

EASTERN RAILWAY

No.E .740/2/Misc/Pt IX (Trg.),

Kolkata,

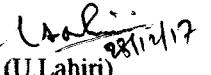
dated :28.12.2017

ALL CONCERNED

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

Copy of Railway Board's letter No.E(MPP)2017/3/3 dated 08.12.2017 (RBE No.194/2017) addressed to GMs, all Indian Railways & others on the above subject is forwarded for information, guidance and necessary action.

DA: As refd .to


(U.Lahiri)
Dy. Chief Personnel Officer/R
For Pr. Chief Personnel Officer

Copy of the Railway Board's letter No.E(MPP)2017/3/3 dated 08.12.2017 (RBE No.194/2017) addressed to GMs, all Indian Railways and others.

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.

DA: As above

Sd/- (Mahendra Kumar Gupta)
Director (MPP)
Railway Board

**Index No. 1077 : Revision of training period of Junior Engineers of Printing Press in Indian
Railways (directly recruited through RRB) at par with other Departments.**

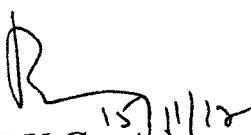
Training Module for JE/Printing in Indian Railways (Directly Recruited JE/Printing through RRB)

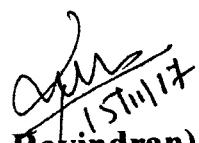
S/No	Description	Period
1	<u>Basic Orientation</u> General Introduction to Indian Railways-brief history, salient features, organization structure, introduction to store department, organizational structure, functions, salient features, role of printing press in Railway working, keep priority, challenges 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

15/4/12

15/4/12

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