



सत्यमेव जयते



वयं राष्ट्रे जागृयाम

INDIAN RAILWAYS INSTITUTE OF TRANSPORT MANAGEMENT
भारतीय रेल परिवहन प्रबन्धन संस्थान
MINISTRY OF RAILWAYS, GOVERNMENT OF INDIA
भारत सरकार – रेल मन्त्रालय

Campus: Hardoi By-Pass Road, P.O. Manak Nagar, LUCKNOW-226011
BSNL : 2451940, 2451942 FAX No. 2451964

No.IRITM-TRG/RCT/11-17/1

Dt : 23.11.17

Special Course
on
Traffic Accounts and Electronic Data Processing

To,
General Managers,
C/- PCCMs, PFAs & PCPOs (All Zonal Railways)
C/- PED/Accounts/Railway Board.

Sub: Nomination of Officers for Five (05) day Course on Traffic Accounts and Electronic Data Processing.


IRITM is organizing a Five (05) day Course on "**Traffic Accounts and Electronic Data Processing**" starting from 18.12.17 to 22.12.17. This module aims at better appreciation of functioning of Traffic Accounts Office, streams of traffic earnings and their correct accountal, importance of internal checks, station outstanding & its clearance, statistical statements related to performance & earnings and role of IT in Traffic Accounts.

You are requested to nominate officers for the above mentioned workshop. Relevant details of the nominated officers e.g. name, designation, mobile no. email id may kindly be sent by 11th December, 2017 positively to sdm.iritm@gmail.com

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| 1. Officers for which the course is designed: | Junior Scale to Senior Administrative Grade |
| 2. Duration: | 18.12.17 to 22.12.17 (Five days) at IRITM |
| 3. Course Director: | Smt. Neelima Singh, Professor (DM) |
| 4. Course Associate: | Shri Ashwani K. Srivastava |
| 5. No. of Officers to be nominated: | Minimum four (04) from each zone |
| 6. Training schedule: | 9.30 hrs to 18.00 hrs |

As an extension to this course, officers who are interested in doing project work or in preparing case studies may be nominated for the course to IRITM for 6 weeks. They will attend the above course in **First week (i.e. from Dec. 18 to Dec., 22, 2017)** at IRITM, Lucknow, go for field visits for data collection for the next four weeks **(i.e. from Dec. 25 to Jan. 19, 2018)** and return to IRITM in the **6th week (i.e. from Jan. 22 to Jan. 26, 2018)**

The Course details are also available on the IRITM Website i.e., iritm.indianrailways.gov.in


23.11.2017
(A.P.Singh)
Director

