

ESTIMATES COMMITTEE

(1958-59)

TWENTY-NINTH REPORT
(SECOND LOK SABHA)

THE MINISTRY OF RAILWAYS

**Action taken by Government on the recommendations
of the Estimates Committee contained in the
Twenty-fourth Report (First Lok Sabha) on the
Ministry of Railways—Staff Matters**



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INTRODUCTION

I, the Chairman of the Estimates Committee, having been authorised by the Committee, present this Twenty-ninth Report of the Estimates Committee of the Lok Sabha on action taken by Government on the recommendations/conclusions contained in the Twenty-fourth Report of the Estimates Committee of the First Lok Sabha.

2. The Twenty-fourth Report of the Estimates Committee was presented to the Lok Sabha on the 5th April, 1956. The Government furnished their replies indicating action taken on the recommendations/conclusions contained in this Report between the 17th September, 1956 and the 10th June, 1958. The Ministry was requested to furnish clarifications on certain points arising out of the replies. The replies (including the replies to points for further clarification) were examined by the Study Group of the Estimates Committee on the 16th July and the 3rd September, 1958. This Report includes the replies of the Ministry to the original recommendations of the Committee as well as replies to the points for clarification.

3. The Report has been divided into four Chapters, that is,
- I. Report.
 - II. Recommendations that have been accepted by Government.
 - III. Replies of Government that have been accepted by the Committee.
 - IV. Replies of Government that have not been accepted by the Committee.

4. An analysis of the action taken by Government on the recommendations contained in this Twenty-ninth Report is given in Appendix III.

NEW DELHI;
The 27th September, 1958

BALVANTRAY G. MEHTA,
Chairman,
Estimates Committee.

CHAPTER I

REPORT

The Estimates Committee, in Para 11 of the 24th Report (First Lok Sabha), recommended that the Ministry of Home Affairs should periodically revise the list of newspapers in which the advertisements of Government Departments were included in consultation with the State Governments and the legislators from the regions concerned.

The Ministry of Railways have stated in reply that the matter was considered by the Ministry of Home Affairs who have informed that the list of newspapers is revised from time to time in consultation with the Ministry of Information and Broadcasting and the Union Public Service Commission. The Ministry of Information and Broadcasting have media particulars of most of the journals and newspapers and that record is continuously revised in the light of the latest information available. This information is obtained from the papers themselves, the State Governments, and the Audit Bureau of Circulations. The Ministries of Home Affairs and Information and Broadcasting consider that there is no need for any organisation of the Central Government to consult the legislators and the State Governments on the above point. From the reply it is observed that while the State Government is consulted at some stage in the matter, the legislators of the regions concerned are not, and that the Ministry have not indicated the reasons for not consulting the legislators. *The Committee are of the opinion that the legislators of the regions concerned are much more in the know of things (including the popularity and circulation of local newspapers) in their own regions. They, therefore, strongly feel that the legislators of the regions concerned should also be consulted in the matter of preparation of list of newspapers carrying Government advertisements.*

2. In para 58 of the 24th Report (First Lok Sabha), the Committee suggested (i) the exploration of the possibility of encouraging private institutions for giving particular kind of training required for the different kinds of Railway employees, (ii) establishing of one multi-purpose school as preparatory Institute for new recruitment for each region and one higher school for advanced training for each Railway which would be useful for ensuring a steady flow of candidates with suitable training in subjects pertaining to Railways, (iii) encouragement to be given for the preparation of text-books dealing with various aspects of Railway Administration, which could be used in the institutions, and also expressed their dissatisfaction with the closing of classes for training of signallers at Junagarh and Bhavnagar. The Ministry replied in November, 1957 that the recommendation was noted. On being requested to furnish a detailed reply enumerating the steps taken on the various suggestions contained in the recommendation the Ministry have stated *inter alia* that multi-purpose schools have been established one each at Kharagpur, Asansol and Golden Rock, etc., etc. They have, however, added that it is not quite clear what higher schools for advanced training for each Railway the Committee refer to. The Ministry have further stated that a Central Training School has been or is being provided for all categories of staff both requiring initial training as well as refresher and promotion courses with the exception of Mechanical and Electrical

Engineering staff, for whom separate training schools have been or are being provided. Candidates with adequate academic qualifications are being recruited and given an intensive course of training in the three newly opened training centres, etc., etc., *The Committee, while generally accepting the reply regret to note that the Ministry first noted the recommendation for action and after some time have raised the query as to the correct meaning of a particular portion of the recommendation. By higher schools for advanced training for each Railway the Committee meant schools for higher type of training in technical subjects related to Railway working. The Committee would like that closer attention and care should be given to the recommendations of Parliamentary Committees, than what appears to have been done in this case.*

3. In para 76 of the 24th Report (First Lok Sabha), the Committee reiterated the recommendation of the Indian Railway Enquiry Committee (1947) that certain definite standards of efficiency should be laid down to be attained by the Junior Scale Officers before being promoted to the senior scale posts. They also suggested that a Junior Scale Officer should be interviewed by the Board of three heads of departments before being promoted to senior scale post *for the first time*. The Ministry of Railways have replied that the promotion of a Junior Scale Officer to Senior Scale Post is made on the basis of confidential reports which determine an officer's suitability for such promotion. Such promotion has to be approved by the Deputy General Manager (Personnel), the head of the department concerned and the General Manager. In view of this arrangement they did not consider it necessary that the Junior Scale Officer should be interviewed by a Board of three heads of departments. *In the opinion of the Committee an interview is very necessary for forming a balanced view about the suitability of the officer to be promoted. It is also learnt that, due to increased requirement of officers, sometimes very junior officers have to be promoted to senior scale and as such it would be advisable to test the efficiency of the officer before first promotion through a board of three heads of departments. The Committee, therefore, reiterate their earlier recommendation in this regard.*

4. In para 78 of the 24th Report (First Lok Sabha), the Committee observed that it was noticed that promotions to Class II Officers could not be given regularly upto the prescribed quota prior to 1953-54, but that there was a distinct improvement in that respect since 1953-54. The Committee were glad to learn that a panel of candidates suitable for promotion to Class I was being formed, so that promotion according to the quota could be effected simultaneously with direct recruitment and recommended that the arrears of promotions should be brought up to the quota reserved. The Ministry have replied that arrears in promotion have been pulled up in respect of all departments except in the case of Civil Engineering and that recommendations of the Civil Engineering Department are with the U.P.S.C. and their approval is awaited. *The Committee have accepted the Ministry's reply in the hope that whatever arrears of promotion of Class II officers are yet to be made up, shall be done expeditiously as they feel that the progress in this work has not been satisfactory in the past.*

CHAPTER II

RECOMMENDATIONS THAT HAVE BEEN ACCEPTED BY GOVERNMENT

Serial No. (as in the Appendix IV to the 24th Report)	Reference to para No. of the Report	Summary of Recommendation/conclusion	Government's reply
1	2	3	4
1	4	<p>In view of the huge employment potential of the Indian Railways the importance of proper recruitment of staff in the various categories cannot be overstressed.</p>	<p>The observation has been noted. [Ministry of Rlys. O.M. No. 56-B(c)-6000/Recommendations (24) dated 17-9-1956.]</p>
2	5	<p>The Committee do not want to suggest any modification in the mode of recruitment of Class I service which is generally made on the basis of a very difficult test, as a result of which the best talent available from the various Indian Universities is recruited.</p>	<p>The observation has been noted. [Ministry of Rlys. O.M. No. 56-B(c)-6000/Recommendations (24) dated 17-9-1956.]</p>

3 7 The Committee agree with the recommendation of the Railway Corruption Enquiry Committee that the question of honesty and integrity of the candidates should be given greater emphasis, while making selections for promotion to Class II service.

Noted. Necessary action has already been taken as recommended by the Railway Corruption Enquiry Committee.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-1956.]

5 16 The Committee recommend that the result of the examinations conducted by the Railway Service Commissions should be intimated to the candidate concerned, provided he leaves a self-addressed envelope or a postcard with the Commission's Office. That such a facility will be afforded, should be made clear in the application form.

The above recommendation has been accepted and suitable instructions have been issued to the Railway Service Commissions.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-11-1956.]

7 20-21 The Committee recommend that the Railway Ministry should create conditions whereby it will be possible for the Commissions to hold examinations for all the eligible candidates. To begin with, a combined examination may be held at suitable centres for the non-technical categories of staff and out of those who qualify in the written test, a reasonable number may be called from the top for interview.

1. The Ministry of Railways have accepted the recommendation for holding 'Mass Examinations' for selection of candidates to the non-technical Class III categories. In fact the Railway Service Commissions, Allahabad and Calcutta, have held such examinations in 1957-58 and the Commission at Bombay propose to hold such an examination in 1958.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 8-3-1958.]

To meet the shortage of technical staff and to keep the Educational Institutions informed about the requirements of staff in the Railways, the Committee recommend that the Railway Ministry should include a detailed review of the activities of the Railway Service Commissions in their Annual Reports. The review should also indicate the requirements of the Railways for technical posts and should offer suggestions on dispersal of courses and vocational training to increase the flow of technically trained personnel to meet the requirements of the staff under the Second Five Year Plan. A copy of this Review should be supplied to all the State Governments for distribution amongst the recognised Educational Institutions. Similarly, the Railway Service Commissions should also periodically prepare the reviews and send them to the Educational Institutions in the regions served by them.

The observations of the Committee are accepted.
[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-1956.]

The Committee endorse the recommendation of the Railway Corruption Enquiry Committee that the Railway Board may also bring out a small brochure describing the different types of jobs offered by the Railways, brief nature of jobs, future prospects, emoluments, age and educational qualifications required.

The recommendation has been noted. The Board have already under preparation a brochure describing different types of jobs offered by the Railways, brief nature of jobs, future prospects, emoluments, age and educational qualifications required.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-1956.]

(Further information called for by the Committee.)

Please supply a few copies of the brochure described
Four copies* of a brochure describing different

*NOTE:—Copy of the brochure not included in the report.

ing different types of jobs offered by the Railways etc., if since prepared.

(L.S.S. O.M. No. 100-EC-II/56, dated 17-11-1958)

The Committee have noted with satisfaction the assurance given by the representatives of the Railway Ministry that the question of meeting the shortage of candidates for reserved vacancies was under constant review and that everything would be done to ensure that candidates from the Scheduled Castes, Scheduled Tribes and Anglo-Indian communities were recruited in sufficient number. They recommend that some concrete steps as suggested below should be taken with a view to increase the flow of suitable candidates belonging to these communities :—

(a) The Scheduled Castes candidates having the minimum prescribed qualifications for selection by the Commissions may be given special training to bring them up to the mark. Slight reduction in the standard of recruitment will be compensated by the extra training.

(b) For the candidates belonging to the Scheduled Tribes and the Anglo-Indian Community their reservation may be comparatively increased in the areas where they are available in larger number

types of jobs offered by the Railways, etc., are sent herewith.

[Ministry of Rlys. O.M. No. 56-B(c)6000/24th Report, Pt. I, dated 8-4-1958.]

(a) Recommendation is accepted. Instructions have already been issued.

(b) Recommendation is accepted so far as Scheduled Castes and Scheduled Tribes are concerned. The question of giving reservation to Anglo-Indians in the categories in which they are specially interested, is under consideration.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/ Recommendation (24) dated 29-12-1956.]

and in services which are much to their liking without disturbing the overall percentage of the reservation.

17

The Committee are of the opinion that the posts of the Secretary of each of the Commissions should be a senior scale post. It should be a post with a tenure of three years and personnel officers of the Railway concerned should be considered for that post. The question of directly recruiting the candidates with suitable educational qualifications for the post of a Secretary to the Railway Service Commission should also be examined by the Railway Ministry.

33

This recommendation is in consonance with the decision taken by Government already. The post of Secretary, Railway Service Commissions, has already been upgraded to the senior scale. As for the recommendation that officers should be specially recruited for the posts of Secretaries of Railway Service Commissions, if Secretaries to the Commissions are recruited exclusively as such, they will have no chance of promotion and really suitable men and with guaranteed integrity, which is a most important qualification, as far as these posts are concerned, would be difficult to secure.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-1956.]

19

The Committee feel that so far as the question of reserving some percentage of posts in Class IV and the lower grades of Class III services for the sons of Railway employees is concerned, the position may be examined whether this could be done without infringing the relevant articles of the Constitution. Schools run by Railways for the children of their employees should be converted into multipurpose schools and the subjects pertaining to the Railway working should be taught there, in addition.

36

The Railway Board have no comments to offer as the matter will have to rest where it is so long as the present legal hurdle subsists.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-1956.]

The Committee notice that the number of women workers on the Railways is small. They recommend that in the advertisements issued by the Railway Service Commissions for posts which, by their nature are suited to women, it should be clearly stated that women are eligible to apply and when they apply for such posts, they should be called for interview and written tests, provided they fulfil the prescribed qualifications. The reasons for wide fluctuations in the number of women working on different Railways should be examined and steps taken for recruiting more of them in the jobs which are, by their nature, more suited to women. The Committee suggest that now that departmental catering is being introduced on Railways, women should be considered for the posts in the catering Department.

It has not been possible to find an adequate explanation of the reason for variation in the employment of women on the different Railways. One possible cause which appears the most likely may be the pace of education and social restrictions such as the observance of purdah in one form or another in parts of the Western Railway and in the Railways serving the North.

Under the provisions of the Constitution, it will not be possible to give women any preference in respect of recruitment, but instructions are being issued to Railway Service Commissions to mention prominently in respect of services, such as clerks, stenographers, typists, telephone operators, draughtsmen tracers etc., which do not involve outdoor work or work at inconvenient hours in the night, the fact that women candidates will be equally eligible and are invited to apply.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 10-6-1958.]

The Board consider that in many cases, there are no local papers in which publicity can be given

The Committee recommend that greater publicity should be given by advertisements in local papers,]

notices at stations etc., regarding recruitment of different categories of Class IV staff (including Trade Apprentices), than is being done hitherto.

23

The Committee recommend that the activities at the Staff College, Baroda should be increased to cover the training of probationary officers, systematic refresher courses for junior officers, and special courses for the senior officers. The Committee consider that the per capita expenditure of the Staff College, Baroda is unduly heavy and recommend that it should be brought down substantially by making more intensive use of the training facilities. The Committee further recommend that the training courses at the Staff College, Baroda, should be suitably revised so as to include the study of general principles of the Constitution of India, division of functions, Disciplinary Rules, civic duties and responsibilities etc. The duration of training for each item should also be carefully scrutinised and then fixed.

51

to recruitment in different categories of Class IV staff. Steps have already been taken to publicise the recruitment as widely as possible.

[Ministry of Rlys. O.M. No. 56-B(c)-6009/
Recommendations (24) dated 17-11-1956.]

The recommendations are accepted in principle.

The accommodation in the Staff College is being increased by the provision of tentage immediately and also by extending the regular accommodation by 60 so that 96 trainees may be dealt with at a time in the College. In the light of our proposals for further expanding the recruitment, particularly of temporary officers from amongst superannuated army officers as well as from the open market further expansion of the training facilities may be necessary. The recommendation that the activities of the Staff College should be increased has, therefore, been accepted in principle and steps have been taken to implement it. As far as providing systematic refresher courses to junior officers and special courses to senior officers is concerned, this will be possible only after the initial training of the large number of recruits has been completed, so that the serving officers can be released from their working posts for the training, apart from the question

of accommodation in the College. The Railway Board will, however, implement the recommendation as soon as this becomes possible without detriment to the immediate day to day work on the Railways.

As regards the per capita expenditure, the increase in the number of trainees at a time will automatically effect quite a considerable reduction in the present high per capita expenditure, which was mainly due to the very small number who go through the course while the over-head could not be reduced very much irrespective of the numbers. This recommendation, therefore, that the per-capita expenditure should be brought down by making more intensive use of the existing training facilities has been accepted.

As regards the 3rd part of the recommendation the syllabi have already been revised to include the subjects mentioned therein. The duration of the training has also been reviewed on a number of occasions and revisions carried out wherever deemed necessary. This will, however, be a continuous process.

[*Ministry of Rlys. O.M. No. 56-B(c)-6000/Recommendations (24) dated 1-10-1956*].

The Committee also fully endorse the following recommendations of the Railway Corruption Enquiry Committee :—

“In addition to the normal course of training given to the officers, lectures by the heads of Departments and General Managers on the duties and responsibilities of the Officers to keep the Administration clean should be arranged. Canons of financial propriety, absolutely impartial dealings with staff under them and allied matters should form the subject matters of these lectures. Public men working in the political and social fields should also be periodically invited to impress on the trainees the importance of their social responsibilities in the discharge of their duties”.

In addition, the Committee also suggest that eminent educationists might be invited to visit the Staff College and offer their suggestions in the various fields of activities of the College. The Committee also suggest that study tours by officers of one Zone to other Zones should be encouraged with a view to better understanding of the working of different Zones and imbibing fresh ideas.

The Committee consider the existing training facilities for initial training and refresher courses to be inadequate.

The recommendations are accepted and suitable instructions have been issued.

[Ministry of Rlys. O. M. No. 56-B (c)-6000/
Recommendation (24) dated 12-4-1937].

The observations of the Committee are noted.

[Ministry of Rlys. O. M. No. 56-B(c)-6000/
Recommendation (24) dated 29-12-1936].

30 68 In view of the importance of getting properly trained personnel in the Mechanical and Electrical Engineering Departments, the Committee suggest that decisions on the various recommendations of the Technical Training Committee should be taken by the Railway Ministry without further delay.

The principal recommendations of the Technical Training Committee, *viz.*, about the systematic training of Apprentice Mechanics & Trade Apprentices have been accepted and orders have been issued to the Railway Administrations to implement them. The financial implication of the other recommendations is being examined and they will be considered by the Board without avoidable delay.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 1-10-1956].

13

31 69 The Committee understand that Basic Training Centres have been organised in the Kanchrapara, Lillooah, Jamalpur and Kharagpur workshops. They recommend that there should be at least one such centre on each Railway.

Basic Training Centres already exist on all Indian Railways except the Central, South Eastern and Western Railways. These railways have framed proposals for starting Basic Training Centres during the Second Five Year Plan. Other Railways also have framed proposals for expansion of the existing centres or setting up additional centres.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 1-10-1956].

32 72 The Committee agree that training facilities should exist for all categories of workers including un-

The recommendation so far as it relates to Class IV staff being literate is in accordance with

skilled ones and recommend that literacy in regional language be insisted on at the time of recruitment of Class IV staff. For the illiterate Class IV staff already in service, a scheme of paying hump sum literacy bonus for the acquisition of literacy and providing simple and interesting literature should be explored by the Railway Board. The Committee recommend that the Committee of educationists referred to earlier should prescribe brief training course for different categories of Class IV staff. This training should be not only for one particular job but for one or two other allied jobs also, so as to promote better utilisation of man-power.

33

75 The Committee consider that the existing system of promotion from senior scale to the administrative posts by selection is satisfactory and may continue.

35

78 The Committee notice that promotions of Class II officers could not be given regularly to the prescribed quota prior to 1952-53. There is, however, a distinct improvement in this respect since 1953-54. The Committee were glad to learn that a panel of candidates suitable for promotion to Class I was being formed, so that promotion according to the quota can be effected simultaneously with direct recruitment. The Committee recommend that the arrear promotions should be brought up to the quota reserved.

the policy which has already been accepted by the Government. Action is, however, being taken to reiterate the orders providing that only persons who are literate should be recruited to the Class IV Railway Service in future. Government have also accepted the principle that training facilities should be provided for all categories of staff and the matter is receiving their attention.

[Ministry of Rlys. O.M. No. 56-B(C)-6000/
Recommendations (24) dated 1-10-1956].

Noted. No remarks are called for.

[Ministry of Rlys. O. M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-56].

Arrears in promotion have been pulled up in respect of all departments except in the case of the Civil Engineering. Recommendations for the Civil Engineering Department are with the U.P.S.C. and their approval is awaited.

[Ministry of Rlys. O.M. No. 56-B(C)-6000/
Recommendations (24) dated 17-11-56].

37(b)

82 The Committee very much appreciate the recent scheme of training introduced for the Scheduled Caste employees in the Railway Board's Office to bring them to the requisite standard for promotion to the posts of Assistants. They recommend that the scheme should be introduced on individual Railway also.

38

85 In regard to the subject of promotion of Class IV employees to Class III posts the Committee are in agreement with the views expressed by the Indian Railways Enquiry Committee (1947) that regular and wide avenues of promotion should be provided for deserving men belonging to these services. They, therefore, recommend that age restrictions for the purpose of recruitment to any category of service should be suitably relaxed in the case of those who are already employed in Class IV and have rendered satisfactory and efficient service. The recruiting authorities should consider them, if qualified, for promotion to Class III service. (Further information called for by the Committee)

The Railway Minister in his Budget Speech of the 14th May, 1957 had stated that a Committee was being appointed to examine the question of promotion of Class IV employees to Class III posts. The present position may please be

The recommendation has been accepted for consideration when planning for expansion of training facilities.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/
Recommendations (24) dated 17-9-1956.]

Provision already exists for the promotion of Class IV employees to Class III posts.

[Ministry of Rlys. O.M. No. 56-B (c)-6000/
Recommendations (24) dated 1-10-1956].

In this connection a copy of Board's letter No E(NG) 56P/111-10 dated 29-9-56 to the Railway Administration is enclosed.* A Committee was appointed in May 1957 to examine the question of promotion of Class IV emp-

estimated.

(L.S.S. O.M. No. 100-EC-II/56, dated 17-1-1958).

ployees within the same class and to Class III posts. The report of the Committee is expected to be received shortly.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/24th Report/Pt. I, dated 9-4-1958].

Please furnish the details of recommendations of the Committee, if since received.

(L.S.S. O.M. No. 100-EC-II/56, dated 18-6-58).

The Class IV Staff Promotion Committee have since submitted their report[†], five copies of which are placed below. The summary of recommendations is contained in Chapter XVI thereof. The recommendations are under consideration of the Railway Board.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/24th Report/Pt. I, dated 23-7-1958].

5

39

86 The Committee suggest that, as suggested by the Indian Railway Enquiry Committee (1947), Class IV yard traffic staff should be eligible for promotion to fill certain proportions of vacancies as Number takers, which should be reserved for them. In case the requisite number of yard traffic staff would not be forthcoming for this purpose, the Railways should take steps to introduce special training classes for such candidates to bring them to the requisite standard. The feasibility of earmarking a cer-

The recommendation is accepted.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/Recommendations (24) dated 1-10-1956].

*Note.—The copy of Board's letter is reproduced in Appendix I.

†Note.—Copy of the Report has not been included in this Report.

tain percentage of Class III posts for promotion from Class IV in certain other specific categories also should be further explored by the Railway Ministry. The Committee recommend that a uniform system of giving promotions from Class IV to Class III should be evolved for all the Railways and that minimum period of service should be laid before such promotion could be made.

40

87 Apart from the question of giving promotions to employees from lower Classes to higher Classes, they should also be permitted to compete for the posts to the next higher class by direct recruitment, if they so desire, and the minimum age qualification may be suitably relaxed for this purpose.

It is presumed that the Estimates Committee mean that the maximum age limit be relaxed to enable the serving employees in one Class to apply for vacancies filled by direct recruitment in the next higher Class. If so, the position is as under:—

(i) The relaxation of age limits to enable Class III staff to compete for various services in Class I, except the Transportation (Traffic) and Commercial Department, already exist. So far as the Transportation (Traffic) and Commercial Department is concerned the question of relaxation of the upper age limit for departmental candidates is also under consideration.

(ii) Class II posts are normally filled by promotion of suitable Class III staff

only and it is only on very rare occasion that direct recruitment is made to this Class. The age limits prescribed for direct recruitment to such isolated posts in Class II are adequate and can be relaxed if it comes to notice that suitable candidates would not be available unless the age limits are relaxed.

(iii) Class IV Staff are already being allowed to compete for Class III vacancies filled by direct recruitment through the Railway Service Commission and they are granted the necessary relaxation of age limit.

[*Ministry of Rlys. O.M. No. 56-B(C) 6000/ Recommendations (24) dated 17-9-1956*].

17

41 88 The Committee observe that the efficiency of workers depends upon a number of factors:

- (a) selection of the right man for the right job;
- (b) scientific training for the execution of job;
- (c) incentive in the form of bonus, profit sharing, reward, rank, recognition and for appreciations to make a person work whole-heartedly with interest; and
- (d) psychological approach to the worker with a view to enlisting his energy, interest and goodwill.

[*Ministry of Rlys. O.M. No. 56-B(C) 6000/ Recommendations (24) dated 17-9-1956*].

42 The Committee reiterate their recommendation already made in para 129 of their Twenty-first Report that each Railway should evolve the system of piece-work rating and bonuses in its workshops and the co-operation of the National Federation of Indian Railwaymen should be sought in this matter with a view to complete the scheme as early as possible.

44 The Committee are in agreement with the recommendation of the Railway Corruption Enquiry Committee that cases of exceptional and outstanding work should receive special recognition by payments of honoraria, letters of appreciation and medals.

45 The Committee reiterate the observations made in their Ninth Report that good work and sense of public duty among the highly conscientious officers should be suitably recognised.

* Attention is invited to the remarks of the Ministry of Railways against Recommendation No. 57 of Twenty-first Report of the Estimates Committee.
[Ministry of Rlys. O.M. No. 56-B (c) 6000/Recommendations (24) dated 20-6-1956].

The Estimates Committee's observation is noted.
[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956].

The recommendation has been noted; the question of good work and sense of public duty among the highly conscientious officers being suitably recognised, is already under consideration. After a final decision has been reached, suitable instructions will be issued to the Railway Administrations.

[Ministry of Rlys O.M. No. 56-B (c) 6000/Recommendation (24) dated 29-12-1956].

(Further information called for by the Committee).

Please state if a decision on the question of good work and sense of public duty among the highly conscientious officers being suitably recognised, has since been issued, and if so, the instructions issued as a result of the decision may be communicated.

(L. S. O.M. No. 100-EC-II/56, dated 17-1-1958)

46 101 to 103 The Committee agree with the views expressed by Shri K.C. Bakhle that there was a necessity of a proper psychological approach, so that even the humblest railwayman was made to feel that his work was important and to develop interest in the work he was doing. As an eminent writer has stated "Democracy consists in the opening of new horizons and vistas that one may see larger worlds through the windows of our every day tasks and duties."

47 104 All the Staff at various levels should be made to realise that the conscientious and efficient performance of their day to day tasks is not only in the interest of the administration and the country, but also in their own interest. Proper interest in one's work and its efficient performance are the greatest source of joy to a person.

The matter is still under consideration in consultation with the National Federation of Indian Railwaymen.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/24th Report /Pt. I dated 25-4-1958].

The Committee's observation is noted and suitable instructions have been issued to Railways.

[Ministry of Rlys. O.M. No. 56-B(c) 6,000/Recommendation (24) dated 16/18-2-1957].

The recommendation aims at inculcating a sense of conscientiousness among the railway employees and at bringing home to them at efficient performance of their work is in their own interest.

This Ministry are already having a scheme of awards to railway servants in recognition of meritorious service rendered by them. The General Managers of Railways have powers

*The reply of Ministry has been scrutinized thoroughly in respect of recommendation 57 of the 21st Report (First Lok Sabha.)

to sanction cash awards upto 1,000/- in each case for valuable suggestions or for exemplary action, and instructions also exist that General Managers of Railways should recognise service of a commendable character and give suitable cash awards as an incentive to railwaymen.

Mention, in this connection, may also be made of the awards instituted, during the railway Week Celebrations in April, 1956 on the occasion of which merit certificates were presented to the railway servants who had distinguished themselves. Similarly, certificates were awarded in 1957 and this year awards in the shape of a medal and National Savings Certificates for Rs. 500/- each, were presented to sixteen railwaymen.

The scheme of rewards and appreciation by the administration is but a small token which has some effect on the enthusiasm of the men. What is more important, according to the recommendation, is the inner joy that is produced through one's own realisation of the importance of good work. Education in this regard is necessarily a slow progress, but the news letters published by Railways, the celebration of the Railway Week and pamphlets such

as 'Ours is a family' published in 1956, and personal contacts of officers with the workers are all designed to generate enthusiasm in railwaymen for their work.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/ Recommendation (24) dated 15-5-1958*]

The Committee's recommendation is accepted.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/ Recommendations (24) dated 17-11-1956*].

The Committee would like to reiterate that the Members of the Railway Board, General Managers, Heads of Departments and other executive officers should tour frequently, exercise close supervision and not hesitate to rectify the mistakes noticed.

(*Further information called for by the Committee*).

Please state as to how long the Members of Railway Board tour now-a-days.

(*L.S.S. O.M. No. 100-EC-II/56, dated 17-1-1957*)

Attention, in this connection, is invited to Ministry of Railways' reply to 'Point for clarification No. 5' (Recommendation No. 16) of the 19th Estimates Committee (1st Lok Sabha) sent under their Office Memorandum No. 56-B(C)-6000/19th Report/Pt. I. dated 22nd April, 1958.

It may further be added that the Board Members including Additional Members were, between themselves, 306 days on tour during 8 months, from August, 1957 to March, 1958.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/24th Report/Pt. I, dated 17-6-1958*].

49

The Committee recommend that some concrete steps should be taken by the Railway Ministry to enlist the co-operation of the Employees' Unions at all levels. The Committee appreciate the proposals to split up the Second Five Year Plan, as soon as it is finalised Division-wise and District-wise, so that the staff might know what contribution they are required to make.

The recommendation is noted.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/
Recommendations (24) dated 17-11-1956].

The Committee also suggest that co-operation of the Unions should be sought to popularise the Plan and arouse the enthusiasm of the staff for its proper implementation. Similarly, public co-operation should be enlisted for this purpose by publicity and propaganda.

50

110

The Committee would suggest that the question of giving extension of service to experienced personnel as also of re-employing the retired hands might be considered by the Railway Ministry, with a view to overcome the shortage of trained personnel.

The grant of extension is considered when experienced personnel retire; re-employment is being resorted to on a large scale to overcome shortages.

51

111

The Committee are extremely anxious to see that there is no wastage of man-power and that every man gives a full day's useful work to the Administration. They, therefore, recommend that a proper machinery of Job-analysis should be

[Ministry of Railways O.M. No. 56-B(c) 6000/
Recommendations (24) dated 17-9-1956].

1. A beginning has been made in the direction of this objective by the introduction of measures initiated as part of the Central Secretariat Organisation and Methods drive both in the

introduced on each Railway. The question of setting up a Job-analysis Wing in the Efficiency Bureau in the Railway Board's Office to direct and control the Job-analysis machinery on the individual Railways may also be examined by the Railway Ministry.

Ministry and on a number of Railways, involving continuous inspection of work done in the branches in order to ensure maximum output without any deterioration in quality. It also involves detailed work studies of branches on a programmed basis for which purpose staff are being trained.

2. Further, a pilot scheme designed to examine ways and means of rationalising work by eliminating infructuous or superfluous correspondence, noting, returns and other types of work at various levels has also been instituted in specified branches on four different railways so that the scope for improvement in each department may be available for the guidance of all railways. The Efficiency Bureau has been entrusted with the co-ordination of the work done on the four Railways as envisaged in the pilot scheme.

3. After these investigations are over, detailed job-analysis can be tackled as by that time the Railways would have completed the extensive programme of expansion envisaged under the Second Plan and there would be less risk of incorrectly low norms being fixed on the basis of the present output of staff, of whom a large proportion are new and inexperienced.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 11-10-1957].

- 53 The stress should be more on creating a frame of mind that will voluntarily follow the recognised rules of conduct than on enforcing such rules by creating a fear-complex.
- 113 The views of the Estimates Committee are being communicated to the Education Ministry for consideration and also, at the same time, being brought to the notice of the Railways. [Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956].
- 54 Confining themselves to the slackening of discipline in the Government Departments, the Committee feel that there are two main causes for this state of affairs, namely :—
 (a) conditions created during the war ; and
 (b) change in the conception of the idea of discipline due to the transition from the Law and Order State to the Welfare State.
- 115 Suitable modifications in the rules and regulations, wherever necessary, and somewhat liberal conception of the term discipline are necessary.
- 55 The Estimates Committee's recommendations are in consonance with the Government's views on the subject. [Ministry of Railways O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956].
- 116 Existing rules and regulations should be reviewed carefully with a view to bringing them in harmony with the idea of a Welfare State. This is a reiteration of what is contained in item 55 and calls for no comments. [Ministry of Railways O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956].

The Committee feel that it is necessary for the improvement of discipline amongst Railway staff that a proper scheme should be chalked out in the matter of discipline through lectures and by publishing literature on the subject in the regional languages. The Committee are glad to learn that the Railway Board would be introducing:

(a) Railway Servants Conduct Rules as a subject of training in all the Railway training institutions; and

(b) Courses of instructions relating to the Establishment Rules, and procedure in the curriculum of the Staff College, Baroda.

Instructions in establishment rules are already being given in the Staff College, Baroda and other training institutions. The Railway Servants Conduct Rules is being introduced as a subject in all training institutions.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendation (24) dated 17-11-1956*].

The Railway Servants Conduct Rules should be published in regional languages also so that all the staff may acquaint themselves with the rules of discipline applicable to them.

The views of the Estimates Committee are noted and instructions have already been issued to all the Railways that the 'Railway Servants Conduct Rules' should be printed in the various languages and distributed to all employees.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendation (24) dated 17-11-1956*].

The Committee suggest that, as recommended by the Railway Corruption Enquiry Committee, the existing procedure of enquiry should be simplified so that in cases of removal or dismissal of

Steps are being taken to curtail the time taken for enquiries. It is also proposed to issue instructions to the Railways that if in a particular case the enquiry is not completed within

guilty employees, the enquiry may be completed expeditiously.

6 months the matter should be reported to the General Manager for special action to have the proceedings expedited.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendation (24) dated 17-11-1956*].

61 125

The representative of the Railway Ministry stated that (i) Payment of wages Act protected all industrial workers including railwaymen drawing pay upto Rs. 200/- per month against any punishment other than censure or removal from service, and (ii) Article 311 of the Constitution, delayed departmental action. The Committee recommend that the Railway Ministry should take early steps in consultation with the Labour Ministry to amend the Payment of Wages Act suitably. Regarding Article 311 of the Constitution, if proper time-limits are set down, there should normally be no difficulty in following the procedure.

The recommendations of the Estimates Committee are accepted.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendation (24) dated 17-11-1956*].

62 126 to 128

The Committee strongly recommend that the disciplinary procedure on the Railways should be so simplified as to ensure that the disciplinary action is taken promptly against the culprit. Definite time-limit should be laid down for the various

Steps are being taken to curtail the time taken for enquiries. It is also proposed to issue instructions to the Railways that if in a particular case the enquiry is not completed within 6 months, the matter should be reported to the

steps to be followed in regard to the procedure of departmental enquiries and the same should be rigidly adhered to. All the necessary amendments to the existing rules and regulations may be carried out and if any amendment to the existing Articles of the Constitution is considered necessary for this purpose, the appropriate authorities may be approached to initiate the necessary action.

General Manager for special action to have the proceedings expedited.

[*Ministry of Railways O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956*].

63

130 The Committee feel that there is an ideal before the Railwaymen, much more in content and value than what was before them in 1947-48. India has made progress and grown in strength and it is now for the Railway workers to strengthen it further to make it a heaven to live in. The ideal is thus there and perhaps the drawback is that it is not properly publicised and brought home to workers in various ways.

The Estimates Committees' recommendation is accepted. An appeal has already been addressed to each railwaymen in a pamphlet entitled 'Ours is a family' recently and which has been well received. It is proposed to issue more leaflets of the type to give publicity and generate enthusiasm among railway workers.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956*].

64

131 The Committee also feel that on the Railways which employ the largest force under one management, there is a great necessity for cordial relations between the executives and the staff. This can be done only by properly appreciating the human values by mutual understanding and closer contacts. The Committee, therefore suggest that the Railway Officers on tour should contact all the staff desirous of meeting them, study their problems and grievances in a sympathetic manner and guide them as to what is reasonable and what

Suitable instructions for this purpose on the Railway administrations are already in force.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 1-10-1956*].

is unreasonable in their demands. The Committee also suggest that there "should be closer contact amongst the Officers and their Staff, creating an *esprit de corps*."

132 The Committee are of the opinion that the Railway Employee's Unions should assist the administration in improving discipline among the staff by:—

(a) constant propaganda; and

(b) by bringing well-authenticated grievances after fully and carefully checking them to the notice of the administration for early action.

The Committee also suggest that a rule should be laid down that office-bearers of the Railway Employee's Unions should invariably be Railway employees themselves.

On 10-2-1957 a meeting of the representatives of all recognised unions on the Railways and the N.F.I.R. with the Minister for Railways was held.

At that meeting the Minister for Railways appealed to the representatives of the organised labour for their assistance in enlisting the whole-hearted co-operation of Railwaymen in making them more and more conscious that they are members of a vast team engaged in the efficient functioning of the great nationalised undertaking, and that no opportunity should be given to any body to say that the railwaymen were found lacking when the nation required their services. In a meeting of the Permanent Negotiating Machinery between the Railway Board and the National Federation of Indian Railwaymen held in July, 1957, it was impressed upon the Federation that the co-operation of the Trade Unions' is necessary to restore the sense of discipline among staff and that good relations between the management and the Trade Unions should be developed. On both the

occasions, the representatives of the labour readily responded to the call and have accorded their full support. They have also promised to see that subversive or agitational tendencies do not grow among staff.

Under the set up of the Permanent Negotiating Machinery, the Unions on the Railways had 948 meetings with the Administrations during the year 1956-57 and in these meetings a large number of items relating to staff matters formed the subject of discussion. Thus, the Unions are already bringing to the notice of the Administrations the grievances of staff.

The recommendation that office-bearers of the Railway Unions should be invariably Railway employees is against the provisions of Section 22 of the Indian Trade Union Act, 1926 but is receiving consideration. As a change in the provisions of the Indian Trade Union Act has been recommended, a final decision on this part of the recommendation will take time to be reached.

The question of outside leadership of Trade Unions is, however, under examinations of the Government in the Ministry of Labour and Employment.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 21-12-1956 as supplemented by O.M. dated 15-5-1958].

66

133 In a welfare State, an employee should not be treated as merely a cog in the administrative machine but as a person who should be given full scope for his development and for the performance of his duty towards his family and society. The Committee, therefore attached, considerable importance to the question of Staff Welfare. The aims of welfare may be summarised into three (i) Humanitarian : to enable the worker to enjoy a richer and fuller life ; (ii) economic : to improve efficiency, create contentment and better relations between the employer and the employee ; and (iii) Civic: to create a sense of responsibility and to make worker a useful citizens by the recreational technical and educational facilities.

67

135 The Committee appreciate that due to the limited funds at the disposal of the Railways, it may not be possible at this stage to allot any additional money for construction of quarters during the Second Five Year Plan. They, however suggest that the question of allotment of funds for staff quarters be reviewed every year and more funds provided for as and when feasible.

68

143 The Committee suggest that the recommendation made by the Chief Medical Officer of the Southern Railway should be implemented expeditiously

The observation is noted.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendations (24) dated 1-10-1956.]

The position in regard to the allotment of funds is reviewed every year and while preparing the Budget for the next year as much as possible is allotted for the construction of staff quarters.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendations (24) dated 1-10-1956.]

Noted. These are under active consideration. [Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956.]

with a view to eliminate the deficiencies noticed by him.

(Further information called for by the Committee.)

The latest position regarding implementation of the recommendations made in the Report of Dr. Somasekhar may please be furnished.

(L.S.S. O.M. No. 100-EC-II/56, dated 17-1-1958)

The recommendation contained in Dr. Somasekhar's report have been implemented to the extent indicated below :—

(i) Necessary instructions have been issued to the Rly. Administrations to rename the existing dispensaries on the Rlys. as 'Health Units' Gr. I and Gr. II. The designs of such health units have also been standardised and copies furnished to the Rly. administrations for their guidance.

(ii) It has been decided to provide indoor accommodation at a scale of 5 beds per 1000 of Rly. employees exclusive of the beds reserved in the various sanatoria for treatment of TB, spread over during the 2nd Five Year Plan period. By the end of March, '57 the Railways had provided a total of 3543 as against the target of 5230. In this connection it has also been decided to build 75 new health units and 13 new hospitals. About 11 new health units and 5 new hospitals have already been constructed.

(iii) The Railways have been asked to take into account the following yardsticks while framing their schemes for planned expansion of medical facilities :—

(a) 2 beds to be provided in each health unit
Gr. I.

(b) Health units should normally be 50 miles apart and that under no circumstances should this distance exceed 100 miles.

(c) Sanitary Inspector to be provided per 2 Health Units. For more important Health Units separate Sanitary Inspectors may be provided, if necessary.

(d) 2 Asstt. Surgeons to be provided at each health Unit. This provision should first be made at Health Unit Gr. I. Additional doctors at the other health units would be considered later.

(iv) 7 Posts of D.M.Os. (Health) including 1 already on Central Railway, have been sanctioned for the headquarters hospitals

of the Railway Administrations to take up health measures.

[*Ministry of Rlys. O. M. No. 56-B(c) 6000/24th Report dated 7-3-1958*].

71 150

The Committee recommend that the Railway Ministry should continue to take interest in the matter of educational facilities for the children of Railway employees and see that the same are made available through private agencies, through the State Governments or by opening departmentally managed schools. The Committee also suggest that the children of outsiders may be admitted in the Railway Schools to the extent of vacancies, after admitting the children of Railway employees.

72

The Committee also endorse the recommendation of the Railway Corruption Enquiry Committee that the scheme for the provision of subsidised hostels at educational centres for accommodating the school going children of Railway employees, working at smaller stations, should be finalised without delay, that to begin with at least one subsidised hostel should be provided on each division and that the same scheme should be progressively expanded. The Committee would like to go a step further and suggest that a subsidised hostel should be provided on each division of the Railway.

The recommendation of the Estimates Committee is noted. Generally, the policy in force at present is in accordance with the recommendations of the Estimates Committee and the Ministry of Rlys. have appointed a team of educational advisors to survey and report on the existing facilities, with a view to effecting such further improvements as may be necessary.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-4-1957.*]

The Board have at present under active consideration the question of setting up one subsidised hostel on each railway zone. The Estimates Committee's recommendation is to set up one subsidised hostel on each division of a Railway has been noted by the Board for consideration as the Second Phase in the provision of hostels.

[*Ministry of Rlys. O. M. No. 56-B(c) 6000/Recommendation (24) dated 29-12-1956.*]

73 The Committee appreciates the efforts made by the Railway Ministry to provide recreational facilities and to encourage sports activities amongst the railway employees and are glad to learn that the railways propose to open 100 more institutes for the benefit of Railway employees during the Second Five Year Plan.

The Committee's observations have been noted.
[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956.*]

75 The Committee recommend that the proposal for setting up rest homes on the Railways where they have not so far been opened should be finalised soon and that proper publicity should be given about these facilities through Railway gazettes and magazines and the staff encouraged to take full advantage of the same.

This is in consonance with the accepted policy of the Government.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendation (24) dated 17-11-1956.*]

(Further information called for by the Committee)

Please intimate the steps taken to implement the recommendation after the presentation of the Report under consideration and how the present position compares with the facilities regarding rest homes then existing.

(*L. S. S. O.M. No. 100-E.C.-II/56, dated 17-1-58*)

As against the 4 Holiday Homes on the Railways referred to in para 157 of the Estimates Committee's 24th Report, there are at present 11 Holiday Homes on the Railways as detailed below :—

Central	.	Matheran
Eastern	.	Hazaribagh Road.
Northern	.	Barog, Mussoorie
	.	Pahalgam (Srinagar)
		Sumla.

North Eastern . . . Kurseong
 Southern . . . Courtallam
 South Eastern . . . Ranchi
 Puri
 Western . . . Bandra (Bombay)

The further expansion of the Holiday Homes will be planned to keep pace with the demand and patronage of such facilities, which is not very encouraging so far.

[*Ministry of Rlys. O. M. No. 56-B(c)-6000/24th Report Pt. I, dated 18-3-1958.*]

(Further information called for by the Committee)

It is observed that the Western Railway have established their holiday homes at Bandra which is a very congested place. Could not Juhu or Versova, Lonavla or Khandala be selected for Holiday Homes so that it may be really useful.

(*L.S.S. O.M. No. 100-EC-II/56, dated 18-6-1958*)

The Western Railway Administration originally chose Gholvad, Mount Abu and Porbandar for setting up Holiday Homes. But when these proposals of staff welfare came up before the Labour Welfare Advisory Committee, the staff representatives on the Committee did not favour them as they were unanimously of the view that Holiday Homes are not likely to be used by the staff and that the money expended on holiday homes would at this stage be wasted. On being prevailed upon to appreciate the facility which the Administration had in mind, they finally agreed to residential accommodation on the lines of Holiday Homes being provided at a suitable centre within the limits of the Bombay Suburban Section. The Staff representatives were of the view that such a

holiday home in the suburbs of Bombay would be of much help to the staff who desire to bring their families to Bombay to show round the city and to those who want to go to Bombay for specialist medical consultation and treatment, such staff being denied these opportunities on account of costliness of Bombay and the acute accommodation problem there. It will be seen that in selecting Bandra for locating the Holiday Home, the Western Railway Administration were guided by the views of the recognised representatives of staff.

It may be added that as and when the demand, from staff for these Holiday Homes increase the Railway Administration will consider the setting up of Holiday Homes at places of the type referred to by the Committee.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/24th Report, Pt. I, dated 4-8-1958.*]

The Committee are glad to observe that the activities of Scouts and Girl Guides movements of the children of Railway employees are being encouraged by the Railway Ministry.

Noted.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendations (24) dated 17-9-1956.*]

The Committee are glad to note that the Contributions from the Railway revenues to the Staff Benefit Fund is being increased from Re. 1/- to Rs. 2/- per head of the number of non-gazetted staff other than those whose pay is charged to 'Capital' every year with effect from 1-4-55.

The Committee are glad to note from the recent budget speech of the Railway Minister that a proposal is under consideration for awarding about 1000 scholarships to children of Railway employees drawing pay upto a specified limit.

(Further information called for by the Committee)

Please state the number of scholarships awarded categorywise each year since 1956.
(L.S.S. O.M. No. 100—EC-II/56, dated 17-1-1958)

The observation made by the Committee is noted.
[Ministry of Railways O.M. No. 56—B(c) 6000/Recommendations (24) dated 17-9-1956.]

The Railway Board have noted the observations made by the Committee.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/- Recommendations (24) dated 1-10-1956.]

Out of 1000 scholarships allotted to the different Railway Administrations 998 were actually awarded by them during 1956-57 as indicated below :—

Railway	No. of scholarships allotted to the Rly. Administration	No. of scholarships awarded by the Rly. Administration
Central	.	.
Eastern	.	175
Northern	.	125
	.	150

Railway	No. of scholarships awarded by the Rly. Administra- tion	No. of scholarships awarded by the Rly. Administra- tion
North Eastern	125	123
Southern	150	150
South Eastern	125	125
Western	125	125
C.L.W.	15	15
I.C.F.	2	2
Railway Board	8	8
TOTAL	1000	998

The Children of non-gazetted Rly. servants whose pay, including 50% of Running Allowance, does not exceed Rs. 350/- p.m. are eligible for the grant of these scholarships. The award of a further 1000 scholarships was not made in 1957-58 because the total number of scholarships to be awarded remained under consideration. It has since been decided to award 1000 scholarships every year and instructions to Railways are under issue.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/24th Report/Pt. I, dated 18-3-1958.]

The Committee suggest that the Railway Ministry should discuss the composition and functioning of Staff Advisory Committees with the representatives of the National Federation of Indian Railwaymen and arrive at a mutual agreement regarding the same.

(Further information called for by the Committee)

The result of discussion of the question regarding composition and functioning of Staff Advisory Committee with the representatives of National Federation of Indian Railwaymen may please be intimated.

(L.S.S. O.M. No. 100—EC-II/56, dated 17-1-1958)

It is requested that the result of the decision of the meeting between the Railway Board and the N.F.I.R. may be intimated.

(L.S.S. O.M. No. 100—EC-II/56, dated 18-6-1958)

Accepted. This will be discussed with the representatives of the National Federation of Indian Railwaymen.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/Re-commendations (24) dated 17-11-1956.]

The matter has been tabled for discussion but it has not come up yet. It will be taken up at the next meeting between the Railway Board and the National Federation of Indian Railwaymen in the middle of May, 1958.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/24th Report/Pt. I, dated 18-3-1958.]

The matter could not be discussed at the last meeting between the Railway Board and the National Federation of Indian Railwaymen which was actually held in June, 1958. A note on "Welfare Organisation" is awaited from the National Federation of Indian Railwaymen and in the light of ideas which the National Federation of Indian Railwaymen might put forward in this note, the subject of "Staff Advisory Committees" will be tabled for discussion at the next meeting between the Railway Board and the National Federation of Indian Railwaymen due in September, 1958.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/24th Report/Pt. I, dated 4-8-1958.]

81(b)] 167

The Committee recommend that the conditions of service of those who are employed not directly by the Railways, but by others connected with the Railways, for works connected with the Railways (e.g. the staff working in dining cars managed by the contractors) should be examined with a view to giving them proper relief and rest.

The recommendation has been noted. The forms of contract prescribed for catering, loading and unloading of goods and parcels, etc. (copy enclosed)* contain a clause according to which the contractor will be responsible for compliance with the provisions of the Hours of Employment Regulations in respect of the staff employed by him in the manner that may be decided upon by the appropriate authorities. As regards the works contracts, generally those contracts relate to building work or to supply of ballast both of which are subject to the Minimum Wages Act which ensures a reasonable amount of rest to the workers. Thus, there is sufficient provision in the contracts, to ensure reasonable conditions to workers engaged by contractors.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/Recommendations (24), dated 1-4-1958.]

Noted. No remarks are called for.

83 173

The Committee appreciate the efforts of the Railway Ministry in spreading Hindi on the Railways and are glad to learn from the recent budget speech of the Railway Minister that steps have been initiated to translate the various Railway Codes, Manuals, Forms etc. into Hindi.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/R.—commendations (24) dated 17-9-1956.]

The Committee were glad to learn that in September 1955 a drive was initiated by the Railway Board for expeditious settlement of dues of retired employees liquidating old cases. The Committee hope that the drive will be further intensified with a view to ensure that all the old cases are liquidated. Proper machinery should be set up on all the Railways to ensure that such abnormal delays in payments do not occur in future. A reasonable and practicable limit for the settlement of the dues should be fixed and rigidly adhered to.

The Railway Board should receive returns every three months and ensure that cases are disposed of by the Railways with the minimum delay. They should fix time limits and where these are exceeded, explanations called for and suitable disciplinary action taken against those responsible for such delays.

The Committee understand that necessary steps are being taken by the Administrations concerned to rectify certain defects which cause the delays in settlement of dues to Railway employees. The Committee have no doubt that a detailed examination of the causes of the delays in the Railway Board's office will reveal many unsatisfactory features which can be brought to the notice of the Railway Administrations concerned and remedial action taken.

The recommendations of the Committee have been noted. Time limits for the settlement of dues of the Railway employees are already laid down. Railways have created special machinery for expeditious settlement of dues of retired employees and liquidating old cases. The Board have already prescribed a monthly return to be submitted by Railway which will enable them (the Board) to watch the disposal of settlement cases by Railway Administrations. In analysing the causes for the delay in the payment of settlement dues, Railway Administration will no doubt, take up with those responsible for such delay which are attributable to their slackness or carelessness. The Recommendations of the Estimates Committee are being brought to the notice of the Railway Administrations.
[Ministry of Rlys. O.M. No. 56—B(c) 6000/Recommendations (24) dated 17-9-1956].

The observation is noted.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/Recommendations (24) dated 1-10-1956.]

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The recommendation has been accepted.

The Committee recommend that Officers and Supervisory Staff in charge of personnel work should be given training in social welfare, industrial psychology and allied subjects.

[Ministry of Rlys. O.M. No. 56—B(c) 6000/Recommendations (24) dated 17-9-1956.]

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This is in consonance with the Government's policy.

The Committee recommend that the meetings at various levels including the Board and the National Federation of Indian Railwaymen should be held more regularly in future.

[Ministry of Rlys. O. M. No. 56—B(c) 6000/Recommendations (24) dated 17-9-1956.]

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The confirmations of staff both gazetted and non-gazetted are made against the available vacancies on the Railways. Revised permanent gazetted cadres for all departments, except the Administration Deptt. on the Indian Railways have been finalised and confirmation of officers in the various grades is being made. As regards the confirmation of non-gazetted staff, instructions have been issued to the Railway Administrations to review the cases of staff officiating in higher posts for more than 5 years, periodically and issued orders for their confirmation and expeditiously as far as feasible.

The Committee have noticed that confirmation of staff officiating against temporary posts is often considerably delayed. They were informed that the permanent cadres of staff were being reviewed, and once these were suitably revised, the confirmations would be expedited. The Committee recommend that all cases of officers and staff officiating in the higher posts for more than five years should be reviewed periodically, and orders of confirmation issued expeditiously as far as feasible.

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[Ministry of Rlys. O.M. No. 56—B(c)6000/Recommendations (24) dated 1-10-1956].

(Further information called for by the Committee)

Please state in brief the various steps taken for confirmation of Gazetted and Non-gazetted staff during the last three years.

(L.S.S. O.M. No. 100-EC-II/56, dated 17-1-1958)

As regards non-gazetted staff, special directives have been issued from time to time to Railway Administrations asking them to pursue vigorously the question of conversion of temporary posts into permanent ones. They were also directed to submit monthly progress reports for the Board's information. These reports are scrutinised in Board's office and immediate action is taken if and when cases of inordinate delay are noticed in the matter of confirmation of temporary staff.

It may also be pointed out that the General Managers of Railways are fully competent to review the strength of non-gazetted staff in workshops and fix up permanent cadres in consultation with the Financial Adviser and Chief Accounts Officers.

As regards the gazetted staff, the cadres of the Administration Departments have been finalised and most of the officers concerned have already been confirmed and the proposals in respect of the remaining Departments are under this Ministry's active consideration.

[Ministry of Railways O.M. No. 56—B(c) 6000/24th Report/Pt. I, dated 1-4-1958].

The recommendation has been accepted and necessary instructions have been issued to the Railway Administrations.

[Ministry of Railways O.M. No. 56—B(c) 6000/Recommendation (24) dated 24-5-1957].

The Committee recommend that cases where salaries have not been adjusted according to the recommendations of the Central Pay Commission should be looked into and action taken to remove the grievances of the employees concerned.

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CHAPTER III

REPLIES OF THE GOVERNMENT THAT HAVE BEEN FINALLY ACCEPTED BY THE COMMITTEE

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8 22 To cover the additional cost of conducting examinations for the non-technical categories of staff, the Committee suggest the desirability of charging an examination fee of Rs. 2/- to Rs. 3/- per candidate in addition to the existing application fee of Re. 1/-. Each candidate shall also be required to attach a copy of his photograph to his application form to prevent impersonation.

To cover the additional cost of conducting the 'Mass Examinations', this Ministry accept in principle the Committee's suggestion to levy an additional fee. The question of the amount of the fee to be levied will, however, be considered later after taking into account the actual expenditure involved during 1957-58 in respect of the mass examinations conducted by the Railway Service Commissions, Allahabad and Calcutta.

This Ministry do not consider it necessary that each candidate be asked to attach a copy of his recent photograph to his application form with a view to avoid impersonation and the existing procedure of checking impersonation will be continued under which the signatures or thumb impression of the candidates are obtained and

tallied with those in the application form before they are admitted for test/interview and also identification marks checked. However, instructions have been issued to insert the following clause in the Employment Notices of the Commissions :—

“If possible, a candidate may attach to the application form a recent small-sized photograph of his with his signature at the back.”

[*Ministry of Railways O.M. No. 56—B(c) 6000/
Rec. (24) dated 8-3-1958.*]

The Committee recommend that the procedure followed by the Railway Service Commissions in selecting candidates for the written tests and interviews should be given wide publicity and the results of the examinations should be freely published in the newspapers in addition to what is done at present, and that the various stages leading to the final selection of candidates against a post should be made clear in the application form.

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Suitable instructions have been issued that the procedure followed by the Railway Service Commissions in selecting candidates for the written tests and interviews should be given wide publicity.

Instructions have already been issued that in addition to the present system of advertisement of the ‘Merit Lists’ of the Railway Service Commissions there is no objection to the ‘Merit Lists’ being published in the public press as ‘News Items’ free of cost.^F

The procedure leading to the final selection of candidates against a post will be given in the Brochure on ‘Railway Career’ now under preparation by the Board and not in the Applica-

tion Form. This Brochure will be a priced publication at a very small value and made available for public use shortly.

[*Ministry of Railways O.M. No. 56-B (c) 6000/ Recommendations (24) dated 29-12-1956*]

14 30 While the Committee appreciate the efforts made by the Railway Board in the matter of recruitment on regional basis, they suggest that in the application forms, the candidates seeking recruitment to the lowest grades of Class III should be asked to indicate their preference for particular regions and, as far as possible, they should be posted to those regions, so that the language difficulties may not arise. It is, however, to be made clear to the candidates that they are liable to transfer to other areas also in the interest of the Administration. Any of the Railway staff in Class III category who do not know the language of the region where they are posted should be encouraged to pick up the working knowledge of the language of the region during the courses of training and refresher courses. Incidentally, the Committee suggest that if and when any out-agencies are abolished or taken over by the Railways, staff concerned should be given relaxation of age limit for the purpose of recruitment in the light of their previous experience.

The Board have noted the recommendation that candidates seeking appointment to the lowest grades in Class III be asked to indicate in the 'Application Form' their preference to serve in any particular Division/Region and if selected, as far as possible, posted to those Divisions/Regions.

As regards the recommendation that staff who do not know the language of the region where they are posted should be encouraged to pick up the working knowledge of the language of the region during the course of training and refresher courses it may be stated that the language problem has already been overcome to a great extent by giving 'Regional Bias' to the recruitment of Class III staff in lower categories. For public dealings the staff may be required to have working knowledge of the Regional language and this is easily acquired by staff by public contacts.

The Board have accepted the recommendation that if and when any out-agencies are abolished or taken over by the Railways, staff concerned, if they apply to the proper authorities, should be given relaxation of age limit for purposes of recruitment on the Railways.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendations (24) dated 17-9-1956.*]

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- The Committee feel that the existing Railway Service Commissions with one Chairman and one Member are not adequate to deal with the expected volume of work of recruitment efficiently and expeditiously. The Committee, therefore, recommend that the Railway Ministry should take steps to set up one Railway Service Commission for each Zone as the extra cost in increasing the number will be about 1.5 lakhs only per annum. The additional expenditure to be incurred on the Railway Service Commissions will be more than compensated by increased efficiency, avoidance of delay in supply of staff to the Railways and lastly by the increased facilities afforded to the candidates in each zone. The Headquarters of the Commissions need not necessarily be situated at the Headquarters of the Railway Zone. As a matter of fact, it should be a distinct advantage from the point of view of economy and facilities to the candidates, if the Headquarters of the Railway Service Commissions are located at a comparatively smaller and more centrally situated place.

Government consider that there is no real need at present for providing additional Railway Service Commissions. The speed of recruitment has not suffered by limiting the number of Commissions to four; also candidates do not stand to gain in any manner by an increase in the number of Commissions.

[*Ministry of Railways O.M. No. 56-B(c) 6000/ Recommendations (24) dated 17-11-1956.*]

16 32 The Committee are glad to learn that the Railway Service Commissions at Bombay and Calcutta are already being strengthened by adding one Member to each of them.

The Committee recommend that so long as the number of Commissions is not increased, the position of the Railway Service Commissions Allahabad and Madras should also be reviewed with a view to add one more Member to each of them. The Committee also suggest that suitable upper age limit should be laid down for the Chairman and Members of the Railway Service Commissions.

Sanction has already been accorded to increasing the number of members with Railway Service Commissions at Allahabad and Madras from 2 to 3. The recommendation of the Estimates Committee regarding the upper age limit for the Membership of the Commissions is already being worked to, normally, but Government should have freedom to appoint older persons if suitable.

[Ministry of Railways O.M. No. 56-B(c) 6000/
Recommendaions (24) dated 17-9-1956].

18 34 The Committee are of the opinion that meetings between the Chairman of the Railway Service Commissions and the Railway Ministry should be held twice a year with a view to give opportunity to the Chairmen of different Commissions to study each other's working, to impart uniformity in the procedure and selection and to discuss important problems with a view to achieve economy. These meetings should be presided over preferably by a Member of the Railway Board and in his

The recommendation is accepted. Meeting once a year at Delhi is considered adequate.

[Ministry of Railways O.M. No. 56-B(c) 6000/
Recommendaions (24) dated 17-11-1956].

absence by the Director (Establishment), Railway Board and they should be held at the Headquarters of the Commission in rotation.

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The Committee recommend that the Railway Ministry should take immediate steps to see that the posts reserved for the candidates of Scheduled Castes in Class IV service are completely filled. Similarly, in regard to Scheduled Tribes, special efforts should be made to recruit them up to the reserved quota. The present system of recruitment to Class IV service should be placed on a sound footing and the recruitment should be through a Departmental Committee of not less than 3 Gazetted Officers including an Officer belonging to the Scheduled Castes or Tribes, if available. In case no such officer is available, the feasibility of utilising the services of Officers in charge of the welfare of the Scheduled Castes, Scheduled Tribes and Backward Classes for this purpose may be considered. The representative organisation of Scheduled Castes and Scheduled Tribes and Backward Classes in the area concerned should be given a copy of the notice of recruitment for Class IV sufficiently in advance, specifying the posts reserved for those Communities, as is done in the case of recruitment to Class III posts.

1. The Board have already issued instructions to the Indian Railways to take suitable steps to ensure that recruitment of Scheduled Castes and Scheduled Tribes is made to the full extent of the quota reserved for them. For this purpose the recruiting authorities have already been given discretionary powers to select for appointment Scheduled Castes and Scheduled Tribes candidates by lowering the standards provided that does not unduly affect the maintenance of the efficiency of the administration.

2. The System of recruitment to Class IV service has already been placed on sound footing and instructions issued to recruit Class IV by duly constituted Selection Board ordinarily consisting of a Personnel Officer, an Officer of the Department concerned and an outsider who could be a retired Gazetted Officer of integrity, Headmaster of a High School or Principal of a College. Due to scarcity of Scheduled Castes and Scheduled Tribes Railway Officers it will not be possible to lay down that the Selection Boards should consist of a member belonging to Scheduled Castes or Scheduled Tribes.

3. Instructions have already been issued to all the Indian Railways that in all cases where experience has shown that a sufficient number of suitably qualified candidates from among the Scheduled Castes and Scheduled Tribes will not be forthcoming the local railway authorities concerned should consult the Scheduled Castes and Scheduled Tribes Associations recognised by the Government of India to be representative bodies of these communities.

[*Ministry of Railways O.M. No. 56-B(c)6000/- Recommendations (24) dated 1-10-1956.*]

26 The Committee learnt from the representative of the Railway Ministry that an officer on special duty was looking into the problem of training both from the point of view of getting men trained for the various departments as well as of over-hauling the entire system of training. The Committee are of the opinion that it would be preferable to assign this work to a committee of educationists.

27 The Committee recommend that the Committee of educationists referred to above should carefully assess the requirements of training facilities for each Railway and suggest the

The Board consider that it would not be possible for a committee of educationists to advise on the problems of training for the various departments as well as over-hauling the entire system of training as they are not conversant with railway working.

[*Ministry of Railways O. M. No. 56-B (c) 6000/Recommendations (24) dated 17-11-1956.*]

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opening of new training schools, wherever necessary, and should also standardise syllabi of training courses and refresher courses for different categories of staff for ensuring uniform standards of training throughout the Railways.

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The Committee suggest that training facilities available in Japan as described by an officer of the Eastern Railway in his Report on the working of Japanese Railways should be borne in mind by the Committee of Educationists while evolving an integrated system of training on the Indian Railways.

The report will be borne in mind when drawing up training schemes. It is not proposed to appoint a Committee of Educationists for evolving integrated system of training on the Indian Railways for reasons already stated against item 26.

[Ministry of Railways' O. M. No. 56-B(c) 6000/-
Recommendations (24) dated 17-11-1956].

37(a)

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The Committee feel that promotion policy must be closely co-ordinated with suitable training and that the Railways must be able to forecast the number of people required for different posts to make the employees realise that opportunities lay open to them for furthering their prospects, if they equip themselves. They recommend that the avenues of promotion in various Departments should be clearly laid down and made known to the staff. They also recommend that the seniority lists of staff should be expeditiously finalised and circulated amongst them, so that they can form an idea about their future prospects of promotion.

The question of co-ordinating promotion policy with suitable training is already under consideration. As regards the recommendation that the Railways must be able to forecast the number of people required for different posts to make the employees realise the opportunities lay open to them, it may be stated that instructions have been issued to the Railway Administrations that they should indicate the number of vacancies to be filled arising out of the superannuation of staff or otherwise at the time of inviting recommendations from their Divisional offices etc. with a view to hold selections for the required posts. In the case of non-selection posts the staff concerned are generally aware of their chan-

ces these posts are filled on the basis of seniority-*um*-suitability; the suitability; whether of an individual or a group of employees, being determined by the authority competent to fill the post on the basis of the record and/or departmental basis, if necessary. As regards the higher grade posts, their number is very limited and the staff are very well aware of the vacancies likely to occur and to which they can look forward for promotion. So far as the avenues of promotion of the staff are concerned, it may be stated that according to the directive issued by the Railway Board, Railway Administrations have drawn up the channels of promotion of different categories of staff and these have been published for the information of the staff. Apart from this, the same are contained in the Indian Railway Establishment Code, Volume 1. This part of the recommendation has thus been met with. The combined seniority lists of staff have also been finalised generally and are being circulated to them. However, even in the absence of seniority lists, the staff are aware of their chances of promotion.

[Ministry of Railways O. M. No. 56-B(C) 600/-
Recommendations (24) dated 29-12-1956].

(a) The Committee were glad to learn that the question of introducing an Efficiency Shield to be awarded annually to an individual Railway Administration was under consideration of the Railway Ministry. They appreciate the difficulty involved in implementing the proposal but they do feel that the idea is worth pursuing. A Committee of two or three General Managers might be asked to evolve a suitable scheme laying down the criteria and the weightage to be given. The Committee would like to suggest the following criteria among others to be given due weightage :

- (i) Improvement in operating performance;
- (ii) Net earnings;
- (iii) Number of claims dealt with;
- (iv) Number of public complaints ; and
- (v) Settlement of staff dues.

(b) They further recommend that this idea of healthy competition should be introduced between different Divisions of a Railway Zone and also between different workshops, sick lines etc.

The matter has been examined in detail. The introduction of an Efficiency Shield to be awarded to the Railway with the best performance is commendable, provided it can develop and sustain healthy competition among the Railways. For this purpose, there should be a feeling of satisfaction amongst the competing Railways that their standard of efficiency is being judged in a reasonably accurate manner. Unless this feeling is engendered, it is feared that much of the advantage derived from such a competition would be nullified and the enthusiasm which may be created at the beginning may not be sustained.

The improvement in operating performance on Railway can be judged by statistical figures of operating performance from year to year or from month to month, but the degree of improvement as between Railways cannot be judged by the quantitative figures. For example, the improvement on a Railway during a particular year compared to the previous year may be very good on account of the poor performance of the previous year and the percentage of increase in another Railway may be comparatively small on account of the good performance of the previous year. Thus, the qualitative appraisal of the degree of improvement between the two Railways becomes very difficult. Opera-

ting conditions differ from Railway to Railway and movement of traffic on a Railway depends not only on the standard of efficiency of the Railway as a whole but on a number of factors, many of them not being controllable by the Railway Administration. For example factors such as receipts of loaded wagons from other Railways, restrictions in booking of traffic to other Railways, lead and pattern of traffic density of traffic on trunk routes etc. will have a very marked influence on the general performance. It is a well-known fact that facilities available on certain Railways are very inadequate. The proper comparison of performance is only possible when due weightage is given to the Railways for each of the items of comparison, but the award of weightage itself is a problem bristling with difficulties.

Comparison of performance of the Divisions of the particular Railway will, however, be easier. The performance on each Division can be judged by an examination of a series of statistics with due regard to local and indeterminate factors. The Shield will be awarded to the Division with the best performance. Instructions are being issued

to the Railways to introduce the Efficiency Shield to be awarded to the best Division on each of the Railways. When each Railway has acquired some experience in the matter, the question of introducing competition among the Railways can be examined. [Ministry of Railways O.M. No. 56-BC/6000/Recommendations (24) dated 15-6-1957].

(Further information called for by the Committee)

Please state whether the efficiency shield for the best Division has been introduced on each Railway.

(L.S.S. O. M. No. 100-EC-II/56, dated 17-1-1958)

The matter is under reference with the Railways who have been instructed to introduce annually an Efficiency Shield on Inter-Divisional/District basis, keeping in view the following efficiency statistics, as also any other that they consider necessary :—

- (i) Wagon turn round;
- (ii) Engine miles per day per engine in use;
- (iii) Coal consumption statistics ;
- (iv) Average detention to wagons in principal yards;
- (v) Wagon miles per wagon day on line on the Division/District;
- (vi) Punctuality of Mail and Express trains;
- (vii) Accidents ; serious and others ; and
- (viii) Outdoor inspections by Officers—In this would be included officers of traffic, Commercial and Mechanical Branches

and the figure to be judged is the average number per officer or these three Branches. The result will be judged by a Committee of three Heads of Departments viz., COPS, C.M.E. and C.C.S.

2. The progress regarding the actual award of the Efficiency Shield for the year 1957-58 will be intimated in due course.

(Ministry of Rlys. O.M. No. 56-BC/6000/24-II Report Pt. I, dated 21-6-1958).

69 146 The Committee recommend that the system of honorary physicians and surgeons be introduced in certain selected Railway hospitals as an experimental measure. The Committee further recommend that there should be Boards of visitors for Railway Hospitals in which the representatives of staff should be included and that the question of introducing Contributory Health Scheme in the Railways as in the case of some industrial concerns and Central Government servants may be examined by the Railway Ministry.

(Further information called for by the Committee)

This recommendation is under consideration in consultation with the Ministry of Health. In regard to the last part of the recommendation, the Ministry of Health was also consulted in the matter. The Contributory Health Service Scheme is in the trial stage and the results have to be watched.

This matter will be examined further, as soon as the Ministry of Health are in a position to pronounce the C.H.S. Scheme to be an unqualified success.

[Ministry of Railways O.M. No. 56-B(C)6000/ Recommendation (24) dated 17-11-1956].

The Contributory Health Service Scheme has been declared as permanent recently by the Government of India. The revised comments of the Ministry may, therefore, be intimated.

(L.S.S. O. M. No. 100-EC-II/56, dated 17-1-1958).

The Estimates Committee, in item 69 of their 24th Report, recommend the following:

(i) The system of Hony. Physicians and Surgeons should be introduced in certain selected Rly. Hospitals as an experimental measure so that the services of medical experts may be made available to Rly. employees in addition to the services of Rly. doctors;

(ii) There should be Boards of visitors for Rly. Hospitals in which the representatives of staff should be included;

(iii) The question of introducing Contributory Health Scheme in the Railways, as in the case of some industrial concerns and Central Government servants, may be examined by the Railway Ministry.

2. As regards items (i) & (ii) above, the Railway Board have already taken necessary action in the matter. Hony. Physicians and Surgeons, Consultants of Eminence have been sanctioned for all the Railways, except Southern, North Eastern and Western Railways who have been instructed to implement the Board's decisions to appoint such specialists on their Railways and submit their proposals early for their sanction.

Boards of Visitors, called Hospital Visiting Inspection Committees, are not new to the Railways and are already functioning on most of them.

3. The question of introducing Contributory Health Scheme on the Railways, as in the case of some industrial concerns and Central Government servants, referred to in item (iii) above, has been examined now by the Railway Ministry. Due to the following reasons it will neither be in the interest of staff nor feasible on the part of the Administration to introduce the Contributory Health Service Scheme or a somewhat modified scheme on the Railways:—

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- (i) 75% of the Railway staff are drawing less than Rs. 100/- p.m. and as such their families are at present getting all the facilities which are provided under C.H.S.S. free of any charge and so would resent if they are asked now to pay any monthly contribution for the same.
- (ii) All the employees on the Railways irrespective of their scales of pay are entitled to free treatment whereas this is not the case for the staff under the Contributory Health Service Scheme as a bachelor or a

widower without any children too will have to pay his contribution for his own treatment to the Contributory Health Service Scheme.

(iii) There is an optional modified Contributory Health Service Scheme under the name of "Attendance on members of the families of staff at their residence on Contract System" already in existence on the Railway for the remaining 25% of the staff (drawing above Rs. 100/-p.m.). Very few of these are utilising this system. From this it may be presumed that majority of even 25% staff are not in favour of it.

(iv) The Railways are spread over remote places all over the country and there will be considerable administrative difficulties in applying this or somewhat similar scheme to the Railways.

(Ministry of Railways O.M. No. 56-B(c)/6000
24th Report, dated 14-4-1958).

The recommendation of the Estimates Committee is noted.

A survey of the facilities for Primary education that already exist in the Railway colonies has been made. In places where such educational facilities are not adequate, the Railway administrations have been asked to impress upon

The Committee recommend that the Railway Ministry should make a comprehensive assessment of the requirements of educational facilities for the children of Railway employees and the existing facilities and frame concrete proposals to fill the gap between the two. The Committee would like to be apprised of the proposals in due course.

the State Governments the need for opening new schools. If the State Governments are not prepared to open the required schools in any area the Railway Administrations are to consider the feasibility of opening schools with grants-in-aid from the State Governments. The Railway Administrations are already taking action to implement the above decision of the Railway Board, and their final recommendations are awaited.

In order to make a survey of the existing schooling facilities available for the children of Railway employees in respect of accommodation and having regard to the standards adopted in these matters by the State Governments in the areas concerned, the Railway Board have already appointed in July, 1956 four Educational Advisers. Their reports have been received and are under examination.

The Committee desired to be apprised of the proposals. Such expansion as is necessary can only be undertaken during the 2nd Plan within the total provision of Rs. 50 crores made under staff amenities and welfare. It is probable that an amount of about Rs. one crore will be available for utilisation on schools

and hostels, and the detailed proposals will be framed from year to year, for inclusion in the Works Programme of Railways.

(Further information called for by the Committee)

(Ministry of Railways O.M. No. 56-B(c)6000/
Recommendation (24) dated 22-5-1957).

Please furnish the report of the four Educational Advisers to other with the information regarding action taken on their recommendations.

L.S.S. O.M. No. 100-EC-II/56, dated 17-11-1958)

The Reports of the Educational Advisers are suitable for departmental use only being drawn up in the form of comments on individual cases. A copy of the gist of recommendation and action taken will be sent to the Estimates Committee when examination is completed.

(Ministry of Railways O.M. No. 56-T(c)-6000/
24th Report/Pt. I, dated 18-3-1958).

Fifty copies of the gist of recommendations and action taken thereon may please be furnished.

(L.S.S. O.M. No. 100-EC-ii(56) dated (18-6-1958)

The Reports of the Educational Advisers are still under examination and copies of the gist of recommendations and action taken will be sent to the Estimates Committee, when examination is completed.

(Ministry of Railways O.M. No. 56-B(c)-6000/24th
Report/Pt.-I, dated 2-9-1958).

74 156 The Committee recommend that the question of grant of loans to Co-operative Housing Societies should be finalized without delay.

This recommendation has been considered at length and it has been decided that under the modified Low Income Group Housing Scheme loans would be available to Central Government servants or their Cooperative Housing Societies from the State Govts. direct. The

Railway servants can also get house building advances. In view of this position, the Co-operative Housing Societies can get loans from the State Governments direct and it is no longer necessary to consider giving loans to these Societies from Railway Revenues.

(Ministry of Railways O.M. No. 56-B(c) 6000/Recommendations (24) dated 28-3-1957).

78

The Committee recommend that the allocation of expenditure from the Staff Benefit Fund should be left entirely in the hands of the representatives of the Railway staff, of course under the guidance of the General Manager, or the Senior Deputy General Manager.

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The recommendation has been accepted and instructions issued to Railways that officers nominated as members of the Staff Benefit Fund Committees should not vote on proposals (except that the Officer Chairman may exercise a casting vote when necessary), and that all majority decisions of the Committee should be acted upon except where they are contrary to or at variance with the objectives of the Staff Benefit Fund.

(Ministry of Railways O.M. No. 56-B(c) 6000/Recommendation (24) dated 26-9-1957).

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The Committee suggest that the Railways might give a lead in making arrangements for supplying milk and light meals at cost price to children, in all schools managed by them. The committee would like this to be introduced gradually in all the schools.

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The recommendation of the Estimates Committee has been noted and the question is being examined.

(Ministry of Railways O.M. No. 56-B(c) 6000/Recommendations (24) dated 17-11-1956).

(Further information called for by the Committee).

The revised comments of the Ministry on the recommendation may please be furnished, if the decision on the question of supply of milk and light meals at cost price to the children in all the schools managed by the Railways has since been taken.

(L.S.S. O.M. No. 100-EG-II/56 dated 17-1-1958)

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169 & 170 Due to lack of attention, percentage of illiterates on the Railways has not shown any improvement during the five years 1951 to 1955. The Committee recommend that a vigorous drive should be started by the Railway Ministry to reduce the percentage of illiteracy amongst the Railway staff and action taken on the following lines :—

- (a) some check should be provided to ensure that the policy of making literacy compulsory for all recruits is implemented;
- (b) some lump sum literacy bonus should be paid to the illiterate staff, who acquire

The question of supplying milk and light meals at cost price to children in Railway schools has been examined and it is found that in most cases the schools are near the staff quarters and children find it convenient and cheaper to have their meals at home during the recess. Further, the parents are not agreeable to bearing expenditure on this account. However, the question is being examined further. A final decision has not been taken.

(Ministry of Railways O.M. No. 56-B(c)-6000(24) Report /Pt.-I, dated 18-3-1958).

The Railway Board are doing everything possible to increase the percentage of literacy among the Railway staff. The position in regard to eradication of illiteracy amongst the Railway workers was reviewed early in 1955 and it was decided to continue the campaign for another 3 years i.e., 1955-56, 1956-57 and 1957-58. It may however be mentioned that the success of the campaign depends not only on the vigorous steps taken by the Government but also on the attitude of the staff concerned, which unfortunately, has not been very encouraging.

As regards the specific lines of action recommended by the Committee, the following remarks are offered :—

- (a) Instructions have already been issued to the Railways that no person should be

literacy within a scheduled period and those who acquire literacy could be provided with simple, attractive and interesting literature, so that they may not lapse into illiteracy again; and such literature should also be provided in the libraries of the Railway Institutes for the benefit of neo-literates. The Committee of educationists suggested elsewhere may also examine this point and offer suggestions;

(c) For the running of adult schools, Railways should employ teachers trained for the purpose; and

(d) Persons in charge of welfare activities should be men, who are able to bring more staff into the schools for training by persuasion.

The Committee also suggest that the Adult classes run by the Railways should be thrown open to the adult members of the families of Railway Staff.

employed in any post, temporary, or permanent unless he is literate. The recruitment of illiterates has been made permissible only in categories like sweepers and that too only when literates are not available for employment.

(b) The question of granting a cash bonus to all those who acquire literacy was considered by the Railway Board and it was decided that before a decision is taken, it should be ascertained what the State Government are doing in this regard, and with what results. A reply from the Ministry of Education to a reference on this subject is awaited.

Railways have been advised that the libraries in Railway Institutes should be provided with simple, attractive and interesting literature for the benefit of neo-literates.

(c) Necessary instructions have been issued to the Railways to ensure that only such of the Railway employees, who have had adequate training in adult education, are allowed to take the classes,

(d) Noted. Efforts of the Welfare staff on Railways in regard to persuading workers to our schools have not been very encouraging due to the general apathy of the workers.

As regards the suggestions that the adult classes should be thrown open to adult members of the families of Railway staff, the suggestion is accepted and necessary instructions have been issued to the Railways.

(Ministry of Railways O.M. No. 56-B(c) 6000/
Recommendation (24) dated 29-12-1956.)

(Further information called for by the Committee)

Please state if the reply of the Ministry of Education on the question of granting a cash bonus by the State Government to all those who acquire literacy has since been received. If so, the revised comments may be offered.

(L.S.S. O.M. No. 100-EC-II/56, dated 17-1-1958)

Revised reply indicating the Ministry's comments on the reply of the Ministry of Education may please be furnished.

(L.S.S. O.M. No. 100-EC-II/56, dated 18-6-1958)

The Education Ministry's reply has been received and the matter is under consideration.

(Ministry of Railways O.M. No. 56-B(c)-6000/
24th Report/Pt.-I, dated 18-3-1958.)

results from the campaign, they have decided as under :—

- (1) The honorarium for instructors may be raised from Rs. 10/- to Rs. 20/- p.m.
- (2) Five literacy centres should be set up on each Railway at points of concentration of staff and the State Government concerned requested to run these centres through the medium of their Social Education Organisations. Welfare Inspectors and other Railway staff should be associated with these centres so that they acquire the necessary know-how.
- (3) The subject of literacy should be entrusted on each Railway to one Officer so that more pointed attention at the Railway level may be given to this subject than has been given so far.

The reply received from the Ministry of Education shows that some honorarium alone is paid to teachers employed for imparting literacy to adults. Apparently, no cash bonus is paid to those who acquire literacy.

[*Ministry of Railways O.M. No. 56-B(c)-6000/24th Report/Pr.-I, dated 4-8-1958.*]

The Committee further recommend that in future the figures of the number of cases pending settlement on the 31st March of each year, more than three years old, more than two years old, and more than one year old together with reasons for the delays and action taken for remedying the defects should be shown for each Railway Administration separately in the Annual Reports of the Board.

The Railway Board may consider whether there is any substance in the grievance expressed in several quarters that certain areas do not find adequate representation in the office of the Railway Board, and if it is so, the Board may also consider as to how this can be rectified without endangering the principle of merit.

The Committee also suggest that the feasibility of taking staff for the lower categories in the Board's office from the individual Railways instead of by direct recruitment may be examined.

The question of the expeditious settlement of dues and liquidation of old outstanding cases has been receiving special consideration. The Railway Board, however, do not consider it desirable that such statistics should be incorporated in their Annual Reports, as these are a matter of internal administration.

[*Ministry of Railways, O.M. No. 56(B)(c) 6000/ Recommendations (24) dated 17-9-1956.*]

The posts in the Board's office are not filled on the basis of Regional Divisions of the country. They are filled up by drafting officer from different Railways entirely on their experience and suitability for the work. A check up reveals that this results in a representative team of officers being available in the Board's Office.

The Railway Board's Secretariat Service (Reorganisation) Scheme which has recently been approved in consultation with the Ministry of Home Affairs and the Union Public Service Commission and which is modelled on the Central Secretariat Service Scheme provides for recruitment in various categories from three sources: (i) by direct recruitment, (ii) by promotion and (iii) by drafting from Railways. The percentage of vacancies in the cadres of Assistants, Upper Division Clerks, Lower Division Clerks and Steno-

graphers to be filled from Railways is as follows :—

- | | | |
|--------------------------|-------|-----|
| 1. Assistants | Up to | 25% |
| 2. Upper Division Clerks | „ | 20% |
| 3. Lower Division Clerks | „ | 25% |
| 4. Stenographers | „ | 25% |

by promotion of steno-typists in the Board's Office and when no one suitable from them is available by drafting from the Railway suitable stenographers who have been given proficiency test in Stenography by the U.P.S.C.

Suitable staff against the above vacancies are drafted from amongst those who volunteer from all the Railways.

[Ministry of Rlys. O.M. No. 56-(B) (c) 6000/-
Recommendations (24) dated 17-11-1956.]

CHAPTER IV

Replies of the Government that have not been finally accepted by the Committee

S. No. as in the Appendix IV to the 24th Report	Reference to paragraph No. of the Report	Government's reply	Comments of the Committee
	Summary of Recommendations/ Conclusions		

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The Committee recommend that the Ministry of Home Affairs should periodically revise the list of newspapers in which the advertisements of Government Departments are included, in consultation with the State Governments and the Legislators from the regions concerned.

The Ministry of Home Affairs have considered the matter and have informed the Railway Board that the list of newspapers for carrying advertisements of the various Ministries of Government of India is revised from time to time in consultation with the Ministry of Information and Broadcasting and also the Union Public Service Commission. The Ministry of Information and Broadcasting have media particulars of most of the journals and newspapers in this country and that record is continuously revised in the light of the latest information available. This

Please see para 1 of Chapter I.

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information is obtained from the papers themselves, from the State Govts. and from the Audit Bureau of Circulations and on the basis of this information a guiding list is supplied to the Railway Board for use by the various Railway Administrations.

The Ministries of Home Affairs and Information and Broadcasting, therefore, consider that there is no need for any organisation in the Government of India to consult the Legislatures and the State Govts. on the above point.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendations (24) dated 17-9-1956.*]

6 18 The Committee recommend that the Railways should plan in advance their requirements of the staff for at least six months and should furnish the same to the Railway Service Commissions at fixed intervals leaving sufficient margin of time with the Commissions to plan their selections. The

The above recommendation has been noted. Necessary instructions are being issued.

[*Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendations (24) dated 17-11-1956.*]

The reply to the first portion of the recommendation is accepted. The Ministry has been asked to supply information regarding the action taken on the second portion of the recommendation i.e. the holding of combined tests for a number of

Committee also recommend that the Railway Service Commissions should hold combined tests for a number of categories of Railway services, which would save considerable time and energy and expedite the process of recruitment.

(Further information called for by the Committee.)

Please furnish a copy of the instructions issued to Railways.

[L.S.S. O.M. No. 100—EC-II/56, dated 17-1-1958.]

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The Committee recommend that psychological tests should gradually be introduced to find out the aptitude of candidates for different types of jobs. This will prevent the possibility of putting square pegs in round holes, and improve the tone of administration. The Committee are also of the opinion that the present method of recruiting certain categories

*A copy of the instructions issued to Railways *vide* Board's letter No. E56RC1/96/3 dated 31-8-56 is enclosed.
[Ministry of Rlys. O.M. No. 56-B(c) 6000/24th Report/Pt. I, dated 9-4-1958.]

The Public Services (Qualifications for Recruitment) Committee in their report recently submitted to the Government of India have indicated the lines on which the written tests for selection of candidates for the public services should be conducted by the recruiting authorities. The recommendations of this Committee are under consideration and suitable instructions in the matter will be issued

Detailed information as to the decisions taken on the recommendations of the Public Services (Qualification for Recruitment) Committee *re*: holding of written tests for selection of candidates has been called for, and the reply is awaited.

of staff such as Office Clerks and Typists only by a written test and without an interview should be discontinued. They feel that an interview of the candidates to form an idea of the personality and capacity to express themselves is necessary. The Committee also suggest that in the matter of welfare of labour and other educational and social activities within the administration of Railways, those who have experience in the line and who have done some work for social welfare or labour welfare and such other activities may be given due consideration at the time of recruitment.

(Further information called for by the Committee.)

Please intimate the latest position as to the decisions taken on the recommendations of the Public Services (Qualifications for

to all concerned as soon as a decision is arrived at.

The recommendation that all candidates for appointment as Office Clerks and Typists should in addition to the written test be interviewed has been accepted.

The recommendations that the past experience of the candidate in the line should be given due consideration by the recruitment authorities has also been accepted.

[*Ministry of Rlys. O.M. No. 56-B(c)*
6000/ *Recommendations (24)* dated
17-11-1956.]

The recommendation of the Public Services (Qualification for Recruitment) Committee in regard to the feasibility of devising suitable tests for recruitment applies to both gazetted and

Recruitment) Committee.

(L.S.S. O.M. No. 100-EC-II/
56, dated 17-1-1958.)

non-gazetted posts. So far as gazetted posts are concerned, it will be for the Union Public Service Commission to take suitable action. So far as non-gazetted posts are concerned, this matter is under consideration.

[Ministry of Rlys. O.M. No. 56-B(c)-6000/24th Report Pt. I, dated 19-4-1958.]

Please see para 2 of Chapter I.

The recommendation is noted.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendations (24) dated 13-11-1957.]

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58 The Committee also suggest that the possibility of encouraging private institutions for giving particular kind of training, required for the different categories of Railway employees should be explored by the Railway Ministry. One multi-purpose school as preparatory Institute for new recruits or recruitment for each Region and one higher school for advanced training for each Railway would be useful for ensuring a steady flow of candidates with suitable training in subjects pertaining to Railways. The Committee are not fully satisfied with the reasons for closing classes at Junagadh and Bhavnagar for

training of signallers, a category for which there is shortage on the Railways. While on the subject, the committee suggest that encouragement should be given for the preparation of text-books dealing with various aspects of Railway Administration, which can be used in the institutions referred to above. (Further information called for by the Committee.)

A detailed note enumerating the steps taken on the various suggestions contained in the recommendation may please be furnished.

(L.S.S. O.M. No. 100-EC-II
56, dated 17-1-1958.)

(i) The kind of training required for Railway Services is either technical, such as Civil, Mechanical & Electrical Engineering, or training in trades, such as carpentry, smithy, welding, etc. It may also be specialised training, such as Signalling and Interlocking on Railways or train operation and the different systems under which it is carried out. The first, *i.e.* Engineering, is already being catered for by private institutions and the second, *i.e.* training in trades, is also gradually being undertaken in multi-purpose schools which are being set

up. The third kind of training which is special to Railways, cannot be catered for by private institutions, as an intimate knowledge of Railway operation and services special to Railways is necessary and this cannot be provided for except through experienced Railway Officers. Even here, the practice from Railway to Railway differs and is being modernised, so that it would not be paying proposition for private institutions to impart this kind of training. It may be added that the Railways have on their own set up multi-purpose schools and Training Institutions for services special to the Railways. Even for the technical personnel required, where there is a general shortage, Railway should and do, cater for their own requirements in Railway Schools to the maximum extent possible.

(ii) Multi-purpose schools have been established one each at Kharagpur, Asansol and Golden Rock. The question of establishing similar schools at other places so as to have at least one school on each Railway Administration, as a first step, is under reference with the Ministry of Education and these will be set up

as soon as a decision is reached. It is not quite clear what higher schools for advanced training for each Railway the Committee refer to. In accordance with the present policy of the Board, a Central Training School has been or is being provided for all categories of staff both requiring initial training as well as refresher and promotion courses, with the exception of Mechanical and Electrical Engineering staff, for whom separate training schools have been or are being provided. As sufficient number of candidates were not available from the open market for the posts of A. I. O.Ws., Draftsmen, Estimators and Works Mistries, candidates with adequate academic qualifications are being recruited and given an intensive course of training in the three newly opened training centres at Shahjahanpur, Mhow and Madhupur. A Central Tele-Communication Training School for training Signal & Tele-communication Inspectors has been started at Secunderabad and a Central Fuel Training School at

Jamalpur. It has been decided to start a Permanent-Way Training School at Poona and it is expected to function shortly.

(iii) The training imparted at the institutions in Bhavnagar and Junagadh was not adequate and a Signaller on the Railways, in addition to knowing Morse telegraphy which is all that these institutions catered for, has to learn the General and Subsidiary Rules for train operation. In fact, the amount of time devoted to training in telegraphy is a small proportion of the total time spent in the comprehensive training of a Signaller. It was, therefore, desirable to close down these institutions and open a Central Training School at Udaipur which has since been opened. The second part of the recommendation refers to encouragement being given for the preparation of text-books dealing with various aspects of Railway Administration. Such text-books, it will be appreciated, can only be written by officers with railway experience. Even so, the text-book will be based on the experience of the particular officer under conditions which obtained during his service. These conditions keep on chang-

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ing continuously, all equipment and procedures being substituted by new and modern ones, and the present system by which instructors in Railway Training Schools are drawn from serving employees with the necessary aptitude gives the best form of training. The suggestion of the Estimates Committee for the preparation of text-books is, however, being referred to a Committee which is proposed to be appointed with the following terms of reference:—

- (i) To conduct a survey of the facilities provided and of the courses and syllabi of training imparted to the various Class III & IV categories of staff in the Professional/Technical Training Schools on the Indian Railways with a view to see whether the existing standards for (a) initial, (b) refresher & (c) promotion courses meet in full the needs of the services and to recommend what, if any, changes are necessary;

(ii) To recommend standard syllabi for theoretical & practical training (where necessary) for the above categories of staff so that the standard of training on the Railways may be uniform and adequately trained personnel are available.

To these will be added:—

(iii) The need for the preparation of text-books on Railway subjects and the manner in which it can best be achieved.

(Ministry of Rlys. O.M. No. 56-B
(C)-6000 24th Report Pt. II, dated
2-9-1958)

34 The Committee reiterate the recommendation of the Indian Railway Inquiry Committee (1947) that certain definite standards of efficiency which must be attained by the junior scale officers before being promoted to the senior scale should be laid down and that the junior scale posts should really be the training ground for future holders of senior scale and administrative posts. The Committee

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The promotion of a Junior Scale Officer to Senior Scale is made on the basis of Confidential Reports which determine an officer's suitability for promotion. Such promotion has to be approved by the Deputy General Manager (Personnel) the Head of the Department concerned and the General Manager. In view of this three-tier arrangement, which already exists, it has been decided that an interview by a Board consisting of three Heads of Departments

Please See para 3 of
Chapter I.

further suggest that a junior scale officer should be interviewed by a Board of three Heads of Departments before he is promoted to a senior scale post for the first time.

as suggested by the Estimates Committee is not necessary.

(Ministry of Rly's O.M. No. 56-B (C) 6000/ Recommendation (24) dated 20-7-1957).

The Committee understand that unlike some other Government Departments, the Railways do not make any direct recruitment to Class II service. This, no doubt, gives better opportunities to the Class III employees to show their merit and secure promotion to gazetted posts. The Committee would, however, like to stress here that there is considerable difference in the nature of work handled by Class III and Class II staff. It is, therefore, necessary that sufficiently high standards should be laid down for selection to Class II service and if Class III Staff of the requisite standards are not available

The committee regret to note that reply of the Ministry indicating action taken on this recommendation is still awaited. The same may be supplied without any further delay.

the question of direct recruitment to Class II service may be examined.

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The Committee note with satisfaction the steps taken by the Railway Ministry to give incentives to the staff under the Staff suggestions Scheme and recommend that the Scheme may be made more popular amongst the staff by giving it a wide publicity in regional languages. Staff in the lowest categories should also be encouraged to offer suggestions. They also feel that promotion and increase in salary, stipends to the children for study and stipends to the inventors for further study in India or abroad, may yield better results. They further recommend that non-officials should also be associated with these screening committees.

(Further information called for by the Committee).

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The recommendation is accepted except in respect of the concluding sentence regarding association of non-officials with the screening committees.

(Ministry of Rly's O.M. No. 56-B (C)
6000/ Recommendation (24), Dated
11-10-57).

Please state the reasons for non-acceptance of the suggestion re association of non-official with the Screening Committee.

(L.S.S. O. M. No. 1000-EC-II/56 dated 17-1-1958).

The reasons for non-acceptance of the concluding portion, of the recommendations are as follows :—

It is felt that almost, all the suggestions with are of importance will necessarily deal with technical matters concerning the operation of Railways and it may be difficult for an outsider to study the particular item of operation and assess the value of the suggestion made. It is also felt that such a procedure would tend to make the proceedings of the Screening Committees cumbersome in that in arranging the meeting of the Screening Committees non-officials will first have to be consulted about a date convenient to them and this should inevitably lead to delay.

(Ministry of Railways O M No. 56-B(c) 6000/24th Report, Pt. I., dated 18-3-1958).

57 120 & 121. The Committee feel that there are two aspects of the problem of the Railway employees approaching outside agencies for assistance, namely—

The views of the Committee are in consonance with the views of the Government on the subject. The views of the Estimates Committee are noted.

The reasons given for the non-inclusion of non-officials in the screening committee do not appear to be convincing. The committee therefore suggest reconsideration of the decision taken in this respect.

- (i) employees feel that through normal channel, there is never any possibility of getting justice;
- (ii) employees bring to bear outside influence on matters, which should be left to be settled through normal channels.

Both these aspects have got to be dispassionately studied and a solution found out to ensure that the sense of security and justice prevails among the services avoiding the necessity for them to go outside to secure any justice. Further, justice should not merely be done, but should appear to be done. The Committee, therefore, recommend that :—

- (a) there should be no delay in the disposal of representations; a time limit should be laid down during which the representations should be disposed of at all levels;
- (b) whatever is due to a man should be given as early as possible ;

(c) The Railway Minister, Members of the Railway Board, General Managers and Heads of Departments should set apart some time to give a hearing to persons who might like to represent their cases and draw attention to matters which might not otherwise reach them.

(Further information called for by the Committee)

Please state the action taken on the three suggestions made in the recommendations ; viz.,

- (a) there should be no delay in the disposal of representations; a time limit should be laid down during which the representations should be disposed of at all levels;
- (b) whatever is due to a man should be given as early as possible ;

(a) The need for expeditious disposal of the representations has been stressed on the Railways, etc. They have also been advised that such representations should be finalised within a reasonable time, say, two months. With a view to ensure that action is taken promptly in such cases it has also been laid down that every authority should be asked to prepare a statement regarding the number of representations from staff that are received during each quarter and time taken in his office for disposing of each case and send his re-

The Committee accept the reply of the Ministry in regard to items (a) and (b). As regards item (c), the Committee are of the opinion that it would be advisable to issue suitable instructions for the guidance of Members of the Railway Board, General Managers and Heads of Departments.

(c) The Railway Minister, Members of the Railway Board, General Managers, and Heads of Departments should set apart some time to give a hearing to persons who might like to represent their cases and draw attention to matters which might not otherwise reach them.

(L.S.S. O.M. No. 100-EC/II/56, dated 17-1-1958.)

turn to the next higher authority who should see that there has been no undue delay by the lower authority in disposing of the representations.

(b) The instructions referred to in (a) above apply to all types of representations including those relating to payment.

(c) Although no specific instructions have been issued to the General Managers, etc. to set apart some time to give a hearing the representationists, the aggrieved persons are given the facility of hearing by officers at all levels where considered necessary.

[Ministry of Railways O. M. No. 56-B(c)-6000/24th Report/Pt. I, 25-7-1958.]

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The Committee are glad to learn from the recent budget speech of the Railway Minister that a scheme will be drawn up to associate workers in the management and running of the Railway workshops and that a proposal is being considered for sending a team including re-

This is being done now by the Ministry of Labour and Employment and this item is being transferred to that Ministry.

[Ministry of Rlys. O.M. No. 56-B(c) 6000/Recommendations(24) dated 13-11-1956.]

The reply of the Ministry of Labour and Employment is still awaited.

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representatives of workers to other countries where such participation of workers in management had been tried. The Committee recommend that these proposals should be pursued vigorously.

NEW DELHI;

The 27th September, 1958.

BALVANTRAY G. MEHTA,

Chairman,

Estimates Committee.

APPENDIX I

Copy of the Railway Board's letter No. E(NG) 56PMI-10, dated 29-9-56 addressed to the General Managers, all Indian Railways, etc. etc.

SUBJECT:—Recommendations of the Estimates Committee—Items Nos. 38 and 39 of the 24th Report—Promotion of Class IV employees to Class III posts.

The Estimates Committee made the following recommendation in item 38 and 39 of their 24th Report.

Item (38)

“In regard to the subject of promotion of Class IV employees to class III posts, the Committee are in agreement with the views expressed by the Indian Railway Enquiry Committees (1947) that regular and wide avenues of promotion should be provided for deserving men belonging to these services. They, therefore, recommend that age restrictions for the purpose of recruitment to any category of service should be suitably relaxed in the case of those who are already employed in Class IV and have rendered satisfactory and efficient service. The recruiting authorities should consider them, if qualified, for promotion to class III service.”

Item (39)

“The Committee suggest that, as suggested by the Indian Railways Enquiry Committee (1947) class IV yard traffic staff should be eligible for promotion to fill certain proportions of vacancies as Number Takers, which should be reserved for them. In case the requisite number of yard traffic staff would not be forthcoming for this purpose, the Railways should take steps to introduce special training classes for such candidates to bring them to the requisite standard. The feasibility of earmarking a certain percentage of class III posts for promotion from class IV in certain specific categories also should be further explored by the Railway Ministry. The Committee recommend that a uniform system of giving promotions from Class III should be evolved for all the Railways and that minimum period of service should be laid before such promotion could be made.

2. As regards item (38), the Board have advised the Estimates Committee that provision already exists of the promotion of Class IV employees to Class III posts. In this connection attention is invited to the Board's letter No. E48RRI/10/3(I) dated 20-11-50. The Board desire that these orders should be strictly followed.

3. Recommendation made in item (39) above has been accepted by the Board. They desire that suggestions made by the Estimates Committee should be considered by the Railway Administrations and they should frame rules in the matter, copy of such rules may please be forwarded in due course for the information of the Board.

Please acknowledge receipt.

APPENDIX II

Copy of letter No. E56RCI/96/3, dated 31st August, 1956 from Railway Board to the General Managers' all Indian Railways.

SUBJECT:—Assessment of the staff requirements.

The Estimates Committee in Recommendation No. 6 of their 24th Report on 'Staff Matters' have remarked as under :—

“The Committee recommend that the Railways should plan in advance their requirements of the staff for at least six months and should furnish the same to the Railway Service Commissions at fixed intervals, leaving sufficient margin of time with the Commissions to plan their selection.”

In this connection, your attention is invited to D.O. letter No. E55RRI/25/3, dated 31st October/1st November, 1955 from Shri K. P. Mushran to Shri M. K. Kaul, copy endorsed to you, wherein the desirability of assessing your staff requirements in advance in order to satisfy that adequate trained personnel become available as and when required, has already been stressed. The Board have also indicated in that D.O. letter as to how you should assess such requirements of staff. They desire that it will be better if a Time Table for each year is made out in advance as and when the indents for various categories of staff are to be submitted by your Railway to the Railway Service Commission concerned and if the same is spread over the year evenly, the work of the Commissions can be done smoothly. The Time Table already made for 1956-57 and proposed to be adopted during 1957-58 may please be furnished early.

Kindly acknowledge receipt of this letter.

Copy forwarded for information to the Chairman, Railway Service Commission, Allahabad, Bombay, Calcutta and Madras.

APPENDIX III

Analysis of the action taken by Government on the recommendations contained in the ~~21st~~ Report of the Estimates Committee (First Lok Sabha).

1.	Total number of recommendations made	92
2.	Recommendations fully accepted by Government	
	No.	63·5
	Percentage to total	69 percent
3.	Recommendations accepted by the Government partly or with some modifications	
	No.	13·5
	Percentage to total	14·68 percent
4.	Recommendations not accepted by the Government but replies in respect of which have been accepted by the Committee	
	No.	6
	Percentage to total	6·52 percent
5.	Recommendations not accepted by the Government and pursued by the Committee (including those which are still under consideration by the Government)	
	No.	9
	Percentage to total	9·8 percent

**LIST OF AUTHORISED AGENTS FOR THE SALE OF PARLIAMENTARY
PUBLICATIONS OF THE LOK SABHA SECRETARIAT,
NEW DELHI.—I**

Agency Name and address of the Agent No.	Agency Name and address of the Agent No.
1. Jain Book Agency, Connaught Place, New Delhi.	27. Bahri Brothers, 188, Lajpat Rai Market, Delhi-6.
2. Kitabistan, 17-A, Kamla Nehru Road, Allahabad.	28. City Book-sellers, Sohanganj Street, Delhi.
3. British Book Depot, 84, Hazratganj, Lucknow.	29. The National Law House, Near Indore General Library, Indore.
4. Imperial Book Depot, 268, Main Street, Poona Camp.	30. Charles Lambert & Co. 101, Mahatma Gandhi Road, Opp. Clock Tower, Fort, Bombay.
5. The Popular Book Depot (Regd.), Lamington Road, Bombay-7.	31. A. H. Wheeler & Co., (P) (Ltd.), 15, Elgin Road, Allahabad.
6. H. Venkataramiah & Sons, Vidyanidhi Book Depot, New Statue Circle, Mysore.	32. M. S. R. Murthy & Co., Visakhapatnam
7. International Book House, Main Road, Trivandrum.	33. The Loyal Book Depot, Chhipi Tank, Meerut.
8. The Presidency Book Supplies, 8-C, Pycroft's Road, Triplicane, Madras-5.	34. The Goods Compansion, Baroda.
9. Atma Ram & Sons, Kashmere Gate, Delhi-6.	35. University Publishers, Railway Road, Jullundur City.
10. Book Centre, Opp. Patna College, Patna.	36. Students Stores, Raghunath Bazar, Jammu-Tawi.
11. J. M. Jaina & Brothers, Mori Gate, Delhi-6.	37. Amar Kitap Ghar, Diagonal Road, Jamshepur-1.
12. The Cuttack Law Times Office, Cuttack-2.	38. Allied Traders, Motia Park, Bhopal.
13. The New Book Depot, Connaught Place, New Delhi.	39. E. M. Gopalkrishna Kone (Shri Gopal Mahal), North Chitrai Street, Madura.
14. The New Book Depot, 79, The Mall, Simla.	40. Friends Book House, M.U., Aligarh.
15. The Central News Agency, 123/90, Connaught Circus, New Delhi.	41. Modern Book House, 286, Jawahar Ganj, Jabalpur.
16. Lok Milap, District Court Road, Bhavnagar.	42. M. C. Sarkar & Sons (P) Ltd., 14, Bankim Chatterji Street, Calcutta-12.
17. Reeves & Co., 29, Park Street, Calcutta-16.	43. People's Book House, B-2/829/1, Nizam Shahi Road, Hyderabad Dn.
18. The New Book Depot, Modi No. 3, Nagpur.	44. W. Newman & Co., Ltd., 3, Old Court House Street, Calcutta.
19. The Kashmir Book Shop, Residency Road, Srinagar, Kashmir.	45. Thacker Spink & Co. (1938) Private Ltd., 3 Esplanade East, Calcutta-1.
20. The English Book Store, 7-L, Connaught Circus, New Delhi.	46. Hindustan Diary Publishers, Market Street, Secunderabad.
21. Rama Krishna & Sons, 16-B, Connaught Place, New Delhi.	47. Laxmi Narain Agarwal, Hospital Road, Agra.
22. International Book House, Private Ltd., 9, Ash Lane, Bombay.	48. Law Book Co., Sardar Patel Marg, Allahabad.
23. Lakshmi Book Store, 42, M.M. Queensway, New Delhi.	49. D. B. Taraporevala & Sons Co. Private Ltd., 210, Dr. Naoroji Road, Bombay-1.
24. The Kalpana Publishers, Trichinopoly-3.	50. Chanderkant Chiman Lal Vora, Gandhi Road, Ahmedabad.
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