

**RBE NO.44/2026**

भारत सरकार / **GOVERNMENT OF INDIA**  
रेल मंत्रालय / **MINISTRY OF RAILWAYS**  
(रेलवे बोर्ड/Railway Board)



International Year  
of Cooperatives

Cooperatives Build  
a Better World

**2026/E(Trg)/41/14****New Delhi, Dated: As signed**

The General Managers,  
All Indian Railways & PUs.

The Director Generals/Director  
All Centralized Training Institutes,  
RDSO/Lucknow.

**Sub: Revised Training Modules for officials of the Personnel Department and Ministerial Cadre staff.**

**Ref: Board's letter nos. E(MPP)/2017/3/30 dated 01.11.2021 (RBE 78/2021).**

Training modules for Non-Gazetted Staff of Personnel Department were circulated to all Zonal Railways/ PUs vide above referred Board letters.

**2. Indian Railways Institute of Financial Management (IRIFM)** as the nodal institute has submitted the induction and refresher training modules for officials of the Personnel Department and all Ministerial Cadre staff other than Accounts dept.

**2.1** After a comprehensive assessment Training module for non-gazetted staff of Personnel Department and Ministerial Cadre other than Accounts dept has been developed and approved by (DG/HR).

**3.** Accordingly, the Revised training module for Non-Gazetted Staff of **Personnel Department and Ministerial Cadre staff** has been scanned and uploaded under **Non Gazetted Training Circulars** on 'Indian Railways' website and can be viewed or downloaded from railnet.

**4.** Please acknowledge receipt. Hindi version will follow.

**DA: As above**

**(Neelam Sharma)**  
**Dy. Director-II, Estt. (Training)**  
**Railway Board.**  
**Ph No. 011-23047105**

**2026/E(Trg)/41/14****New Delhi, Dated: As signed**

Copy to:

- 1) The General Secretary, NFIR, 3 Chelmsford Road, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 2) The General Secretary, AIRF, 4 State Entry Road, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 3) The Secretary General, FROA, R.No.256-A, Rail Bhavan, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 4) The Secretary General, IRPOF, R.No.268, Rail Bhavan, New Delhi for information (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 5) All Members, Department Council & Secretary Staff side National Council 13-C, Feroz shah Road, New Delhi (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 6) The Secretary General, AIRPF Association, Room No.256-D, Rail Bhavan, New Delhi (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).
- 7) General Secretary, All India SC & ST Railway Employees Association, 171/B-3, Basant Lane Railway Colony, New Delhi (Copy may be downloaded from Non-Gazetted Training Circulars/Railnet/Internet).

**For Principal Executive Director (IR) /Railway Board**

Copy to:

- i) PS & ED(PG) to MR, MoSR (S) & MoSR (R)
- ii) PSO/Sr.PPS to CRB, MF, M(Infra.), M(TRS), M(O&BD), DG(HR), DG(RHS) & DG(RPF)
- iii) Sr.PPS/PPS/PS to AM(Budget), AM(CE), AM(C&IS), AM(Comml.), AM(E&HM), AM(Fin), AM(HR), AM(L&A), AM(Mech.), AM(Plg.), AM(Project), AM(PU), AM(RS), AM(Sig.), AM(Staff), AM(Traction), AM(T&C), AM(Tele), AM(TT), AM(Works), PED(Vig.), PED(Safety), PED(Coaching), LA,
- iv) ED(Plg.), ED(Accts.), EDCE(B&S), EDCE(G), EDCE(Plg.), ED(CHG), ED(CC), ED(C&IS), ED(E&R), EDEE(Dev), EDEE(G), EDEE(M), EDEE(RS), EDE, ED(RRB), PEDE(N), EDE(Res), EDF, EDF(B), EDF(X)I, EDF(X)II, ED(H), JS(C), EDME(Chg.), EDME(Fr.), EDME(PU&W), ED(PC)I, ED(PC)II, EDRE, ED(Safety), ED(Safety)-II, IG./RPF(Hqs), ED(Sig.), ED(SP), EDRS(G), EDRS(S), ED(TD), EDTC(R), EDCE(P), ED(PM), ED(FM), EDPG, EDTT(F), EDTT(S), EDV(E), EDV(Elect), EDV(T), EDVE(S), ED(W).
- v) 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.

Sl. No.	Module Code	Title of Programme	Target Group	Duration	Periodicity
I	<b>CIP-01 (ARAMBH)</b>	Common Induction Programme for NTPC (Non-Technical Popular Category)*	Newly inducted non-gazetted Ministerial staff (all departments other than Accounts)	02 Weeks	-
II	<b>CIP-01(ARAMBH) +PIP-02(PRAVESH)</b>	Induction Programme for Personnel officials.*	Newly inducted non-gazetted officials of the Personnel Department	02+01=03 Weeks	-
III	<b>MRP-03 (UTKARSH)</b>	Refresher Programme for officials	Serving Ministerial Staff of all departments other than Accounts	01 Week	Once in 3 years
IV	<b>SRP-04 (VIDHIK-SHEMA)</b>	Induction/ Refresher Programme for CLA and S&WI	Chief Law Assistants, Law Assistants, Chief Welfare Inspectors and Welfare Inspectors	01 Week	Initial induction or after every 5 year service

\* The induction training programmes viz. **CIP-01 (ARAMBH)** shall be mandatory for all newly inducted Non-Gazetted Ministerial Staff and **CIP-01 (ARAMBH) along with PIP-02 (PRAVESH)** shall be **mandatory** for all newly inducted Non-gazetted Personnel Department staff, and should be completed preferably **within three months** of joining.