GOVERNMENT OF INDIA (BHARAT SARKAR)
MINISTRY OF RAILWAYS (RAIL MANTRALAYA)
(RAILWAY BOARD)

No. E(MPP)/ 2020/3/1(re opening) **New Delhi dated: 31/07/2020**

The General Managers,
All Indian Railways/Production Units.

Sub: Standard Operating Procedures (SOP) for functioning /re-opening of Multidisciplinary Zonal Training Institutes(MDZTI) and Specialised Training Institutes after COVID-19.

Ref: (i) DoPT OM No. 19011/1/2020-TFA dated 03.07.2020.
(ii) 2020/E(Trg)/36/2 dated 18.07.2020.

DoP&T vide their OM referred to at (i) above, have issued Standard Operating Procedure (SOP) for functioning/re opening of Training Institutes of the Central and State/UT Governments.(copy enclosed).

2. Accordingly, Railway Board vide letter dated 18.07.2020, have issued instructions regarding measures to be taken for reopening of CTIs(copy enclosed).

3. For re-opening of MDZTIs and Specialised Training Institutes, following measures may be taken:

(i) Training programme as far as possible should be in online/virtual mode. Detailed instructions for conducting all feasible trainings online have already been issued vide Railway Board's letter no. E(MPP)/2020/3/15 dt. 19.06.2020);

(ii) The re-opening and functioning of Multidisciplinary Zonal Railway Training Institutes and Specialised Training Institutes will be under an officer(not below the level of SAG) to be nominated by the respective General Manager. The nominated officer will supervise the facilities/infrastructure at these training institutes and ensure that guidelines/SOP issued by the DOP&T are strictly complied with.

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4. While reopening these training institutes the following guidelines issued by Ministry of Home Affairs vide Order No. 40-3/2020-DM-I(A), dated 29.07.2020 may also be strictly kept in view :-

Section - 55 of the Disaster Management Act, 2005:-

*"**55. Offences by Departments of the Government** – (1) Where an offence under the Act has been committed by any Department of the Government, the head of the Department shall be deemed to be guilty of*
the offence and shall be liable to be proceeded against and punished accordingly unless he proves that the offence was committed without his knowledge or that he exercised all due diligence to prevent the commission of such offence……"



(Ajay Jha)
Joint Director (MPP)
Railway Board