No. 2018/TransCell/E/Protection of Child Rights

New Delhi, Dated: 4.9.2018

General Manager
Eastern Railway, Northeast Frontier Railway, South Central Railway,
North Eastern Railway

Sub: Workshop on Child Care & Protection in collaboration with NPCR

Ref: CRB’s DO Letter No 2018/Trans/Cell/E/Child Protection dated 4.6.2018 to all GMs

Ministry of Railways in collaboration with National Commission for Protection of Child Rights (NCPCR) has launched a campaign to increase awareness and build capacity amongst officials and stakeholders for ensuring care and protection to vulnerable children coming in contact with Railways. CRB’s DO (ref above) may please be referred.

2. One of the activities under the campaign is to conduct training and capacity building workshops at 6 centres: viz Delhi, Mumbai, Secunderabad, Kolkata, Guwahati and Varanasi. Workshops have been held in Delhi on 16 August and in Mumbai on 31 August 2018. CRB has approved that remaining four workshops may be organized by ER, NFR, SCR & NER as per following schedule:

(i) Workshop by ER at Kolkata on 13 Sep'2018 (officials of SER in Kolkata may also be invited)
(ii) Workshop by NFR at Guwahati on 20 Sep'2018
(iii) Workshop by SCR at Secunderabad on 25 Sep'2018
(iv) Workshop by NER at Varanasi on 5 Oct'2018 (officials of NR in Varanasi may also be invited)

3. Salient features of workshop are as under:

   i. **Objective:** To impart training to Railway officials on issues and concerns of vulnerable children in contact with railways and to orient them on their roles and responsibilities

   ii. **Participants:** Approx 200 in each workshop (target participants - SS/SM/ASM, CTI, TTE/TC, RPF/GRP and other concerned officials from different divisions) (major participation may be from stations where Standard Operating Procedure (SOP) is not implemented)

   iii. **Tentative Timings:** 10:30 AM - 4:15 PM

   iv. **Modalities:** NCPCR and concerned State Commission (SCPCR) would provide trainers/resource persons, technical support, audio visual, training & resource material and conduct the training session whereas Railways will organize the logistics like venue, food etc.

   v. The workshop may be opened/closed by GM.

   vi. Tentative Program for the workshop is enclosed.

3. It is requested to organize the workshop in coordination with NCPCR.

   DA/- Tentative Programme for Workshop

   (Jeetendra Singh)
   Executive Director/Transformation

Copy:

1. Ms Rupa Kapoor, Member NCPCR, 5th Floor, Chandralok Building, 36 Janpath, New Delhi
## Objective

- To orient Railway Officials (SM/SS, CTIs, TTEs, RPF) and GRP on the Guidebook prepared by NCPCR for ensuring care and protection to vulnerable children coming in contact with Railways
- Impart training on issues and concerns of children in contact with Railways
- Orientation on key components of the Guidebook with special focus on the specific role of Railway officials with regard to the procedures to be followed in different case situations

## No. of Participants: Total-200 (Estimated)

Indicative breakup
- SS/SM/ASM - 50
- CTI/TTE/TE- 50
- RPF-50
- GRP-20
- Other concerned officials - 30

## Tentative Programme Agenda

<table>
<thead>
<tr>
<th>Time</th>
<th>Session</th>
<th>Key elements/Objectives/Discussion points/Messages to be given</th>
<th>Resource Person/Facilitator</th>
</tr>
</thead>
<tbody>
<tr>
<td>09:30 AM-10:30 AM</td>
<td>Registration</td>
<td>Registration followed by tea</td>
<td>NCPCR</td>
</tr>
<tr>
<td>10:30 AM-10:35 AM</td>
<td>Welcome</td>
<td>Welcome address by Chairperson, NCPCR</td>
<td></td>
</tr>
<tr>
<td>10:35 AM-10:40 AM</td>
<td>Address</td>
<td>Key Note Address by GM</td>
<td></td>
</tr>
<tr>
<td>10:40 AM-10:50 AM</td>
<td></td>
<td><strong>Nukkad Natak</strong></td>
<td></td>
</tr>
<tr>
<td>10:50 AM-11:15 AM</td>
<td>Introduction</td>
<td>Ice breaking and Introduce the training, sharing of objectives, set the tone</td>
<td>Railway Children India (RCI)</td>
</tr>
</tbody>
</table>
| 11:15 AM-12:00 AM | Introduction to child rights | The participants to gain an understanding of the following:  
- Why children are on street and on railway platforms?  
  Their characteristics and vulnerabilities  
- What are Child Rights?  
  Railway Children India (RCI) | Railway Children India (RCI) |
<p>| 12:00 PM-12:15 PM |                              | <strong>Tea Break</strong>                                                                                                                |                                   |
| 12:15 PM-1:00 PM  | Introduction to child protection Mechanisms and legal framework | - The legal frame work for child protection mechanism in India | Resource Person from NCPCR        |</p>
<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Content</th>
<th>Organizer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00 PM-2.00 PM</td>
<td>Orientation on Guidebook for Creating a child friendly and Protective Environment for Children In Contact with Railways</td>
<td>• Evolution of SOP &amp; Guidebook&lt;br&gt;• Role and responsibilities of different stakeholders as outlined in Guidebook/SOP.&lt;br&gt;• What is happening elsewhere as a part of SOP implementation? What can be done more?&lt;br&gt;• Guiding principles to be followed while dealing with children</td>
<td>Railway Children India (RCI)</td>
</tr>
<tr>
<td>2.00 PM-2.30 PM</td>
<td>Lunch</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.30 PM-3.00 PM</td>
<td>Psycho-Socio aspects of Children In Contact with Railways</td>
<td>• Understand the Psycho-socio aspect of Children while dealing with Children</td>
<td>Resource Person from NCPCR</td>
</tr>
<tr>
<td>3.00 PM-3.30 PM</td>
<td>Awareness at Railway Stations</td>
<td>• Awareness tools&lt;br&gt;• Showing movies made by RPF &amp; NCPCR and Save the Children</td>
<td>Resource Person from NCPCR</td>
</tr>
<tr>
<td>3.30 PM-4.00 PM</td>
<td>Open Group discussion &amp; Way Forward</td>
<td>• Question answer session – Open group discussion&lt;br&gt;• Way forward- what can be done from here and now?</td>
<td>NCPCR/RCI</td>
</tr>
<tr>
<td>4.00 PM-4.15 PM</td>
<td>Valedictory</td>
<td>• Feedback and vote of thanks</td>
<td>NCPCR/RCI</td>
</tr>
</tbody>
</table>