

No.F.5(17)-E.III(A)/76  
Government of India  
Ministry of Finance  
(Department of Expenditure)

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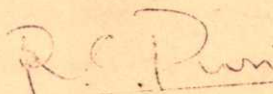
New Delhi, the 5th October, 1976.

OFFICE MEMORANDUM

Subject:- Consideration of the Reports of the Expert Bodies/  
Categorisation Committees, set up by various  
Ministries/Departments for classification of their  
workshop/work-charged staff - Meeting of the  
Coordination Committee held on 27th September, 1976.

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A copy of the Minutes of the meeting of the co-  
ordination Committee for classification/categorisation of  
work-shop staff held under the Chairmanship of Shri J.P.Das,  
Joint Secretary (Per), Ministry of Finance (Department of  
Expenditure) on 27th September, 1976 to consider the proposals  
of P&T Board and the Ministry of Works and Housing, is forwarded  
herewith for information and necessary action.



(R.C.PURI)

UNDER SECRETARY TO THE GOVERNMENT OF INDIA.

1. Ministry of Railways (Shri D.K.Subarwal, Director, Mech. Engg. (W)).
2. Ministry of Defence (Shri K.V.Ramanamurthi, D.S. (AG)).
3. Ministry of Communications (P&T Board)-(Shri M.P.Agarwala, Dy. Director-General (MM)/Shri E.G.S.Sathayamorthy, ADG.
4. Ministry of Works and Housing (Shri C.R.Bose, Dy. Secy.)  
Shri S.S.P.Rau, Dy. Director CPWD and Shri R.K.Chib, Dy. Director, Dte. of Printing.
5. Ministry of Tourism & Civil Aviation (Shri F.C.Sud, Under Secretary), Shri N.Seshadri, Meteorologist and Shri S.Mukhopadhyay, Dy. Director, D.G.C.A.
6. Ministry of Labour and Employment (Shri S.Vaidyanathan, Deputy Director).
7. Ministry of Finance (Deptt. of Economic Affairs)-  
(Shri L.K.Malhotra, Under Secretary).
8. Staff Inspection Unit. (Shri N.V.Subramaniam, Dy. Secy. S.I.U. and Shri C.B.Lal, Under Secretary.)

Copy to:-

1. Ministry of Shipping and Transport,
2. Ministry of Agriculture,
3. Ministry of Industry and Civil Supplies,
4. Department of Chemical and Fertilisers,
5. Department of Electronics,
6. Ministry of Industrial Development,
7. Ministry of Education & Social Welfare,
8. Ministry of Irrigation & Power,







Minutes of the meeting of the Co-ordination Committee for categorisation of Workshop staff held in the Ministry of Finance, (Deptt. of Expenditure) on the 27th September, 1976.

The following officers were present:-

Ministry of Finance (Department of Expenditure).

- (1) Shri J.P.Das, Joint Secretary (Per)....Chairman
- (2) Shri P.S.Venkateswaran, Deputy Secretary (R)
- (3) Shri V.S.Rajagopalan, Deputy Secretary (RG)
- (4) Shri R.C.Puri, Under Secretary (E.III-A)

P. & T. Board.

- (1) Shri M.P.Agarwala, Deputy Director General
- (2) Shri E.G.S. Sathyamoorthy, Asstt. Director General

Ministry of Defence.

- (1) Shri K.V.Ramanamurthi, Deputy Secretary
- (2) Shri S.N.Kapoor, Under Secretary

Ministry of Labour.

- (1) Shri S.Vaidyanathan, Deputy Director

Department of Economic Affairs.

- (1) Shri L.K.Malhotra, Under Secretary

Ministry of Works and Housing.

- (1) Shri C.R.Bose, Deputy Secretary
- (2) Shri S.S.P.Rau, Deputy Director, C.P.W.D.
- (3) Shri R.K.Chib, Deputy Director, Dte. of Printing

Ministry of Tourism and Civil Aviation.

- (1) Shri F.C.Sud, Under Secretary, M/T&CA
- (2) Shri N.Seshadri, Meteorologist
- (3) Shri S.Mukhopadhyay, Deputy Director, D.G., C.A.

Staff Inspection Unit.

- (1) Shri N.V.Subramaniam, Deputy Secretary
- (2) Shri C.B.Lal, Under Secretary.

Opening the meeting, the Chairman observed that the reports of Expert Bodies set up by some other Ministries/ Deptts. on classification of Workshop staff, are not yet ready and that it will not therefore be appropriate to consider the cases of the staff of the CPWD and P&T Deptt. in isolation. It would be advisable to avoid distortions especially in the case of the common categories of Workshop staff and this can be achieved only after all the reports become available and are considered in Department. The representative of the Ministry of Defence stated that the Expert Committee



already set up in that Ministry was likely to submit its report, say in another six or eight months.

3. The Expert Committee set up by the Ministry of Communications and Deptt. of P. & T. has classified the workers in the Telecom factories of the Deptt. of P. & T. on the basis of job evaluation on point-rating system. On the suggestion that this system might be adopted by all other Ministries/Deptts. so as to have a uniform approach to the problem of categorisation of Workshop staff, the representatives of the S.I.U. explained that this system involved identification of bench-mark jobs in various industrial establishments and preparation of a job evaluation manual which would be a long drawn process. Having regard to this fact as also the consideration that other Ministries/Deptts. have already set up Expert Bodies, who are already working on certain criteria, the Chairman agreed that this system need not be adopted uniformly for the purpose in view.

4. The representative of the Deptt. of Economic Affairs felt that instead of waiting for other reports to come, which might lead to delay in taking decisions, particularly in respect of organisations whose reports have been received or likely to be received shortly, the Committee might proceed with the examination of the recommendations made in those reports. The representatives of the Ministry of Works and Housing (CPWD and Govt. of India Press) also stated that the staff covered by the reports are pressing for an early decision in their case and urged for consideration of the uncommon categories of posts (i.e., posts covered by the Reports which are not common to other Ministries/Deptts.) leaving common categories to be considered when all the reports become available. They also stated that there is a specific case of upgradation of pay scales of certain categories, on the analogy of the Award of a Board of Arbitration in respect of certain other similar categories and this should not be held over.

5. After further discussion, the following conclusions were arrived at:-

- (a) In a matter of categorisation of Workshop staff, the Third Pay Commission's recommendations regarding the number of levels and the scales to be allowed for the various levels of skills should be followed and there should be no deviation from the recommendations;
- (b) Comparison should be made with similar posts in various establishments to ensure that the categorisation is, by and large, uniform and will not give rise to anomalies or repercussions.
- (c) Such of the recommendations in the Report which do not involve either any deviation from the recommendations of the Third Pay Commission on upward revision of the pay scales could be processed straightaway and orders issued, in consultation with the M/Finance.



Similarly, the cases of the categories which in the opinion of the Ministries/Deptts. concerned are not common to the other Ministries/Deptts. could also be listed out and placed before the Co-ordination Committee for consideration.

(d) As regards the case of certain categories of workshop Staff under the Works and Housing Ministry for being given the same benefit as has been given to some other similar categories based on the Award of a Board of Arbitration, which was referred to by the representatives of the W. & H. Ministry, those cases may also be processed separately in consultation with the Ministry of Finance.

