes & Scheduled Tribes Railways Employees Association, 171/B-3 Basant Lane Railway Colony New Delhi (15 copies)


For Secretary/Railway Board.

Copy to:

PS & ED(PG) to MR, MSR(A) & MSR(M)

PPS to CRB, FC, ML, MM, MS, MT, DG(RHS), DG(RPF),

PPS to AM(Budget), AM(CE), AM(C&IS), AM(Comml), AM(Elect), AM(Fin.), AM(Mech.), AM(Plg), AM(Project), AM(PU), AM(Sig), AM(Staff), AM(Rly Stores), AM(T&C), AM(Telecom), AM(Traffic), AM(Works), Adv.L(RS), Adv(Vig), Adv.Fin(Exp), Adv(IR), Adv(Safety), LA, OSD(MIS),
ED(Plg), ED(Accts), EDF(BC), EDCE(B&S), EDCE(G), EDCE(Plg), ED(Coaching), ED(CC), ED(C&IS), ED(E&R), EDEE(Dev), EDEE(G), EDE, ED(RRB), EDE(N), EDE(Res), EDF, EDF(E), EDF(S), EDF(B), EDF(RM), EDF(X)I, EDF(X)II, ED(H), EDLM, ED(MIS), EDE(GC), ED(T&MPP), EDME(Chg), EDME(Fr.), EDME(Tr.), EDME(TOT), EDME(Dev), EDME(W), ED(PC)I, ED(PC)II, ED(PP), ED(Project), ED(Project/DMRC), EDRE, ED(safety), JS, JS(C), JS(E), JS(G), JS(P), IG/RPF(Hqs), IG/RS, ED(Sig), ED(Stat & Econ), EDRS(C), EDRS(C), EDRS(G), EDRS(P), EDRS(S), EDRS(W), ED(TD), EDTT(M), EDT(MC), EDT(P), ED(T&C), EDCE(P), ED(PM), ED(PG), EDTC(R), EDTC(FM), EDTT(F), EDTT(FM), EDTT(S), EDV(A), EDV(E), EDV(T), ED(W).

Chief Commissioner of Railway Safety Lucknow.

E(Trg), 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

To all the training Centers (as per Standard mailing list attached)