

RAJYA SABHA

UN-STARRED QUESTION NO. 562

TO BE ANSWERED ON THE 10TH MARCH, 1965/19TH
PHALGUNA, 1886 (SAKA)

D.A. TO CENTRAL GOVERNMENT
EMPLOYEES

QUESTION

562. SHRI P.K. KUMARAN:

Will the Minister of FINANCE be pleased to state:

(a) whether it is a fact that the Central Government employees organisations are demanding point-to-point adjustment of dearness allowance at the end of every three months on the basis of consumers' price index; and

(b) if so, what is Government's reaction to that demand?

ANSWER

THE MINISTER OF FINANCE (SHRI T.T. KRISHNAMACHARI)

(a) & (b) Such a demand was placed before the Dearness Allowance Enquiry Body by some associations, but the Body considered it impracticable on administrative and budgetary grounds.

COORDINATING COMMITTEE OF THE CENTRAL GOVT. EMPLOYEES UNIONS &
ASSOCIATIONS NAGPUR.

NAGPUR CENTRAL GOVT. EMPLOYEES REPRESENTATIVES TO FAST
BEFORE PARLIAMENT DEMANDING UPGRADE OF NAGPUR.

PRESS NOTE.

As per the decision of the Co-ordination Committee of Central Govt. Employees Unions and Associations, Nagpur the representatives of the Unions constituent units of Co-ordination & Committee will stage a fast at New Delhi before the ~~xxx~~ Parliament from 10th to 12th March 1965, to focuss the attention of the Govt. and the Parliament on the question of Upgradation of Nagpur.

The present course of action has to be taken by the Co-ordination Committee after waiting for a period of nearly 10 months since April 1964, when the Chairman Co-ordination Committee, Nagpur ~~Shri D.S. Rajnatnam~~ Shri D.S. Rajnatnam met Finance Minister Shri T.T. Krishnamachari and submitted a memorandum for the special case of Upgradation of Nagpur City for the purposes of House Rent and Compensatory Allowances, on the basis of Cost of living Index of Nagpur. It is well known fact that Nagpur is costlier than even the big Cities like Bombay, Calcutta, Madras, Delhi etc. The City of Poona, which was upgraded to B-1 recently though smaller in population than Nagpur as per 1961 Census and far behind in the cost of living Index than Nagpur. The cost of living Index of Nagpur for Oct. 1964 is 193, which is 30 points more than the All India ~~figure~~ figure of 163. Hon'ble Shri T.T. Krishnamachari has then promised that the Govt. is evolving a formula which will be a happy combination of both the population and the cost of living index of the City as per cost of living Index. So far nothing has come out of the new formula, though the data for the same has been collected. It will be worth while to recall the views expressed by Shri T.T. Krishnamachari before 1962 general election the need for early upgradation of Nagpur and Madras on the basis of costliness of the cities. After assumption of office by Shri T.T. Krishnamachari as Finance Minister, Madras has been upgraded as 'A' Class City by revising the standard from 20 lakhs to 16 lakhs but the case of Nagpur has not been considered, though it is costlier than all the 'A' class cities.

Five Representatives have already arrived in Delhi to undertake a fast before the Parliament from 10th March '65 at about 10 A.M. to 12th March '65. They consist of M/s (1) P.B. Kotiah, Assistant General Secretary, South Eastern Railwaymen's Union (representing Railways) (2) K.S. Kamble, Member of Executive (representing P&T) (3) G.R. Kuril, President Income Tax Employees Association Class IV (4) Latefat Ali, Executive Member, Indian Bureau of Mines Employees Union (representing IBM and other smaller units) along with the General Secretary of the Co-ordination Committee Shri R.K. Agarwal (RMS Union). Shri G.P. Malviya (resident of N.G. Audit and Accounts ASSOCIATION (Sr. D.A.G. M.P.) will arrive tomorrow morning and also representatives of Central Rly. The fast has been undertaken with a view to focuss the attention of the Central Govt. and the ~~xxxx~~ Parliament to the grave injustice done to nearly 35,000 Central Govt. Employees including Railwaymen, P&T and others at Nagpur in not conceding the just demand of the employees to upgrade Nagpur.

A similar 24 hours mass fast by about 200 office-bearers and active workers representing 40 units of Railwaymen (C.R. & S.E.R.) P&T, Civil Aviation, Income Tax, Audit, and others at Nagpur will be undertaken before the A.T.R. Square on 10th March '65. On 11th March 1965 nearly 35000 Central Govt. Employees will go on a mass fast wearing badges ~~xxx~~ while performing their duties. These mass fast will culminate in a mass demonstration and a Rally on 12th March '65 at Nagpur.

The need and justification for upgradation of Nagpur has been accepted by the Maharashtra Govt. also. All the public-men & Political Parties including Congress, all Trade Union organisation at Nagpur have supported this demand. The Governor of Reserve Bank has accepted the justification of upgradation of Nagpur.

Therefore there is full justification for upgrading Nagpur city primarily on the basis of Cost of Living Index and population including adjacent areas of Khatol, Kamptee cantt and other Defence establishment which comes to nearly 8 Lakhs. All the Parliament Members and Trade Union Centres and the public are requested to bring pressure on the Govt. to concede the just demand.

R.K. Agarwal

(R.K. Agarwal)
General Secretary
Co-ordination Committee.

~~XXXXXX~~ Forwarded for favour publication to:-

R.K. Agarwal

(R.K. Agarwal)
General Secretary,
Co-ordination Committee.

Statement to be laid on the table of the Rajya Sabha vide parts (a) & (b) of Starred Question No. 375 for 9-3-1965 by Shri P.K. Kumaran.

(a) Yes Sir. Such persons who have been taken as Extra departmental employees and have put in one year's service in that grade and are below 40 years of age are entitled to the following concessions for absorption in the regular grades.

(1) Class IV cadre: They will be recruited in preference to outside candidates upto the number of vacancies available after providing for the regular departmental candidates, on their passing a simple qualifying test.

(2) Postmen and Mailguards etc. They will be appointed as Postmen in preference to outsiders on their passing the simpler test as prescribed for departmental candidates, in the quota reserved for outside recruitment.

(3) Clerical grades. Such candidates as possess the minimum educational qualifications of a pass in the Matriculation examination or its equivalent are allowed to apply for recruitment as clerks as outside candidates.

In all these cases a candidate can apply direct and need not come through the Employment Exchange.

(b) Does not arise.

34. 5/4/65

293

CANTEEN STORES DEPARTMENT (INDIA) EMPLOYEES UNION

Ref:GS/8/875/65. BOMBAY. Bombay, 1 Apr 65.

CIRCULAR TO ALL BRANCH SECRETARIES.

Dear comrades,

The strike in Bombay is on and has started with a big bang. The entire staff of Mazagaon denots, Head Office and Colaba Station canteen, without exception, joined the strike. The strike, therefore, could be claimed to be a complete success. Mazagaon and Colaba staff, after demonstration at their respective installations, joined their colleagues in front of Adelphi from where a procession was taken out which was later addressed by the President of the Union, Shri. G. Sundaram. There was no untoward incident and the day passed off peacefully.

Telegraphic reports have received from the following installations on the strike situation:

Madras - Strike complete success. Except Manager's
Pathankot- All on strike (brother-in-law who is also an employee)

Lucknow Canteen and Denot complete strike.

Jullundur- Denot and canteen staff observing indefinite strike midnight 31st.

Noonmathi- Joining strike 31 midnight - letter follows.

Secunderabad- Cent percent on strike including Inspector

Reports from other installations are expected and these will be included in the next circular.

The strike should be carried on with utmost earnestness. Any change of decision will be duly communicated to you by telegram; until then the strike must go on. In case of emergency, you can contact Union officials upto 2030 hrs on Telephone No.261007.

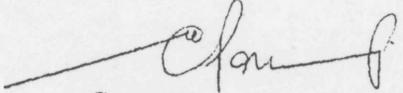
As advised, the strike position should be posted to Bombay by express delivery letters. A Bulletin will be issued from this end daily on the situation for information of all installations.

CSD(I) does not consist of the Head Office and few installations in Bombay alone. We have our colleagues all over India and we rely on each and every one of them to make the strike a complete success.

Publicity. Wide publicity should be given in local papers about the strike. While reporting the position, information made available about outside installations should also find publicity.

All the best and with greetings,

Yours fraternally,


Secretary,
(PATHROSE N)

T/16, I.N.A. Colony,

New Delhi 3.

27th April 1965.

To

All Affiliated Organisations

All Coordinating Committees

Comrades,

An Emergency Meeting of the National Executive of the Confederation of Central Government Employees and Workers was held today afternoon at 9, Pusa Road, New Delhi, to discuss the situation arising from the miserably inadequate D.A. increase recently announced by the Government.

The National Executive discussed the matter in all details and decided that a most determined agitation should be launched to undo the grave injustice done by the Government. By refusing to act upon the very categorical recommendation made by the Das Commission in regard to the necessity of changing the D.A. Formula, by not conceding our demands for full neutralisation, revision of cost of living index figures etc., and by discarding even the percentages recommended by the Das Commission in respect of neutralisation, the Government has shown its total indifference to the agonising problem created by steady erosion in real wages.

The National Executive decided that Friday the 7th May 1965 will be observed by Central Government Employees all over the country as ALL-INDIA PROTEST DAY. The Protest Day should be observed by holding joint Mass Rallies, Processions and Demonstrations. In Delhi, the employees will hold a demonstration in front of the Prime Minister's House.

You may recall that the Confederation had earlier decided that on 7th May 1965 branch meetings will be held to protest against the delay in the setting up of the Joint Negotiating Machinery and to demand the setting up of the machinery after conceding our demands regarding necessary modification. Now instead of the branch meetings, joint mass rallies, meetings and demonstrations and processions should be organised. Resolutions should be passed in the meetings protesting against the inadequacy of the D.A. increase and against the grave injustice done to the employees and demanding reconsideration of the matter and also protesting against the delay in the setting up of the negotiating machinery and demanding the setting up of an effective machinery of negotiation and arbitration after conceding the demands made by the employees in respect of necessary modifications.

The All-India Defence Employees' Federation has expressed its readiness to participate in the Joint Mass Rallies, Processions and Demonstrations. We are writing to the All-India Railwaymen's Federation requesting them to participate in the Protest Day. The Protest Day should be observed with the greatest possible unity and success.

During the period upto 7th of May, branches may hold meetings in order to impress upon the employees the burning issues involved and to impress upon them about the necessity of giving the most effective organised expression to the discontent and protest of the employees.

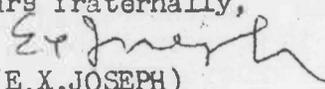
Detailed reports of the observance of the All-India Protest Day should be sent to the Confederation Headquarters and the CHQs of all the All-India Associations, Federations and Unions.

Warm Greetings.

P.S. Please inform all the mofussil Units of all Associations as the time is very short.

P T O.

Yours fraternally,


(E. X. JOSEPH)

SECRETARY

for SECRETARY-GENERAL

CONFEDERATION OF CENTRAL GOVERNMENT EMPLOYEES' & WORKERS

Resolution Passed by the National Executive of the Confederation of Central Government Employees and Workers in its meeting held on 27-4-1965 at New Delhi.

This meeting of the National Executive of the Confederation of Central Govt. Employees and Workers considered in detail the very serious situation arising from the deplorably inadequate increase in Dearness Allowance in respect of its low paid employees.

In the context of the very low wages of the low-paid sections of the Central Govt. employees which the two Pay Commissions had fixed just above starvation level, the Govt. has an elementary duty to protect the real wages against the rising prices. It is the Government's abdication of its responsibility which brought about the struggles of 1957 and 1960. The employees and their organisations cannot in any way compromise on this basic issue and there can never be satisfaction among the employees unless the Govt. grants full neutralisation for the rise in prices to the low-paid employees on the basis of a rational formula.

Soon after the Strike, the Govt. committed itself to 50% neutralisation of the rise in the cost of living and also to refer the issue of the balance for arbitration. In 1964 the Govt. appointed the Das Commission to recommend the rates of percentage of neutralisation. Its truncated terms of reference made the employees' organisation boycott this body. The recommendations of the Das Commission did not satisfy the employees as they did not afford full neutralisation; but it was hoped that the Govt. would act upon the categorical finding of the Commission that the D.A. formula was unfair to the employees and would revise the same without delay. Instead of conceding the demands put forward by the Employees' organisations for the grant of full neutralisation and for the revision of the D.A. formula, the Govt. has now, through the recent announcement, revealed its total indifference to the agonising situation facing the employees because of the steady erosion in their real wages.

The Govt. has unceremoniously thrown over-board the recommendations made by the Das Commission hardly 5 months ago regarding the percentages of neutralisation. The Govt. had made it clear that the recommendations of the Das Commission would be treated as an award. Therefore, lowering of even these rates of neutralisation recommended by Das Commission creates a situation which is bound to shake the confidence of the employees in the intentions of the Govt.

Such a situation is particularly bound to have very serious consequences at a time when the Govt. and the employees' organisations are discussing the details of the Joint Machinery of Negotiation and Arbitration.

The National Executive emphasises that the problem of Dearness Allowance can never be solved unless the Govt. grants full neutralisation to the low-paid employees on the basis of a reasonable formula. The recent decision of the Govt. brings down the percentage of neutralisation from 90% to 71% in respect of employees drawing pay from Rs.70 to Rs.109. As a matter of fact, the percentage of neutralisation in respect of employees drawing Rs.109 will work out to a mere 4.5%. It is a grim irony that while the Govt. has granted compensation at Das Body rates to the upper pay slabs of 210-399 and 400-1000, only in respect of employees drawing pay upto Rs.209 in the lower pay slabs the Govt. has lowered the percentage of neutralisation in a most arbitrary manner without any justification whatsoever.

The National Executive appeals to the Govt. and particularly to the Prime Minister to reconsider the situation immediately and to grant full neutralisation to the low paid employees and to revise the entire D.A. formula and thus to bring about a lasting and satisfactory solution of the problem. In the meanwhile the employees have no other go but to launch a most determined agitation for undoing this grave injustice. The National Executive decided that Friday, the 7th of May 1965 should be observed by Central Govt. Employees all over the country as All India Protest Day by organising Join Mass Rallies, Meetings and Demonstrations. It also decided that in Delhi the employees will hold a demonstration in front of the Prime Minister's house in order to bring to the personal notice of the Prime Minister the deep agony and resentment of the employees.

SUMMARY RECORD OF THE MEETING (ON J.C.M.) HELD ON 3RD MAY 1965
AT 3.30 P.M. IN HOME MINISTER'S ROOM

PRESENT

MINISTERS

1. Shri G.L.Nanda, Minister for Home Affairs
2. Shri D.Sanjivayya, Minister for Labour & Employment
3. Shri Jaisukh Lal Hathi, Minister of State in the Ministry of Home Affairs.

OFFICIALS

1. Shri Dharma Vira, Cabinet Secretary
2. Shri P.M.Menon, Secretary, Ministry of Labour & Employment
3. Shri V.Shankar, Secretary, Ministry of Civil Aviation
4. Shri L.P.Singh, Secretary, Ministry of Home Affairs
5. Shri Prem Krishan, Secretary, Ministry of Works & Housing
6. Shri H.Lal, Additional Secretary, Ministry of Home Affairs.
7. Shri R.F.Isar, Joint Secretary, Ministry of Works & Housing
8. Shri M.G.Pimputkar, Joint Secretary, Ministry of Home Affairs
9. Shri W.V.Oak, Joint Secretary (Pers), Ministry of Home Affairs
10. Shri P.K.Dave, Joint Secretary, Ministry of Home Affairs.
11. Shri B.D.Sud, Member (Admn) Posts and Telegraphs Board.
12. Shri T.U.Vijayasekhran, Deputy Secretary, Ministry of Home Affairs.

REPRESENTATIVES OF EMPLOYEES ORGANISATIONS

1. Shri D.Gnaniah, Secretary-General, National Federation of P&T Employees.
2. Shri Om Prakash Gupta, Executive Member, National Federation of P&T Employees
3. Shri J.S.Ahuja, Secretary, Central Secretariat Services Grade III Officers Association
4. Shri C.P.Kapoor, President, C.S.S.(Direct Recruits-Gazetted) Association.
5. Shri R.N.Bakshi, President, Section Officers (Departmental Examination Category) Assn.
6. Shri D.G.Nanotkar, Secretary, Central Secretariat Assistants Association.
7. Shri Manohar Lal Sahdev, President, Government of India Attached & Subordinate Offices Assn.
8. Shri K.K.Tandon, Secretary, Central Secretariat Stenographers Service Association
9. Shri K.R.Ramaswamy, Secretary, Central Secretariat Stenographers Service (Grade I) Association.
10. Shri Ujagar Singh, General Secretary, Central Govt Clerks' Union
11. Shri B.D.Parashar, Central Secretariat Service Grade IV(DR) Assn.
12. Shri S.R.Gupta, President, Central Secretariat Upper Division Clerks Association
13. Shri S.Madhusudan, General Secretary, Civil Aviation Department Employees Union
14. Shri S.B.Rawat, General Secretary, C.P.W.D.Employees Union
15. Shri E.X.Joseph, Secretary-General, All-India Non-gazetted Audit and Accounts Association.

Representatives of some associations/unions stated that some of the important federations/associations/unions had not been invited to the meeting. The Home Minister explained that invitations had been issued to the organisations who had participated in the previous discussions but he said that there was no objection to having one or two separate meetings specially for such major organisations as thought they had something to contribute. (Accordingly, two meetings were fixed for 17th and 18th May, 1965).

2. Extra Departmental employees of P & T. The representatives of NFPTE said that the extra departmental employees were, in almost all respects, like the regular employees of the P&T and unions had been representing their interests for a long time. The representation for P&T employees in the joint consultative machinery should, therefore, take into account the strength of the extra departmental employees. Shri B.D.Sub, Member (Admn), P&T Board, explained that these employees were employed part time and were not governed by the same rules and conditions of service as were applicable to the regular employees. Some of them were also regular employees of State Governments or local bodies. While the unions were permitted to enrol them as members and to represent their cases, it was difficult to concede that they should also take part in the formal joint consultation machinery. H.M. said that this aspect could be examined separately by the P&T Department.

3. Recognition Rules: Representatives of some employees' organisations stated that for such organisations as were already recognised, no new recognition rules for the joint consultation machinery need be insisted upon. It was explained that the previous recognition rules had become inoperative as a result of a decision of the Supreme Court and the present draft rules were intended for participation in the joint consultation machinery only. However, H.M. decided that while these rules were being finalised, Departments might deal with the organisations of their employees without insisting upon formal recognition provided that the organisations fulfilled the major features of the old recognition rules. When the question of the All-India Non-Gazetted Audit & Accounts Association was raised, H.M. said that the C. & A.G. may be requested to reconsider the matter on the lines indicated above.

4. Right of associations/unions to recall representatives: After some discussion, it was agreed that provision should be made in the scheme for recall of such representatives as were office-bearers of their respective organisations, and had been replaced in that capacity by others either at annual elections or by exigencies such as a vote of non-confidence, etc.

5. Refusal to refer a dispute to arbitration: It was explained that provision empowering Government to refuse to refer a dispute to arbitration was parallel to that found in the U.K. scheme where, however, the power had been used only once; it was unlikely that the power would be used any more frequently in India. But as there was strong feeling on the subject, H.M. indicated that if agreement was reached on all other points, Government might consider giving up this power finally.

6. Abjuration of strike: Representatives of the various Secretarial associations stated that as they were already governed by the Conduct Rules which prohibited strike action of any kind, there was no need to insist that they should formally abjure the strike weapon. After some discussion, H.M. stated that Government's position on the question of strike by civil servants which included the vast majority of P&T employees also, was quite clear and any one who participated in strike action of any kind could be proceeded against for a disciplinary offence. However, in order to meet the point of view of employees organisations/unions, Government may agree that specific abjuration of strike need not be made a pre-condition of participation in the scheme. However, the Government and the unions may make a joint declaration of intent about the approach of each side to the new machinery. For their part, Government might state their intention of consulting fully the representatives of the employees' organisations in all matters brought before the joint consultation machinery and to endeavour to reach agreement. The employees' organisations on their part should declare their intention to resolve all disputes only through the joint consultation machinery and agree that they would give a fair trial to the machinery being made.

7. Items for which compulsory arbitration is not available: It was explained that if there was no agreement on an item which was not compulsorily arbitrable under the scheme, it would be referred to Government for a final decision. However, it was hoped that if the scheme was worked in the spirit in which it was conceived, there would be very few items of this nature. The facts that all such matters would have to be discussed across the table and that each side would have to present its case in a way that would carry conviction, should make it difficult for either side to take an extreme stand. Representatives of employees' organisations, however, pressed that any item of disagreement on which compulsory arbitration was not available, should not be left entirely to the official side for a final decision. It was suggested that, in such cases, if the employees organisations so desired, the Minister in-charge should take a decision in consultation with the Labour Minister and the Home Minister. H.M. said that such matters should be left to be decided by the Minister in-charge but a convention might be established that he would consult the Labour Minister and Home Minister in all such cases.

8. Outsiders: Home Minister clarified that in their dealings with Government, their employees should be represented only by Government employees and not by outsiders. However, H.M. was prepared to concede that outsiders who were office-holders might continue but they could not represent the organisations on the joint consultation machinery. Regarding the question of the so-called victimised employees whose services had been terminated for one reason or another in the past, H.M. said that Departments could examine individual cases on their merits.

It was suggested that Government should be generous in loaning the services of employees to work as wholetime office-bearers of unions/associations and that they should not demand leave and pension contribution. It was also suggested that Government might allow regular employees who wished to work wholetime for unions, to retire after, say, 10 years of service on proportionate pension. It was decided that these suggestions might be examined carefully.

9. Craft Unions: It was explained that the decision to restrict eligibility for participation in the joint consultation machinery to such associations/unions as have the minimum paid-up membership of 15% of the total strength of the service/grade which they purport to represent, was taken after detailed discussions which the then Labour Minister (now Home Minister) had had with representatives of various employees' organisations. While it is possible that in certain cases, this provision might lead to more than one organisation being recognised to represent a single grade or service, Government hoped that such fissiparous tendencies would not arise and that there would be healthy growth of employees' organisations. However, Government were not prepared to say that only one union/association should be recognised for each grade even though others may qualify according to the 15% membership test. It was also explained that even if this were to happen in isolated instances, the pattern of representation in the joint consultation machinery at higher levels for the grade as a whole would hardly be affected.

10. Arbitration: Some of the employees' organisations said that the Board of Arbitration should be free to take independent decisions and should not be bound down to any principles contained in a report of a Pay Commission, etc., which may have been accepted by Government. Home Minister explained that a Board of Arbitration had to decide specific disputes rather than to go into more fundamental questions of economic, social and political implications. However, H.M. said that the restriction on the Board of Arbitration need not be as rigid as had been provided for in the scheme, and it may only be stated that the Board shall examine the merits of the cases presented by both the official and staff sides and take into account all other
..... relevant factors

relevant factors including such principles as may have been enunciated in any recent report of a Commission of Enquiry, etc.

11. Individual cases and fear of victimisation: Home Minister explained that there was already a very elaborate machinery for the examination of individual cases and it would not be possible to consider such cases in the joint councils. As regards victimisation for genuine trade union/association work, Home Minister announced that a provision was being made to the effect that irrespective of any other rules on the subject, cases in which victimisation on account of activities connected with work as office-bearer of an employees' organisation was alleged, there will be a right of appeal to the Minister of the Department concerned.

12. Life of an Award: Representatives of some employees' organisations felt that the period of five years for the life of an arbitration award was too long and that it should be reduced to a period of at most two years. It was explained that the provision of five years had been made in order to secure stability of the remunerations, etc. of the public services. It was also explained that the scheme did not prohibit the annulment or modification of an award at any time by mutual agreement. Similarly, the Board of Arbitration itself could limit the life of an award to a lesser period. However, H.M. said that once the scheme had started functioning, all such minor matters could be gone into.

13. It was decided that the summary record of proceeding of the meeting should be circulated to all those who attended it.

CENTRAL P.W.D. WORKERS' UNION

(Registered & Recognised by the Govt. of India)

CENTRAL OFFICE

President : S. M. Banerjee, M. P.

General Secretary : Janardan Sharma

Phone : 277579

Chhai Tooti, Paharganj,
NEW DELHI-1.

Ref. No. WUC/

293

Dated June ,65.

The Secretary to the Govt. of India,
Ministry of Labour & Employment,
New Delhi.

A.T.I.C.
Received 16/6/65 - 16/7/65

Sub: Application of Minimum Wages Act on the workers employed on the Construction or maintenance of roads and in building operations.

Dear Sir,

According to item 7 of Schedule I of the Minimum Wages Act, "employment on the construction or maintenance of roads and in building operations" is covered by the Act.

The Central Public Works Department of the Government of India employs a large number of workers on the construction and maintenance of roads and buildings. The Chief Engineer, C.P.W.D. New Delhi by his order No. 57/8/62-EVI dated 20.11.1963 (copy enclosed) has ordered that the workers engaged on "maintenance works" are not covered by the Act.

This order is illegal and unjust. Firstly, so far as the workers employed on the maintenance of roads are concerned, the Schedule is very clear that they are covered by the Act.

Secondly, so far as the workers employed on the maintenance of buildings are concerned, the word "Operations" means work. Hence the words "in building operations" means building whether it is construction or maintenance, and it is incorrect to interpret the words "building operations" to mean only "building construction".

It is, therefore, requested that the Chief Engineer, C.P.W.D., New Delhi may please be directed to cancel his orders referred to above, so that the workers employed on maintenance of roads and on the maintenance of buildings ~~xxxxxxx~~ get the benefits under the Minimum Wages Act.

Yours faithfully,

N.N.

(N.N.Manna)
Joint Secretary.

Copy to:-

The General Secretary,
All India Trade Union Congress,
Rani Jhansi Road, New Delhi.

N.N.
Joint Secretary.

7/6/65

APPEALS TO MEMBERS OF PARLIAMENT

Civil Aviation Department Employees working in the ninety and odd airports provide navigational aids, radio communication facilities, air traffic control services, fire services and other ground control facilities. In short all that a modern aircraft requires by way of aids (Radio and visual) from the time the pilot switches on the engine until he lands and switches off the engine, is provided, maintained and operated by the Civil Aviation Department employees.

The grievances of the employees have not been given the consideration it deserves by the government and consequently serious unrest is prevailing among the employees. The Union put up six demands and the same have not been settled favourably. The nature of demands are such that these demands have been conceded in case of other departments and none of them are such that they have not already been conceded in case of other departments.

Brief explanatory notes are enclosed for your information.

The employees have demonstrated their discontentment amply. On 1-12-1964 they refused to take their pay on the pay day as a protest against the delay in settling the demands. Two successful demands day were also observed. A mass deputation waited on the Minister for Civil Aviation, Shri N. Kanungo on 12th April 1965 and we were assured by him that the outstanding demands would be settled within six weeks. More than four months have elapsed and still the problems are not settled.

The continued indifference of the government has caused serious resentment resulting in serious unrest. To prevent an immediate precipitate action by the employees in a vital section of the transport services and to lodge a symbolic protest against the continued indifference of the government in settling the demands, Shri S. Madhusudan, General Secretary of the Civil Aviation Department Employees Union, would go on a fast for 24-hours commencing from 07.30 hrs. on 19-8-1965.

7
14.8
10.8
The Union is aware of the critical and difficult situation the country is facing and does not wish to create a situation which may disrupt the vital transport and communication system. If the indifference of the government continues the situation will become serious and the works will have no alternative but to resort to industrial action.

The Union appeals to you to consider our reasonable demands and persuade the government to act quickly and settle the outstanding issues to prevent a serious situation in this vital service which has been repeatedly called as second line of defence.

The Union appeals to you to extend your help in any manner you deem fit. We are confident that through your kind efforts, the present stalemate will be broken and the reasonable demands of the workers settled.

Thanking you for your generous and sympathetic support and assuring of our best services to the nation,

Dated, New Delhi, 16th August 1965.


(S. Madhusudan)
GENERAL SECRETARY

EXPLANATORY NOTE ON THE SIX DEMANDS OF THE
CIVIL AVIATION DEPARTMENT EMPLOYEES UNION.

1) Implementation of Workshops Committee, Stores Committee and Uniform Committee:

Workshops Committee: Consequent on the recommendation of the Second Pay Commission and after a delay of 4 years a Committee consisting of technical officers both from the Civil Aviation and other Government departments was appointed by the Government to fix the wages of the Workshop employees and rationalise the various cadres. The Committee submitted its report in October 1963 and till today the decision of the Government on the recommendations have not been made known and the staff continue to draw the ad-hoc pay fixed by the department.

Stores Committee: The Government have not accepted the scales of pay recommended by the Committee for the Storekeeping staff of the department.

Uniform Committee: For years the staff entitled to livories are not being provided with uniform and scales of uniform are much below the quantum fixed for similar staff in other departments. A departmental Committee was appointed and their recommendations are under consideration of the Government for the past two years.

2) (a). Revision of pay scales of M.T. Drivers and Telephone Operators:

M.T. Drivers: In view of the nature of work and conditions of service it was decided by Shri Jagjiwan Ram the then Minister for Communication as early as 1956 that the pay scales of M.T. Drivers in C.A.D. are brought on par with their counterparts in the P.&T. Department. The matter was shelved when the Second Pay Commission was appointed. Second Pay Commission recommended the scale of Rs.110-180 for M.T. Drivers whose duties are arduous and who have to drive heavy vehicles. Both the conditions are fulfilled by C.A.D. Drivers. The Government have rejected the higher scales of pay though they have revised the pay scales of staff car drivers who only drive small cars and who are not liable for transfers and do not perform round the clock duties like C.A.D. Drivers.

(b) Telephone Operators: Telephone Operators in C.A.D. have been given the scale of Rs.110-225 and the P.&T. Operators are in Rs.110-240 scale though the conditions of service are similar if not more disadvantageous in C.A.D. Unlike P.&T. Operators they have no promotional avenue at all.

3) Revision of duty hours of Chowkidars:

Even the Pay Commission have conceded that the nature of duties of Civil Aviation chowkidars are more strenuous but the duty hours fixed by the Government are 54 hours and 75 hours a week. In some cases chowkidars have to travel on foot about 8 to 10 miles to reach their duty spot and have to perform 75 hours a week.

Our demand is the reduction of hours to 48 hours per week for all chowkidars.

contd...
It was decided by Shri Jagjiwan Ram the then Minister for Communication as early as 1956 that the pay scales of M.T. Drivers in C.A.D. are brought on par with their counterparts in the P.&T. Department. The matter was shelved when the Second Pay Commission was appointed. Second Pay Commission recommended the scale of Rs.110-180 for M.T. Drivers whose duties are arduous and who have to drive heavy vehicles. Both the conditions are fulfilled by C.A.D. Drivers. The Government have rejected the higher scales of pay though they have revised the pay scales of staff car drivers who only drive small cars

4) Implementation of Revised Overtime rates:

Revised Overtime allowance which have been recently issued have denied chowkidars and sweepers the normal rate of O.T. admissi to similar staff. They have been offered 10 Paise for an hour as Overtime allowance. They perform duties in shifts unlike chowkidars and sweepers in other departments.

There is tremendous shortage of technical and operational personnel in some cases to the extent 50% and Overtime has bee restricted to one-third of the pay of officials. At the same time it has been stated by the Government that refusal of over will be disciplinary offence. This will amount to performance of extra duty without remuneration.

5) Promotion to the extent of 50% to nongazetted Supervisory post purely on seniority basis:

A large number of technical and operational staff have reached their maximum of pay at an early age and they continue to draw the same pay for the next 18 years unless promotion to the supervisory cadre is done on soniority basis at least to the extent of 50% of the available posts.

6) Creation of posts of Senior Clerks, Head Clerks and Superintondents on the basis of 'Yard-stick' prevailing in other departments like Incometax, P.&T. etc.

At present posts are created on an ad hoc basis and with the imposition of ban on creation of posts, there is a virtual standstill in the administration. Technical posts are increasd at a rapid pace and with no expansion in the ministerial cadre the claims of staff like pay and allowance, T.A. etc. are delayed for years.

In C.A.D. a Junior Clerk is asked to perform original work like preparation of pension papers, etc. where as in other departments only Assistants and Upper Division Clerks only are performing such duties.

Our demand isfor the laying down of a yard stick on the basis of similar basis adopted by the other departments.

.....

FEDERATION OF THE CENTRAL SECRETARIAT & ALLIED OFFICES'
EMPLOYEES.

T-16, I.N.A. Colony,

Ref.No.CCSAOE/R-2/65

New Delhi, the 6th August, 1965

To

Shri H.Lal,
Secretary to the Government of India,
Ministry of Home Affairs,
New Delhi.

Subject:- Formation of the Federation of Central Secretariat
& Allied Offices' Employees - Recognition of.

Sir,

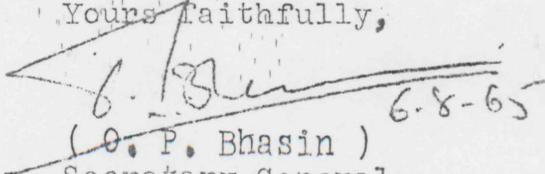
I am directed to intimate to you that the following ten organisations of the Central Secretariat and Allied Offices, with a view to have a common organisation for placing their grievencies before the Government for seeking redress thereof, met in a Convention on the 24th, 25th and 30th July, 1965 in New Delhi and decided unanimously, as per resolution attached, to form the above-named Federation. The Federation has, accordingly, been ushered into existance. The names of the elected office-bearers of the Federation are mentioned in the enclosed list:-

1. Central Secretariat Service Grade III Section Officers' Association.
2. Central Secretariat Assistants' Association.
3. Central Secretariat Grade IV (Direct Recruits) Association.
4. Central Secretariat U.D.Cs Association.
5. Armed Forces Headquarters Association.
6. Armed Forces Headquarters Class IV Employees' Association.
7. Central Government Class IV Employees' Association.
8. Central Government Class IV Employees (Peons & Jamadars) Association.
9. Central Secretariat Despatch Riders Association.
10. Central Government Clerks' Union.

The Federation is a single organisation representing all categories of the Central Secretariat and Allied Offices' employees upto the grade of Section Officers. On behalf of the Federation, I request you kindly to accord recognition for the same at an early date. In this connection it may be recalled to you that in the meeting held by the Minister for Home Affairs on 3rd of May, 1965 with the representatives of the different Central Government employees' organisations, in connection with the Joint Consultative Machinery, an indication was given to us that in case a common Federation of all organisations of the Central Secretariat and Headquarters Offices' employees, the same would be welcome. Now that the Federation is formed we earnestly hop you would kindly grant formal recognition for it without any delay. A copy of the Constitution of the Federation is enclosed.

An early reply will be greatly appreciated.

Yours faithfully,


(O. P. Bhasin)
Secretary-General

6-8-65

Copy for information to all General Secretaries of
the affiliated Unions/Association.

FEDERATION OF THE CENTRAL SECRETARIAT & ALLIED OFFICES'
EMPLOYEES.

LIST OF OFFICE-BEARERS

- | | | |
|----------------------------|-----|---|
| 1. President | ... | Shri B.K. Nag Chowdhuri |
| 2. Vice Presidents | ... | Shri J.S. Ahuja
Shri T.R. Gupta |
| 3. Secretary-General | ... | Shri O.P. Bhasin |
| 4. Secretaries | ... | Shri D.G. Nanotkar
Shri R.C. Waydanday |
| 5. Organising Secretary... | | Shri Jai Narain Mishra |
| 6. Treasurer | ... | Shri G.L. Dhar |

-----ooOoo-----

293
26.8

**FEDERATION OF THE CENTRAL SECRETARIAT & ALLIED OFFICES'
EMPLOYEES.**

PRESS STATEMENT:

The representatives of the following ten Unions/Associations of the Central Secretariat and Allied Offices' employees, met in a Convention held on the 24th, 25th and 30th July, 1965 in New Delhi and formed the above named Federation by adopting a resolution to that effect unanimously and also appealed to the Government to recognise the Federation forthwith:-

1. Central Secretariat Service Grade III Section Officers' Association.
2. Central Secretariat Assistants' Association.
3. Central Secretariat Grade IV (Direct Recruits) Association.
4. Central Secretariat U.D.C. Association.
5. Armed Forces Headquarters Association.
6. Armed Forces Headquarters Class IV Employees' Association.
7. Central Government Class IV Employees' Association.
8. Central Government Class IV Employees (Peons & Jamadars) Association.
9. Central Secretariat Despatch Riders Association.
10. Central Government Clerks' Union.

The Federation covers about 50,000 employees working in the Central Secretariat and Allied Offices. The resolution, adopted by the Convention reflects the urge amongst the said employees for unity so that their legitimate aspirations could find proper and fuller expression. The Convention also appealed to the few other organisations of the said employees which were not present in the Convention, to join the Federation.

The Convention after adopting a Constitution for the Federation converted itself into a General Council as provided for in the Constitution. The General Council realising the need for a united front of all Central Government employees for realisation of the common demands decided unanimously to affiliate the Federation to the Confederation of Central Government Employees and Workers.

The ~~following~~ ^{following} resolutions were also passed in the Convention unanimously:-

(i) JOINT CONSULTATIVE MACHINERY:- That the modifications in certain major provisions of the Scheme sought for by the Conference of 32 Central Government Employees' Organisations held.....

held at New Delhi on 5.11.1963, be given due considerations and to incorporate the same in the Scheme. That the Government should hold further talks with the representatives of the Central Government Employees' Organisations with a view to resolve the differences that may still be left and to expedite finalisation of the Scheme.

(ii) DEARNESS ALLOWANCE:-

(i) Full neutralisation in case of low paid employees subject to a minimum of Rs.16/- calculated on the basis of a notional minimum wage.

points (ii) Grant of balance of neutralisation upto 13 5/2 with retrospective effect from 1.2.1962.

(iii) Correction of the Cost of Living Indices.

(iv) Treatment of present Dearness Allowance as pay for all purposes.

(iii) CENTRAL GOVERNMENT EMPLOYEES CONSUMERS COOPERATIVE STORES:-

That the Government in keeping with the principles of Cooperation and to ensure efficient service to the consumers, should take immediate steps to transfer the management of the Cooperative Stores to a Managing Committee duly elected by the share-holders.

(iv) MINIMUM WAGE: In view of the facts that the present wages of the Central Government employees lack far behind the prices and that the Government have not been able to curb the rise in prices and also have been indifferent in grant of timely and adequate dearness allowance to the employees, it is urged that the Government should revise the minimum wage on the basis of norms laid down by the Fifteenth Indian Labour Conference

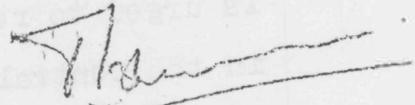
(v) RECOGNITION OF AUDIT AND ACCOUNTS ASSOCIATION:-

That the Government should intervene effectively for normalising labour relations in the Audit and Accounts Department and see that recognition is restored to the the All India Audit & Accounts Association without any further delay and to re-instate all the victimised employees of that department on account of participation in 1962 Strike.

(vi).....

- | | |
|-------------------------|-------------------------|
| 2. Vice Presidents ... | 1. Shri J.S. Ahuja |
| | 2. Shri T.R. Gupta |
| 3. Secretary-General... | Shri O.P. Bhasin |
| 4. Secretaries ... | 1. Shri D.G. Nanotkar |
| | 2. Shri R.C. Wajdenkay, |
| 5. Orgn: Secretary ... | Shri Jai Narain Mishra, |
| 6. Treasurer ... | Shri G.L. Dhar, |

The office of the Federation will be located at T-16,
I.N.A. Colony, New Delhi.



(O.P. Bhasin)
Secretary-General

.....

For favour of publication/circulation by your esteemed
Newspaper/News Agencies.
T-16, I.N.A. Colony,
New Delhi: 31.7.1965



(O.P. Bhasin)
Secretary-General

293

JOINT CONSULTATIVE COMMITTEE OF PUBLIC SECTOR TRADE UNIONS IN BANGALORE

H A E A OFFICE, BANGALORE - 16.

PRESS RELEASE

A deputation ^{of} ~~from~~ Trade union leaders connected with the Public Sector undertakings of Bangalore was in Delhi to represent and discuss issues connected with the public sector workers with the Ministers and Members of Parliament. The delegation consisting of Sarva Shri M.S. Krishnan, (President of Bharat Electronics Employees' Union and President Hindustan Machine Tools Employees Association), F. Louis (President of Hindustan Aeronautics Employees Association), K.N.S. Panickar, (Secretary Bharat Earth Movers Employees Association and Convenor Joint Consultative Committee of Public Sector Trade Unions in Bangalore) and M.S.C. Rao (Vice President Bharat Electronics Employees Union) met the Prime Minister Shri Lal Bahadur Shastri, Minister for Defence Shri Y.B. Chavan and Minister for Defence Production Shri A.M. Thomas on 21.8.65. They had earlier met Shri Sanjivaiyya, Minister for Labour and Employment. They submitted a Memorandum on basic Demands of the employees such as D... linked with the cost of living index, wage revision, House Rent and City Compensatory Allowance, profit sharing bonus, Recognition of the unions, gratuity etc. etc. ^{with} in view to avert the direct action any day after 23.8.65, the deputation made several practicable suggestions and proposals to the Minister for Defence and the Minister for Defence Production. Despite considerable discussion, we regret, the issues of ~~settling~~ Ad-hoc interim relief, ~~and~~ House Rent and City Compensatory Allowance were not settled. Shri Indrajit Gupta, M.P. and Shri S.M. Bamnerji, M.P. accompanied the deputation and helped in the discussion with the Minister for Defence and Defence Production.

The Deputation also met M.P.'s belonging to Congress, S.S.P., P.S.P., D.M.K., Communist Party and Independents and requested support for just settlement of their legitimate demands.

As the discussion did not result in any concrete solution, there is a likelihood of ~~the~~ direct action by the employees of the Public Undertakings of Bangalore namely, H.A.L., B.E.L., B.E.M.~~B~~.L. and H.M.T.

It is to be noted that the demands of the above industrial employees are pending for the past ten months without any settlement.

Camp: New Delhi,
22 August 1965

1. (M.S.Krishnan) .
2. (F. Louis)
3. (K.N.S. Panickar)
4. (M.S.C. Rao)

M.S. Krishnan
F. Louis
K.N.S. Panickar
M.S.C. Rao

295
Coordination Committee of Trade Unions
in Public Sector

5E JHANDEWALLAN
NEW DELHI-1

28 August 1965

Com. S.R. Sen Gupta,
General Secretary,
DVC Staff Association,
Anderson House,
Alipore, Calcutta 27

Dear Comrade,

Confirming the discussions we had with you in Delhi, we have to state that we are agreeable to the proposal to convene an Extended Meeting of Coordination Committee in Durgapur sometime in November. We also confirm that you are authorised to make the necessary arrangements to hold the meeting and also to contact unions/associations which are outside our Committee but who may be invited to participate in our extended meeting either as delegates or observers. Necessary invitations may be issued by you in this connection under advice to us.

Please let us know as early as possible the dates which can be finalised for the meeting as well as about other arrangements you would be making in this connection.

We hope through our joint efforts, it would be possible to hold a broad and united gathering of public sector unions and to take steps which can strengthen our united movement.

With greetings,

Yours fraternally,

Satish Loomba
(Satish Loomba)
Convener

293-

Copy of a secret immediate circular letter No. 352-5H-65/1085 dated Chandigarh the 14th January, 1965 from Shri S.K. Chhibber, I.A.S., Home Secretary to Government, Punjab to all Heads of Departments etc.

Subject:- Objectionable activities of Government employees

You have already been addressed on the subject of un-rect and objectionable behaviour indulged in by Government employees. Detailed instructions regarding the initiation of disciplinary act were issued to you in Punjab Govt. secret circular letter No. 20376-45242, dated the 22nd December, 1964. It was stressed in that letter that immediate action should be taken against all those who associate themselves with political elements or let undesirable elements to upon their sphere of activities or indulge in any act which directly or indirectly excites or attempts to excite disaffection towards Government, or behave in a manner which is not in keeping with their position as Government servants.

2. It appears, however, that these instructions have not been strictly complied with and action has mostly been confined to cases of those who raised objectionable slogans or absented themselves without permission in the first phase of the demonstration. Thereafter no notice ~~was~~ appears to have been taken of demonstrations with black flags or collection of subscription under coercion or of association of some employees with anti-social and anti-Government elements.

3. From information available, there are reasons to believe the Subordinate Services Federation is attempting to exploit the situation and to widen the scope of its unauthorised activities by forging links with certain political parties, primarily the Communist party and other anti-social and anti-Government elements. It is understood that their next step would be to undertake demonstrations in the form of hunger strikes from the 16th (Saturday) evening to the 17th (evening) and thereafter to bring in women and children also to take part in their demonstrations and strikes. I am directed accordingly to invite your attention to the seriousness of the situation and to impress upon you the necessity for firm and strict action against the delinquents. It is to be noted that any weakness or infirmity exhibited at this stage might pose serious law and order situation for the Government. The techniques which are likely to be adopted by the demonstrators will in all probability lead to contravention of the Government Servants Conduct Rules and make the persons concerned liable to disciplinary action. The Punjab Civil Service (Punishment and Appeal) Rules, 1952, also embody a provision that disciplinary action can be taken for "good and sufficient reasons". Such reason covers all forms of conduct and behaviour which are not becoming of Government employees.

4. Government employees are not permitted to take part in any form of strike even regarding matters pertaining to their service conditions, let alone the conditions of service of other Govt. employees. They are not permitted to associate themselves with any political movement or to take part in politics. Further they cannot indulge in any activities which are of anti-Government or anti-social character, and also they cannot engage themselves or participate in any demonstration which is prejudicial to the interest of the sovereignty and integrity of India, the security of the State, friendly relations with foreign States, public order, decency or morality, or which involve an incitement to any offence.

5. - As such all Government employees who take part in any strike, including hunger-strike, or resort to any objectionable activities will be liable to disciplinary action. They may be placed under suspension and further action should be taken in accordance with the rules. Govt. trust that you would exercise strict vigilance in this regard, remain alert and not hesitate in taking prompt action as and when the situation so demands. In addition to that the advisability of making use of the provisions of the Defence of India Rules relating to preventive detention should also be considered so that the ring leaders against whom there is sufficient material to show that they have been actively associating with subversive elements and are likely to indulge in 'prejudicial acts' are effectively dealt with.

It is requested that the receipt of this letter may please be acknowledged and the Government may be kept informed of the action that is taken by you to meet the situation.

On 23-1-65 there will be 24 hours strike at Nagal, Talwara & Headquarter. Area closed by demonstration.

for the termination of fast there will also be again demonstration

500 Highways has been ordered to participate in the demonstration of 24 hours

PUNJAB SUBORDINATE SERVICES FEDERATION
(HEAD OFFICE CHANDIGARH)

VICTIMISED WORKERS' FUND.

INDEPENDENCE AND AFTER.

The pay scale of the Punjab Government Employees were fixed as late as the year, 1945. The Dearness Allowance was revised in the year, 1952. From 1945 to 1964 it makes 19 years during which period the country has witnessed various socio-economic changes. From slavery it has travelled to the ideal of socialist democracy. With the successful completion of two five year plans and three years of the third five year plan, the state has made development all round. The per capita income of the State has risen from Rs.100/- in the year 1952 to Rs.145.7 in the year 1964. The total revenue of the State has gone up from Rs.11.75 crores in 1945 to Rs.112.91 (excluding capital) crores in 1964. During all this period the Subordinate Government Employees remained a neglected lot. There has been no revision of scales of pay and condition of services. The cost of living registered 300% to 400% rise during these years. But the State Govt. never felt the necessity of revising the rates of Dearness Allowance.

The Associations of Govt. employees from time to time requested the Government through resolutions and memoranda to do something for them, but without any result.

THE EMPLOYEES SHAPE THEIR DEMAND:

In February, 1964, an earnest effort was made by the State Govt. employees to give a definite shape to their demands, on a scientific and logical basis; when about 500 representatives drawn from the various Government employees' Associations in the State gathered at Chandigarh. Thereafter again the Government through a series of Resolutions and memorandum was requested to consider the acceptance of their immediate demands i.e. grant of 25% increase in their total emoluments (ii) Setting up of Pay Commission, (iii) Opening of subsidised stores, (iv) Grant of House Rent Allowance throughout the State and (v) ending victimisation of workers, etc. The deputations of the Punjab Subordinate Services Federation the only representative organization of the Govt. employees waited upon the Chief Secretary various Ministers of the former and the present Ministry, the former Chief Minister, Sri Partap Singh Kairon and the present Chief Minister Com. Ram Kishan. Those efforts also could not bring any fruitful results and the conditions of the low paid (Class III and IV) Govt. employees continued to run from bad to worse due to continuous spiral rise in prices of articles of daily use; especially the food stuffs.

The mounting resentment and frustration amongst the half clad and semi-starved employees forced them to find some way to express their feelings, to impress upon them to attend to their immediate needs and they decided to do so by exercising their right of demonstrations. They observed the 6th Nov., 1964 as the "Demands Day" when demonstrations in support of their demands were held throughout the State. Like all other places in the State, the Capital was also to witness a big demonstration on this day. The Government realised a bit of intensity of these demonstrations and change in the mood of its employees to struggle for their demands and took initiative to invite the representatives of the Federation to a meeting with the Chief Secretary to Government Punjab, a day earlier. The Chief Secretary offered the Federation to sit

along with the Chief Minister and discuss the demands of the employees and anticipated cancellation of demonstration.

Holding of demonstration is not the profession of employees, and like obedient sons the Federation accepted this fatherly advice and waited on the Chief Minister on 21st Nov., 1964. During the talks the Chief Minister agreed with the genuineness of the demands; but returned the representatives of the employees empty handed with a promise of providing some relief at the earliest.

STRUGGLE STARTS.

The employees waited for the announcement but in vain and decided to choose the way of struggle and expression of resentment through peaceful and constitutional methods. Once again the Federation called upon the employees to hold rallies and demonstrations in the State from the 16th December, 1964 to 22nd December, 1964. The series of peaceful demonstrations started and all the 2.5 lakhs of employees in the State mobilised themselves to support these demands. There could be only two alternatives with the Government, the one to accede to the demands and the other to suppress the employees' expression. Like employers in the private sector the Government have chosen the second course. The Government does not want to listen to the hoarse cry of the employee for bread and have promulgated orders under section 144. A large number of our leaders have been suspended and the wheel of victimisation has been set in motion and have thus thrown a challenge to the very existence of our Unity. 16

CHALLENGE ACCEPTED.

The history tells us that whenever the workers accept challenge to their unity it knits them into a strong organ of collective bargaining with permanent standing. The employees throughout the State have organised under the auspices of the Punjab Subordinate Services Federation and have accepted the challenge and have decided that in no case their leaders and workers who have fallen victim to the wrath of the Government will be allowed to starve. Nor does any worker who falls prey to such victimisation in future will be deprived from bread for him and his children. They have decided to raise funds to solve this problem for ever by constituting "Victimised Workers' Fund". To begin with, the Federal Committee have called upon all the Government employees to contribute "ONE DAY'S WAGES" to all the Government employees to contribute "ONE DAY'S WAGES" to the Fund in one to three instalments. For this purpose special coupons of the denomination of Rs.1/- 2/- and 5/- have been got printed and made available in different offices/institutions. The Federation calls upon all employees to contribute their share subject to minimum instalments as indicated below:

- 1) Total emoluments upto Rs.100/- Rs.1/- each month.
- 2) Total emoluments upto Rs.200/- Rs.2/- each month.
- 3) Total emoluments exceeding Rs.200/- Rs.3/- each month.

Efforts should be made to complete contribution in one month; but where it may not be possible to do so, it may be done in the subsequent two months.

The funds so raised will for the time being remain in the custody of the Committee of Conveners consisting of the President, Senior Vice President, General Secretary, the Finance Secretary and Joint Secretary of the Federation in a Joint Account. The broader idea being to convert this Fund

ultimately into legally constituted trust.

In no case the amount so raised is proposed to be utilised for any other purpose except for victimised workers and expenditure incidental to the collection arrangements of the Fund. So long as the detailed constitution is worked out, the decision of the Committee of the Convenors will be final.

INSTRUCTIONS FOR COLLECTION.

- i) The collection shall be made in accordance with the direction from Head Office or the District Committee.
- ii) At Chandigarh no other person except the Finance President and Secretary is authorised to receive the cash. At the level of the District Committees the work of this cash shall be done by such persons as have written authority from the President of the District Committee.
- iii) The provision for writing the name of the contributor has been made in the coupons and workers making collections may write the name of the contributor therein or leave it to be done by the contributor himself. The contributor may, however, be requested to preserve these coupons in order to ensure that they are not required to contribute time & again and to facilitate check up of the defaulters.
- iv) Every worker who makes the collection of Rs.25/- shall be issued deposit certificate which must be preserved and shown to the contributors, if necessary. The books of the fund will be open to inspection to all persons in possession of deposit certificates on every Sunday in the office of the Federation.
- v) In no case contribution from persons other than Govt. employees should be accepted.
- vi) All collections will be accepted between 7 p.m. to 9 p.m. daily in the office of the Federation and on Sundays and Holidays from 12 noon to 4 p.m.
- vii) All remittances from outside Chandigarh may be sent by Bank Drafts or Money Orders payable to Shri R.Handa Finance Secretary of the Federation C/o office of the Director, Food and Supplies, Punjab, Chandigarh under intimation to Head office through a separate letter.

In the end we appeal to all Government employees in this State to contribute to this sacred cause and thereby ensure the security of bread for those who work for the unity of the Govt. Employees and to inspire the talented workers to come forward to take their places in the event of victimization.

ISSUED ON BEHALF OF THE PUNJAB SUBORDINATE
SERVICES FEDERATION

BY

THE COMMITTEE OF CONVENORS
VICTIMISED WORKERS' FUND

Gurcharan Singh Bhatia.
(JOINT SECRETARY)

RHanda
(FINANCE SECRETARY)

Ranbir Dhillon
(GENERAL SECRETARY)

Raghbir Singh Sandhu
(SENIOR VICE PRESIDENT)

Trilok Nath
(President)

FOR FAVOUR OF PUBLICATION

- CHAGLA ASSURES REVISION OF PAY SCALES OF SURVEY OF INDIA EMPLOYEES.
- UNION DEFERS MASS HUNGER STRIKE.
- FULL SUPPORT TO GOVERNMENT IN THIS CRITICAL HOUR,

Shri S.M. Banerjee, M.P. President and Nitai Ghosh, General Secretary, Survey of India Karmachari Class IV Union has issued the following statement to the Press:

" The issue of upwards revision of pay scales of the Survey of India employees of all grades has been under consideration of the Government of India, Ministry of Scientific Research & Cultural Affairs for the last several years. Each year we are again and again assured that this is still under consideration. Employees after waiting three years at last decided to start agitation to get this demand conceded. Mass petitions and telegrams were submitted and in the month of September, 1965 mass Hunger strike for twenty four hours was to be started.

" Before this the Union again wrote to Shri M.C. Chagla, Education Minister to expedite finalisation of the revision of pay scales pending for years. Shri Chagla through his letters and also personally has assured the Union that he is aware of the problem and that it will receive his most sympathetic consideration. Considering this assurance in the light of conditions in the country created as a result of aggression by Pakistan; the Union has decided to suspend the agitation for the time being and defer the mass hunger strike fixed for September, 1965. The Union assures the Hon'ble Minister of their full support to the Government in this critical hour. We hope that the Government in the meanwhile will move in the matter expeditiously."

(NITAI GHOSH)
General Secretary

(S.M. BANERJEE)
M.P.
President

Survey of India Karmachari Class IV Union.

NEW DELHI,
th September 1965

RESOLUTIONS

Resolution No.1:

FORMATION OF THE FEDERATION:

The need for a common organisation of the Central Government employees working in the Central Secretariat and other allied offices has been keenly felt for a long time. At present the different Unions/Associations are largely based on craft and cadre which has not been helpful to bring cohesion in the movement. An all round realisation for a united front of these employees is now being increasingly felt especially after the Government's proposal to introduce Joint Consultative and Compulsory Arbitration Machinery for Central Government employees.

2. With a view to forge unity amongst this section of the Central Government employees so that the aspirations of the employees get proper and fuller expression, this Convention hereby resolves that a Federation open to all Central Government employees' Unions/Associations representing Central Secretariat and Allied Offices be formed.

3. The participating Unions/Associations hereby pledge to become permanent constituents of the Federation and hereby appeals to other organisations of the Central Secretariat and Allied Offices not present at the Convention to join the Federation so that the common problems of the employees could be presented with a single voice. Even the sectional demands would also have greater weight with the active support of the Federation.

4. This Convention appeals to the Government that the Federation be recognised forthwith.

Resolution No.2:

JOINT CONSULTATIVE MACHINERY:

This Convention resolves to endorse the resolution adopted at the Conference of 32 Central Govt. Employees Organisations held on 5.11.1963 at New Delhi seeking modifications on certain major provisions of the Scheme for Joint Consultative Machinery and Arbitration. This Convention urges upon the Govt. to give due consideration to the modifications sought for and to incorporate them in the scheme.

2. This Convention while noting with satisfaction the progress made as a result of discussions held by the Home Minister in May, 1965 with various Central Government Employees Organisations views with concern the official minutes furnished to various organisations which contain certain serious discrepancies and do not actually reflect the views expressed on behalf of the Government. This Convention therefore appeals to the Government to hold further talks with the

....Contd.

representatives of the various Central Government Employees Organisations with a view to clarifying the position with regard to the remaining differences and to finalise the scheme of the Joint Consultative Machinery very shortly on the basis of mutual understanding.

Resolution No.3:

DEARNESS ALLOWANCE:

This Convention reviewed the relief recently granted by the Government to the Central Government employees in the shape of additional dearness allowance from 1.3.1965 on the basis of the Dass Commission's report. While welcoming the relief granted and considering it as an achievement of the movement conducted by the employees and their organisations, this Convention strongly feels that a number of steps must be taken by the Government immediately to protect the employees from steadily erosion in their wages. The demand for effective control of prices is a national issue and the Government's spokesmen too have emphasised the crucial nature of this issue. The fixed income earners like the Central Government employees are the worst sufferers from the soaring prices. This convention appeals to the Government to take immediate and effective steps to put a total check to the rise in prices, bring down the prices and ensure adequate supplies of essential commodities at reasonable rates.

2. This Federation notes with satisfaction that the Dass Commission has given a categorical and clear findings that the present Dearness Allowance Formula is unfair to the employees and requires re-examination. The Central Government employees movement has been demanding for a long time the revision of the existing formula. This Convention urges upon the Government to arrive at a reasonable and adequate formula after negotiations with the Unions and Federations of the Central Government employees.

3. This Convention considers that the neutralisation granted by the Government in respect of low paid employees is extremely inadequate. This Convention further considers that the Dass Commission has done grave injustice to the low paid employees in as much as the quantum of neutralisation has been brought down from 95% to 90% and 89% to 80% at Rs. 70/- and Rs. 150/- respectively. The Commission has also been unjust in not giving balance of neutralisation upto 135 points with retrospective effect from 1.2.1964, the date on which the formula of 10⁰ average rise has been fulfilled. This Convention therefore urges upon the Government -

- i) full neutralisation in case of low paid employees, subject to a minimum of Rs. 16/-
- ii) grant of balance of neutralisation upto 135⁰ with retrospective effect from 1.2.1964;
- iii) correction of the Consumer Price Indices; and
- iv) the treatment of present dearness allowance as pay for all purposes.

Resolution No.4:

REDUCTION IN THE RATE OF RENT CHARGED FOR
GOVERNMENT ACCOMMODATION:

At present Government charge rent @ 10% of basic pay plus City Compensatory Allowance for Government accommodation allotted to the Central Government employees. In addition to this 10%, the employees concerned are also denied House Rent Allowance. Thus in a city like Delhi, about 25% of the Central Government employees' monthly income is sliced away for a single item of residential accommodation. This naturally causes great economic hardships for the employees who find it extremely difficult to make two ends meet with the balance amount of their income and as such they are often forced to let out a portion of their accommodation at the cost of their own convenience.

2. In Defence Department, the employees are charged rent only @ 5% of pay for the Government accommodation allotted to them. On the same analogy and for economic reasons stated above, this Convention urges the Government that all other Central Government employees may also be charged rent only @ 5% of pay instead of @ 10% charged at present.

Resolution No.5:

PROMOTIONAL AVENUES FOR CLASS IV STAFF:

This Convention notes with deep concern that the Class IV employees working in Central Secretariat and allied offices do not have any avenue open for promotion to any class III service. Even in their own line, the promotional opportunities are very few and inadequate. Most of these employees are as such doomed to retire as class IV employees only. Because of the unemployment prevalent in the country, many matriculates or even more educated persons come in to serve as class IV employees.

2. While in subordinate offices of the various departments like P&T Department etc., posts in the lowest clerical cadre are reserved, to the extent of 50%, for being filled up by promotion of class IV employees, no such facility is available for the Class IV employees working in the Central Secretariat and allied offices. Further in subordinate offices, Class IV officials who pass matriculation after entry in service are, on their confirmation in class IV, given automatic promotion under incentive schemes to clerical cadre against a certain percentage of vacancies reserved for the purpose. Such incentive scheme is also not available for the class IV employees in the Central Secretariat and allied offices.

3. As a result of this, the class IV employees in Central Secretariat and allied offices feel much frustrated and discontented. If given an opportunity, most of these class IV officials can be quite suitable to do clerical jobs with efficiency like any direct recruited lower division clerk or so.

4. This Convention, therefore, urges upon the Government to reserve 50% of the posts of Lower Division Clerks to be filled up by promotion of suitable class IV officials like in subordinate offices.

Resolution No.6:

AUDIT AND ACCOUNTS ASSOCIATION:

This Convention views with grave concern the continued refusal of the Comptroller and Auditor General to restore recognition to the All India Audit and Accounts Association and some state units and to reinstate in service large number of employees victimised for participation in the strike of July, 1960. It is a matter of regret that the lenient policy laid down by the Government in dealing with the strikers and the decision of the Government to restore recognition to Unions and Associations have not been implemented by the Comptroller and Auditor General and the labour relations continue to be under strain for over five years.

2. This Convention is of the firm opinion that it is the responsibility of the Government in the Ministry of Labour and Home in particular to ensure that Auditor General implements the Government's policy and decisions in the matter of Labour relations in Central Services.

3. This Convention therefore calls upon the Government to intervene effectively for normalising labour relations in the Audit and Accounts Department and see that recognition is restored to the All India Audit and Accounts Association, state units, and to reinstate the victimised employees.

Resolution No.7:

MINIMUM WAGE:

This Convention reviews the inadequacy of the wages paid to the Central Government employees. Failure of the Government in controlling prices and indifference in grant of timely and adequate dearness allowance and notes that grave injustice, done to the employees by the Second Pay Commission, is being perpetuated by the Government by not acceding so far the demand for a need based minimum wage on the basis of the norms laid down by the Fifteenth Indian Labour Conference despite the fact that the present Home Minister while speaking in the Lok Sabha in August, 1960 had himself emphasised the necessity of progressive realisation of a minimum wage based on the norms laid down by the said Conference.

2. This Convention, therefore, urges the Government that taking into account the fact that a period of more than five years has elapsed since the Second Pay Commission's Report as also that the economic conditions have undergone considerable change, no further time be lost in honouring the assurance given by the Government and revising the minimum wage on the basis of the norms laid down by the Fifteenth Indian Labour Conference.

Resolution No.8:

CENTRAL GOVERNMENT EMPLOYEES' CONSUMER COOPERATIVE STORES:

This Convention of the Central Secretariat & Allied Offices' Employees notes with deep concern that the management of the Central Government Employees Consumer Cooperative Stores has not so far been vested in the elected managing Committee of the Share-holders. The Convention accordingly urges upon the Government to take immediate steps to pass on the management to the Share-holders with a view to ensure efficient service to the consumers in keeping with the provisions of the Constitution of the Stores.

Resolution No.9:

INTEREST ON G.P. FUND DEPOSITS:

Most of the Scheduled Banks, including the State Bank of India, are granting Rs. 7½% interest on fixed deposits, while the interest sanctioned on the Provident Fund amounts for the current year is understood to be considerably low, i.e. 4½% only. Since the Provident Fund is a deposit of permanent nature, withdrawal of amount being difficult, it will be fair and equitable only if the interest accrued on the Provident Fund is higher or least at-par with the interest granted by the Bankers.

Resolution No.10:

CONFIRMATION OF TEMPORARY STAFF:

In the Central Secretariat and Allied Offices large number of employees continue to be temporary for a number of years suffering disabilities attendant with such status and the feelings of insecurity continue to torment their minds. This Convention of Central Secretariat and Allied Offices' Employees urges upon the Government to declare permanent temporary employees who have rendered more than 3 years of continuous service.

Resolution No.11:

REVISION OF THE PAY SCALE OF DESPATCH RIDERS:

This Convention of the Central Sectt. & Allied Offices' Employees after noting that the pay scale of Despatch Riders in P&T Department has recently been revised from Rs. 100-130 to Rs. 110-139 and that this benefit has been denied to the Despatch Riders working in the Central Secretariat and Allied Offices, without any reason, endorses the demand of the Central Sectt. Despatch Riders' Association for the revision of their pay scale also from Rs. 100-130 to Rs. 110-139.

Resolution No.12:

GRANT OF GRAIN ADVANCE:

This Convention of the Central Sectt. & Allied Offices' Employees demand that since the price of grain and other daily necessities of life, soar high in the lean month of the year, a Grain Advance of Rs. 300/- be given to all the employees so as to enable them to purchase grain

etc. when they are comparatively cheap.

1. NAME: Name of the Federation shall be 'The Federation of the Central Secretariat & Allied Offices' Employees, hereinafter referred to as Federation.
2. HEADQUARTERS: The Headquarters of the Federation shall be located at New Delhi, the Headquarters of the Government of India.
3. AIMS AND OBJECTS.
 - (i) to safeguard and promote the interests, rights and liberties of the employees of the Central Secretariat and Allied offices;
 - (ii) to ameliorate the social and economic conditions of Central Secretariat and Allied Offices' employees and to promote their social, cultural and educational uplift;
 - (iii) to ventilate and secure the redress of the grievances of the members;
 - (iv) to render efficient service to the Nation.
 - (v) to co-ordinate the activities of the federating Unions/Associations;
 - (vi) to do all other things as are incidental or conducive to the attainment of the above objects or any of them.
4. STRUCTURE: The Federation shall consist of the various Unions/Associations of the employees of the Central Secretariat and Allied Offices.
5. MEMBERSHIP:
 - (i) The membership will be as provided for in the Constitutions of the different federating Unions/Associations which shall be the effective membership of the Federation.
 - (ii) Membership register shall be maintained by the respective federating Unions/Associations which shall be checked at the time of election of Councillors.
 - (iii) Rights of Members: The office-bearers of the Federation and General Councillors shall have the right of inspection of account books and other similar records of the Federation. The Secretary-General and the Treasurer shall give every facility for such inspection of the documents when so desired by giving reasonable time.
6. POWERS AND FUNCTIONS: The Federation shall be the supreme body in all matters of common concern to all the federating Unions/Associations. Matters of common concern and matters referred to it by federating Unions/Associations shall be represented by the Federation to the Government of India.

The federating Unions/Associations shall be autonomous Organisations on all matters pertaining to their members.
7. MANAGEMENT: The management of the Federation shall be vested in (i) the General Council and (ii) the Federal Executive Committee.
8. COMPOSITION OF THE GENERAL COUNCIL: The General Council shall consist of -
 - (a) General Councillors elected by the respective federating Unions/Associations on the basis of one for every two hundred fifty members subject to a minimum of 5 General Councillors representing each of the federating Unions/Associations; and
 - (b) the General Secretaries of the federating Unions/Associations.

9. COMPOSITION OF THE FEDERAL EXECUTIVE COMMITTEE: The Federal Executive Committee shall consist of --

(a) The following office-bearers of the Federation elected from amongst the members of the General Council:--

- i. A President.
- ii. Two Vice Presidents.
- iii. A Secretary-General.
- iv. Two Secretaries.
- v. An Organising Secretary.
- vi. A Treasurer, and

(b) the General Secretaries of the federating Unions/Associations of the Federation or such other persons as may be elected by the General Council of the Federation or suitable to attend.

10. POWERS OF THE GENERAL COUNCIL:

- i) to elect the office-bearers mentioned in Article 9 above;
- ii) to exercise control over the finances of the Federation;
- iii) to adopt annual report, audited accounts and the budget for the next year;
- iv) to act as an appellate authority in all matters pertaining to the affairs of the Federation;
- v) to take such measures as may be deemed necessary in all matters not herein specifically provided for; and
- vi) to satisfy itself whether the General Councillors representing the federating Unions/Associations have been duly elected according to the Constitution of the Federation.

11. POWERS OF THE FEDERAL EXECUTIVE COMMITTEE:

- i) To supervise the work of the Secretariat of the Federation;
- ii) to summon meetings of the General Council;
- iii) to make rules in all matters not inconsistent with the Constitution of the Federation/Federating Unions/Associations;
- iv) to present the Annual Report and the Audited Balance Sheet with Auditor's Report; and
- v) day to day management of the Federation.

12. POWERS AND FUNCTIONS OF THE OFFICE-BEARERS:

(a) President: The President shall preside over the meetings of the General Council and Federal Executive Committee and exercise general supervision and control over the affairs of the Federation.

(b) Vice-Presidents: The Vice-Presidents shall exercise the powers of the President in his absence and shall assist him in his work.

(c) Secretary-General: The Secretary-General shall be the Administrative and Executive Officer of the Federation and shall administer the affairs of the Federation under the control and direction of the General Council and the Federal Executive Committee. He shall have the power to summon meetings of the Federal Executive Committee and to summon meetings of the General Council with the prior approval of the members of the Executive Committee. He shall exercise general control over the funds of the Federation along with the Treasurer.

(d) Secretaries: The Secretaries shall assist the Secretary General in the discharge of his duties.

(e)

(o) Treasurer: The Treasurer in conjunction with the Secretary-General shall exercise general control over the funds of the Federation and maintain the accounts of the Federation. His specific duties shall be as under:-

- i) He shall be personally responsible for the funds of the Federation and the records pertaining thereto;
- ii) he shall receive contributions, donations and all dues and issue receipts in printed forms for all amounts received by him;
- iii) he shall not retain in hand an amount exceeding Rs.50/- for current expenditure and deposit and invest the surplus amount in the manner specified in Article 13 of the Constitution; and
- iv) he shall make payments after getting the vouchers passed by the Secretary-General and maintain vouchers for all payments made.

13. FUNDS: The funds of the Federation shall be deposited in the post office Savings Bank or in current, fixed deposit or Savings Bank account in a Scheduled Bank or in any one or combination of the said forms of the deposits, in the name of the Federation and the account shall be operated jointly by the Secretary-General and the Treasurer.

The Funds of the Federation shall comprise quota of subscription from the federating Unions/Associations and also by special donations that may be raised by the Federating Unions/Associations on a call given by the Federation.

14. APPLICABILITY OF FUNDS: The funds of the Federation shall be applicable for the purposes of the management of the Federation.

15. MEETINGS: (i) The General Council shall meet at least once in a year.

(ii) The Federal Executive Committee shall meet as often as may be necessary but at least once in 2 months. A clear notice of 7 days shall be given but in case of emergencies this period can be reduced

(iii) A notice of clear 15 days in writing shall be given to the members of the General Council for the meeting of the General Council. In case of an emergency the period of notice can be reduced by the Federal Executive Committee.

(iv) A meeting of the General Council shall also be convened by the Secretary-General of the Federation on a requisition signed by 20 percent of members of the General Council representing at least 3 federating Unions/Associations. If the Secretary-General fails to convene the meeting, the requisitionists shall be competent to convene the meeting at such place and on such date as may be decided upon by the requisitionists, a clear notice of 15 days being, however, given for such meeting.

(v) For all meetings of the General Council, the quorum shall be 1/3rd of the members of the General Council consisting of representatives of at least 3 federating Unions/Associations.

(vi) For all meetings of the Federal Executive Committee, the quorum shall be six members out of which at least 3 members shall be the representatives of 3 federating Unions/Associations in the Executive Committee.

(vii) The Financial year of the federation shall be from 1st April to 31st March.

16. VOTING: All decisions of the Federal Executive Committee and the General Council shall be taken by a simple majority of votes except where a different method is specifically prescribed. Each member shall carry a single non-transferable vote. All voting shall be show of hands, a division being granted when demanded. Election of office-bearers to the Federation, shall be by Secret Ballot.

17. QUOTA OF SUBSCRIPTION: Ten percent of the monthly or yearly subscription as the case may be, shall be the subscription on behalf of each federating Unions/Associations to the Federation, subject to a minimum of Rs.50/- per annum.

18. DURATION OF OFFICE: All office-bearers of the Federation shall hold office ordinarily for a period of one year or till the next Session of the Annual meeting of the General Council is held and office-bearers are elected.

19. VACANCIES IN ELECTED OFFICES: If any elected office of the Federation falls vacant, it will be filled by the Federal Executive Committee by cooption till the next session of the General Council, from amongst the members of the Federal Executive Committee.

20. DISCIPLINARY ACTION: The General Council may take by the 2/3rd majority of votes of the members present, such disciplinary action as may be deemed fit or expedient against any of its members for disloyal conduct or injuring the interests of the Federation after providing adequate opportunity to the person or persons concerned for defence against any charges.

21. AMENDMENTS TO THE CONSTITUTION: A notice of clear 15 days shall be given to all members of the General Council for any amendment to the Constitution.

Amendment to the Constitution can be made only by the General Council by a two-third majority of votes of the members present provided not less than 50% members of the General Council are present.

22. DISSOLUTION: The dissolution of the Federation can only be decided upon by the General Council convened for this purpose after giving one month's notice by a majority of three-fourth of the members representing at least four federating Unions/Associations and after making necessary arrangements for the disposal of assets and liabilities.

CONFEDERATION OF CENTRAL GOVT. EMPLOYEES & WORKERS
(T-16, I.N.A. Colony, New Delhi-3)

Resolution unanimously passed by the National Executive of the Confederation of Central Govt. Employees & Workers, in its meeting held on 6.9.65.

This emergency meeting of the National Executive of the Confederation of Central Govt. Employees & Workers pledges the full support to the Govt. in the defence of the freedom and integrity of the country. It assures the Govt. that every Central Govt. employee will undergo any sacrifice and lay down his life to drive back the Pakistani aggressors. It calls upon the entire Central Govt. employees throughout the length and breadth of the country to mobilise all their resources in supreme determination to uphold the honour of the motherland.

The National Executive calls upon all affiliated organisations and the Coordinating Committees of various cities to organise at the earliest date mass processions and rallies to give effective expression to the nation's will to defend its freedom and to take a solemn pledge to defend the motherland.

This meeting decides to cancel the earlier call for the observance of All-India Demands Day on 17th of this month.

This meeting fervently hopes that the Govt. will take effective steps to ensure that anti-social elements do not exploit the situation by indulging in hoarding and black-marketing and to bring down the price-line and to ensure the supply of all necessary commodities to all sections of the people.

This Executive calls upon the employees to work hard, raise efficiency and production and requests the Govt. to ensure that grievances of workers as and when they arise are resolved in a just manner and the bureaucratic officers are not allowed to ride rough-shod over them by taking advantage of the situation.

This meeting congratulates the brave people of Kashmir and our heroic armed forces for the inspiring manner in which they have risen equal to the occasion. This meeting calls upon all sections of the working people to maintain complete communal harmony and to uphold the secular traditions of our country in accordance with the appeal made by our Prime Minister in his broadcast to the nation.

This Executive is confident that our nation will emerge victorious and triumphant out of this trial.

* * * *

X/CS/2.4

293-

JOINT NEGOTIATING MACHINERY

RULES OF RECOGNITION

The following instructions will govern recognition of Civil Service Association/Trade Unions of employees for the purpose of the Joint Consultation and Arbitration Scheme. The Associations/Unions may apply for such recognition in the form annexed.

PART I—SERVICE ASSOCIATIONS OF CIVIL SERVANTS (INCLUDING NON-INDUSTRIAL P & T AND CIVIL AVIATION STAFF).

1. Conditions for recognition of Services Associations/Trade Unions of Civil Servants.

No service Association (which term shall include a Federation or a Confederation of Service Associations) will be recognised by the Government after the issue of these instructions unless all the following conditions are satisfied, namely—

(a) an application in the form as in the Annexure for recognition of the Service Association is made with all the information relevant for such recognition;

(b) the Service Association is formed primarily with the object of promoting the common service interests of its members belonging to a grade or service group of grades/services;

(c) membership of the Service Association is restricted to a distinct grade/service or a group of grades and services of Government servants, having common service interests, all such Government servants being eligible for membership of the Service Association;

(d) the Service Association is not formed on the basis of any caste, tribe or religious denomination or of any group within, or section of, such caste, tribe or religious denomination;

(e) no person, who is not a Government servant is connected with the affairs of the Service Association;

Explanation:—An honourably retired employee of the grade/service, the Service Association represents, may not be considered an outsider for the purposes of this rule.

(f) the executive of the Service Association is appointed from amongst the members only;

(g) the funds of the Service Association consist exclusively of subscriptions from members and grants, if any, made by the Government and are applied only for the furtherance of the objects of the Service association; and

(h) the minimum paid up membership of the association is not less than 15% of the total strength of the grade, service or group which it purports to represent; and

(i) the Association abjures strike;

2. Conditions subject to which recognition is granted:

Every Service Association recognised under these instructions shall comply with the following conditions, namely:—

(a) the Service Association shall not send any representation or deputation except in connection with a matter which is of common interest to members of the Service Association;

(b) the Service Association shall not espouse or support the cause of individual Government servants relating to service matters;

(c) the Service Association shall not maintain any political fund or lend itself to the propagation of the views of any political party or politician;

(d) all representations by the Service Association shall be sent through proper channel, and shall, as a normal practice, be addressed to the Secretary or Head of the Department or office;

(e) a list of members who are not in arrears of their subscription as on 31st March, and office-bearers, an up-to-date copy of the rules and an audited statement of accounts of the Service Association as approved by the annual general meeting shall be furnished

to the Government annually through proper channel so as to reach the Government before the 1st day of July each year. The full details of the paid-up membership shall be duly attested by President/General Secretary of the Association.

Note—For the sake of uniformity Service Associations may adopt uniform financial year ending 31st March for purposes of payment of membership subscription.

(f) any amendment in the rules of the Service Association shall be communicated to Government for information through proper channel;

(g) the Service Association may only affiliate itself with such Federation or Confederation or another Service Association to which recognition has been granted by Government; the fact of such affiliation shall be reported forthwith to Government through proper channel;

(h) the Service Association shall cease to be affiliated to a Federation, Confederation or Service Association whose recognition under these instructions is withdrawn by Government;

(i) A Federation or a Confederation of Service Association shall affiliate only recognised Service Associations; and if the recognition accorded to any of the Service Associations affiliated to a Federation or a Confederation of Service Associations is withdrawn the Federation or Confederation of Service Associations shall forthwith disaffiliate such Service Association.

(j) the Service Association shall not do any act or assist in the doing of any act which, if done by a Government servant, would contravene any of the provisions of the Central Civil Services (Conduct) Rules, 1955; provided that a Service Association may publish a journal devoted to service matters, for circulation among its members;

(k) the Service Association shall not address any communication to a foreign Government or other authority except through the Government who shall have the right to withhold it; and

(l) communications addressed by the Service Association or by any office-bearer on its behalf to the Government or a Government authority shall not contain any improper language.

3. Associations recognised under the C.C.S. (Recognition of Service

Associations) Rules, 1959.

A Service Association already recognised by the Government under the C.C.S. (Recognition of Service Associations) Rules, 1959, shall be required to apply for recognition afresh under these instructions.

be reported forthwith to Government through proper channel;

(e) the Union shall cease to be affiliated to a Federation, Confederation or other Union whose recognition under these instructions has been withdrawn by Government;

(f) a Federation or a Confederation of Unions shall affiliate only recognised Unions; and if the recognition accorded to any of the Unions affiliated to a Federation or a Confederation is withdrawn, the Federation or Confederation shall forthwith disaffiliate such Union.

PART II. TRADE UNIONS (OTHER THAN THOSE OF CIVIL SER-VANTS AND NON-INDUSTRIAL P & T AND CIVIL AVIATION DEPARTMENT STAFF)

4. Conditions for recognition of Unions:

No Union (which term shall include a Federation/Confederation of Unions) of employees shall be recognised by Government unless the following conditions are satisfied, namely:—

(a) an application in the form as in the Annexure for recognition of the Union is made with all the information relevant for such recognition;

(b) membership of the Union is confined to workmen or a distinct class of workmen employed in the same industry or organisation, all such workmen being eligible for membership of the Union;

(c) the rules of the Union provide for the holding of a meeting of the Executive Committee of the Union at least once in six months;

(d) the Union is registered under the Indian Trade Unions Act, 1926;

(e) the Union abjures strike;

(f) the funds of the Union consist exclusively of subscriptions from members and grants, if any, made by the Government, and are applied only for the furtherance of the objects of the Union; Financial assistance, if any, received from a general labour organisation/international organisation will be forthwith reported to the Government;

(g) the minimum paid up membership of the Union is not less than 15% of the total strength of the grade which it purports to represent; in the case of mixed Unions of different grades/categories of workers, it shall only be deemed to represent such grades/categories of which not less than 15% of the total strength are paid up members of the Union.

5. Conditions subject to which recognition is granted:—

Every Union recognised under these instructions shall comply with the following conditions, namely:—

(a) the Union shall not maintain a political fund except with the general or special sanction of Government, and subject to such conditions as Government may impose;

(b) a recognised Union will be required:

(i) to submit by July 1 of each year copies of its rules and constitution, its annual audited accounts as approved by the general meeting, and a list of its members who are not in arrears of their subscription as on 31st March, and office-bearers. The full details of paid-up membership shall be duly attested by the President/General Secretary of the Union.

(ii) to notify immediately any amendment made to its constitution;

(iii) invariably to submit any representation to the Government through proper channel;

(c) the Union shall not address any communication to a foreign Government or other authority except through the Government who shall have the right to withhold it;

(d) the Union may affiliate itself only to such Federation or Confederation of Unions or to such other Union to which recognition has been granted by Government; the fact of such affiliation shall

6. Election of office-bearers

Trade Unions of employees will be free to have outsiders as their office-bearers to the extent permitted by Section 22 of the Indian Trade Unions Act, 1926 (which provides that not less than one half of the total number of the officers of every registered trade union shall be persons actually engaged or employed in an industry with which the trade union is connected). Such outsiders shall not, however, represent their Unions on the Joint Councils.

7. Unions recognised under existing rules:

Trade Unions already recognised by Government under any instructions existing in any Ministry/Department in the past shall be required to apply afresh for recognition under these instructions.

PART III. MISCELLANEOUS

8. Withdrawal of recognition:

If in the opinion of Government a Service Association/Union recognised under these instructions has failed to comply with the conditions prescribed in this Office Memorandum, the Government may withdraw the recognition accorded to such Association/Union.

9. Repeal: The Central Civil Services (Recognition of Service Associations) Rules, 1959 are being repealed separately.

10. Relaxation: The Government may dispense with or relax the requirements of any of these instructions to such extent and subject to such conditions as it may deem fit in regard to any Service Association/Union or class of Service Associations/Unions.

National Council

DRAFT CONSTITUTION

1. Short title:—

This Constitution may be called the Constitution of the National Council under the Joint Consultation and Arbitration Scheme.

2. Application:—

This Constitution shall cover, as far as may be all Ministries and Departments of the Central Government.

3. Objects:—

The object of the Council is to promote harmonious relations and to secure the greatest measure of cooperation between the Government, in its capacity as employer, and the general body of its employees in matters of common concern and further to increase the efficiency of the public service.

4. Scope and functions:—

(1) The scope of the Council will include all matters relating to conditions of service and work, welfare and improvement of efficiency and standards of work of all regular civil employees of the Central Government except:—

- (a) the class I services;
- (b) the class II services, other than the Central Secretariat Services and the other comparable services in the headquarters organisation or the Government;
- (c) persons in industrial establishments employed mainly in managerial or administrative capacity and those who being employed in supervisory capacity draw salary in scales going beyond Rs. 575 per mensem;
- (d) employees of the union Territories; and
- (e) Police personnel and personnel of the Railway Protection Force.

Provided, however, that—

- (i) in regard to recruitment, promotion and discipline, consultation will be limited to matters of general principles; and
- (ii) individual cases will not be considered.

(2) The Council will deal with matters affecting Central Government employees generally, such as minimum remuneration, dearness allowance and pay of certain common categories, for instance office

clerks, peons, and the lower grades of workshop staff; and matters relating to categories of staff common to two or more departments and not grouped together in a single Departmental Council.

(3) Matters of interest to employees of a single Department will not be dealt with by the National Council.

5. Members of the Council:—

(1) The Council shall consist of—

(A) **Chariman:**— The Cabinet Secretary.

(B) **Representatives on the Official Side:**—

(i) **Permanent members:**— Besides the Chairman, the Secretary, or an officer nominated by the Secretary, of each of the following Ministries/Departments shall be the permanent members on the Official Side of the Council:—

1. Min. of Home Affairs (Estt. Division).
2. Min. of Labour & Employment.
3. Min. of Finance (Deptt. of Expenditure).
4. Min. of Railways.
- 5.
6. Ministry of Defence.
7. Min. of Defence (Deptt. of Defence Production).
8. Deptt. of Posts & Telegraphs.
9. Min. of Transport.
10. Comptroller & Auditor General of India.
11. Min. of Finance (Deptt. of Revenue).
12. Min. of Works, Housing & Rehabilitation.
13. Min. of Food & Agriculture.
14. Min. of Home Affairs (Central Secretariat) Services Division).
15. Min. of External Affairs.
16. Min. of Education & Scientific Research and Cultural Affairs.
17. Min. of Information & Broadcasting.

(ii) **Temporary Members:**—

Ministry of Home Affairs may, from time to time, nominate such number of temporary members belonging to any Ministry/Department of the Government of India as, together with the Chairman and the permanent

members specified above, will not exceed 25.

(C) **Representatives on the Staff Side:**—

There shall be not more than 60 members on the Staff side nominated by the Associations/Unions/Federations / Confederations recognised for the purpose of representation on the National Council as follows:—

(i) (State the No.) members nominated by _____

Association/Union
(ii) (State the No.) members nominated by _____

Association/Union.

(iii)

(iv)

(v)

(vi)

Note 1: Where there are two or more Unions/Associations representing different categories of staff the Chairman shall distribute the total permissible representation on the Council on the basis of the respective numerical strengths of the categories concerned.

Note 2: Where there are two or more Associations/Unions representing the same categories of staff the total permissible representation shall be distributed by the Chairman on the basis of the respective membership of each Union/Association.

Note 3: A tentative distribution of Staff Side membership between Ministries is shown in Annexure.

Note 4: If there has been change in the membership of the Association/Union proportional representation given could only be changed after verification of membership to be done in the manner advised by the Chief Labour Commissioner.

Note 5: Distribution of seats may also be done by the Chairman in consultation with the Associations/Unions in any other manner acceptable to Associations/Unions.

(D) **Secretaries:**

The Official and Staff Sides may each appoint its Secretary or Secretaries from amongst its representatives.

(E) **Leader:**

The Staff Side shall elect by simple majority, one of its members as its Leader, who shall hold that office for a period of one year but shall be eligible for re-election; a va-

cancy caused by death, retirement, resignation, transfer, etc. will be filled for the unexpired term.

(F) Permanent Secretariat:

There shall be a permanent Secretariat of the Council under the control of the Chairman.

(2) No person who is not an employee or an honourably retired employee of the Central Government shall be a member of the Council.

6. Nomination of representatives on the Staff Side by recognised Employees' Organisations.

(1) The Chairman of the Council shall, at the commencement of this Constitution and thereafter as and when occasions arise, intimate in Form 'A' to each recognised employees' organisation, which term shall include a Federation, a Confederation, an Association and a Union, eligible for representation on the Council the number of members it may nominate on the Council.

(2) On receipt of intimation under clause (1), a recognised employees' organisation may intimate in Form 'B' to the Chairman of the Council the name(s) of its representative(s) nominated by its general body or its executive committee.

(3) In the event of retirement, resignation, death etc. of a representative of an employees organisation such organisation may nominate or in the case or retirement, re-nominate its representative in Form 'C'.

(4) On receipt of intimation under clause (2) or (3) above, as the case may be, the Chairman of the Council shall consider whether the nomination is in accordance with the provisions of the scheme and inform the employees' organisation concerned.

7. Term of Membership:

(1) The employees' organisations will nominate their representatives for a term of 3 years; but there will be no bar to renomination. Chairman may, however, permit a change of a representative once in a year if he ceases to be an office bearer of an Association/Union after its annual election.

(2) Vacancies caused by death, retirement, resignation, transfer etc. will be filled for the unexpired term.

ANNEXURE I

Distribution of Central Government Employees (excluding work-charged personnel etc.) drawing pay upto Rs. 500/- per month by Ministries/Offices and their attached and subordinate offices as on 31st March, 1961.

S. No.	Name of Ministry/Deptt.	No. of Employees	Tentative Allocation of seats.
1.	Min. of Railways.	11,42,953	30
2.	Min. of Defence.	2,76,354	7
3.	Min. of Transport & Communications.	2,60,787	6+1 (C.A.)
4.	Min. of Finance.	83,637	3
5.	Indian Audit & Accounts Deptt.	37,076	1
6.	Min. of Works Housing & Supply.	31,351	1
7.	Min. of Food & Agri.	25,992	1
8.	Min. of Home Affairs.	21,831	2
9.	Min. of Commerce & Industry (Ministries of Industry & International Trade)	12,566	1
10.	Min. of External Affairs.	9,864	1
11.	Min. of S. R. & C. A.	9,571	1 (with Education)
12.	Min. of Rehabilitation.	9,270	— (with W. H & R)
13.	Min. of I & B.	8,379	1
14.	Min. of Health.	7,808	1
15.	Min. of Steel, Mines & Fuel.	6,032	1
16.	Min. of Education.	4,647	(with S.R. & C.A.)
17.	Min. of Labour & Employment.	3,867	
18.	Min. of I. & P.	3,763	
19.	Cabinet Secretariat.	2,023	
20.	Min. of Community Development.	840	2
21.	Min. of Law.	726	
22.	Miscellaneous Offices.	7,001	
Total:		19,66,339	

8. Standing Committees

The Council may have the following standing committees:

(A) Industrial Standing Committee:

It shall deal with matters relating to industrial staff only and shall be appointed by the Council.

(B) Non-Industrial Standing Committee:

It shall deal with matters relating to non-industrial staffs

and shall be appointed by the Council.

9. Delegation:

The Council may delegate to the Standing Committees such powers as it may consider necessary for the expeditious disposal of business.

10. Appointment of Committees:

A Council and its Standing Committees may appoint Committees from amongst their members to study and report on any matters falling within their scope.

INSTRUCTIONS FOR CONDUCT OF BUSINESS

The following instructions shall govern the conduct of business of the National Council under the Joint Consultation and Arbitration Scheme:—

1. Short title:

These instructions may be called the Instructions for the Con-

duct of Business of the National Council.

2. Meetings:

(1) The ordinary meetings of the Council shall be held as often as necessary, and not less than once in six months. A notice of an ordinary meeting

shall be sent to all members not less than fifteen days before the date of meetings.

As far as may be possible, the date of the next ordinary meeting shall be fixed at each meeting of the Council.

(2) A special meeting of the Council may be called by the Chairman. A notice of such a meeting shall be sent to all members not less than seven days before the date of meeting.

3. Quorum:

The quorum shall be 1/3rd each of the strengths of the Official and Staff Sides.

4. Agenda:

(1) The agenda for a meeting shall be prepared under the orders of, and approved by, the Chairman.

(2) The agenda for an ordinary meeting shall be circulated to all the members not less than three weeks before the meeting.

(3) The agenda for a special meeting shall be circulated with the notice of the meeting.

(4) A member desiring inclusion of a subject in the agenda of a meeting will communicate the subject together with an explanatory memorandum where necessary, to the Secretary, Official or Staff Side, as the case may be, at least eight weeks in advance of the meeting. The Secretary concerned shall make sure that the subjects suggested fall within the purview of the Council and, thereafter, place the suggestions before the Chairman not less than seven weeks before the due date of the meeting, for his approval to their inclusion in the Agenda.

(5) Business not on the agenda may only be taken up with the permission of the Chairman.

(6) A matter disposed of by a Council in any manner will not be placed on the agenda during the following 12 months, unless for any special reason the Chairman of the Council directs otherwise.

5. Minutes:

The minutes of a meeting will be drafted under the directions of the Chairman at the meeting and approved by the Council. They will thereafter be circulated to the members of the Council.

6. Decisions:

(1) The Official Side will conclude matters at the meetings of the Council and will not reserve them for later decision by the Government. Subject to the final authority of the Cabinet, agreements reached between the two Sides of a Council will become operative.

(2) If there is no agreement between the two Sides on any particular issue, the matter may be transmitted to a committee of the Council for further

examination and report. But if a final disagreement is recorded by the Council and the matter is one for which compulsory arbitration is provided, it shall be referred to arbitration if so desired by either Side. In other cases of disagreement, Government will take action according to their own judgment and communicate the final decision to the Council for information.

7. Publication of statements:

Only statements issued under the

MODEL CONSTITUTION FOR DEPT. COUNCILS

Dept./Office of.....
No..... Dated.....

1. Short title:

This Constitution may be called the Constitution of the Departmental/Regional/Office Council of the Department/Office of..... under the Joint Consultation and Arbitration Scheme.

2. Application:

This Constitution shall cover the following Department(s)/Office(s):

- (a).....
- (b).....
- etc.

3. Objects:

The object of the Council is to promote harmonious relations and to secure the greatest measure of cooperation between the Government, in its capacity as employer, and the general body of its employees in matters of common concern and further to increase the efficiency of the public service.

4. Scope and Functions:

The scope of the Council will include all matters relating to conditions of service and work, welfare of the employees, and improvement of efficiency and standards of work, provided, however, that —

- (i) in regard to recruitment, promotion and discipline, consultation will be limited to matters of general principles;
- (ii) individual cases will not be considered.

Matters relating to categories of staff common to two or more departments and not grouped together in a single Departmental Council shall be dealt with by the National Council.

5. Members of the Council:

The Council shall consist of —

- (a) Chairman:.....(designation)
- (b) Representatives on the official side: Besides the Chairman, there shall be (state the number) members on the official side to be nominated by Government or Head of Department/Office:
- (c) Representatives on the staff side: There shall be (state the number) members on the Staff side as follows:

authority of the Council shall be published; such statements shall be as full and informative as possible.

8. Standing Committees:

The above instructions shall also govern the conduct of business of the Standing Committees of the National Council. The Standing Committees shall not, however, take final decisions on any subjects that come before them and shall transmit their conclusions to the Council for decision.

(i) (state the number)

members nominated
by.....Association/Union.

(ii) (state the number)

members nominated
by.....Association/Union.

Note 1: Where there are two or more Unions/Associations representing different categories of staff the Chairman shall distribute the total permissible representation on the Council on the basis of the respective numerical strengths of the categories concerned.

Note 2: Where there are two or more Associations/Unions representing the same categories of staff, the total permissible representation shall be distributed by the Chairman on the basis of the respective membership of each Union/Association.

Note 3: If there has been change in the membership of the Association/Union proportional representation given, could only be changed after verification of membership to be done in the manner advised by the Chief Labour Commissioner.

Note 4: Distribution of seats may also be done by the Chairman in consultation with the Associations/Unions in any other manner acceptable to Associations/Unions.

(d) Secretaries:

The Official and Staff Sides may each appoint its Secretary or Secretaries from amongst its representatives.

(e) Leader:

The Staff Side shall elect by simple majority, one of its members as its leader, who shall hold that office for a period of one year but shall be eligible for re-election; a vacancy caused by death, retirement, resignation, transfer, etc. will be filled for the unexpired term.

6. Nomination of representatives on the staff side by the recognised Associations/Unions.

(1) The Chairman of the Council shall, at the commencement of this

stitution and thereafter as and when occasions arise, intimate in Form 'A' to each recognised Association/Union eligible for representation on the Council the number of members it may nominate on the Council.

(2) On receipt of intimation under clause (1) above, a recognised Association/Union may intimate in Form 'B' to the Chairman of the Council the name(s) of its representative(s) nominated by its general body or the executive Committee of the Association/Union.

(3) In the event of retirement, resignation, death etc. of a representative of an Association/Union, such Association/Union may nominate or, in the case of retirement renominate its representative in Form 'C'.

(4) On receipt of intimation under clause (2) or (3) above, as the case may be, the Chairman of the Council shall

consider whether the nomination is in accordance with the provisions of the Scheme and inform the Association/Union concerned.

7. Term of Membership:

(1) The Associations will nominate their representatives for a term of 3 years; but there will be no bar to re-nomination. Chairman may, however, permit a change of representative once in a year if he ceases to be an office bearer of an Association/Union after its annual election.

(2) Vacancies caused by death, retirement, resignation, transfer, etc. will be filled for the unexpired term.

8. Appointment of Committees:

A Council may appoint committees from amongst its members to study and report on any matters falling within its scope.

Chairman

his approval to their inclusion in the agenda.

(5) Business not on the agenda may be taken up with the permission of the Chairman.

(6) A matter disposed of by a Council in any manner will not be placed on the agenda during the following 12 months, unless for any special reason the Chairman of the Council directs otherwise.

5. Minutes.

The minutes of a meeting will be drafted under the directions of the Chairman at the meeting and approved by the Council. They will thereafter be circulated to the members of the Council.

6. Decisions:

(1) The Official Side will conclude matters at the meetings of the Council and will not reserve them for later decision by the Government. Subject to the final authority of the Cabinet, agreements reached between the two Sides of a Council will become operative.

(2) If there is no agreement between the two Sides on any particular issue, the matter may be transmitted to a Committee of the Council for further examination and report. But if a final disagreement is recorded and the matter is one for which compulsory arbitration is provided, it shall be referred to arbitration if so desired by either Side. In other cases of disagreement, Head of Office/Department/or Government as the case may be, will take action according to their own judgment and communicate the final decision to the Council for information. A dispute shall, however, not be referred to arbitration unless it has been considered by the National Council or the appropriate Departmental Council, as the case may be; if such a dispute arises in a Council at a lower level, the Chairman of such Council shall record the dispute with a brief statement of the case and after securing the Council's approval to the text remit the matter to the Chairman of the Departmental/National Council for consideration.

7. Publication of statements:

Only statements issued under the authority of the Council shall be published; such statements shall be as full and informative as possible.

CHAIRMAN.

DRAFT MODEL INSTRUCTIONS FOR CONDUCT OF BUSINESS OF COUNCILS

(Not for issue)

Deptt./Office of.....
No.....Dated.....

MEMORANDUM

The following instructions shall govern the conduct of business of Departmental/Regional/Office Council of the Department/Office of _____ under the Joint Consultation and Arbitration Scheme:

1. Short title:

These instructions may be called the instructions for the Conduct of Business of Departmental/Regional/Office Council of Department/Office of _____.

2. Meetings:

(1) The ordinary meetings of the Council shall be held as often as necessary, and not less than once a quarter/in six months. A notice of an ordinary meeting shall be sent to all members not less than fifteen days before the date of meeting.

(2) A Departmental Council.

As far as may be possible, the date of the next ordinary meeting shall be fixed at each meeting of the Council.

(3) A special meeting of the Council may be called by the Chairman. A

notice of such a meeting shall be sent to all members not less than seven days before the date of meeting.

3. Quorum:

The quorum shall be 1/3rd each of the strengths of the official and staff sides.

4. Agenda:

(1) The agenda for a meeting shall be prepared under the orders of, and approved by the Chairman.

(2) The agenda for an ordinary meeting shall be circulated to all the members not less than three weeks before the meeting.

(3) The agenda for a special meeting shall be circulated with the notice of the meeting.

(4) A Member desiring inclusion of a subject in the agenda of a meeting will communicate the subjects together with an explanatory memorandum where necessary, to the Secretary, Official or Staff Side, as the case may be, at least eight weeks in advance of the meeting. The Secretary concerned shall make sure that the subjects suggested fall within the purview of the Council and, thereafter, place the suggestions before the Chairman not less than seven weeks before the due date of the meeting, for