GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD0

RBE NO. 86 /2009

No.E(MPP)2009/3/1 New Delhi, dated 21.5.2009

The General Managers
All Indian Railways.

Director General
Railway Staff College
Vadodara.

Director
Indian Railway Institute of Transport & Management
Manak Nagar
Lucknow.

Director
Jagjivan Ram RPF Academy
Lucknow.

ADDENDUM

Sub : Disaster Management Training.

Board's letter of even number dated 20.1.2009 on the above subject is re-circulated vide above-mentioned RBE No. for information of all concerned.

DA : As above.

(Ms.Manju)
Dy.Director(Manpower Planning)
Railway Board.

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
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No.E(MPP)2009/3/1 **New Delhi, dt. 20.01.09**

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Manak Nagar, Lucknow.

Jagjivan Ram RPF Academy,
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Sub: Disaster Management Training.

Subsequent to enactment of the Disaster Management Act, 2005 and the creation of National Disaster Management Authority (NDMA), the subject of disaster management has gained high priority in the country. As per provisions of this Act, all Central Ministries/Departments have to take necessary measures to address disaster management related issues and also to strengthen and upgrade its set-up in their respective spheres of working. Indian Railways have already taken several initiatives in this direction. However there has been a felt need for greater integration of disaster management preparedness into developmental planning, leveraging the strengths of other non-railway agencies and to harness the availability and strengths of railway on-board staff who are the first railway responders during any eventuality.

With this in view, Board have decided to revamp the training on disaster management being imparted to various tiers of railway officials through railway training institutes as indicated below:

S.No.	Categories of Officials	New Training methodology and schedule
1	Top Level Management (GMs, PHODs, DRMs and other SAG Officers)	3-day Disaster Management Modules are to be delivered at RSC/Vadodara and IRITM/LKO @ one every 3 months as per **annexure 1.** **Frequency of Training:** Once every five years for SAG Officers and above.
2	Middle Level Management (SG & JAG officers)	Some of the latest and relevant topics are to be included in the AMP and MDP programmes being delivered at RSC/BRC as per **annexure 2**. IRITM, LKO will also deliver special module being developed by them @ one every month. **Frequency of Training:** Every SG/JAG officer need to undergo the module once every five years either at RSC as regular MDP/AMP course or special DM module at IRITM.

3	Lower Level Management (SS & JS officers including serving Group B officers).	Disaster management training to be imparted at IRITM/LKO on the topics @ one course every month as per **annexure 3.** **Frequency of Training:** Once every five years.
4	Probationers and Group B officers attending induction courses	Topics as per **annexure 4** are to be covered during the regular training programme at RSC/Vadodara. **Frequency of Training:** As part of the course.
5	Supervisors of all frontline departments (Mechanical, Electrical, Engg., S&T, Traffic Comml. & Optg.)	Topics as per **annexure 5** are to be covered during the one-week special course at ZRTIs @ one every month. **Passing this course is compulsory for promotion to the level equivalent to Section Engineer and above.** **Frequency of Training:** Once every five years.
6	Railway Staff on board passenger carrying train (TS, Dy.TS, TTEs & catering staff of Commercial Department, Coach attendants and AC Mechanics from Electrical Departments, some of the selected coach cleaners of Mechanical Departments, some of the RPF escorting staff and catering staff of contractor wherever out-sourced).	Disaster Management being a multidisciplinary effort during field operations, training in groups of such on-board staff is more desirable and efficient than training them category wise. Role of on-board railway staff has been a matter of great criticism in most of the serious train accidents. On-board staff is the first railway representatives to respond to any untoward incident and their empowerment will improve railways response in a big way. Such staff is to be trained in appropriate multidisciplinary groups at such locations in the divisions where there is concentration of such staff, to obviate the need for their hostel accommodation, non-availability for longer periods, etc. Such training can be imparted at the selected country-wide locations to cover maximum number of staff in short period of time. This training can also be imparted in the Customer Care Institutes. Only select staff of Mechanical, Electrical (AC), RPF is to be imparted this training who are deputed to escort trains. This training will be made mandatory in a phased manner for any staff to go on-board a passenger train. The staff of catering contractor is also to be imparted this training in Phase 2 to leverage their physical presence. Topics to be covered under this training are at **annexure 6**. **Frequency of Training:** Once every three years.
7	Nominated ARMV and ART staff of Mechanical and Medical departments	Composite training of Mechanical and Medical Staff for relief and rescue operations is planned to be given at upcoming Disaster Management Railway Institute at Bangalore. Such staff is to be trained at STC/Bangalore under SWR, who are also setting up disaster management training module, to augment and facilitate their training till such time regular DM institute comes into existence. Facilities at STC/Kharagpur may also be utilized for such training.

		Doctors and paramedics nominated for ARMVs and other rescue operations should be exclusively trained on trauma care management either at some specialised institutions or in-house. **Frequency of Training:** Once every three years.
8.	Disaster management team of RPF staff & other RPF personnel associated with relief rescue operations.	As per recommendation no. 46 of HLC on disaster management there should be a disaster management team of RPF on each division comprising about 15 men in different ranks. Such teams should be trained in providing necessary support on relief rescue operations. The existing 5 day training module should be appropriately revised to make it suitable to achieve the above objective. Each of the above teams should be trained on this module at RPF Academy at Lucknow. In addition, training module may be appropriately developed separately for RPF Officers and staff and should be imparted at RPF Academy at Lucknow. The respective training modules should include role of RPF at the accident site, security at the railway premises like railway stations, trains etc. **Frequency of Training:** Once every three years for disaster management team of RPF. Once every five years for other RPF officers and staff.

Zonal Railways & Training institutions are requested to take immediate action on the above and confirm its implementation for the information of the Board.

Encl.: As stated

20.1.08

Rajiv Kishore
Director (Man Power Planning)
Railway Board

Annexure 1

Top Management (GMs, PHODs, DRMs, and other SAG officers)
Module to be delivered at RSC/BRC and IRITM/LKO @ one every 3 months

Objective: After the training, the officer should be able to:

i. Distinguish between the national level crisis, serious railway accident where help from other agencies are also needed and normal railway accident where railway resources are adequate.

ii. Assess the extent of resource mobilization needed under each of these events and should be acquainted with the best practices/resources in this matter.

iii. Review the level of preparedness with respect to these events in their own set up.

iv. Clearly identify his personal role and responsibility in managing the event.

v. Assess the strengths and weaknesses of his working domain with respect to their role in a disastrous situation within and outside railway.

vi. Make/help make action plan to manage vulnerabilities in his working domain.

vii. Identify events that may lead to disaster if associated systems and procedures are not set up right while there is time.

viii. Command the field operations involving different department of the railway and outside resources.

Contents of training module:

a) Aspects of Disaster Management- Prevention, Mitigation, Relief and Rescue- more emphasis on prevention & mitigation.

b) Developments on Disaster Management on national front– Disaster Management Act, 2005 – Provisions concerning Railways, NDMA, NDRF, IDRN, NIDM, Emergency Operating Centers, National Disaster Management Policy, Other developments, Disaster Management Plans, Relief and Rescue Teams etc.

c) Role of Railways in Railway and Non-Railway Disasters

d) Role of Civil Administration in Railway Disasters

e) Possible disasters on the railway system and their prevention and mitigation

f) Integration of Disaster management into developmental planning.

g) Information Dissemination, Crisis Communication, Interactive Sessions, Media Handling.

Middle Management (SG and JAG officers)

Module to be delivered during AMP & MDP at RSC and at IRITM, Lucknow.

Objective: After the training, the officer should be able to:

i. Distinguish between the national level crisis, serious railway accident where help from other agencies are also needed and normal railway accident where railway resources are adequate.
ii. Assess the extent of resource mobilization needed under each of these events and should be acquainted with the best practices/resources in this matter.
iii. Review the level of preparedness with respect to these events in their own set up.
iv. Clearly identify his personal role and responsibility in managing the event.
v. Assess the strengths and weaknesses of his working domain with respect to their role in a disastrous situation within and outside railway.
vi. Make/help make action plan to manage vulnerabilities in his working domain.
vii. Identify events that may lead to disaster if associated systems and procedures are not set up right while there is time.
viii. Understand the role of individual departments in relief and rescue operations during serious accidents/disasters and unified command of response from all departments of railways and outside.
ix. Conversant with the equipment with the railways for field operations

Contents of training module:

a) Aspects of Disaster Management- Prevention, Mitigation, Relief and Rescue.
b) Developments on Disaster Management on national front– Disaster Management Act, 2005 – Provisions concerning Railways, NDMA, NDRF, IDRN, NIDM, Emergency Operating Centers, National Disaster Management Policy, Other developments, Disaster Management Plans, Relief and Rescue Teams etc.
c) Role of Railways in Railway and Non-Railway Disasters
d) Role of Civil Administration in Railway Disasters
e) Possible disasters on the railway system and their prevention and mitigation
f) Integration of Disaster management into developmental planning.
g) Information Dissemination, Crisis Communication, Interactive Sessions, Media Handling.
h) Commission of Railway Safety
i) Judicial Commission
j) Discussion on Corporate documents (Corporate safety Plan etc.)
k) Divisional & Headquarter Disaster management Plans of Railways
l) Safety Management Plan
m) Discussions on disaster management efforts in some of the latest railway related disasters
n) Table top/class room simulation exercise
o) Disaster Management films

Annexure 3

Lower Level Management (SS, JS officers' including serving Gp. B)
Special Module to be delivered at IRITM/LKO

Objective: After the training, the officer should be able to:

i. Distinguish between the national level crisis, serious railway accident where help from other agencies are also needed and normal railway accident where railway resources are adequate.

ii. Assess the extent of resource mobilization needed under each of these events and should be acquainted with the best practices/resources in this matter.

iii. Review the level of preparedness with respect to these events in their own set up.

iv. Clearly identify his personal role and responsibility in managing the event.

v. Assess the strengths and weaknesses of his working domain with respect to their role in a disastrous situation within and outside railway.

vi. Make/help make action plan to manage vulnerabilities in his working domain.

vii. Identify events that may lead to disaster if associated systems and procedures are not set up right while there is time.

viii. Understand the role of individual departments in relief and rescue operations during serious accidents/disasters and unified command of response from all departments of railways and outside.

ix. Work as a team under the team leader.

x. Conversant with the equipment with the railways for field operations

Contents of training module:

a) Aspects of Disaster Management- Prevention, Mitigation, Relief and Rescue.
b) Brief on Developments on Disaster Management on national front– Disaster Management Act, 2005 – Provisions concerning Railways, NDMA, NDRF, IDRN, NIDM, Emergency Operating Centers, National Disaster Management Policy, Other developments, Disaster Management Plans, Relief and Rescue Teams etc.
c) Role of Railways in Railway and Non-Railway Disasters (In brief)
d) Role of Civil Administration in Railway Disasters (In brief)
e) Possible disasters on the railway system and their prevention and mitigation
f) Integration of Disaster management into developmental planning.
g) Commission of Railway Safety (In brief)
h) Judicial Commission (In brief)
i) Discussion on Corporate documents (Corporate safety Plan etc.)
j) Safety Management Plan of the division
k) Discussions on disaster management efforts in some of the latest railway related disasters
l) Divisional & Headquarter Disaster management Plans of Railways
m) Table top/class room simulation exercise
n) Disaster Management films

Annexure 4

Probationers of All Services
Module to be delivered during Induction Course and Gp. B course at RSC

Objective: After the training, the officer should be able to:

i. Distinguish between the national level crisis, serious railway accident where help from other agencies are also needed and normal railway accident where railway resources are adequate.

ii. Assess the extent of resource mobilization needed under each of these events and should be acquainted with the best practices/resources in this matter.

iii. Review the level of preparedness with respect to these events in their own set up.

iv. Clearly identify his personal role and responsibility in managing the event.

v. Assess the strengths and weaknesses of his working domain with respect to their role in a disastrous situation within and outside railway.

vi. Make/help make action plan to manage vulnerabilities in his working domain.

vii. Identify events that may lead to disaster if associated systems and procedures are not set up right while there is time.

viii. Understand the role of individual departments in relief and rescue operations during serious accidents/disasters and unified command of response from all departments of railways and outside.

ix. Conversant with the equipment with the railways for field operations

Contents of training module:

a) Aspects of Disaster Management- Prevention, Mitigation, Relief and Rescue. Brief discussion. Emphasis on relief & rescue.

b) Disasters (accident & non-accident) affecting railway working.

c) Relief, Rescue & restoration systems on the Railways - ARTs, ARMEs, 140 Tonne Crane.

d) Accident Manual, Disaster Management Plans of division & HQ.

e) Inquiries of railway accidents- Judicial, CRS & departmental.

f) Role of Railways in Railway and Non-Railway disasters.

g) Role of Civil Administration in Railway Disasters.

h) Brief on Developments on Disaster Management on national front– Disaster Management Act, 2005 – Provisions concerning Railways, NDMA, NDRF, IDRN, NIDM, Emergency Operating Centers, National Disaster Management Policy, Other developments, Disaster Management Plans, Relief and Rescue Teams etc.

i) Disaster Management films

Annexure 5

Supervisors of All Frontline departments (Mechanical, Electrical, Engg., S&T, Traffic Comml. & Optg.) Module to be delivered at ZRTIs @ one every month

Objective: After the training, the trainee should be able to:

i. Distinguish between the national level crisis, serious railway accident where help from other agencies are also needed and normal railway accident where railway resources are adequate.
ii. Assess the extent of resource mobilization needed under each of these events and should be acquainted with the best practices/resources in this matter.
iii. Review the level of preparedness with respect to these events in their own set up.
iv. Clearly identify his personal role and responsibility in managing the event.
v. Assess the strengths and weaknesses of his working domain with respect to their role in a disastrous situation within and outside railway.
vi. Make/help make action plan to manage vulnerabilities in his working domain.
vii. Identify events that may lead to disaster if associated systems and procedures are not set up right while there is time.
viii. Understand the role of individual departments in relief and rescue operations during serious accidents/disasters and unified command of response from all departments of railways and outside.
ix. Learn to work as a team at the site of disaster/accident.
x. Conversant with the equipment with the railways for field operations
xi. Learn to render medical first-aid and use fire extinguisher by himself.

Contents of training module:

a) **Introduction to disaster management** - Main Ingredients of DM, Last 5 Major accidents on IR with emphasis on relief, rescue and restoration, discussion with participants.
b) Features of **disaster management plans** at various levels
c) **Developments on Disaster management at National front**- Brief discussion.
d) **Location of Emergency Provisions in Coaches** - C&W – Emergency windows and hatches, Electrical – Isolation through emergency switches.
e) **Duties at accident site**.
f) **Duties of Control Officials**.
g) **Codal provisions** of accident manual, IRCM etc.,
h) **Communication skills and PR/Media handling**, Good conduct.
i) **Rescue techniques**: medical - First Aid, Shifting, Handling and transportation of Injured, Evaluation of seriousness of Injury, Artificial respiration, Hemorrhage, bandage and Electrocution, Consoling the injured patients, demonstration, Practical examination.
j) **Rescue techniques** - Fire fighting (each trainee has to exhaust one fire extinguisher), Causes and kind of fire, Types of fire extinguishing equipments, Types of fire extinguishers, Fire Brigades, Isolation of burning vehicle, Demonstration, Practical examination.
k) **Table top/class room simulation exercise**
l) **Disaster Management films**
m) Discussion and Question/Answer Session

On-board Railway Staff (Multi-disciplinary)
Module to be delivered at selected countrywide locations through out-sourcing

Objective: After the training, the trainee should be able to:

i. Assimilate accident management related information before start of the journey.

ii. Understand to work as a team and clearly identify his personal role and responsibility in managing the accident in the team of railways' first responders

iii. Know the physical operation of all emergency provisions in the coaches/train.

iv. Know the physical operation fire extinguisher.

v. Assess the extent of resources (railway and non-railway) mobilization needed during railway accidents.

Contents of training module:

a) **Introduction to Disaster management** - Main ingredients of Disaster management, Experiences at accident sites, last five major accidents on IR with emphasis on rescuer, relief and restoration, Discussions with participants.

b) **Rescue technique – Medical**, First aid, Shifting, handling and transporting the injured, Evaluating the seriousness of injury, Artificial respiration, Hemorrhage, bandage and electrocution, Consoling the injured patients, demonstration and examination.

c) **Rescue techniques - Fire fighting** (each trainee has to exhaust one fire extinguisher), Cause and kinds of fire, Types of fire extinguishing equipments, Types of fire extinguishers, Fire Brigades, Isolation of burning vehicle, demonstration and examination.

d) **Duties of on board** Staff: At the starting station like team reporting, details of doctors, emergency systems, etc. and at the accident site.

e) **Codal provisions** of accident manual, IRCM etc., Good conduct, Communication skills

f) **Location of Emergency Provisions** in Coaches - C&W – Emergency windows and hatches, Electrical – Isolation through emergency switches etc.

g) **Table top/class room simulation exercise**

h) **Disaster Management films**

i) Discussion and Question/Answer Session