



दक्षिण रेलवे/SOUTHERN RAILWAY

No.P(R)410/P/LL & IR

प्रधान कार्यालय/ Headquarters Office
कार्मिक शाखा/ Personnel Branch
चेन्नै/Chennai - 600 003
दि./ Dated:29-02-2016

पी बी सी सं/ PBC No: 26 / 2016

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units,
etc.,

(As per mailing list -'A')

विषय/Sub: Duty hours of staff working in General Stores Department.

A copy of Railway Board's letter No.E(LL) 2015/HER/9 dated 23-02-2016 alongwith its enclosure on the above subject is enclosed for information, guidance and necessary action.

Railway Board's letter dated 09-08-2005 referred therein has been circulated under PBC 127 / 2005.

संलग्न/Encl: as above

(B.Indumathy)
Asst. Personnel Officer/M&E.
कृते मुख्य कार्मिक अधिकारी
For Chief Personnel Officer.

प्रतिलिपि/Copy to : The Genl Secy / SRMU
The Genl Secy / AISCSTREA
The Genl Secy / AIOBCREA

The Genl Secy / NFIR

भारत सरकार/Government of India
रेल मंत्रालय/Ministry of Railways
(रेलवे बोर्ड) (Railway Board)

No.E(LL)2015/HER/9

The General Manager(P),
All Indian Railways & PUs



New Delhi, dated 23.02.2016

Sub : Duty hours for staff working in General Stores Department.

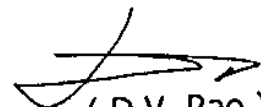
It has come to the notice that non-ministerial staff of General Store Depots on various Railways are observing different number of duty hours and seeking parity with ministerial staff, against the prescribed duty hours for various categories of staff, given in Board's letter No.E(LL)/2001/HER/9 dated 09.08.2005.

The matter has been examined in consultation with the Stores Directorate of Railway Board. In respect of non-ministerial staff, who are governed by HOER, it is clarified that in terms of Board's letter dated 09.08.2005 ibid, once a post is classified as 'Continuous' the standard hours of duty for that post are 48 hours in a week. Further under Rule 3 of the Railway Servants (Hours of Work and Period of Rest) Rules, 2005, the Head of the Railway Administration is the prescribed authority to decide the classification/working hours of the railway servants and this classification in turn automatically defines number of hours of work in a week.

In respect of the ministerial staff it is clarified that they would continue to observe duty hours as per existing instructions issued vide Board's letter No.PC-59/HW-1/1 dated 27.4.1960 (copy enclosed).

Zonal Railways are advised to keep the above rules in view and review the situation on their jurisdiction and correct the aberrations if any.

This disposes Western Railway's letters No.E/HER/487/Misc/383 dated 24.08.2015 and 19.11.2015.


(D.V. Rao)
Director Estt.(LL)
Railway Board

Sub: Working hours of clerical staff in offices other than District/Divisional and Headquarter offices.

Reference Railway Board's letter of even number dated 28-12-59.

2. The Board have decided that the working hours of clerical staff in offices other than District/Divisional and Headquarter Offices on the railways, whose hours of work were more or less the same as those of the clerical staff in the District/Divisional and Headquarter Offices upto 31st December 1959, should be suitably increased so that the total hours of work per month in ~~future~~ future are more or less the same as those of the clerical staff in the District/Divisional and Headquarter Offices as fixed from 1st January 1960. These offices should not, however, be closed on last Saturday of the month.
3. In certain establishments clerical and other staff work together, for instance in shops, sheds and stations. The Board consider that such clerical staff may, if necessary, be required to work the same hours as the other staff in the establishment concerned when the duties of the clerks are such that their presence throughout is necessary for efficient working of the other staff.
4. The Board desire that the working hours of clerical staff working elsewhere than in District/Divisional and Headquarter offices may be suitably adjusted in the light of the above.