

MANAGEMENT COURSES FOR RAILWAY MANAGERS & ENGINEERS

Some of the courses are given below. However detailed position with regard to all the courses proposed during the year, their contents and schedules can be viewed at <http://www.rscbrc.ac.in> directly or through <http://www.rites.co.in>

1. Foundation Course - 11 week (June & December 2011)

For Whom: Managers/Engineers freshly inducted in Railroads.

Course Contents

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| <ul style="list-style-type: none">✚ Civil Engineering✚ Elect. Engineering✚ Finance & Railway Accounts✚ Materials Management✚ Medical✚ MIS, etc. | <ul style="list-style-type: none">✚ Personnel Management✚ Railway History and Organization✚ Railway Operation✚ Signaling & Telecommunication Engineering✚ Statistics✚ Traffic Transportation |
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2. Induction Course – 5 week (November 2011)

For Whom: Engineers/ Managers with 2 – 3 years experience in rail-roads and who have undergone Initial Course.

Course Contents

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| <ul style="list-style-type: none">✚ Civil Engineering✚ Computer Applications✚ Elect. Engineering✚ Financial Management✚ Human Resource Management✚ Law | <ul style="list-style-type: none">✚ Material Management✚ Mechanical Engineering✚ Operation & Commercial✚ Qualitative Techniques✚ S&T Engineering |
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3. Management Development Programme - 5 week (September 2011 & March, 2012)

For Whom: Engineers/Managers with 4-7 years experience in executive cadres for helping them to solve problems faced by them and seek opportunities offered

by technological and managerial innovations to enable them to hold independent charge

Course Contents

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| <ul style="list-style-type: none"> ✚ Alternate Finance, Budgeting ✚ Communication ✚ Corporate Business Economy ✚ Customer Orientation ✚ Decision making negotiations ✚ Ethics, Values & Factory Act ✚ Human Resource Development ✚ Introduction to Computers ✚ Legal aspects such as CPA | <ul style="list-style-type: none"> ✚ Motivation, Vigilance ✚ MS office, E-mail and Internet ✚ Personal Effectiveness ✚ Practical Training ✚ Railway Act, Works Program ✚ Rolling Stock Program (RSP) and Machinery and Plant Program (M&P) ✚ Safety Management , Strikes ✚ Transport Environment |
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4. Advance Management Development Programme - 3 week (April, May, August, September & October 2011)

For Whom: Engineers/Managers with 10-15 years experience in Executive and Administrative level to acquaint officers with areas of strategic management and to improve organizational effectiveness through its senior administrative grade.

Course Contents

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| <ul style="list-style-type: none"> ✚ Alternate Finance ✚ Budgeting & capital investment appraisal ✚ Communication ✚ Customer Orientation ✚ E-mail & Internet ✚ Human Resource Management ✚ Introduction to Computers ✚ Learning Organisation ✚ Legal aspects such as CPA | <ul style="list-style-type: none"> ✚ Liaison with Civil Authorities ✚ Mission & Vision ✚ Personal effectiveness. ✚ Quality ✚ RSP & M&P ✚ Safety Management ✚ Strategic Management & Corporate Business Economy ✚ Strikes ✚ Vigilance ✚ Works programme |
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5. Information Technology Introductory - 3 Week (April, May, June & October 2011)

For Whom: Engineers/Managers with 1-2 years experience in executive cadres to acquaint them to independently work on PC with Microsoft Office.

Course Contents

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| ✚ E-mail and its use | ✚ Introduction to personal computers |
| ✚ Internet and web browsing | ✚ Introduction to Windows |
| ✚ Introduction to Office 98 | |

6. Railway Safety - 2 Week (April, May, June, September & October 2011)

For Whom: Engineers/Managers with 2-3 years of experience to develop a holistic insight into safety management to identify areas of human failures and assess the measures to enhance accountability and efficiency for avoiding accidents.

Course Contents

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| ✚ Accident enquiries | ✚ Safety environment |
| ✚ Accident prevention | ✚ Safety in railways |
| ✚ Breakdown trains | ✚ Safety Management |
| ✚ Computer aided investigation | ✚ Safety organisation and inspection |
| ✚ Crisis communication | ✚ Strategic planning & Technical up gradations |
| ✚ Disaster Management | ✚ Track parameters & Training of drivers |
| ✚ Human aspects | ✚ World vision |
| ✚ Perception presentation | |
| ✚ Psychological aspects | |
| ✚ Rail wheel interaction | |