

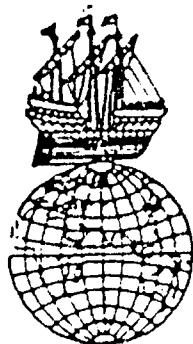
**WORK ASSIGNMENT FOR  
OPERATIVES AND STAFF**

**REPORT OF EXPERT COMMITTEE**

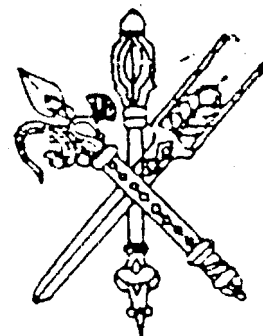
**BUCKINGHAM & CARNATIC MILLS, MADRAS**

**JUNE 1993**

# BINNY LIMITED



## MADRAS MILLS



WORK ASSIGNMENT FOR OPERATIVES AND STAFF  
BUCKINGHAM & CARNATIC MILLS, MADRAS

FOR RESTRICTED CIRCULATION

REPORT OF EXPERT COMMITTEE

JUNE 1993



THE SOUTH INDIA TEXTILE RESEARCH ASSOCIATION

~~CONFIDENTIAL~~

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## PREFACE

The Expert Team comprising of Messrs V. Karmegam, Representative of Madras Labour Union and B & C Mills Staff Union, V.N. Subba Rao, Nominated Representative of Management of B & C Mills and SITRA Representative\* met at B & C Mills Madras to discuss the SITRA Report submitted during March/April 1993 and finalise the Recommendations to be incorporated in the final Report.

Members Present	Meeting Date			
	May 3-6	May 10-12	May 13-14	May 18-20 May 27-29
	Weaving preparatory & Weaving	Spinning Grey and Finished ware house	Eye house	Staff and Non Production Operatives
<u>Union Representative</u>				
V. Karmegam	/	/	/	/
<u>Management Representative</u>				
V.N. Subba Rao	/	/	/	/
<u>SITRA Representative</u>				
S. Seshadri, Assistant Director	/	/	-	-
Dr. S. Sivakumaran, Assistant Director	-	-	/	-
Dr. P.V. Veeraraghavan, Deputy Director	-	-	-	/
<u>Assisted by Union Representative</u>				
V. Murugaiyan, General Secretary, M.L.U.	/	/	-	-
N. Sriramulu, General Secretary, B & C Mills Staff Union	-	-	-	/
<u>SITRA Representative</u>				
R. Kuttiyappan, Senior Scientific Officer	-	/	-	-
K. Krishnamoorthy, Junior Scientific Officer	/	-	-	-
N.L. Narasimhan, Junior Scientific Officer	-	-	-	-

The necessary corrections on the SITRA Report and the amended/modified recommendations based on the decisions taken during the Expert Committee Meetings have been incorporated in this Revised Final Report. Copy of the Minutes of the Meetings are presented in Appendix III.



## CHAPTER I

### INTRODUCTION

The management of M/s. Binny Limited (Buckingham and Carnatic Mills) and the workmen of the mentioned Mills represented by Madras Labour Unions and B & C mills Staff Union have entered into a conciliation settlement on 26.3.1992 before the Commissioner of Labour, Madras. It has been provided in the settlement inter alia that a scientific study on work norms will be conducted by SITRA team with one representative each from the Management and the Unions. Accordingly, SITRA was requested to study the working of the mill and give its recommendations.

Part I of the report deals with the work assignment recommendations for majority of categories of workmen; the remaining categories are covered separately. The investigation was conducted in the mill by SITRA staff - Dr.P.V.Veeraraghavan, Sri S.Seshadri, Dr.S.Sivakumaran, Sri R.Kuttiyappan, Sri K.Krishnamoorthy, Sri N.Lakshminarasimhan and Sri M.Kumaran - during September 1992 to March, 1993; the representatives of both the Management and the Unions took part in the study during the entire period. The study details were discussed with Sri V.Karmegam, the nominated representative of the Unions and Mr.V.N.Subba Rao, the nominated representative of the Management.

We express our sincere thanks to the workers, representatives of Union and Management for their unstinted co-operation extended to us during our study.

### TECHNICAL ASPECTS

Some of the technical aspects involved in determining work assignments for the various categories of workers are discussed below:

#### Work Load and Work Assignment

Work assignment is the number of machines and/or duties allotted to an operative for tenting. Work load is commonly and wrongly conceived as the number of machine units attended to by an operative. In its correct sense, work load is the number of minutes of work done at normal performance by an operative during a shift. In other words, the manual work done on the assigned machines and/or duties is termed as 'work load'.

About 48 minutes of work per hour i.e., 80% work load is usually considered reasonable in the textile industry. The other 12 minutes or 20% of the time is for overcoming the fatigue involved in performing the operations and for attending to personal needs. In this connection it should be pointed out that the Rationalisation Enquiry Committee for Kanpur Textile Mills (1956) was unanimous in fixing 80% as work load to govern work assignment to workers. Hence, determination of work assignment in this study have been mostly based to achieve an optimum work load in the range 75 - 85% wherever work opportunity could be provided.

A detailed time study is necessary to estimate the existing work load and then to decide the work assignment for the optimum work load for the different categories of workers. Such a study will be time consuming since the mill employs a few hundreds of categories of workers, spins many counts, weaves a number of sorts and adopts many sequence of processing in dye house. So, the following procedure was adopted to decide the work assignment.

A detailed investigation was conducted in the mill by three Scientific Officers of SITRA during September 1992 to March, 1993. Check studies were conducted on working conditions like rates of end breaks, speeds, package weights, etc; work methods adopted besides current practices were noted; the existing settlements on work assignment were studied. The time required for the various job elements was determined by time study technique. The frequency of occurrences of the elements was judiciously arrived at on the basis of observations, production rates attained in running counts, level of waste percentage, the mill's and check study data on package content and end breakage rates and details available in mill records. The work assignment calculations have been based on the above data and also on the relevant particulars built up in SITRA over a period of 30 years for various categories of operatives. Suitable allowances to cover personal needs, patrolling and machine interference have been made while determining the recommended work assignments.

Recommendations, wherever feasible, were made (i) to combine two sections with a view to avoid employing the same category exclusively in each of the two sections, (ii) to combine two separate categories into one, (iii) to implement 'team work' system in a few instances and (iv) to eliminate some categories by suitable redistribution of their work to others. This procedure was adopted with a view to avoid 'under loading' or 'over loading' a few categories of workers.

#### DUTIES OF OPERATIVES

As regards duties the existing practice has to be followed in each and every occupation, unless otherwise indicated while recommending the work assignment. In a few instances, with a view to avoid 'under'/'over' loading the workmen, some changes are proposed and in each instance, the changes are spelt out.

EXPERT COMMITTEE'S RECOMMENDATIONS

In the following pages, the recommended work assignment for different category of workers are presented in detail. The presentation is made in three columns. The designation of the category of workers forms the first column. Details of the existing and recommended work assignments - as determined by Expert Committee, are provided in the second and third columns respectively.

The recommended work assignments have been arrived at on scientific principles. It is emphasized that as regards 'duties', the 'status quo' has to be followed in each and every occupation, unless otherwise indicated while recommending the work assignment. It should be possible for the mill to function effectively by implementing the recommended work assignments without affecting the working or the efficiency.

In sections such as draw frames, fly frames, cone winding, weaving etc., where the workers are paid on the piece rate system there will be scope for workers to give efficiency higher than that recommended by working at more than 80% work load.

Generally if the working conditions, duties assigned or the method of operations change, the work load of the workmen will be different. However, it is felt that there will not be a significant change necessitating a revision in the recommended work assignment in the near future.

**SP INNING**

**WORK ASSIGNMENT FOR DIFFERENT CATEGORIES OF WORKERS**

**Buckingham Mill**

Category	Work Assignment	
	Existing	Recommended
1	2	3
<b><u>MIXING AND BLOW ROOM</u></b>		
1. Bale man	One man upto 55 bales in day shift.	Same as existing
2. Stack mixing mazdoor	One man for 20 bales in day shift.	Same as existing
3. Jobber cum oiler	One man in day shift and one man each in A, B & C shift.	One man per shift
4. Cotton transporter	Two men per shift	Category not recommended; duties to be performed by Bale breaker machine attendant
5. Bale breaker machine attendant	One man for 3000 kgs. of finished laps per shift of 8 hours.	Same as existing; also to attend the duties of cotton transporter. @
6. Scutcher tenter	One man for two scutchers upto 3000 kgs. of finished laps per shift of 8 hours. (Efficiency: 80%)	Same as existing
7. Sweeper cum dropping remover	2 men each in A & B shifts and one man in C shift for 5 lines.	Same as existing
8. Fitter	One man in day shift	Same as existing
9. Fitter mazdoor (Scouring man)	4 men in day shift	3 men in day shift
10. Chuckler	One man in day shift for entire spinning preparatory (Blow room to fly frames)	Same as existing
11. Carpenter	One man in day shift for entire spinning preparatory.	Same as existing

@ Refer Appendix III also.

1.	2	3
<b>CARDS</b>		
12. Jobber cum oiler	One man per shift upto 75 cards.	One man per shift upto 80 cards.
13. Card tenter	10 cards or 700 kgs. of sliver per man. (One Tandem card: 2 SHP cards) Efficiency: 90 %.	<u>Team Work:</u> One man for 10 cards subject to a maximum of 700 kg. of sliver production per shift of 8 hours. Or One man for 7 HP or 4 Tandem cards subject to a maximum of 700 kg. of sliver production per shift of 8 hours.
14. Setting team	3 teams of 3 men each.	Same as existing; 8 man hours per card for full setting.
15. Fitter	3 men per day	2 men per day
16. Fitter mazdoor	3 men per day	2 men per day
<b>DRAW FRAMES (High Speed)</b>		
17. Tenter	6 deliveries per tenter Speed: 800 Ft./minute Efficiency: 78% (Upto 0.149 hank)	6 deliveries per tenter @ ----- Hank      Bks./del.      Effi- hr. not      ciency to exceed      (%) ----- Upto 0.125      5      72  0.125 and      4      78 above ----- Speed: 800 fpm. in finisher and 5% higher in breaker.
18. Oiler	One man in day shift for draw frames and fly frame sections.	Category not recommended; duties to be performed by jobber cum oiler.
19. Scouring man	2 men in day shift	Same as existing
20. Can Transporter	One man per shift	Same as existing; Only when cans are to be transported to machines which are away from the carding or draw frames.

@ Refer Appendix III also for hank indicators and stoppage allowances.

1	2	3
<b>FLY FRAMES</b>		
21. Jobber cum oiler (Common to draw frames and fly frames)	One man per shift upto 30 fly frames inclusive of draw frames	Same as existing
22. Ordinary inter tenter	Two machines per tenter Efficiency: 75%	Two machines per tenter @ ----- Hank      Effi-      Bks./100 ciency      spl.hrs. (%)      not to exceed ----- Upto 1.25      61      18 1.25 and      64      18 above -----
23. Back tenter	One man for 4 frames	Same as existing
24. Doffer	1200 spindle doffs per man per shift of 8 hours	1100 spindle doffs per man per shift of 8 hours; also to perform the duties of sweeper.
25. Sweeper	2 men per shift	Category not recommended; Duties to be performed by doffer.
26. Bobbin carrier	1600 kg. per man per shift of 8 hours.	Same as existing
27. Wrapper	One man each in A & B shifts	Same as existing
28. Cleaning team	5 men per day	5 men in day shift to clean 2 frames.
29. Fitter	2 fitter in day shift	Same as existing
30. Fitter mazdoor	One man in day shift	Same as existing
31. Roving waste opener tenter	2 men in day shift	Same as existing

@ Refer Appendix III for stoppage allowances



RING FRAMES

32. Jobber	One man upto 30 frames		One jobber for a team of upto 10 doffers.	
	Count	No. of sides/ piecer	Count	No. of sides/ piecer Bks./100 spl. hrs. not to exceed
33. Piecer	Below 15s	2	Below 15s	2 21
	15s - 19s	2.5		
	20s - 29s	3	15s - 29s	3 19
	30s - 44s	4	30s - 44s	4 15
		Bks./100 spl. hours		
	Upto 15s	30		
	16s - 29s	28		
	30s - 40s	26		
34. Reserve piecer	10% of piecers		Same as existing	
35. Reliever <sup>a</sup>	15% of piecers		10% of piecers to be added to the strength of doffer.	
36. Doffer	2800 spindle doffs per man (doffing loss not to exceed 2.5%)		Team work:	
			Count	No. of spl. doffs/ doffer/8 hours
			29s & below	2500
			30s - 44s	2300
			Also to perform the duties of sweeper.	
37. Sweeper	3 men per shift		Category not recommended; duties to be performed by doffer	
38. Bobbin carrier	1400 kg. per man per shift of 8 hours		One man upto 1600 kg. per shift of 8 hours.	

<sup>a</sup> Refer Appendix III also.

1

2

3

39. Cleaning team	20 man hours - full cleaning with spindle oiling.	} } } }	
	16 man hours - full cleaning with topping.	} }	Same as existing
	12 man hours - full cleaning without the above.	} } }	
	Frequency of cleaning- once a week	} }	
40. Tape stitcher	One man per shift upto 80 ring frames		Same as existing
41. Carpenter	One man in day shift		Same as existing
42. Yarn weigher	One man per shift		Same as existing
43. Wrapper	One man in day shift		Same as existing
44. Fitters	5 men in day shift upto 80 ring frames		Same as existing
45. Fitter mazdoor	2 men in day shift upto 80 ring frames.		Same as existing

**Data Used for Work Assignment Calculations**  
**No. of Spindles Installed: 39832**

**I. Average Material Content of Packages at Various Stages in Different Departments**

Material content per lap : 17 kg.  
Sliver content per card can : SHP 7 HP cards : 18 kg.  
  Tandem cards : 28 kg.  
  
Sliver content per finisher delivery  
  draw frame can: 19 kg.  
  
Roving content per simplex bobbin : 450 g.

**II. Average Production/Spindle/8 hours**

<u>Count</u>	<u>Production(g.)</u>
10s	318
12s	257
14s	202
16s	192
20s	135
24s	102

**III. Average pneumafil and bonda waste%**  
**in ring frame: upto 3.0%**

**WORK ASSIGNMENT FOR DIFFERENT CATEGORIES OF WORKERS**

**CARNATIC MILLS**

Category of Workers	Work Assignment	
	Existing	Recommended
1	2	3
<b><u>GODOWN</u></b>		
1. Bale mazdoor, cum checker	One man for 25 bales of cotton or 28 bales of man made fibres per shift of 8 hours.	Same as existing
<b><u>MIXING AND BLOWROOM</u></b>		
2. Jobber cum oiler	2 men in day shift and one man each in B & C shift.	One man per shift
3. Bale man	One man upto 55 bales in day shift only.	Category not recommended; duties to be performed by stack mixing mazdoor.
4. Stack mixing mazdoor	One man for 20 bales in day shift only.	One man for 15 bales in day shift; also to perform the duties of bale man; to be designated as: Bale man/stack mixing attendant.
5. Bale breaker machine attendant	One man per line per shift of 8 hours (upto 3250 kg. of finished laps)	Same as existing; also to help dropping mazdoor for cleaning the machine.
6. Scutcher tenter	One man per line upto 3250 kg. of finished laps per shift of 8 hrs.	Same as existing; also to help dropping madoor for cleaning the machine.
7. Dropping mazdoor	Two men each in A & B shift and one man in C shift.	One man per shift; the above two categories blow room workers to help for cleaning the machine.
<b><u>TINTING AND TUMBLING</u></b>		
8. Tinting man	Team work: 25 bales for 2 men	Team work: 30 bales for 2 men per shift of 8 hours.
9. Tumbling man	One man for one tumbling of 1000 kg. of mixing per shift of 8 hours.	Same as existing

1	2	3
<b><u>SYNTHETIC BLOW ROOM</u></b>		
10. Bale breaker machine attendant	-	One man for 2 lines upto a maximum production of 3000 kg. of lap per shift of 8 hours.
11. Scutcher tenter	-	- Do -
<b><u>General</u></b>		
12. Fitter	One fitter in day shift	Same as existing
13. Scouring man	2 men in day shift	Same as existing
14. Chuckler	One man in day shift for entire spinning preparatory.	Same as existing
15. Carpenter	One man in day shift for entire spinning preparatory	Same as existing
<b><u>CARDING</u></b>		
16. Jobber cum Oiler	One man per shift upto 80 cards	Same as existing
<b><u>Main Card room</u></b>		
17. Card tenter	Team work: For Hank upto 0.149: 12 cards per tenter subject to a maximum sliver prodn. of 600 kgs. For Hank above 0.149: 18 cards per man subject to a prodn. of 500 kg. per man. Efficiency: 90%	Team work: } One tenter for 12 cards } subject to a maximum of 700 kg. of cotton sliver prodn. per shift of 8 hrs. } Or 550 kg. of polyester or viscose sliver prodn. and } one helper for 3 tenters; also to perform the duties of lap carrier, can carrier, stripper and sweeper.
<b><u>Small card room</u></b>		
18. Card tenter	-	Two tenters for 31 cards
19. Helper	-	One man for 31 cards
20. Lap carrier/ can carrier	2 men per shift	Category not recommended

1	2	3									
21.Lap carrier (for card No.52 to 115)	One man per shift	Category not recommended									
22.Can carrier (for card No.52 to 115)	One man per shift	Category not recommended									
23.Sweeper (for card No.32 to 115)	One man per shift	Category not recommended									
24.Stripper	2 men in day shift	Category not recommended									
25.Setting team	4 teams of 3 men each	Same as existing; 8 man hrs per card for full setting.									
26.Fitter	3 men in day shift	2 men in day shift									
27.Fitter mazdoor	One man per shift	Same as existing									
28.Flat clothier (mazdoor) (For B & C Mill)	4 men in day shift	Same as existing									
29.Cylinder and doffer reclothier	3 men in day shift	Category not recommended									
<b>COMBING</b>											
30.Jobber/comber setter	One man per shift for 16 combers	One man per shift for 24 combers.									
31.Fitter	One man in day shift	Category not recommended; duties to be performed by Fitter/Scourer.									
32.Comber scourer	2 men in day shift	Same as existing; also to perform the duties of fitter; to be designated as Fitter/Scourer.									
33.Tenter	4 machines per tenter Efficiency: 80% for below 0.16 hank 85% for 0.16 hank and above	4 machines per tenter @ <table border="1"> <thead> <tr> <th>Hank</th> <th>Efficiency (%)*</th> <th>Bks./machine hr. not to exceed</th> </tr> </thead> <tbody> <tr> <td>Upto 0.16</td> <td>80</td> <td>10</td> </tr> <tr> <td>0.16 &amp; above</td> <td>81</td> <td>10</td> </tr> </tbody> </table>	Hank	Efficiency (%)*	Bks./machine hr. not to exceed	Upto 0.16	80	10	0.16 & above	81	10
Hank	Efficiency (%)*	Bks./machine hr. not to exceed									
Upto 0.16	80	10									
0.16 & above	81	10									

\*Speed: upto 50 mpm; 1% more efficiency for a speed of 42 mpm.

@ Refer Appendix III for stoppage allowances.

1	2	3
34. Rieter lap former tenter	One man per machine to supply laps upto 8 combers.	Same as existing
35. High speed Drawing tenter	6 deliveries per tenter	Same as existing; efficiency 75%; breaks per delivery hour not to exceed: 5.0
36. Mazdoor	2 men per shift (upto 16 combers)	One man per shift for 8 combers.

DRAWING

		6 deliveries per tenter @		
		Hank	Effi- ciency (%)	Bks./del. hr. not to exceed
37. Tenter	6 deliveries per tenter Speed: upto 850 fpm Effi- ciency: 78% upto 0.144 hank 80% above 0.149 hank	<u>Cotton</u>		
		Upto 0.15	70	6
		0.16 & above	73	6
		<u>Polyester &amp; Blends</u>		
		Upto 0.15	80*	3
		0.16 & above	82*	3

\* 5% less for 5 breaks/  
del. hour.

Speed in finisher:  
Cotton -800 fpm  
Polyester-630 fpm  
& blends  
5% higher in breaker.

38. Can transporter	2000 kg. per man per shift of 8 hrs.	Same as existing
39. Oiler	One man in day shift (for draw frames & fly frames)	Category not recommended; duties to be performed by jobber cum oiler.
40. Fitter	One man in day shift	Category not recommended
41. Fitter/ Scouring men	2 men in day shift	Same as existing

FLY FRAMES SECTION

42. Jobber-cum-Oiler (Common to draw frames & fly frames)	2 men per shift	Same as existing; also to perform the duties of oiler.
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@ Refer Appendix III also for hank indicator and stoppage allowances.

1.	2	3
43.L.R.Inter tenter	One man for 2 machines (irrespective of number of spindles)- Efficiency 80% Speed: 1200 rpm.	One man for 2 machines @ ----- Hank      Effi-      Bks./100 (Cotton)      ciency      spl.hrs. (%)*      not to exceed ----- Upto 1.5      79      6.5  1.6 &      80      6.0 finer -----  * Spindle speed upto 950 rpm. 5% less efficiency for polyester & blends for bks per 100 spl.hrs. upto 10.
44.Back tenter	One man for 4 machines for 1.5 hank and below	Same as existing
45.Doffer	1200 spindle doffs : per man : :	1100 spindle doffs per man per shift of 8 hrs; also to perform the duties of sweeper/waste picker.
46.Sweeper/waste picker	3 men per shift for : draw frames and fly : frames : :	Category not recommended; duties to be performed by doffer.
47.Bobbin carrier	1600 kg. per man per shift of 8 hours	Same as existing
48.Cleaning team	6 men in day shift	5 men in day shift for cleaning 2 frames.
49.Fitter/fitter mazdoor	3 men in day shift	Same as existing; also to perform the duties of fitter not recommended in Drawing.
50 Wrapper	One man per shift	Same as existing

@ Refer Appendix III for stoppage allowances



RING FRAMES SECTION

1	2	3				
51. Jobber	5 men in each shift	One jobber for a team of upto 10 doffers.				
	Count	No. of sides/ piecer				
		Bks./100 spl. hrs. Not to exceed				
	Count (Cotton & blends	No. of sides/ piecer				
		Bks./100 spl. hrs. not to exceed				
52. Piecer	Below 15s	2	30	Below 15s	2	22
	15s - 19s	2.5	28	15s - 29s	3	20
	20s - 29s	3	28	30s - 44s	4	16
	30s - 44s	4	26	45s - 59s	5	13
	45s - 79s	5	20	60s & finer	6	11
	80s & above	5	17			
	Blends	One side extra	15			
53. Reserve piecer	10% of piecers			Same as existing		
54. Reliever <sup>a</sup>	15% of piecers			10% of piecers to be added to the strength of doffers.		
	Count	No. of spl. doffs/doffer		Count	No. of spl. doffs/ man/shift of 8 hrs.	
55. Doffer	Upto 28s	2800		Upto 29s	2500	
	29s-60s	2400		30s-44s	2300	
	Above 60s	2000		45s-79s	2100	
	Doffing loss not to exceed 2.5%			80s & above	1900	
						Also to perform the duties of sweeper.
56. Sweeper	3 men per shift			Category not recommended; duties to be performed by doffers.		
57. Bobbin carrier	1400 kgs/man (3/shift)			One man upto 1600 kg. per shift of 8 hours.		

<sup>a</sup> Refer Appendix III also.

1	2	3
58.Cleaning team	18 man hours-Full ) cleaning with spindle ) oiling ) 14 man hours - Full ) cleaning with spindle ) topping ) 10 man hours - full ) cleaning without ) the above ) Frequency of cleaning ) Coarse count: Once a weak ) Finer count:Once in 10 days.)	Same as existing
59.Tape stitcher	One tape stitcher per shift upto 80 frames	Same as existing
60.Carpenter	One man in day shift for spinning and doubling)	Same as existing
61.Yarn weigher	One man per shift	Same as existing
62 Wrapper/lea tester	Two men in day shift	One man in day shift
63.Fitter/Fitter mazdoor	7 men upto 80 ring frames	Same as existing
64.Roller coverer	2 men each in A & B shift and one man in C shift for both B & C mills	Same as existing

DOUBLING

	Count	No. of sides/ tenter	Count	No. of sides/ tenter a	Bks./100 spl.hrs. not to exceed
65. Tenter	Upto 2/24s	5	2/16s-2/24s	5	6
			2/25s-2/79s	6	6
	Above 2/24s	6	2/80s and finer	7	6
	Efficiency 93%				
66. Doffer	2300 spindle doffs per man per shift of 8 hours.		Same as existing		
67. Sweeper-cum- waste sorter	One man in each shift for the entire doubling section		Same as existing		
68. Cleaning team	10 man hours per frame		8 man hours per frame		
69. Tape stitcher cum oiler	One man in day and one man in night shift		Same as existing		
70. Doff carrier	2000 kg./man		One man for 1600 kg. of production per shift of 8 hours		
71. Fitter/Fitter mazdoor	2 men upto 52 frames		Same as existing		

a Refer Appendix III also.

## Data Used for Work Assignment Calculations

No. of Spindles Installed: Spinning 42,352  
Doubling 23,444

### I. Average Material Content of Package at Various Stages in Different Departments

Material content per lap : upto 18.5 kg.  
Sliver content per card can : 14 kg.  $\pm$  2 kg.  
Material content per lap  
former lap : 9 kg.  
Sliver content per comber can : 19 kg.  
Sliver content per finisher  
delivery drawing can : 17.5 kg.  
Roving content per simplex  
Bobbin: P/C : 1.2 kg.  
Cotton : 1.1 kg.  
Yarn content per doubling  
feed cone : 80s - 1.0 kg.  
Other counts - 1.4 kg.

### II. Average Production/spindle/8 hours

<u>Count</u>	<u>Production (g.)</u>
16s K	197
20s K	170
12s P/c 67/33	298
16s P/c 67/33	243
30s P/c 67/33	104
32s P/C 67/33	97
50s P/C 67/33	46
80s P/C 67/33	24
16s P/C 42/58	247
16s P/C 48/52	249
20s P/C 48/52	186
32s P/C 48/52	86
40s P/C 48/52	72
16s P/V 48/52	213
32s P/V 48/52	112
40s P/V 48/52	82
40s P/V 64/36	91

III. Average pneumafil and bonda waste % = upto 3

# WEAVING PREPARATORY

**WORK ASSIGNMENT FOR DIFFERENT CATEGORIES OF WORKERS**

Category of workers	Work Assignment									
	Existing				Recommended					
	1	2			3					
<b>ROTO WINDING</b> (Cimmco Roto and Brad Coner)					For Cotton Counts					
	Count	No. of Spls./winder		Efficiency (%)	Count	No. of Spls./winder		Efficiency% <sup>a</sup>		
		Lift				Cop content (g.)		45	55	65
		7"	6"							
1. Winder	10s-13s	12	10	74	Upto 10s	12	-	55	64	
	14s-24s	15	13	76		10	56	-	-	
	25s-29s	16	14	77						
	30s-38s	20	18	79	11s-13s	12	-	65	75	
	39s and above	30	25	81		10	66	-	-	
	Upto 2/29s	15	13	74	14s-15s	15	-	58	67	
	2/30s and Finer	20	18	76		13	58	-	-	
	For 9.5 & 10" Lift:				16s-19s	15	-	65	75	
	Upto 2/29s		20	78		13	65	-	-	
	2/30s and above		30	80						
	Speed(mpm): 580				30s-39s	20	-	80	86	
	Work loads mentioned are for all counts produced out of any raw material.					18	77	-	-	
					40s-49s	30	-	65	71	
						25	68	-	-	
					50s-59s	30	-	75	82	
						25	80	-	-	
					60s & finer	30	-	86	86	
						25	86	-	-	
					Speed (ypm) : 625					
					Cone content (kg.): 1.5					
					Bks./1					
					lakh mts.: Upto 18					

<sup>a</sup> Refer Appendix III for stoppage allowances.

## For Blended counts:

Count	No. of Spl./ winder	Efficiency% <sup>a</sup>		
		Cop content (g.)		
		45	55	65
16s-19s	15	-	60	67
	13	60	-	-
20s-29s	15	-	72	80
	13	72	-	-
30s-39s	20	-	69	76
	18	68.	-	-
40s-49s	30	-	55	59
	25	58	-	-
50s-59s	30	-	61	66
	25	66	-	-
60s and finer	30	-	67	71
	25	73	-	-

Speed(ypm): 625

Cone content(Kg.) : 1.5

Bks./1 lakh metres: upto 28

For 80s : upto 38

Note: If breaks/1 lakh mts.  
is upto 18 only Cotton  
counts efficiency  
figures are applicable.  
For 60s & finer counts  
for a speed of 500 mom,  
84% efficiency in  
all cases.

For Doubled counts  
(Cotton & Blends)

Count	No. of Spl./ winder	Efficiency% <sup>a</sup>		
		Cop content (g.)		
		150	170	190
2/16s-2/19s	20	59	64	69
2/20s-2/29s	20	70	77	83
2/30s-2/39s	24	79	83	86

<sup>a</sup> Refer Appendix III for stoppage allowances.

For Doubled counts(Contd.)  
(Cotton & Blends)

Count	No. of Spis./ winder	Efficiency% <sup>a</sup>		
		Cotton content (g.)		
		150	170	190
2/40s-2/49s	30	77	82	86
2/50s-2/59s	40	62	67	72
2/60s-2/79s	40	69	74	78
2/80s & finer	40	80	84	86

Speed(ypm) : 625

Cone content(kg.) : 1.5

Bks./1 lakh metres: Uptq 15

For 7" lift cops, for resultant count - single cotton counts assignment and efficiency figures are applicable.

2. Fitter/ oiler	Two men per shift plus three men in day shift.	Same as existing; also to issue and collect knotters to and from winders.
3. Mazdoor	i) Yarn supply and cone stacking(2200 kg./man) Four men per shift. ) ii) Empty bobbin collector) Two men per shift. ) iii) Defective cops ) collector: ) One man per shift. ) iv) Machine cleaning: Two men per shift. v) Sweeping: Two men per shift.	One man upto 1400 kg. of cone yarn production per shift of 8 hours for all jobs of i), ii) and iii) put together. iv) Machine cleaning & v) Sweeping:(Team work) Three men per shift plus One man in day shift. Also to issue/collect waste bags to/ from winders in all shifts; and to help in clearing de- fective cops. Also to do routine cleaning of uniconer and help roto winding over- hauling fitters in day shift. vi) Label collector: Two men per shift

<sup>a</sup> Refer Appendix III for stoppage allowances.



UNICONER

4. Winder

24 spindles/winder  
Efficiency 80%

Count	No. of Spis/ winder	Efficiency @ (%)
30s & 32s	24	75
40s	24	80

Speed(ypm) : 850  
 Cop content: 55 g.  
 Cone content(kg.): 1.5  
 Bks./1  
 lakh mts. : Upto 25

5. Fitter

One man per shift plus  
one man in day shift.

Same as existing

6. Mazdoor

One man per shift plus  
one man in day shift.One man upto 1000 kg. of  
cone yarn production per  
shift of 8 hours.AUTO CONER

7. Winder

Count	No. of Spis./ winder	Efficiency%*		
		Cone content (g.)		
		45	55	65
16s-19s	30	-	57	65
20s-29s	30	-	63	71
30s-39s	40	-	66	72
40s-49s	60	-	56	64
50s-59s	60	-	68	74
60s and finer	60	75	77	78

Speed: Upto 49s - 1000  
 (mpm) 50s-79s - 900  
 80s & finer - 800

Cone content(Kg.):  
 Upto 49s - 1.5  
 50s & finer - 0.75  
 \* 2% less if drums are  
 assigned on two machines.

8. Fitter

One man per shift plus  
one man in day shift.

Same as existing

@ Refer Appendix III for stoppage allowances.

9. Mazdoor One man per shift.

Mazdoor:

One man upto 1000 kg. of cone yarn production per shift of 8 hours, plus one man in day shift for defective cops clearing, water supply for all shifts, waste sorting (in uniconer also) and other duties.

B.C. SPOOLER

10. Spooler 4 men per machine  
(36 spindles/winder)

Count	No. of* Sppls./ winder	Efficiency <sup>a</sup> (%)	
		Cop content 55g.	65g.
16s	54	34	40
20s	54	42	50

Speed(ymp) : 1000

Cheese content(g.): 900

Bks./one lakh mts.: Upto 8  
Knotter

failure(%): Upto 18

\*36 spls. for 2 sides winder

<sup>a</sup> For travelling knotter  
speed/cycle = 3.0'.

11. Mazdoor Three men for three machines

One man upto 1200 kg. of cheese yarn prodn. per shift of 8 hours. Also to supply full cheeses to B.C. warping and bring back starters.

12. Tailing boy One man for three machines

: Tailing boy/sweeper:  
: (Team work)

13. Sweeper One man per shift  
(Common to spooler  
and warper)

: Two men per shift. Also  
: to help yarn supplying  
: mazdoors in their duties.  
:

B.C. WARPERS

14. Warper	One man per machine	One man per machine
	Count	Metres
	Upto 23s	1,20,000
	24s and above	1,50,000
	Set length (m)	Bks./1000m/400 ends
	16s	12000 2.5 43 36
	20s	15000 2.0 49 42
	Efficiency (%)	
	Speed (mpm)	
	300 400	
	Cheese content : 900 g.	
	No. of ends/beam: 500	
15. Creeler	Three men for two machines for counts upto 23s; one man per machine for 24s and above.	One man per machine
16. Fitter	One man per shift (Common for upto 4 spoolers and 2 warpers)	Same as existing

HIGH SPEED WARPING

17. Warper	One man per machine	One man per machine
	Count	Prodn./8 hours (m.)
	Upto 30s	85,000
	31s & above	1,00,000
		Efficiency (%)
		Bks./1000 metres/400 ends
		2 3 4
	All counts	55 46 40
	No. of ends/beam: 400	
	Speed: 350 mpm.	
	Set length: 20,000 m.	
	For a set length of 15,000 metres 1% less efficiency.	
18. Creeler	Three men for two machines.	One man per machine. Upto 1200 cones creeling per shift of 8 hours.

1	2	3
19. Beam carrier	Three men per shift	Beam carrier/cone supplier: Team work: Two men upto 40 warpers beam and 6,000 kg. of cone yarn supply per shift of 8 hours. Also to load & unload dye beams.
20. Mazdoor	i) Cone supply: Two men per shift.  ii) Sweeping/waste sorting: One man per shift	i) Cone supply: Separate category not recommended.  ii) Sweeping/waste sorting: Same as existing. Also to collect and return empty cones to roto winding and help beam carrier/cone suppliers in their duties.

#### SECTIONAL WARPING

21. Warper	One man per machine	Same as existing
22. Creeler	One man per machine	Same as existing
23. Beam weigher (for entire warping)	One man per shift	Same as existing. Also to record sized beam weightment details and checking of sets.

#### SIZING

24. Front sizer	One man per machine	Same as existing
	----- Prodn./8 hrs. (m.) -----	----- Efficiency (%) -----
	N.W.Beams 12,000	N.W.Beams 65
	W.W.Beams 8,000 (Irrespective of set change)	W.W.Beams 50
	-----	-----
		Speed(mpm) : 30
		Lappers/1000m./: 1000 ends : Upto 1.0
		Warper beam(m) : 15,000
		Weaver's beam(m): 1,200

1	2	3
25. Back sizer	One man per machine	Same as existing
26. Size mixer	Three men per shift (irrespective of No. of mixings)	Same as existing
27. Fitter	Two men per shift plus one man in day shift (inclusive of warping section)	Same as existing
28. Beam carrier	Four men per shift Basis: One man per sizing machine (Including warping upto a maximum of seven men per shift)	One man upto 30 sized beams per shift of 8 hours (Minimum: 3 men per shift)
29. Mazdoor	<ul style="list-style-type: none"> <li data-bbox="280 1038 651 1093">i) Beam gaiting: Three men per shift</li> <li data-bbox="280 1167 618 1228">ii) Roll checking: Two men per shift</li> <li data-bbox="280 1302 618 1363">iii) Sweeping: One man per shift</li> <li data-bbox="280 1436 699 1590">iv) Machine cleaning Three men in day shift Basis 10 men per shift (Common for warping and sizing)</li> </ul>	<ul style="list-style-type: none"> <li data-bbox="735 1038 1169 1126">Four men per shift for all jobs of (i), (ii) and (iii) put together.</li> <li data-bbox="735 1436 1108 1555">(iv) Machine cleaning: Same as existing Also to unload size mix materials.</li> </ul>

PIRN WINDING

## 30. Winder

Count	No. of spl./ winder	Effi- ciency (%)	Count	Hand feed <sup>a</sup>		Auto feed <sup>a</sup>	
				No. of Effi- Spl/ winder (%)	ciency	No. of Effi- Spl/ winder (%)	ciency
<b>Auto feed:</b>							
Upto 24s	48	10s-12s:70	Upto				
25s& finer	60	13s-30s:75	10s	24	65	48	58
Upto 2/29s	48	80	11-13s	24	72	48	69
2/30s & finer	60	80	14-15s	30	67	48	77
			16-19s	30	76	48	78
			20-23s	36	78	60	75
<b>Hand feed:</b>							
Upto 24s	24	10s-12s:70	24-29s	42	77	60	80
		13s-30s:75	30-39s	48	79	72	80
25s& finer	36	30s& finer :77	40-49s	72	66	96	74
			50-59s	72	73	96	82
			60s & finer	72	82	96	82
Upto 2/29s	24	80	Speed (ypm) : 425				
2/30s & finer	36	80	Pirn content(g) : 35				
			Cone content (kg): 1.50±0.25				
			Breaks/pirn : 0.05				
			Transfer failure (%): 10				
			Doubled counts:				
			For resultant count-single counts efficiency figures are applicable.				

## 31. Fitter

One man for 8 machines in each shift for routine maintenance and one man for 6 machines in day only for preventive maintenance

One man for 8 machines in each shift for routine maintenance for upto 16 machines and one man/shift extra if more than 16 machines are run; one man for 8 machines in day shift only for preventive maintenance. All fitters to attend to auto feed devices also.

## 32. Yarn weigher

One man per shift.

Same as existing

## 33. Mazdoor for cone and pirn supply

Cone and pirn supply: 2,200 kg./man for supplying cones and empty pirns.  
Loading and unloading: 2000 kg./man for loading of weft and unloading of pirns.

Cone and pirn supply: Same as existing. Also to do tinting of cones.

Loading and unloading: One man upto 2,200 kg. of pirn yarn production per shift of 8 hours.

<sup>a</sup> Refer Appendix III for stoppage allowances.

34. Blowing, sweeping, waste collecting and sorting	<p>Sweeper: Two men per shift</p> <p>Spindle cleaner: Two men in day shift (24 spindles/cleaner)</p> <p>Waste sorter: One man in day shift</p> <p>Basis: One man for 8 machines</p>	<p>Sweeper: Same as existing Also to help cone and pirn suppliers in their duties.</p> <p>Spindle cleaner: Same as existing</p> <p>Waste sorter: One man in day shift. Also to do pirn polishing (80 pirns/hour)</p>														
35. Pirn polishing	One man in day shift	Separate category not recommended.														
36. Tinting of cones	One man per shift	Separate category not recommended														
37. Pirn marking	Three men per shift (Two employed in pirn marking and one helps loading/unloading mazdoors)	One man per shift upto														
		<table border="1"> <thead> <tr> <th>Type of marking</th> <th>No. of pirns/ 8 hours</th> </tr> </thead> <tbody> <tr> <td>i) Single tint stroke</td> <td>18,000</td> </tr> <tr> <td>ii) Double tint stroke</td> <td>14,000</td> </tr> <tr> <td>iii) Single tint dot</td> <td>17,000</td> </tr> <tr> <td>iv) Double tint dot</td> <td>12,000</td> </tr> <tr> <td>v) Single full chalk stroke</td> <td>20,000</td> </tr> <tr> <td>vi) Single half chalk stroke</td> <td>16,000</td> </tr> </tbody> </table>	Type of marking	No. of pirns/ 8 hours	i) Single tint stroke	18,000	ii) Double tint stroke	14,000	iii) Single tint dot	17,000	iv) Double tint dot	12,000	v) Single full chalk stroke	20,000	vi) Single half chalk stroke	16,000
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vi) Single half chalk stroke	16,000															
		<p>Also to help loading/unloading mazdoors in their duties. On occasions when it becomes necessary to employ only two persons entirely for pirn marking, one man extra should be given to assist loading/unloading mazdoors.</p>														

LOADING AND STEAMING

38. Loading/ unloading	Three men per shift	Two men per shift. Also to do tubular banding.
39. Steaming	Two men shift	One man upto 20 cycles of steaming of upto- 10 min. and 8 containers each per shift of 8 hours. Also to help loading/unloading mazdoors in their duties.
40. Waste sorting	One man in day shift	Same as existing
41. Tubular banding	One man in day shift	Separate category not recommended.
42. Office mazdoor	Two men in day shift	: : Refer SITRA Report on Staff & : Service Function Operatives
43. Electric car driver	One man per shift	: :



WEAVING

1

2

3,

TWISTING AND DRAWING

(Two shifts working)

1. Assistant maistry	One man in day and one man-in night	Same as existing
2. Drawer	One man per frame	: One drawer and one
3. Reacher	one man per frame	: reacher per frame

Count	No. of ends/8hrs	
	Each end thro'	
	Droppins Heald@ wire and reed	Heald wire@ and reed

Upto 30s

Plain/Drill (2 or 4/dent)	4,750	9,000
------------------------------	-------	-------

Canvas (3/dent)	4,500	7,000
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Satin (5/dent)	4,000	7,000
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Matty BD 401 (4/dent)	4,000	7,000
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31s-59s (2 or 4 dent)	4,250	8,000
--------------------------	-------	-------

60s & finer (2/dent)	3,750	7,000
-------------------------	-------	-------

Colour beams	3,250	-
--------------	-------	---

@ Heald wire: Flat steel/  
Riderless

1	2	3																
4. Mazdoor	i) Seven men in day and seven men in night	i) Team work for (a), (b) and (c) (a) Healds cleaning: One man per shift (b) Drop pins supply: One man per shift (c) Heald shaft preparation: One man per shift for every two frames working.																
	ii) Reed section Two men in day shift	ii) Same as existing iii) Heald frame conversion: One man in day shift (as and when necessary)																
<u>RUTI LOOMS</u>																		
5. Tuner	One man per shift for 48 looms	Same as existing (To relieve one weaver for rice time)																
6. Gaiter	One man per shift for 48 looms	Same as existing (To relieve two weavers for rice time - one at a time)																
7. Weaver	One man for 8 looms	One man for 8 looms																
	<table border="1"> <thead> <tr> <th>Loom width(cm)</th> <th>Efficiency (%)</th> </tr> </thead> <tbody> <tr> <td>150</td> <td>80</td> </tr> <tr> <td>180</td> <td>84</td> </tr> <tr> <td>220</td> <td>84</td> </tr> </tbody> </table>	Loom width(cm)	Efficiency (%)	150	80	180	84	220	84	<table border="1"> <thead> <tr> <th>Loom width(cm)</th> <th>Efficiency (%)</th> </tr> </thead> <tbody> <tr> <td>150</td> <td>75</td> </tr> <tr> <td>180</td> <td>74</td> </tr> <tr> <td>220</td> <td>72</td> </tr> </tbody> </table>	Loom width(cm)	Efficiency (%)	150	75	180	74	220	72
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180	74																	
220	72																	
		Stoppages 10% @																
8. Battery filler/ Piece cutter	One man per shift for 24 looms.	i) Battery filler: One man per shift for 48 looms (upto 4,500 pirns per shift of 8 hours)  ii) Piece cutter/empty pirns remover (from looms) One man/shift for 48 looms. (Also to relieve 6 weavers for personal needs and two weavers for rice time - one at a time. Also to remove empty pirns 4 times per shift)																

@ Refer Appendix III for allowances.

1	2	3
9. Oiler	One man per shift for 48 looms	<p>i) One man per shift for 72 looms. (To clean 24 looms and relieve one weaver for rice time).</p> <p>ii) One man in day shift for 90 looms (To oil and grease 18 looms)</p>
10. Maintenance fitter/ fitter mazdoor	One fitter and one fitter mazdoor each per shift for 100 looms.	<p>i) One pair per shift for 144 looms (Together to relieve one weaver for rice time).</p> <p>ii) Semi overhauling: Four men in day shift</p> <p>iii) Major break downs: Two men in first and second shifts each.</p> <p>iv) Pick indicator, Take-up &amp; let off: One man in day shift.</p>
11. Centre weft fork fitter	One man per shift plus one man in day shift.	One man per shift for 400 centre weft fork looms.
12. Dobby fitter	One man per shift	One man per shift plus one man in day shift.
13. Centre selvedge fitter	One man per shift	One man in day shift
14. Temple fitter	One man in day shift	Same as existing (Also to attend to chain box)
15. Approval fitter	One man in day shift	Same as existing
16. Carpenter	Three men per shift	One man per shift for 400 looms plus one man in day shift. In third shift, carpenters to attend to Cimmco looms also.

NORTHROP LOOMS

(Two shifts working)

17.Tuner	One man per shift for 48 looms	Same as existing (To relieve one weaver for rice time)
18.Gaiter	One man per shift for 72 looms	Same as existing (To relieve one weaver for rice time)
19.Weaver	One man for 12 looms. Efficiency: 80%	One man for 12 looms ----- Loom            Efficiency width            (%) ----- 41"                73 47" & 48"        63 Canvas            53 ----- Stoppages:41" - 10% @ 47"&48"-14% @
20.Battery filler	One man per shift for 48 looms	Same as existing (Upto 4,250 pirns in 7.5 hours; to relieve one weaver for rice time. Not to do empty pirn collection from looms)
21.Oiler	One man per shift for 72 looms	One man per shift for 48 looms. (Also to do piece cutting & empty pirns removal from looms. To oil four looms. To relieve 4 weavers for personal needs and one weaver for rice time. Also to remove empty pirns 4 times/shift.
22.Piece cutter	Four men per shift	Separate category not recommended
23.Maintenance fitter/fitter mazdoor	i) Break down fitter/ fitter mazdoor. Four fitters and four fitter mazdoors per shift.  ii)Bench fitter: One man per shift	Same as existing         Same as existing

@ Refer Appendix III for allowances.

	1	2	3
24. Dobby fitter	One man per shift plus one man in day shift.	Same as existing Note: Categories 23 & 24 to relieve the rest of the weavers for rice time.	
25. Approval fitter	One man in day shift	Same as existing	
26. Motion fitter	a) Battery: Seven men in day shift  b) Warp stop motion: Seven men in day shift  c) Let off & take up: Seven men in day shift	a) Battery: Same as existing  b) Warp stop motion: Six men in day shift  c) Let off & Take up: Six men in day shift  d) Semi overhauling: One pair in day shift.	
27. Carpenter	Two men per shift	i) Same as existing. To attend to Cimcco looms also in first and second shifts.  ii) Sley maker: One man in day shift	
<u>CIMMCO LOOMS</u>			
28. Tuner	Two men per shift (24 looms/tuner)	One man per shift for 60 looms. To relieve one weaver for rice time.	
29. Asst. Tuner	One man per shift (12 looms/Asst. tuner)	One man per shift for 60 looms. To relieve one weaver for rice time.	
30. Gaiter		One man per shift for 60 looms. To relieve one weaver for rice time.	
31. Weaver	One man for 4 looms	One man for 4 looms	
	Type of loom	Efficiency (%)	Type of loom
			Efficiency (%)
			Check Plain
	Wide width	70	Wide width
	Narrow width	75	Narrow width
			72
			77
			Stoppages: 10%. @

@ Refer Appendix III for allowances.

1	2	3
32. Weft server	One man per shift	Same as existing To relieve two weavers for rice time - one at a time.
33. Oiler	One man per shift	Same as existing. To relieve 2 weavers for rice time-one at a time.
34. Maintenance fitter/fitter mazdoor	One fitter and one fitter mazdoor per shift.	Same as existing To relieve one weaver each for rice time.
35. Carpenter	One man per shift	Separate category not recommended.
36. Helper	Three men per shift (12 looms/helper for wide width looms only)	One man for 20 looms. To relieve two weavers for rice time and five weavers for personal needs.
37. Dobby fitter	One man in day shift	Same as existing
<u>TOWEL LOOMS</u>		
38. Tuner	One man per shift for 24 looms.	Same as existing To relieve one weaver for rice time.
39. Gaiter	One man per shift for 48 looms.	Same as existing. To relieve one weaver for rice time.
40. Weaver	One man for 4 looms Efficiency(%): 68	One man for 4 looms Efficiency(%): Jacquard: 69 Dobby : 71  Stoppages: 10% @
41. Mazdoor	One man per shift for 24 looms.	Battery filler/empty pirns remover/piece cutter: One man per shift for 24 looms. To relieve two weavers for rice time - one at a time. Also to remove empty pirns 4 times per shift.
42. Oiler	One man per shift	Separate Category not recommended.

@ Refer Appendix III for allowances.

1	2	3
43.Maintenance fitter	One man per shift for 48 looms	Same as existing. To relieve one weaver for rice time.
44.Card lacer	One man per shift	i) Card lacer cum oiler: One man per shift. To relieve one weaver for rice time. ii)Card puncher cum lacer: One man in day shift
45.Jacquard and dobby fitter		One man in day shift.
<u>GENERAL</u>		
46.Turner	One man in first and second shifts each.	One man in day shift
47.Welder	One man in day shift	One man in first and second shifts each.
48.Chuckler	Two men in first and second shifts and one man in third shift.	One man per shift plus one man in day shift for all looms.
49.Beam carrier	i) Ruti section: Three men per shift ii)Northrop section: Four men per shift	i) Same as existing ii)Three men per shift
50.Beam issuer	-	Refer SITRA Report on Staff & Service Function Operatives.
51.Knotting fitter	One man in day shift	One man per shift. To attend to pirn stripping machines also.
52.Knotter	Seven men in first and second shifts each and three men in third shift.	One man for knotting upto 10 beams/45,000 ends/ shift of 8 hours.
53.Clamper	Six pairs in first and second shifts each and three pairs in third shift.	One pair for clamping upto 13 beams/58,500 ends/ shift of 8 hours.



1	2	3
54.Sweeper	i)Four men per shift for Ruti and other looms. ii)Three men per shift for Northrop looms.	i)Three men per shift for Ruti and other looms. Same as existing
55.Heald repairer	One man per shift	) Heald/Reed repairer cum ) Reed changer:
56.Reed repairer	One man per shift	) Three men per shift for ) all looms. )
57.Reed changer	One man per shift	)
58.Weft room maistry	One man per shift	Same as existing. Also to do weft checking.
59.Weft room mazdoor	i)Ruti looms: Two men per shift ii)Northrop looms: Two men per shift iii)Weft checking: One man per shift	i)Ruti looms: Same as existing ii)Northrop looms: Same as existing. Second shift mazdoors to keep sufficient stock of weft for third shift working of 24 Northrop looms. iii)Weft checking: Category not recommended
60.Pirn stripping machine attendant	Four men per shift	One man for machine stripping of upto 35,000 pirns per shift of 8 hours.
61.Pirn stripping machine mazdoor	Two men per shift	Same as existing
62.Defective pirns sorting	Two men in day shift	One man in day shift
63.Pattern inspector	Two men per shift	One men per shift plus one man in day shift for all looms.
64.Oil supply and waste sorting	Three men in day shift	Same as existing

1	2	3
65. Office mazdoor	One man per shift plus one man in day shift	Refer SITRA Report on Staff and Service Function operatives.
66. Sub store issuer	-	Refer SITRA Report on Staff and Service Function operatives.
67. Sub store mazdoor,	One man per shift plus one man in day shift	Same as existing
68. Trainer for regular men training		Two men in day shift (to train a set of four trainees as and when necessary).

GREY WARE HOUSE

## GREY WAREHOUSE

General

1. Section maistry	One man per shift	Same as existing
2. Fitter	One man per shift	Same as existing

Piece Room

3. Electric car Driver cum loader	One man per shift- 40 trips a) 130 pieces of northrop check and canvas cloth. b) 10 Ruti wide width rolls. c) 1000 towels per trip.	: <u>Team work</u> : One driver and 4 mazdoor: : upto 40 trips (500 rolls) : per shift of 8 hours. : (Or) One driver and 2 : mazdoors upto 20 trips : (250 rolls) per shift of : 8 hours; also to carry : Northrop empty rolls : to loom shed from : Shearing and cropping : machine (the duty of : existing mazdoor helper : in shearing & cropping : machine).
4. Mazdoor	4 men per shift, to handle upto 3500 pieces:	
5. Piece marker	One man per shift to handle upto 1800 pieces.	Same as existing
6. Piece marker helper	One man per shift	Same as existing

Shearing and Cropping Machine

7. Operator	One man per machine -44,000 metres/shift without plaiting in 2 strand rolls or rolls with two split or 22,000 metres per shift without plaiting in single strand wide width rolls.	One man per machine ----- Feed                      Prodn./man/ shift of 8 hours(m) ----- One single roll                              25,000  2 single rolls (or) One double                      50,000 strand roll ----- Speed: 60 rpm.
-------------	--	--

1	2	3
8. Helper	Two men per machine	Same as existing; also to remove Northrop empty rolls to trolley while feeding full rolls - the duty of existing Mazdoor helper.
9. Mazdoor	One man per machine	Same as existing
10. Mazdoor helper	One man per shift for Northrop rolls	Category not recommended; duties to be performed by piece room mazdoor and sheering and cropping machine helper.

### Plaiting

11. Plaiter (w/w)	2 men per machine 45 rolls or 360 pieces per shift.	2 men per machine for a production of 16000 m per shift of 8 hours Speed: 80 mpm.
12. Mazdoor	One man per machine for assisting plaiter	Same as existing
13. Plaiter (N.W)	2 men per machine (600 pieces)	Since N.W. cloth is processed in wide width machine, the wide width production is applicable.
14. Examiner cum mender-sheeting	2500 metres per pair per shift of 8 hours.	Same as existing
15. Lot suppliers for sheering and cropping machines	2 men per shift (for 3 sheering and cropping machines)	Same as existing

### Mull Inspection (Ruti)

16. Examiner-Mulls	20 rolls/man/shift of 8 hours (8000 metres) Speed: 65 mpm	9000 metres per man per shift of 8 hours.
17. Mazdoor	One man per examiner	One man for 8 machines; also to perform the duties of mazdoor for wide width examiner.

1	2	3
<u>Blended Suiting</u>		
18.Examiner	10 rolls per man	13 rolls per man per shift of 8 hours.
19.Mazdoor	One man per machine	One man for 20 rolls per shift of 8 hours.
<u>Examiner Grade I</u>		
20.Examiner Cimmco - (check pieces)	2500 metres/man (Table examination)	3000 metres per man per shift of 8 hours
21.Examiner - Cimmco (Dhoti and Saree)		4000 mts.of Dhoti or Saree (includes 1000 mts. of check pieces) per man per shift of 8 hours.
22.Mazdoor	One man per machine	One man for 2 machines
23.Examiner- pre-selection	40 rolls per man per shift of 8 hours.	Same as existing
24.Mazdoor	One man per machine	Same as existing
25.Examiner cum mender (NW)- Board examination	12 rolls of Northrop or 15 rolls of Ruti of 320 m. each per man per shift of 8 hours	Same as existing
26.Mazdoor	One man for 8 machines	Same as existing
27.Examiner cum mender (W/W)	12 rolls for 2 men (300 to 350 metres/roll)	Same as existing
28.Mazdoor	One man per machine	Category not recommended; duties to be performed by 'mazdoor for mull inspection'.
<u>Female Mender</u>		
<u>Wide width</u>		
29.Plain	9 rolls per pair or 12 rolls if the cloth is processed in shea- ring and cropping machine.	10 rolls per pair per shift of 8 hours or 13 rolls if the cloth is processd in shearing and cropping machine.

1	2	3
30.Fancy/Design	6 rolls per pair per shift of 8 hours.	Same as existing
<u>Narrow width</u>		
31.Mulls	6 rolls per mender per shift of 8 hours.	Same as existing
32.Blended shirting	<u>Natural Selvedge</u> 3 rolls (filament weft) per mender per shift of 8 hours.	4 rolls per mender per shift of 8 hours
	Split selvedge with filament weft 5 rolls per mender per shift of 8 hours.	Same as existing
33.Mazdoors	2 men in day shift for female mending section	Same as existing
<u>Fents and Rags</u>		
34.Mazdoor	Upto 100 kg. per man	One man for 125 kg. per shift of 8 hours.
<u>For Miscellaneous Jobs</u>		
35.Mazdoor	6 men per day	Same as existing
36.Sweeper	One man per day	Same as existing
<u>JOINTING SECTION@</u>		
37.Jointer	100 rolls per man per shift of 8 hours. (320 to 400 metres per roll) (Or) 60 rolls per man per shift of 8 hours. (640-800 metres per roll)	Same as existing
38.Mazdoor	One man per shift for 2 jointing machines	Same as existing
39.Stitcher	One man for 4 machines	Same as existing; also to perform the duties of piece marker.
40.Piece marker	One man per shift	Category not recommended duties to be performed by stitcher.

@ Refer Appendix III also.

1

2

3

Loading Bay

41.Examiner	One man per shift upto 400 rolls (320 to 400 metres per roll)	Same as existing
42.Piece marker	One man per shift upto 400 rolls (320 to 400 metres per roll)	Same as existing
43.Mazdoor	3 men per shift upto 250 rolls (640-800 metres per roll) or upto 400 rolls. (320 to 400 metres/roll) and one loading of grey towel on trailor.	Same as existing

TOWEL SECTIONGrey Towels

	<u>Prodn./man/shift of 8 hours</u>	<u>Prodn./man/shift of 8 hours</u>
44.Examiner Towel cutter	5000 singles 6000 singles	: Team work: 6000 singles : per team of one examiner and one towel cutter; also to perform the duties of piece marker.
45.Piece marker	6000 singles	Category not recommended
46.Hemmar .	36" - 1300 singles 42" - 1100 singles 48" - 1000 singles 52-54" - 950 singles 58" - 850 singles 60" - 800 singles	1400 singles 1200 singles 1100 singles 1000 singles 900 singles 850 singles
47.Mazdoor	One man for 3 Hemmers	One man for 4 Hemmers
<u>Jacquard Towels</u>		
48.Examiner	1500 Jacquard towels per man for primary inspection.	1100 Jacquard towels for primary inspection.
49.Examiner	Re-examination-1200 Towels	Re-examination 1000 towels



1

2

3

Prodn./man/shift of8 hours

50. Towel cutter (Lengthwise and widthwise cutting)	-	22" x 44" - 1800 singles 30" x 54" - 1400 " 30" x 60" - 1300 "
<u>Sewer</u>		
51. Seal Tab end hemming	22"/44" - 1600 towels 30"/54" - 1000 towels 30"/60" - 800 towels	22" x 44" - 750 singles 30" x 54" - 600 " 30" x 60" - 600 "
52. Side Hemming	22"/44" - 750 towels 30"/54" - 750 towels 30"/60" - 650 towels	22" x 44" - 1000 singles 30" x 54" - 900 " 30" x 60" - 800 "
53. Trimmer cum folder	1000 towels/man/shift of 8 hours.	Same as existing
54. Wrapper	One man in day shift upto 400 bundles inclu- ding affixing texmark	Same as existing
55. Mazdoor	2 men in day shift	Same as existing

DYE HOUSE

## DYE HOUSE

All production figures are given for 8 hour shift - to be calculated pro-rata when the shift duration differs. Ensuring proper machinery operating conditions like steam pressure, speed (Appendix-IIA) etc., by the Management, and increased production by the workmen are ongoing processes and should take place simultaneously.

### PROPOSED WORK LOAD FOR DYE HOUSE

	Work Assignment			
	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
<b>GREY PREPARATION</b>				
<b>Piece Cage</b>				
1. Fast Plaiting Machine	63,000	3	70,000	3
Narrow Plaiting Machine				
2. Singeing Machine				
Cotton - Double	108,000	4	1,125,000	4
or				
Terene Single	15,000	4	60,000	4
3. Marker	360 ends	1	400 ends	1
4. Unloaders	12 Trailers	3	12 Trailers	3
(Unloading and stocking of the rolls should be done in an order sortwise to facilitate easier feeding of cloth in machines.)				
<b>WASHING MACHINES</b>				
5. BSC Range	33 Batches/Day	2	38 Batches/Day	2
6. Bentler Washing	33 Batches/Day	2	38 Batches/Day	2
7. Roll Washing	20,000	2	26,000	2
8. W/W Washing machine				
Carriage/Bendy Or	19,500	2	26,000	2
Roll Washing	17,500	3	21,000	2*

\* One man extra, as long as bandy non-availability persists.

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
9. W/W Soda Machine Plaiting	21,120	2	26,400	2
or Batching	18,480	2	23,100	2
10. N/W Soda Machine Plaiting	22,400	2	30,000	2
or Batching	20,800	2	26,000	2
11. Williams I & II Washing	25,600	2	34,000	2
or O.G. Matty	19,600	2	26,000	2
or O.G. Drill	19,500	2	25,840	2
12. New Souring Machine (Canvas Souring)	5,500	2	13,200	2
13. Kier Man		1		1
	8 operations - each consists of loading and unloading		8 operations - each consists of loading and unloading	
Kier Gang		2		2
	8 operations - each consists of loading and unloading		8 operations - each consists of loading and unloading	
	(One helper should be provided during loading operations)			
14. Bandy Pushers	2 men for 4 machines per shift		2 men for 4 machines per shift	
15. Soda Tester		1		1
16. Carbonising Machine				
Carbonising	12,400	4	14,000	4
or Souring and Washing	16,500	3	23,100	3
17. Carbonising Drying M/c	12,000	2	19,200	2

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
<b>BLEACHING</b>				
1. Wide Width Timing Wheel	16,000	2	21,000	2
2. Narrow Width Timing Wheel - Cloth	16,000	2	21,000	2
or Towel	10,800	2	16,000	2
3. William Washing Machine Cloth	28,000	2	40,800 <sup>a</sup>	2
or Towel	27,000	2	35,000 <sup>a</sup>	2
4. Kier Gang		3		3
5. Vasant Cylinder Cloth (Double Strand)	23,040	3	32,000	3
Towel (Double Strand)	(-)	3	24,000	3
6. 16 Cylinder Drying Range Single End	22,500	4	24,375 (Not found in the list)	3*
7. W/W Souring Machine Cloth	28,800	3	32,300	3
or Towel	18,000 Towels	3	21,600 Towels	3
8. Soda Pad	18,000	2	20,400	2
9. Blueing Pad	18,000	2	24,000	2
10. Towel Sorting & Stitching Towels	6,000 Towels	3	7,000 Towels	3
11. Chlorine Gas Bubbling		1		1
12. Bandy Pushers		2		2

<sup>a</sup> A hoist should be provided.

\* Temporary assistance to be provided for movement of bandies whenever necessary.

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
<b>KHAKI AND CHROME TOWER</b>				
1. M.K.D.R. Single Strand	19,500	4	21,900	4
2. M.K.D.R. Double Strand	36,000	5	42,000	5
3. M.K.D.R. Narrow Width	20,000	4	22,500	4
4. Artos Hot Flue	18,000	3	19,200	3
5. Continuous Dyeing	8,500	3	12,000	3
6. Cloth Examining	50 rolls	2	75 rolls	2
7. Chrome Tower		5 per day (2+2+1)		5 per day (2+2+1)
<b>FANCY SECTION</b>				
<u>Predriers</u>				
1. Calico 1 } Drill	8,500	2	12,800	2
2. Calico 2 } Matty	10,000	men for	13,200	men for
3. Hass } Canvas	7,000	each m/c	9,000	each m/c
4. F & N }				
		2 men/machine for all the 4 machines and 1 man for colour preparation totally		
5. Pad Steam				
Drill	19,500	4	24,000	4
Matty	22,750	men for	26,000	men for
Canvas	14,750	each m/c	17,000	each m/c
6. Cloth Sorters	50 rolls	2	80 rolls	2
7. Narrow Jig Sets (2 Jiggers)				
Dyeing	2,400	1	2,800	1
or		man for		man for
Soaping only	6,500	2 Jigs	6,950	2 Jigs

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
8. Wide Jig Sets (2 Jiggers) Dyeing	2,400	1 man for 2 Jigs	2,625	1 man for 2 Jigs
9. N.W. Pads Double Padding or Single Padding	8,750 12,500	2 2	9,800 14,000	2 2
10. W.W. Pads Double Padding or Single Padding	10,500 14,000	2 2	10,500 14,000	2 2
11. W.W. Plaiting	21,000	2	24,500	2
12. N.W. Plaiting	21,000	2	25,200	2
13. Coupling Pads	11,200	3	11,900	2
14. Batching machine	21,000	2	30,000	2
15. Dyed Cloth Sorters				
Towels (or)	80 Rolls	2	100	Rolls 2
W.W. Cloth (or)	28 Rolls	2	40	Rolls 2
N.W. Cloth (or)	60 Rolls	2	75	Rolls 2
N.W. Fines	45 Rolls	2	55	Rolls 2
16. Grey Cloth Sorter				
N.W. Cloth or W.W. Cloth	45 Rolls 28 Rolls	2 2	80 50	Rolls 2 Rolls 2

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
17. Jumbo Jiggers N. w. Scouring	<u>Per jig</u> 12 Rolls	1 man for 2 Jigs	<u>Per jig</u> 12 Rolls*	1 man for for 2 jigs
or W.W. Scouring	12 Rolls	"	12 Rolls	"
or N.W. Bleaching	12 Rolls	"	12 Rolls	"
or W.W. Bleaching	6 Rolls	"	6 Rolls	"
	(After Jumbo Jig, the pushing of the cloth to terene section may be separately provided for).			
18. Colour Mixers		3		3
19. Chemicals/Dyes Supplier		2		2
20. Chemical Weigher		10		10
<b>TERENE DYEING</b>				
1. HT/HP Beam Dyeing M/c. & Batching	8.5 lots/m/c per day	1 man/ m/c/ shift	8.5 lots/m/c per day	1 man/ m/c/ shift
2. Old Jet Dyeing M/c.	8 lots/m/c per day	2	9 lots/m/c per day	2
3. SLM Manaklal Jet Dyeing	11 lots/m/c per day	2	14 lots/m/c per day	2
4. Calico Jet Dyeing	11 lots/m/c per day	2	14 lots/m/c per day	2
	(In addition to production, plaiting and opening of cloth and pushing the plaited bandies to next stage of process.)			
5. Cloth Sorting & Examination	36 W.W. or 80 N.W. rolls	2	45 W.W. or 85 N.W. rolls	2

\* 24 rolls per jig, if double strand running is resorted to with provision of suitable guiders.

@ Day and night shift only.



Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
6. Chemicals & Dyes Supply Stitching, Mending etc.		2		2
		Supplying dyes and chemicals for HT/HP Dyeing machines and Jet Dyeing machines. Roll end marking, mending sorting, stitching etc.		
<b>MERCERISER</b>				
1. N.W. Merceriser	20,800	4	21,600	4
2. W.W. Merceriser	20,000	4	21,600	4
3. Evaporator		1		1
4. Strong Soda Man		1		1
5. Weak Soda Man		1@		1@
6. Acid Carrier		1		1
		(One helper should be provided while transporting 1/2 ton H <sub>2</sub> SO <sub>4</sub> in the cart.)		
<b>ANTICREASE SECTION*</b>				
1. BWM Famatex Stenter				
AC	10125	3	13440	3
or				
Dry	11250	3	17280	3
2. Jet Famatex				
HS Shirting	12400	3	16875	3
Suiting	9375		12750	
or				
Dry	11250	3	18750	3
or				
AC	9375	3	13875	3

@ For A & B shift only.

\* The condition of stenters to be improved to facilitate achieving expected speed of operation so that the proposed production can be achieved.

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
3. Primatex				
Dry	9375	3	18750	3
or				
AC	7500	3	13875	3
4. Harish				
HS - Shirting ,			23500	3
- Suiting			16000	
or				
Dry			28000	3
or				
AC			14000	3
5. Gas Baking				
Single Strand	8250	2	9500	2
or				
Double Strand	16500	2	19000	2
6. Electric Baking				
Single Strand	8250	2	9500	2
or				
Double Strand	16500	2	19000	2
7. Sakthi Polymeriser				
Single Strand (or)	11250	2	11400	2
Double Strand	22500	2	22800	2
8. Washing machine	23180	2	23180	2
9. Water Proofing Pad	8000	3	8800	3
10. Chemical Supplier & Mixer		(One man to prepare chemicals for 2 machines)		
11. Bandy Pushers for AC & Merceriser)		2		3*

\* Refer Appendix III also.

Work Assignment

	Existing		Proposed	
	Prod./ Shift in Metres	Men/ Machine Shift	Prod./ Shift in Metres	Men/ Machine Shift
<b>FINISHING SECTION</b>				
1. Dart Stenter No. 1	15000	3	20000	3
2. Dart Stenter No. 2	15000	3	20000	3
3. Dart Stenter No. 3	16125	2	21000	3
4. Dart Stenter No. 4	15000	3	21000	3
5. Fly over Famatek	14000	3	17000	3
6. Calico Drying Cyl.No.1	12800	2	18020	2
7. Calico Drying Cyl. No. 2	)	)	)	)
W.W. Single Strand	18000	)	19800	) 5 per
or	)	)	)	) 2 m/c.
N.W. Double Strand	19800	) 6 per	34000	) m/c is
	)	) 2 m/c.	)	) run, 3
8. Calico Drying Cyl. No.4	)	)	)	) men are
W.W. Single Strand	18000	)	19800	) to be
or	)	)	)	) given
N.W. Double Strand	19800	)	34000	)
9. Calico Drying Cyl.No.3	)	)	)	) 5 per
W.W. Single Strand	16000	)	19800	) 2 m/c
or	)	)	)	) If one
N.W. Double Strand	21450	) 6 per	34000	) m/c is
	)	) 2 m/c.	)	) run, 3
10. Calico Drying Cyl. No.5	)	)	)	) men are
W.W. Single Strand	16000	)	19800	) to be
or	)	)	)	) given
N.W. Double Strand	21450	)	34000	)
11. Towel Batching M/c	14850	2	18000	2
12. 7 Bowl Calender	14000	3	21000	2
13. Mending Section		2		2

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
14. Bandy Pushers & Roll Carriers		(4+2+2) (8 men per day)		(4+2+2) (8 men per day)
15. Electric Car Driver,	1 man per day (Day Shift only)		1 man per day (Day Shift only)	
16. Checkers	2 men per day (Day Shift only)		2 men per day (Day Shift only)	
17. Blue Mixer	1 man per day (Day Shift only)		1 man per day (Day Shift only)	

SANFORIZING SECTION

1. W.W. Sanforizer	20000	4	24000	4
2. N.W. Sanforizer	18700	4	21000	4
3. Wash tenter		1*		1*

YARN DYEING

1. Old Thies New Thies and Calico Dyeing Range including	Reactives - 4 men 2 lot/shift/ for 3 range ranges/ PC/PV Cloth shift 2 batches/ Day	Pigment Vat 4 men - 4 lots for 3 (or) Leuco Vat range/ - 6 lots shift (or) Naphthol - 3 lots (or) Reactives - 3 lots (or) Polyester Dyeing inclu- ding Vat - 3 lots All the above per range per shift If PC or PV clothes dyeing alone done 12 batches/day.
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\*.Day shift only

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
2. Batching of Cloth for Dyeing in Yarn Dyeing	2			2
	To batch cloth for dyeing plaiting of dyed rolls and assist the operatives on dyeing m/cs and also wash wrappers. When cloth dyeing is not there they will do other jobs as per instructions by the superiors.			
3. Tomlinsen Drier		1		1
	(Tomlinson to also look after loading and unloading of grey/dyed beams and beam wrapping			
4. T.R.O. Box		1		1
5. Beam Wrapping, Delivery and Chemical Supplier		2 (in 'A' - shift only)		2 (in 'A' shift only)

PRINTING SECTION

1. Automatic Flat Bed Screen Printing Double Strand	6000	4	6500	4
or Single Strand	3000	4	3500	4

(If two printing machines are run at  
a time, a man to be reduced)

Work Assignment

	Existing		Proposed	
	Prodn./ Shift in Metres	Men/ Machine Shift	Prodn./ Shift in Metres	Men/ Machine Shift
<b>2. Colour Room</b>				
(Will also assist Flat Bed Screen Printing operatives and other related work as and when required)				
Only roller washing		2		1
Only Reggiani		2		2
Roller and Reggiani		3		3
Rotary and Reggirani		4		5
Roller & Rotary		4		4
Only Rotary		3		3
3. Sampling m/c		2 (A shift only)		2 (A shift only)
4. Ager		2		2
5. Lac Quering		1 (A shift only)		1 (A shift only)
6. Stretching and Taping		2 (A shift only)		2 (A shift only)
7. Exposing		1 (A shift only)		1 (A shift only)
8. Roller Printing M/c	6000	5	8000	5
9. Forcing and Sampling		2		2
10. Rotary Screen Printing and Related Works	9000	5	12000	5
11. Batching		2		2

FINISHED WARE HOUSE

Category of workers	Work Assignment	
	Existing	Recommended
1	2	3
<b><u>FINISHED WAREHOUSE</u></b>		
1. Maistry-plaiting	One man per shift	Same as existing
2. Maistry-stamping	One man per shift	Same as existing
3. Maistry-stock	One man per shift	Same as existing
4. Team leader	One man upto 70 rolls per shift of 8 hours	Same as existing
5. Examiner cum packer	2 men in day shift	One man in day shift
<b><u>Examiner and Folder</u></b>		
	Prodn./shift of 8 hrs. for 3 examiners and 2 folders (Mts.)	Prodn./shift of 8 hrs. for 3 examiners and 2 folders (Mts.)
6. Drill, Casement patty etc.	26,000	Same as existing
7. Government/Export	24,000	Same as existing
8. Canvas	16,800	Same as existing
9. Suiting-Narrow width	20,250	Same as existing
10. Cotton shirting	2 examiners and one folder for 6,000 mts. per shift of 8 hours.	Same as existing
<b><u>Examiner</u></b>		
11. Blends-Narrow width	2 men for 3,080 mts. per shift of 8 hours	2 men for 3,300 mts. per shift of 8 hours
12. Blends-wide width	2 men for 2,065 mts. per shift of 8 hours	2 men for 2,200 mts. per shift of 8 hours
13. Cotton-wide width	2 men for 2,625 mts. per shift of 8 hours	2 men for 3,000 mts. per shift of 8 hours



1	2	3
14. <u>Printed bed-sheets cutting/ examining</u> (kalamkari etc.)	One examiner and one folder for 450 singles per shift of 8 hours.	One examiner and one folder for 500 singles per shift of 8 hours
<u>Export-sheets</u>	One examiner and one folder for 400 singles.	One examiner and one folder for 450 singles per shift of 8 hours
<u>Re-Checker</u>		
15. <u>Re-checker</u>	<u>Blends</u> 2 men/team	1000 mts. per 2 men per shift of 8 hours.
	<u>Cotton</u> 2 examiner, one folder and one hand stamper-work as a team.	2 examiner and one folder cum stamper for 3200 mts. per shift of 8 hours.
<u>Piece Carrier</u>		
16. <u>Piece carrier-plaiting</u>	One man to handle upto 50,000 mts.	One man for 60,000 mts. per shift of 8 hours.
17. <u>Piece carrier-stamping</u>	One man to handle pieces from lifting area to lift point (up stairs) and one man to handle pieces from lift point (down stairs) to stamping area.	Same as existing
18. <u>Piece carrier-wrapping</u>	a) One man to handle 2,500 pieces (from wrapper to balance)  b) One man upto 120 cases/bales from balance to case packer or press per shift of 8 hours.	One man for 2,800 pieces per shift of 8 hours.  Same as existing
19. <u>Piece carrier examination</u>	Unloading upto 125 rolls per man per shift of 8 hours. - Printed re-checking and makeup: upto 1,500 pieces per man.  - Conveyor: 50,000 mts./ man.  - Stacking pieces: 30,000 mts. per man	Same as existing  One man for 2,000 pieces per shift of 8 hours  One man for 50,000 mts. per shift of 8 hours.  One man for 35,000 mts. per shift of 8 hours.

1	2	3
20. Piece carrier-stock	Seconds: Cotton 2000 pieces per man per shift of 8 hours	Same as existing; work along with checker-stock
21. Piece carrier-creaser/lapper and folding machines	One man to supply pieces to creaser/lapper and single roll folding machines.	Same as existing
22. Piece carrier-Net weight and gross weight weighment	One man per shift per baling press.	Same as existing
23. Piece carrier-baling	One man per shift per baling press	Same as existing
24. Piece carrier-Fents and Rags (Blends)	a. Suiting - 150 kg./man	175 kg. per man per shift of 8 hours @
	b. Shirting - 75 kg./man	85 kg. per man/shift of 8 hrs; also to perform the duties of mazdoor for Fents collector for blends. @
25. Piece carrier Fents, Rags and Chindies(cotton)	175 kg. per man	200 kg. per man per shift of 8 hours. @
26. Piece carrier (GSID, ITEX)	-	Existing practices to be Continued.
27. Plaiter	2 plaiters per machine <u>Prodn./2 men/8 hours</u>	2 plaiters per machine <u>Prodn./2 men/shift of 8 hours</u>
	Drill, matty : 26,000 mts. Casement :	29,000
	Govt./Export: 24,000 mts.	27,000
	Canvas : 16,800 mts.	19,000
	Suiting : 20,250 mts.	23,000
	Shirting : 26,400 mts.	30,000
	W/W.Cotton &: blends; : 18,000 mts.	20,000 <u>Speed</u>
	N/W.Blends :	N.W : 90 mpm W.W : 70 mpm
28. Double fold plaiting	40 rolls per 2 men; One mazdoor extra engaged/ machine. Speed: 65 mpm.	18,000 mts. per 2 men per shift of 8 hours.

@ Applicable for non-handicapped workers. Refer Appendix III also.

1	2	3
29. Creaser/lapper	One creaser/lapper, one helper and one hand stitcher/machine for:	<u>Team work</u> One creaser/lapper, one helper and one hand stitcher/machine for:
	a. 610 pieces in wide width cotton & blends.	a. 650 pieces per shift of 8 hours (cotton & blends-wide width) 20 m. & above length pieces not to exceed 20%
	b. 650 pieces in cotton shirting	b. 700 pieces per shift of 8 hours (cotton shirting) 45 m. & above length pieces not to exceed 20%
<u>Selvedge hand Stamper</u>		
30. Drills, matty, casement etc.	4 men for 2 machines	26,000 m./2 men per shift of 8 hours.
31. Cotton shirting	7,500 stampings/man per shift of 8 hours	Same as existing
32. W/W Blends	9,000 stampings/man (to handle 18,000 mts. stamping on alternate mts.)	10,000 stampings per man per shift of 8 hrs.
33. Blends-price stamping	13,000 stampings on each machine	10,000 stampings per man per shift of 8 hrs.
34. Grade stamping	- Do -	- Do -
35. Cotton W/W/ bleached/dyed/ printed price stamping.	One man for 14,000 mts. stamping on each metre per shift of 8 hours.	One man for 10,000 mts. stamping on each metre per shift of 8 hours.
36. <u>Single roll folding machine attendant</u>	a. Tube folding machine- 540 pieces per 2 men	600 pieces per 2 men per shift of 8 hours. Speed: 54 mpm.
	b. Single fold :850 pieces/ (Roll fold) 2 men	800 pieces per 2 men per shift of 8 hours. Speed: 38 mpm.

1	2	3
37.Lift man	Examining: One man/lift/ shift	Same as existing
	Stamping: One man/lift/ shift	Same as existing
38.Checker		<u>Team work</u>
	- One man for damage booking	Same as existing; also to perform the duties of checker for OG realisation.
	- One man for OG realisa- tion	Category not recommended; duties to be performed by checker for damage booking
	- One checker with 2 mazdoors for mending	Same as existing
	- One man for roll distribution	Same as existing
	- One man for creaser/ lapper production	Same as existing
	- 2 men for special follow up.	One man in day shift; also to attend the duty of complaints with the help of 2 mazdoors.
39.Checker	Baling - 2 men for bale and case checking and one man for complaints	Same as existing; one man for complaints category not recommended; duties to be performed by special follow up checker.
40.Checker stock @	a.One man in day for cotton pieces - seconds	Same as existing; work along with piece carrier - stock.
	b.One man in day for terene pieces - seconds	Same as existing; work along with stock men helper - blends.

@ Refer Appendix III.

1	2	3
41. Stock man/ shader	2 stock men/shader and one checker form a set <u>Norms/set (8 hours)</u>	2 stock men/shader and one checker form a set <u>Prodn./set/shift of 8 hours</u>
	Suiting - 1500 pieces	1650
	Blends - 850 pieces	950
	Drill/ casement/-1500 pieces shirting/ print	1650
	Government - 40 bales	45
	Export - 45 bales	45
	Printed bed sheets - 3,500 singles	4000 singles
42. Stock man helper-Cotton	1,500 pieces/man	1,700 pieces/man/shift of 8 hours.
43. Stock man helper-Blends	1,300 pieces/man	1,400 pieces/man/shift of 8 hours; work along with checker stock.
44. Stamper	Machine stamping - 4 men per set of 2100 pieces	<u>Team work</u> 2,500 pieces per set of 4 men per shift of 8 hrs. (45 metres & above length pieces not to exceed 20% of total pieces)
45. Screen stamping	1550 pieces/set of 3 men	1750 pieces per set of 3 men per shift of 8 hrs.
46. Grey stamping 3 men per set (stamper's only)	grey stamping only 550 pieces per set	625 pieces per set of 3 men per shift of 3 hours.
47. Wrapper	800 pieces per man per shift of 8 hours	Same as existing, irres- pective of large size pieces, occasionally.
48. Baler	a. 4 men per baling press cloth/towel 80 bales/8 hrs. (irrespective of bale size and weight)	Same as existing
	b. Chindies 45 bales/8 hrs (irrespective of bale size and weight)	Same as existing

1	2	3
49. Case packer	4 men per set (60 cases per 8 hours including cross hooping/nailing hither to done by mazdoors) or 6 men - 60 cartons.	70 cases or 52 cartons per set of 4 men per shift of 8 hours.
50. Bale marker	125 bales/cases, per man per shift of 8 hours.	Same as existing
51. Bale remover	125 bales/cases chindies, yarn and inter-mill parcels per man per shift of 8 hours.	Same as existing
52. Sample cutter	2 men for 40 railment samples/8 hours One man for 25 export samples/8 hours 2 men for 60 printed samples per 8 hours	One man in day shift for 30 samples, irrespective of sorts.

SAREE AND DHOTI SECTION

Examiner

53. Saree	-	200 Nos. per set of 2 men per shift of 8 hours.
54. Dhoti	-	225 Nos. per set of 2 men per shift of 8 hours.
55. Others	-	5 men work as a team for plaiting screen stamping make up and packing upto 10 cases.

Bale godown

		<u>Team work</u>
56. Bale marker cum painting mazdoor	2 men in day shift	: 14 men in day shift for the duties of Bale marker-cum-mazdoor and mazdoor to handle upto 700 bales in day shift.
57. Mazdoor	14 men in day shift (The above 14 men to handle 650 to 700 bales)	: : : :

1	2	3
<u>Others</u>		
58.Fitter	Two men in day shift.	Same as existing; also to attend the duties of sewing machine mechanic.
59.Carpenter	One man in day shift	Same as existing
60.Carpenter mazdoor	One man in day shift to help fitter and carpenter.	Same as existing
<u>Mazdoor</u>		
	<u>Per shift of 8 hours</u>	<u>Per shift of 8 hours</u>
61.Sweepers	3 men for plaiting section) One man for stock room and) One man for baling section)	Same as existing
62.SGC helper	One man	Same as existing
63.Stores collector	One man	Same as existing
64.Sample room	One man	Same as existing
65.Office mazdoor	Two men	Same as existing
66.Fents collector for blends	One man	Category not recommended; duties to be performed by piece carrier Fents and rags (blends)
67.Stillage collector	One man	Same as existing
<u>Towel Section</u>		
	No.of towels/ man/8 hours	
	Without hanger	With hanger
	Width	Width
68. Sewer	16"/17", : 1350	1130
	20"/21", : 1350	1130
	22"/23", : 1350	1130
	23"/24" : 1350	1130
	25"/26" 1130	950
	30"/31" 1000	725
	No.of towels/ man/8 hours	
	Without hanger	With hanger
	Width	Width
	16"/17" 1400	1300
	20"/21" 1200	1100
	22"/23" 1025	950
	23"/24" 975	900
	25"/26" 900	850
	30"/31" 800	750

1	2	3
69. Double loop and paper label stitching	450 singles per man per shift of 8 hours.	<u>Per man per shift of 8 hours</u> 500 singles
	Hemming of sheets (63" & 70") 1" to 1.5" both sides: 440 singles	250 singles
	Hemming of Printed sheets: 450 singles	500 singles
	40" Hemming With one paper label 20'/21' x 40" : 1090	1200 singles
	27" with one paper label 16"/17" x 27": 1130	1250 singles
	Hemming of towels in continuous length	
	<u>Width</u>	
	16"-25" joints - 600 singles	650 singles
	25"/26" - 500 "	550 singles
	30"/31" - 420 "	450 singles
	Hemming of 2 sides of towels: (12" x 12") 750 singles	800 singles
	Sheets 2" hemming on one side and 1" hemming on the other. Two sewers will work as a pair - 350 singles	400 singles
	Bed spread 50" x 90" - 440 singles	500 singles
	Bath mat towels with hangers - 600 singles	650 singles
	Bath mat without hangers - 640 singles	700 singles
70. Trimmer	Towels - 2 men for 3 sewers	Same as existing
	Export sheets - 2 men for 3 sewers.	Same as existing
	Bed sheet - 2 men for 3 sewers.	Same as existing



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2

3

71. Towel examiner	a. First inspection - 1600 singles per man  b. Continuous length - 1000 singles per man  c. Re inspection- 2 examiners for 3 sewers	1800 singles per man per shift of 8 hours.  1200 singles per man per shift of 8 hours.  Same as existing
72. Towel cutter	2 men per set 4000 singles per 8 hours (irrespective of size)	4500 singles/2 men with scissor or knife/shift of 8 hours (irrespective of size)
73. Shader and bundler	300 bundles per man	350 bundles/man/shift of 8 hours.
74. Sweing machine mechanic	One man in day shift	Category not recommended; duties to be performed by finish ware house fitters.
75. Checker	2 men per shift of 8 hours.	Same as existing
76. Piece carrier	<u>4 men per shift</u> - one man to feed sewer - one man to clear the examiners production from racks	Same as existing
	- 2 men to do the following works: a) to unload finished towels/rolls/jac towels for carrying to towel sec./stock section.  b) to remove stitched towels to shader and bundler.  c) to arrange for printing tex mark labels.	

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77.Mazdoor	4 men per shift - 2 men for rate stamping of towels/bed sheets. - One man to sweep the towel section - One man to remove stitched towels to examiner	Same as existing
78.Towel stock man	One man in day-10,000 singles or 40 bales.	12,000 singles per man per shift of 8 hours.
79.Stock man helper	2500 towels/man	Upto 3,600 towels per man per shift of 8 hours.
80.Mazdoor	One man/shift to take towel bales to baling section.	Same as existing

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NON PRODUCTION OPERATIVES

SERVICE FUNCTION OPERATIVES

S.No.	Department	Category	Number	
			Existing (Muster Roll Strength as on 1-4-93)	Proposed
1.	Engineering		344	280
		TOTAL		
2.	Materials	Storeman - 'A' Section	1	1
		'B' Section	1	1
		'C' Section	2	1
		'D' Section	2	1
		Packing Case Checker	1	1
		Storeman - Receiving & Issuing	1	1
		Gangman - Materials Services Section	5	4
		Carpenter	1	1
		Disposal Section	-	-
		Office Mazdoor	1	-
		TOTAL	15	11
3.	Transport	Driver	18	17
		Mazdoor	10	7
		TOTAL	28	24

# ENGINEERING

29-5-73

CATEGORY	PRESENT STRENGTH	PROPOSED STRENGTH	CATEGORY	PRE. ST.	PRO. ST.
<u>B.M. ENGINEERING</u>			MAT. HANDLING ENGS. TPT & CEO		
ELECTRICIAN	12	10	ELECTRICIAN	1	1
FITTER	17	14	FITTER	3	2
T.H.C. MAZDOOR	9	4	AUTO FITTER	4	4
	38	28	PAINTER	1	1
<u>C.M. ENGINEERING</u>			TRUCK DRIVER	1	1
ELECTRICIAN	14	13	SERANG	3	3
FITTER	13	11	T.H.C. MAZDOOR	5	2
T.H.C. MAZDOOR	9	4	OFFICE MAZDOOR	1	-
	36	28		19	14
<u>N.M. ENGINEERING</u>			<u>CIVIL</u>		
ELECTRICIAN	12	12	FITTER	2	1
FITTER	8	10	PAINTER	1	1
T.H.C. MAZDOOR	7	5	CARPENTER	2	2
	27	27	BRICK LAYER	6	6
<u>ELECTRICAL</u>			T.H.C. MAZDOOR	2	3
ELECTRICIAN	8	5		13	13
FITTER	3	2	POWER STATION		
ARM WINDER	2	2	ELECTRICIAN	3	3
INSTR. MECH	6	3	FITTER	11	11
T.H.C. MAZDOOR	4	3	WELDER	1	-
	23	15	PLANT OPERATOR	11	11
<u>ENG. N. SHIP MESS ACER</u>			RELIEVING BOILER OPERATOR	-	4
FITTER	10	9	FIRE MAN	10	10
REF. FITTER	4	2	BRICK LAYER	1	-
MACHINE MAN	9	9	T.H.C. MAZDOOR	17	10
WELDER	2	2		54	40
CARPENTER	1	1	<u>D.H. ENGINEERING</u>		
TINSMITH	1	1	ELECTRICIAN	13	11
PUMP MAN	3	3	FITTER	46	37
T.H.C. MAZDOOR	9	3	WELDER	1	1
	39	30	MACHINE MAN	3	3
			SERANG	6	6
			FIREMAN	7	7
			T.H.C. MAZDOOR	19	11
				95	76

PRESENT STRENGTH: 344  
 PROPOSED STRENGTH: 288

SERVICE FUNCTION OPERATIVES

S.No.	Department	Category	Number	
			Existing (Muster Roll Strength as on 1-4-93)	Proposed
4.	Technical Services	S.Q.C. - Special Grade Checker	9	9*
		Checker	3	3*
		G.R. & D.- Senior Sample Lab. Operator	10	9*
		Waste Control - Mazdoor	8	4
		Test Room - Machine Attendant	3	3*
		TOTAL	33	28
		* To do jobs in S.Q.C./G.R.&D./Test Room as and when required		
5a.	Security	Watchman	118	82 @
5b.	Fire Brigade	Fireman	19	-
		TOTAL	137	82
		@ Also to attend to fire fighting job as and when required		
6.	Medical Centre	Dresser	4	3
7.	M.O. Sundries	Compound Asst. Maistry	1	1
		Scavenger	17	15
		Mazdoor	1	

SERVICE FUNCTION OPERATIVES

S.No.	Department	Category	Number	
			Existing (Muster Roll Strength as on 1-4-93)	Proposed
7.	M.O. Sundries	Office Mazdoor	7	4
		TOTAL	26	20
<u>S U M M A R Y</u>				
1.	Engineering		344	280
2.	Materials		15	11
3.	Transport		28	24
4.	Technical Services		33	28
5a.	Security		137	82
5b.	Fire Brigade			
6.	Medical Centre		4	3
7.	M.O. Sundries		26	20
	TOTAL		587	448

STAFF



Clerical Categories - Suggested

1.No.	Department	Clerks		Typists	Comptrol	Stenographer/ Typist	Sr. & Jr. M/c Operator & Punch Operator	Pharmacist	Telephone Operator	Draughtsman	Tracer	Lab. Technician	Store Attendant	Sanitary Inspector	Daffadar	Demonstrator	Supervisor	Total
		Time Office	Other Work															
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
1	B.M. Cdg. & Spg.		4										1					5
2	C.M. Cdg. & Spg. (Including Cotton Godown)		7										1					8
3	Preparation		7										1					8
4	Weaving		7										3					10
5	Dyehouse		5			1 Steno					3						5	14
6	Central Warehouse		35															35
7	Sales & Invoice		25	5	4													34
8	New Grey Warehouse		4															4
9	Engineering			1						2								3
0	Technical Services		1														9	10
1	Materials		18	3														21
2	Manager (Admn)																	
a.	Costing		6															6
b.	Internal Audit		3															3

Clerks will be provided for these jobs

Investigator will be provided.

Clerical Categories - Suggested

	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
c. Stores Control			9														9
d. Cash Section			6														6
e. Typing Pool			5														5
f. Telephones								1									1
Personnel & I.R.																	
Industrial Relations Office			1	2													3
g. Personnel & Establishment			3														3
h. Supplementary Wages			7														7
i. Hollerith						18											18
j. P.F. & E.S.I.			9														9*
k. Security														4@			4
l. Training															5		5
m. Welfare													1				1
n. Medical Centre							3										3
o. Centralised Time Office	40																40
<b>Total</b>																	<b>274</b>

\* As + when the family pension scheme is introduced this number will be advised.  
 @ One per shift

PH - 2

75

Department	Job Description	Numbers per Day		
		Existing	Proposed	
1. B.M. CARDING & SPINNING	<u>Spinning Production:</u> Complete Spinning production and calculations pertaining to spinning etc.	1	1	
	<u>Carding Production:</u> Hank readings of 'C' snift, production calculation and piece rate calculation wherever applicable - any other work	2	1	
	<u>Wrapping:</u> A Shift - Carding and spinning wrapping and liase with production officers B Shift - Production calculation, hank reading of carding carding wrapping in 'R' and if any in spinning if necessary during 'B' shift	3	2	
	<u>Store Attendant:</u> All works connected to carding & spinning stores to be maintained	2	1	8/5
2. C.M. CARDING & SPINNING	<u>Clerks on shift:</u> Shift production carding wrapping - Hank reading of carding and spinning countwise/shiftwise production carding and spinning production, Excise duty payments, stock sheet reconciliation, Hank reading, Labour chart and Roaster, Piece rate advise to Hollerith, Production records from Blowroom to spinning etc.	6	4+1	
	<u>Clerk on Day:</u> Wrapping of Carding and spinning etc.	1	1	
	<u>Cotton Godown:</u> Preparing Cotton stock position, Maintaining Registers & records, consumption statement - Maintaining relevant Registers & records and sending Forms, informing Test Room - Preparation of Relevant statement and Maintenance of Records etc.	3	1	

Department	Job Description	Numbers per Day		
		Existing	Proposed	
2. C.M. CARDING & SPINNING (Contd.)	<u>Store Attendant-Day:</u> Placing of all indents approval/rejection reports, repair indents, m/c inventory and all the work assigned from time to time. for C.M. cdg.&spg.	2	1	12/8
3. PREPARATION	<u>Clerks on Shift:</u> Winding production/Discrepancy etc. <u>Clerks on Permanent Day:</u> a) Sizing/Warping production - PPC advise + Excise duty of warping production - Beam count /warping etc. b) Piece rate - Hank sheets advice to Hollerith - Doubling Daily summaries - winding & p/m winding, Monthly production/sizing, Time rate acting sizing/warping, Piece rate acting - Roto cone & P/m winding, cane stock, Stock sheet/reconciliation, Labour chart/shift Roaster/etc. <u>Store Attendant:- Day</u> All indents placing, repair indents/machinery inventory, approval/rejection reports, Budget and all the work assigned from time to time.	3 3 4 1	3 2 2 1	11/8
4. WEAVING	<u>Clerks on Permanent Day:</u> Acting (Ruti, BR, Other Looms, & TTL) Pick Meter Reading, stoppage, production recording (weaver/Tunerwise) etc. <u>Store Attendant</u>	6+1 3	6+1 3	19/10
5. DYE HOUSE	<u>Conting:</u> To work out the standard cost of dyestuff and chemical & utilities - qualitywise, processwise & costwise. To work out the actual expenditure for every month for dyes & chemicals and utilities and to find out the variances.			

Department	Job Description	Numbers per Day	
		Existing	Proposed
DYE HOUSE (Contd.)	To fulfil statutory requirements qualitywise, processwise, sectionwise, dyes & chemicals and utilities and the actual expenditure are to be worked out.		
	To work out the standard cost of various new qualities as and when required.		
	Management information data and other assignment.	5 )	
		)	
	<u>Delivery:</u> Maintenance of record in respect of qualitywise receipts, deliveries and stock daily.	)	
	Qualitywise, shadewise deliveries are to be separately maintained.	)	
	To prepare the stock statement.	)	
	To compile the physical stock sheets.	3 )	
		)	5
	<u>Dyes &amp; Chemical:- Booking :</u> Dyes and chemicals drawn from stores is compiled itemwise, cost centrewise on daily basis and dyes & chemical statement to be prepared monthly	1 )	
	)		
<u>Dyes &amp; Chemicals - Bin card:</u> Daily receipts and issues and stock at Main stores is maintained. MRRs are to be passed. To prepare monthly stock sheet containing Receipts, Issues and stocks itemwise.	1 )		
	)		
<u>Stenographer:</u> Taking notes, typing all letters, communications and statements and other works assigned	2		
<u>cum</u>			
<u>Typist</u> to him then and there.		1	

Department	Job Description	Numbers per Day	
		Existing	Proposed
5. DYE HOUSE (Contd.)	<p><u>Tracers:</u> To check paper sketch and the angle of paper sketch, repeat of design and machines suitability, traced film, screen for rotary and Reggiani, proper mixing of sensitiser to the lacquer and supervise the engraving by the operatives in the work exposing to the finishing stage, To repair the damaged screens. To maintain the record of screens exposed and scrapping of screens. To do all the work related to screen exposing, screen making, screen engraving. To do any other related jobs and ensure that exposed or engraved screens are ready in time for uninterrupted production.</p> <p><u>Supervisors - Dyestore.</u> Issue of dyes &amp; chemicals from Dyestore to D.H. Store and other sections of Dyehouse. Checking the receipts from Materials department Maintain records &amp; registers for receipts, issued and consignment sample book. Samples to Laboratory every consignment, issue materials to Section after Lab. test. Weightment of all colours, advising low stock items, look after the trihomogenises/ball mill. Private sale, statements. To take physical stock as and when required. To supervise work &amp; workmen and also assist the Management staff in getting gas/ice and in all aspects for uninterrupted production</p>	7	3
	<p>*Clerks will be provided for these jobs.</p>	3	3

Department	Job Description	Numbers per Day		
		Existing	Proposed	
6. CENTRAL WAREHOUSE:	General Complaints, etc., Stores, Outside Mill, B.M. Chatram etc Export Order Book Salenote (Packing slip preparation) Stock Accounting and packing statement Realisation Salenote Analysis/Dyeing Salenote Ledger Sample Room Cards Control and Rate Government, Powel Stamping/Wrapping Production Baling/Case packing Stock Sheets totalling, Preparation of stock sheets, Fortnight dyeing indents, Realisation Damage Statements, fortnight & monthly, Reconciliation of packing slips etc.	2 2 2 6 4 3 3 2 2 2 2 2 2 1 9 5	1 2 4 3 2 2 2 1 1 8 3	46 / 35
7. SALES AND INVOICE:	Grouping & Calculation (currently done by Comptist) Salenote Rate Despatch & Document Gate pass & PLA Baling Register & Appropriation Local, Export & Government Excise Journal & Complaints Bale Godown Record Room, Correspondence and filing & BM Chattram etc. Typists	5 3 2 5 5 6 1 3 2 2 2 6	4 2 2 3 4 5 1 2 2 3 1 5	39 / 34

Department	JOB DESCRIPTION	Number per Day		
		Existing	Proposed	
8. NEW GREY WAREHOUSE:	Stock - Outside Mill cloth receipts, despatch, stock, Grey accumulation, B & O and outside Mill cloth Grey analysis, CST & Production Damages Supervisor	3 2 1 1	2 1 1 -	7/4
9. ENGINEERING:	Stenographer cum Typist: Statutory returns, Monthly returns work orders, Labour contractor, Licenses, correspondence Draughtsman: etc.  - Annexure. r  Sub Engineer	1 3  12	1 2  -	16/3
10. TECHNICAL SERVICE:	<u>waste control clerk</u> : Adopting waste control procedure, preparing statement, co-ordinating with all Departments Contractors and Internal Audit, Maintenance of records P.P.C. Clerk/Investigator	1 1 -	1 - 9	2/10
11. MATERIALS:	Receiving Section Purchase Section Disposal Section Stores Sections Materials Services Section Despatch Section Typing Section (Typists) Sub-Engineer  * Will be handled by Management staff	4 4 1 13 1 1 4 2	3 3 1 9 1 1 3 -	30/21



ENGINEERING - ANNEXURE

DUTIES OF DRAUGHTSMAN:

1. Preparing Drawings for
  - a) Statutory approval
  - b) Replacement value of all Mill properties
  - c) Tender drawings for Civil, Electrical and other works
  - d) Electrical Distribution and other General Civil works etc.
  - e) Layout of machineries, structures and site plans
  - f) Manufacturing drawings for Textile and other machinery parts
  - g) Drawings for alterations and modifications to buildings, machinery layout, electrical installations, steam lines, water lines, sewer lines, drains etc.
2. Maintenance of Statutory and other relevant Records, Preparation of relevant statements & charts.
3. Taking physical coal stock & preparation of modernisation drawings in the Mills

Department	Job Description	Numbers per day		
		Existing	Proposed	
<u>12 Manager (Administration)</u>				
a. <u>Costing</u>	Passing Bills for Labour & works Contract etc. Statistics (Daily attendance & Annual returns etc.) Cost Audit etc. Tabulation of Spinning, winding, sizing production etc. Stock Valuation/reconciliation etc. Passing Local Indents and work connected with TNFB etc.	2 1 1 1 2 2	2 1 1 1 1 1	9/6
b. <u>Internal Audit</u>	Auditing of Invoice rates/values, credit debit notes/stores Bills Freight bill, Stock verification of Bales, cotton Bales, coal, Final settlement of wages, Gratuity, General wages Payment/Loans, canteen tokens, Meals coupons, Binny Provision Shop, Purchases, Disposals of wastes, scrap etc. Tenders finalisation etc.	4	3	4/3
c. <u>Stores Control</u>	Work connected with ledger Work connected with Kardex Work connected with pre-paid ledger	5 3 1	4 2 1	

Department	Job Description	Numbers per day		
		Existing	Proposed	
12. Manager Administration (Contd.)	Work connected with Bill passing	2	1	
	Miscellaneous work	1	1	12/9
d. <u>Cash Section</u>	Cash Counter	2	2	
	Cash Book	1	1	
	Billing	2	1	
	Passing of Bills for payment	1	1	
	Miscellaneous work	1	1	7/6
e. Typing Pool	Typing of letters/statements pertaining to Manager's Office and all Production Departments except Engineering, Dyehouse, Materials and Industrial Relations. Cutting of Stencils and typing of invoices only at month end.	6	5	6/5
f. Transport	Maintenance of attendance, noting the quantity of Diesel oil while filling, checking and passing Petrol Bills, monthly Kilometer statement, O.T. statement, Vehicle allotment, Shift Posting etc.	1	-	1/-
g. Telephone	Telephone Operator/ Receptionist	1	1	1/1

Department	Job Description	Number per Day		
		Existing	Proposed	
13. PERSONNEL & INDUSTRIAL RELATIONS:	<u>Industrial Relations Office:</u> <u>Clerks:</u> Indexing, filing and despatching of all out going letters. Recruitment, Employment of Contract Labour, Collecting particulars relating to Industrial Accidents	2	1	
	<u>Typists:</u> Typing of all Correspondence, Statments, Returns, Charge Memos, Printing In dents, Accident Reports and connected correspondence	2	2	4 / 3
	b) <u>Personnel &amp; Establishment:</u> Settlement of claims for deceased workers, housing allotment, ejection suits and miscl. work, work under S.O. Disciplinary action and under Factories Act.	4	3	4 / 3
	c) <u>Supplement wages:</u> Particulars of Basic wages percentage wage, transfers, promotions, demotions etc. Recovery details to be furnished, outstanding dues to be tallied and advised to recover from wages, Payment for retired/termination/ death cases. Supplementary wages Abstract to be prepared and advised to Head Office Bonus Payments, Sick leave payments unavailed BEL payments Recoverable Advances payments etc. Annual factory Return particulars to be furnished Printed Books and forms to be issued to departments & issue of food stuff credit slips to all employees Bill Payments to be calculated and attend to cash arrangement of various payments (once in 15 days) & other related works, if any.	9	7	9 / 7

Department	Job Description	Number per Day		
		Existing	Proposed	
13. PERSONNEL & INDUSTRIAL RELATIONS (Contd.)	<p>d) <u>Hollerith:</u>  Payroll: New Mill Weaving Picks production  New Mill weaving Attendance  BM Carding Production  CM carding production  CM Doubling Production  CM Roto winding Production  CM Schweiter Production  CM Combing  NM Weaving Picks &amp; Attendance alterations  Staff Payroll: Attendance, deductions, conversions to be paid on the last day of the month.  Work people Payroll: Attendance, deductions, conversions to be paid on the 10th of the following month.  Any other manual works related to the above job.  Invoice: Daily packings, Removals  Stores: Issues, receipts, DM consumptions  Monthly amendments.</p> <p><u>The above jobs will be carried out collectively by the sixteen operatives of the section.</u></p>	27	19	27/19
	<p>e) <u>P.F. &amp; E.S.I.:</u>  Ledger: To look after ledger maintenance &amp; Trial Balance of PF members - issuing ESI forms like 1B, 25A, 32, 37, 55, 72, 86, 96, 105 etc. to employees - making alteration in nomination etc.</p>	4	3	

Department	Job Descriptions	Number per Day		
		Existing	Proposed	
13. PERSONNEL & INDUSTRIAL RELATIONS (Contd.)	PF Accounts: Maintenance of Ledger, Journal\ PF Balance sheet\Bank cash Book, monthly contribution statement, DRF Account, 10A Claim Interst allocation	1	)	
	Gratuity: Gratuity work, PF Investment & periodical Interest collection work- Statutory Return	1	)	1
	Payment Account: Final settlements, Loan payment - maintenance of settlement Registers and suspense account, ledger, New hand Book - EDLI statements and Claim for 5(1f)	2	1	
	Loan: To look after PF loan work, FPF forms like 4,5,6,7,8,11,10B Claims payments summary and the entries in ledger	1	1	
	Forms: Preparing & Maintaining ESI Forms like 6,7 For Mills, works contractor Form 28 & connected work	4	1	
	ESI Contribution: Preparing Monthly Contribution Statement and relate Work - Correspondence with ESIC		1	
	Meeting: Preparing and Maintaing Meeting Records, Loan Receipts & Income Tax Claims	1	1	14/9
	f) Security: Overall supervision of watchmen in the concerned shift.	8	4	8/4
	g) Training: To train in all the Machines and the categories for both Production and Maintenance;			
	a. New Workers b. Management Trainees c. Institutional Trainees d. Other department Workers e. Apprentices under Act and other activities as and when required (Carding; 1, Spg.: 1, Preparation: 1, Weaving: 2)	-	5	-/5

DEPARTMENT	JOB DESCRIPTION	Numbers Per day		
		Exixsting	Proposed	
13. PERSONNEL & INDUSTRIAL RELATIONS (Contd.)	H. <u>Weelfare</u> : <u>Sanitary Inspector</u> : Allocation of work to scavengers, Overall supervision, Indent for Bleaching powder etc., Other connected sanitary works.	1	1	1/1
	i. <u>Medical Centre</u> Pharmacist	1	3	1/3
	j. <u>Centralised Time Section</u> : Attendance, Leave relay marking, Maintaining leave ledger and Personal Record like Warning Card etc. of Operatives & Clerical staff Preparing shift roaster, Daily & Monthly leave and Absenteeism statement, List and details of Bill Payment Maintaining Time Rate Acting allowance Book, Leave Record, Contract labour Attendance record, Disciplinary record & Acting Confirmation and Seniority list. Cash Arrangement and disbursement for all Payment Issue of Meals Coupons, Tea Token, Free Bread Coupon, Sweet coupon, payslip, Chargesheet, suspension and Termination Orders, Distribution of Tokens All other work connected to their function will be assigned to them from time to time Machine Overlookers Additional clerk given to cash section to train in place of a retiring clerk	57 58	40	57/40
*Total Muster roll strength as on 1.4.'93.	TOTAL	1 442*	- 274	442/274

## APPENDIX I

### WEAVING PREPARATORY

#### Roto Winding

The production per winder shift (based on the recommended efficiency figures) in different counts are attainable for the following variations in each of the working conditions:

- i) Speed :  $\pm 5\%$
- ii) Cop content :  $\pm 2$  g.
- iii) Cone content :  $\pm 250$  g.
- iv) Breaks/one lakh metres:  $\pm 3$



APPENDIX II

WEAVING

No. of Weaver Operations Related to Base Efficiency

Particulars	Type of Loom					
	Ruti 150 cm	Ruti 180 cm	Ruti 220 cm	NR41"	NR 47" 48"	Canvas
No. of looms/weaver	8	8	8	12	12	8
No. of weaver operations/hour	60	64	68	80	84	84
<u>Basis for No. of operations</u>						
One warp break	2.0	2.0	2.0	2.0	2.0	2.0
One weft break	1.0	1.0	1.0	1.0	1.0	1.0
One mechanical/ misc stop	1.0	1.0	1.0	1.0	1.0	1.0
One shuttle change	-	-	-	-	-	-
Base efficiency(%)	77	75	72	73	63	53

Particulars	Type of Loom					
	Cimmco 48" Check	Cimmco 68" & 72" Check	Cimmco 48" Plain	Cimmco 68" & 72" Plain	Dobby Towel	Jacquard Towel
No. of looms/weaver	4	4	4	4	4	4
No. of weaver operations/hour	48	56	48	56	52	52
<u>Basis for No. of operations</u>						
One warp break	2.0	2.0	2.0	2.0	2.5	2.5
One weft break	1.0	1.0	1.0	1.0	1.0	1.0
One mechanical/ misc stop	1.0	1.0	1.0	1.0	1.0	1.0
One shuttle change	1.5	1.5	1.0	1.0	-	-
Base efficiency(%)	70	65	77	72	72	70

ERRATA

Page 35

Category

Dobby fitter

Column 3 : 'Categories 23 & 24' should read as 'Maintenance fitter/fitter mazdoor and doobby fitter'.

APPENDIX II A

Recommended Speeds for the Various Machines

Machine	Speed (Mts./min.)	Page No.	Item No.
1. Fast plaiting	200	46	1
2. Narrow plaiting	100	46	1
3. Singeing : Cotton	140	46	2
Terene	110	46	2
4. Washing BSC Range	90	46	5
5. Bentler washing Range	90	46	6
6. Roll washing	90	46	7
7. W.W. Washing: carriage/Bandy	65	46	8
Roll washing	60	46	8
8. W.W. Soda machine:			
Plaiting	55	47	9
Batching	50	47	9
9. N.W. Soda Machine: Plaiting	60	47	10
Batching	55	47	10
10. William I & II Washing	30	47	11
O.G. Matty	60	47	11
O.G. Drill	60	47	11
11. New souring machine	30	47	12
12. Carbonising	35	47	16
Carbonising souring and washing	50	47	16
13. Carbonising drying	44	47	17
14. W.W. Timing wheel	45	48	1
15. N.W. Timing: cloth	45	48	2
Towel	35	48	2
16. William washing: cloth	90	48	3
Towel	70	48	3
17. Vasant cylinder: Cloth	40	48	5
Towel	30	48	5

Machine	Speed (Mts./min.)	Page No.	Item No.,
18. 16 Cylinder Drying range	60	48	6
19. W.W. Souring : Cloth Towel	70 50	48 48	7 7
20. Soda Pad	55	48	8
21. Blueing pad	60	48	9
22. M.K.D.R. Single strand.	50	49	1
23. M.K.D.R. Double strand	50	49	2
24. M.K.D.R. N.W.	50	49	3
25. Artos Hot Flue	43	49	4
26. Continuous Dyeing	30	49	5
27. Predriers Calico Has F.N: Drill	30	49	1 to 4
Matty	30	49	1 to 4
Canvas	20	49	1 to 4
28. Pad Steam: Drill	55	49	5
Matty	60	49	5
Canvas	40	49	5
29. N.W. Pad: Double padding	23	50	9
Single padding	33	50	9
30. W.W. Pad: Double padding	25	50	10
Single padding	33	50	10
31. W.W. Plaiting	58	50	11
32. N.W. Plaiting	60	50	12
33. Coupling pad	28	50	13
34. Batching	70	50	14
35. N.W. Merceriser	50	52	1

Machine	Speed (Mts./min.)	Page No.	Item No.
36. W.W. Merceriser	50	52	2
37. BWM Famatex stenter: A.C	32	52	1
Dry	41	52	1
38. Jet Famatex: H.S. Shirting	40	52	2
H.S. Suiting	30	52	2
Dry	45	52	2
A.C.	32	52	2
39. Primatex: Dry	44	53	3
A.C.	32		
40. Harrish: H.S. Shirting	55	53	4
H.S. Suiting	38	53	4
Dry	66	53	4
A.C.	33	53	4
41. Gas Baking: Single	22	53	5
Double	22	53	5
42. Electric Baking: Single	22	53	6
Double	22	53	6
43. Sakthi Polymeriser: Single	27	53	7
Double	37	53	7
44. Washing machine	55	53	8
45. Water proof pad	21	53	9
46. Dart stenter: 1	47	54	1
47. Dart Stenter: 2	47	54	2
48. Dart Stenter: 3	50	54	3
49. Dart Stenter: 4	50	54	4
50. Fly over Famatex	40	54	5
51. Calico Drying: 1	40	54	6

Machine	Speed (Mts./min.)	Page No.	Item No.
52. Calico Drying: 2: W.W. Single strand	47	54	7
N.W. Double strand	40	54	7
53. Calico Drying 4: W.W. Single strand	47	54	8
N.W. Double strand	40	54	8
54. Calico Drying 3: W.W. Single strand	47	54	9
N.W. Double strand	40	54	9
55. Calico Drying 5: W.W. Single strand	47	54	10
N.W. Double strand	40	54	10
56. Towel Etching	42	54	11
57. 7 Bowl calender	50	54	12
58. W.W. Sanforiser	55	55	1
59. N.W. Sanforiser	50	55	2
60. Flat Bed Screen Ptg.: Double strand	7.5	56	1
Single strand	3	56	1
61. Roller Ptg. machine	19	57	8
62. Rotary Ptg. machine	28	57	10

APPENDIX III

TRUE COPY OF MINUTES OF THE EXPERT COMMITTEE MEETINGS

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APPENDIX III

**Minutes of Meetings Held - Three Member Expert Team  
for Determination of Scientific Work Norms for  
Buckingham & Carnatic Mills Limited, Madras**

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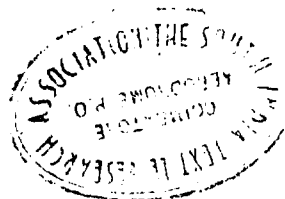
Meeting Number	Date 1993	Page
1	April 13	3.1
2	May 3	3.4
3	May 4	3.7
4	May 5	3.9
5	May 6	3.11
6	May 10/11 Forenoon	3.12
7	May 11 Afternoon/12	3.15
8	May 13/14	3.18
9	May 18	3.23
10	May 19	3.26
11	May 20	3.31
12	May 27	3.33
13	May 28	3.38
14	May 29	3.48
15	May 29 Evening	3.52



**PROCEEDINGS OF THE THREE MEMBER EXPERT TEAM FOR DETERMINATION OF SCIENTIFIC  
NORMS FOR BUCKINGHAM AND CARNATIC MILLS, MADRAS**

---

1. The Three Member Expert Study Team comprising of Messrs V.N. Subba Rao, Representative of Management of Buckingham and Carnatic Mills; V. Karmegam, Representative of Madras Labour Union and B & C Mills Staff Union and Dr.P.V. Veeraraghavan, Deputy Director, SITRA held their first Meeting at SITRA, Coimbatore on Tuesday 13 April 1993 from 10.00 A.M to 5.00 P.M.
- 1.1 At the specific request of Shri V. Karmegam two Union Representatives Messrs V. Murugalyan, General Secretary, The Madras Labour Union and N. Sriramulu, General Secretary, B & C Mills Staff Union were present.
- 1.2 The following Scientists from SITRA were also present:
  - Dr.S. Sivakumaran, Assistant Director
  - M/s C. Seshadri, Assistant Director
  - R. Kuttiyappan, Senior Scientific Officer
  - N. Lakshminarasimhan, Junior Scientific Officer
  - S. Krishnamurthy, Junior Scientific Officer
2. The Committee considered the Report submitted by SITRA covering the the following categories:
  - 2.1 Spinning, Weaving Preparatory, Weaving and Grey Warehouse
  - 2.2 Dye House
  - 2.3 Staff and Non Production Operatives
  - 2.4 The SITRA Report on Finished Warehouse was distributed to the Union and Management Representatives in the afternoon of 13 April 1993.



3. The Study Team considered the SITRA Report and made the following observations:

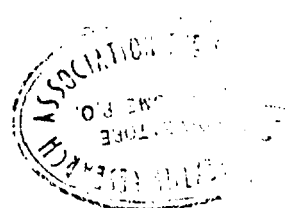
3.1 Union Representative Shri Karmegam desired clarifications from SITRA relating to some aspects of the Report:

- (a) To ensure the spirit of agreement of the Three Member Committee, since certain points are not clear in the Report, it will be better if the SITRA Representative who conducted the study visit Madras for clarifications and to narrow down areas of disagreement and come out with an Unanimous Three Man Committee Report.
- (b) Clarity with regard to 10% stoppage time in loomshed.
- (c) The study should cover the method of payment for piece rated jobs.
- (d) If the category "overlooker" is abolished, then who will attend to the functions currently performed by the overlooker.
- (e) The Committee needs only the norm for clerical staff, subordinate engineers and regarding the Norms for Management Staff SITRA can submit separate report for Management.
- (f) Shri Karmegam also desired some thought to be given about surplus workers sharing the gains of rationalisation at the next joint Meeting.

4. Management Representative Shri V.N. Subba Rao stated that the Management fully accept and endorses the recommendations in the SITRA Report.

4.1 He desired that certain minor clarifications are necessary in the Report already submitted in spinning, weaving and dyehouse.

4.2 There are a few typographical errors with regard to numbers - existing and suggested, and desired that the necessary corrections be incorporated in the Report.



5. It was agreed to have final, follow up discussions at Madras with SITRA Representatives on the following dates:

April 27 - 28 - 29	Dye House	Shri N. Lakshminarasimhan/ Dr.S. Sivakumaran
May 3 - 4 - 5 - 6	Weaving Preparation, Weaving & Spinning	Shri S. Seshadri/ Shri K. Krishnamoorthy
May 10 - 11 - 12	Spinning, Grey and Finished Warehouse	Shri R. Kuttiyappan
May 13 - 14 - 15	Non Production Operatives, Clerical & Subordinate Staff and Overlookers	Dr.P.V. Veeraraghavan

6. Both Union and Management Representative present stated that since they have not had adequate time for studying the Report, they will mail to SITRA by 25 April, a note on errors and omissions in the Report, for effecting the necessary correction.

Copy to:

1. Shri V.N. Subba Rao  
22 Umayal Street  
Alagappanagar  
Madras-600 010.

2. Shri V. Karmegam  
13 Mosque Street  
Chepauk  
Madras-600 005.

*[Handwritten signature]*  
S. P. V. VEERARAGHAVAN  
SECRETARY  
SITRA  
*[Circular stamp]*

For Favour of Information:

Shri V.R. Natarajan  
General Manager (Pers & HRD)  
Binny Limited  
Post Box No.66  
65 Armenian Street  
Madras-600 001.

MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM  
FOR DETERMINATION OF SCIENTIFIC WORK ASSIGNMENT NORMS FOR  
B&C MILLS, MADRAS, HELD ON 03-05-1993 AT MILL PREMISES

The team comprising of Messrs. V. Karmegam, nominated representative of Madras Labour Union, V.N. Subba Rao, nominated representative of the Management of B. & C. Mills and S. Seshadri, Assistant Director, representative of SITRA met on 3rd May 1993 from 10 a.m. to 5 p.m. and discussed work assignment of each category of Weaving Preparatory workers, recommended in the report submitted by SITRA.

Shri V. Murugaiyan, General Secretary, Madras Labour Union and Shri K. Krishnamoorthy, Junior Scientific Officer, SITRA who conducted the study in the mills also took part in the discussions.

The following decisions were taken:

- 1) It was unanimously decided that the payment or deduction of wages for higher or lower efficiency in the piece-rated departments should be as per Varadhan Award i.e., Payment for higher efficiency compared to the efficiency fixed will be in proportion to the full revised individual workmen's basic wages excluding increments. For lower efficiency, deduction will be made in proportion to one half of the above said basic wages.
- 2) The recommendations stipulated in SITRA Reports with amendments, if any, should be implemented for the whole mill at the same time for all the categories of workers and staff.
- 3) To the extent possible, supply of cops for Winding department must be in terms of a ring frame/doubling frame full doff to facilitate follow up actions if doff weights show a tendency to drop below the lower limit mentioned in SITRA Report.
- 4) If the ring frame/doubling frame doff weight is lower than the tolerance limit, in such situations the Winders must be paid the full revised basic wages i.e., in such cases 'piece rate' payment system is not applicable.
- 5) While arriving at labour strength requirement, 'below 0.3' should be ignored and '0.3 and above' should be rounded off to the next higher integer.

S. SESHADRI

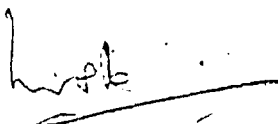
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- 6) The Management should ensure that the drum speed in Cone winders is maintained within the tolerance limit specified in SITRA Report.
- 7) It was clarified that the apparently high efficiencies recommended in page 20 of SITRA Report in the case of finer counts are easily achievable as the work load of Winders in such cases will be much lower than the optimum, in view of the lack of work opportunity for them. It was pointed out that the total number of operations will be considerably lower in fine counts than in coarse and medium counts for the recommended assignments.
- 8) The basic wages for Auto Coner tenters could be on par with Uniconer tenters, since the job elements in both cases are almost similar.
- 9) In Auto Coner, if tenter is assigned drums on two machines, the efficiency required from him will be 2% lower than that recommended in SITRA Report.
- 10) In B.C. Spooler, the travelling knotter speed has to be set at 3.0 minutes per cycle to facilitate achieving the recommended efficiencies.
- 11) In page 25 of SITRA Report, for High speed warping Creeler, SITRA will work out and provide upto what number of cone creelings per shift of 8 hours, 'one man per machine' is applicable.
- 12) As the present production does not reach the levels stipulated in page 26 of SITRA Report for Beam Carrier the recommended work assignment for them should be amended as 'Beam Carrier/ Cone supplier': Team Work: Two men upto 40 Warpings beams and 6000 kg. of cone yarn supply per shift of 8 hours. Also to load and unload dye beams'.
- 13) In page 27 of SITRA Report, for clarity sake the recommended work assignment for 'Fitter' should read as 'Same as existing' instead of 'One man per shift each in high speed warping and sizing plus one man in day shift in sizing'.

S. Seshan





- 14) In page 28 of SITRA Report, for Winder, the tolerance limits for cone weight is to be specified as  $\pm 250$  g. as already indicated in Roto winding.
- 15) The recommended efficiency for Winders in page 28 for the following count ranges should be amended as:

Count	HAND FEED		AUTO FEED	
	No. of Spindles/Winder	Efficiency %	No. of Spindles/Winder	Efficiency %
24s - 29s	42	77	60	80
30s - 39s	48	79	72	80
50s - 59s	72	73	96	82
60s & finer	72	82	96	82

- 16) In page 28 of SITRA Report, for Fitter the following should be incorporated under recommended assignment:  
'Plus one man per shift' if more than 16 machines are run'.
- 17) In page 29 of SITRA Report, for Pim marking, the following should be incorporated under recommended assignment:  
'On occasions when it becomes necessary to employ only 2 persons entirely for pim marking, one man extra should be given to assist loading/unloading mazdoors.
- 18) In page 30 of SITRA Report, under 'steaming' the word 'container' must be substituted for the word 'skip'.
- 19) In page 30 of SITRA Report, the last two categories 'Office Mazdoor' and 'Electric Car Driver' should be deleted and these must be suitably incorporated in the SITRA Report pertaining to Staff and Non-production operatives.

May 6, 1993

S. Seston

M. S. Seston

h. s. s. s.

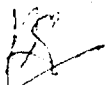
MINUTES OF THE SECOND DAY'S (4-5-93) MEETING

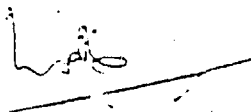
The same Committee met on 4-5-1993 from 10 a.m. to 5 p.m. and discussed the SITRA recommendations pertaining to Weaving Section.

The following decisions were taken:

- 1) It was decided that the existing time rate be continued in the case of "Ruti 'C' - 4 loom assignment weavers". When more looms are installed, a fresh study could be made to decide the assignment/and efficiency for such looms.
- 2) Recommendations for lower speed (500 ypm) in 60s and finer counts in Cone Winding will have to be provided by SITRA.
- 3) To ensure prompt return of empty pirns to the Pirm Winding section and reduce the incidence of pirm winder stoppages for 'want of empties', empty pirm removal from all looms must be done four times in a shift by the categories to whom this job is allotted.
- 4) It was clarified that speed variation of upto 3% had already been accounted for in SITRA Report in fixing the recommended efficiencies for weavers.
- 5) In Cimmco drop box looms, when plain sorts are run, minimum of two drop boxes should be operated.
- 6) In pages 37 and 39 of SITRA Report, the categories Beam Issuer, Office Mazdoor and Sub-store issuer should be deleted and these must be suitably incorporated in SITRA Report pertaining to Staff and Non-production operatives.
- 7) In page 37 of SITRA Report, for Knotter and Clamper categories, the total number of ends to be knotted/dressed per shift of 8 hours should be indicated by SITRA.

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- 8) In page 38 of SITRA Report, the recommendation for Heald/Reed' Repairer cum-Reed changer should be amended as three men per shift.
- 9) To ensure rice time working of looms is carried out efficiently, only those categories indicated in SITRA Report should be engaged for relieving the weavers.
- 10) It was clarified by SITRA team that the apparently low difference between the existing and proposed efficiencies on Ruti 150 cm. looms is due to the past wrong fixation of achievable efficiency on these looms.
- 11) The afternoon session was mainly spent in explaining the basis for providing 10% stoppage allowances and the way in which the stoppages should be accounted for while calculating the piece rates. Since the Committee could not arrive at a consensus it was agreed that the SITRA team would work out the Weavers' wages under the existing system and the recommended system to show that the latter system will be beneficial to the piece-rated categories. This was to be placed before the Committee for the next day's proceedings. It was also agreed that SITRA Team would list out the stoppages which would qualify for the allowances.

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M. S. S. S.

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May 6, 1993



MINUTES OF THE THIRD DAY'S (5-5-1993) MEETING

1) The Committee perused the results of calculated Weavers' earnings under SITRA recommended efficiencies and also the stoppages listed.

The following points were unanimously agreed in this regard:

a. Stoppages which qualify for allowances for the piece-rated jobs in Weaving are as listed below:

01 - Shortage of Backstuff: Want of Warp, Want of Weft

07 - Loom repairs:

Dobby Repair, Battery repair, Heald repair, Tappet repair, Take-up motion, Cloth roll adjustment, Selvage motion repair, clutch repair, Indicator repair and replacement, Fitter, Slays repair, Slays replacement.

11 - Preventive maintenance:

New shuttle, Fire, Shuttle replacement.

14 - Gaiting:

Beam gaiting, change of quality, Re-knotting, Knotting machines.

17 - Smash

20 - Power failure:

Electric motor breakdown, motor repair, motor change.

22 - Labour shortages (full allowance has to be paid)

27 - Overhauling/conversion: Reed changes

30 - Shuttle trap repair

15 - Want of parts

b. All the above said stoppages must be recorded properly without any deduction in duration.

e.g., In the existing scheme no payment need be made for the first one hour stoppage due to beam gaiting or loom repair. In the recommended scheme even upto the first one hour stoppage should be included while booking the stoppages.

c. As in the fixation of recommended efficiency, SITRA has already rationalised and allowed for "upto 10%" stoppages in all looms (other than Northrop 47"/48" where the stoppage is upto 14%), no stoppage allowance need be given for stoppages "upto 10%" (or 14% as the case may be).

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- d. Also no reduction in wages be made if the stoppages are less than 10% (or 14% as the case may be).
- e. If the stoppages are controlled at very much less than 10% levels (or 14% as the case may be), there will be good opportunity for the weaver to give higher rates of loom production and for the piece-rated categories to earn more.
- f. If the stoppage levels exceed 10% (or 14% as the case may be) stoppages allowance should be given for the quantum of stoppages exceeding 10% (or 14% as the case may be) stoppages
- g. After accounting for the above, if the attained efficiency levels are above or below the recommended efficiency figures, payment of wages will have to be calculated as stipulated in Varadhan Award.

2) In page 32 of SITRA Report, for Weaver the amended efficiencies are:

<u>Loom Width (cm.)</u>	<u>Efficiency (%)</u>
150	75
180	74
220	72

3) In page 36 of SITRA Report, for Weaver in Towel Looms, the amended efficiencies are:

Jacquard	:	69%
Dobby	:	71%

4) Clarification was provided on the present system of working piece rates for weavers per shift of 8 hours, though the looms are run for 8½ hours.

*S. Seshan*

*M. Manjappa*

*Indira*

May 6, 1993

MINUTES OF THE FOURTH DAY'S MEETING (6-5-1993)

The following clarification was provided on the system of calculation of piece-rates for Weavers.

Example: Ruti 150 cm. looms

No. of looms/weaver : 8

Efficiency stipulated as per  
SITRA Report : 75%

Case i) If a Weaver gives 1% more efficiency, i.e., 76% his earnings will be 1% more (as per Varadhan Award).

Case ii) If a Weaver gives 1% less efficiency i.e., 74%, his earnings will be  $\frac{1}{2}$ % less (as per Varadhan Award).

S. Seston

May 6, 1993

*M. S. Seston*

*M. S. Seston*

MINUTES OF THE FIFTH AND SIXTH DAY'S MEETING (10TH AND  
11TH MAY 1993  
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The same team met to discuss the SITRA's recommendations for Mixing to Spinning Department workers. In place of Shri K. Krishnamoorthy, Shri R. Kuttiyappan, Senior Scientific Officer, SITRA who conducted the study in the mills took part in the discussions. The following decisions were taken:

- 1) SITRA Staff provided clarifications for abolishing the category 'Cotton Transporter' (Page 5 of SITRA Report). It was suggested to provide suitable trolleys for Bale Breaker machine attendant to facilitate collection of mixing for feeding the Bale breaker.
- 2) It was clarified that 'Team Work' for Card Tenters is common in textile mills and all relevant factors including the layout of Blow Room and Cards were considered while fixing the recommended work assignment (Pages 6 and 12 of SITRA Report) for Card Tenters.
- 3) To get over the prevailing discontentment in respect of piece rates where Draw Frame Tenters look after unequal number of Breaker and Finisher deliveries, it was suggested:
  - a) to maintain 5% higher delivery speed in Breaker frames than the Finisher;
  - b) the production in Breaker drawing must also be recorded;
  - c) Every draw Frame Tenter must be paid piece rates based on his production recorded on his assigned Breaker and Finisher draw frames (Pages 6 and 14 of SITRA Report).
  - d) All draw frames must be equipped with hank indicators.
 It was explained that fixation of efficiencies for two ranges of hanks for Draw Frame Tenters and Inter Tenters in Buckingham Mill is scientific and proper and the same will not result in any disadvantage to the concerned tenters (Pages 6 and 7 of SITRA Report).
- 5) It was explained that the recommendation "to provide Back Tenters in Fly Frames for hanks 1.0 and coarser and consequently fix a lower efficiency for the current working conditions" was made on the assumption that Fly Frames will not be worked during

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the rice (recess) time. However, in view of the fact that rice time working will be continued the recommendation (Pages 7 and 15 of SITRA Report) for Back Tenter must be amended as 'Same as existing'. Also, in view of retaining the Back Tenters the recommendation for Inter Tenters (Pages 7 and 15 of SITRA Report) must be amended as:

BUCKINGHAM MILL		CARNATIC MILL	
Hank	Efficiency %	Hank	Efficiency %
Upto 1.25	61	Upto 1.5	79
1.26 and above	64	1.6 and finer	80

- 6) For all piece rate occupations like Draw Frame Tenter, Fly Frame Tenter, Roto Cone Winder, Pirn Winder etc., a listing of stoppages which will qualify for allowances has to be made for guidance of those engaged in wage calculations.
- 7) For Comber Scourer (Page 13 of SITRA Report), a change in their designation could be made as Fitter/Scourer (as already existing in Drawing) and the Fitter's duties be entrusted to this category (instead of to Jobber/Comber Setter, suggested in the report) with no increase in strength.
- 8) In page 13 of SITRA Report for Comber Tenter, the following recommendation should be incorporated, in the end:
 

The above are applicable for Comber Nos.1 to 4 only when the breaks are maintained upto 10 per machine hour.
- 9) It was clarified that the apparently high efficiencies recommended for drawing tenters in page 14 of SITRA Report for Polyester and Blends are easily attainable as the machines are run at lower speeds with lower breakage rates as compared to cotton.
- 10) In page 12 of SITRA Report for Main Card Room - Card Tenters the amended recommendation is:
 

Team Work: One tenter for 12 cards subject to a maximum of 700 kg. of cotton sliver production or 550 kg. of Polyester or Viscose sliver production per shift of 8 hours and one

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helper for 3 Tenters; also to perform the duties of lap carrier, can carrier, stripper and sweeper.

11) The Sliver content for P/V card cans must be maintained within  $14 \pm 2$  kg. When the weight is less than 12 kg. consistently, suitable help must be provided for card tenters.

12) In pages 8 and 16 of SITRA Report for Reserve piecers and Relievers the amended recommendations are:

Reserve Parsers : 10% of parsers  
Relievers : 10% of Parsers; this strength

must be added to the strength of doffers. They should be paid the wages of Parsers only for the duration they relieve parsers for rice time and for the rest of the time they should work as doffers and be paid the doffer's wages.

13) For yarn weigher, in page 17 of SITRA Report, the existing assignment should read as 'One man per shift' instead of 'Two men per shift'.

14) It is recommended that the Doubling Tenters (page 18 of SITRA Report) be paid Time-rates as practised in the industry and not piece rates. However for the existing tenters who were earning above their basic wages, their average incentive earnings must be suitably protected.

15) For Mazdoor, page 14 of SITRA Report, the amended recommendation is 'One man per shift for 8 Combers'.

16) For cleaning team, page 15 of SITRA Report, the amended recommendation is 5 mn in day shift for cleaning 2 frames.

S. Sethi

Mannegam

Indira

May 12, 1993

MINUTES OF THE SIXTH DAY (11TH MAY AFTERNOON) AND SEVENTH DAY'S (12TH MAY) MEETING

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- 1) Mr. Karmegam apprised the members that the Female Workers are being paid lower occupational wages as compared to Male Workers. Mr. Subba Rao and Mr. Seshadri opined that this issue is not covered in the terms of reference to the Committee.
- 2) For Stack Mixing Mazdoors (Page 11 of SITRA Report), since they have to perform the duties of Baleman also as recommended, a change in their designation could be made as 'Baleman/Stack Mixing Attendant'.
- 3) The following stoppages will qualify for allowances for the piece-rated jobs in Spinning and Winding Sections:
  - 01 - Preventive maintenance; Air Pressure Failure
  - 02 - Overhauling/Conversion
  - 06 - Power failure & motor breakdown
  - 08 - Shortage of backstuff
  - 09 - Shortage of empties
  - 14 - Less Spindles
  - 03 - Change of quality
  - 05 - Repairs.
- 4) To facilitate transportation of cloth rolls without delay to Grey Warehouse, it must be ensured that both the electric cars are in operational condition.
- 5) In page 40 of SITRA Report, till the present system (of weighing, marking etc., the rolls fetched from looms) is discontinued, the piece marker helper category is to be retained. Hence the amended recommendation for Piece marker helper is 'Same as existing'.
- 6) In page 41 of SITRA Report, for 'Lot suppliers for shearing and cropping machine, in the recommendation given, the following must be deleted: 'also to perform the duties of mazdoor for Wide Width examiner'. The above deleted duties must be incorporated in the recommendation given for Mazdoor (Mull inspection) in page 41 of SITRA Report. Also, in page 42 of

S. Seshadri

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SITRA Report for Mazdoor for Examiner-cum-Mender (W/W), the following must be substituted: Mazdoor (Mull inspection) in place of Mazdoor for Lot supply.

- 7) In page 42 of SITRA Report, the existing assignment mentioned for Examiner Grade I - Cimmco Check pieces must be read as 2500 metres/man and not as 5,000 metres/man.
- 8) In page 42 of SITRA Report, for clarity sake, the amended recommendation for Examiner - Cimmco (Dhoti and Saree) is: 4,000 metres of Dhoti or Saree (includes 1,000 metres of Check pieces) per man per shift of 8 hours.
- 9) In page 42 of SITRA Report, the amended recommendation for Mazdoor (Blended suiting) is: One man for 20 rolls per shift of 8 hours.
- 10) In page 43 of SITRA Report, till the present system adopted in Jointing Section is discontinued, all the mentioned categories are to be retained.
- 11) In page 44 of SITRA Report, for clarity sake, the recommendation given for Examiner & Towel Cutter is to be read as: Team Work: 6,000 singles per team of one Examiner and one towel cutter.

#### FINISHED WAREHOUSE

- 12) In page 1 of SITRA Report the amended recommendations for Examiner: Blends - Narrow Width and Blends - Wide Width are respectively 2 men for 3,300 mts. per shift of 8 hours and 2 men for 2,200 mts. per shift of 8 hours.
- 13) In page 2 of SITRA Report the amended recommendation for Re-checker Cotton is: 2 Examiners and one folder cum stamper for 3200 mts. per shift of 8 hours.
- 14) In page 2 of SITRA Report, for Piece Carrier - Fents and Rags (Blends) and Piece-carrier - Fents, Rags and Chindies (Cotton), the recommendations given are applicable only for non-handicapped workers; for handicapped workers, the existing assignment is recommended.

S. Seshan

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- 15) In page 6 of SITRA Report, for Stamper the amended recommendation is: 2500 pieces per set of 4 men per shift of 8 hours (45 metres & above length pieces not to exceed 20% of total pieces).
- 16) In page 7 of SITRA Report, for Sample cutter the following must be incorporated in the recommendation made: One man in day shift for 30 samples, irrespective of sorts.
- 17) In page 8 of SITRA Report, the following correction must be made under existing assignment:

<u>Mazdoor</u>	<u>Per shift of 8 hours</u>
Sweepers	3 men for Plaiting Section one man for Stock room one man for Baling section
S.Q.C. Helper	One man
Stores Collector	One man

- 18) In page 9 of SITRA Report, the amended assignment for Hemming of sheets (63" & 70") 1" to 1.5" both sides is 250 singles.
- 19) In page 11 of SITRA Report, for Stock man helper, the recommendation given must be read as: Upto 3600 towels per man.
- 20) As regards Piece Carriers (GSID, ITEX, Backing Cloth), the existing practices could be continued.
- 21) In page 4 of SITRA Report, for Creaser/Lapper the following must be incorporated in the recommendations made:  
under (a): 20 metres & above length pieces not to exceed 20%  
under (b): 45 metres & above length pieces not to exceed 20%
- 22) It was clarified that Checker Stock (a) (Page 5 of SITRA Report) and Piece Carrier - Stock (Page 3 of SITRA Report) are working as a team. Similarly Checker Stock (b) Page 5 of SITRA Report) and Stock man helper - Blends (Page 6 of SITRA Report) are working as a team.
- 23) In page 7 of SITRA Report, for Wrapper the following has to be incorporated under recommendation given: irrespective of <sup>large</sup> size of pieces, occasionally.

S. Sestam      Mannagan      Indranath

MINUTES OF THE 8TH DAY'S (13-5-93) MEETING

Dr. Sivakumaran and Sri N.L. Narasimhan were present to discuss the studies taken in the Dyehouse.

The SITRA Team outlined the methodology of the study and indicated <sup>that</sup> their recommendations were made on the basis of studies on various machines and by and large there was no reduction in labour. They had taken into consideration the existing production of machines and the production expectation had been raised only slightly and this could be met easily.

The Union representative opined that barring a few occupations the targets set were achievable by the workmen subject to Management taking suitable corrective steps in respect of utilities like steam, water and availability of bandies and spares which interfere with achieving even present output levels. At times shortfall in machine performance forced shortcut processing resulting in higher level of damages which should be avoided.

To enable prompt corrective action to counter these problems the following decisions were taken:

1) The speeds at which the different machines should be run to achieve the recommended output will be indicated in the Report for purposes of clarity of roles of Management and Labour. A copy of this was handed over to the Union representative to enable him to discuss with the workmen for the next day's meeting.

2) In a preamble to the recommendations in respect of Dyehouse it will be indicated as follows:

Ensuring proper machinery operating conditions like steam pressure, speed etc., by the Management and increased production by the workmen are ongoing processes and should take place simultaneously.

3) Corrections were made in the existing and proposed columns of the Report where typographical and noting-down errors had crept into it owing to the urgency with which the studies had to be completed and reported on.

May 14, 1993

*N. Sivakumaran*  
Sivakumaran

*N. L. Narasimhan*  
N. L. Narasimhan

MINUTES OF THE 9TH DAY'S (14-5-93) MEETING

After studying the various designations where doubts existed in respect of proposed production and staffing and after a visit to Dyehouse by SITRA Team for clarification, the following decisions were taken:

- 1) Page 46 item 8, W.W. Washing Machine - Roll washing amend proposal to 3 men, whenever roll washing is done as long as bandy non-availability persists.
- 2) Page 48, item 3 - William Washing Machine to facilitate meeting the increased production requirement, a hoist should be provided.
- 3) Page 48, item 6 - 16 cylinder drying range. Temporary assistance to be provided for movement of bandies whenever necessary.
- 4) Page 51, item 17 - Jumbo Jiggers N.W. Scouring. Amend existing and proposed productions to 12 rolls per jig. If double strand running is resorted to with the provision of suitable guiders, the proposed production will be 24 rolls per jig.
- 5) Page 51, item 2 - Terene Dyeing old Jet dyeing machine. In view of the condition of the old jet dyeing machine, the proposed production to be amended to 9 lots per machine per day instead of 10.
- 6) Pages 52 and 53, Anti-Crease Section. The condition of the stenters to be improved to facilitate achieving and maintaining expected speed of operation so that the proposed productions can be met.
- 7) Page 53, item 11 - Bandy Pushers for A.C. and Merceriser. Since the strength is being increased from 2 to 3, a better distribution of the machines to the operatives is proposed, so that the distance moved by the men is reduced.

A. Electrical Baking,  
Gas Baking  
BWM, Famatex and  
Washing

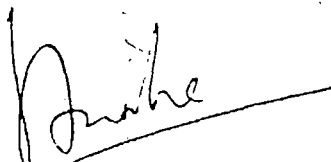
*M. S. Srinivasan*  
(M. S. Srinivasan  
SITRA)

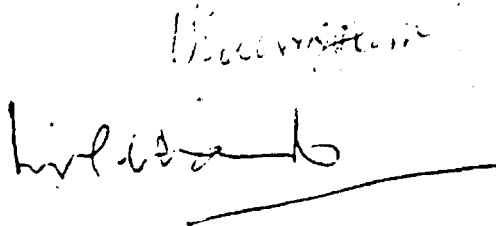
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- B. Jet Famatex  
N.W. Merceriser and  
W.W. Merceriser
- C. Primatex  
Sakthi Polymeriser and  
Harish Stenter

- 8) Page 53, item 12 - Bandy pushers for Harish Stenter -  
Consequent to the recommendations made above (Page 53,  
item 11), this item is being deleted.
- 9) Page 57, item 2 - Colour Room. Amend "only roller washing",  
to 1 and "Rotary and Feggiani" to 5 men.
- 10) Page 58, item 7 - Laboratory. Amend proposed strength  
to 3.

May 15, 1993

  
Dr. S. Sivakumaran, SITI



E R R A T A

<u>Page</u>	<u>Item</u>	<u>Particulars</u>	<u>Present</u>	<u>Corrected</u>
46	5	BSC Range	Existing production: 32 Batches/day	33 batches/day
46	6	Bentler Washing	Existing production: 32 batches/day	33 batches/day
46	8	W.W. Washing Roll washing	Existing 2 men	38 batches/day 3 men
47	16	Carbonising M/c. Carbonising	Existing production: 2400 mtrs.	12400 mtrs.
		Souring and Washing	Existing Staff 4 Proposed Staff 4	3 3
48	6	16 Cylinder Drying Range	Existing 3 men	4
50	13	Coupling Pad	Existing 2 men	3
50	16	Grey Cloth Sorter N.W. Cloth W.W. Cloth	Existing - Existing -	45 rolls - 2 men 28 rolls - 2 men
51	20	Chemical Weigher	Existing - 1 Proposed - 1	1 (Day & Night only) 1 (Day & Night only)
52	5	Weak Soda Man	Existing - 1 Proposed - 1	1 (For A & B only) 1 (For A & B only)
54	1 to 4	Dart Sorter		Stenter
54	7&8	Calico Cylinder No.2 & 4	Existing 5 men for 2 m/cs.	6 men/2 m/cs.
54	9&10	Calico Cylinder No.3 & 5	-do-	-do-
54	12	7 Bowl Calender	Existing 2 men	3
55	-	-	-	Add item No.3 Wash tester. Existing: 1 Man Proposed: 1 Man
58	1 to 8	Miscellaneous Section	Existing Men/mc.shift Proposed Men/mc.shift	Men/day Men/day

*M. S. Srinivasa*  
(M. S. Srinivasa)  
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<u>Page</u>	<u>Item</u>	<u>Particulars</u>	<u>Present</u>	<u>Corrected</u>
58	2	Dyehouse Store	Existing 11 men Proposed 11	11 Men (day shift only) -do-
58	3	Machine Stores	Existing 2 men Proposed 2 men	2 men (day shift only) 2 men (day shift only)
58	6	Sewage & Permutit Plant	Existing 1+1+1 Proposed 1+1+1	2+2+2 2+2+2
58	7	Laboratory	Existing 2 men	3 Men

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 Dr. S. S. Kumar  
 (SITP)

Manager

h. v. s. b.

MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM  
FOR DETERMINATION OF SCIENTIFIC WORK NORMS FOR B & C  
MILLS, MADRAS HELD ON 18th MAY 1993 AT MILL PREMISES

The team comprising of Messrs. V. Karmagan, Nominated Representative of Labour Unions; V.N. Subba Rao, Nominated Representative of the Management of B & C Mills and P.V. Veeraraghavan, Deputy Director, Representative of SITRA met at Carnatic House on May 18, 1993 from 10 a.m. to 12 Noon. Mr. N. Srikanulu, General Secretary of the B & C Mills Staff Union was also present. The note by SITRA on the points raised by the Union relating to the following was circulated and clarified by the SITRA Representative at the Meeting:-

- 1) Basis or rationale of including in the Staff Report, the Management Staff Strength
- 2) Feasibility of abolition of Machine Overlookers
- 3) Details of the number of Unionised categories of Staff as per Norm
- 4) Norm for Unionised category of staff as per industry average
- 5) Number of clerks taken to Personnel, Manager Administration and Materials Stores Department activities from various departments
- 6) Technical Service's strength of staff
- 7) Department-wise category-wise details of Unionised staff requirements as per Norm.

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Comments on corrections to the SITRA Report based on the data furnished by B & C Mills and answer to Query by Mill Chief Engineer on non-production/service operatives employed in the Mills, were also circulated to the Study Team.

SITRA Representative also presented to the Study Team the existing and suggested Unionised Staff/Operatives engaged in the following departments:

- 1) Buckingham Mill-Carding & Spinning
- 2) Carnatic Mill-Carding & Spinning
- 3) Weaving Preparation
- 4) New Mill Weaving
- 5) Grey Warehouse
- 6) Finished Warehouse
- 7) Materials Stores
- 8) Manager's Office
- 9) Watch & Ward, Fire Services and Sanitation

SITRA Representative explained the circumstances under which he could not provide replies on the clarifications sought earlier by the B & C Mills Staff Union, especially with regard to allocation of categories of personnel - department-wise and category-wise - as Unionised Staff belonging to B & C Mills Staff Union and Unionised Operatives belonging to Madras Labour Union.

*M. L. S.*



Regarding the remaining departments --

- 1) Dyehouse
- 2) Engineering
- 3) Technical Services
- 4) Marketing Services
- 5) Personnel

SITRA Representative Dr. P.V. Veeraraghavan felt that he needs some additional information and clarification from the Mill Management and will provide the information relating to suggested numbers by 9 a.m. on 19th May 1993.

It was decided that the Study Team will meet at 3 p.m. on 19th May 1993 to consider the recommendations in detail.

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**MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM FOR DETERMINATION OF SCIENTIFIC WORK NORMS FOR B & C MILLS, MADRAS HELD ON 19th MAY 1993 AT MILL PREMISES**

The Team comprising of Messrs. V. Karmegam, Nominated Representative of Labour Unions, V.N. Subba Rao, Nominated Representative of the Management of B & C Mills and P.V. Veeraraghavan, Deputy Director, Representative of SITRA met at Carnatic House on 19th May 1993 from 3 p.m. to 6-30 p.m.

Shri N. Sriramulu, General Secretary of the B & C Mills Staff Union was also present.

Dr. P.V. Veeraraghavan reported that the Notes on the Existing and Suggested Unionised Staff/Operatives with respect of the following Departments:

1. Dyehouse
2. Engineering
3. Technical Services
4. Marketing Services and
5. Personnel

have been handed over to the Study Team at the 18th May 1993 meeting.

He also reported on the corrections to be effected with regard to Finished Warehouse and Grey Warehouse in regard to the employment of staff - "existing and suggested".

7/11 - 6/11

The existing number of Unionised staff in Grey Warehouse is 9 and suggested number is 4. Similarly, the existing complement of Unionised Staff of Finished Warehouse is 49 and the suggested number is 38. Having effected the corrections, the following points were discussed:

Shri Karmogam stated that the "spirit of the Agreement entered into in 1990" was to maintain the same level of activity in the Mills. Between 1990 and 1993, the spindle-age in the Mills have been reduced, the total cloth production has come down and the sales turnover also has come down from Rs.112 crores in 1990 to around Rs.100 crores in 1992-93. It was clarified by Shri Subba Rao that the Norms for Staffing that SITMA has recommended will ensure automatic increase or decrease in the actual number of staff to be employed depending on increase or decrease in the levels of activity. The yardstick used is in terms of employment of staff by spindle shifts and loom shifts, metres of cloth processed per 100 employees and for Rupees One crore sales.

The Norms have been developed by the Textile Research Association after a study of 63 similar Spinning, Weaving and Processing Textile Mills in the Country. Though it is difficult to define specific work load norms for clerical staff like that of production operatives, these figures

have been arrived at after intensive theoretical study and practical study of conditions prevailing in the industry. The aim of the Team should be to adhere to the Norms, since that approximates standard work load requirements of clerical personnel employed in textile mills.

Dr. P.V. Veeraraghavan suggested that the numbers suggested by him as the Norms be adhered to. The Norms suggested by SITRA refers to the number of human beings employed for the Mill activities and not the norm for particular category of Unionised Staff. It is very difficult to work out Norms for unionised staff. However, since that requirement was insisted upon, SITRA has made a sincere attempt to arrive at the number. It should be mentioned that these numbers are not additive since the Management Staff in clerical positions also will have to be taken into account in the number game. Only in B & C Mills there exists separate positions like Unionised Clerical Staff and Management Staff holding Clerical Positions. So also, categories like Boiler Operators who are Operatives elsewhere are designated as Management Staff in Engineering. No scientific body can give a fine tuning with regard to the game of numbers, for employment of Unionised Categories.

PM - lw

Shri Karmegam appreciated the difficulties encountered by SITRA in arriving at the Norm for Unionised categories. He said over a period of years, the clerical cadre in the Mills have been reduced by the K.R. Award and now a further reduction is being contemplated. His own observation in certain departments like Weaving or Provident Fund has shown that Clerks in Weaving attend to payment of salary for Trainees, issue of meal coupons etc; those in Provident Fund have to attend to Employees' Family Pension Scheme and that he has received reports that there is a backlog of one month in Invoice Section. If any further reduction were to follow, the mill work will get affected.

In view of the difficulties Shri Karmegam desired that the exercise will be more meaningful if one could consider a via media between the Norm suggested by SITRA and the Industry Average taking peculiar conditions of B & C Mills into consideration.

Dr. Veeraraghavan emphasized that the industry average is not a criteria to look forward to. Only by adhering to the Norm the Mill will become viable. He explained that random sampling of work done by the clerical staff in the Mills for various occupations have been carried out and he is convinced that the activities can be carried on within the number recommended.

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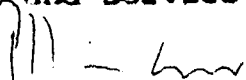
Shri Karmegam mentioned that it will be advisable for Shri V.N. Subba Rao to get in touch with the Mill Management and find out how the reduced number will meet the activities of the Mill that are currently being carried out.

Dr. Veerarahavan felt that it will not be possible for SITRA to go into details of job of every Clerk and show how work can be combined; how work methods can be made easy and simplified; how modernisation can be done in clerical activity; the necessity to think of computerisation in the years to come etc.

The Meeting terminated with the suggestion from Shri V.N. Subba Rao that the matter shall be discussed with the Mill Manager and if necessary, with the Department Heads concerned. It also stated that a Note will be prepared <sup>to</sup> <sub>4</sub> how the existing clerical activities will be combined ensuring more or less equitable distribution of workload. If such an exercise were to become feasible, the Mill Management will prepare a Note and make it available for perusal by the Study Team on 26th May 1993.

The Meeting terminated with the hope that the Committee will meet again on May 27th, 28th and 29th to finalise the joint course of action.

It was also decided that the Study Team will meet at 3 p.m. on 20th May 1993 to discuss the Report relating to non-productive and service function operatives.



MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM FOR DETERMINATION OF SCIENTIFIC WORK NORMS OF B & C MILLS, MADRAS HELD ON 20th MAY 1993 AT MILL PREMISES

The Team comprising of Messrs. V. Karmagam, Nominated Representative of the Labour Unions, V.H. Subba Rao, Nominated Representative of the Management of B & C Mills and P.V. Veeraraghavan, Deputy Director, Representative of the SITRA met at Carnatic House on 20th May 1993 from 3 p.m. to 5-45 p.m.

Shri Murugan, General Secretary, Madras Labour Union was also present.

The suggested staffing strength with respect to the following departments:

1. Watch & Ward
2. Fire Brigade
3. Scavengers
4. Fitters in Dyehouse
5. Welders in the Dyehouse
6. Boiler Operators for shifts
7. Electricians
8. Drivers in Transport Section
- and 9. S.O.C. Department Operatives

were reviewed. The Management has been asked to state on the 27th May 1993 when the Team is planning to meet again proposals in respect of re-distribution of work

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to the "suggested" persons. Shri Karmegam did indicate that he was not averse to loading such of those persons who are underloaded with extra work in this exercise.

In respect of suggestions for Watch & Ward, Shri Karmegam desired Management to indicate the posts that would have to be manned in the Mills. Shri Karmegam said apart from duties currently performed by the Watchmen, they were looking after various other duties which were to be taken into consideration.

In respect of Tradesman Helper cum Mazdoor Categories he wanted the Management to consider the advisability in view of the large reduction proposed, particularly since some specialised skill might be required in some locations. He was informed that Fitters and Electricians can carry their tools and help is needed only for special works.

In respect of Scavengers with the already poor state of Mill latrines would this reduction be advisable?

It was indicated that the Management will try and provide the required information by Noon of 26 May 1993 to facilitate the Meeting on 27 May 1993.

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**MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM FOR DETERMINATION OF SCIENTIFIC WORK NORMS IN B&C MILLS, MADRAS, HELD ON 27-05-1993 AT MILL PREMISES**

The Team comprising of Messrs. V. Karnegam, Nominated Representative of Labour Unions, V.N. Subba Rao, Nominated Representative of the Management of B & C Mills and P.V. Veeraraghavan, Deputy Director, Representative of the SITRA met at Carnatic House from 10-15 a.m. to 12 Noon on 27th May 1993. Shri.N. Sriramulu, General Secretary of the B & C Mills Staff Union was also present.

Additional information and clarifications sought by the Union Representative on Management's proposals to re-allocate duties to the suggested number of Clerical and Allied categories of Staff and Service Function Operatives were circulated to the Members in advance on 26th May 1993. For the staff and clerical categories, the total requirement was 266 and allocation of jobs for staff in different departments were also circulated. During the discussions the following points were clarified:

**SUPERVISORS:**

Supervisors in the Dyehouse performed mainly clerical duties like weighments, stores issues etc. Decision making jobs are handled by the Management Staff and for routine record keeping jobs, which the Supervisors are currently engaged, they will be designated as Clerical Categories and requirements of clerks specified.

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OVERLOOKERS:

Among the overlookers employed, 9 who are in Technical Services will be designated Technical Investigators. Of the remaining, 20 will be allocated the jobs as Special Grade Fitters for the following Departments:

B.M. Spinning	..	2
C.M. Spinning	..	3
Preparation	..	4
Ruti, Towel, Cimaco Weaving	..	11
		<u>20</u>
		----

SUB-ENGINEERS:

The functions attended to by Sub-Engineers will be handled by the Management Staff currently employed in the Mills.

In view of computerisation being implemented in the Mills from 1st April 1983 Shri. Karmegam wanted clarifications whether it is right to reduce the number of Hollerith Machine Operators and Programmers from 27 to 16. He was informed that the work currently attended to by the Punch Operators will have to be equitably distributed all through the month. There is bound to be pressure of work during 6th, 7th and 8th because of the preparation of pay roll for salary disbursement on 10th of the month. It is possible to attend to pay roll, in addition to activities like inventory control

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and the invoicing, if the activities are spread out throughout the month. The jobs can be shared *equally* by all the 16 Hollerith Operatives in the Section.

E.S.I. FOR CONTRACT LABOUR:

In addition to the estimate figure of 8,200 employees, it was mentioned that the contract employees are working in the Mills and the strength as on 1st April 1993 is 8,748. Contract labourers are covered under E.S.I. and extra clerical staff are necessary to attend to E.S.I. activities relating to contract labour. Dr.P.V. Veeraraghavan replied that the number of clerical staff required for that work is negligible and may be, the addition of half time of an extra clerk will suffice.

CENTRALISED TIME OFFICE:

On the functioning of the Centralised Time Office, a question was raised with regard to distribution of tokens inside Departments, meals booking, sanctioning of leave and arrangements for payment of cash. It was felt that the Production clerk or Jobber inside the Department can be entrusted with the distribution of tokens to the workers in their respective departments. As far as cash payment is concerned, this can be handled by the

*Management Staff.*

SIZING CLERKS:

A question was raised as to how one sizing clerk can perform the function currently performed by three sizing clerks - one per shift. Beam weighing <sup>ca. 15 bc</sup> performed by Beam Weighers who are already working in the Warping Section - one per shift. Sizing Clerk need attend to

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clerical duties on the data collected by the Beam Weigher in all the three shifts.

PICK READING:

Shri Karmegam sought clarification from the Management as to how 5 Pick Clerks can attend to all the pick reading activities in the loom shed. Shri.V.N. Subba Rao mentioned that

even if there is any delay in reading the indicator, it does not matter much. Management will also provide clarifications relating to beam gauging.  
STORE ATTENDANT:

A question was also raised about reducing the number of Stores Attendant from 3 to 0.

BILL PAYMENT:

Regarding bill payment Shri.V.N. Subba Rao said that the system will be dispensed with.

A FEW ADDITIONAL STAFF FOR "GREY AREAS":

Dr.P.V. Veeraraghavan felt that the various clarifications raised at the Meeting will not alter in a big way the number of positions recommended. There is no point in going to the Mill Management again and again, for more and more clarifications. He felt that if the additional work requirements in <sup>a few</sup> "Grey areas" necessitate the employment of 4 or 5 additional staff, he would like the Management to straightway sanction the

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the same

additional requirements and the assign/ under the  
Study team's terms of reference.

It was decided that answers to the clarifications raised  
by the Union Representative will be placed before the  
Study team at the Meeting scheduled at Carnatic House  
at 10 a.m. on 28th May 1983. The objective should be  
to settle all pending issues relating to Clerical and  
Allied Categories of Staff in the forenoon and Service  
Function and Non-Production Categories in the afternoon  
of 28th May 1983. The Management was also requested to  
provide information on the various points raised, relating  
to employment of Security, Transport, Boiler House,  
Dyehouse Engineering and Tradesmen Helper cum Mazdoors.

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MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM  
FOR DETERMINATION OF SCIENTIFIC WORK NORMS IN B&C MILLS,  
MADRAS, HELD ON 28-5-1993 AT MILL PREMISES

The Team comprising of Messrs. V. Karmegam, Nominated Representative of Labour Union, V.N. Subba Rao, Nominated Representative of the Management of B & C Mills and P.V. Veeraraghavan, Deputy Director, Representative of the SITRA met at Carnatic House from 10 a.m. to 1-15 p.m. and also 2-15 p.m. to 3-30 p.m. on 28th May 1993 for settling pending issues relating to Clerical and Allied Categories of Staff. Shri. N. Sriramulu, General Secretary of the B & C Mills Staff Union was also present.

The same Team held meetings from 3-30 p.m. to 6 p.m. for discussion on the Service Function and Non-Production Operative Categories. For the discussion on the Services and Non-Production Operative Categories, Shri. V. Murugaiyan, General Secretary of the Madras Labour Union was present.

STAFF AND ALLIED CATEGORIES:

SUPERVISORS:

There was representation from the Union on the total abolition of Supervisory Categories in the Dyehouse.

A

reply to this effect from the Management will be placed before the Team on 29-5-1993.

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OVERLOOKERS:

The Team took note of the fact that the Overlookers in Technical Services will be designated Technical Investigators. It was further felt that the 20 of the Overlookers who will be designated as Special Grade Fitters may be given some alternate designation - for example, Maintenance Technicians. This is to ensure that those who are currently working as Fitters do not make representation to become Special Grade Fitters and also to ensure that the privileges on salary and leave matters - currently enjoyed by the "OVERLOOKERS" as Staff, are protected when they are re-designated as Maintenance Technicians. Management has been requested to comment.

SUB-ENGINEERS:

The Union Representative Shri Karmegam felt that the Terms of Reference of the Team is such that the Team cannot recommend abolition of staff category

Management may reconsider and comment on the issue.

NUMBER OF STAFF RECOMMENDED:

The number of Staff agreed to by the Team under various Categories is given in Annexure.

The following changes have been agreed to in the draft circulated by Management earlier:

1. Addition of one clerk in C.M. Carding, Spinning, Preparation and Weaving.

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2. A Stenographer will be assigned for Dyehouse.
3. For Sales & Invoice, the break up will comprise of 25 Clerks and four Comptists. Retention of Comptists after computerisation can be discussed through Union-Management negotiation process at the appropriate time.
4. Addition of two Punch Operators for Hollerith Section was agreed to. There will be a total of 18 Punch Operators instead of 16.
5. In Weaving, there shall be three Stores Attendants instead of three Stores Issuers. Stores Attendants will be retained and the category Issuers deleted.
6. For the category, Dyehouse Supervisor, the Union Representative requested retaining them as Supervisors and not re-designate them as Clerks.
7. In the Technical Services Section nine Overlookers <sup>proposed</sup> will be designated as Investigators.
8. As regards nine clerks provided for P.F. and F.S.I., it was felt that as and when Family Pension Scheme is introduced, the number needs to be reviewed.
9. The allocation of four Daffadors in the Security Section will be on the basis of one per shift <sup>working shift</sup> and one for Relieving Duties.

CENTRALISED TIME OFFICE:

For the question raised by Shri Karmegam on the administration of the Centralised Time Office,

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Dr. P.V. Veeraraghavan gave the following clarifications:  
He said it is wrong to call it Central Time Office. The  
Time Office will be located in three locations:

Location 1 : Covering B.M. Carding & Spinning, Dyehouse  
Central Warehouse and Engineering.

Location 2 : Covering C.M. Carding & Spinning;  
Preparation and Doubling; M.O.,  
Watch & Ward, Fire Brigade, Transport  
and Materials.

Location 3 : Covering New Grey Warehouse and New Mill  
Weaving.

The approximate number of employees to be handled in various  
locations in different shifts and the number of Time-keepers  
to be employed at the rate of 0.5 per 100 Employees for  
Group Time keeping function are as follows:

<u>LOCATION</u>	<u>EMPLOYEES (APPROXIMATE)</u>	<u>TIME-KEEPERS (APPROXIMATE)</u>
1	1,500 + 500 + 500 = 2,500	6 + 3 + 2 + (2 Relievers)
2	1,100 + 700 + 700 = 2,500	5 + 3 + 3 + (2 Relievers)
3	1,000 + 700 + 300 = 2,000	4 + 3 + 2 + (2 Relievers)

Management desired that it requires two months time to  
implement the Group Time Keeping function in three locations.  
Till such time, the existing arrangements for time keeping  
shall continue.

A total of 40 Time-keepers will attend to <sup>and 14 more</sup> all <sup>exclusively</sup> functions  
currently performed namely token and attendance marking,  
leave records, meals booking etc. The Union Representative

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suggested that the Management Staff take over the cash arrangement/<sup>function</sup> and the Management Representative agreed to the same.

A question was raised by Shri Karmegam as to how staff will be ear marked for seventh day relieving duties and 35 days leave priveleges which clerical categories are entitled to. Shri. V.N. Subba Rao mentioned that the norms suggested by SITRA covers the seventh day working including leave reserves.

The meeting ended up with the positive note that Management consider realistically on their stand on abolishing certain categories of Staff altogether, like Supervisors and Sub-Engineers.

Shri. V.N. Subba Rao said that he would convey the decision of the Management, at the final round of talks scheduled at 2 p.m. on 29th May 1993.

SERVICES AND NON-PRODUCTION OPERATIVES:

An oversight on the part of the Personnel Department of B & C Mills was responsible for the Union Representative Shri Karmegam not getting the Management's proposals with regard to the allocation and Services Function and Non-Production Operatives Department wise and Category wise. The papers should have reached Union Office on 26th May 1993.

The mistake was realised and the Annexure of Services Function Operatives was handed over to the Union Representa

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at 4 p.m. on 28th May 1993. Management Representative also conveyed his apologies for not sending the papers to the Union Office earlier, by oversight.

Shri Karmegam expressed that he requires time to go through the papers in detail and would like to finalise the allocation of operatives under the Services and Non-Production Function categories at the meeting scheduled at 2 p.m. on 29th May 1993.

The following clarifications were sought at the meeting:

ENGINEERING:

The Union Representative sought as to how the Dyehouse Engineering will function with the reduced complement of Fitters and THC Mazdoors, in view of the poor state of the machines.

He also sought as to how servicing of instruments could be undertaken by three Instrument Mechanics instead of six who are engaged at present. Anxiety was expressed relating to reduction of THC Mazdoors from the existing strength of 81 to the proposed strength of 45. He felt that trained I.T.I. personnel are needed as Fitter Helpers and desired that Management abolishes Contract Mazdoors for regular work where THC Mazdoors are needed.

TRANSPORT:

The Union Representative said as to how Management will allocate Drivers for the vehicles - Cars, Ambulance, Lorries and Tractors currently in the Mills. He felt that

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for the number of vehicles in operation, the number of Drivers currently engaged will not suffice.

SECURITY:

A question was raised as to how the existing number of watchmen 118, will be re-distributed among 82 suggested which includes Firemen also. Dr. P.V. Veeraraghavan mentioned that the Norm for Security and Fire Brigade is one per 100 employees. It is necessary to provide security within the four walls of Mill compound. Security outside the Mills should not come under the purview of the Study team. Among the duties performed by the Security men, it was felt that they have to attend to manning of posts confined to the Mills, vigilance, manning of gates and other works. They need not attend to duties like ticket reservation or cancellation for travel. The Union Representative wanted second thoughts on the advisability or otherwise of abolishing Fireman.

M.O. SUNDRIES:

The Union Representative desired that the existing number of Scavengers who attend to sanitation and cleaning are not disturbed taking into account the poor state of cleanliness in the latrines.

BOILER:

On the subject of providing relief to the Boiler Operators in the Engineering Department, it was decided that the four additional Boiler Operators will be provided

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for relief duties. The allocation of operatives for Boilers shall be as follows:-

		<u>Per Shift</u>	<u>Total</u>
Plant Operators	C.P.S. Boilers	3	9
Fireman	Wanson - 1	2	15
	Wanson - 2	2	
	Harish	1	
		---	
		8	
		---	
	Relief		4
			---
			28
			---

It was resolved that the Team will meet at 2 p.m. on 29th May 1993 and finalise the recommendations, even if the work were to go late in the evening. The aim is to complete the Team Report on 29th May 1993 itself.

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to meet

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..No.	Department	Clerks		Typists	Comptroller	Stenographer/ Typist	Sr. & Jr. M/c Operator & Punch Operator	Pharmacist	Telephone Operator	Draughtsman	Tracer	Lab. Technician	Store Attendant	Sanitary Inspector	Daffadar	Demonstrator	Supervisor	Total
		Time Office	Other Work															
1	B.M. Cdg. & Spg.		4										1					5
2	C.M. Cdg. & Spg. (Including Cotton Godown)		6+1										1					7+1
3	Preparation.		6+1										1					7+1
4	Weaving		5+1										3*					6+1+3
5	Dyehouse		5		1	1					3						5*	14
6	Central Warehouse		35															35
7	Sales & Invoice		25	5	4													34
8	New Grey Warehouse		4															4
9	Engineering			1						2								3
10	Technical Services		1														9 <sup>0</sup>	10
11	Materials		18	3														21
12	Manager (Admn)																	
a.	Costing		6															6
b.	Internal Audit		3															3

3.46

Clerks will be provided for these jobs @ Investigator will be

	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Stores Control			9														9
Cash Section			6														6
Typing Pool			5														5
Telephones								1									1
Personnel & I.R.																	
Industrial Relations Office			1	2													3
Personnel & Establishment			3														3
Supplementary Wages			7														7
Hollerith						16+2											16+2
P.F. & E.S.I.			9														9*
Security													4				4
Training														5			5
Welfare													1				1
Medical Centre							3										3
Centralised Time Office	40																40
																	266+5+3

347

one per shop

\* 16 + when the family provision scheme is introduced this number will be revised.

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MINUTES OF THE MEETING OF THE THREE MEMBER EXPERT TEAM  
ON DETERMINATION OF SCIENTIFIC WORK NORMS IN B&C MILLS,  
MADRAS, HELD ON 29-5-1993 AT MILL PREMISES.

The Team comprising of Messrs. V. Karmegam, Nominated Representative of Labour Unions, V.N. Subba Rao, Nominated Representative of the Management and P.V. Veeraraghavan, Deputy Director, Representative of SITRA met at Carnatic House from 2 p.m. to 6-30 p.m. on 29-5-1993.

Sri. N. Sriramulu, General Secretary of the B & C Mills Staff Union and Shri V. Murugaian, General Secretary of the Madras Labour Union were present.

STAFF AND ALLIED CATEGORIES:

SUPERVISORS:

Shri V.N. Subba Rao said that to accommodate the views expressed the previous day i.e. 28th May 1993 by the Union Representative, two Supervisors have been provided in the Dyehouse-one for Piece Cage and one for Water treatment Plant-instead of the clerks proposed. For the Supervisors in the Dyehouse Stores, since they are performing only clerical jobs, three clerks have been provided. Union Representative wanted that all the five be designated as Supervisors and was not for transferring Supervisors job to Management Staff and record the note of dissent.

OVERLOOKERS:

Consequent to the SITRA Report, Management decided that the Overlookers category will be done away with

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and in areas considered essential, will employ Special Grade Fitters and they will go to the Operative Category. This was also not agreed to by the Union Representative who wanted protection of wages and privileges and recorded his note of dissent, *since in the Minutes of 27 May 1993 under "Overlooker" only redesignation*  
SUB-ENGINEERS: *has been indicated.*

To accommodate the views expressed by the Union Representative, Management made an offer that one Sub-Engineer will be retained for Civil works and there is no necessity for Sub-Engineers in other categories. Union Representative felt that since only one Sub-Engineer is retained, he records his note of dissent on the Report.

CASH DISBURSEMENT BY CLERICAL CATEGORIES:

Management Representative Shri V.N. Subba Rao remarked that as per the Settlement entered into between Labour Union and the Management on 26-3-1992, which was brought up to his notice only on the evening of 28th May 1993 . Cash loading/ Disbursement, has to be attended to by the clerical categories only. Union Representative Shri Karmegam felt that since the reduction of the clerical staff is already contemplated, it is necessary for Management to consider how this work can be carried out by the reduced number of clerical staff.

Shri V.N. Subba Rao said that the work can be shared by all clerical staff. This was agreed to <sup>by</sup> Dr.P.V. Veeraraghavan since such jobs are of special assignment nature, for a day or two every month.

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SITRA NORMS FOR STAFF AND NON-PRODUCTION CATEGORIES:

Union Representative Shri Karmegam wanted to place on record on 28th May 1993, that SITRA has presented in their report both Inter Laboratory Norms and also the Q2 Median values, based on inter Mill comparison study and had commented that a via media could be applied. Both SITRA Representative Dr. P.V. Veeraraghavan and Management Representative Shri V.E. Subba Rao disagreed and said that the aim of the exercise should be only to achieve SITRA Norms, as in the case of Operatives. SITRA has further stated that it is possible to achieve the same within the conditions prevailing in the Mills.

SERVICES AND NON-PRODUCTION OPERATIVES:

Explanations and clarifications were given as to how the Engineering and Service Function Operatives will be posted to different Departments and Sections.

So also, as far as Transport is concerned, only the required number of Driver, needed for Mill duties have been designated.

Regarding Security and Fire Service Personnel, Union Representative felt that all the Fire Service Personnel will have to be retained. Security Personnel will man the post within the Mill premises. 20 Security Post will have to be attended to. Taking into consideration leave and other requirements, Union Representative Shri Karmegam desired that a total of 93 Security people be engaged including 4 for vigilance and other duties.

Dr. P.V. Veeraraghavan expressed his note of dissent

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is for

stating that the Norms recommended by SITRA both Security and Fire fighting Personnel and the number should not exceed 82. With 4 more personnel to look after and other duties as requested by the Management, the number could be restricted to 86. He also presented to the Team statistical analysis of instances of fire inside the Mills to justify his stand and note of dissent with regard to employment of 17 Personnel inclusively for Fire fighting. He felt that both Security and Fire fighting should be a combined function.

ENGINEERING WORKERS:

It was felt that 3 more serangs will have to be added to the number suggested for the Engineering section of the Mills.

A CLARIFICATION ON THE MINUTES OF THE EARLIER MEETING:

By way of seeking clarification, the Union Representative referred to Item 3 of the Minutes of the meeting held on the 6th and 7th day in respect of Stoppage Allowance in Spinning and Winding. It was clarified by the Management Representative that the stoppages listed in the minutes will qualify for allowance for the full period without any deduction.

The meeting adjourned at 10-15 p.m. after the minutes were prepared and duly signed.

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**SUMMARY STATEMENT - MINUTES OF MEETINGS HELD - THREE MEMBER EXPERT TEAM FOR DETERMINATION OF SCIENTIFIC WORK NORMS FOR B & C MILLS LIMITED, MADRAS**

SITRA's Reports on scientific work Norms for B & C Mills, Madras submitted during March 1993 was considered by the Three Member Expert Team which met at SITRA, Coimbatore on April 13, 1993.

As desired, detailed discussions were held at Madras on the following dates:

Meeting	Date	Category	Participant
1	3 May 93	Weaving	Shri V. Karmegam
2	4 May 93	Preparatory	Shri V.N. Subba Rao
3	5 May 93	& Weaving	Shri S. Seshadri & Shri K. Krishnamurthi (SITRA)
4	6 May 93		
5	10 May 93	Spinning	Shri V. Karmegam
6	11 May 93	Finished	Shri V.N. Subba Rao
7	12 May 93	Warehouse	Shri S. Seshadri & Shri R. Kuttiappan (SITRA)
8	13 May 93		Shri V. Karmegam
9	14 May 93	Dyehouse	Shri V.N. Subba Rao Dr. S. Sivakumaran & Shri M.L. Narasimhan (SITRA)
10	15 May 93		
11	18 May 93	Staff	Shri V. Karmegam
12	19 May 93	Categories	Shri V.N. Subba Rao
13	20 May 93	&	
14	27 May 93	Non- Production/ Service	Dr.P.V. Veeraraghavan (SITRA)
15	28 May 93	Function	
16	29 May 93	Operatives	

\* Report on Finished Warehouse was submitted on 13<sup>th</sup> April 1993 to the Management & Labour Representatives.

All points were discussed and suggested figures have been incorporated in the Final Report which constitute the unanimous Recommendations of the Three Member Expert Committee.

The Minutes of all the sixteen Meetings held circulated earlier forms part of the Report for purposes of clarity.

The Committee records its sincere appreciation and thanks to all those connected - Trade Unions, SITRA and B & C Mills Management - for assistance and services rendered in the preparation of the Report.

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## APPENDIX IV

Staff and Service Function Operatives  
(Methodology & Assumptions)

## Staff and Service Function Operatives in B & C Mills

### INTRODUCTION

At the request of Binny Limited, SITRA undertook a study of the staff - Managerial, Technical, Administrative and Clerical - and service function operatives employed in various departments of the Buckingham & Carnatic Mills, Perambur.

The Report offers suggestions on the complement of staff and service function operatives to be employed in the various departments of the Mills based on the Norms developed by SITRA for Textile Mills in the Country and taking into account the existing plant lay out and conditions at Buckingham & Carnatic Mills, Perambur.

### METHODOLOGY FOR THE STUDY

Data for the study have been collected from the Heads of Departments of the Mills and the Mill Manager. The accuracy of statistics furnished in the Report is limited to the information furnished by Departmental Heads and genuine efforts have been made to check and ensure reliability of data.

Discussions were held with Sri V.N. Subba Rao, the Representative of the Management and Sri V. Karmegam, the Representative of the Madras Labour Union and the B & C Mills Staff Union.

Discussions were also held with the President of the Madras Labour Union and B & C Mills Staff Union, Shri W.R. Varadarajan, Shri V. Murugaiyan, General Secretary of the Madras Labour Union and Shri N. Sri-ramulu, General Secretary of the B & C Mills Staff Union.

The methodology of the study have been described in detail to the Management and Union Representatives. Wherever possible, discussions were also held with the Management Staff and Clerical Staff in the various Departments of the Mills. Details of the Meetings held have been given in the Annexure.



KAMALARATHNAM AWARD

The Kamalarathnam Award was given in 1981. The comparison at that point of time was with National Textile Corporation Mills of comparable spindleage and looms in Coimbatore. The number of operatives as per the Award was arrived at because of the need of race against time and the absence of full data, which a longer study would have provided. The basis for fixation of the Award has been one of making the Mills viable. Regarding the fixation of staff in maintenance, Grey Warehouse, Engineering Department, Technical and Clerical Staff, the Kamalarathnam Award left the proposals largely to Management.

The Kamalarathnam Award did cover Spinning and Weaving Departments fairly well, but probably could not do justice to Dyehouse, Engineering, Warehouse etc. because of non-availability of comparable data.

The Kamalarathnam Award suggested a blank formula of one clerical staff for every 23 employees. Since the publication of the Kamalarathnam Award, a lot of data base is available with the Textile Research Associations and they have come out with more meaningful projections. Over

the period of years, the Textile Research Associations, ATIRA, BTRA, SITRA, NITRA have collected sufficient inter-mill comparison data that enables meaningful comparison, among Mills in India which are engaged in the manufacture of cloth. The man power data obtained during 1991 from 68 Composite Mills with Processing facilities in India provides sufficient guideline regarding the direction in which Buckingham & Carnatic Mills should proceed.

Compared to the data of other Mills, as far as staffing and clerical complement is concerned, Buckingham and Carnatic Mills stands among the bottom 25% of the Mills surveyed.

With the Dearness Allowance growing at the rate of 10% per year, inflation rate, higher fuel cost and water cost, production and marketing constraints, fine tuning becomes difficult. The Mill has got power cut exemption for four years and it cannot depend on Government subsidy for ever. It is, therefore, necessary to have constant streamlining of systems and procedures and rationalisation.

Just as there has been modernisation in the Spinning, Weaving and Dyehouse, modernisation has also been taking place in office methods, systems, equipments and procedures. The study shows that there is overlapping of functions of clerical staff in different divisions, duplication of work, unnecessary work and under utilisation. Since over 70% of the Textile Mills in the Country have taken to computerisation, it is necessary that Buckingham & Carnatic Mills also implement the plan of computerisation to cover varied aspects of the Mills - finance, pay roll, inventory control and store keeping, invoicing, costing, production planning and control etc. The objective of computerisation is not to create unemployment but to ensure speedier availability of information and optimum utilisation.

While considering staffing norms, it is also necessary to emphasise that the support services from the Binny Limited Corporate Office, Armenian Street that looks after Finance, Marketing, Invoicing, Costing, Personnel etc. should also be taken into account. In other words, the Norms suggested by SITRA includes the pro-rata of staff time of the Binny Limited Corporate Office that services Buckingham & Carnatic Mills, Perambur.

A question can be raised as what will be the staff requirements after the Process House shifts to Bhuvanagiri. The complement of staff and operatives attending to the existing Dyehouse requirements, in Engineering, Stores, Materials, Security etc. will have to be reduced proportionately.

In all production cost centres, efforts should be made to reduce the costs and every department has to do certain amount of introspection. There is competition in the market and for a comparable fabric, the price in the market is less than the B & C Mills price. It is, therefore, necessary to think of innovative measures and achieve higher output. Buckingham & Carnatic Mills should know what is happening elsewhere and the inter-firm comparison data is an eye opener. Non-performance cannot be corrected by having additional hands. The participation by Management Staff in guiding the workers is a must. Since inflation rate is shooting up and investment burden is adding to the cost of production, everybody has to individually contribute by entering the battle field and by winning it. If the Mill is to remain viable, it is necessary to reduce staff in such of those areas where they are very high.

Apart from using the inter-firm comparison Mill data as the base, SITRA Representative has visited all the Departments in the Mills for twelve days and held discussions with a 20% cross section of individual job holders in preparing this Report.

There is considerable under loading of work among clerical and non-production or service function operatives. In a few cases overlapping of jobs can be avoided and in certain other cases multiple jobs will have to be attended to by the same employee ensuring equitable distribution of work. It is not desirable or possible to go with a stop watch and try to find out the quantum of work performed by a clerk or for a matter of that, the service function operative. It is not possible to spell out clearly the quantum of work to be performed by a clerk during his eight hour tenure of duty, but only broad indications can be given, assuming that he effectively works for six hours a day.

ASSUMPTIONS

The following assumptions have been made in determining the staff/service function operatives strength:

Employment per 10,000 Spindle Shifts

Buckingham Mill Carding & Spinning

Spindleage 28,000 on 7 day 3 shift working

Equivalent Spindle Shifts 28,000

Carnatic Mill Carding & Spinning

Spindleage 38,000 on 7 day 3 shift working

Equivalent Spindle Shifts 38,000

Employment per 100 Equivalent Loom Shifts

Northrop 984 looms on 7 day 2 shift working

Ruti, CIMMCO and Towel looms - Total 845 on 7 day 3 shift working

Equivalent Loom Shifts =  $\frac{984 \times 2}{3} + 845 = 1501$   
(Say 1500 ELS)

Employment per 100 kg. of cloth processed

Cloth Processed in Dyehouse

Bleaching 7 day 3 shift 25,000 kg.

Dyeing 7 day 3 shift 22,000 kg.

Finishing 7 day 3 shift 25,000 kg.

Printing 6 day 2 shift 5,000 metres

Warehouse

Cloth Packed in Warehouse

1,30,000 metres per day - 6 day 1 shift

Personnel

Total on roll 8,200 employees (Management, Technical,  
Clerical, Operatives, Trainees, Apprentices,  
Casuals etc.)

Sales Turnover

Rs.100 crores for 1992-93

### JOINT NORMS OF TEXTILE RESEARCH ASSOCIATIONS

All the four Textile Research Associations in the Country - ATIRA, BTRA, SITRA and NITRA - have conducted Joint Inter-Firm Comparison Survey of Staff and Service Function Operatives engaged in Textile Mills and have come out with Norms applicable for the Textile Industry in India.

Whether it is employment of Managerial or Technical Staff or Clerical Staff or Service Function Operatives, the Survey by the Research Associations indicates wide variation between Mills. The norms suggested are attained by nearly over thirty per cent of the Textile Mills in the Country. The aim of B & C Mills should be to achieve these norms.

Details about the norms for staff and service function operatives follows:



TABLE 1

## SITRA NORMS FOR STAFF EMPLOYED IN SPINNING, WEAVING &amp; PROCESSING MILLS

(Based on data collected from 68 Mills)

Department		Index of Measurement	Norm	Industry Average
Spinning	Managerial/ Technical	Per 10,000 spindle shifts	1.0	1.3
	Clerical		0.5	0.8
	TOTAL		1.5	2.1
Weaving	Managerial/ Technical	Per 100 equivalent loom shifts	1.0	1.2
	Clerical		0.5	0.8
	TOTAL		1.5	2.0
Wet Processing (ATIRA)	Managerial/ Technical	Per 1000 kg. of cloth processed	3.0	4.2
	Clerical		0.2	0.5
	TOTAL		3.2	4.7
Warehouse/ Folding & Packing	Managerial/ Technical	Per 1,000 metres of cloth packed	0.1	0.2
	Clerical		0.3	0.3
	TOTAL		0.4	0.5
Engineering	Managerial/ Technical	Per 100 equivalent loom shifts	0.4	0.6
	Clerical		-	-
	TOTAL		0.4	0.6

TABLE 1 (Contd.)

## SITRA NORMS FOR STAFF EMPLOYED IN SPINNING, WEAVING &amp; PROCESSING MILLS

(Based on data collected from 68 Mills)

Department		Index of Measurement	Norm	Industry Average
Technical Services	Managerial/ Technical	Per 100 equivalent loom shifts	0.3	0.5
	Clerical		0.4	0.6
	TOTAL		0.7	1.1
Other Non-Production Departments	Managerial/ Technical	Per 100 equivalent loom shifts	0.5	0.5
	Clerical		1.0	1.3
	TOTAL		1.5	1.8
Personnel	Managerial/ Technical	Per 100 employees	0.1	0.3
	Clerical		0.9	1.2
	TOTAL		1.0	1.5
Marketing & Sales	Managerial/ Technical	Per Rupees One Crore Sales	0.1	0.2
	Clerical		0.5	0.6
	TOTAL		0.6	0.8
Total Staff Employed	Managerial/ Technical	Per 100 equivalent loom shifts	5.0	6.0
	Clerical		5.0	6.0
	TOTAL		10.0	12.0

TABLE 2

## SITRA NORMS FOR SERVICE FUNCTION OPERATIVES EMPLOYED IN SPINNING, WEAVING AND PROCESSING MILLS

(Based on Data collected from 68 Mills)

Department	Index of Measurement	Norm	Industry Average
Electrical/ Humidification	Per 100 equivalent loom shifts	2	2.5
Mechanical/ Building Maintenance	Per 100 equivalent loom shifts	2	2.5
Boiler	Per 100 equivalent loom shifts	1	1.5
Watch & Ward	Per 100 employees	1	1.5
Yard Cleaning & Sanitation	Per 100 employees	0.2	0.4
Quality Control	Per 100 equivalent loom shifts	0.1	0.2
Stores	Per 100 equivalent loom shifts	0.1	0.2

INDICES FOR COMPARISON

The Indices for comparison used in the study are as follows :

Index	Department
Employment per 10,000 spindle shifts	- Spinning
Employment per 100 equivalent Loom shifts	<ul style="list-style-type: none"> <li>- Weaving Preparation &amp; Weaving</li> <li>- Engineering</li> <li>- Electrical</li> <li>- Mechanical</li> <li>- Boiler House</li> <li>- Technical Services</li> <li>- Quality Control</li> <li>- Other Non-Production Departments</li> <li>- Stores</li> </ul>
Employment per 100 kg. of cloth bleached	- Dyehouse
Employment per 1,000 metres of cloth packed	- Grey & Finished Warehouse
Employment per One Crore of Sales per year	- Marketing Services
Employment per 100 employees	<ul style="list-style-type: none"> <li>- Personnel</li> <li>- Watch &amp; Ward</li> </ul>

TABLE 3

LOOM SHIFTS AND SPINDLE SHIFTS IN THE MILL AS ON 3rd MARCH 1993

LOOM SHIFTS

Type of Loom	Number of looms	Shifts worked	Loom Shifts
Northrop	960	2	1920
Northrop	24	3	72
Ruti	720	3	2160
Ruti 'C'	4	3	12
CIMMCO	60	3	180
Ruti TTL	24	3	72
		TOTAL	4416

SPINDLE SHIFTS

Mill	Spindle Shifts
Buckingham Mill	84,000
Carnatic Mill	119,472
	203,472

TABLE 4

NUMBER OF EMPLOYEES AT BUCKINGHAM AND CARNATIC MILLS,  
MADRAS AS ON 1st FEBRUARY 1993

Department	Number of		Total
	Operatives	Staff	
B.Mill Carding	243	21	264
B.Mill Spinning	432	-	432
Central Warehouse	427	49	476
C.Mill Carding	266	29	295
C.Mill Spinning	347	-	347
Doubling	139	-	139
Preparation	869	27	896
New Mill Weaving	1420	51	1471
New Grey Warehouse	245	9	254
Manager's Office	65	153	218
Engineering	349	19	368
Dyehouse	631	47	678
Watch & Ward	116	9	125
Fire Brigade	19	-	19
Materials	15	31	46
Transport	28	1	29
<b>TOTAL:</b>	<b>5611</b>	<b>446</b>	<b>6057</b>

ANNEXURES

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Mill / Union Officials/Committee Members Present  
at the Meeting Held on 20 January 1993 from 10.45 A.M - 2.30 P.M

S.No.	Name	Union	Designation
1.	Varadarajan. W.R	B & C Mills Staff Union & Madras Labour Union	President
2.	Sriramulu. N	B & C Mills Staff Union	General Secretary
3.	Kuppuswamy. M	- do -	Vice President
4.	Narayanaswamy. R	- do -	Joint Secretary CM
5.	Babu. V	- do -	Joint Secretary MO
6.	Harikrishnan. V	- do -	Joint Secretary BM
7.	Vijayakumar. V.K	- do -	Treasurer
8.	Jayaramiah. G	- do -	EC Member
9.	Sathianathan. V.C	- do -	EC Member
10.	Loordhunathan. A	- do -	EC Member
11.	Vinayagam. S	- do -	EC Member
12.	Ramanujam. D	- do -	EC Member
13.	Elumalai. G	- do -	EC Member
14.	Ethirajan. S	- do -	EC Member
15.	Viswanathan. N	- do -	EC Member
16.	Rafi Ahamed. K	- do -	EC Member



S.No.	Name	Department	Designation
17.	Nadarajane. G	B & C Mills	Mill Manager
18.	Natarajan. V.R	Binny Limited HO	GM (Personnel & HRD)
19.	Ekambaram. N	Personnel and Industrial Relations	Senior Manager
20.	Vinayagam. V	Industrial Relations	Deputy Manager
21.	Maheswaran	Industrial Relations	Deputy Manager
22.	Venkatesan. K.V	Welfare	Labour Welfare Officer
23.	Sellamuthu. M	Welfare	Labour Welfare Officer
24.	Ramamoorthy. V	Welfare	Labour Welfare Officer
25.	Ramachandran. S	Welfare	Labour Welfare Officer
26.	Barathidhasan. M.S	Safety	Safety Officer

Management Staff Present at the  
Meeting Held on 20 January 1993 from 4.00 P.M to 6.00 P.M

S.No.'	Name	Department	Designation
1.	Narayanan. K.N	BM	Carding and Spinning Manager
2.	Kesavan Kutty. N	Carding Spinning and Weaving Preparatory	Administration Officer
3.	Sivaguru. R	CM Carding	Senior Officer
4.	Prakasam. R	CM Spinning	Senior Officer
5.	Ganesan. E	Weaving Preparatory	Manager
6.	Kunder. R.G	Weaving	Manager
7.	David J.K	Dye House	Manager
8.	Krishnan. T.R	Dye House	Senior Officer
9.	Munshi. P.N	Warehouse and Marketing Services	Manager
10.	Jeevankumar. P.R	Engineering	Chief Engineer
11.	Shanmugam. T.K	SQC	Deputy Manager
12.	Vaitheeswaran. U	SQC	Deputy Manager
13.	Kumar. P.N	SQC	Senior Manager
14.	Kuppan. D	Cost Accounts	Deputy Manager
15.	Ekambaram. N	Personnel and Industrial Relations	Senior Manager

S.No.	Name	Department	Designation
16.	Maheswaran. M	Personnel and Industrial Relations	Deputy Manager
17.	Vinayagam. V	Industrial Relation	Deputy Manager
18.	Ramamurthi. S	Personnel	Officer
19.	Ramachandran. S	Welfare	Labour Welfare Officer
20.	Sellamuthu. M	Welfare	Labour Welfare Officer
21.	Sundaresan. K	Welfare	Labour Welfare Officer
22.	Venkatesan. K.V	Welfare	Labour Welfare Officer

Managers/Officers Present at the  
Meeting Held on 11 February 1993 from 8.00 A.M to 10.00 A.M

S.No	Name	Department	Designation
1.	Narayanan. K.N	BM Carding & Spinning	Manager
2.	Devendran. M.R	BM Carding & Spinning	Officer
3.	Kesavan Kutty. N	BM Carding & Spinning	Administration Officer
4.	Madhavan. D.B	BM Carding & Spinning	Deputy Manager
5.	Sivaguru. R	CM Carding & Spinning	Senior Officer
6.	Ganesan. E	Preparation	Manager
7.	Kunder. R.G	Weaving	Weaving Manager
8.	Priakumar	-	Joint Manager
9.	Mohanakrishna Rao. N.V	-	Senior Officer (Administration)
10.	Kadavan. A.G	Dye House	Manager
11.	Sankaranarayanan. M.G	-	Manager
12.	Radhakrishnan. V	-	Manager
13.	Munshi. P.N	Warehouse and Marketing Services	Manager
14.	Krishnan. A.S	New Grey Warehouse	Manager
15.	Jeevankumar. P.R	Engineering	Chief Engineer
16.	Narayanan. N	Engineering	Deputy Chief Engineer

S.No.	Name	Department	Designation
17.	Devarajan. T.E	Technical Services	Deputy Manager
18.	Kumar. P.N	SQC/R & D	Senior Officer
19.	Vaitheeswaran. U	SQC	Deputy Manager
20.	Edward Ratnakaran	Materials	Senior Officer
21.	Kuppan. D	Cost Accounts	Deputy Manager
22.	Ekambaram. N	Personnel and Industrial Relations	Senior Manager
23.	Vinayakam. V		Deputy Manager
24.	Devarajan. S	Training	Deputy Manager
25.	Sundararajan. M		Deputy Manager

Union Representatives/Committee Members Present  
at the Meeting Held on 11 February 1993

S.No.	Name	Union	Position Held
1.	Sriramulu. N	B & C Mills Staff Union	General Secretary
2.	Murthy. M	- do -	Vice President
3.	Vijayan	- do -	Treasurer
4.	Hari Krishnan. U	- do -	Joint Secretary
5.	Balan. V	- do -	Joint Secretary
6.	Narayanaswamy	CM	Joint Secretary
7.	Janakiraman. S	CM	BM Carding & Spinning
8.	Ramamurthi	CM	CM Preparation
9.	Rafi Ahamad	CM	NM Weaving
10.	Pajapathy. K	BM	Joint Secretary
11.	Paul Raju. C	Dye House	
12.	Elumalai. G	Central Ware House	Committee Member
13.	Viswanathan. N	Central Ware House	Committee Member
14.	Jayaramiah. G	Materials Department	Committee Member
15.	Kuppuswamy. P.R	MO	General Committee Member
16.	Sathianathan. V.C	MO Costing & Accounts	Executive Committee
17.	Gunasekar. R.K	MOC	Committee Member
18.	Vinayagam. S	MO Hollerith & Supplementary Wages	Executive Committee Member
19.	Loordhunathan. A	PF & ESI Section	Executive Committee Member
20.	Ramanujam. D	S & I	Executive Committee Member

S.No.	Name	Union	Position Held
21.	Dhanapal. A	Engineering	Committee Member
22.	Mohanam. S	Engineering	Committee Member
23.	Merayya. V	Materials	-
24.	Canesan. M	Materials	-
25.	Sundaramurthy. G	MLU C Mills	Joint Secretary
26.	Sampath Kumar. M	MLU	Vice President
27.	Murugayyan. V	MLU	General Secretary
28.	Viswambharan. R	-	Vice President
29.	Yousef Beig. A	Transport	Committee Member
30.	Manavalan. R	MLU	-

Meeting with Mill Staff Union Officials Held  
on March 3, 1993 From 3.00 P.M - 5.00 P.M

S.No.	Name	Designation
1.	Sriramulu. N	General Secretary
2.	Babu. V	Joint Secretary MO
3.	Kuppuswamy	Vice President
4.	Harikrishnan	Joint Secretary BM
5.	Vijayakumar	Treasurer



Meeting with Representatives of Time Section Clerical Staff Held on March 4, 1993 from 8.30 A.M - 10.45 A.M

S.No.	Name	Section
1.	Duraibabu. G	CM Carding and Spinning
2.	Purushotham. R	BM Carding and Spinning
3.	Jayaraman. K	CM Preparation
4.	Nithiyanandam. T.C	NM Weaving
5.	Venkiteswaran. P.V	Central Ware House
6.	Gurunathan. T.R	Engineering
7.	Johny. C.R	MO Time Section

Meeting with Representatives of Production Clerks Held  
on March 4, 1993 from 10.45 A.M - 1.00 P.M

S.No.	Name	Section
1.	Purushothaman. P.K	BM Carding
2.	Narasimhalu. M	BM Carding
3.	Md. Noorullah	CM Carding
4.	Thangaraju. M	CM Carding
5.	Venugopal. S	Preparation
6.	Veeramani	Preparation
7.	Chandrasekharan. K	New Grey Ware House
8.	Mukundan. P.V	New Mill Weaving

Meeting with Representatives of Clerical Staff from Materials/Stores  
Department Held on March 4, 1993 from 2.45 P.M - 6.00 P.M

S.No.	Name	Section
1.	Syed Ghouse	CM Carding
2.	Rajasekaran. K	CM Preparation
3.	Arumugam. D	NM Weaving
4.	Ganesan. I	Materials
5.	Amrithraj. T	Materials
6.	John. S.A	Materials
7.	Jayaramiah. G	Materials
8.	Mani. G	Material Services
9.	Hari Babu. S	Cotton Godown
10.	Viswanathan. V	Disposal of Materials
11.	Murthy. S	Stores Control
12.	Antoniswamy. S	Stores Control
13.	Gangadaran. K	Stores Control
14.	Ameer Hamza. A	Internal Audit

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1. Bhave P.V. Staff and Service Function Operatives in Cotton Textile Mills - ATIRA, Ahmedabad. OSD/175 April 1992
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3. Joseph K.V., Nair R.U. & Ananthaswamy D.R. Staff and Service Function Operatives in Textile Mills in Maharashtra - BTRA, Bombay September 1991.
4. Veeraraghavan P.V. & Bagyam G.F.S. Technical & Clerical Staff in Textile Mills - SITRA 1977
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6. Veeraraghavan P.V., Bhave P.V. and Chitnis G.D. Staffing in Textile Mills SITRA, Coimbatore, December 1981.
7. Veeraraghavan P.V., Ananthaswamy D.R., Bhave P.V. & Srivastava Staff and Service Function Operatives in Textile Mills Proceedings Joint Technological Conference ATIRA, Ahmedabad, 1991

Regd. No. 2399

4.31

Estd. 1957

ANNEXURE - 10

Phone No. 642 32 3

# BUCKINGHAM & CARNATIC MILLS STAFF UNION

Com. V. P. C. BUILDING

No. 60, KRISHNADROSS ROAD, MADRAS-600 012.

President:  
W.R. VARADA RAJAN, B.com., C.A.I.I.B.

Joint Secretaries :  
V. HARIKRISHNAN  
V. BABU  
R. NARAYANASWAMY

Vice President  
N. G. R. PRASAD, Advocate  
M. KUPPUSWAMY

General Secretary :  
N. SRIRAMULU

Treasurer :  
V. K. VIJAYAKUMAR



I. AN KUMARAMANGALAM

Date....20..4.....1993.

Dr. P.V. Veeraraghavan,  
Deputy Director,  
The South India Textile Research Association,  
Coimbatore Aerodrome P.O.  
Coimbatore - 641 014.

Dear Sir,

Settlement dated 26.3.1992 under Sec.12(3) of the  
I.D. Act, 1947 - Determination of Scientific worknorms-  
I.D.2 of 1985 - Sri. K.E. Varadhan Award.

\* \* \*

We refer to the Meeting of the three member Expert Study  
team held on 13.4.1993 at SITRA, Coimbatore.

At the above Meeting, it has been mutually agreed to  
resolve the issue by the three member expert study team by further  
discussions at Madras.

We reiterate our intention that the discussions/settlement  
will be in accordance with the letter and spirit of the settlement  
dated 26.3.1992.

We feel that the clarifications from you on the following  
point will help expedite finalisation of matters.

- (1) The basis and rationale of including in the Staff Report,  
the Management Staff strength.
- (2) The feasibility of abolition of Machine over lookers  
in the context of necessity for maintainance and  
achieving the level of production.

Contd...2.

# Buckingham & Carnatic Mills Staff Union

60, KRISHNADOSS ROAD :: MADRAS—600 012.

Date.....199

(3) Page 1.17 - Table:5

Number of Staff 232 includes Management Staff - Details of the number of unionised category of staff as per norm may please be furnished.

(4) Page 1.18 - Table - 6

Number of staff 322 includes Management Staff - The number of unionised category of staff as per industry average may please be furnished.

(5) Page 1.19 & Page 1.20- Table- 7 & 8

Number of clerks taken to Personnel, Manager, Administration and Materials Stores Department activities from various departments - details may please be given.

(6) Technical Services - present strength of staff is only 10 (Machine over lookers - 8 and clerks-2). Please clarify the required strength as per norm and as per Industry average.

(7) As we have suggested in the meeting, we appreciate, if you could kindly send us department wise/category wise details of unionised staff requirement as per norms and Industry average.

NOTE:

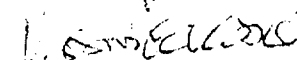
We enclose a statement of departmentwise, categorywise strength of staff as per kamalaratnam Award and as existing for your information.

Thanking you,

Copy to:

Mr. V.N. Subba Rao,  
No.22, Umayal Street,  
Kilpauk Garden,  
Madras - 600 010.

Yours sincerely,

  
(V. KARMEGAM)

Encl.: As above.

**THE SOUTH INDIA TEXTILE RESEARCH ASSOCIATION**

P. B. No. 3205, COIMBATORE AERODROME P. O., COIMBATORE - 641 014, INDIA

Telephone : 574387 - 8 - 9      Telegrams : SITRA

Date 17th May 1993

Sri V. Karmegam,  
B & C Mills Staff Union,  
60, Krishnadoss Road,  
Madras-600012

Dear Sir,

Sub: Meeting of the Study Team for the  
determination of Scientific work norms  
for B & C Mills.

Ref: Your letter dated 20th April 1993.

I apologise for the delay in not mailing you the clarifications you had sought regarding departmentwise, categorywise strength of staff for the Unionised category as per SITRA Norm.

There was genuine difficulty on my part to understand what categories of staff come under Mill Staff Union - whether they comprise of the clerical staff only or whether they cover categories like Supervisors, Tracers, Overlookers, Store Attenders etc. - facts that have come to know now. I was also not sure as to which categories of operatives come under the Mill Labour Union which is outside the purview of Staff Union.

As far as SITRA is concerned, we have not developed any Norms for Unionised categories of staff. However, as per the data base that is available based on the survey of 68 composite Mills in the country conducted by the Textile Research Associations in the country and on the basis of discussions I have had with about 20 per cent of the job holders at B & C Mills, I have made a genuine attempt to arrive at the Scientific Norm for clerical staff and service operatives in B & C Mills.

I shall be too happy to furnish any additional information or clarification on the subject.

With personal regards,

Yours sincerely,



Copy to: Sri V.N. Subba Rao,  
22, Umayal Street,  
Kilpauk Gardens, Madras-10

(Dr. P.V. Veeraraghavan)  
Deputy Director

P.S.-- A few clarifications relating to the typographical errors and number of staff - existing at present and suggested - have been sought on the report. Clarifications have been given in the enclosed notings.

CLARIFICATIONS RELATING TO THE DETERMINATION OF SCIENTIFIC  
 WORK NORM FOR CLERICAL STAFF AND NON-PRODUCTION/SERVICE  
 OPERATIVES

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- 1) Basis or rationale of including in the )  
Staff report the Management Staff strength)

SITRA norms does not make any distinction between Management Staff or Unionised Staff. For SITRA, it is the number of heads employed that counts. The analysis has been in terms of number of staff per 10,000 spindle shifts or 100 equivalent loom shifts or 100 employees or per one crore Rupees sales. The term 'staff' includes all categories other than workers. That was the only basis or rationale in including Management Staff strength also, in the Report. Also, for the SITRA staff who conducted the study, it was not clear as to which all categories will come under the Unionised Staff; for example: Clerks, Subordinate Engineers, Tracers, Draughtsmen, Overlookers etc. The study has also revealed that there are several clerical positions in the Mills manned by Management Staff. There are Management Staff working as Pharmacists and Unionised Pharmacists. There are Boiler Operators working as Management Staff and there are Unionised Subordinate Engineers. In other words, to draw out a strict line of demarcation as to which are the categories to be included as Management Staff and who will constitute the Unionised Staff, such a distinction does not exist in any of the other 67 Mills that SITRA has surveyed earlier. I hope this clarification will answer, at least part of the issue raised by you in including in the SITRA Staff Report, the Management Staff strength.



2) Feasibility of abolition of Machine Overlookers )  
in the context of necessity for maintenance )  
and achieving the level of production )

The Machine Overlookers as a category, also is very peculiar to B & C Mills. Probably, in the earlier days the Mills used to recruit fresh S.S.L.Cs as Apprentices who will serve as Overlookers and appear for the City & Guilds of London Examination to prepare themselves for Supervisory career in the Binny Mills. May be, over a period of time, this objective was lost, since Polytechnics/Degree granting institutions came up in Tamil Nadu, giving training in Textiles.

For looking after the function of machinery maintenance, there are Maintenance Officers and Supervisors besides a variety of fitters, or jobber-cum-oiler, Tuner, Fitter, Mazdoor, Setting teams, scouring men, cleaning team, Card clothiers, etc. In addition, there are Fitters and Fitter Mazdoors reporting to the Mechanical Section of the Engineering Department who are engaged in B. Mill Carding, C. Mill Carding, New Mill Weaving etc. The Heads of Departments are also of the view that there need not be post of Overlookers and Jobbers separately i.e., they can be combined into one.

For Quality Control/Technical Service functions also, there are technical personnel to carry out the duties of the Technical Services Overlookers. Normally in other

there will be Quality Control Investigators and not Overlookers. In view of the above reasons, we are of the opinion that the Category of Overlookers for Carding, Spinning, Weaving Preparatory, Weaving and Technical Services is superfluous and hence no Overlookers have been recommended. However, if both the Management and Union Representatives feel that finer aspects of maintenance will be neglected, then to that extent necessary, Special Grade Fitters may be taken. In Technical Services Section, the Overlookers perform functions as Observers, Investigators or Clerks. The functions attended to by Overlookers will be attended to by the Maintenance Officers with the help of Fitters and Jobbers. The Maintenance Officers should guide Supervisors and Fitters. For setting Cards, there are Jobbers, Fitters and Operatives in Cleaning Gang, to look after loom tuning, attend to Warp Stop Motion etc. It is therefore suggested that the post of Overlookers may be abolished. Achieving levels of production will not be handicapped because of Machine Overlookers are abolished.

3) Details of the number of Unionised category )  
of staff as per norm )

It is difficult to spell out norms for Unionised categories of staff. SITRA has not evolved any norms for Unionised categories of staff in Textile Mills. However, a sincere attempt has been made to give an approximate indication about the clerical staff requirements in different categories.

4) Norms for Unionised category of staff as per Industry average )

SITRA has not evolved any industry average for Unionised categories of staff. The aim should be to achieve the norms evolved by the Textile Research Associations and not to look for the average. Achieving norms is necessary for the good health of the industry.

5) Number of clerks taken to Personnel, Manager Administration and Materials Stores Department activities from the various departments )

The Report has made a suggestion for Centralised Time Office. This means that all clerical staff who are working in various departments attending to day shift, shift time keeping functions, distribution of meals tokens, coupons etc. will go to the Centralised Time Office. Several departments in the Mills have Materials Sub-stores e.g., B.M. Carding and Spinning, C.M. Carding and Spinning, Weaving Preparatory, New Mill Weaving, Central Warehouse besides Dyehouse Sub stores, Dyehouse Machinery Stores, Cotton Godown, Coal etc., in addition to the Materials Stores Department. This area of activities requires streamlining. However, as desired an attempt is made to give approximate number of people to be employed to look after these functions when compared to the existing staff.

6) Technical Services Strength of Staff:

It has been mentioned that the present strength of staff in Technical Services is only 10, comprising of

8 Machine Overlookers and 2 Clerks. The clarification sought for is what is the SITRA norm and the industry average. Technical Services includes all areas relating to quality of products manufactured in the Mills. This could be wrapping clerk in B. Mill Carding and Spinning, C. Mill Carding and Spinning, the staff employed in the Planning Cell, Laboratory, S.O.C., Water Treatment, Research and Development, Colour matching in Dyehouse, those who look after cloth damages in Grey Warehouse, the clerks who look after fabric realisation and complaints in Finished Warehouse etc. SITRA has been looking at the Technical Services rendered to all departments by the Quality Control people as a whole, rather than Technical Services as currently understood in the Mills. However, since you are interested only in the employment of 8 Machine Overlookers and 2 Clerks in Technical Services, the comments relating to the Norms is given in Annexure. It should be remembered that Technical Services activities are offered by the Management Staff involved in Research and Development, Quality Control and Standards, Production Planning and Control and Test Room besides the operatives employed like S.O.C. Checkers in Spinning and Weaving, Research and Development, Laboratory Attendants, Test Room Machine Attenders and Trainees.

7) Departmentwise categorywise details of )  
Unionised Staff requirements as per norms)

The statement relating to departmentwise categorywise strength of staff as per norms is enclosed. It should be remembered that these norms have been prepared with considerable care within the framework of the information furnished by the Mills. A fine tuning about the duties performed by the Unionised Staff is difficult compared to that of operatives. A sincere attempt has been made to suggest a figure so that the working is optimum and the Mills are made viable. It should also be mentioned that SITRA staff have met 20 per cent of the job holders in the Unionised clerical categories at the workspot and have sampled the work done by them for arriving at the suggested norms.

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THE SOUTH INDIA TEXTILE RESEARCH ASSOCIATION COIMBATORE

