GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

RBE No. 202/2002

No.E (MPP) 2000/3/8

New Delhi, dated 07.11.2002

The General Manager
All Indian Railways/PUs

Sub:- Report of the Railway Safety Review Committee (Part-II) 1998 – Ticket Checking staff to be imparted training in Fire Fighting and First Aid. Recommendation No.109.

In continuation of Board's letter No. E(MPP)2001/19/3-Recommn.109 dated 29.6.2001 issued under RBE No.128/2001, a training programme in First Aid of five days duration to the front line staff of Railways is enclosed. The following modalities may be followed in implementing the above scheme;

1. The above training module should not be incorporated in the regular initial, promotional, refresher courses and should be organized as a special course, as already a 4-lecture module is included in the refresher course.
2. The training module should, mandatorily, be organized for Assistant Drivers/Drivers, Guards, Ticket Collectors, Train Superintendents, Coach attendants, Train Examiners, Train Lighting and Air-conditioning Staff, Assistant Station Masters/Station Masters and RPF apart from the front line staff. However, other categories of staff from various departments may also be asked to attend the training course.
3. The above training module should be implemented at the Divisional level under the able guidance of Chief Medical Superindentent/Sr. Divisional Medical Officers in co-ordination with the Personnel Branch of the Division using the necessary resources available therein. since ZTCs/STCs are already pre-occupied with their initial/promotional/refresher/specialised courses and
4. The First Aid Training programme should be refreshed every three years for the categories of staff stated at (2) above and for the staff of other categories it may be once in 5 or 6 years.

Sufficient copies may kindly be made and circulated to all concerned for implementation with immediate effect. The same can be accessed from the Rail Net under the "Management Services Directorate" site also.

....2/-

Railways were requested vide Board's letter dated 29.6.2001 to furnish details of number of staff who have already received training in First Aid during 2001-2002. The action plan as to how many would undergo training during the year 2002-2003 may also be advised.

The above details may be furnished at the earliest for perusal of Board.

Please acknowledge the receipt of this letter.

(P. Ananth)
Joint Director(Manpower Planning)
Railway Board.

Encl: as above

No.E (MPP) 2000/3/8 New Delhi, dated 07.11.2002

Copy for information to:-

The Director
IRICEN, Pune
IRISET, Secunderabad
IRIMEE, Jamalpur
IRIEEN, Nasik Road

The Director General
Railway Staff College, Vadodra

Chief Medical Director
CR, ER, NR, NE, NFR, SR, SCR, SER and WR

(P. Ananth)
Joint Director (Manpower Planning)
Railway Board.

No.E (MPP) 2000/3/8 New Delhi, dated 07.11.2002

1. The General Secretary, NFIR, 3 Chelmsford Road, New Delhi for information with 35 spares.
2. The General Secretary, AIRF, 4 State Entry Road, New Delhi for information with 35 spares.
3. The Secretary General, FROA, R.No.256-A, Rail Bhawan, New Delhi for information with 5 spares.
4. The Secretary General, IRPOF, R.No.268, Rail Bhawan, New Delhi for information with 5 spares.
5. All Members, Departmental Council and National Council and Secretary Staff Side National Council, 13-C, Ferozeshah Road, New Delhi(90 spares)
6. The Secretary General, All Indian RPF Association, Room No.256, Rail Bhawan, New Delhi-110 001 for information with 5 spares.

For Secretary/Railway Board

Copy to:- AM(Staff), DG/RHS, EDE(N), EDE(IR),ED(Safety), ED(Health), DDE(LR)I, E(NG)I, E(NG)II, E(Trg)

भारत सरकार
रेल मंत्रालय (रेलवे बोर्ड)

आर बी ई सं. 202/2002

सं.ई (एम पी पी) 2000/3/8 नई दिल्ली, दिनांक: 07.11.2002

महाप्रबंधक
सभी भारतीय रेलें/उत्पादन इकाइयां

विषय: रेल संरक्षा समीक्षा समिति की रिपोर्ट (पार्ट-II) 1998- अग्नि-शमन तथा प्राथमिक उपचार प्रशिक्षण में भेजे जाने वाले टिकट चैकिंग कर्मचारी सिफारिश सं.109

आर बी ई सं.128/2001 के अंतर्गत जारी बोर्ड के दिनांक 26.09.2001 के पत्र सं. ई (एम पी पी) 2001/19/3-रिकमैमें.109 के क्रम में, रेलों के फ्रंट लाइन कर्मचारियों के लिए पांच दिवसीय प्राथमिक उपचार का प्रशिक्षण कार्यक्रम संलग्न है. उपर्युक्त योजना को लागू करने में निम्नलिखित कार्यविधियां अपनाई जाएं:-

1. उपर्युक्त प्रशिक्षण माड्यूल को नियमित आरंभिक, पदोन्नति संबंधी, पुनश्चर्या पाठ्यक्रमों में शामिल न किया जाए और इसे एक विशेष पाठ्यक्रम के रूप में आयोजित किया जाए क्योंकि पुनश्चर्या पाठ्यक्रम में 4-व्याख्यान का माड्यूल पहले से ही शामिल है.

2. प्रशिक्षण माड्यूल को फ्रंट लाइन के कर्मचारियों के अलावा सहायक ड्राइवरों/ड्राइवरों, गार्डों, टिकट कलक्टरों, गाड़ी अधीक्षकों, सवारी डिब्बा परिचरों, गाड़ी परीक्षकों, गाड़ी लाइटिंग एवं वातानुकूलन कर्मचारियों, सहायक स्टेशन मास्टरों/स्टेशन मास्टरों तथा रेल सुरक्षा बल कर्मियों के लिए अनिवार्य रूप से आयोजित किया जाए. लेकिन, विभिन्न विभागों के कर्मचारियों को अन्य कोटियों से भी इस प्रशिक्षण पाठ्यक्रम में भाग लेने के लिए कहा जा सकता है.

3. उपर्युक्त प्रशिक्षण माड्यूल को मंडल की कार्मिक शाखा के समन्वय से उनके पास उपलब्ध आवश्यक संसाधनों का इस्तेमाल करते हुए मुख्य चिकित्सा अधीक्षक/वरिष्ठ मंडल चिकित्सा अधिकारियों के कुशल मार्गदर्शन में मंडल स्तर पर कार्यान्वित किया जाए क्योंकि क्षेत्रीय प्रशिक्षण/केंद्र/पर्यवेक्षी प्रशिक्षण केंद्र अपने आरंभिक/पदोन्नति/पुनश्चर्या/विशेष अध्ययन पाठ्यक्रमों में पहले ही व्यस्त हैं.

ram

4. यह प्राथमिक उपचार प्रशिक्षण पाठ्यक्रम ऊपर (2) में उल्लिखित कर्मचारियों की कोटियों को प्रत्येक तीन वर्ष के बाद और अन्य कोटियों के कर्मचारियों को 5 अथवा 6 वर्ष में एक बार दिया जाए.

कृपया पर्याप्त प्रतियां तैयार की जाएं और तत्काल प्रभाव से कार्यान्वित करने के लिए सर्व-संबंधित को परिपत्रित की जाए. इसे रेल नेट के माध्यम से "प्रबंध सेवाएं निदेशालय" साइट से भी प्राप्त किया जा सकता है.

बोर्ड के दिनांक 29.06.2001 के पत्र द्वारा रेलों से उन कर्मचारियों की संख्या संबंधी ब्यौरे प्रस्तुत करने का अनुरोध किया गया था जो 2001-2002 के दौरान प्राथमिक उपचार में प्रशिक्षण प्राप्त कर चुके हैं. यह कार्य योजना कि वर्ष 2002-2003 के दौरान कितने कर्मचारी प्रशिक्षण प्राप्त करेंगे भी सूचित की जाए. उपर्युक्त ब्यौरे बोर्ड के अवलोकनार्थ यथाशीघ्र प्रस्तुत की जाए.

कृपया इस पत्र की पावती दें.

(पी. अनंत)
संयुक्त निदेशक (जनशक्ति योजना)
रेलवे बोर्ड.

संलग्नक : यथोक्त

सं.ई (एम पी पी) 2000/3/8

नई दिल्ली, दिनांक: 7-11-2002

प्रतिलिपि सूचनार्थ प्रेषित:

निदेशक
इरीसेन, पुणे,
इरीसेट, सिकंदराबाद,
इरीमी, जमालपुर,
इरीन, नासिक रोड,

महानिदेशक
रेलवे स्टॉफ कालेज,
बड़ोदरा.

मुख्य चिकित्सा निदेशक,
मध्य, पूर्व, उत्तर, पूर्वोत्तर-सीमा, दक्षिण, दक्षिण-मध्य, दक्षिण-पूर्व तथा पश्चिम रेलवे.

(पी. अनंत)
संयुक्त निदेशक (जनशक्ति योजना)
रेलवे बोर्ड.

ram

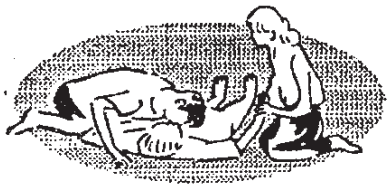
सं. ई(एम पी पी) 2000/3/8 नई दिल्ली दिनांक : 7.11.2002.

1. महासचिव, एन एफ आई आर, 3 चेम्सफोर्ड रोड, नई दिल्ली को सूचनार्थ (35 प्रतियां)
2. महासचिव,ए आई आर एफ, 4 स्टेट एंट्री रोड, नई दिल्ली को सूचनार्थ (35 प्रतियां)
3. महासचिव, एफ आर ओ ए, कमरा नं.256 ए, रेल भवन, नई दिल्ली को सूचनार्थ (5 प्रतियां)
4. महासचिव, आई आर पी ओ एफ, कमरा नं.268, रेल भवन, नई दिल्ली को सूचनार्थ (5 प्रतियां)
5. विभागीय परिषद तथा राष्ट्रीय परिषद के सभी सदस्यगण तथा राष्ट्रीय परिषद के कर्मचारी पक्ष के सचिव, 13-पी, फिरोजशाह रोड, नई दिल्ली (90 प्रतियां)
6. महासचिव, अखिल भारतीय आर पी एफ संघ, कमरा नं.256, रेल भवन, नई दिल्ली को सूचनार्थ (5 प्रतियां)

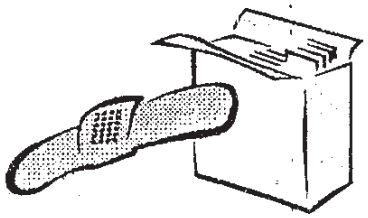
कृते सचिव/रेलवे बोर्ड.

ram

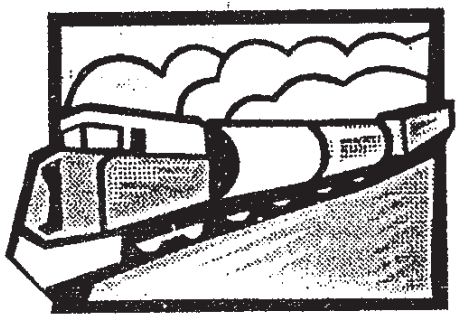




CURRICULUM
FOR
TRAINING IN FIRST AID
TO
FRONTLINE STAFF
OF
INDIAN RAILWAYS







TRAINING IN FIRST AID TO THE FRONT LINE STAFF OF INDIAN RAILWAYS

INTRODUCTION:-

Indian Railways aims to provide total customer care to the users of its services. In this endeavor, it is visualized that the traveling passengers receive to a package of services that lead to, not only his/her total satisfaction but also his/her delight. A number of passengers get minor accidental trauma, have early symptoms and signs of illnesses and also suffer from acute episodes of chronic illnesses during travel. These need urgent medical attention. This is, in addition to need for immediate first aid during times of train accidents. The passenger expects immediate essential first aid to be provided to him/her, till such time that definitive medical treatment is made available and accessible.

Indian Railways have provided augmented First Aid Boxes in Long Distance Trains (with Train Superintendents/ Pantry Cars) and at all 'A' Class Model Stations. It is visualized that these augmented First Aid Boxes shall form the backbone of provision of First Aid facilities to the passengers. Hence, the frontline staff, in order to actually provide first-aid facilities, need to be trained adequately in first aid in order that this infrastructure of augmented First Aid Boxes and other First Aid facilities is optimally utilized.

OBJECTIVES:-

The trainee i.e., front line personnel of Indian Railways, should at the end of the course be able to:-

1. Describe the infrastructure for provision of first-aid facilities over Indian Railways.
2. Render scientifically adequate, acceptable and appropriate first aid, in a courteous and prompt manner, during travel and within Railway premises to the travelling passengers, both for illnesses and accidents.

TRAINING PERIOD:- Five working days.

TRAINING DURATION: 8 Hours per day.

SESSIONS: Twenty i.e. two hours per day.

TRAINING METHODOLOGY: Lecture Discussions, Demonstration, Hands-on Practice, Field Visit, Role Play, Gray Discussions.

PROPORTION OF PRACTICAL (EACH SESSIONS):- Not less than 50% of the total duration of a session.

TRAINERS:- Qualified medical practitioners in modern scientific system of medicine registered with Medical Council of India/State Medical Council.

Day I

Session I Pre -Course Evaluation;
Introduction to Principles of First Aid;
Introduction about Infrastructure available for providing First Aid over Indian Railway.

Session II Field Visit to ARME Scale I, ARME Scale II and Practical Demonstration of POMKA, and Demonstration of First Aid Boxes (Standard, augmented, and of Rajdhani/Shatabdi and other long distance trains with limited halts.

Session III Principles of First Aid.
A brief description of the Structure and Functions of the Body.
Respiration- Natural and Artificial.
The Nervous System.
General description of the Heart, Lungs and Blood vessels.
Circulation of the Blood.
General Dos and don'ts.

Session IV Breathing Trouble- Asthma, Bouts of Cough,
Profuse sweating, Fever, Seizures, Pain,
Vomitings, Loose Motions, Dehydration,
Shock: Signs of Shock,
Loss of Consciousness, Vaso Vagal Attacks,
What to do when Breathing Stops, Help in Emergency,
Mouth-to-Mouth Breathing, Uses of Ambu's Bag and its use;
Uses of Suction Apparatus and its Use.

Day II

Session V Injuries, Wounds caused by Blunt Objects and Sharp Objects;
Hemorrhage: Internal and External;
Wounds causing Arterial Hemorrhage.
The location of important arteries-Pressure points on the surface.
Wounds accompanied by Capillary or Venous Bleeding-Varicose Veins;
How to Control Bleeding from open Wounds, Precautions.
Bleeding from special regions.
Practical:- Compression of arteries- Application of Tourniquet, Pressure Bandage.

Session VI Angina: Ischaemic Heart Disease.
What to do in case of Chest Pain;
How to administer Cardiac Massage;
Complications of Cardiac massage.

Session VII Inhalation of Smoke and Fumes;
When something gets stuck in the throat, Asphyxiation, Choking.
Drowning;
Electrical Shock: Effects of Electric Shock, What to Do;
Inflammation of Eyes, Styes, and Conjunctivitis: Dos and Don'ts;
Earache, Otitis Externa;
Foreign bodies in Eye, Ear and Nose and swallowing of Foreign Bodies by Children e.g., Coins, Buttons, Keys, etc.: Signs and Symptoms.

Session VIII Emergencies Caused by Extremes of Temperature:
Dehydration, Hyperthermia, Heat Cramps, Heat stroke, Heat Exhaustion,
Signs & Treatment.
Loss of Body Heat (Hypothermia): Signs and Treatment
Dangerously low Body Temperature in Babies and Sick Persons;
Frozen Skin (Frostbite); Signs of frostbite, Treatment of mild Frostbite: Treatment of severe frostbite.

Day III

Session IX How to stop nosebleeds: Prevention;
Cuts, Scratches, and trivial wounds
Large Cuts: How to close them: Pressure Bandages and Haemostasis;
Stitches or sutures with thread;
Bandages.

Session X Transport of the Injured: Dos and Don'ts;
Broken Bones (Fractures):-causes, varieties, signs and symptoms.
Treatment of fractures- general principles.
Broken Bones that break through the skin (Open fractures);
Fractures: Immobilization

Session XI Individual fractures- The skull, Lower Jaw, Spine, Ribs, Breastbone, Collarbone, Shoulder blade.

Session XII Individual fractures(Contd.): Arm, Forearm, Hand, Pelvis, Thigh, Kneecap,
Leg and Foot.
Special emphasis on:
How to set a Broken wrist,
Broken Thigh or Hip Bone,
Broken Necks and Backs,
Broken Ribs.

Day IV

Session XIII Practical: - Injuries to Bones and Joints; Principles of Immobilization; Dealing with Open Wounds.
Application of splints.

Session XIV Dislocations, Strains and Sprains: Signs, Symptoms and Treatment.
Dislocation (Bones that have come out of place at a joint);
Strains and sprains (Bruising or tearing of a twisted joint).

Session XV Asepsis while dealing with wounds: Principles of Care, Cleaning and Dressing; Positioning of the Patient: Dos and Don'ts; Things to Watch for;
Special cares for high-risk wounds;
Bullet, Knife, and other serious wounds;
Bullet wounds in the Arms or legs;
Deep Chest wounds;
Bullet Wounds in the Head;
Deep wounds in the Abdomen.

Session XVI What to do in case of Pain:
Emergency problems of the gut (Acute abdomen)
Obstructed Gut: Signs
Appendicitis, Peritonitis: Signs of appendicitis;
Colicky Pain in the Abdomen: Ureteric Colic;
Colicky Pain of Gastro Intestinal Tract including Gall Bladder;
Principles of Obstetric Care: Asepsis;
Emergency Care in the case of Confinement; Stages of Labour; Support;
Care of the Baby and the Mother; Umbilical Chord: Cutting of;
Care of the Wound; Care of the Mother: Placenta;
Hemorrhage: things to watch.
Pain in the Lower Abdomen amongst Women.

Day V

Session XVII Burns: Prevention.
First Aid in Burns- Cool Water, No Ice.
Minor Burns that do not form Blisters (1st degree);
Burns that cause Blister (2 degree);
Deep Burns (3rd Degree);
Signs and Symptoms, Area and assessment of Burns: Do's and Don'ts;
Special Precautions for Very Serious Burns.
Burns around the Joints.

Session XVIII Poisoning, Food Poisoning;
Some common poisons to watch out for;
Signs and Treatment
Poisoning from Pesticides: What to do in Pesticide Poisoning;
Do's and Don'ts;
Note: The subject of poisons should be treated in a general manner. The common poisons classified, and only their general symptoms, effects and treatment.
Snakebite:
Signs of Poisonous Snake Bite: Common Cobra or krait, Russell's Viper and Saw-scaled viper,
Treatment for poisonous snakebite
Other poisonous Bites and stings: the Monitor Lizard (GOH), Scorpion Sting, Insect Bites,
Bee and Wasp Stings, Spider Bites.
Bites of Rabid Animals.

Session XIX Right and Wrong Use of Modern Medicines:
Guidelines for the Use of Medicines;
The most Dangerous Use of Medicine;
What to Eat when Taking Medicines;
When should Medicine not be Taken?
Medicine in Liquid Form;
How to Give medicine to Small Children;
Antibiotics: What they are and How to Use Them;
Harmful Effects of Antibiotics

Session XX Recapitulation and Post-Course Evaluation.