

दक्षिण पूर्व रेलवे
SOUTH EASTERN RAILWAY

कार्यालय प्राचार्य
क्षेत्रीय रेलवे प्रशिक्षण संस्थान
सीनी
दिनांक: 02.11.21

No: ZRTI/SINI/Online/TRG/Pro.CI/21

To
The Sr.DCM/ CKP/ADA/KGP/RNC/BSP/R/NGP/KUR/SBP/WAT

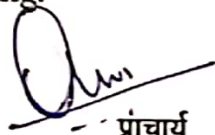
Sub: Online training and offline examination of initial batch of Pro.CI.

The detailed programme for online initial course training and offline written examination at ZRTI/Sini for Pro CI is as below:

Sl.No.	Category	Working days	Online training		Offline written examination on	Remarks
1.	Pro.CI (Batch No.-Spl 02/21)	50	16.11.21	11.01.22	17.01.22, 18.01.22 & 19.01.22 (Adv.Coaching, Adv.Goods & TR and others)	2 days field training to be provided at their respective divisions on 12.01.22 & 13.01.22

Therefore, it is requested to spare the trainees accordingly for **online initial** course training and offline written examination. The sparing letter may please be send to ZRTI/SINI's email id: **zrtisini2018@gmail.com** at least two days before the commencement of training, with candidate's **whatsapp no. & email id** for timely formation of group and necessary guideline for the training.

This is for your kind information.


- - प्राचार्य
क्षेत्रीय रेलवे प्रशिक्षण संस्थान/सीनी

Copy to: PCCM/SER/ECOR/SECR for kind information.

Copy to: Sr.DPO/ CKP/ADA/KGP/RNC/BSP/R/NGP/KUR/SBP/WAT for kind information.

GUIDELINE FOR THE TRAINEES DURING OFFLINE TRAINING/STAY

1. The trainees should report at ZRTI/Sini ori or one day before examination day.
2. **All trainees will bring their essentials with them such as mask, hand gloves, sanitizer, water bottle/glass, bed sheets, pillow cover, blanket, soap, towels, utensils for meal, breakfast, snacks and tea. Sharing of utensils-dishes, cup, soap, towel etc is restricted.**
3. **All trainees must have taken at least the 1st dose of COVID-19 vaccine. At the time of reporting trainee must submit the vaccination certificate.**
4. While reporting at the institute they should give written undertaking that they are not suffering from cough, cold and Fever and have not any symptom of COVID-19 and he/she is fully fit.
5. At the most 2 trainees will be allotted one room.
6. Each trainee should essentially download Arogya Setu App and follow all the COVID guidelines as per the SOP.
7. While entering the institute, all the trainees will go through thermal scanning. If anyone's temperature is found higher, they will be directed for necessary testing at nearest health unit & further action will be taken as per the advice of Doctor.
8. All trainees will compulsorily use mask and wash their hands regularly and use sanitizer.
9. During the stay period at ZRTI/SINI, trainees will not be allowed to go outside the campus without the permission of the Principal/ZRTI/SINI. They should give undertaking in this regard while reporting. If any essential is required by the trainees, they will indent it to warden by 14:00 which will be supplied by 18:00, if available.
10. Any trainee feeling ill should immediately inform the ZRTI authority for further course of action.
11. All other instructions given from time to time should be followed strictly.
12. While coming for offline training/examination, duty pass in favour of the trainee for "to and fro" journey should be issued by the division.

