

भारत सरकार (GOVERNMENT OF INDIA)
रेल मंत्रालय (MINISTRY OF RAILWAYS)
रेलवे बोर्ड (RAILWAY BOARD)

No. ERB-I/2020/23/14

New Delhi, Dated: 08.05.2020

ORDER

Ministry of Railways (Railway Board) have decided to constitute a Committee to deliberate on the various issues relating to multi-skilling of staff on Railways and to submit its recommendations. The composition of the Committee will be as under:-

- | | |
|---|--------------|
| (i) Principal Executive Director/EERS, Railway Board | ... Member |
| (ii) Principal Executive Director/CE(P), Railway Board
(presently being looked after by PED/Bridges) | ... Member |
| (iii) Executive Director/Signal, Railway Board | ... Member |
| (iv) Executive Director/PM, Railway Board | ... Member |
| (v) Executive Director/TT(S), Railway Board | ... Member |
| (vi) Executive Director/Fin(Estt.), Railway Board | ... Member |
| (vii) Executive Director/ME(Projects), Railway Board | ... Member |
| (viii) Executive Director/Estt.(N), Railway Board | ... Convener |

2. The Terms of Reference of the Committee shall be as under:-

- Identification of cadres of various departments which can be considered for multi-skilling.
- Scope and details regarding training to be imparted to the staff identified for multi-skilling.
- Fixation of seniority in the merged cadre.
- Pay fixation of staff in the merged cadre.
- Medical classification of staff in the merged cadre.

[The committee members may take the assistance of DG/NAIR while formulating/finalizing the training modules of the merged cadres.]

3. The Committee shall submit its recommendations within a period of 30 days from the date of its constitution. The Headquarters of the Committee will be at New Delhi.

4. E(MPP) branch, Railway Board will be the Nodal branch for functioning of the Committee. Therefore, submission of report of the Committee for consideration of Railway Board, implementation of its recommendations and all related issues including Parl. Questions, RTI cases and other formalities relating to the Committee, shall be dealt with by E(MPP) branch, Railway Board.

5. The Convener and Members of the Committee will draw TA/DA as per extant rules.



(A.C. Jain)
Deputy Secretary (Estt)
Railway Board

List of Categories for Merger after Training and Multi-Skilling

S. No.	Category	Department	Activity	Remarks on merger & training/multiskilling	Other comments, if any
1.	Electrician, Mason, Fitter, Carpenter, Telecom Maintainer, AC/Tech.	Engg., Elect. & S&T	Repairs and upkeep of buildings including staff quarters	Such artisan and helper categories can be merged and staff can be trained for multi skilling.	
2.	Gateman (Engg. & Optg), Trackman, Pointsman	Optg. & Engg.	Manning of Level crossing gate	These categories of Optg. & Engineering Department can be merged & staff can be trained for multiskilling	AVC/ Hierarchy be modified
3.	Chowkidar Stores and Chowkidar Personnel	Stores, Personnel	Look after the safety of the office	can be merged.	
4.	Office Peon, Operating Peon and Engineering Peon, Record Sorter	Personnel, Stores and Operating	--	can be merged into one.	
5.	House Keeping Asstt erstwhile Safai-walas/walis	Medical, Commercial, EnHM, C&W	They are doing similar work with minor difference i.e. Cleanliness at Stations/ Hospitals	Can be merged into one.	
6.	Shunter, Shunting Master, Tower Wagon Driver	RSO, Operating, Electrical/TRD	Shunting	Can be utilized as ALP/Shunter for operating the Tower Wagons	
7.	Mason, Carpenter, Painter, Trimmer etc.	Engineering	Artisan Activities	By merger of all these categories can make a unified cadre.	
8.	SO, SSO of A/cs Deptt. & Ministerial Staff of Personnel Deptt.	Accounts & Personnel	PPO Revision, preparing Pay Bills, SR of retired employees.	PPO, Settlement, Preparing Bills can be done by Accounts and All Service Records/ Service Books of all Deptt. Including Accounts Deptt. can be maintained by Personnel Deptt.	
9.	SO/SSO of Accounts and Ministerial Staff of Personnel	Accounts & Personnel	Salary Preparation by Personnel & passing by	Can be done by Accounts .	

			Accounts		
10.	RPF Constable, Ticket Examiner	RPF, Commercial	Ticket Checking at Stations	RPF can check the tickets at stations.	
11.	Fitter: Electrical, HSRM, Train Lighting, AC Tech(Power/AC), Group D Staff of TRD	Electrical (TRD) & (General)	Electrical maintenance work.	can be merged into one.	
12.	Traffic Inspector, Commercial Inspector, Welfare Inspector	OPTG, Comml., Personnel	Inspections of stations and units	Activities of these inspectorial staff can easily be handled with training.	
13.	ASM, SM, Pointsman, ESM, Sig. Khallasi	OPTG & S&T	Station Masters/In- charges	After introduction of panel interlocking, SSD etc. roles of on duty Station Master and Signal Maintainer can be interchanged with suitable training.	
14.	Gateman & Gatekeeper. Pointsman, Works Khalasi, Porter, Optg. Khalasi.	Optg, Engg,	Manning of level crossing gates. Working under control of station master for various work.	Can be managed by a single department and category. Training of Comml. & Operating department may be given to both.	
15.	Guard TNC, TI, Section Controller,	Optg	Involved in train operation for different works	After training a single category may be declared.	
16.	ASM, SM, SS, JE Sig and SSE Sig	Sig & Opt	Primarily responsible for train operations depending on signaling system		
17.	CMI, Parcel	Optg. & Comml	Commercial Activities		
18.	All Ticket checking, reservation, enquiry, booking	Comml,		A single category may be defined with a particular training schedule.	
19.	Shunters, Shunting master, shunting jamadar,	Optg, Mech. (O&F)	All staff involved in Shunting such as movement of	All work of shunting can be performed with minimum of the staff with training.	

			power & wagon, planning of shunting and changes of points.		
20.	Clerical Staff, OS, Ch.OS & Account Assistant, SO, SSO involved in staff matters	Personnel & Account	Involve in preparation and waiting and passing of salary bills and Settlement.	This work can be performed by single category.	
21.	Clerical Staff,	Ministerial staff of all department including PS, CA, Stenos, Store khallasi & Store keepers	They are doing similar work with minor difference	A single category may be declared with training of all type of work to be performed by ministerial staff.	
22.	TCM + Khalasi and Tech.(C&W)+ Cleaner	S&T and C&W	Involve in train operation by checking of rake and break van and providing tele instrument to guard.	This work can be performed by a single department and category.	
23.	Carpenter, Welder, painter, trimmer Mason, Fitter, Carpenter,	Elect(TRS), Mech.(DSL), Mech. (C&W) Engineering	They are doing similar work with minor difference	After merging and training efficiency of the staff will be improved and more staff will be available.	
24.	All types of crane drivers	All departments	Similar work with slight deference	--	
25.	All Technical staff	Elect & DSL Shed	All are doing maintenance work	--	
26.	Machinist, Wagon Machinist, Mill Wright Machinist, Tool Machinist	Workshop Artisan staff, Mech. C&W	Similar work.	Can be merged as Machinist.	
27.	Fitter (Machine), Moulder, Blacksmith, Crane Jamadar, C&W Fitter, Riveter, Electric Fitter, Stationary Plant Attendant, MW	Workshop Artisan staff, Mech. C&W	Similar type of work.	Can be merged as Fitter.	

	Fitter, Compressor Driver, Mason, Tool Fitter, Tool Hardner/ Furnaceman, Crane Fitter, Boiler Maker				
28.	Lorry Driver, Lister Truck Driver, Fork Lift Driver, Staff car driver, Diesel Mechanic, Diesel Electric	Workshop Artisan staff, Mech. C&W	Similar type of work.	After merging into one & imparting training they can be utilized & redesignated as Driver-cum-Mechanic.	
29.	Fitter TL, PH, Battery, Blacksmith, Electric Fitter	Artisan staff (Electric)	Similar type of work.	Can be merged as Electric Fitter	
30.	Wireman PH, TL	Artisan staff (Electric)	Similar type of work.	Can be merged as Wireman	

A. Utilization of Technology

1. Establishment Related

- a. Linking CMS with IPAS for bills processing
- b. Automated settlement by fetching details of family members from UMID and HRMS
- c. Online issuance of Passes
- d. Making HRMS data Active and automated for increments
- e. Automated generation of select list and zone of consideration

2. Training and Promotion

- a. Compulsory on-line assessment of standard questionnaire before promotion
- b. Regular Webinars and in-person seminars for capacity building
- c. Web based Trade test for Technician staff i.e Class IV-Technician III, Technician III to Technician II
- d. Simplifications of rules for truly optimizing the output

3. Review of Finances and accounting

- a. Review of Finance Code for reducing the accounts heads and classification
- e. Linking of the IPAS Budget module with the On-line Tender awarding for checking on the payments and ensuring no excess payments
- f. Developing module for receivables and linking in IPAS with mapping of the contracts. Railways has large un collected amount of Siding charges,

Receivables from contractors etc.

- g. On-line filling of Measurement book and linking with budget and payment module of IPAS
- h. Make online software for automated preparations of stations balance sheets
- i. Linking of Stores module of Hospital mapped with employees i.e medicines issued vis-a-vis stock on hand – duly indicating the expiry dates and inventory on hand;
- j. Online display of the Rakes availability for customers to plan the movement of goods;
- k. Linking the EFT forms with Station earnings for solving the problem of Short cash deposited;

4. Maintenance of Railway Assets and Safety

- a. Digitization of Land Record and Geo-mapping of the existing land holding – to prevent encroachment on the Rly land;
- b. Developing database of the loco and coaches with due date of POH, ROH- and be connected with the Geo tagging.

At the time of Rake formation, the Loco/Coach due for ROH/POH should not be allowed to be connected in Rake for ensuring the safety of movement of passenger and goods;
- c. Linking the Tracks with S&T poles by including Electronic Relay which sends automatic control message to SM and Sectional PWI – for tracks safety

B. Proposed merger of Medical Categories

The present 7 Medical categories be merged in to four:

(Category A-1 should be exclusively for Loco Pilot Category whereas A-2 for all other safety category staff. Category B should comprise all maintenance staff and Category C should be for all Stationary Duty Staff.)

- a. A1 – continue as existing;
- b. A2 – Continue as existing;
- c. A3, B1 be merged as B
- d. B2, C1 and C2 be merged as C