
EASTERN BENGAL RAILWAY.

MEMORANDUM

FOR

THE ROYAL COMMISSION ON LABOUR.

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EASTERN BENGAL RAILWAY.

MEMORANDUM

FOR

THE ROYAL COMMISSION ON LABOUR.

I. Recruitment.—

(1).

<u>Origin of Labour—</u>
(i) Extent of migration.
(ii) Causes of particular streams of migration.
(iii) Changes in recent years.

The Eastern Bengal Railway is situated for the most part in Bengal. Some small portion of its mileage, however, falls in Behar and Orissa, and some in Assam. Labour available locally is sufficient to supply the needs of all Departments except Engineering and Locomotive Departments which are the biggest employers of labour. Both these Departments employ labour up to about 50% of the total labour force from outside provinces. The labour is not actively imported but is recruited locally from men who come from other Provinces to Bengal with the definite object of seeking this particular type of work. The labour comes from as far afield as the Punjab but chiefly from Behar and Orissa.

(2).

<u>Contact with villages—</u>
(i) Extent and frequency of return.
(ii) Extent of permanent labour force.

Men recruited from districts outside the sphere of the Eastern Bengal Railway normally do not bring their families with them in the first instance. Some of them eventually do so and settle down more or less permanently with their families in Bengal. Others return periodically to their families on short periods of leave as soon as they can afford to do so and some return to their homes for good after short service. Continuity of service is, in the strict sense of the term, in the case of this imported labour, the exception rather than the rule. Approximately 50% of the labour force employed is of this nature and the remaining 50% is permanent locally recruited labour.

(3).

Methods of recruitment—

- (i) Existing methods.
- (ii) Possible improvement.
- (iii) Public employment agencies—
 - (a) Desirability of establishing.
 - (b) Possibility of practical schemes.

Workshop staff.—There are broadly 3 categories, *viz.*, skilled, semi-skilled and unskilled labour.

Skilled and semi-skilled labour is selected from men presenting themselves for employment, the selection being made on practical tests, previous experience and certificates, and the men rated at their market values. Preference is invariably given to men who have had previous satisfactory railway service. The practice on Indian Railways of granting certificates makes it easy for applicants to establish their previous railway service. Men brought under reduction of establishment are again absorbed as vacancies occur and are given preference. The men are selected and tested by the Foremen, final appointment and rating in all cases being approved by District Officers or Works Managers.

Unskilled staff is appointed in the same way, except that in their case, there is no practical test.

This method of recruitment is considered satisfactory but the numbers of trained, skilled and semi-skilled staff are inadequate to supply the requirements of the Railway. Skilled and semi-skilled workmen are therefore also recruited as Apprentices and trained in the Locomotive Shops.

There are 3 classes of Apprentices, *viz.*, First, Second and Third Class.

First Class Apprentices are lads who have passed the Examination of the Board of Control for Apprenticeship, Bengal. This examination is stiffer than Matriculation and is normally passed a year after passing the Matriculation Examination. These lads are each apprenticed to a particular trade, exercising their own choice, but they are passed through a number of different shops and given a fairly general training in addition to specialised training in the particular trade selected, and have a total of 6 years' apprenticeship training. During their apprenticeship they have to attend the Technical School for about 12 hours weekly for theoretical training. A copy of the Rules for this class of apprentices and a copy

of the report on their training are attached as **Annexures A and B.** A total of 66 apprentices can be taken on this Railway at a time. Hostels are provided for the accommodation of apprentices. These first class apprentices are intended eventually to rise to supervising posts and higher appointments. Some of these apprentices, however, finally fill the posts of skilled workmen.

Second Class apprentices are also recruited. These are lads who have passed the Middle English Standard Examination. They are each apprenticed to a particular trade, being given their choice of trades on appointment, but do not receive so general a training as first class apprentices. They have to serve a five-years' apprenticeship but receive no technical training. They have to attend a night school two evenings a week for instruction in Mathematics and Drawing. These lads are trained at 3 Centres which can cope with a total of 76 apprentices at a time. A copy of the Rules for this class of apprentices is attached as **Annexure C.**

Third Class or Shop apprentices are also recruited. They are usually literate or semi-literate lads who are promising but are not of the standard required for 2nd Class apprentices. There is no fixed educational standard for them. They are apprenticed to a particular trade, exercising their own choice of trades on appointment. They have to stick to that trade during their apprenticeship and are not given any training in other trades. They serve a 5-year apprenticeship and attend the night school, four evenings a week, for instruction in Mathematics and Drawing. These lads are trained at three Centres as in the case of Second Class apprentices, the total number under training at one time being 263. No Hostel accommodation is provided for these apprentices. A copy of the Rules for this class of apprentices is attached as **Annexure C.**

There is no lack of candidates for these posts of apprentices, educational facilities provided in the Province being adequate.

Apart from the apprentice training given for Apprentice Inspectors in the Engineering Department, there are no Courses of apprentice training for skilled or semi-skilled workmen in Departments other than the Locomotive Department.

Other than Workshop Staff.—Skilled, semi-skilled and unskilled labour is recruited for appointments other than in Workshops in the same way as is done in the case of Workshops.

Drivers, Shunters, Firemen, etc., are normally recruited by promotion from cleaners and unskilled labour in Running Sheds.

Appointments are also made from outside sources on occasions, such appointments being made by District Officers on personal interviews, certificates and practical trials. All such appointments are made on a 6-months' probation in the first instance. Rules for the recruitment of this class of staff have been recently revised and are pending Railway Board's sanction.

In the Medical Department where the staff are of a technical nature, recruitment is done by a Selection Committee. Details and method of recruitment are given in the attached form of application for use of candidates for appointment by selection—Annexure D.

In the Traffic Department with the exception of certain staff specified in the Rules, all staff other than skilled and unskilled labour, are recruited by a Selection Committee, a copy of the Rules of which is attached as Annexure E. The minimum and maximum ages, qualifications, etc., are also laid down in the statement attached—Annexure F.

In connection with the Personnel Branch recently established at headquarters the constitution of Selection Committees is being revised and the principle of selection of staff by means of these Committees extended to all departments.

In the case of Signallers, there are facilities in Calcutta in various recognised Telegraph Training Schools which qualify men up to Railway standards. There is no dearth of candidates having necessary qualifications.

Guards on first appointment are given practical training for 3 months in which to pass the necessary examination.

Staff who are required to have departmental qualifications such as Booking Clerks, Assistant Station Masters, etc., are normally promoted from staff already in service but are occasionally recruited from men having previous satisfactory railway certificates.

In this connection there is a scheme for training men in these duties at a Traffic Training School at Gomoh with a view to supplying the needs of Railways in regard to this type of staff.

In general there is no dearth of material having the necessary minimum educational qualifications required for work on Railways, the educational facilities in the Province being adequate. Railways must rely on filling the majority of their posts which require technical training and departmental qualifications from their own staff who have received technical training and passed the departmental examinations necessary subsequent to their first appointment. On Railways conditions of appointments of staff which require no technical skill or training are satisfactory.

The training of staff satisfactorily for promotion to posts which require skill and are of a technical nature is the direction in which improvement is possible. Railways should be in the position of fully meeting their requirements in regard to skilled labour and technical staff of all descriptions. It is felt that in the past we have had to rely too much for the recruitment of such staff on the open market.

In no case are the services of public Employment Agencies utilized and such are not desirable.

(4).

Extent and effects of disturbance of family life.

The leaving of families behind them by labour recruited from other localities is a factor, which as stated, under item (2) above leads to less permanency of service of the labourers employed and tends to make the men who have not their families living with them more of the type of casual labourers than would otherwise be the case.

(5).

Recruitment of seamen—

- (i) Existing practice.
- (ii) Effect of changes introduced in Calcutta
- (iii) Suggestions for improvement:

The Eastern Bengal Railway has a small Marine Department, the numbers employed are few and no difficulties in regard to recruitment locally are experienced. Recruitment of seamen is of small importance as far as this Railway is concerned.

(6).

Recruitment for Assam—

- (i) Need of retention of control.
- (ii) Administration of present system.
- (iii) Composition and working of Assam Labour Board.
- (iv) Defects of existing Act and system.
- (v) Possible substitutes.

Only a small portion of the Eastern Bengal Railway falls in Assam and though service in Assam is unpopular on account of the unhealthiness of the climate for any except indigenous labour, the methods of recruitment do not greatly vary from those employed on the rest of the line. In this connection it may be mentioned that for certain Districts of Assam the Railway grants an additional (Assam) allowance of 25 % of pay.

(7).

Unemployment—	
(i)	Extent and character.
(ii)	Extent to which caused by:—
(a)	Retrenchment or dismissals.
(b)	Voluntary retirement.
(c)	Other causes.
(iii)	Possible methods of alleviating and remedying distress.
(iv)	Unemployment insurance.
(v)	Application of International Conventions relating to unemployment.

The Railway has not much information in regard to this subject. From the number of applications received for posts other than the lowest paid there would appear to be a large amount of unemployment in Bengal of clerical staff. This unemployment is not in general caused by retrenchment, dismissals or voluntary retirement, but is due to more men with the minimum educational qualifications required being available for the amount of employment offering. As far as the lower-paid indigenous staff are concerned there is in general not much unemployment in Bengal. In general there is not much unemployment as the influx of labour from other Provinces indicates.

The chief industry in Bengal is the Jute industry and employment in connection with this is, however, of a seasonal character leading to the employment of casual labour. Rates of wages for casual labour during the jute season are high and some of the labour employed on the Railway is seasonally attracted by the higher rates and diverted from the Railway.

(8).

Labour "turn-over"—	
(i)	Average duration of employment.
(ii)	Extent of casual employment.
(iii)	Absenteeism:—
(a)	Extent, character and causes.
(b)	Seasonal or otherwise.
(c)	Time and wages lost.

Employment of staff, except in the lowest grades is in general of a fairly permanent nature. Staff on higher rates of pay and staff technically qualified seldom relinquish their work of their own accord. In a few cases skilled and semi-skilled staff leave employment being able to obtain better pay elsewhere but such cases are exceptional. Opportunities on the Railway for skilled staff to obtain work for which they are qualified and the pay attached to such work are in general better than in other industries. In the case of lower-paid staff the duration of employment is considerably shorter on account of staff not being settled in the province as mentioned in item (2) and also on account of staff being attracted away from their employment by the higher rates paid for casual labour during the jute season and on account of the ease with which low paid labour can obtain work

Among workshop staff cases of absence without prior authority are common and average about 10 % of the total strength. Workshop staff are not entitled to leave with pay and the cases of unauthorised absence refer in reality to men availing themselves of leave without pay without obtaining prior authority. Where this is done and where the absence exceeds 6 days enquiries are instituted before the men are allowed to resume. Absence without authority is usually treated as leave without pay, subject to the total attendance being satisfactory.

In cases where staff are continually absent without authority and exceed the total number of days for which they are entitled to leave without pay, they are dealt with departmentally by stoppage of increments or are discharged.

In the case of other staff, absence without authority is less frequent. Reliable figures of the proportion of men absenting themselves without authority to total staff cannot be obtained without undue extra expenditure. Absence without authority is dealt with in each case on its merits and the absence is either treated as leave with pay or leave without pay or as an absence entailing a break in service according to the circumstances of the case. Normally if a satisfactory explanation, such as of sickness of the employee or of sickness in his family is forthcoming, absence is treated as leave as may be admissible.

(9).

Apprentices Act, 1850. Value of—

The conditions under which Apprentices are recruited have been detailed under item (3). No use appears to have been made of the Apprentices Act, 1850, by this Railway.

II. Staff Organisation.—

(10).

Details of organi- sation, administra- tive and depart- mental.
--

The Eastern Bengal Railway, with an Agent as Administrative head, is organised into six main Departments, each with a Departmental head, viz., Locomotive, Engineering, Traffic, Stores, Medical and Audit. Each Department except Audit is sub-divided on a District basis, this Railway not yet having introduced the Divisional organisation.

All staff on the Districts work under their respective District Officers who have Assistants, Inspectors and supervising subordinate staff to help them. The work of the subordinates is supervised by Inspectors or other subordinate supervising staff but questions of administration, discipline, leave and all matters appertaining to personnel are, as far as Districts are concerned, retained in the hands of the District Officers and their Assistants and delegations of powers on such matters to subordinate supervising staff are not normally made.

(11).

Selection of mana- ging staff.

Supervising subordinate staff in Workshops are promoted from the lower grades and promotion from grade to grade depends entirely on selection. This selection is exercised by the District Officer under whom the subordinate is working. These subordinates are usually recruited in the first instance as first class apprentices who have passed the Examination of the Board of Control for apprenticeship training. After their six years' apprenticeship, they gradually work their way up to higher supervising posts. In this connection see also reply to item (3) on the recruitment of apprentices.

For supervising staff, other than workshop staff in general, supervising staff is obtained by promotion.

In the Traffic Department supervising staff are selected by the Selection Committee. Seniority and fitness for control are the factors taken into consideration in filling the appointments. At road-side stations the Station Master is the supervising subordinate.

Station Superintendents or Senior Station Masters and Goods Supervisors are the supervising subordinates for the staff under them at larger stations and in Goods Sheds respectively.

There are also Traffic Inspectors, Transportation Inspectors, Chief Booking Clerks, Head Ticket Collectors, Chief Luggage Inspectors, etc., who are supervising subordinates in direct charge of staff as indicated by their designations.

In the Engineering Department, line staff work directly under Permanent-way Inspectors or Assistant Permanent-way Inspectors, and Works staff directly under Inspectors of Works.

Subordinate supervising staff in the Engineering Department are normally first recruited as Apprentice Assistant Permanent-way Inspectors and are selected by a Selection Board. They put in an apprenticeship of two years before being confirmed as Assistant Permanent-way Inspectors.

Press staff are working directly under the Press Superintendent and the Assistant Press Superintendent.

The Stores staff work under their respective Sub.-Depôt Store-Keepers.

In all cases leave and increments are regulated by District Officers or their Assistants and it is not within the powers of the subordinate

supervising staff either to withhold leave or increments, with the exception that Workshop Foremen in the Loco. Department have power to grant up to 15 days leave without pay to workmen under them.

A tabulated statement Annexure G is attached giving the chief designations of staff, the supervising subordinate under whom they work and the authority by whom appointments, increments, fines, reductions, leave and discharge etc., are regulated.

(12).

<p>Recruitment and training of supervising staff, superior and subordinate—</p> <p>(i) Methods in force.</p> <p>(ii) Facilities for training and promotion of workmen.</p>
--

For recruitment and training of the superior staff in all Departments the Railway Board have issued instructions common to all State-managed Railways and have established a Staff College at Dehra Dun for the training of Officers and certain categories of senior subordinates.

Every year certain selected upper workshop subordinates and Apprentices are also selected to attend senior and junior courses at the Railway School of Transportation, Chandausi.

In the Engineering Department except for apprenticeship courses for Inspectors there are no special facilities for training. Staff obtain their training through practical work and experience.

Guards in the Traffic Department on first appointment are given a three months' practical training in which to pass their examination in Guards' duties. Guards, Assistant Station Masters and Station Masters who are specially selected with a view to promotion to Section Controllers etc., are trained in the various Control Offices. Subordinates in the Operating Section in the Traffic Department are also given facilities for training by being deputed to attend senior and junior courses at the Railway School of Transportation, Chandausi.

(13).

<u>Relations between staff and rank and file—</u>
(i) Relations generally.
(ii) Value and defects of system of employing jobbers.
(iii) Works Committees: their constitution, extent and achievements.
(iv) Works Councils and Industrial Councils.

Disciplinary powers exercised by the subordinate supervising staff have been detailed under the reply to item (11). As can be seen the general policy is to retain all major disciplinary powers in the hands of District Officers and their Assistants. Subordinate supervising staff have therefore little scope for harassment of staff working under them in the matter of reduction of pay, punishment, stoppage of leave, etc., and complaints of unfairness or of hardship directed against the subordinate managing staff are consequently not frequent, and cases that are upheld on investigation are rare so that relations between the managing staff and the employees working under them can be generally stated to be satisfactory.

In regard to Works Committees, Works Councils and Industrial Councils, this subject has been dealt with under Section V, **Welfare**.

(14).

<u>Time-keeping, piece-work, contract and attendance registers—</u>
(i) How and by whom kept and checked.
(ii) How and by whom wages actually paid to workers.

Time-keeping in Workshops is done by a special time-keeping staff working directly under the Works Managers, the records being subjected to monthly check by Workshop Audit. The same staff deal with all systems of piecework.

Apart from Workshops, time-keeping and attendance registers are kept by the supervising subordinate in immediate charge of the work and are checked by his supervising officer in accordance with standing orders on the subject.

Piece-work is not in force outside workshops.

Wages are actually paid to the staff by Pay Clerks under instructions of the Audit Department of the Railway, in the presence of the supervising

subordinate referred to above and subject to a regular periodical check by the Supervising Officer.

(15).

Contractors as intermediaries—
(i) Extent and character of work given on contract.
(ii) Extent of sub-contracting.
(iii) Control exercised over working conditions.
(iv) Effects.

In the Engineering Department nearly all work, except Permanent-way maintenance, is given out to contractors generally on Agreements. No sub-contracting is allowed. The execution of the works is however supervised by Works subordinates, Sub-Divisional Officers and Executive Engineers to ensure that standard specifications and general conditions of the contract are strictly adhered to and the work done satisfactorily. No direct control is exercised by the Railway over the working conditions of the staff employed by the Contractors.

In other Departments the system of giving work on contract is limited.

In the Locomotive Department contracts are given in certain cases, such as for unloading and stacking coal at running sheds and occasionally for work, such as cutting up condemned locomotives and boilers or for assembling and rivetting up new wagons.

In the Traffic Department Station Masters generally are given the contract for loading, unloading and transhipping of goods and parcels. At the larger terminal stations and transshipment points, both rail and riverine, contractors are employed for this work. There are two such Contractors on this Railway, one for the Calcutta area and the other in the Northern area.

Maintenance of weighing machines, weigh-bridges, repairs to cash safes, etc., are also done on contract, as also the maintenance of typewriters and the winding and repairs of clocks. Sub-contracting is not permitted and the Railway exercises no direct control over the working conditions of the men employed by the Contractors, or by the Station Masters acting in the capacity of contractors.

III. Housing.—

(16).

Extent to which housing is provided—
(i) By employers.
(ii) By Government or other public agency.
(iii) By private landlords.
(iv) By workers themselves.

Since the construction of the Eastern Bengal Railway Rs. 80,00,000 has been spent on the housing of employees, of which more than Rs. 5,00,000 was incurred in the last four years. Further provision for an expenditure of Rs. 4,00,000 next year has been made for the same purpose. It is the policy of the Railway to provide staff with suitable accommodation in all localities where local supply is insufficient. Of the total number of 51,303 employees, excluding Gazetted Officers, supervising subordinates and clerical staff, 15,750 or 30.7% are provided with quarters free of rent.

In addition to the above number, approximately 2,728 employees are paid an allowance in lieu of quarters free of rent.

2,138 employees or 4.16% of the total staff are in occupation of railway quarters on payment of rent.

Staff not given railway quarters make their own arrangements for housing. Those whose home is in the vicinity live in their own villages; others live in hired houses in the neighbouring villages as may be available. In some of the larger towns men live without their families in messes. Rents charged to staff making their own arrangements for accommodation are often excessive, depending on the amount of accommodation available in particular localities. Comparatively few workmen have their own houses

(17).

Facilities for acquisition of land for workers' houses.

Employees who are subscribers to the Provident Fund are entitled to obtain advances for the purpose of purchasing land and building houses. This concession is chiefly made use of by the higher-paid staff and is utilized more for building houses at their permanent homes in their own villages than at stations at which they

may be posted. The provision of such accommodation would not usually be of sufficient benefit to warrant their taking an advance on account of their liability to transfer from station to station.

(18).

Nature of accommodation provided in each class—

- (i) In relation to workers' demands.
 (ii) In relation to best type from health point of view.
 (iii) Provision made for lighting, conservancy and water supply.

Accommodation is provided for each class of staff in accordance with the standardized designs, details of which are given in the statement below :—

Scale of accommodation.	Type of Quarters.	Class to whom allotted.
Subordinates (European Style).		
4 rooms double storey, 2 bath-rooms, 1 pantry, 1 store room, 1 dressing room and 2 servants' quarters and 1 kitchen detached.	A	Staff on pay Rs. 450 & over.
Do. (single storey with the exception of dressing room).	B	Do.
Do. with the exception of dressing room (but built in flats where land is expensive as in Calcutta).	B (flat)	Do.
3 rooms single storey with 2 bath-rooms, 1 pantry, 1 store room and 2 servants' quarters and 1 kitchen detached.	C.R.	Staff on pay Rs. 300 to 449.
3 roomed-flat with 2 bathrooms, 1 pantry, 1 kitchen, 2 servants' quarters in compound (detached).	D (flat)	Do.
Semi-detached double storey, with 2 main rooms, 2 side rooms, 2 bath-rooms, 1 store, 1 pantry and 1 kitchen and 2 servants' quarters detached.	E.	Do.
Semi-detached single storey with 3 main rooms, 2 bath-rooms, 1 pantry, 1 godown, 1 kitchen, and 1 servants' quarters detached.	F.R.	Staff on pay Rs. 225 to 299.
2 roomed-flat with 1 bath-room, 1 pantry, 1 kitchen, 1 servants' quarters detached.	G (flat)	Do.

Scale of accommodation.	Type of Quarters.	Class to whom allotted.
-------------------------	-------------------	-------------------------

Subordinates (European Style)—Concl'd.

Single room, multiple type, 1 bath-room, 1 pantry, 1 kitchen and 1 servants' quarters.	H	Staff on pay under Rs. 225.
--	---	-----------------------------

Subordinates (Indian Style).

4 rooms, 1 store room, 1 kitchen and 1 servants' quarters, 2 latrines, bathing place, verandah and court yard.	(Special) Z	Staff on pay Rs. 350 and over.
3 rooms, 1 store room, 1 kitchen, 2 latrines, bathing place, verandah and court yard.	Z	Staff on pay Rs. 200 to 349 (a).
2 rooms, 1 kitchen, bathing place and 1 latrine, verandah and court yard, also 1 Office room.	Y	Staff on pay Rs. 80 to 199 (b).
2 rooms, 1 kitchen, bathing place, 1 latrine, verandah and court yard.	W	Staff on pay Rs. 80 to 199 (c).
2 rooms, 1 kitchen, 1 latrine, verandah and court yard.	T (Special)	Staff on pay Rs. 31 to 79 (d).
Do. (without cement flooring)	T (Ordinary)	(e).
1 room with verandah and court yard.	S	Menials inside station limits.
1 room without court yard ...	R	Menials outside station limits.
1 Gate Lodge ...	Q	Gate-keeper.

(a). Sub-Assistant Surgeons getting below this pay are also entitled to Z type quarters.

(b). Only for Pay Clerks.

(c). Clerical staff, Drivers, Compounders and Head-Mistries drawing Rs. 100 or more per mensem.

(d). Clerical, Booking Clerks, Assistant Station Masters, Signallers, Ticket Checkers, etc.

(e). Superior menials—Cabin Jemadars, Mistries, Firemen, etc.

Bathrooms, kitchens and latrines are provided and the standard designs legislate for the best type of quarter being constructed within the limit of the capital cost of each.

Water and lighting are not normally provided for individual quarters, a satisfactory common water supply being arranged at each station but at

the larger stations where staff quarters are provided in blocks, stand pipes are provided for the convenience of the occupants.

In some of the types of quarters built as multiple types as in Calcutta roof tanks have been provided and water laid on.

(19).

Utilization by workers of accom- modation available.
--

Accommodation when provided is made full use of by employees with the exception of certain gang-huts. Gangmen recruited locally from adjacent villages often prefer to live in their own houses. As shown in reply to item (16) the proportion of staff housed to the total number employed is 35%. It is desirable to build more quarters, particularly in those localities in which rentable accommodation is scarce, or where exorbitant rents are charged. Provision will be made in the relative order of urgency.

(20).

Rent rates in vari- ous classes.

Emergent staff *i.e.*, staff who are directly concerned with the working of trains and are likely to be called out on duty in emergencies have in the past been provided with accommodation free of rent. Other staff not coming under this category are charged rent in accordance with the type of quarters occupied.

From staff who are not entitled to rent free quarters drawing over Rs. 25 per mensem rent is charged at assessed rents according to the standard type of quarters occupied. These assessed rents are fixed on a basis that will give a return of 4% on the total capital cost of staff quarters. Rents are subject to a maximum of 10% of the occupants'

emoluments. The assessed rent, in the majority of cases, is below 10% of the occupants' salary, for example :—

Staff drawing from Rs. 31 to 79 per mensem are entitled to T type quarters at assessed rent of Rs. 4 per mensem.

Staff drawing Rs. 80 to 199 are entitled to W type quarters at assessed rent of Rs. 7-8-0 per mensem.

For staff drawing Rs. 25 and under a concessional rent of Re. 1 for quarters with a courtyard and Re. 0-8-0 for quarters without a courtyard is charged.

(21).

<p><u>Special problems arising in connection with various classes of housing.</u> <u>e.g.—</u> <u>Subletting ;</u> <u>Occupation of</u> <u>employers</u> <u>houses by</u> <u>tenants in</u> <u>other em-</u> <u>ploy ;</u> <u>Eviction.</u></p>
--

Railway quarters are not allowed to be sublet. The question of eviction of persons unconnected with the Railway does not therefore arise.

Occasionally trouble is experienced by the Railway in obtaining the prompt evacuation of quarters by railway employees and such cases are dealt with by ordinary disciplinary methods, including charging such employees the full assessed rent of the quarters in question.

(22).

<p><u>Moral effect on</u> <u>worker of indus-</u> <u>trial housing con-</u> <u>ditions. Improve-</u> <u>ments tried and</u> <u>suggested.</u></p>
--

The conditions conducive to comfort and sanitation of staff living in Railway quarters are better than of those living outside and it is considered that better work is obtained from employees adequately housed in proximity to their work than from similar employees not housed and living at a distance.

IV. Health.—

(23).

General health conditions of workers—
(i) Figures of mortality.
(ii) Birth rate and infant mortality.
Methods of registration.
(iii) Working conditions—
(a) at work places;
(b) at home.
(iv) Dietary.
(v) Physique.
(vi) Effects of disturbance of sex ratio in industrial cities.
(vii) Relation between housing and mortality.

The health of employees on this Railway cannot be described as good. 67% suffer from Pyorrhœa and with such a figure it is not surprising that staff do not keep good health. One-fifth of the sickness of this line is due to Malaria.

The total number of days of certified sickness of staff was—

In 1926-27	...	2,89,636
„ 1927-28	...	3,15,810
„ 1928-29	...	3,02,047

giving an average number of days lost per annum.

Subordinate staff drawing.	1926-27.	1927-28.	1928-29.
Above Rs. 30 and under 250 per mensem.	9.64	9.97	8.81
Under Rs. 30 per mensem ...	3.64	4.13	3.98

Mortality among employees is ... 1.5 per thousand.

Birth rate (figures uncorrected) ... 17.3 do.

Infant mortality of registered births ... 169.4 do.

It must be remembered in comparing the mortality of employees with other mortality figures, the percentage of 1.5 per mille for employees relates only to adults between the ages of 18 and 55.

On Railways figures of birth rate, infant mortality and death rate are of little more than academic interest and no general systematic registrations of the same have been maintained. At some of the larger stations however, registers have been regularly maintained by District Medical Officers from which the figures given above have been compiled.

In Railway Workshops working conditions are regulated by the Indian Factories Act. Outside the workshops conditions vary, those of running staff being totally different from staff employed in clerical or manual work.

Working conditions as regards hours of duty have been dealt with in detail under the appropriate head. Staff whose duties are of an outdoor nature suffer generally from the bad climatic conditions under which they work.

The whole of Bengal is notoriously unhealthy. Stations and localities however, vary and there are at present 23 stations on this Railway which are black-listed on account of heavy incidence to malaria. The staff employed at these stations number about 1,000.

The portion of the Railway falling in Assam, except the Districts of Goalpara, Cachar and Sylhet, and portions of the Duars and Terai, are particularly unhealthy. Special allowances amounting to 25% of their pay are granted to staff stationed at stations situated in Assam except Goalpara, Cachar and Sylhet Districts. These are subject to a maximum. No special arrangements have been made in the past to transfer staff from unhealthy stations after periodic intervals, though in view of the difficulty of getting men to go to such stations, efforts are made to recruit locally.

No Railway work is done by employees at their homes.

Diet.—The dietary of employees of the Railway consists of the following articles :—

Rice.		Sugar.
Dal.		Milk.
Fish.		Vegetables.
Ghee.		Mustard oil.
	Salt.	

The price of the above food-stuffs varies in the different localities being higher in the towns than in the country areas.

The cost of a daily diet consisting of the above articles of a good quality in Calcutta would be about six annas.

The lower paid classes in Calcutta are often unable easily to afford an adequate diet of the above articles, and resort to the innumerable adulterated and artificial products which are sold in the larger towns.

There is quite a large industry devoted to the production of artificial ghee and mustard oil which are of no food value at all. In the country areas, the lower paid staff are better off. Vegetables are plentiful, and many of the lower paid staff keep cows and goats and thus obtain for themselves an adequate supply of good milk and ghee.

The price of fish in the towns is prohibitive for the poorer paid staff, but this does not apply in the country areas where there are ample fish for the catching.

The price of rice varies from year to year according to the harvest and according to the locality. It is cheaper in the country areas than in the towns.

The Railway has no organisation to ensure that only good wholesome food is on sale for its labour.

Food deficiency diseases.—Beri-beri is met with from year to year among the staff. The theory that this is due to a deficiency in Vitamine 'B' owing to the consumption of polished rice from which in the milling the pericarp and germ cell have been removed, is not always borne out in our experience.

It is possible that other factors enter into causation of this disease and its appearance at certain times of the year.

Pyorrhœa. This extremely prevalent disease may, to some extent, be due to a food deficiency, but its prevalence among the better paid

classes is so marked as to rule out any intrinsic deficiency in the staple articles of diet common to all classes.

The physique of employees on the Eastern Bengal Railway is extremely poor due to bad climatic conditions of the country, inadequate nutrition, early marriage, the Purdah customs of the country and the effect of the prevalence of endemic diseases.

There is no indication of any disturbance of sex ratio amongst railway employees, Railway quarters being provided in localities where local facilities are not available enabling staff to live with their families.

Figures of mortality and of infant mortality amongst employees are considerably better than the corresponding figures in Bengal generally and though in case of mortality figures this can be partly attributed to the ages at which staff are in employment, the figures would seem to show that attention to comfortable housing has had some effect.

(24).

<u>Extent of medical facilities provided—</u>
(i) By employers.
(ii) By Government.
(iii) By other agencies.
(iv) Provision for women doctors, trained midwives or dais.

The Medical Department on this Railway is divided into 4 districts each under a District Medical Officer working under the Chief Medical Officer, and under the District Medical Officers Assistant Surgeons and Sub-Assistant Surgeons are posted at more important centres. In addition, the Railway is divided into lengths, each of which is provided with a Travelling Sub-Assistant Surgeon.

In the Sanitary Department Sanitary Inspectors also work under the direct supervision of District Medical Officers.

A separate Malarial Branch has recently been formed under the Chief Medical Officer with a Malariologist and special malaria officers who are

responsible for investigating the incidence and causes of malaria, and for conducting intensive anti-malarial measures. The activities of this Department at larger stations bring them into close co-operation with the Sanitary Department in their anti-malarial campaign.

There are 12 Railway Hospitals, 7 subsidised Hospitals and 28 Dispensaries on this Railway. Apart from the regular medical facilities available, special precautions are taken on bridge constructions and other points where cholera is likely to break out or has broken out with a view to prevention of the spread of the disease in epidemic form.

Similar facilities are provided in cases of outbreaks of small-pox and other epidemics. Special steps are taken for the vaccination or re-vaccination of all railway staff against small-pox. Inoculation of staff living in Railway quarters in cases of outbreaks of epidemics is compulsory.

49,000 new cases of sickness amongst staff are treated annually in Railway Hospitals and Dispensaries. Some 1,800 cases of sickness among staff as recorded in medical certificates are also treated by outside practitioners each year.

Strict attention is paid to the subject of water-supply for the staff, and a special water committee is also organised for dealing with all questions of facilities in this respect. Tube-well and station well water is continually subjected to bacteriological examination following a fixed programme so as to prevent pollution or infection. Tube-wells and ordinary wells are closed by the Medical Department if the water thereof is found to have been contaminated. In localities where suitable well water is not available and in the dry season, special arrangements are made to supply water by means of travelling water tanks.

There are on this Railway six nurses, all trained midwives, who undertake the confinement of wives of all classes of employees at Railway Hospitals. A scheme is also under preparation providing for the services of these nurses or

midwives being made available in case of sickness or confinement in employees' homes provided suitable accommodation for them is arranged.

(25).

<p><u>Extent to which medical facilities are utilised—</u></p> <p>(i) Generally. (ii) By women.</p>

The figures of the cases treated annually show that the medical facilities provided are well utilised.

Recently the issue of Dispensary Passes to staff on demand to travel to nearest Dispensary for treatment has been sanctioned. The use made of this concession has, however, up till the present been rather disappointing as staff living in wayside stations prefer to be treated at their quarters by the Travelling Sub-Assistant Surgeon rather than go to the nearest Dispensary. Staff generally are prejudiced against Hospital treatment and their education in this respect can only be achieved by the advertisement of results obtained. Figures of the occupation of the Railway Hospital, however, show that increasing use is being made of them and indicates that the prejudice is being overcome.

Women do not utilise the Railway medical facilities provided on account of Purdah and religious customs, only the more enlightened taking advantage of the facilities.

(26).

<p><u>Sanitary arrangements—</u></p> <p>(a) at work places. (b) at home.</p> <p>(i) Latrines. (ii) Drinking water. (iii) Bathing and washing.</p>

In Bengal which is low-lying with a very heavy rainfall sanitation forms one of our major problems. Drainage is difficult to achieve and rapid growth of undergrowth requires special measures to ensure healthy surroundings for our staff.

Surface water is not usually fit for drinking and the provision of a water-supply for drinking free from danger and contamination has to be arranged.

There are 6 Station Committees and 24 Sanitary Committees at the larger stations whose duties are to see that sanitary arrangements generally are satisfactory.

In the Sanitary Department, Sanitary Inspectors working under District Medical Officers are provided with conservancy staff, Jamadars, Sweepers, Domes, septic tank fitters, sweeper mechanics and bullock carts and bullock drivers for the same purpose.

Special Permanent-way gangs are maintained by the Engineering Department for the clearance of jungle and undergrowth at the smaller stations where Sanitary staff are not posted.

In the Workshops the provisions of the Indian Factories Act in regard to sanitation and supply of good drinking water are strictly observed.

Latrine accommodation is provided in proportion to the staff and latrines are of the septic tank pattern.

The Administration endeavours to supply good drinking water to all staff. Tube-wells are provided where ordinary well water is not drinkable and in certain localities where sub-soil water is brackish and tube-wells cannot be sunk, the supply of drinking water to staff is arranged by means of travelling water tanks.

In general the sanitary conditions of Railway employees living in Railway quarters is considerably better than the sanitary condition of the surrounding localities, and the supervision that can be exercised on the sanitary conditions under which employees in railway quarters live, is a factor which makes the provision of quarters for staff now unprovided with railway quarters desirable.

In the superior types of staff-quarters unit latrines are provided and for inferior types of quarters common latrines at one seat per 25 adults are provided. All stations are provided with adequate drinking water supply by means of wells,

tube-wells or travelling water tanks. At the larger stations where numbers of staff are posted and where staff quarters are built of multiple types, Stand pipes are provided adjacent to the staff quarters for the convenience of the occupants. In Bengal it is customary for the people to bathe daily and this is normally done in ground tanks which are common throughout Bengal and at nearly all stations suitable ground tanks for the purpose exist. At some of the larger stations special bathing places have been constructed and at stations where ground tanks are not available suitable sources of water supply are arranged.

(27).

<u>Extent and nature of official supervision—</u>	
(i)	Work of Boards of Health in special areas.
(ii)	Inspection of plantations.
(iii)	In mill and other industrial areas.

In addition to the medical and sanitary supervision provided, details of which have been given under item (24), at the larger stations Station Committees and Sanitary Committees are appointed to deal with all matters requiring attention from the point of view of the sanitation of the station, the railway colony and its surroundings.

(28).

<u>Suitability of existing Factories and Mines Acts and Rules—</u>	
(i)	Control of temperature in factories.
(ii)	Control of humidification in cotton mills.
(a)	Nature of action taken by Local Governments.
(b)	Results.

In the Indian Factories Act no provisions in regard to control of temperature and humidity exist. In India this subject is a difficult one owing to varying conditions. In Bengal temperatures are high but not extreme whilst humidity is extremely high. Railway Factories and Workshops are constructed with a view to securing fairly tolerable conditions as far as the designs will permit. Artificial reduction of temperature or humidity is, however, not resorted to.

(29).

Diseases—

- (i) Prevalence of industrial diseases.
- (ii) Prevalence of cholera, malaria, hook-worm and other tropical diseases.

None of the industrial diseases occur amongst Railway workers. Precautions against lead poisoning are taken in the case of paint workers for whom soap and water are provided and spray painters are provided with overalls, head-caps and goggles. No cases of industrial disease have however occurred.

With regard to Malaria, Cholera and Hook-worm, these are common in the Province and the following special measures are taken against these diseases.

Malaria.—An anti-malaria section under the administration of the Chief Medical Officer was established in June 1928 with a whole time Malaria-ologist in charge.

During the period June 1928 to April 1929, the sum of Rs. 47,367 was expended by this Section.

This sum is exclusive of the cost of engineering works, such as drainage, &c., which were put in hand to the same end.

The energies of the anti-malaria section are directed to :—

- (a) Larvicidal measures.
- (b) Elimination of breeding places.
- (c) Quinine prophylaxis.
- (d) Health propaganda.

Cholera.—This is well controlled.

(1). Prophylactic inoculation.—

7,200 staff and dependents were protected against cholera during the year 1928-29 by inoculation and oral vaccination. So far as possible cooly labour is collected at some convenient station and inoculated before proceeding to the labour camps.

(2). Protection of water supplies.—

Chlorination of open wells is carried out monthly during the cholera season.

Many open wells are covered and provided with a hand pump for the purpose of drawing water.

Others are provided with pulley and bucket to obviate the introduction of unclean utensils into the wells.

This administration advises the sinking of tube-wells in preference to open wells as providing a safer water supply. At 68 stations, 80 tube-wells have been sunk since 1920, of which only 9 have failed to give satisfaction. 323 analyses of samples of well water were carried out during 1928-29 by the Chemist and Bacteriologist of the Railway.

Hook-worm.—No special measures have as yet been instituted against this disease.

(30). **Sickness Insurance—**

- (i) Suitability of international Labour Convention.
- (ii) Possibility of introducing other systems.
- (iii) How to meet difficulties arising from non-acceptability of Western medicine, paucity of medical men, migration of labour, finance.

There is no form of sickness insurance on this Railway. Employees going sick are generously treated in the matter of sick leave and are given free medical treatment and have also the option of treatment by local registered practitioners of whom there is no shortage. Certificates from registered medical practitioners are ordinarily accepted for the purpose of granting employees leave on account of sickness.

(31). **Maternity benefits—**

- (i) Extent and working of existing schemes (including allowances given before and after childbirth.)
- (ii) History of central and provincial Bills.
- (iii) Possibility of legislation.

There are no maternity benefit schemes on the Eastern Bengal Railway. The number of women employed is extremely small and with the leave rules in force this question is not one of our major problems.

In comparison with Western races the Indian is prolific but not so affected by periods of child-birth.

V. Welfare.—

- (32).

Extent of Welfare work— (i) By employers. (ii) By other agencies.

Welfare work is confined to educational facilities, Institutes, Sports, Co-operative Stores, Co-operative Societies and Staff Welfare Committees.

- (33).

Employment of Welfare officers and workers.

With regard to Welfare Committees, Staff Welfare Committees were introduced in the Traffic Department in 1922. These Committees are organised on a District basis for the purpose of providing means for staff to bring forward any grievances affecting them or their class as a whole and to secure to the staff a greater share in, and responsibility for, the determination and observance of the terms and conditions under which they work and generally to foster the social welfare of staff in all its bearings.

These Committees consist of about 8 members representing the various classes of staff and were originally nominated. Subsequently, however, the system of nomination has been replaced by election and staff may elect their own representatives. A copy of the original order instituting such Welfare Committees is attached as Annexure H, which gives full details of the object of the organisation of the Welfare Committees referred to. Action is taken on the minutes of the meetings of these Committees, in the first instance by the District Officer and then by the Head of the Department in cases which are beyond District Officers' power to settle.

These Welfare Committees have perhaps not been entirely successful in accomplishing the object for which they were formed but the process is a gradual one and they have, it is considered, been useful in drawing attention to matters of general application and in obtaining improvement of conditions.

Welfare Committees on a District basis are now being organized for all staff on the Railway.

These Committees will ultimately work in direct correspondence with the Personnel Branch of the Agent's office.

(34)

Nature of other Welfare activities
(a) By employers.
(b) By other agencies.
(i) Provision for refreshments, shelters and crèches.
(ii) Provision for physical culture, recreation and amusements.
(iii) Other activities.

No provision has been made for refreshments, shelters and crèches.

Institutes.—For the purpose of recreation of the staff the Railway Administration provides Institutes. The first cost of the building with necessary furniture, roads, fences, tennis courts and other play-grounds and also the cost of maintenance and any alteration of the same is borne by the Railway. The Railway also makes monthly grants-in-aid from the fine fund towards the maintenance of Institutes with a view to supplement the funds of the Institutes raised by subscription from employees. The Institute membership is compulsory in the case of all literate employees drawing Rs. 25 or over per mensem appointed after 1st September 1910 in accordance with their service agreements. There are at present 11 European Institutes and 16 Indian Institutes on this Railway. A list of Institutes showing the amount of monthly grants paid from the Fine Fund with membership is attached as **Annexure I.**

As an example the Indian Workmen's Institute at Kanchrapara may be mentioned. This Institute was opened in 1924 and is believed to be a first of its kind in India. It is situated in the Workmen's colony and the original cost was about Rs. 10,000. Original membership was 922 and is now over 2,000. An extension of a large hall and stage for Bioscope and Theatrical entertainments has just been completed at a cost of Rs. 20,000. Two football fields are attached to the Institute and both are well used.

Sports.—The sporting activities of employees are catered for by the various Institutes almost all of which have a special Sports Section and a Sports Committee. These Institutes organise local tournaments and inter-station tournaments and also organise teams to compete in tournaments organised locally by non-railway organisations and in Calcutta the largest Institute—the Clem Browne Institute—has a Sports Club attached to which all officers stationed in Calcutta belong. This sports club has, in recent years extended its activities from catering solely for the sports of the members of

its own Institute to catering for representative sports of the Railway as a whole. This Sports Club with the help of the Sports Club attached to the Manson Institute—the corresponding large Indian Institute in Calcutta—organises all sports in which the Railway is represented as a Railway, both in Calcutta and elsewhere.

Recently a Sports Section has been organised by the Railway Board which is organising Inter-Railway tournaments in Calcutta, Delhi and Simla, in all of which this Railway competes.

Men are encouraged to play games by being booked off on special casual leave and are so treated when sent away from the Railway to compete in Inter-Railway tournaments. Sport on the Railway generally, however, relies on the sporting spirit of the employees themselves, their keenness and their eagerness to become proficient.

This spirit is fostered by the Administration and is undoubtedly developing.

Co-operative Stores.—There are two Co-operative Stores on this Railway, one at Kanchrapara called the E. B. Railway Employee's Co-operative Stores, and the other at Saidpur called the Northern Bengal Co-operative Stores.

The former was opened in 1919 and caters for both Indians and Europeans. It is a private company of Railway employees, the shareholders all being Railway employees. It is run by a Managing Committee of both Indians and Europeans elected by shareholders, the Managing Director himself being a Foreman in the workshops. The Railway gave assistance on opening by a loan of Rs. 10,000 and a concession rate for the carriage of goods is allowed at Re. 0-2-0 per ton per mile, calculated on wagon loads. A bazar pass is allowed to bring 1½ maunds of provisions from Calcutta as required.

A railway building is rented for use as Stores. A branch is situated in the clerks' colony, and the Stores run their own ice and mineral water factory and flour mill. The present share capital is Rs. 5,980 against the authorised share capital of Rs. 10,000 and the reserve fund is 25%. The

last dividend paid on share capital was 6%, the balance being given as rebate to customers on cash purchases.

The latter was opened in 1882 or 1883 by the residents of Saidpur, mostly Railway employees, before the amalgamation of the N. B. S. Railway with the E. B. Railway. No financial assistance was given by the Railway but a concession on freight of goods was allowed up to about 12 years ago, when it was stopped, and no assistance in any form is now given by the Railway. The Company erected its own building some years ago on a plot of land granted by the Railway, and this has since been extended, a bakery and mineral water factory also being added. The original capital was Rs. 5,500, since increased to Rs. 11,000 and eventually to Rs. 20,000. The present financial position of the Stores is sound. The Stores caters for all Railway employees and others, and for Indians as well as Europeans, but no grain or pulses are sold, and there is no separate Indian Section as at Kanchrapara.

The Committee is elected annually by the share-holders, the Managing Director usually being a Foreman in the shops. A number of the share-holders are now retired Railway employees and non-railway employees. It is purely a private company. The last dividend paid on share capital was at the rate of 10% per annum, the balance of the profits being given as bonus to the Stores employees, and to the share-holders as bonus on their purchases at the rate of 6½%.

Co-operative Credit Societies.—A large number of the staff on account of social and religious customs have to meet very heavy expenses for purposes, such as the marriage of their daughters and the performance of other religious ceremonies for which they have to raise large sums of money at short notice ; and to protect them from the extortionate interest charged by money-lenders and generally to reduce indebtedness amongst staff on this Railway, a Co-operative Credit Society was formed in 1915. The Railway has no legal responsibility for this Society which is supported by the capital subscribed and the interest earned on loans to employees. The interest at present being charged is Rs. 9½%.

It was decided at the last General Meeting to reduce the interest to Rs. 8½% from 1st October 1929 subject to the approval of the Registrar, Co-operative Societies, Bengal.

The Society has been given office accommodation by the Railway free of rent and it is also allowed the privilege of having cheques to staff encashed at railway stations. The Society is also allowed the use of the Committee room for its monthly meetings and its annual general meeting is held in one of the Railway Institutes.

Recovery of loans is made through staff salary bills without charge. Passes and Privilege Ticket Orders are given to the employees of this Society over the home line in the same way as for the staff of Railway Institutes.

A copy of the Bye-laws of the Society is attached as Annexure J, which gives the details in regard to its conduct and management together with a statement, Annexure K, showing the growth and the transactions of the Society since its inception in 1915.

(35). Results achieved.

The results achieved are mentioned under items 34, 36 and 37.

(36). Provision of educational facilities by employers—

- (i) For adult workers.
- (ii) For half-time workers.
- (iii) For workers' children.
- (iv) Extent to which used.

For Adult workers.—There are 9 night schools for imparting education to illiterate adult employees at stations noted below :—

Chitpore, Naihati, Rajbari, Santahar, Parbatipur, Lalmanirhat, Katihar, Amingaon, and Dacca.

Subjects of instructions, average attendance, number of pupils, teaching staff and their pay, etc., in connection with these schools are given in the attached statement as Annexure L.

For Workers' children—

Children of European and Anglo-Indian employees.—There are four Railway Schools on this Railway, the details of which are given below :—

	Railway grant per mensem.
	Rs.
(1). European Day School, Chitpore (Kindergarten)	80*
(2). European Day School, Kanchrapara (Primary)	300
(3). European Day School, Katihar (Primary) ...	75
(4). European Day School, Saidpur (Primary) ...	100*

*Plus a monthly capitation grant of Rs. 2 per child of Railway employee.

Total number of pupils on the rolls of the above Schools is 65.

In addition to these schools contribution is paid by the Railway either in lumpsum monthly rates or at the rate of Rs. 2 per mensem per child of an employee towards the upkeep of certain outside recognised schools as are attended by the children of railway employees. The details of these schools are given below :—

Names of Schools.	Rate of monthly grant made by the Railway.
	Rs.
St. Paul's School, Calcutta ...	200 per mensem lumpsum grant.
Loretto Day School, Sealdah	2 per child per mensem and Rs. 50 per mensem for omnibus hire.
St. Thomas School, Calcutta	2 per child per mensem.
Calcutta Boys School ...	Ditto.
Calcutta Girls School ...	Ditto.
St. Francis Xaviers, Dacca ...	5 per month per child for gharry hire.

There are 404 pupils (children of Railway employees) on the rolls of the above schools.

Parental assistance.—The Railway also grants assistance to European and Anglo-Indian employees for the education of their dependent

children attending the following recognised Hill Schools approved by the Railway Administration in accordance with the scales laid down in this office Notification No. 1351 of *Weekly Gazette* No. 47 of 1919, copy enclosed as Annexure M.

- (1). St. Paul's, Darjeeling ... Boys.
- (2). St. Michael's School, Darjeeling ... Girls.
- (3). St. Joseph's North Point, Darjeeling ... Boys.
- (4). Loretto Convent, Darjeeling Girls.
- (5). Victoria High School, Kurseong ... Boys.
- (6). Dow Hill, Kurseong ... Girls.
- (7). Goetheal's Memorials, Kurseong ... Boys.
- (8). St. Helen's Convent, Kurseong ... Girls.
- (9). Pine Mount, Shillong ... Girls.
- (10). St. Edmund's School, Shillong Boys.
- (11). Loretto Convent, Shillong ... Girls.
- (12). St. Agnes Convent, Haflong Girls.

This parental assistance is also afforded in the case of other Hill Schools only when accommodation in the approved hill schools mentioned above is not available. In cases where it is shown there is no accommodation available in the approved hill schools or when there are medical reasons or exceptional circumstances preventing the applicant from sending his child to the hills, parental assistance is afforded to the employee for the education of such children in the schools in the plains provided the children attend these schools away from their parents' Head-quarters as boarders, in accordance with the rules laid down in this office Notification No. 54 of *Weekly Gazette* No. 3 of 1920, copy enclosed as Annexure N.

Children of Indian employees.—No parental assistance is granted to Indian employees for the education of their children. The Railway,

however, makes contribution towards the upkeep of outside schools which are recognised by the Education Department and are attended by the children of Indian employees at the rate of Re. 0-8-0 per month per child of an employee attending the schools. In the case of High English and Middle English schools this rate is increased to Re. 1 and 0-12-0 per mensem per child respectively in deserving cases such as inadequacy of funds owing to the increased cost of maintaining such schools.

In deserving cases the Railway contributes towards the cost of construction of school buildings provided that such schools are attended by a fair number of children of Railway employees.

A list of Indian Schools which are at present aided by this Railway is attached. There are 1,810 pupils (children of Railway employees) on the rolls of these Schools—Annexure O.

There are 3 Technical Schools on this Railway for training of staff :—(1) Electric Block School, Calcutta, (2) Telegraph Training School, Saidpur, (3) Second and Third Class Loco. Apprentices' School, Kanchrapara. There are 51 pupils on the rolls of these Schools.

Facilities are also afforded by the grant of passes and concessions to enable children to attend schools.

Where boarding schools are situated away from the stations at which parents are engaged, free passes are granted under the following rule :—

Cheque passes may be granted to children of subordinates when going to or returning from School; return passes may also, when necessary, be issued to one parent taking children to or bringing them back from School. Similar passes may also be granted to a person accompanying children to or from School provided the parent is not accompanying the children, and a certificate from the school authorities is produced to the effect that the children are travelling to or from School. Passes so issued do not count

towards the limit of privilege passes admissible to employees. Where a day school is attended involving a journey by rail daily concessional monthly season tickets at $\frac{1}{3}$ rd cost are permitted.

A tabulated statement is submitted below showing the total approximate cost incurred in connection with (1) Night Schools for adult workmen, (2) Railway Schools, (3) Recognised European Railway-aided Schools, (4) Hill School assistance, (5) Railway-aided Indian Schools and (6) Technical Schools.

	Revenue expenditure (recurring, annual).	Capital expenditure (non-recurring, up-to-date).
	Rs.	Rs.
(1).	7,031
(2).	7,521	... 50,324 on account of buildings.
(3).	5,400	... Nil.
(4).	61,573	... Nil.
(5).	13,770	... 31,361 on account of building grants, etc.
(6).	4,246

The whole question of school assistance is under examination *vide* Railway Board's letters Nos. 4233-E, dated 9th February 1929 and 18th March 1929. The policy suggested by the Railway Board and accepted by the Central Advisory Council for future assistance from Railway funds to employees of State-managed Railways for the education of their children is as follows :—

(1). Assistance should be confined to employees who draw pay below a fixed maximum and are stationed in places where they cannot obtain education of the requisite standard for their children locally and are obliged to send their children to Boarding Schools and should be limited to education covered by the Primary and Middle Standards. The assistance thus given should be granted entirely irrespective of the community, race or creed of the employees.

(2). The assistance should take the form of the grant to the employee of a fixed proportion of the board and tuition fees of the

school to which the child is sent, the proportion depending on the pay drawn by the parent and falling as the pay increases and the monthly amount payable for each child being limited to an over-riding maximum subject to the condition that proportion of the board and tuition fees must not exceed one-half in any case.

The provisional sliding scales proposed are as follows :—

<u>Pay.</u>	<u>Limit of assistance.</u>
(i). Up to Rs. 100 ...	Half school fees for board and tuition.
(ii). Rs. 101 to 200 ...	One third of school fees for board and tuition.
(iii). Rs. 201 to 300 ...	One fourth of school fees for board and tuition.
(iv). Over Rs. 300 ...	No assistance ; but the question of increasing the limit of pay to Rs. 350 in determining the eligibility for assistance is under consideration of the Railway Board.

(3). Transfer of all Railway Schools to the Educational authorities of the Province. Provincial Governments concerned have already been addressed by the Railway Board on the subject.

(37).

Desirability and possibility of provision for old age and premature retirement.

Besides Provident Fund and Gratuities payable under the Provident Fund and Gratuity rules there are no other benefits provided for old age or death of employees except compensation which is payable under the Workmen's Compensation Act in cases of death or partial disablement and compensation which is payable under the Railway rules in similar cases. Railway rules provide for payment of compensatory gratuities according to the merits of each case up to a maximum of Rs. 6,000 or 24 months' emoluments in the case of death or permanent disablement and 12 months' emoluments in the case of partial disablement.

Since the introduction of the Workmen's Compensation Act payment of compensation under the Railway rules has become rare.

Amount of compensation when now sanctioned under the Railway rules is regulated and calculated whenever possible in accordance with the corresponding assessment of compensation payable under the Act.

(38).

<u>Co-operation.</u>

The extent to which the staff co-operate in Welfare activities is detailed under items (33) & (34).

39).

Possibility and desirability of a Statutory Miners' Welfare Fund.
--

Not applicable to this Railway.

VI. Education.--

(40).

<p style="text-align: center;">Facilities for general education in industrial areas--</p> <p>(i) Of Children not in em- ployment.</p> <p>(ii) Of Children employed in factories.</p> <p>(iii) Of adults.</p>
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See item 36 above

(41).

<p style="text-align: center;">Facilities for in- dustrial and voca- tional training.</p>

In regard to Workshop staff, with the exception of the training of apprentices on first appointment, dealt with under item (3) Recruitment of staff, there are no special facilities for training staff. There is, however, nothing to prevent any man from rising as high as his abilities and qualifications permit.

For Locomotive operating staff there are night schools at the larger sheds at which elementary education is taught together with training in the technical side of their duties.

In the Medical Department the only facilities for training are those given to sweepers to fit them for work as sweeper mechanics and septic tank fitters. Arrangements are made to train these men in their mechanical duties in Loco. Shops.

In the Traffic Department, staff, such as Porters and Water men are trained at stations in pointsmen's duties. Switchmen are trained in the Traffic Training School at Sealdah, in block signalling where also Signallers are trained as Assistant Station Masters and instructed in Goods and Coaching work, proficiency in which is a necessary qualification for Goods and Booking Clerks. All staff attending the Traffic Training School are booked off and given full pay while under training.

Staff training in Telegraphy.—There are certain recognised training schools in Calcutta which are private institutions. Suitable station staff not qualified in telegraphy are booked off for training in telegraphy at these schools and are in addition to their pay given a bonus of Rs. 60 if they qualify within the stipulated period.

Staff of all Departments are encouraged to qualify in First-aid and are given facilities for training by being booked off on full pay.

In co-operation with the military authorities a few soldiers who are nearing their discharge are given vocational training as guards, firemen, &c., and are normally given permanent appointments on the expiry of their training and on taking their discharge.

They are paid by the military authorities while under training but the Railway contributes at the rate of Rs. 60 per mensem which is paid to the Vocational Training Fund.

(42).

<p>Effect of education on standard of living and Industrial efficiency of workers.</p>
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This Railway imparts a certain amount of primary education to certain illiterate staff as a small degree of literacy is found greatly to improve the efficiency with which they carry out their ordinary duties. The standard of education imparted, however, is not high and has no appreciable effect on the standard of living of the employees concerned, nor is it of a nature to enable any fair comparison to be made between the standard of living before and after education.

VII. Safety.—

- | | |
|-------|---|
| (43). | <u>Existing regulations in Factories, Mines, Railways and Docks.</u> |
| (44). | <u>Incidence of accidents in Factories, Mines, Railways and Docks.</u> |
| (45). | <u>Causes.</u> |
| (46). | <u>Accident prevention (including "Safety First" propaganda).</u> |
| (47). | <u>Accidents in non-regulated establishments.</u> |
| (48). | <u>First-aid and medical relief,—</u> |
| (49). | <u>Stringency of inspection and enforcement of regulations—</u>
(i) In industry generally.
(ii) In seasonal industries. |
| (50). | <u>Effect upon safety of hours, health, light and working conditions generally.</u> |

(i). The majority of regulations for the safety of employees are contained in the General and Subsidiary Rules, Departmental Manuals and Departmental Notices and Circulars. These are revised from time to time as found necessary in the light of experience or on the occurrence of accidents. Some of these safety regulations are reproduced below:—

(a). *Subsidiary Rule No. 77 (e)*—

Ballast trains must not be unloaded while in motion.

(b). *Subsidiary Rule No. 77 (f)*—

Loose shunting of vehicles with coolies in them is strictly prohibited.

(c). *Subsidiary Rule No. 78 (a)*—

The guard or other person in charge of a ballast train must, before giving the starting signal, require the coolies working with the train and riding in open trucks, to sit down.

(d). *General Rule No. 79*—

When a ballast train with coolies is stabled at a station, it must be protected in the following manner—

(1). The Guard in charge of the train must satisfy himself that all necessary points connected with the siding on which the train is stabled, have been correctly set against the train by the station staff and must then inform the Station Master in writing that this has been done. Then until the train is ready to start,

(a). if the station is not interlocked—the Station Master will secure with his own padlocks the points connected with the siding on which the train is stabled in the presence of the Guard and

personally hand over the keys to the Guard who will give a receipt for them and keep them in his possession ; or

- (b). if the station is interlocked—the Station Master will tie a red flag on the lever handle working the points, in the presence of the Guard.
- (2). When under clause 1 (b) a red flag has been affixed, the Station Master must take steps to ensure that the lever is not worked until he has removed the flag in the presence of the Guard.
- (3). When the train is ready to leave the siding, the Guard will inform the Station Master in writing and the Station Master having received back the keys from the Guard and returned the receipt for the same, will arrange for the correct setting of the points.

(e). *Subsidiary Rule No. 83 (c)*—

Fly Shunting.—Fly shunting. A “fly” shunt is made when two vehicles are sent forward unattached, either together or one immediately after the other, and placed on two different lines, necessitating the points lever being smartly reversed after the passage of the leading vehicle.

Another description of a “fly” shunt is when an engine is hauling a wagon and while both vehicles are in motion, they are uncoupled and run on to different lines. Fly shunting is strictly prohibited.

(f). *Subsidiary Rule No. 253 (a)*—

Protection of Train Examining staff while examining trains.—The carriage examining staff while examining a train will be protected by red flags in the day time and red lights at night and the removal of these signals indicates that the examination of the train is complete.

(g). *Subsidiary Rule No. 260 (a)*—

Wagon or engine couplings must not be allowed to hang down in shunting and no shunting of vehicles coupled by side chains only is to be permitted.

(h). *Subsidiary Rule No. 343 (a) (iii)*—

Lorrymen.—No lorry must be run on the line unless it is accompanied by enough men readily to lift it off, and in no case shall this number be less than six.

(i). *Subsidiary Rule No. 343 (b) (vi)*—

Protection of trolley.—The person in charge of a trolley must, under all circumstances, be held responsible for its use and for knowing, when trains are due and as a special precaution against accidents from light engines, etc., must, when passing a station, enquire from the Station Master whether the line is clear and whether any train is expected in either direction.

(j). *Traffic Manual Part I, Chapter IV, Rule No. 2 (iii)*—

No hand shunting or movement of vehicles or the working of points is permitted unless under the supervision of a responsible member of traffic staff.

(k). *Traffic Manual Part I, Chapter IV, Rule No. 3 (ii)*—

In yards where coolies are engaged, it is the duty of the person in charge of shunting operations to take due precautions to warn coolies before commencing any shunting. If wagons are backed on to a line where coolies might be crossing, or where there are wagons on which men are working or waiting to work, the person in charge of the shunting must send a man in advance to warn the coolies and get them out of the way before any movement is made. The driver must also sound his whistle.

(l). *Traffic Manual Part I, Chapter IV, Rule No. 3 (iii)*—

Wagon doors must be closed and end flap doors fastened up before shunting operations are commenced.

(m). *Traffic Manual Part I, Chapter IV, Rule No. 3 (iv)*—

Vehicles must, when practicable, be attached to, or detached from, passenger trains without the trains being moved and with the vacuum-brake in operation.

(n). *Traffic Manual Part I, Chapter IV, Rule No. 3 (vii)*—

As far as possible, the staff must avoid getting between vehicles in motion to uncouple or couple them.

(o). *Traffic Manual Part I, page 124, Rule No. 9*—

Walking on foot-boards.—Guards are forbidden to pass over the carriage roofs or to stand or walk on the foot-boards of carriages in motion.

(p). *Section III of Loco. Subsidiary Rules, Rule No. 7*—

“Not to be moved” boards.—When fitters or other shed employees have crippled an engine or are working on it, they put a “Not to be moved” board on one of the side lamp brackets and any person moving an engine with such a board on it will be severely dealt with. When it is necessary to move an engine in a shed, the person about to move the engine must satisfy himself that there is no one underneath and that the engine is in a movable condition. When a “Not to be moved” board is found on an engine, the man who put it on must be found and his sanction for the removal of the board obtained before the engine can be shifted.

(q). *Section IV of Loco. Subsidiary Rules, Rule No. 54—*

Danger Discs.—Danger discs will be supplied to all stations where vehicles are repaired, oiled and lifted. Before work is commenced on vehicles, the Danger discs should be placed well in advance of them in the centre of the track in both directions and should not be removed till the work is completed and all men working under the vehicles are clear. Danger discs should be kept clean and the word " Danger " distinct.

(r). *Para. 433 of the Engineering Manual—*

The practice of carrying rails, long timbers or other heavy articles on the heads or shoulders of coolies without the use of slings or tongs is exceedingly dangerous and is strictly prohibited.

Subordinates will be held personally responsible for giving effect to this order and thus protecting coolies from the results of their own carelessness. Subordinates in charge of coolies should clearly understand that if an accident to life or limb should occur through neglect of this order, they will be liable to dismissal.

(s). *Weekly Gazette Notification No. 925 of 1929—*

All concerned are warned against the danger of carrying out repairs or construction work in the neighbourhood of uninsulated electricity supply lines without first obtaining the written assurance of a responsible representative of the Electric Branch that such lines have been made " Dead " or otherwise rendered harmless.

Upon completion of the work when all men are clear and when all ladders, scaffolding, etc., have been removed, the Electrical Branch representative should be notified in writing so that the electric supply may be resumed. These instructions which are issued in the interests of safety must be rigidly adhered to.

(i). *Circular No. 2, dated 20th October 1927*
(Crews)—

Travelling on foot-boards. The crew staff are strictly forbidden against travelling on foot-boards and are also warned that in many places there are infringements of standard dimensions and a person travelling on a foot-board is very likely to be struck by one of these infringements.

A case occurred not so long ago of a Travelling Ticket Inspector being so struck and killed.

Crews-in-charge must particularly see that crewmen do not disregard this order.

(ii). In Workshops all safety precautions required by the Indian Factories Act are carefully observed. All moving parts of machinery, belting, electrical circuits etc., likely to cause danger are securely fenced. Heavy cross-belts are safeguarded by underslung hangers or are run in troughs. Only authorized beltmen properly clothed are allowed to attend to belting. Mops or wire gauze screens are provided to prevent chippings and rivet heads flying in the direction of other men. Notices are frequently issued drawing attention to the possibility of accidents if rivet heads and chippings are allowed to fly in the direction of other workmen. Goggles are provided for men on electric or acetylene welding and for those working grinding machines. Oilers and beltmen are provided with overalls. Soap and water are provided for men employed on the working of paints and spray painters are provided with overalls, head-caps and goggles.

"Safety First" notice boards are displayed in prominent positions warning men against moving vehicles under repairs.

(iii). Workshop and Yard lighting has been recently much improved. Many of the yards have been installed with electric or flood lighting both as a safety precaution for the employees working in the yard at night and as a precaution against accidents generally. The question of adequate illumination for night working is of the utmost importance and further improvements in this direction will be made.

(iv). In addition to the ordinary precautions taken for the security of gangmen and other Engineering employees working on the line, in the form of general rules, provision has been made of flagmen or look-out men in cases where major works are being carried out involving the employment of a large number of workmen on the line. Drivers are warned of the need for caution or definite caution orders or speed restrictions are imposed.

(v). For electric installations the regulations of the Indian Electricity Act are observed. "Caution" plates are placed on posts carrying high tension electric wires. Iron-clad switch gear is gradually being provided to replace all old installations and staff are prohibited from doing any work where high tension wires exist unless they have a written guarantee from the proper authority that the current has been cut off.

Detailed regulations exist for the conduct of work on high tension wires whether continuously or intermittently in use. These regulations are framed solely in the interests of security of staff working on the lines.

(vi). Staff are on engagement required to have a thorough knowledge of the rules, including the Safety First rules, which concern them. In some cases examinations are required and certificates issued. In other cases responsibility for ensuring that staff newly appointed are thoroughly acquainted with the safety rules and precautions necessary devolves on the supervising staff. Supervising staff are held responsible for instructing all staff employed under them of the possible dangers of their employment and at all times for encouraging habits of thought and consideration which would prevent accidents to themselves or to their fellow workers.

Disciplinary action is taken in case of any breach of the rules which is brought to light in the course of working whether an accident results therefrom or not, special obligation is laid on the supervising staff to be on the look-out and report irregularities in regard to safe working in the course of their periodical inspections

and to impress on subordinate staff the supreme necessity for strict observance of safety rules and the serious consequences which might follow any negligence in this respect.

On the Eastern Bengal Railway, on an average, 236 accidents occur to Railway employees per annum, of which 31 are fatal. Of these 125 relate to employees working in Workshops. These accidents, however, are normally of a trivial nature and of the 125 workshop accidents, an average of three are fatal.

The causes are of a varying nature and are in general due to carelessness of employees.

Outside the Workshops of the total number of 111 accidents, 28 are fatal. This high proportion of fatal accidents is mainly due to run-over cases. The majority of accidents occur through carelessness in crossing, walking or standing on the lines when on duty or when coming to and from duty.

Next in order of frequency are accidents due to staff employed in coupling or uncoupling vehicles, while attending to engines in sheds and while getting on and off engines or trains in motion.

More than 75% of the accidents which occur are due to inadvertence or carelessness on the part of the staff. Weather conditions sometimes contribute to these accidents due to staff taking shelter in insecure positions during rain or from the sun or to having their attention distracted owing to unpleasant conditions.

This Railway has analysed the fatal accidents occurring both to outsiders and to staff and has undertaken a "Safety First" propaganda campaign with a view to eliminating the more frequent occurring types. The attention of staff is drawn to the accidents of a recurring nature which have occurred by means of "Safety First" films, posters and notifications. Samples of posters issued are attached as Annexure P.

Copies of the "Safety First" pamphlet issued by the G. I. P. Railway in 1926 have been supplied to staff on this Railway and it is understood that the Chief Publicity Officer is bringing out a further pamphlet on "Safety First" which will be brought into use as soon as it is supplied.

So far results have been rather disappointing.

First aid Dispensaries are attached to each of the major workshops and serious cases are sent to Hospital.

Stretcher bearer parties are organized for service in Shops and are available in emergencies.

Four fully equipped ambulance vans are attached to the principal relief trains and all relief trains are equipped with ambulance boxes and First-aid equipment.

First-aid boxes are provided in the Brake-vans of all Passenger trains and in each shop in the Workshops. A list of persons qualified in First-aid is posted in the Shops.

Instructions are given to running staff such as Drivers, Guards, Parcel Clerks, Crewmen, Crewmen-in-Charge, etc., to enable them to qualify in First-aid, and staff so qualified are granted First-aid certificates. All supervising staff are also similarly expected to qualify themselves in First-aid. Relief train staff include staff specially trained to act as stretcher bearers.

On the Eastern Bengal Railway 2,436 employees are qualified in First aid.

VIII. Workmen's Compensation.—

(51).

Workmen's Com- pensation Act—	
(i)	Extent of use.
(ii)	Comparison with extent of possible claims.
(iii)	Effects on industry.
(iv)	Availability and use of insurance facilities and value from workers point of view.
(v)	Desirability of compulsory insurance by employers.

A statement showing the number of cases resulting in death etc., with amount of compensation paid under the Workmen's Compensation Act during the time the Act has been in operation is attached, *vide* **Annexure Q.**

Apart from compensation under the Act, compensation can be paid under the Railway Rules which provide for the payment of compensatory gratuities in case of death or partial disablement of employees according to the merits of each case up to a maximum of Rs. 6,000 or 24 months' emoluments in the case of death or permanent disablement and 12 months' emoluments in the case of partial disablement.

Since the introduction of the Workmen's Compensation Act, payment of compensation under the Railway rules has become rare. Nearly all cases fall under the Act.

The amount of compensation when now sanctioned under the Railway rules is regulated and calculated whenever possible in accordance with the corresponding assessment of compensation payable under the Act.

A statement showing the number of cases resulting in death. &c., with compensation paid under Railway rules since 1924 is attached as **Annexure R.**

The Railway makes no attempt to limit its liabilities under the Act, by insuring its employees and being so large an employer of labour such insurance will not appear to be a financial proposition, it being cheaper to pay the claims as they arise rather than pay the premiums for the insurance of all the employees. From the point of view of the workmen it appears immaterial whether the employer himself meets the claim or whether he insures against the contingencies with a third party. Any scheme of compulsory insurance which contemplates laying part onus for insurance on employees is not likely to be popular with the lower paid staff.

(52).

Desirability of extending Act to other occupations.	
Possibility of providing against insolvency of employers who might be so covered.	

Railway servants are fairly fully covered by the definition of workmen under Sections 2(1) (n) (i) and (ii) of the Act. Persons employed in capacities specified in Schedule II are excluded from the definition of "Railway Servants" in Section 2(1) (n) (i) so that the only direction in which the

Railway would be affected by additions to Schedule II of the Act would be in regard to their liabilities for employees working under contractors in the capacities named under Schedule II. This Railway has, however, no objections to raise to any extension of the Act or to any additions to the list of persons included in Schedule II of the Act.

This Railway is not concerned with provisions regarding the insolvency of employers, the administration being well able to meet its liability under the Act.

(53).

Suitability of provisions relating to—
(i) Scales of compensation.
(ii) Conditions governing grant of compensation.
(iii) Industrial diseases.
(iv) Machinery of Administration.
(v) Other matters.

The basis of scales of compensation as laid down in the Act, *viz.*, 2½ years' wages in the case of death and 3½ years' wages in the case of permanent disablement is not known. Possibly these scales have been arrived at on some fractional proportion of the wages that would have been earned by the employee if he had not been killed or permanently disabled. Whether the amounts are reasonable or not can only be ascertained in relation to expectation of life and expectation of employment. Factors such as age, length of service, age of retirement &c., should not be lost sight of in this connection.

As regards scales of compensation for workmen temporarily disabled, this Railway is not greatly affected as in practice employees temporarily disabled by accident are entitled to and are paid Hospital leave allowances on full pay which are greater than the allowance payable under the Act.

With regard to industrial diseases, these are not prevalent on the Railway and this Administration is consequently little concerned.

No great difficulties have been experienced in administering the Act and this Railway has no suggestions to offer in the matter.

(54).

Desirability of legislation on lines of Employers' Liability Act of 1880.

This Administration has no remarks to offer on this question.

IX. Hours.—

A. Factories.—

- (55). Hours worked per week and per day—
- (i) Normal, i.e., as determined by custom or agreement.
- (ii) Actual, i.e., including overtime.
- (iii) Spreadover, i.e., relation between hours worked and hours during which worker is on call.
- (56). Days worked per week.
- (57). Effect of 60 hours restriction—
- (i) On workers.
- (ii) On industry.
- (58). Effect of daily limit.
- (59). Possibility of reduction in maxima.
- (60). Intervals—
- (i) Existing practice—
- (a) In relation to fatigue.
- (b) In relation to workers' meal times.
- (ii) Suitability of the law.
- (iii) Suitability of hours during which factory is working.
- (iv) Number of holidays given.
- (61). Day of rest—
- (i) Existing practice.
- (ii) Suitability of the law.
- (62). Exempting provisions and the use made of them.

In workshops the maximum working hours are 11 hours per day or 60 hours per week, as laid down in the Indian Factories Act. These maxima are complied with on this Railway.

Normal working hours are 9 hours per day which includes a one-hour break for meals and six hours continuous work on Saturdays, totalling 46 hours per week. Overtime is limited under the Act to 14 hours per week and overtime actually worked varies considerably with the amount of work being done but does not exceed 14 hours a week.

Workshop staff get one day (Sunday) off in the week in accordance with the provisions of the Indian Factories Act.

Workshop staff are subject to the Indian Factories Act which legislates for total hours of duty of 60 hours per week or 11 hours per day together with a weekly day of rest. These provisions are the same as the Washington and Geneva Conventions and it can therefore be said that these Conventions already apply to all workshop staff.

(i). Intervals in relation to fatigue have not been legislated for. In practice Workshop staff and continuous workers work for an hour or so and then have a few minutes rest according to the nature of the work and the individuality of the worker. No regulations have been found necessary under this head and generally work is not yet of such an intensive nature as to require definite regulations in reference to fatigue.

With the extension of piece-work methods such regulations may, in the future, become necessary.

(ii). In Workshops where staff normally start work early in the morning, definite 1-hour intervals are allowed daily for meals. For staff other than workshop staff whose work is of a continuous nature shifts are normally limited to 8-hours and the normal rostering of these men on 8-hour shifts is done i.e., from 10 hours to 18 hours, 18 hours to 2 hours and 2 hours to 10 hours. These timings

have been found in practice to enable staff to take their normal meals affected as little as possible by their hours of duty.

Workshop staff, in addition to the Sundays allowed as a weekly day of rest, are normally granted 20 specified holidays with full pay and are granted other holidays without pay according to the exigencies of the service.

B. Mines.—

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|-------|---|
| (63). | <u>Hours worked per day and per week—</u>
(i) Normal, <i>i.e.</i> , as determined by custom or agreement.
(ii) Actual, <i>i.e.</i> , including over-time.
(iii) <u>Spread over</u> , <i>i.e.</i> , relation between hours worked and hours during which worker is on call. |
| (64). | <u>Days worked per week.</u> |
| (65). | <u>Effect of restriction of hours.</u>
(i) On workers.
(ii) On industry. |
| (66). | <u>Possibility of reducing maxima.</u> |
| (67). | <u>Suitability of the law relating to shifts.</u> |
| (68). | <u>Possibility of introducing an effective daily limitation.</u> |
| (69). | <u>Intervals—</u>
(i) In relation to fatigue.
(ii) In relation to workers' meal times.
(iii) Number of holidays given. |
| (70). | <u>Day of rest.</u> |
| (71). | <u>Adequacy of existing provisions.</u> |
| (72). | <u>Exempting provisions and use made of them.</u> |

Not applicable to this Railway.

C. Railways.

- (73). Hours worked per week and per day—
- (i) Normal, i.e., as determined by custom or agreement.
- (ii) Actual, i.e., including over-time.
- (iii) Spread over, i.e., relation between hours worked and hours during which worker is on call.
- (74). Days worked per week.
- (75). Extent of application of International Labour Conventions relating to—
- (i) Hours.
- (ii) Rest days.
- (76). Intervals—
- (i) In relation to fatigue.
- (ii) In relation to workers' meal times.
- (iii) Number of holidays given.
- (77). Possibility of regulation.

Staff other than workshop staff whose work is of a continuous nature have generally an 8-hour day. In the majority of cases work is done on Sundays as well as week days and working hours for continuous workers amount to 56 hours per week. In certain cases as in Stores Depôts no work is done on Sundays and only six hours' work is done on Saturdays. The hours of duty of staff so employed correspond to the hours ordinarily worked by ministerial staff.

In the Traffic Department in cases where work is of an intermittent nature, the period of duty is fixed at 12 hours. The actual hours of effective work during this period of duty vary according to the nature of the work performed. This question is under examination in connection with the classification of staff for purposes of the application of the Washington and Geneva Conventions.

For running staff the normal hours of duty are 8 hours per day. Men remaining on duty in the Loco. Department for longer periods are paid extra for each hour in excess of 8 in the case of Indian staff and of 12 hours in the case of European and Anglo-Indian staff.

Running staff are liable to be called for duty in emergencies at any time after they have had the minimum clear rest permissible which is 12 hours at a home station and 8 hours at an out-station in normal traffic conditions, and in periods of busy traffic 8 hours at home stations and 6 hours at out-stations.

Other staff who are not working directly in connection with the public or trains, such as Stores staff, Sick Line staff, Workshop staff, etc., normally get Sundays off.

Locomotive Department running staff are also booked off one day in the week when conditions of traffic permit.

All other staff whose work is directly in connection with the working of trains or with the public do not normally get a weekly day of rest.

The introduction of the Washington and Geneva Conventions makes a weekly day of rest obligatory for continuous workers and revised methods of rostering such staff are now under preparation in connection with the introduction of these Conventions.

Certain staff, other than workshop staff mentioned in item (55) have their hours of work and weekly day of rest already regulated in conformity with these Labour Conventions. The extension of the application of these conventions to all other staff, except running staff and ministerial staff, whose work is of a continuous or intermittent nature is under consideration.

In Bengal Indians usually take two main meals only daily; one in the morning and one in the evening. For staff whose work is of an intermittent nature and whose hours of duty exceed 8 hours daily, opportunities are given to them to take their meals during their duty hours without affecting the work.

The Factory Act is at present applied only to workshops on this railway. The question of applying it to certain running sheds is under consideration.

Menials other than workshop staff, in addition to those cases of staff who are granted Sundays off as a weekly day of rest, are allowed to take holidays on full pay on condition that the exigencies of services are fully met.

In the Engineering Department certain menials are, however, granted five days holidays on full pay per annum. The procedure, however, varies.

The grant of holidays to staff other than menial and workshop staff is regulated according to the exigencies of the service but except in cases in which staff are not required to work on Sundays, staff are not normally granted holidays except as counting against casual or other leave due.

D. Other establishments.—

(78), (79) and (80).

This Railway is not concerned.

X. Special questions relating to Women, Young Adults and Children.—**A. Factories.—**(81). Effect of 1922 Act on employment.

As for as this Railway is concerned, the 1922 Act has had no effect on employment of women, young adults and children of whom this Railway employs very few in Factories and has no difficulty in complying with the provisions in the Act.

(82). Admission of infants to factories.

This Railway does not employ children under 15 years of age in factories.

(83). Suitability of regulations for women's work.

The regulations are not far reaching but this Railway has no suggestions to make in the matter.

(84). Suitability of regulations affecting children—
(i) Hours and intervals.
(ii) Minimum and maximum ages.

This Railway does not employ children under the age of 15 years in Factories and is little affected by regulations in respect of employment of children and has no remarks to offer in regard to such.

(85).

Double employ-
ment of children
(i.e., in more than
one establishment in
same day.

This Railway is not concerned.

(86).

Work and training
of young adults.
Facilities for ap-
prenticeship.

Full information in regard to training of Apprentices in Workshops. has been given under item I, (3) Recruitment.

(87).

Extent of "blind-
alley" employment
(i.e., extent to which
children are dis-
missed on reaching
full age).

There is no "blind alley" employment on this Railway. In the few categories in which boys are employed, proposals have recently been made to combine the scales of pay of such boys with the ordinary adult scales so that employees come on to the adult scales automatically on reaching 18 years of age.

(88).

Com arative
merits of double and
single shift systems
as affecting health of
women, young adults
and children.

(89).

Work of women
and children in Fac-
tories not subject
to Act—

This Railway is not concerned.

- (i) Use by Local Governments of Sections 2 (3) (b).
- (ii) Advisability of extended application.

B. Mines.—

- (90). Effect of Act of 1923.
Suitability of certification provisions.
- (91). Exclusion of women—
(i) Suitability of regulations.
(ii) Probable effect on industry.
(iii) Economic effect on workers.
(iv) Speed of withdrawal.

This Railway is not concerned.

C. Other Establishments.—

- (92). Need for regulation.

Outside Workshops very few women and children are employed and their work is of an intermittent nature not appearing to need special regulation, in the matter of hours of duty.

XI. Special Questions Relating to Seamen and Workers in Inland Navigation.—

- (93). Hours of work.

This Railway has a small Marine Department with a workshop and works short steamer trips in connection with the transport of passengers and goods across the Brahmaputra. All runs are of short duration and as far as the passenger service is concerned are in connection with particular trains. The work is consequently of a very intermittent

nature. Night working is not normally done in connection with passenger services and with goods work only at our wagon ferry at Fulchhari. The hours of work of the Marine Workshop staff are in all respects the same as those in the other Workshops on this Railway.

The work of the Marine staff with the exception of those working on the ramps who are on eight-hour shifts is of an intermittent nature. No difficulty is anticipated in applying the Washington and Geneva Conventions in regard to hours of work to the Marine staff on this Railway.

(94).

<u>Rations and accommodation, articles of agree- ment, etc</u>
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Marine staff whose duties are on Flats and Steamers are given free floating accommodation. They are, however, not provided with rations, the men making their own arrangements. On account of the shortness of the trips run, no difficulty is experienced in this respect.

The Marine staff sign the same service agreement as is executed by other staff.

Marine staff employed on shore are treated in all respects in regard to accommodation, etc., in the same way as other Railway staff.

(95).

<u>Indian Merchant Shipping Act—</u> (i) Existing provisions. (ii) Need of revision.
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This Railway has no remarks to offer.

XII. Wages.—

(96). Prevailing rates of wages (time and piece) and average earnings—

- (i) In industry.
- (ii) In surrounding agricultural areas.
- (iii) Difference between money wages and money value of all earnings.

(97). Movements in recent years—

- (i) Increases and decreases.
- (ii) Reasons for variation.
- (iii) Relation to prices and cost of living (pre-war and post-war).
- (iv) Relation to profits.

Wages generally were raised to meet the increased cost of living after the War and the increased scales given were in 1919 and 1920; since then there has not been any general increase. In particular cases alterations have, however, been made and further increases to raise the basic pay of lower paid staff to minimum scales of Rs. 13—1—17, 14—1—18 and 15—1—19 in the case of male adult unskilled labour according to the localities in which staff are posted are under consideration the most expensive localities being on the highest scale, average localities on the middle scale and localities where cost of living is comparatively low on the lowest scale.

Similarly a basic minimum scale of Rs. 17—1—23 with quarters has been proposed in the case of male adult semi-skilled labour, with scales of Rs. 12—1—14 and 13—1—15 for unskilled boy and female labour. A comparative statement is attached showing the wages paid to staff on this Railway and those paid to similar staff employed by other industrial undertakings in Bengal Annexure T.

A statement showing the prevailing rates of wages and movements in recent years, *i.e.*, since 1920 is enclosed as Annexure S.

(98). Amounts sent to villages.

This is not known accurately.

1. Allowances of all kinds.

(99). Payment in kind and allied problems.

(i). **Mileage allowance.**—The extent to which this allowance is granted to the running staff of the Locomotive Department and of the Traffic Department is fully detailed in the attached copies of the Rules (Annexures U and V) regulating the grant of pay, overtime and allowance, etc., to Locomotive Running Staff and to the running staff of the Traffic Department.

(ii). **English Test Allowance.**—An allowance of Rs. 5 per mensem is granted to Drivers and Rs. 2-8-0 per mensem to Shunters and Firemen who satisfy the District Locomotive Superintendent that they can read and understand the Rule Books printed in English, and can make out intelligent reports in the same language.

(iii). **Acting Allowance.**—Staff when officiating in higher grades are granted, in addition to their substantive pay an acting allowance at the rate of 1/5th of the minimum pay of the post in which they officiate subject to a maximum of the presumptive (commencing) pay of the officiating post. In deserving cases staff are allowed minimum pay of the officiating post in accordance with the Fundamental Rules.

In the case of running staff of the Traffic Department such as Guards, Brakesmen, etc., when taken off their regular running duty and employed in stationary appointments in the home station, they are granted pay *plus* 75% of their pay, representing mileage allowance, subject to the total being not less than the minimum pay of the officiating post. Similarly when officiating in stationary appointments at out-stations they are granted pay *plus* 75% of their pay representing mileage allowance *plus* single relieving allowance (rates for which are given in item (iv) below) to cover out-of-pocket expenses subject to the total emoluments drawn being not more than the maximum or less than the minimum pay of the officiating post.

(iv). **Relieving Allowance.**—This allowance is granted to the Subordinate staff of the Traffic, Locomotive, Carriage and Wagon, Medical and Watch and Ward Departments sent away from their head-quarters for a time—

- (i) to relieve other men,
- (ii) under pressure of traffic or
- (iii) for training in Workshops

at the following rates :—

Salary per mensem.	Rate.	
	Away from Head-quarters.	At Head-quarters.
Less than Rs. 15	Rs. A. P. 0 4 0	Rs. A. P. 0 2 0
Rs. 15 to 29	0 8 0	0 3 0
„ 30 „ 49	0 12 0	0 4 0
„ 50 „ 74	1 0 0	0 8 0
„ 75 „ 109	1 8 0	1 0 0
„ 110 „ 150	2 0 0	1 0 0
„ 151 „ 250	2 8 0	1 8 0
„ 251 and over	3 0 0	1 8 0

(v). **Assam Allowance.**—Staff posted to Assam, except the Districts of Sylhet, Cachar (excluding the Hill Sub-Division of North Cachar) and Goalpara are granted a compensatory allowance equal to 25% of pay limited to Rs. 40 per mensem. This allowance is granted due to the unhealthiness of the locality in question.

(vi). **Shift and cell allowances.**—Men working in the Power House and cell Khalasies are granted shift and cell allowances of Rs. 3 and Re. 1 per mensem respectively so as to compensate them for extra work and damage to their clothing.

(vii). **Overtime and Night work Allowances to Mistries, Gangmen and other menials of the Engineering Department.**—(a). When these men are required to work between 19 and 6 hours and are excused work during the day in consequence, they are given extra pay at the rate of $\frac{1}{4}$ pie per rupee of monthly pay for every hour worked.

(b). When they work between 19 and 6 hours in addition to their usual day work, they are given extra pay at the rate of $1\frac{1}{4}$ pie per rupee of monthly pay for every hour worked.

(c). When men are taken away from their head-quarters for longer than 24 hours in exceptional circumstances, such as floods, serious accidents, etc., and are cut off from their regular source of food supply and incur hardships, they are granted *Khoraki* Allowance for each night spent away from their head-quarters at the rate of annas five.

(viii). **Khoraki Allowance.**—In the Stores Department Khalasies menial staff sent to work at out-stations which are more than 25 miles distant from their head-quarters are granted *Khoraki* Allowance of annas four per diem.

(ix). **Overtime to Workshop Staff.**—Workmen if called upon to perform work on Sundays or at the time (which from the nature of their duties is not ordinarily covered by such monthly salary) are paid additional wage at the

rate of 1/30th of their monthly salary for each day of extra work. In case of daily rated staff wages and overtime are paid at the following rate :—

$$\frac{\text{Monthly rate} \times 12 \text{ months}}{365-52 \text{ (Sundays)}} = \text{daily rate.}$$

(x). **Travelling Allowance.**—Staff when on tour on official duty are granted daily allowance at the special rates prescribed by the Railway Board for railway employees specified below :—

Subordinates.

	Rs.	A.	P.
Drawing Rs. 501 and over ...	4	0	0
401 to 500 ...	3	8	0
301 .. 400 ...	3	0	0
201 .. 300 ...	2	8	0
101 .. 200 ...	1	8	0
51 .. 100 ...	1	0	0
50 and under ...	0	12	0
Menials over Rs. 15 ...	0	6	0
Rs. 15 and less ...	0	5	0

(xi). **Washing Allowance.**—Peons are granted washing allowance at 6 annas per mensem for washing the uniforms supplied to them by the Railway free of charge.

2. **Uniforms.**—The classes of staff entitled to uniform and the extent to which the supply is made are detailed in this Office Circular No. 2 of 1926, copy attached as (Annexure W.)

3. **Passes.**

Passes are granted to staff as follows :—

(i). **Home Line Passes.**—Cheque passes are issued to employees and their families or dependent relatives travelling otherwise than on duty to the extent noted below :—

- (a). Employees drawing 4 single journey above Rs. 150 per passes a month. mensem.
- (b). Employees drawing 8 single journey Rs. 150 per men- passes a year. sem and under.

Such passes are only issued after an employee has completed one year's service, and are not cumulative.

Such passes include one servant in 3rd class in the case of employees entitled to 2nd class passes and luggage to the extent noted below :—

For 2nd and Inter. Class pass-holders. 1½ maunds.

For 3rd Class pass-holders ... 20 seers.

for each adult, and half the amount for each child up to 12 years of age.

(ii). Passes are also issued in cases of serious illness of an employee or member of his family, or on the following occasions :—

1. Railway Institute Meetings.
2. Railway Sports.
3. Railway Entertainments.
4. First-Aid Lectures.
5. Parades, Class-firing, &c., for the men of Railway Corps only.
6. In cases of transfer (only for the family) and for visits to sick relatives in Hospitals, or to take them for special treatment when no concession under the Rules is admissible.

The passes so issued do not count against the limit laid down as to the limit of issue.

Nurses or Attendants are allowed to travel in the same compartment as the pass-holder either on production of a medical certificate that such nurse or attendant is necessary, or when required to take charge of young children with a parent or guardian.

(iii). Cheque passes are granted for the conveyance of Baggage and servant and domestic animals in addition to that allowed under the

ordinary rules, in the case of first appointment, transfer, retirement, also in cases of long leave, resignation or discharge, as follows :—

Baggage is limited to the carrying capacity of one Broad Gauge four-wheeler and one Broad Gauge four-wheeler or its equivalent in Metre Gauge stock is allowed for domestic animals ; the wagon if not taken for domestic animals may be used for baggage if required.

The number of servants are restricted to—

First Class pass-holders	...	4
Second do.	...	2
Inter. do.	...	1
Third do.	...	1

(iv). The members of a family and dependent relatives of an employee (provided such are residing with and are wholly dependent on him) who are eligible for passes are :—

Family.—

Wife.

Legitimate sons and step-sons under 18 years of age.

Unmarried or widowed daughters and step-daughters of any age.

Married daughters and step-daughters under 18 years of age.

Dependent Relatives.—

Mother—if widow.

Sisters—including step-sisters, unmarried or widow.

Brothers—including step-brothers under 18 years of age.

Not more than 2 dependent relatives are included on one pass at a time.

(v). The class of pass to which employees are eligible are as under :—

- (i). All officers of the Superior Establishment ... 1st Class.
- (ii). All persons in the Subordinate Establishment drawing salary of more than Rs. 125 per mensem ... 2nd Class.
- (a). Accountants, Travelling Inspectors of Accounts and Stock-Verifiers who draw a progressive rate of pay the minimum of which is below Rs. 125 are given 2nd Class passes.
- (b). Lady Typists, Lady Booking Clerks, Lady Ticket Collectors and Lady Telephone Clerks when proceeding on leave are given Second Class passes irrespective of what salary they may be drawing.
- (c). Running Staff on pay of Rs. 90 or over are given Second Class passes as their total average emoluments exceed Rs. 125 per mensem;
- (d). Mistries of the Engineering and Locomotive Departments are granted Intermediate Class passes irrespective of salaries.
- (iii). All employees of the Railway drawing salaries of Rs. 125 and less down to Rs. 21 per mensem ... Inter. Class.
- (iv). All others, lowest class of accommodation.

Note.—In the case of Guards, Drivers and Firemen, Shedmen, Shunters, Brakesmen and Travelling Ticket Collectors, their total emoluments are taken into consideration in determining the class of passes granted.

(vi). **Bazar Passes.**—For the convenience of obtaining Bazar supplies, stores and provisions for personal use and not for sale, season card passes are issued for servants of Subordinate employees—menials excluded—which are restricted to the conveyance of bazar from the nearest centre of supply or from Calcutta.

(vii). **School Passes.**—Cheque passes are granted to children of railway employees when going to or returning from school limited to 2 outward and 2 return journey passes per annum for each child (in addition to any that may be issued on the occasions noted below) inclusive of parent or guardian, but this latter privilege is only permissible in the case of boys under 15 years of age and girls irrespective of age. Such passes are admissible to children resident with the parents to and from the place at which the employee is stationed, and to dependents up to 21 years of age provided the employee has no children or step-children dependent on him. The passes issued under this Rule do not count against the limit laid down. School passes are also issued to children of Railway employees on the following occasions :—

- (1). Important holidays.
- (2). Important ceremonies at home.
- (3). Illness either of the children or of their parents.
- (4). Journeys to educational centres for final examination or to school or colleges for admission.
- (5). Journeys for purchase of school outfit.
- (6). Transfer from one school to another.

The issue of school passes is not subject to the condition as to length of service which attaches to the issue of privilege passes.

(viii). **Dispensary Passes.**—With a view to the better treatment of the staff and their families, passes are issued (by Station Masters) to employees, their dependents, and families, when required to attend Railway Dispensaries for treatment.

(ix). **Anti-rabic treatment.**—Cheque passes are granted to employees and families for the purpose of proceeding to the Pasteur Institute,

Shillong, or to the Tropical School of Medicine and Hygiene for anti-rabic treatment at Calcutta, and for attendants attending the patients.

(x). Employees and their dependents who are awarded compensation under the Workmen's Compensation Act are eligible for return journey passes to Calcutta to receive compensation. These passes are additional to the allotment of passes permissible under the Rules.

Employees who are sent to Workmen's Compensation Commissioner's Office for identification purposes are treated as on duty and if not paid travelling allowance by the Commissioner are given Cheque passes and also travelling allowance.

(xi). **Privilege Ticket Orders.**—Privilege Tickets are issued to employees of the Railway and their families in the same manner as Cheque passes for journeys otherwise than on duty. The class of Privilege Ticket Order admissible is the same as in the case of passes.

Privilege Tickets are issued irrespective of number to a railway employee himself, but for families, the issue of such tickets is limited to 4 single journeys in a calendar year.

(xii). **Monthly and Week-end Concession Tickets.**—These Tickets are issued to railway employees, irrespective of length of service, as well as to temporary employees and substitute employees, between any two stations at 1/3rd of the fare chargeable to the public.

(100).

Extent and effect of payment through contractors, sub- contractors or head- men.
--

See item (15).

The Railway has nothing to do with payments made by Contractors.

(101).

<u>Method of fixing wages—</u> (i) By negotiated agreements. (ii) Other means.
--

Scales of wages are incremental and are fixed in accordance with the class and the responsibility of the work and have in the past been based on the principle of supply and demand.

In the recent proposal referred to under item (96) above attempt has been made to take into consideration the minimum cost of living in Bengal in fixing the wages of the lowest paid classes of employees.

No agreements apart from the usual service agreements as regards wages are made with employees with the exception of those covenanted from England.

(102).

<u>Basis of payment for overtime and Sunday work.</u>

See Items (55) to 62 and (73) to (77) : also Item (99) (vii) and (ix).

In the Traffic Department Guards working trains on Sundays receive double mileage allowances except in the case of van goods trains.

(103).

<u>Extent of standardisation.</u>

Standardisation of wages for similar classes of work in the various Departments and with wage rates on other Railways is aimed at. Local conditions have also been taken into consideration causing slight variations.

(104).

<u>Effect of wage-changes on labour supply.</u>

Difficulty is experienced in regard to the recruitment and maintenance of labour in the Jute season and in some cases in industrial centres due

to competition with other industrial concerns. Casual labour employed seasonally and casual labour employed locally in industrial centres commands a wage out of proportion to the normal rates, and is a disturbing factor so far as our unskilled labour is concerned. Incremental scales are designed to retain labour after recruitment.

(105).

<p><u>Minimum wages—</u> Advisability and possibility of statutory establishment.</p>

Considerable difficulty is experienced in determining the generally accepted living wage in Bengal. On this Railway it has been proposed to accept scales of Rs. 13—1—17 Rs. 14—1—18 Rs. 15—1—19 with free quarters as minimum scales for adult male unskilled workmen, according to the locality in which they are posted.

(106).

<p><u>Deductions—</u> (i) Extent of fining. (ii) Other deductions. (iii) Utilisation of fines. (iv) Desirability of legislation.</p>
--

The policy on this Railway is to reduce and if possible, eventually to abolish the system of fining. We are steadily working to this end. The maximum fine which may be inflicted is 1/8th of the employee's monthly salary and fines when inflicted normally take the form of one to three day's pay, depending on the nature of the offence.

A statement showing the transactions of the Fine Fund for the year 1928-29 is attached as Annexure X, from which it can be seen that the total fines realised from staff for the year 1928-29 amount to Rs. 8,778 only or less than '05% of the total wages bill.

Fines where imposed are inflicted for small offences, such as late attendance, neglect of duty, carelessness, bad workmanship on the part of workshop staff, idleness or for offences of a nature which do not merit heavy punishment by a reduction of pay but for which warnings are not adequate.

The Fine Fund is utilised for the benefit of staff generally.

The objects for which Fine Fund is at present utilised are specified below :—

- (1). Monthly grant-in-aid to Institutes.
- (2). Special non-recurring grants to Institutes, such as for billiard tables sports, etc.
- (3). Grants to Hospital Nurses Institution.
- (4). Advances under special circumstances repayable in monthly instalments.
- (5). Any other objects of general benefit to the staff.

(107).

Periods of wage-payment (day, week or month)—
(i) Periods for which wages paid.
(ii) Periods elapsing before payment.
(iii) Desirability of legislation—
(a) to regulate periods;
(b) to prevent delay in payment.
(iv) Treatment of unclaimed wages.

Particulars of staff.	Period of wage payment.	Period elapsing before payment.	Remarks.
Loco. Department.			
Loco., Carriage and Wagon Shops, Kanchrapara (including Electrical Shops and Power-House).	5th to 8th ...	4 days ...	} Wage month is calendar month.
Loco. Shops, Dacca	7th to 8th ...	6 days ...	
Loco. Shops, Saidpur.	9th to 10th ...	8 days ...	
Loco. Running staff	2nd to 5th ...	1 day only	

Particulars of staff.	Period of wage payment.	Period elapsing before payment.	Remarks.
Loco. Department.			
Loco. Shed staff ...	19th to 23rd	5 days ...	Wage month from 14th to 13th of the month.
Electrical Out-station staff.	15th to 16th	14 days ...	Calendar month.
Marine Workshop staff.	6th to 8th ...	5 days ...	Ditto.
Engineering staff ...	20th to end of the month.	9 days ...	Muster sheets closed on 10th.
Signal Workshop ...	10th to 14th of the month.	9 days ...	Muster sheets closed at the end of calendar month.
Medical staff ...	10th to 15th of the month.	9 days ...	Ditto.
Stores staff ...			
Traffic staff ...			

(108).

<u>Indebtedness—</u> (i) In village. (ii) In industrial area.

Amongst the staff who, on account of social and religious customs, have to meet very heavy expenses for the marriage of their daughters and in the performance of other religious ceremonies and have therefore to raise comparatively large sums of money at short notice, indebtedness is very common. Out of a total number of staff of 51,303, 17,000 subscribe to the Provident Fund. The number of staff in debt to the Provident Fund in September 1928 was 1,094. Staff indebted to the Provident Fund as a percentage of subscribers to the Fund amount to 6.4%. Only staff who are subscribers to the Provident Fund are eligible to join the Co-operative Credit Society and the number of such members on 31st March 1928 was 9,145. Staff join the Society only with the object of obtaining loans and it may be assumed that nearly all these men are borrowers. Staff

indebted to the Society as a percentage on the total subscribers to the Provident Fund amount to 53.8%. Staff who are not subscribers to the Provident Fund are also frequently in debt. No accurate figures of the extent are available. It may be assumed that the proportion is not less than that in the case of staff who are subscribers to the Fund.

(109).

<u>Bonus and profit-sharing schemes—</u>	
(i)	Nature and effect of schemes which are or have been in operation.
(ii)	Basis of schemes, whether production or profits.

There are a few cases in which bonus is awarded to staff on this Railway.

Payment of wages according to the output of work has been introduced on the "Rowan" Bonus System in the Loco. Workshops, Kanchrapara, and payment of wages on out-turn in certain cases of straight piece-work is also in force in Locomotive Shops.

This system of payment according to out-turn is gradually being extended to cover other cases in which piece-work is done.

Rewards are occasionally sanctioned as an encouragement to staff for good work, such as averting collisions, apprehending thieves or otherwise saving the railway from loss.

Rewards are also offered to staff for useful inventions or suggestions likely to be of use to the Administration.

A Bonus of Rs. 60 is paid to Traffic Staff for qualifying in Morse Telegraphy.

(110).

<u>Annual or other leave—</u>	
(i)	Extent to which taken by workers.
(ii)	Extent to which countenanced and or assisted by employers.
(iii)	Extent of consequential loss to worker of back-lying wages.

Workshop staff are granted 9 days' Puja holidays in addition to 11 gazetted holidays on full pay. Apart from these holidays and Sundays they are not entitled to any leave with pay but are normally granted up to one month leave without pay per annum.

In the case of staff other than workshop staff, menial staff are given leave on average pay up to a maximum of one month per year subject to the condition that no extra expenses are incurred by the State, in accordance with the rules in force.

Indian running staff in the Loco. Department, however, are granted leave on average pay not exceeding 4 months at a time on a basis of $\frac{1}{11}$ th of the period spent on duty provided no extra expenses are incurred and are also eligible for sick leave on half average pay up to 60 days a year in addition to leave earned on full average pay.

Staff other than menial staff are granted leave under Fundamental Rules.

The maximum amount of leave which may be granted expressed in terms of leave on average pay is, the privilege leave which it would be permissible to grant to the Government servant in question, on the date on which he becomes subject to the Fundamental Rules, under the rules applicable to him prior to that date; *plus* one eleventh of the period spent on duty subsequent to that date *plus* two and a half years.

The maximum amount of leave on average pay which may be granted at any one time is 4 months, and in all—the privilege leave which it would on the date on which he comes under the Fundamental Rules be permissible to grant to him under the rules in force prior to that date *plus* $\frac{1}{11}$ th of the period spent on duty subsequent to that date provided that the maximum amount of leave at any one time will be increased to 8 months if leave is taken with medical certificate or spent elsewhere than in India or Ceylon.

In Workshops one month's leave a year is normally taken and the percentage of absences to total strength is $8\frac{1}{3}\%$. Other staff also generally take about one month's leave per annum in addition to fifteen days casual leave and the proportion of leave absentees to total strength averages $12\frac{1}{2}\%$. Absences on leave taken, however, vary with the unhealthiness of climate and the time of the year, and in particular localities the proportion of absences rises to 15% or 20%.

Locomotive running staff take more than the average leave taken by other staff. European and Anglo-Indian running staff average 2 months per year and the Indian running staff about $1\frac{1}{2}$ months per year.

(111).

Desirability of Fair Wages Clause in public contracts.
--

This Railway has no remarks to offer.

XIII. Industrial Efficiency of Workers.—

(112).

Comparative changes in efficiency of Indian workers in recent years.

Efficiency in Railway service, as in other business organisations, depends on many factors. First, selection of suitable material and recruitment of staff who are physically efficient and mentally capable of undertaking the duties for which they are recruited ; training staff for specialised work of a technical nature to which nature most of the work on Railways belongs ; providing sufficient supervision and methods of measuring the out-turn of the various workmen, under which heading must be included the maintenance of suitable statistics. Standardisation of manufacturing processes and methods of mass production, ensuring that specialised men are used on specialised tasks also tend to greater efficiency of staff. The extension of the system of piece-work and the maintenance of a high standard of health throughout the employees' service are also important factors.

In Bengal with its unhealthy climate and its large incidence to diseases, such as cholera, malaria, kala-azar, hook-worm, etc., the importance of adequate medical treatment of staff cannot be overestimated. The provision of suitable living accommodation has also a direct bearing on the general efficiency of the staff.

Generally, in the last few years, there has been admittedly a general increase in the efficiency of staff due to the better methods of recruitment, the introduction of statistics, more adequate supervision over staff, establishment of training schools and Transportation schools at Chandausi and locally, the greater attention that

has been given to question of sanitation and medical treatment. The progress has been a gradual one and it is difficult to ascribe to any one cause the improvement that has been introduced and the credit for the results that have been obtained. The matter is, however, in its infancy and the efficiency of staff still leaves much to be desired.

(113).

<p>Comparative efficiency of Indian and foreign workers.</p>
--

In the lower grades of service foreign workers are not employed and any direct comparison of efficiency is therefore not possible. Generally it is acknowledged that Indian labour does not compare with foreign labour in respect of outturn. In regard to supervising staff the standard of Indian workers is improving but here too Indian workers have still considerable scope for further improvement before they can be said to bear comparison with foreign workers.

(114).

<p>Extent to which comparisons are affected by—</p> <p>(i) Migration of workers.</p> <p>(ii) Use of machi- nery.</p> <p>(iii) Comparative efficiency of plant.</p> <p>(iv) Comparative efficiency of management.</p> <p>(v) Physique.</p> <p>(vi) Health.</p> <p>(vii) Education.</p> <p>(viii) Standards of living.</p> <p>(ix) Climate.</p>

Low standards of physique, health and climatic conditions are the chief causes which have affected a comparison. In this connection reference is invited to Item (23).

With regard to education and standard of living and their effect on the efficiency of workers, see reply to Item (42).

Migration of workers and comparative efficiency of management are also factors which have a slight effect on this question and have been fully dealt with under other heads.

In regard to use of machinery and comparative efficiency of plant, machinery in use on Railways is generally fairly up to date and it is not considered that this is a factor which adversely affects the Indian worker in comparison with foreign labour.

(115).

Effect on production of—
(i) Changes in working hours.
(ii) Changes in other working conditions.
(iii) Expenditure on health and sanitation.
(iv) Housing.
(v) Alterations in methods of remuneration.
(vi) Movements in wage levels.
(vii) Legislative enactments.
(viii) Dietary.
(ix) Alcohol and drugs.
(x) Industrial fatigue.

Expenditure on health and sanitation, housing and dietary are the chief items by which production is most affected.

In this connection see also Items (23), (26) and Section III—Housing.

(116).

Possible methods of securing increased efficiency.
--

The most important factor, so far as this railway is concerned to be taken into consideration in raising the general efficiency of the staff is the improvement of the medical attention and facilities provided in order to reduce the ravages of the more common types of diseases which are prevalent in Bengal. Its importance cannot be exaggerated. Sanitation and proper drainage coupled with the necessary facilities for adequate medical attention are of the utmost importance.

In the matter of housing too, there is some scope for improvement. This is a matter which constantly engages the attention of the Administration. This Railway is not one of the more financially prosperous railways and the provision made for quarters must be relative to the general financial position from year to year.

In regard to recruitment and training of staff much has already been done in improving the methods of medical examination of recruitment and of training, selection committees have been formed and training schools established. In this direction too there is scope for further improvement. With standardisation of workshop details and the introduction of mass production methods a start has been made. Systems of payment for work performed on a piece-work basis have been introduced and are being gradually extended. The extension of these principles will undoubtedly secure increased efficiency.

Lastly, there is still scope for better supervision of the work performed. The application of statistics for the measurement of efficiency in the various aspects of railway working have undoubtedly contributed to more alert and intelligent supervision, but there is considerable scope for further improvement.

XIV. Trade Combinations.—

(117).

Extent of organi- sation of—
(i) Employers.
(ii) Employed.

There are at present three Railway Employees' Associations on this Railway, *viz.* :—

- (1). The E. B. Railway Indian Employees' Association with head-quarters at Calcutta. The total number of members is 11,147.
- (2). The Kanchrapara Railway Workmen's Union, with head-quarters at Kanchrapara. The total number of members is 376.
- (3). The E. B. Railway Branch of All India and Burma Covenanted non-Gazetted Railway Service Association with head-quarters at Kanchrapara. The number of members is not known.

(118).

<p><u>Effect of organisations on—</u></p> <p>(i) Industry.</p> <p>(ii) Conditions of workers generally.</p>

Matters in which staff generally are affected, if represented by any of the above mentioned Associations, are given consideration and steps are taken by the Administration to meet their requests whenever this is reasonably possible. The Administration does not, as a matter of ordinary procedure, encourage the representation of individual grievances through the machinery of these Associations, since individuals have a recognised official channel for the representation of their particular grievances. In general, the existing organisations of employees on this Railway are not of much value. The staff are apathetic, funds are low and the underlying principles of Trade Organisation are really not understood.

(119).

<p><u>Nature of Trade Union activities—</u></p> <p>(i) Mutual aid benefit schemes : unemployment : sickness : old age : strike pay.</p> <p>(ii) Other activities.</p>

These Associations endeavour to improve the service conditions of the employees concerned in respect of pay, allowance, quarters, medical aid, passes and similar other various matters. They hold meetings and the proceedings of such meetings are forwarded to the Railway Administration for consideration and action.

(120).

<p><u>Individual Trade Unions—</u></p> <p>(i) History.</p> <p>(ii) Attitude of workers and extent of their control.</p> <p>(iii) Attitude of employers and relations with them.</p>

E. B. Railway Indian Employees' Association, Calcutta.—This is the most important labour union on this Railway. This Association came into existence in 1921 and its object is said to be to promote and protect the interests of the Eastern Bengal Railway Indian Employees by legitimate and constitutional means. To secure a living wage and equal opportunities for all members and to regulate relations between, and establish mutual understanding amongst, employers and employees.

Its management vests in a Central Council composed according to the Bye-Laws of President, Vice-Presidents, Secretaries, Treasurer and thirteen other members. There are also Branch Councils and a Working Committee of the Central Council. Their head-quarters were originally at Lalmanirhat and subsequently transferred to Calcutta.

In May 1924 owing to virulent attacks on the Administration, recognition of the Association was withdrawn. As a logical sequence of the withdrawal of recognition, the Association was prohibited the use of Railway Institutes and buildings for the purpose of holding meetings and it was further announced that application for sanction to the use of railway ground for purpose of such meetings would not be entertained.

In 1925, however, the Association re-opened the question of recognition and on the understanding that they would endeavour to work harmoniously with the Administration, the prohibitory order issued in 1924 was cancelled and the meetings on the Railway ground were permitted in order to enable the Association to revise their rules and to remove any which were not consonant with their members' obligations as State Railway servants. Since then the Association has been run on a constitutional basis.

The Kanchrapara Railway Workmen's Union.—The inception of this Union dates from the year 1921. It originated with a view to organize labour on approved lines. The Committee consists of :—

President, (a member of the Legislative Council).

5 Vice-Presidents, (Carpenters, Clerk and tailor).

General Secretary, (Coppersmith).

Secretary, (Carpenter).

Assistant Secretary, (Mistry).

Treasurer, (Carpenter),

and 9 other members.

The members of the Committee to hold office for 1 year.

The objects of the Union are set forth in the printed rules which are mainly as under :—

- (a) to promote conditions of service,
- (b) to settle disputes amicably,
- (c) to provide against sickness and unemployment, etc., and also legal assistance to members,
- (d) to render aid to members during any strike,
- (e) to ameliorate social, educational, economic, etc., conditions of the members,
- (f) to promote schemes of benefit, insurance, etc.

All-India and Burmah Covenanted non-Gazetted Railway Services Association, E. B. Railway Branch, Kanchrapara.—This Association came into existence in the latter part of 1926, though the E. B. Railway Branch appears to have come into existence later in 1928. The objects of the Association are set forth in the printed rules which mainly are :—

- (a) to protect the interests of non-gazetted Railway servants generally and covenanted non-gazetted Railway servants particularly,
- (b) to initiate measures in the direction of improvement in their employment, etc.

The Committee consists of :—

Chairman,
Vice-Chairman,
Treasurer,
Secretary,

and Committee men not to exceed 7.

The Committee to hold office for 1 year.

The employees of this Railway are well represented on the Eastern Bengal Railway Indian Employees Association, Calcutta, which has a membership of 11,147.

The Kanchrapara Railway Workmen's Union has a membership of about 370,

Neither of these unions publish a balance sheet and it is not possible to say what real measure of control is exercised by railway employees.

The Unions referred to above are given facilities by the Railway to the extent that they are allowed to hold meetings in Railway Institute halls and on Railway grounds whenever required and that the members desirous of attending such meetings are allowed to do so provided they can be spared and are granted passes if the leave and passes are due. This Railway has no cause for objecting to consider any matter of general interest whether represented by these Associations or by other sources and its present relations with these Associations are harmonious so long as this principle is recognized.

(121).

Trade Unions Act,
1926—

- (i) Extent to which utilised.
- (ii) Effects.
- (iii) Possible amendments.

(122).

Miscellaneous
questions regarding
Trade Unions—

- (i) Methods of negotiation between employers and employed.
- (ii) Results of attempts at co-operation between employers and employed to increase efficiency of production.
- (iii) Position of employees in State industrial concerns in relation to general Trade Union movement.

The three Unions referred to have all been registered under Trades Union Act, 1926.

The Trade Unions on this Railway are not very virile. They concentrate chiefly on grievances of individual employees. The Eastern Bengal Railway Employees Association is however endeavouring to organize itself on Western lines but so far progress has been slight.

XV. Industrial Disputes.—

(123).

<u>Extent of strikes and lock-outs—</u>	
(i)	Causes.
(ii)	Duration and character.
(iii)	Nature and methods of settlement.
(iv)	Loss to industry and workers.

There have been no lock-outs on this Railway during the last 9 years and longer.

The only strike we have had in recent years was in 1921, at the height of the non-co-operation movement, which was ostensibly due to the discharge of a 1st class apprentice. The majority of the workmen in both workshops at Kanchrapara, employing about 5,800 men, were out on strike from the 3rd March until the 31st May. The majority of the staff in Saidpur Workshops, employing about 2,500 men, were subsequently got out on a sympathetic strike by the same agitators on the 26th April and remained out until the 28th May. The strikers formulated no demands before going on strike, the strike being a lightning one. Subsequently they submitted a number of demands regarding a general increase of pay, passes, privilege ticket orders, casual leave, pay for holidays, alleged abuse, assaults, racial discrimination, unfair discharge, etc., none of which could be entertained on investigation. They eventually resumed work unconditionally. The estimated loss to the men in wages was roughly 3½ lakhs. The Railway suffered no loss, the only effect being to throw the repairs to rolling stock into arrears, which was subsequently caught up.

(124).

Conciliation and Arbitration Machinery—

- (i) Results of previous investigations.
- (ii) Part played by official or non-official conciliators in settling disputes.
- (iii) Use (if any) made of Employers' and Workmen's Disputes Act, 1860.
- (iv) Joint standing machinery for regulation of relations between employers and workpeople.
- (v) Opportunity afforded to workpeople of making representations.
- (vi) Applicability to Indian conditions of Industrial Court, Trade Boards, Joint Industrial Councils.

(125).

Trade Disputes Act.

(126).

Attitude of Government—

- (i) Towards trade combinations.
- (ii) In connection with industrial disputes.

No special machinery has been designed for the settlement of disputes nor has this been found necessary, so far, owing to the infrequent occasions on which such disputes have occurred. There is, however, an Employers' and Workmen's (Disputes) Act IX of 1860 which legislates for the legal settlement of disputes. There is no record of this Act having been used during the last decade. The recent Trades Dispute Act, 1929, has since been promulgated and has come into force with effect from 8th May 1929. No case of dispute has so far arisen for settlement under this Act, nor is it known whether this Act will prove of more use than the previous one in regard to legally forced settlement of trades disputes.

Under the rules employees have the right to represent their grievances to their superior officers for redress. It is also open to employees to prefer appeals against discharge, supersession, etc., in accordance with the procedure laid down below :—

I. Appeals from non-pensionable staff against the termination of service with a month's notice or pay in lieu thereof, supersession and other disciplinary measures are considered finally—

(i) by the Agent if the order of discharge or supersession, etc., was issued by the Head of the Department who appointed the appellant and

(ii) by the Head of the appellant's department if the order of discharge or supersession, etc., was issued by a District Officer, provided that the appeal has in the first instance been submitted to the authority by whom the orders were issued.

II. Appeals against dismissal without one months' notice or pay in lieu, withholding of Provident Fund Bonus, refusal of gratuity lie to the Agent as well as to the Railway Board.

Apart from the rules quoted which give employees full opportunity of representing individual grievances, staff are entitled to memorialize the higher authorities. Though not definitely laid down, the same policy as in the case of individual appeals is observed namely, to allow the authority next above the authority in whose competence the alteration of the conditions which have led to the memorial, lies to deal finally with such memorials.

The formation of staff Welfare Committees is also designed to permit staff to represent general grievances through the medium of these representative Committees rather than by memorials which entail expense to the staff or than through Labour Unions, the altruism of whose motives is sometimes questionable.

No use has been made of the Employers' and Workmen's (Disputes) Act IX of 1860.

XVI. Law of Master and Servant.—

(127).

<p>Effect of repeal of Workmen's Breach of Contract Act.</p>
--

There is no record of any use having been made of this Act by this Railway.

(128).

<p>Types of contract commonly in use.</p>

On this Railway the usual form of Service Agreement is in use. No other contracts for the performance of work are entered into with employees.

(129).

Extent to which—

- (i) Civil.
 (ii) Criminal Law is available and used for enforcement.

There is no record of either the Civil or the Criminal law having been utilized for enforcement of contracts with staff.

Breach of contract on the part of staff renders them liable to dismissal or other departmental action and this is what is done in practice.

The only cases in which Civil assistance is resorted to by this Administration in dealing with staff are in a few ejection cases and criminal law is normally utilized only in serious cognizable cases such as theft, embezzlement or fraud.

(130).

Madras Planters Labour Act, 1903.

This Administration is not concerned with the first two items.

(131).

Coorg Labour Act.

(132).

Employers' and Workmen's Disputes Act. Is it used?

There is no record of the Employers' and Workmen's Disputes Act having been made use of by this Administration.

XVII. Administration.—

(133).

Central and Provincial Legislatures.Action and attitude on labour questions.

The Central and Provincial Governments will be able to give fuller information on these points.

(134).

International Labour Organisation—(i) Ratification of Conventions and action taken.(ii) Its effect on legislation, &c.

As regards item (133), judging from the number of questions that are asked in the Central and Provincial Legislatures, especially in the Central, the matter of Railway labour problems appears to be coming very much to the fore.

(135).

Relations between Central and Local Governments.

(136).

Administrative authorities in various Governments.Work of special labour offices or officers.

(137).

Effect of differences in law or administration in Indian States and British India.

(138).

Acquaintance of workpeople with factory legislation.

The Factory Rules are posted at the Workshop gates and are generally understood by the men.

(139)

Factory inspection.—

- (i) Adequacy of staff.
- (ii) Uniformity of administration in different provinces.
- (iii) Rigour and efficiency of administration.
- (iv) Prosecutions and their results.

Workshops are subject to inspection by the Factory Inspectors. All accidents have to be reported by wire and an enquiry is made by the Factory Inspector. The instructions of the Factory Inspector made on inspection are complied with.

(140)

Mines inspection.—

- (i) Adequacy of staff.
- (ii) Rigour and efficiency of administration.
- (iii) Prosecutions and their result.

Not applicable to this Railway.

(141)

Railways (State and Company).

Administration of questions affecting personnel.

The personnel administration of all Departments of the Railway has lately been brought under the Agency and is supervised by Deputy Agent (Personnel) assisted by a Personnel Officer and Welfare Officer. At present there is no Welfare Officer but the Welfare side of personnel is being developed.

42)	Plantations, docks and other industrial establishments.
	Extent and nature of inspection.

Not applicable to this Railway.

XVIII. Intelligence.—

147)	Existing statis- tics—
	(i) Extent and use.
	(ii) Method of col- lection.
	(iii) Degree of ac- curacy.

The following statistics are maintained :—

- (1). Number and monthly cost of Subordinate staff, got out for one month every year by various categories of staff.
- (2). Numerical return of sickness of Subordinate staff, monthly, dividing staff into three main categories,
- (3). Annual statement of staff employed, by broad groups of communities *viz.*, Europeans, Hindus, Muslims, Anglo-Indians and Domiciled Europeans and other classes.
- (4). Statistics of accidents to railway servants, classified under various causes.
- (5). Cost of education of railway employees and their children.

These statistics are used for investigations from time to time. They are collected and compiled in the Statistical Office from information received from District Officers through their Departmental Heads.

They are materially accurate and are test-audited once every two years by the Railway Board and once a year by the Statistical Officer.

(144).

Possibility of improvement in statistics.

More comprehensive statistics are needed in the following directions :—

Housing of staff.

Cost of living.

Occasional statistics are compiled departmentally in connection with some of these.

(145).

Nature of special investigations conducted—

- | |
|-------------------------------|
| (i) Cost of living enquiries. |
| (ii) Results achieved. |

Index figures of the cost of living (as compiled by Labour Bureaux, Ministries of Labour and the Labour Office of the League of Nations) are of too complicated a nature for any individual Railway to compile. The matter is one which would appear to be possible only for the Central or Provincial Governments. Reliable figures of fluctuations in the cost of living would be of considerable value.

This Administration compiled statistics to show variations in the rates of wages in 1926.

Wages on this Railway rose from the index figure of 100 in 1913-14 to 188 in 1926-27, an increase of 88 %.

At the present time the wage figure would be about 200.

(146).

Future developments necessary.

This has been dealt with under Item (144) above and as already stated in answer thereto regular statistics relating to health and welfare need to be more fully developed.

ANNEXURES.

Form F.**EASTERN BENGAL RAILWAY.****LOCOMOTIVE & CARRIAGE DEPARTMENT.****Form to be signed by First Class Workshop Apprentices (Indian)
Kanchrapara Shops only.**

I _____ agree to serve
the Eastern Bengal Railway as an apprentice* _____
in the Locomotive Department for five years upon the following terms and
Electrical
conditions which will apply to the entire period of my apprenticeship :—

* Erector.	Boiler-maker.
Mill-wright.	Carriage Builder.
Founder.	Electricians (Power House.)
Blacksmith.	„ (Shops.)
Machinist.	

Rules for the appointment of Indian First Class apprentices in the
Locomotive and Carriage Departments of the Eastern Bengal
Railway.

1. Candidates must be Indians of respectable parentage, and preference will be given to those whose parents are or have been employed on the Eastern Bengal Railway.

2. Candidates must have passed the Matriculation examination of an Indian University and produce a certificate of good character from the school at which they have been taught. They are also required to pass a qualifying examination held by the Board of Control for apprenticeship training, Bengal, Engineering College, Sibpur.

3. A candidate must not be below 16 nor more than 18 years of age, and when applying must submit his University certificate and must also produce a certificate of general respectability and good character on the form attached to the agreement from a Government servant of position or other person (not a relative) holding an equally responsible position.

The appointment of a candidate as an apprentice is subject to the approval of the Locomotive and Carriage Superintendent.

4. His appointment will be subject to his passing strict medical examination by the Railway Doctor, and he must serve three months' probation before signing this agreement, and if found to be in any way unsuitable during that period, he will be rejected.

5. The period of apprenticeship will be six years, during which time he shall receive pay at the following rates :—

YEAR.	PER MENSEM.		
	Rs.	A.	P.
First	40	2	0
Second	45	2	0
Third	50	2	0
Fourth	58	2	0
Fifth	63	2	0
Sixth	71	2	0

Provided always that, before any increment is granted, the report of his regular attendance at Technical School class from the Head Master, his attendance, diligence, progress in the Shop and behaviour towards the Shop Foremen under whom he has worked, shall in every way prove satisfactory.

6. Leave up to 30 days in the year shall be granted, 15 of which shall be on full pay and the remainder on half pay, excluding Sunday and Workshop holidays, whether the leave granted is for sickness or otherwise. Any time lost in excess of this must be made up before the next annual increase is granted or apprenticeship expires.

* *N.B.*—For new Entrants since the introduction of the Fundamental Rules :—

Leave on half pay not exceeding one month in a year is granted to apprentices on production of Medical Certificates. In special circumstances when no leave is due, extraordinary leave without allowance is granted.

7. Each apprentice will deposit every month the sum shown below as security in the Provident Institution of the line :—

YEAR.	PER MONTH.	YEAR.	PER MONTH.
First	2/-	Fourth	2/-
Second	2/-	Fifth	2/-
Third	2/-	Sixth	2/-

On completion of his apprenticeship this sum will be made over to him, but in the event of an apprentice resigning the service before the termination of his six years' apprenticeship, or leaving the line without permission, or in the event of his being dismissed for misconduct, irregular attendance, or because he is unsuitable for the work, the whole of the security so deposited is liable to be forfeited to Government at the discretion of the Locomotive and Carriage Superintendent to cover any loss incurred by the Railway on the apprentice's behalf.

8. No guarantee of permanent employment in the Locomotive and Carriage Department of the Eastern Bengal Railway, after the apprentice shall have served his time, can be given. Subsequent employment will entirely depend upon reports on the apprentice's conduct and work received throughout his apprenticeship, and on special recommendation on his behalf being submitted at the end of his time.

9. Full pay for Gazetted holidays and Sundays will be granted to an apprentice. If he absents himself from work at any time without a satisfactory explanation, he will be granted leave without pay, and the time lost will have to be made up as laid down in Rule 6.

10. Any apprentice may be called upon to work on Sundays or Gazetted holidays without extra payment.

11. An apprentice who is called upon to work beyond the usual working hours, whether on Sundays or Gasetted holidays or on week days, will be paid for overtime at the rate of one-eighth of a day's pay for every hour worked.

REPORT ON THE TRAINING OF APPRENTICES IN THE E. B. RAILWAY WORKSHOPS AND THE ATTACHED TECHNICAL SCHOOL AT KANCHRAPARA.

There are five classes of apprentices in the E. B. Railway Workshops at Kanchrapara—(a) 1st class apprentices, (b) 2nd class apprentices, (c) shop apprentices, (d) fireman apprentices and (e) train examiner apprentices. This report will be confined to the training of the 1st class apprentices from whom a supply of workshop supervising staff may be obtained in future, the training given to the other apprentices being suitable for mistries, fitters, firemen and train examiners.

The present system of training 1st class apprentices is based on the recommendations of the Committee appointed by the Government of Bengal in 1919, with Sir R. N. Mukherji as President, to formulate a scheme of training co-ordinating the work of the Bengal Engineering College with the system of apprenticeship that obtained in Railways and manufacturing firms in and around Calcutta. The Committee recommended the establishment of a Technical Institute at Kanchrapara with a teaching staff consisting of a Head Master, 2 Assistant Masters, a Workshop Instructor and a Draughtsman, to train 100 apprentices, and suggested the conversion of the Locomotive Superintendent's present offices into the proposed Technical Institute. The object in establishing the School was twofold—it was to offer sufficient technical training locally to enable the majority of the apprentices to qualify for positions of intermediate responsibility in workshops, and to provide the brighter apprentices opportunities of qualifying as Mechanical Engineers by combining 4 years' training at Kanchrapara with 2 years' subsequent training at the Bengal Engineering College. The Committee recommended at the same time the creation of a central body, called the Board of Control for Apprenticeship Training, Bengal, who should conduct the examinations for admission to the workshops and school at Kanchrapara and other centres, and have general control over the technical education of the apprentices. They further recommended that the Bengal Government's share of the recurring and non-recurring expenses should be limited to the Technical Institute and the provision of new Hostels for the apprentices while the recurring expenditure on account of the pay of the apprentices and hostel establishment charges and the capital cost of quarters for the school staff should be chargeable to the Railway. The recommendations were accepted both by the Bengal Government and the Railway.

It has not been possible to work this scheme fully, certain modifications having been necessitated by unforeseen circumstances.

Number of apprentices under training.—At the end of December 1926, there were on the rolls 54 apprentices, the corresponding figure for the previous year being 60.

Sir R. N. Mukherji's Committee recommended training 100 apprentices under the scheme, but this number is too large for present conditions. Not only are the present shops unable to train such a large number, but it would be very difficult to find employment for all of them even if they could be trained. It has been decided therefore to train a maximum of 66 apprentices for the present.

Qualifications required for entrance and the method of selection.—Boys desiring admission to the workshops and the School must pass the Admission Examination which is held every six months by the Board of Control for Apprenticeship Training. There are two sections in this examination, the compulsory section comprising English (Dictation and Writing and English Composition), Mathematics (Arithmetic, Algebra, Mensuration and Geometry)

Reference—Item (3).

and Freehand Drawing; the optional section consisting of Mechanics, Trigonometry, Elementary Physics, Elementary Chemistry and Practical Plane Geometrical Drawing, of which five a candidate must take one or two.

The syllabus for the subjects roughly corresponds to that for the Calcutta Matriculation and the Junior Local Cambridge, but the questions set are more of a practical than an academic type, being intended to test the suitability of candidates for apprenticeship.

Apprentices are admitted annually in March on the results of the previous Admission Examinations.

Half the vacancies are reserved for sons and near relatives of the Eastern Bengal Railway employees, and the remainder are allotted to lads not connected with the Railway. These appointments are made after due consideration of the relative merit of each candidate as shown in the pass list of the Admission Examination, as also his suitability for practical Engineering Training. Candidates must not be over 18 years of age, and they must satisfy the Railway Medical Officer at Kanchrapara as to their physical fitness.

Rate of payment made to apprentices.—The present pay (including living expenses) of Indian apprentices is Rs. 40-2 per mensem for the first year, rising by annual increments to Rs. 71-2 per mensem in the sixth year, the corresponding figures for Anglo-Indian apprentices being Rs. 65-8 per mensem in the first year and Rs. 101 per mensem in the sixth year. These scales of pay were worked out in 1922, the Indians being given a larger percentage of increase on the old scales, whilst the Anglo-Indians though given increases on the lower rates, were actually reduced on the higher rates to bring them into line with the Indians. The difference in the two scales of pay is solely due to difference in the respective costs of living of the 2 classes of apprentices. The process of levelling has been carried further with the new scale of pay which commences with the next batch of apprentices. Under this scale, no charge will be made for board and lodging and the pay for both Anglo-Indians and Indians will be the same, starting from Rs. 15 per mensem in the 1st year and rising to Rs. 40 per mensem in the 6th year.

Practical and theoretical courses.—Each apprentice passes through a suitable course in the different shops, the series of shops selected depend on whether the apprentice intends to specialise in fitting, machining, boiler-making, carriage and wagon repairs or electrical work. Details of the practical courses are given in Appendix I.

The subjects taught in the school are practical Mathematics, Plane and Solid Geometry, Chemistry, Mechanics applied to Machinery, Steam and Heat Engines, Machine Construction and Drawing, Machine Design, Strength of Materials and Elementary Electrical Engineering. The detailed courses laid down by the Board of Control for Apprenticeship Training are given in Appendix II.

Accommodation and Teaching Staff.—A new school building has just been built by the Government of Bengal at a cost of Rs. 43,000. The accommodation consists of four large rooms to be equipped as Mechanics Laboratory, Science Laboratory, Drawing Office and Mathematics Class Room and six smaller rooms to be used as Office, Library, Stores and Teachers' Rooms.

The school which was started in 1922 with only one teacher, has, at present, a staff of two teachers, a draughtsman and a clerk. The pay for the full staff sanctioned in the scheme, except the Workshop Instructor, has been included in the school budget for 1927-28. Sanction of the Government of Bengal is awaited for the appointment of the senior teacher as Head Master, when another Assistant Master will also be appointed.

Examinations.—In addition to quarterly examinations held by the school, examinations are conducted annually by the Board of Control for Apprenticeship Training, Bengal. The reports of the Board's examiners are encouraging and the results show steady progress from year to year. Senior apprentices are also appearing in increasing numbers at the Technological Examinations held annually in Calcutta by the London City and Guilds.

A report on the working of the school during the year 1926 is given in Appendix III.

Arrangements for housing and boarding.—There are two hostels, one for Indians, built and furnished by the Government of Bengal at a cost of Rs. 76,553 with accommodation for 50 apprentices, the other for Anglo-Indians built and furnished many years ago by the Railway, with accommodation for 19 apprentices. The Government of Bengal have granted Rs. 6,503 for an extension of the Anglo-Indian hostel to accommodate 8 more youths. The extension is nearly ready. Sir R. N. Mukherji's Committee recommended extensions to this hostel so as to accommodate 50 youths, but such large additions are unnecessary at the present time.

The boarding arrangements are under the supervision of the respective Superintendents.

All buildings in connection with the scheme have been built on land provided free by the Railway.

Prospects of future employment.—The Railway does not guarantee employment on the completion of training, nor will it be possible for them to employ all the apprentices now being trained. It was anticipated that some of the trained apprentices would find employment in the growing Industries of Bengal, but so far very few have been thus absorbed. During the last 3 years 25 completed their apprenticeship and of those 17 were taken on by the Railway as Improvers or Journeymen. Their prospects in the Railway will depend on their ability and the vacancies in the Workshops.

Committee of Management.—The management of the school is in the hands of Local Committee consisting of—

- The Locomotive and Carriage Superintendent, E. B. Ry. (President).
- The Inspector of Technical Institutions, Bengal.
- The Deputy Locomotive Superintendent, Electrical, E. B. Ry.
- The Works Manager, Locomotive Workshops, Kanchrapara.
- The Works Manager, Carriage and Wagon Shops, Kanchrapara.
- An Indian representative of Locomotive Superintendent's Office.
- The Head Master of the School (Secretary).

Expenditure.—The approximate cost to the Government of Bengal during the year 1926 was as follows :—

(1). Non-recurring cost	Rs. 44,000
(2). Recurring cost	„ 25,000

Approximate cost to the Railway during the year 1926 was Rs. 45,000, being mainly the expenditure on account of pay of the apprentices.

KANCHRAPARA :

The 6th May 1927.

H. H. SPALDING,

*Loco. & Carr. Superintendent,
E. B. Ry. Kanchrapara.*

APPENDIX L**BOARD OF CONTROL FOR APPRENTICE TRAINING.****Model Schemes for the Training of Apprentices in the Workshops of Bengal.**

These schemes are approved by the Board of Control for Apprenticeship Training, they show in parallel columns (1) the workshop training of those who complete their full apprenticeship in the workshops, in which cases, provided that the full apprenticeship has been completed to the satisfaction of the Board, they are prepared to endorse the certificate issued to Apprentice; (2) the workshop training of those apprentices who are successful in obtaining admission to the Mechanical and Electrical Engineering classes of the Bengal Engineering College where they will obtain higher technical instruction in the Laboratories and Drawing Office.

For Railway Workshops.**(a). FITTER APPRENTICES.**

For those who complete Apprenticeship.			For those who go to the B. E. College.		
		Months.			Months.
Machine shop	...	12	Machine shop	...	12
Fitting shop	...	12	Fitting shop	...	12
Copper Smith's shop	...	6	Copper smith's shop	...	6
Erecting shop	...	18	Erecting shop	...	18
Pattern shop	...	3	B. E. College	...	9
Foundry	...	3	Pattern shop	...	3
Wheel fitting shop	...	3	B. E. College	...	9
Erecting shop or fitting shop	...	12	Foundry	...	3
Drawing office	...	3			
Total Years	...	6	Total Years	...	6

(b). MACHINEMAN APPRENTICES.

		Months.			Months.	
First four years.	{ Machine shop	...	30	Machine shop	...	30
	{ Millwright shop	...	18	Millwright shop	...	18
5th & 6th years.	{ Pattern shop	...	6	B. E. College	...	9
	{ Foundry	...	3	Pattern shop	...	3
	{ Machine shop	...	15	B. E. College	...	9
				Foundry	...	3
Total Years	...	6	Total Years	...	6	

(c). BOILER-MAKER APPRENTICES.

For those who complete Apprenticeship.			For those who go to the B. E. College.		
		Months.			Months.
First four years.	{	Boiler shop	... 12	Boiler shop	... 12
		Boiler Machine shop	... 12	Boiler Machine shop	... 12
		Boiler Mounting and Angle Smithy.	12	Boiler Mounting and Angle Smithy.	... 12
		Boiler shop	... 12	Boiler shop	... 12
5th & 6th years.	{	Boiler shop	... 21	B. E. College	... 9
		Drawing office	... 3	Boiler shop	... 3
				B. E. College	... 9
				Boiler shop	... 3
		Total Years	... 6	Total Years	... 6

(d). ERECTOR APPRENTICES.

		Months.			Months.
First four years.	{	Fitting shop	... 12	Fitting shop	... 12
		Wheel shop	... 6	Wheel shop	... 3
		Erecting shop	... 24	Erecting shop	... 33
		Marking out table	... 6	B. E. College	... 9
5th & 6th years.	{	Erecting shop	... 24	Erecting shop	... 3
				B. E. College	... 9
				Erecting shop	... 3
		Total Years	... 6	Total Years	... 6

(e). CARRIAGE SHOP APPRENTICES.

		Months.			Months.
First four years.	{	Carpenters' shop	... 12	Carpenters' shop	... 12
		Saw Mill and Marking off	12	Saw Mill and Marking off	... 12
		Carriage Building	... 12	Carriage Building	... 12
		Carriage repair	... 6	Carriage repair	... 6
		Cabinet Making and finishing.	6	Cabinet Making and finishing	... 6
5th & 6th years.	{	Carriage repair (includ- ing Vacuum Brake and Gas Fitting).	24	B. E. College	... 9
				Carriage repair	... 3
				B. E. College	... 9
				Carriage repair	... 3
		Total Years	... 6	Total Years	... 6

(f). WAGON SHOP APPRENTICES.

For those who complete apprenticeship.			For those who go to the B. E. College.		
		Months.			Months.
First four years.	{	Machine shop ...	9	Machine shop ...	9
		Fitting shop ...	9	Fitting shop ...	9
		Vacuum-Brake shop ...	3	Vacuum-Brake shop ...	3
		Underframe shop ...	6	Underframe shop ...	6
		Smiths' shop ...	9	Smiths' shop ...	9
	{	Wagon shop ...	12	Wagon shop ...	12
5th & 6th years.	{	Wagon shop ...	21	B. E. College ...	9
		Drawing office ...	3	Wagon shop ...	3
			—	B. E. College ...	9
		Total Years ...	6	Wagon shop ...	3
				Total Years ...	6

(g). ELECTRICAL APPRENTICES.

		Months.			Months.
First four years.	{	Electrical repair shop (General, Mechanical fitting Machine shop and Armature winding).	12	Electrical repair shop (General Mechanical fitting Machine shop and Armature winding).	12
		Outdoor Maintenance (Motors, Wiring and Cable work).	12	Outdoor Maintenance (Motors, wiring and cable work).	12
		Carriage lighting ...	6	Carriage lighting ...	6
		House installation Public supply	6	House installation Public supply	6
		Power House ...	6	Power House ...	6
		Test Room ...	6	Test Room ...	6
				B. E. College ...	9
5th & 6th years.	{	Power House ...	6	Electrical repair shop ...	3
		Drawing office ...	9	B. E. College ...	9
		Test bed ...	9	Electrical repair shop ...	3
		Total Years ...	6	Total Years ...	6

APPENDIX II.

DETAILED SYLLABUS.

1st Year.—

PRACTICAL MATHEMATICS.—

Arithmetic.—Methods of approximate calculation.—Arithmetical, Logarithmic and by the Slide-rule.

Algebra.—Algebraic fractions, simple and quadratic equations and problems thereon.

Easy indices and surds.

Plotting algebraic functions.

The law $y = a + bx$ obtained from plotted results of experiments.

PLANE AND SOLID GEOMETRY.—

Plane Geometry.—The use and care of drawing instruments. Proportional division of a line. Construction of plain and diagonal scales and scale of chords. Construction of triangles and regular polygons. Circle Areas of plane figures.

Circles passing through three points or touching three lines.

Tangent lines and circles to one or two circles. Elementary constructions of the ellipse, its tangents and normals.

Construction of the parabola, hyperbola, cycloids and involute of a circle.

Solid Geometry.—Principles of projection and definition of terms. Projection of points and lines. Traces, inclination and true length of a line. Planes, their traces and inclinations The straight line and plane. Projection of solids placed in simple positions. New planes and elevations of solids. Plane sections of solids. Isometric projection. Intersections. Developments. Cast shadows. Weight of metal sheets or plate.

MECHANICS APPLIED TO MACHINERY.—

Forces.—Moments of forces. Resultant and component forces. Practical applications of forces and moments. Simple frames. Forces in simple structures. Work.

Work done in lifting, rotation, and machines. Friction and Lubrication. Some simple machines, such as Screw jack, Wheel and axle, Weston's pulley block. Effort, friction and efficiency.

The Linear Law.—Explanation and examples.

Power.—Transmission of motion and power. Belts, ropes, spur gearing. The inclined plane and screw. Various machines, such as geared pulley blocks, Crabs, Screw cutting.

2nd Year.—

PRACTICAL MATHEMATICS.—

Trigonometry.—Elementary formulæ, logarithms, solution of triangles, area of triangles.

Mensuration.—Solids, volume and surface of a right prism, a cubic prism, an oblique prism, cylinder, frustum of a cylinder, a hollow cylinder, pyramid, frustum of a pyramid, cone, surface of a cone, solid ring, solid sphere, hollow sphere.

Algebra.—Indices and surds. More difficult examples of quadratic equations. Simplification of algebraic expressions.

MACHINE CONSTRUCTION AND DRAWING.—

Principles underlying the arrangement, proportions and strength of simple machine details. Freehand sketches from models. Drawing to scale and principles of projection. Bolts, studs and set-screws. Form and proportions of nuts and bolt heads. Foundation bolts. Proportions of riveted joints.

Connection of parts by keys and cotters. Forms of pipe and cylinder flanges. Shafting and shaft couplings. Pedestals and Plummer blocks. Hanging brackets. Pulleys and speed cones. Rolled steel sections and their applications.

Steam.—

Fundamental definitions and data required to understand the conversion of heat into work.

Gases and vapours.

Steam (latent heat, dryness fraction, intrinsic energy).

Superheated steam.

Boilers.—Types. Evaporative power. Fittings. Economisers. Superheaters.

Steam Engine.—Names and functions of parts. Simple horizontal engine. Expansion of steam. Indicator diagrams and horse-power. Brake horse-power. The Governor and Fly-wheel. Mechanical efficiency. Thermal efficiency. Lubrication. Care and management of steam engines.

MECHANICS APPLIED TO MACHINERY.—

Motion. Speed. Velocity and acceleration. Momentum, inertia, and force. Relations of force, mass, and motion. Energy (mechanical, thermal and electrical).

Centrifugal force.

Circular motion and simple vibrations. Various motions such as piston motion, quick return motion, link, ratchets, cams.

Hydraulics.—Pressure, buoyancy, density, hydraulic press, jack, lifts, cranes. Reciprocating pumps, such as suction pumps, single and double-acting force pumps.

Hydraulic accumulator.

3rd Year.—**PRACTICAL MATHEMATICS.—**

Trigonometry.—Two-angle formulæ, multiples and submultiples, areas of regular figures, the vernier and sextant, ratios, sine, cosine and tangent.

Algebra.—Higher development of the syllabus laid down in 2nd year. Carried up to the Binomial Theorem.

Mensuration.—Area of ellipse, area of a sector of a circle. Simpson's Rule, planimeters, centre of gravity.

MACHINE CONSTRUCTION AND DRAWING.—

More difficult examples in mechanical drawing Cranks and link-work. Different forms of connecting rod ends. Eccentrics, pistons, stuffing boxes and glands. Valves of various kinds. Toothed gearing. Proportions of wheel teeth. Methods of

drawing cycloidal and involute teeth. Bevel wheels. The making of complete working drawings from actual measurements of working models and machines.

MAGNETISM AND ELECTRICITY.—

The electric current. Magnetism. The electric circuit.

Electro magnetism. Magneto-electric induction.

Continuons-current machines, the armature, mechanical construction and methods of excitation and motors (Collection of current, losses, efficiency).

Electric heating.

Electric lamps.

Primary and secondary cells.

Electrical instruments and meters.

HEAT ENGINES.—

Probable and hypothetical diagrams of work in steam engine cylinder.

Mean Pressures.

The Indicator. Types of Indicators.

Valves and Valve Gears.

Mechanics of the steam engine (Piston effort, Turning moments, Effects of inertia).

Fly-wheels. Governors.

Efficiency. Causes of wasted energy.

Means of reducing waste.

Compound and triple-expansion engines.

Locomotives.

Engine and Boiler trials.

Gas Engine.

Oil Engine.

Gas and Oil Engine tests.

4th Year.—

MACHINE DESIGN.—

Design of Engine, Boiler and Machine details with reference to the manufacture of the details as well as to the strength of the parts.

STRENGTH OF MATERIALS.—

Simple stresses. Tension, compression and shear.

Characteristics of materials and behaviour under stress.

Testing of materials.

Determination of yield point and ultimate strength.

Factor of safety. Elastic constants.

Stress—strain diagrams.

Effect of shape of test piece.

Properties of common materials.

Effects of composition and heat treatment.

Overstrain and rate of loading.
 Fracture of brittle and ductile materials.
 Live load stress. Resilience.
 Bending moment. Shearing force.
 Stress in beams due to bending.
 Deflection of simply supported beams.
 Torsion of shafts.
 Simple helical springs.

ELECTRICAL ENGINEERING.—

Common systems of electric wiring for indoor and outdoor work. Simple switchboards and the appliances used on them. The three-wire system. Easy methods of testing insulation resistance. Location and repair of faults in installations. Estimating by inspection the current that a given wire cable will safely carry (actual samples of various sizes being used in class for illustration and practice). Rating of fuses (actual wires being used in class).

Principles of alternate current working, explained with the help of mechanical analogies. Simple calculations, such as finding the current in a three-phase circuit with a given voltage and horse-power. Transformers. Three-phase motors of simple type. The starting of motors. The outlines of power transmission by three-phase current. Methods of rectifying alternating currents.

PRACTICAL MATHEMATICS.—

The subjects of the preceding years carried to a higher development with an introduction to the calculus (differential and integral).

Equations of the straight line and circle.

Laws obtained from plotted results of experiments, such as

$$y = a + bx.$$

$$y = ax^n.$$

$$y = ae^{bx}.$$

MECHANICS LABORATORY.—

Velocity and Acceleration. Attwood's Machine.

Velocity ratio and Mechanical advantage.

Work. Efficiency. Friction. Laws of Friction.

Co-efficient of friction. Law $F = a + bw$ for Machines.

Levers. Compound wheel and axle.

Block and Tackle. Weston's Pulley blocks.

Modulus of Fly-wheel.

Hydraulic Jack. Screw Jack.

Elasticity. Modulus of elasticity of wires.

Hooke's Law.

Simple torsion.

Deflection of beams loaded at the centre,

APPENDIX III.

REPORT ON THE WORKING OF THE KANCHRAPARA TECHNICAL SCHOOL DURING THE YEAR 1926.

At the beginning of the year 1926 there were on the rolls 59 students divided into three classes, the first year with 16 students, the second year with 26, and the third year with 17. 39 of these students had passed the qualifying Admission Examination of the Board of Control for Apprenticeship Training, Bengal, and the remaining 20 had been admitted to the Workshops before the establishment of the school and the institution of the Board's Examinations. A fourth year class, the highest according to the scheme laid down for the school, was formed in April with 8 students promoted from the 3rd year. During the year 6 students completed their apprenticeship, 2 resigned and 1 obtained admission to the B. E. College, Sibpur, for higher training. Against nine students who thus left the school four were admitted to the workshops and the school. It is anticipated that the five vacancies thus created and the six outstanding from last year will be filled up early in 1927. The delay has been due to certain modifications proposed in the Railway rules for apprentices.

Hours of Instruction.

There were altogether 257 working days during the year, during which the school gave 44 hours' instruction per week. The Time Table of classes is given below :—

Time Table of Classes.

	Monday	...	12—4		
4th Year	Tuesday	7—11 & 12—4	12 hours per week.		
3rd "	Tuesday	...	12—4		
	Wednesday	7—11 & 12—4	12	"	"
2nd "	Thursday	...	12—4		
	Friday	7—11 & 12—4	12	"	"
1st "	Friday	...	12—4		
	Saturday	...	7—11	8	" "

Attendance.

The average daily attendance during the year was 15.4 against 17.2 of the previous year. The decrease is due to the decrease in the average number of students on the rolls monthly from 61.6 in 1925 to 55.3 in 1926.

The percentage of lectures and the percentage of students attending them are given below :—

Percentage of students,	Percentage of lectures attended.
3.2	100
30.2	90 to 99
47.6	80 " 87
19.0	40 " 70
<u>100.0</u>	

Subjects.

During the year under review instruction was given in :—

Practical Mathematics, Elementary.
 Practical Mathematics, Advanced.
 Plane and Solid Geometry.
 Machine Construction and Drawing, Elementary.
 Machine Construction and Drawing, Advanced.
 Steam.
 Heat Engines.
 Mechanics applied to Machinery.
 Chemistry.
 Magnetism and Electricity.
 Strength of Materials.

Examinations.

(a). Internal Examinations. Four quarterly examinations were held during the year. The attendance and results are shown below :—

EXAMINATIONS.	Number on the rolls at the time of examination.	Number appeared.	Number of students who secured over 40% of available marks.
1st Quarterly ...	57	52	36
2nd " ...	55	51	34
3rd " ...	53	45	20
4th " ...	54	47	21

(b). External Examinations. The Board of Control held their Annual Examinations in December. It is satisfactory to note that there has been a steady increase in the total number of entries in different subjects for these examinations from 37 in 1924 to 48 in 1925 and 52 in 1926. The results for 1926 are given below :—

SUBJECTS.	Number appeared.	Number passed.
Practical Mathematics (Elementary) ...	8	4
Plane and Solid Geometry ...	7	7
Mechanics Applied to Machinery ...	7	6
Steam ...	6	6
Practical Mathematics (Advanced) ...	4	4
Heat Engines ...	7	6
Machine Construction and Drawing ...	7	6
Magnetism and Electricity ...	2	1
Strength of Materials ...	4	4
	52	44

(c). Two students of the school passed the final examination in Boiler-maker's work held by the London City and Guilds in Calcutta in April. Three passed the Guilds' examination in Mechanical Engineering in Division I, Grade I, one in Metal Plate Work in Division I, Grade I, and one in Electrical Engineering in Grade I.

Accommodation and Equipment.

The present accommodation consists of five rooms of which three are fairly large-sized and used as General Lecture Room, Mechanics Laboratory and Science Laboratory, the other two being used as Office and Library. The present equipment is insufficient and purchase of further appliances has been restricted for want of space. The school possesses apparatus and chemicals for experiments in elementary Chemistry, models of simple machine details, experimental appliances for the study of elementary applied Mechanics, an aeroplane engine and a small collection of technical books.

The new school building is nearly completed and is expected to be occupied shortly.

KANCHRAPARA, }
The 21st March 1927. }

J. K. PAL,
*Secretary, Local Committee,
 Kanchrapara Technical School,*

**Rules in connection with the appointment of Second and Third
Class Indian Apprentices.**

1. A candidate must not be below 15 and above 19 years of age, and must produce a certificate of general respectability and good character from some respectable person (not a relative) to whom he is personally known.

2. Unless qualified under Rule 7, a candidate, on being accepted, will, on appointment, be classed as a 3rd class Indian Apprentice, but such appointment will be subject to his passing a medical examination by the Railway Doctor. He must also serve three months, probation before finally signing his agreement. If during that period he is found to be in any way unsuitable, he will be rejected.

3. The period of apprenticeship shall extend to 5 years, during which time he shall receive pay at the following rates provided that his attendance, diligence, progress and behaviour towards the Shop Foreman under whom he is working, shall in every way prove satisfactory :—

	PAY, 2ND CLASS APPRENTICE.				PAY, 3RD CLASS APPRENTICE.				SECURITY FOR BOTH CLASSES.		
	RS.	A.	P.		RS.	A.	P.		RS.	A.	P.
1st year ...	10	0	0	1st year ...	8	0	0		0	3	0
2nd „ ...	14	0	0	2nd „ ...	11	0	0		0	4	0
3rd „ ...	18	0	0	3rd „ ...	14	0	0		0	5	0
4th „ ...	22	0	0	4th „ ...	17	0	0		0	6	0
5th „ ...	26	0	0	5th „ ...	20	0	0		0	8	0

4. In the event of an apprentice resigning the service before the termination of his five years' apprenticeship, or leaving the line without permission, or in the event of his being dismissed for misconduct or irregular attendance, the whole of the Security deposit will be forfeited to Government.

5 (a). Leave on half pay for a period not exceeding one month in any year of apprenticeship will be granted on production of medical certificates.

(b). In special circumstances, when no leave is due, extraordinary leave without allowance will be granted.

(c). Any time lost in excess of 30 days' sick leave on half pay must be made up before the annual increase is granted or apprenticeship expires.

(d). The years to count from date of apprentices' engagement and subsequent date of increments.

6. Pay for Gazetted holidays and Sundays will be granted to an apprentice, and if he absents himself from work without leave or medical certificate, he will lose his wages for the days absent.

7. An apprentice on engagement, who has passed the Middle English Standard at School and can pass a qualifying examination in English before an officer of the Locomotive Department, will be classed as a second class Apprentice.

8. A third class apprentice who, by study in his spare time, makes himself proficient in English may present himself at any time during his service before an Officer of the Locomotive department for examination. And if considered to have the necessary qualifications, may be promoted to a second class apprentice with the same service.

9. Overtime will be allowed if an apprentice is called upon to work for more than 8 hours on Gazetted holidays and ordinary week days, and 6 hours on Saturdays, when they will be paid at the rate of one-eighth of a day for every hour worked.

10. No guarantee of permanent employment in the Locomotive and Carriage Departments of the Eastern Bengal Railway, after the Apprentice shall have served his time as above can be given. Subsequent employment will entirely depend upon satisfactory reports on the apprentice's conduct and work, and to a special recommendation on his behalf being submitted at the end of his time.

11. An apprentice who leaves the Railway before he completed his five years' agreement, will not be granted a certificate of character or service.

12. He must be regular in attendance, promptly carry out the orders of his immediate superiors, and strictly abide by the Workshop rules.

13. His dress should always be neat and tidy.

KANCHRAPARA :

H. H. SPALDING,

The _____ *192.*

Loco : & Carriage Superintendent.

M. D. 35.

MEDICAL DEPARTMENT.**Form of Application for the use of candidates for appointment by selection.**

To be returned to the Chief Medical Officer, Eastern Bengal Railway, No. 3,
Koilaghat Street, Calcutta, so as to arrive not later
than _____ 192 .

Candidates already in any service should submit their applications through
proper official channel.

2 one-anna stamps must be forwarded with this application. These
will be used for correspondence in this connection.

1. Name in full (Surname first : in BLOCK capitals.)	
2. Details of degrees and diplomas with dates of obtaining the same.	
3. Institution in which training is received and diploma or degree obtained from.	
4. Dates of joining and leaving the Institutions.	
5. Details of Scholarships, or any other distinc- tions.	
6. Post for which applicant is a candidate :—	
7. Registration Number. (in case of Medical men and Nurses.)	
8. Address :—	
9. Age last birthday, with date and place of birth and nationality :— [Candidates summoned for interview will be required to produce at the interview such evidence of age as they possess].	
10. Married or Single :—	
11. Father's name, nationality at his birth and latest nationality, and occupation, if living.	
12. Religion and Caste :—	
13. Marks of Identification.—	

14. Is the candidate prepared to execute an agreement of service after he has served his probationary period ?	
15. Name with designation of any E. B. Railway employee and exact relationship with the candidate.	
16. Names of Districts on the E. B. Ry. system, of which applicant has special knowledge :—	
17. Languages which applicant can (a) speak and read and (b) read only, (c) speak only :—	
18. <u>Remarks on any cause likely to delay joining duty promptly, if appointed :—</u>	

NOTE.—Candidates summoned for interview will be required to produce at the interview original diploma, and certificates of honour, medals, &c.

	Name of Institution where employed with dates of joining and leaving.	Designation of the post held with salary received per month.
19. All previous employment to be entered in order of time. Particulars should be given of any experience or technical training in any post or posts previously held.		

20. REFERENCES from three persons holdings responsible positions :—

1. Name _____
Occupation or position _____
Address _____

2. Name _____
Occupation or position _____
Address _____

3. Name _____
Occupation or position _____
Address _____

21. COPIES OF TESTIMONIALS FROM :—

- 1.

- 2.

- 3.

I HEREBY declare that the entries made by me in this form are true to the best of my knowledge and belief.

Signature of candidate with date of application.

N.B.—Method of Recruitment.—The posts are advertised in the public press and in the E. B. Railway *Weekly Gazette*. The candidates are interviewed by a Board of three District Officers who make the selection and forward the names of the selected candidates to the Chief Medical Officer. Appointments are then made by the Chief Medical Officer from amongst the selected candidates after interview. No preference is given. The claims of minority communities and of dependents of E. B. Railway employees will be duly considered provided other requisite qualifications are considered to be of the same standard by the Selection Board. Any attempt to seek interview with any member of the Selection Board or the Chief Medical Officer, or to influence them will disqualify the candidate. The selected candidates on appointment must be examined by a District Medical Officer of this Railway, and produce a Medical Certificate of his fitness in the prescribed form before being put on to duty.

Scale of pay per month of the Medical, Nursing and Sanitary Staff.

NOTE :—Assistant Surgeon	...	Scale of pay	Rs. 200—15—425—25—450 with an efficiency bar at Rs. 320. Selection Grade Assistant Medical Officer Rs. 500—50—700.
Nurse	...	Ditto	Rs. 215 with free furnished quarters where available and admissible under the rules in force.
Sub-Asstt. Surgeon	...	Ditto	75—5—150. Selection Grade Rs. 160—10—200.
Sanitary Inspector	...	Ditto	50—5—100—10—150.
Compounder	...	Ditto	{ 30—2—40 Junior grade. 45—4—65 Senior grade.

Laboratory.

Chemist Scale of pay	175—15—400	... In case of Asstt. Surgeon the same scale as that of Assistant Surgeon in General line.
Assistant Chemist	...	Ditto	100—10—200—15—260.	
Bacteriologist	...	Ditto	175—15—400	... Ditto ditto.
Assistant Bacteriologist	...	Ditto	(Same as Sub-Assistant Surgeon.)	
Laboratory Assistant	...	Ditto	50—5—100—10—150	In the case of Sub-Assst. Surgeon the same scale as that of Sub-Assst. Surgeon in General line.
Medium Maker	...	Ditto	25—3—50.	
Sample Taker	...	Ditto	25—3—50.	

TRAFFIC SELECTION COMMITTEE.

1. Constitution.—The Constitution of the Traffic Selection Committee is as follows :—

Deputy Traffic Manager, Senior President.
 " " " Junior Member.
 Assistant Traffic Superintendent, Establishment ... Secretary.
 One District Officer co-opted as a Member.

2. Date of Creation.—The Traffic Selection Committee was formed on 15th September 1925.

3. Objects.—The objects are :—

- (1) To stop patronage.
- (2) To get the best men available.
- (3) To ensure that only qualified men are promoted to higher posts.

New Appointments.

4. Functions.—(a) In the case of the following staff all new appointments are still made by District Officers.

Tally Clerks	...	} Classes 'A' (20—1—28) and 'B' (30—2—40).
Number-Takers	...	
Trains Clerks	...	
Delivery Clerks, &c.	...	
Gunners	...	Rs. 27—3—66.
Block Signalmen	...	'A'—Rs. 23—1—33.
		'B'—Rs. 36—2—50.

All menial staff, such as Switchmen, Line Jemadars, Shunting Porters, Pointsmen, &c.

(b). All other new appointments are made by the Traffic Selection Committee—For example :—

Signallers.
 Assistant Station Masters.
 Station Clerks such as Booking, Goods, Trains,
 Transhipment, &c. Clerks in Class (C) and above.
 Ticket Collectors.
 Crewmen, Crew-in-charges.
 Guards { 'A'—Rs. 40—5—100.
 ' B'— " 100—10—210.
 Office Clerks.
 Yard Foremen.
 Junior Traffic Inspector.

5. System and policy followed by Traffic Selection Committee.—(a) All applications are vetted on receipt by either the President or one of the Members of the Selection Committee and only those with good qualifications and satisfactory references are called up to appear before the Committee on a fixed date.

All candidates are questioned by the President and the Members of the Committee.

A selection is then made. Each officer on the Committee makes his vote on a slip of paper and the candidate or candidates who get the highest number of votes are selected. All selections made are subject to the approval of the Traffic Manager,

(b). Rules have been laid down fixing :—

- (1) Minimum and maximum ages.
- (2) Minimum educational qualifications.
- (3) Departmental qualifications.

for various appointments to which staff are recruited or promoted.

(c). Particular attention is paid to communal representation.

6. Promotions.—(a) The following promotions are still made by District Officers :—

Office Clerks 'A' to 'B' class.
 Station Clerks Up to Class 'C' (Rs. 30—4—70),
 Switchmen to Block Signalmen.
 Menial Staff.
 Assistant Station Masters to Station Masters up to 'B' class.
 Grade promotions to all staff.

(b). The following promotions are made by the Traffic Selection Committee :—

Station Clerks From Class 'C' (Rs. 30—4—70) to 'D,'
 (Rs. 75—5—110) and above.
 Office Clerks From 'B' to 'C' and above.
 Gunners to Yard Foremen.
 Signallers From Class 'A' to 'B' and above.
 Signallers to Assistant Station Masters.
 Ticket Collectors From Class 'A' to 'B' and above.
 Guards From Class 'A' to 'B'.

7. Filling of Selected Posts.—The following are generally considered selected posts.

Section Controllers.
 District Controllers.
 Assistant Station Masters (Rs. 280—10—330).
 Station Masters, Special Class (Rs. 150—10—190) and above,
 Traffic, Transportation, Claims and Transhipment Inspectors.
 Goods Supervisors, Yard Masters, Yard Controllers.
 Transhipment Foremen.
 Head Ticket Collectors and Trains Clerks.
 Chief Booking Clerks, &c.

The following system is followed by the Traffic Selection Committee in filling these posts.

Reference—Item (3).

District Officers are asked to send in names of men considered suitable with a catechism in each case showing brief particulars of service, educational qualifications and departmental examinations passed, also remarks as to conduct, character, &c.

The men recommended are called up and interviewed by the Traffic Selection Committee and a selection is made by vote, as in the case of new appointments.

TRAFFIC DEPARTMENT.

DESIGNATION.	AGE.		Minimum Educa- tional Qualification.	Departmental Qualification.	Medical standard as per classification given in the rules for recruitment of staff issued by the Railway Board with their letter No. 3137-F., dated 31st January 1928.		REMARKS.
	Minimum.	Maximum.			Class.	Group.	
Tally Clerks, Num- ber-Takers, etc.	16	25	Read and write English	B	B 2	
Ticket Collectors ...	16	25 30	Matric. Junior Cambridge or Standard VI.	B	B 2	Maximum age 30 if with previous Railway experi- ence.
Signallers ...	18	25	Matric and qualified in Tele- graphy up to Railway Stan- dards.	C	C 2	
Booking, Goods, Parcels, Register, etc., Clerks.	18	25 30	Matric, Junior Cambridge or Standard VI.	Passed Coaching or Goods Exa- mination.	B	B 2	Ditto.
Assistant Station Masters.	21	30 40	Matric or Standard VI ...	Passed Coaching, Goods and Assistant Station Master's Examination.	A	A 2	Maximum age 40 if with previous Railway experi- ence.
Guards " A " Class	21	30 40	Matric, Junior Cambridge or Standard VI.	Will be called upon to qualify in First Aid and pass required Guard's examination.	A	A 1	Ditto.
Do. " B " "	21	30	I. A. or I. Sc. Senior Cambridge	Will be called upon to qualify in First Aid and pass required Guard's examination.	A	A 1	
Guards with pre- vious Railway ex- perience.	21	35 50 if pro- moted from " A " Class Guards.	Ditto	A	A 1	
Gunners ...	21	30	4th class of a High English School, Junior Cambridge or Standard VI.	A	A 2	
Office Clerks ...	18	35	Matric or Junior Cambridge	C	C 2	

Reference—Item (3).

Annexure F.

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STAFF DESIGNATIONS.	Supervising Subordinates under whom employed.	By whom deductions, increments, leave, &c., is regulated.
Workshop Staff.		
Workshop, Signal Shops. All staff.	Workshop Foremen.	Workshop Superintendent in all cases of daily rated staff.
Workshop, Loco. All staff.	Workshop Foreman assisted by Assistant Foremen and Chargemen.	Signal Engineer in cases of monthly rated staff.
		Workshop Foremen have power to grant 15 days' leave without pay to workmen under them. Other leave, reduction, increments, &c. are controlled by Works Manager except the discharge of men with over 10 years of service requires the approval of Locomotive Superintendent.
Other than Workshop Staff.		
TRAFFIC—		
Road side Station. All staff.	Station Master.	District Officer.
Large Station. All staff.	Station Superintendent or Senior Station Master, Chief Booking Clerk, Head Ticket Collector, Chief Luggage Inspector as the case may be.	Ditto.
Goods shed. All staff.	Goods Supervisor or Head Goods Clerk.	Ditto.
LOCO.—		
Running Staff and Shed staff.	Loco. Foreman or Shedman-in-charge, L o c o. and Fuel Inspectors also supervise their work.	Ditto.
ENGINEERING—		
Line staff, e.g., Gangmen, Keymen, Mates, &c.	Permanent-way-Inspectors and in some cases Assistant Permanent-way-Inspectors.	Ditto.
Khalasies, Masons, Carpenters, &c.	Works subordinates.	Ditto.

STAFF DESIGNATIONS.	Supervising Subordinates under whom employed.	By whom deductions, increments, leave &c., is regulated.
<p>STORES—</p> <p>Labour, and Watch and Ward staff attached to Stores Department.</p> <p>Staff attached to Printing Press.</p>	<p>Depôt Store Keeper.</p> <p>Assistant Press Superintendent.</p>	<p>District Officer.</p> <p>Press Superintendent controls leave of all classes of workers in the Press—Leave for other and higher classes of staff, increments, &c., are controlled by the Controller of Stores.</p>
<p>MEDICAL—</p> <p>Hospital and Dispensary staff, <i>e.g.</i>, Nurses, Compounders, Dressers and Menials.</p> <p>Conservancy staff, <i>e.g.</i>, Jamadars, Sweepers, Domes, &c.</p>	<p>Assistant Surgeon, or Sub-Assistant Surgeon, as the case may be.</p> <p>Sanitary Inspector.</p>	<p>} District Medical Officer or Chief Medical Officer, as the case may be.</p>
<p>AUDIT—</p> <p>Staff attached to Pay and Cash.</p>	<p>Superintendent, Pay and Cash.</p>	<p>Superintendent, Pay and Cash, has power to grant leave to menials under him—Leave on other cases, increments, &c. are controlled by the Chief Auditor.</p>

To

ALL DISTRICT TRAFFIC SUPERINTENDENTS,

*Assistant Traffic Superintendent, Santahar,**Marine Superintendent, Fulchhari,**E. B. Railway.***FORMATION OF DISTRICT WELFARE MEETINGS.**

IN order to bring the District Officer into closer touch with his staff it has been decided that "Welfare" Meetings should be held on each District.

2. Meetings will be commenced quarterly in March, June, September and December and representation at each meeting should be somewhat on the following lines :—

- (1). District Traffic Superintendent as Chairman.
- (2). One representative for Office Clerks.
- (3). " " " Station Masters, Assistant Station Masters, Cabin Assistants, Yard Foremen and Assistant Yard Foremen.
- (4). " " " Guards.
- (5). " " " Station Clerks (including Booking Clerks, Signallers, Trains Clerks, Number-Takers, Ticket Collectors, Sorters, etc.).
- (6). " " " Menials including Gunners.

District Traffic Superintendents are to understand that the above is intended only as a guide, and that, while it is desirable that the number of representatives in addition to the Chairman should not exceed five, they are at liberty to use their discretion towards increasing this number and towards the modification of the constitution of the meeting in regard to the allotment of representatives. It will probably be found desirable that the Traffic Inspector should represent menials at the outset and until a suitable representative is available, also that representatives should be nominated in the first instance, nomination being replaced by election when the organisation is in working order.

3. The functions of the meetings will be :—

- (a) to utilize to the full the practical knowledge and experience of the staff,
- (b) to secure to the staff a greater share in and responsibility for the determination and observance of the conditions under which their work is carried on,
- (c) to provide means for ventilating grievances affecting a class as a whole, with a view both to the prevention of differences and to their better adjustment when they appear,
- (d) to consider improved methods of technical training,
- (e) to improve organization and examine questions relating to management, with special reference to co-operation in carrying new ideas into effect, so that all such items may receive full consideration from the point of view of the staff,
- (f) to consider social welfare in all its bearings, with special reference to Institutes and other conveniences provided by the Railway.

4. The procedure briefly will be that items brought forward at a meeting will be recorded by the District Traffic Superintendent in the proceedings; after discussion the Chairman will announce and record his decision immediately below each item.

A copy of the proceedings of the meeting will then be forwarded to each representative and also to the Traffic Manager who will notify his decision where necessary.

CALCUTTA :
The 10th July 1922. }

Sd. G. S. BOCQUET,
Traffic Manager, E. B. Railway.

Notification No. 979 of Weekly Gazette No. 25 of 1929.

(T. M'S. CASE NO. GE. 174/10).

**REVISED RULES GOVERNING ELECTION IN DISTRICT
 WELFARE COMMITTEES.**

It is notified for general information that the following changes in the rules governing election in District Welfare Committees have been effected. The District Welfare Committees should be re-constituted in the new system as early as possible so that the newly constituted Committees may function from July 1929.

A Gazette Notification calling for names of candidates willing to seek election to the District Welfare Committees should be issued at least three weeks before the date of election. The names of intending candidates, from different groups should then be circulated to the staff, by means of Gazette Notification or any other suitable means, and votes called for. Menials should be given similar opportunity for selecting their candidates. In case no candidate be forthcoming from any particular group or groups the District Traffic Superintendent will nominate suitable representatives. The District Welfare Committee should be re-constituted according to the new system as early as possible so that the newly constituted Committees may function from July 1929.

GRANT-IN-AID FROM THE FINE FUND.

European Institutes.

NAME OF INSTITUTE.					Yearly grant.	Monthly grant.	Number of employees who are members.	REMARKS.
					Rs.	Rs.		
1.	Clem Browne Institute,	Sealdah	1,380	115	324	
2.	Gilmore Institute,	Chitpur	540	45	92	
3.	European Institute,	Naihati	360	30	13	
4.	Bell Institute,	Kanchrapara	540	45	117	
5.	European Institute,	Rajbari	360	30	4	
6.	"	" Paksey	360	30	24	
7.	"	" Santahar	360	30	16	
8.	"	" Saidpur	{ 360 240	30 20*	126 ...	* For European Institute, Parbatipur to be administered by the Saidpur Institute.
9.	"	" Lalmanirhat	540	45	69	
10.	"	" Katihar	480	40	47	
11.	"	" Dacca	420	35	18	
	TOTAL				5,940	495	...	

GRANT-IN-AID FROM THE FINE FUND.

Indian Institutes.

NAME OF INSTITUTE.					Yearly grant.	Monthly grant.	Number of employees who are members.	REMARKS.
					Rs.	Rs.		
1.	Manson Institute,	Sealdah	1,200	100	1827	
2.	Sparke Institute,	Chitpur	420	35	546	
3.	Hindmarsh Institute,	Kanchrapara	600	50	622	
4.	Spalding Institute (late Indian Workmen's Institute),	Kanchrapara.			480	40	1875	
5.	Indian Institute,	Khulna	300	25	127	
6.	" "	Goalundo	240	20	71	
7.	" "	Rajbari	300	25	173	
8.	Cameron Institute,	Paksey	360	30	420	
9.	Bell Institute,	Lalmanirhat	420	35	562	
10.	Grant Institute,	Amingaon	300	25	89	
11.	Rala Ram Institute,	Katihar	420	35	512	
12.	Bewley Institute,	Dacca	420	35	413	
13.	Indian Institute,	Santahar	480	40	530	
14.	" "	Saidpur	360	30	362	
15.	" "	Parbatipur	300	25	218	
16.	" "	Mymensingh	240	20	82	
	TOTAL	6,840	570	...	

**The Eastern Bengal Railway accepts no responsibility or liability
in respect of the Society.**

BYE-LAWS
OF THE
EASTERN BENGAL RAILWAY
**CO-OPERATIVE CREDIT SOCIETY,
LIMITED.**

Registered under the Co-operative Societies' Act II of 1912.

INTERPRETATION.

In these bye-laws unless there be something in the subject or context inconsistent therewith—

“Act” means the Co-operative Societies' Act, 1912 (Act II of 1912).

“Railway” means the Eastern Bengal Railway System.

“Committee” means the Committee of Management of the Society.

“The Office” means the office for the time being of the Society.

“In writing” includes printing, lithography and other methods of representing or reproducing words in a visible form.

Words importing the singular number include the plural number and **vice versa**.

Words importing the masculine gender include the feminine gender.

Words importing persons include corporations.

NAME—OFFICE—OBJECT.

1. The name of the Society is the Eastern Bengal Railway Co-operative Credit Society, Limited, hereinafter referred to as the “the Society.” It is a Society registered as a Co-operative Credit Society under the Co-operative Societies' Act II of 1912, hereinafter referred to as “The Act.” The area of its operations is the Eastern Bengal Railway System.

2. The registered address of the Society is its office at No. 3, Koilaghat Street, Calcutta.

3. The objects of the Society are—

(a).—to prevent members falling into permanent indebtedness and to assist them financially in times of difficulty and to help them to get out of debt, and by these means to promote thrift, self-help and co-operation amongst them and those eligible as members and for these purposes :—

(b).—to raise funds by the issue of shares, by loans, acceptance of money on deposit at interest or otherwise ;

(c).—to lend money to members at interest with or without security and

(d).—to invest the moneys or funds of the Society not required for object (c).

4. Capital of the Society.—The Capital of the Society from time to time shall be such amount not exceeding Rs. 5,00,000 as for the time being shall have been subscribed by members and not have been refunded in pursuance of these bye-laws and shall be divided into shares of Rs. 10 each. Shares shall be paid for in full on allotment except when they are allotted to intending borrowers when they will be recovered in full from the amount of first loan sanctioned.

5. The Society in General Meeting may from time to time increase the Capital and fix the conditions thereof by the creation of new shares of such number and amount as may be deemed expedient or reduce the Capital by paying off capital or otherwise as may be deemed expedient and the Capital may be reduced by refunds to members under these bye-laws in the manner and upon the conditions herein prescribed without any sanction of a General Meeting.

6. Membership and Constitution.—The Society shall consist of persons in the permanent employ of the Eastern Bengal Railway who are subscribers to the Railway Provident Fund or are pensionable employees of the Railway. No other persons shall be eligible as members.

The permanent employees of the Eastern Bengal Railway Co-operative Credit Society who are subscribers to the Provident Fund of the Society shall be honorary members of the Society for the purpose of borrowing from the Society but will not be eligible to serve on the Committee of Management nor will they have any right to vote at a General Meeting or acquire shares more than what are needed for the purpose of borrowing.

7. Liability of Membership.—The liability of each member of the Society is limited to the face value of the share or shares of which such member is the registered holder.

MEMBERSHIP—ELECTION—CESSATION.

8. Admittance of Members.—Every person eligible under these bye-laws, who is desirous of becoming a member, shall make an application in the form contained in Appendix A* hereto, or in such other form as may for the time being be prescribed by the Committee of Management, countersigned by an Officer of the Eastern Bengal Railway. The application shall be considered at the next meeting of the Committee of Management and the decision of the Committee admitting or rejecting an applicant shall be final. The Committee are not bound to give their reasons for any rejection made by them.

9. Each member shall hold at least one share. A member shall not hold more than 100 shares valued at Rs. 1,000 which is the maximum prescribed by the Act.

10. Cessation of Membership.—A person ceases to be a member :—

- (a). on death ;
- (b). when his resignation is accepted by the Committee of Management ;
- (c). on expulsion ;
- (d). on the transfer or forfeiture of all the shares held by him ; or
- (e). on leaving the service of the Eastern Bengal Railway, subject to bye-law No. 12.

11. Withdrawal from Membership.—A member may, at any time after one year from his admission, withdraw from membership of the Society by giving three months' notice in the form contained in Appendix C* hereto or in such

other form as may for the time being be prescribed by the Committee and returning the certificate for the shares held by him at the expiration of which notice he shall cease to be a member of the Society, and shall be entitled to receive from the Society a refund of the amount paid to the Society on the shares held by him less any sum for which he may be liable to the Society, provided that no member shall be entitled to withdraw whose liability to the Society shall exceed the sum so refundable to him. The shares of any member withdrawing shall belong to, and be at the disposal of, the Society.

12. Cessation of Membership owing to a Member leaving Eastern Bengal Railway.—A member who leaves the service of the Eastern Bengal Railway shall *ipso facto* cease to be a member of the Society, and his name shall be removed from the list of members. All moneys which he may owe to the Society shall become immediately payable, and the Society shall, within three months after the cessation of membership from this cause, pay to the person who has so ceased to be a member the amount paid to the Society on his shares, less any sum in which he may be indebted to the Society, and such person shall return to the Society the certificate for the shares held by him and such shares shall belong to and be at the disposal of the Society.

If, however, such member is leaving the service of the Eastern Bengal Railway on transfer to another Railway or another Government service, he may, should he have any loan outstanding, remain a member until such loan has been paid off in accordance with the provision of bye-law No. 30 provided he promises to arrange for the regular remittance of the instalments.

13. Expulsion of Member.—A member of the Society may be expelled by a vote of a General Meeting—

- (a) if he is a persistent defaulter in payments due by him to the Society ;
- (b) if he wilfully deceives or attempts to deceive the Society ;
- (c) if he is bankrupt or legally disabled ;
- (d) if convicted of a criminal offence involving moral turpitude or
- (e) if he intentionally does any act likely to injure the credit of the Society.

14. Liability of Past and Deceased Members.—The liability as defined in bye-law 7 of a past member for the debts of the Society as they existed at the time when he ceased to be a member shall continue for a period of two years from the date of his ceasing to be a member. The estate of a deceased member shall be liable for a period of one year from the time of his decease for the debts of the Society as they existed at the time of his decease.

15. Member's Nominee.—A member shall by a signed nomination form to be attached to every share certificate issued or transferred, nominate any person or persons to receive his interest in the Society on his death and shall forthwith lodge such nomination with the society. Such nomination may be revoked or cancelled at any time by the member in question by intimation to that effect given in writing to the Secretary, and fresh nomination made and lodged.

RULES REGARDING SHARES.

16. Allotment of Shares.—The shares shall be under the control of the Committee of Management, who may allot them subject to these bye-laws, as the Committee shall think fit.

17. Registration of Shares.—Every share shall be registered in the name of a single holder.

18. Share Certificate.—Certificates of title to shares shall be issued to the holders thereof under the Seal of the Society within three months after the shares have been paid up and shall be signed by the Secretary and countersigned by two members of the Committee of Management.

19. Replacement of Share Certificate.—If any certificate be worn out, defaced, destroyed or lost, a new one may be issued in lieu thereof on payment of four annas per share subject to a maximum of Rupee one, as the Committee of Management may determine for each such certificate and on production to the Committee of Management of evidence satisfactory to them of its being worn out, defaced, destroyed or lost, or in default of such evidence, on such indemnity being given as the Committee of Management may think sufficient.

If, however, the loss, &c., be due to error on the part of the Society, the certificate will be renewed without any charge.

20. Transfer of Shares.—Shares are transferable except by a member who is in debt to the Society, but only to a person eligible as a member and subject to bye-law 9 and the transfer shall be subject to the approval of the Committee who may refuse to register any transfer without giving any reason. A transfer fee of As. 8 per certificate shall be paid.

21. Payment to Nominee.—The sum to be paid under Section 22 of the Act by the Society to the nominee under bye-law 15 of a deceased member or otherwise in respect of his share or interest shall be the amount paid to the Society on the shares held by the deceased member the amount due to him in respect of any deposits and interest thereon and any unpaid dividend in accordance with these rules, less the amount if any due by him to the Society, and shall be paid within six months from the death of the deceased member.

22. Powers of the Committee of Management regarding raising Funds.—The Committee of Management shall, subject to any restrictions imposed by a General Meeting, have power to do all or any of the following acts :—

- (a). Take deposit or otherwise borrow money.
- (b). Mortgage or charge all or any part of the movable and immovable property or other assets of the Society for the purpose of raising any money on its behalf and also borrow money by bond, bill of exchange, or promissory note and in particular may raise money by the issue of debentures charged upon all or any of the Society's property (both present and future) or otherwise secure any loan as may be deemed advisable or beneficial to the Society.
- (c). Sell, let or otherwise dispose of the Society's properties, rights or other assets or any part thereof or any rights or easements therein or thereover.

23. Deposits.—Deposits under bye-law 22(a) shall be governed by rules to be framed in this behalf by the Committee of Management. Deposits may also be made in joint names payable to either or survivor.

24. Borrowing.—Borrowings otherwise than by way of deposits shall be resorted to only when the funds realised by way of deposits are found insufficient; and in regard to such borrowings it shall be competent to the Committee of Management to settle the necessary terms.

25. Liabilities of the Society.—The aggregate liabilities of the Society by way of deposits or otherwise, shall not at any time exceed five times its paid up share Capital.

26. Eligibility of Members for Loans.—The Society shall not make a loan to any person other than member and no member shall be entitled to a loan exceeding an amount equal to 10 times his monthly substantive pay or Rs. 1,500 whichever is less subject to the following conditions :—

- (a). That the loan shall not exceed ten times the value of share or shares purchased by him.
- (b). That his liability to the Society as a borrower and as surety does not exceed Rs. 1,500.

27. Application for Loan.—Applications for loans shall be made in a form to be prescribed by the Committee of Management from time to time, and all such applications must state the following particulars :—

- (a) purpose for which the loan is required.
- (b) a true and complete statement of the applicant's indebtedness showing the number and amount of Court attachments, if any, and the amount of withdrawal, if any, from Provident Fund, and any other advances from Government such as building, motor car, &c.

Such applications shall be submitted through the applicant's Superior Officer (not below the rank of a Gazetted Officer), who shall countersign the same in token of his having verified—

- (i) that the applicant is a permanent employee of the Railway,
and
- (ii) that the particulars as to pay, length of service, date of birth, Provident Fund account number, Court attachment and withdrawals from Provident Fund, and other advances from Government, are correct.

Such applications shall be accompanied by an authority, in the form as may for the time being be prescribed by the Committee, authorising the disbursing officer of the Railway Administration to deduct in accordance with bye-law 30 on or after due date any sum or sums in respect of the loan, whether for principal, interest or otherwise from the applicant's pay bills and to pay the amount so deducted to the Society.

28. Disposal of Loan Application.—Except in cases considered urgent by the Secretary or the Loans Sub-Committee application shall be dealt with in order of receipt by the Committee of Management or the Loans Sub-Committee as the case may require, who may either grant the same or any portion of them on terms and conditions consistent with these bye-laws as they may think fit, or may refuse the same without assigning any reason for doing so.

29. Interest on loans.—Interest on loans will be charged for each year as decided by the ordinary general meeting of the Society at a rate not exceeding Rs. 9½ per cent. per annum. Interest will be calculated from the date of issue of the cheque up to the last date of the month in which the instalment becomes due.

In case of renewal of loan, interest on the previous loan will be calculated up to the date previous to the date of issue of cheque for the new loan.

Interest will be calculated to the nearest anna, fractions of less than 6 pies being dropped.

In the case of overdue instalments, interest shall be charged at the rate of Rs. 12 per cent. per annum till the amounts due are paid up unless an extension of time has been granted by the Committee of Management,

30. Repayment of loans.—Loans plus interest shall be repayable in equal monthly instalments and fully repayable at a date not exceeding 30 months from the date of issue of the loan ; but the Committee, in special cases of real hardship, shall have the option of extending the period by a further 6 months making 36 months altogether. A borrower may pay off the whole or any part or the balance of the loan due with interest thereon to date of payment at any time during the currency of the loan.

31. The Committee may at their discretion demand or dispense with security, personal or otherwise, the applicant being required, when called upon, to pay the cost of valuation, investigation of title and preparation of any instrument demanded by the Committee securing the re-payment of the loan.

32. Guarantee subscription in place of surety.—No recoveries will, in future, be made towards the guarantee fund, and the amount which has already accumulated will be earmarked as a security against bad debts, and shall not be utilized for any other purpose.

The interest accruing on the amount shall, in future, be credited to the guarantee fund instead of being treated as a part of revenue.

33. The Society shall have a first charge on the share or shares dividends and other sums belonging or payable to a member or past member, for any liabilities of such member or past member to the Society, and the Society may at any time set off any sum credited or payable to a member or past member in or towards payment of any liabilities of such member or past member.

34. Disposal of profits.—At the close of each working year of the Society, the actual working expenses shall be deducted from the receipts, and after carrying to the credit of a fund to be called the "Reserve Fund," such sum, not less than one-fourth of the profits of the year's working, as the Committee may think expedient, and after carrying forward such sum as the Committee may consider expedient not to distribute by way of dividend, the balance of the net profits, including any sum carried forward from the previous year, shall be distributed by way of dividend amongst the members in proportion to the fully paid shares held by them, such dividend not to exceed 12½ per cent. per annum : but no dividend shall accrue in respect of a share or shares held for any broken period of less than a half-year.

In the case of persons who ceased to be members during the year to which the profits under distribution relate, they will participate in the profits provided they remained as members for more than six months during that year ; but members who have been expelled or whose shares have been forfeited, will not participate in the profits.

35. Unclaimed dividend.—Dividends not claimed or drawn within three years from the date of the meeting at which they were declared shall be forfeited and credited to Reserve Fund.

RESERVE FUNDS.

36. The Reserve Fund shall consist of—

(a)—25 per cent. or more, of the profits placed to the fund in accordance with Rule 34.

(b)—any other sums allocated to it out of profits or otherwise.

37. Purpose of Reserve Fund.—The Reserve Fund shall belong to the Society and shall be indivisible amongst the members. The Reserve Fund shall be available by resolution of the General Meeting to cover deficiencies

which may arise from unforeseen losses and to serve as security for any loans which the Society may find it has to contract provided that any sum withdrawn from the Reserve Fund to cover deficiency in any year shall be restored in subsequent years out of profits before any dividend is paid.

In the case of dissolution of the Society the Reserve Fund shall be applied to such purposes as may be determined with the approval of the Registrar of Co-operative Societies, Bengal, by the majority of members.

Note.—Losses due to non-recovery of loans from members should be debited to Guarantee Fund, *vide* Rule 32 and not to Reserve Fund.

38. Investments.—The Society shall invest or deposit its funds—

- (a)—in the Government Savings Bank, or
- (b)—in any of the securities specified in Section 20 of the Indian Trusts Act 1882, or
- (c)—in the shares or on the security of any other registered Society ; or
- (d)—with any other Bank or Bankers approved for this purpose by the Registrar, Co-operative Societies, Bengal.

GENERAL MEETING.

39. Supreme authority of Society.—The supreme authority of the Society shall be vested in the General Meeting of members.

40. Holding of General Meeting.—A General Meeting of the Society shall be held once a year at such time and place as may be prescribed by the Committee of Management. Such Meetings shall be called Ordinary Meetings and all other Meetings shall be called Extraordinary Meetings.

41. Business at General Meeting.—The business of an Ordinary Meeting shall be—

- (a)—to receive and consider the profit and loss account, the balance sheet and the report of the Committee and Auditors ;
- (b)—to elect members of the Committee and other Officers in terms of these bye-laws in place of those retiring ;
- (c)—to elect not less than three Auditors who shall not be members of the Committee of Management ; in case there be not a sufficient number of candidates to elect from, the Chairman shall nominate the Auditors ;
- (d)—to declare dividends ;
- (e)—to declare the rate of interest chargeable on loans for the ensuing year ;
- (f)—to transact any other business which may be brought up as per Rule 49 and
- (g)—to transact any other business which under these bye-laws ought to be transacted at an Ordinary Meeting and all business which is brought under consideration by the report of the Committee.

42. Quorum at General Meeting.—A member shall not be entitled to be present or to vote on any question at any General Meeting or upon a poll or be reckoned in a quorum while any sum shall be due and payable by such member to the Society, after a call has been made for such payment. The quorum for a General Meeting shall be fifty share-holders entitled to vote and present in person.

43. Business at a General Meeting when the Chair is vacant.—No business except the choice of a Chairman or the adjournment of the Meeting shall be transacted or discussed at a General Meeting while the chair is vacant.

44. Chairman of General Meeting.—At every General Meeting either the Chairman of the Committee or the Vice-Chairman shall, if present, take the chair. If at any General Meeting the Chairman or the Vice-Chairman of the Committee be not present within 30 minutes after the time appointed for holding the Meeting, then a Member of the Committee chosen by the members present or in case of the absence or refusal to act of all the members of the Committee, a member chosen by the members present and entitled to vote, shall take the chair.

45. Quorum not present at General Meeting.—If within half an hour after the time appointed for the holding of a General Meeting, a quorum be not present, the Meeting, if convened on the requisition of share-holders, shall be dissolved, and in every other case shall stand adjourned to the same day in the next week at the same time and place as were originally appointed for holding the Meeting and if at such adjourned Meeting the quorum be not present within half-an-hour after the time appointed for the meeting those members who are present shall be a quorum, whatever their number and may transact the business for which the Meeting was called.

46. Minutes of General Meeting.—Minutes shall be made in books provided for the purpose of all resolutions and proceedings at General Meetings.

47. Extraordinary General Meeting.—An Extraordinary General Meeting may be called at any time by the Committee on their own authority, and shall be called by the Committee upon the requisition in writing, of any fifty members entitled to vote, or of the Registrar, sent to the Secretary stating the object of such meeting. If the Committee fail to call a Meeting within ten days after the delivery of any such requisition, the requisitionists or any twenty-five of them may call the Meeting.

48. Notice of General Meeting.—Unless otherwise directed by the Committee, at least 30 clear days' notice in writing shall be sent to every member entitled to vote, specifying the time and place of Ordinary General Meetings. Similar notice shall be sent of Extraordinary General Meetings specifying the nature of the business to be transacted, and no special business shall be transacted at the Meetings other than that specified in the notice. The non-receipt of notice by any member or members shall not, however, invalidate the proceedings of a General Meeting.

49. Notice of Resolution at General Meeting.—A member desiring to propose a resolution at a General Meeting shall give written particulars thereof to the Secretary at least 21 days prior to an Ordinary General Meeting or an Extraordinary General meeting at which such resolution is intended to be moved. Notice in writing of such resolutions shall be sent to every member entitled to vote at least a week before the date of the meeting. The Committee may in special cases allow such shorter period of notice as they may think fit.

50. Voting at General Meeting.—Every question shall in the first instance be decided by a show of hands, unless a member present demands a poll, in which case a poll shall be forthwith taken. Each member shall be entitled to one vote. Save as otherwise provided, votes may be given either personally or by proxy or attorney; the instrument appointing a proxy or attorney shall be in writing under the hand of the appointer, and no person shall be appointed proxy or attorney who is not himself a member of the Society and

qualified to vote. The instrument appointing a proxy or attorney shall be deposited with the Secretary or should there be no Secretary, with a member of the Committee, not less than twenty-four hours before the time for holding the meeting at which the person nominated proposes to vote. In the case of an equality of votes, the Chairman shall have a casting vote in addition to the vote which he may be entitled to as a member.

COMMITTEE OF MANAGEMENT.

51. Constitution of Committee of Management.—There shall be a Committee of Management of the Society and until otherwise determined by a General Meeting there shall be fourteen members of the Committee as follows:—

- (a). The Agent for the time being of the Eastern Bengal Railway, who shall be the Chairman.
- (b). The Chief Auditor for the time being of the Eastern Bengal Railway, who shall be the Vice-Chairman.

NOTE.—The above Officers should be members of the Society.

- (c). Four members of the Society who shall be nominated yearly at the Ordinary General Meeting by the Agent of the Eastern Bengal Railway after the result of the election has been communicated to him.
- (d). Eight other members of the Society who shall be elected by the members of the Society present at the Ordinary General Meeting.

The Service of all members of the Committee shall be gratuitous.

No member of the Committee shall vote for any application for a loan for himself or for one for which he is proposed as surety.

52. Vacancies in the Committee.—If any casual vacancy among the elected members occurs in the committee, it may be filled up by the continuing members thereof. A vacancy among the nominated members will be filled up by nomination by the Agent. Any person so chosen shall retain office so long only as the vacating member would have retained the same if no vacancy had occurred. The continuing members of the Committee may act notwithstanding any vacancy or vacancies in their body provided they be not reduced below five in number.

53. Retirement and Election of Members of the Committee of Management.—The elected members of the Committee of Management shall retire from office at the General Meeting in each year, but shall be eligible for re-election. Other members of the Society desirous of being elected to serve on the Committee must be proposed and seconded in writing by two members and the proposal form accompanied by a signed declaration of the members' willingness to serve must be submitted to the Secretary at least four days before the date fixed for the meeting at which the election is to take place.

If the place or places of any retiring member or members is or are not filled up, he or they shall, if willing, continue in office until the next Ordinary General Meeting and so on from year to year.

54. Meeting of Committee of Management.—The Committee shall meet at least once a month for the transaction of business and at such meetings, six members shall form a quorum. In the absence of the Chairman of the Committee, the Vice-Chairman shall take the Chair or failing him, the members of the Committee present shall elect one of their number to be Chairman of the

Meeting and the minutes of each meeting shall be signed by the Chairman and the Secretary. Every question at a Meeting of the Committee shall be decided by a majority of votes, and if the votes are equal, the Chairman shall have a casting vote. Any three members of the Committee may call a special Meeting thereof by giving seven clear days' notice specifying the object of the meeting in writing to the Secretary. At such special Meeting no business other than that specified in the notice shall be transacted.

55. Powers of the Committee of Management.—The powers of the Committee of Management shall be—

- (a)—to take final action in all matters pertaining to the organisation, up-keep and discipline of the Society's office including the appointment, removal, &c., of the Secretary, and the Clerical and the Menial staff ;
- (b)—to deal with applications for shares and loans ;
- (c)—to examine and check the accounts and to engage auditors for purposes of rule 59.
- (d)—to enquire into and take action in cases of arrears of loan ;
- (e)—to raise funds under rule 22.
- (f)—to invest funds under rule 38.
- (g)—to institute, defend or compromise legal proceedings, and
- (h)—to transact all other business, not expressly assigned to the General Meeting, incidental to the management of the Society.

The Committee of Management may delegate to the Secretary any of its powers made under item (a) above.

56. Duties of Secretary.—The Secretary shall be responsible to the Committee of Management for the proper conduct of business by the Society's office, and

- (i)—shall attend every meeting of the Society and of the Committee ;
- (ii)—shall record minutes of the proceedings of all meetings in the Minute Book ;
- (iii)—shall receive applications for admission to membership and for loans ;
- (vi)—shall receive all moneys on account of the Society and remit the same to a bank approved by the Committee, and
- (v)—shall perform such of the duties as the Committee of Management may require of him from time to time.

57. Appointment of Sub-Committee.—The Committee of Management may appoint a Shares and loans Sub-Committee, which shall hold office till the next General Meeting at which the Committee of Management is elected and shall consist of not less than four members of the Committee of Management and may delegate to such Sub-Committee the powers detailed below. Two members of the Sub-Committee shall form a quorum :—

- (i). To consider applications for loans and sanction the same within such limits and subject to such conditions as the Committee may prescribe from time to time.
- (ii). To extend the period for repayment of loans subject to bye-law 30.
- (iii). To consider all applications by intending borrowers for admission as members or for purchase of additional shares, and to pass orders on those applications the loan applications in connection with which they may be empowered to sanction under sub-para. (i) above, referring to the Committee all other cases.

MISCELLANEOUS.

58. Accounts.—The Balance Sheet accounts and records shall be prepared and kept in the forms prescribed by the Registrar with such additions as the Committee of Management may think necessary. A Balance Sheet and accounts shall be prepared annually shewing the position of the Society at the expiration of the working year then past and its transactions during that year and shall be submitted by the Committee with their report thereon to the members at the next Ordinary General meeting.

59. Audit.—The accounts of the Society shall be audited at least once a year, by the Registrar or some person or Firms approved by him. After audit, the Auditors shall give a certificate that they have duly audited the books of the Society and shall incorporate in the certificate all defects noticed by them. This certificate shall form a part of the annual report which the Committee of Management is required to submit to the Ordinary General Meeting.

In addition to the above, the accounts and office procedure of the Society shall also be examined by the Auditors appointed at an Ordinary General Meeting *vide* rule 41 c).

60. Seal of the Society.—The Society shall have a common Seal and every instrument to which it is affixed shall be signed by the Secretary and countersigned by at least two members of the Committee.

61. Cheques, &c., issued by the Society.—All cheques, bills, notes, acceptances, endorsements, receipts, contracts and documents requiring to be signed on behalf of the Society shall be signed by the Secretary and at least one member of the committee or if there shall be for the time being no Secretary by at least two members of the Committee.

62. Notice to Members.—Notices required to be given to members may be given either by notice in the Traffic **Weekly Gazette** or at the option of the committee by circulars addressed to them and sent either by post or delivered personally.

63. Date of Notice.—Any notice, if sent by post, shall be deemed to have been served at the time when the letter containing the same was posted and all notices published in the Traffic **Weekly Gazette** shall be deemed to have been given on the day on which the issue in which the notice first appeared was published.

64. Alteration of bye-law.—Any of those bye-laws may be amended in accordance with a resolution passed in accordance with the Rules under the Act at a General Meeting of the Society.

**RULES FOR DEPOSITS IN THE EASTERN BENGAL RAILWAY
CO-OPERATIVE CREDIT SOCIETY, LIMITED.**

Registered under the Co-operative Credit Societies' Act II of 1912.

1. No deposit will be accepted which is less than Rs. 5 and which is for a period less than 6 months.

2. Deposits may be accepted under the following classes :—

- (a). Paid in a lump.
- (b). On instalment basis (for E. B. Ry. and C. C. Society employees only.)

3. Subject to alteration at any time by the Managing Committee interest on deposits will be allowed at the following rates :—

- (a). On Fixed deposit for 1 year 6%
- (b). On Fixed deposit for 6 months 5½%

Interest is payable half-yearly in July and January of every year or at the closing of the account or on maturity on sums of complete rupees, except in case of instalment deposit when it will be paid on maturity only.

4. Fixed deposits paid in lump :—

- (a). Fixed deposits shall be payable on maturity.
- (b). The Society may in its discretion, however, allow any class of fixed deposits to be withdrawn wholly or in part before maturity on payment of discount calculated on the sum withdrawn at the rate of 2 per cent.
- (c). Interest on fixed deposits ceases on the expiry of the periods for which the deposits were made.
- (d). Interest is allowed on fixed deposits from the date following the date of deposit.
- (e). Fixed deposits, if not withdrawn or renewed on due dates by informing the Society in writing will be treated as deposits carrying no interest and will remain as such for a period of 2 months from due dates, on expiry of which they will be considered as renewed of themselves from the date of maturity for the period for which the original deposit had been made and at current rate of interest.

5. Fixed deposits on instalment basis.—Fixed deposits for 12 months may also be accepted on ten equal monthly instalment basis. The deposits should be multiples of Rs. 5.

Fixed deposits on instalment basis may be withdrawn at any time during the currency of the deposit or during the instalment period without interest and if withdrawn after 12 months, interest at 6½ per cent. will be allowed calculated on the instalments for the months in which the amounts were actually kept in deposit.

6. The Society reserves to itself the right of giving one month's notice to pay off any class of deposit or deposits or of modifying their terms and rates. In case any depositor does not agree to such modification, his deposit will be refunded to him with interest up to date.

7. Money sent for deposit should be accompanied by clear instructions as to the class and period of deposit, and a receipt for each deposit should be granted by the Society,

8. Withdrawals will only be allowed on presentation of written demand and acknowledgment and return of receipts granted by the Society.

9. Every depositor will be required to furnish the Society with his specimen signature.

10. All correspondence and remittance should be addressed to the Secretary of the Society and not to any other officer or office-bearer.

11. In case of withdrawal before maturity of fixed lumpsum deposits no interest will be allowed for the month in which the deposit is withdrawn.

CO-OPERATIVE CREDIT SOCIETY.

	1915-16 11 Months.	1916-17.	1917-18.	1918-19.	1919-20.	1920-21.	1921-22.	1922-23.	1923-24 9 Months.	1924-25.	1925-26.	1926-27.	1927-28.
No. of Shareholders.	457	996	1,481	2,215	3,310	4,421	5,868	6,042	6,458	7,218	7,736	8,087	9,145
No. of Shares	2,084	4,500	6,625	8,398	10,501	13,839	16,733	19,246	21,081	23,918	26,004	29,425	34,025
	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
Capital ...	20,838	44,992	66,250	83,980	1,05,016	1,38,386	1,67,326	1,92,466	2,10,816	2,39,186	2,60,046	2,94,256	3,40,256
Deposit ...	18,950	43,050	76,539	1,42,286	2,69,308	3,58,206	4,22,626	4,46,859	5,15,356	5,95,783	8,11,962	8,27,887	10,88,034
Guarantee Fund	9,197	22,485	43,381	47,094	50,797	58,590
Reserve Fund	300	1,300	2,800	5,231	9,138	14,110	20,739	28,765	35,222	46,420	59,122	70,500	82,952
Interest earned on loans.	1,998	6,818	12,305	18,306	28,566	46,767	55,710	60,016	50,850	81,648	88,369	97,184	1,18,151
Net profit ...	1,111	3,984	6,635	9,917	12,691	20,034	26,364	25,346	22,169	36,258	39,880	50,478	48,237
Dividend ...	6½%	8½%	6½%	9½%	10%	12½%	12½%	11½%	12½%	12½%	12½%	12½%	11½%

	Rs.
Authorised Share Capital of the Society ...	5,00,000
Shares fully paid up ...	3,40,250
Deposits—	
On 31st March 1927 ...	8,27,887
On 31st March 1928 ...	10,88,034

	Rs.
Loan Payments during 1927-28... ..	14,82,057
Investment—made in Government Securities—	
Guarantee Fund on 31st March 1928	58,590
Reserve Fund on 31st March 1928 ...	82,952

Statement showing the particulars of Schools or Classes for illiterate adult employees provided at certain stations on the Eastern Bengal Railway.

Whether Schools or Classes for illiterate adult employees are provided for your Railway.	If so, for what classes of employees the Schools or Classes are furnished.	The names of the stations at which such Schools or Classes are provided.	The average attendance at each School or Class at each Station.	Subjects of instructions at such Schools or Classes.	The total No. of hours or periods per week devoted to instruction in each subject at each station.	The No. of hours or periods per week which the adult employees are required to attend.	The total length of the Course of Instruction.	The Number, qualifications and pay of the teaching staff employed in connection with such Schools or Classes at each station.	
a.	b.	c.	d.	e.	f (i).	f (ii).	g.	h.	
Schools for illiterate adult employees are provided at certain stations.	Indian Running and Labour staff and their children.	Chitpur	76 daily (adults).	English, Hindi, Urdu, General and Locomotive Subsidiary Rule Books, Time Table, Code Initials and Signal Rules.	English ... 15 Hindi and Urdu. ... 5 General and Locomotive Subsidiary Rule Book. ... 6 Time Table, Code Initials and Signal Rules. ... 9	36	2 years approximately	One Teacher, non-Matric, pay Rs. 73 per month.	
		Naihati	20 ditto	Ditto ...	Ditto ...	36	Ditto ...	One Teacher, non-Matric, pay Rs. 31 per month.	
		Rajbari	34 ditto	Ditto ...	Ditto ...	36	Ditto ...	One Teacher, non-Matric, pay Rs. 45 per month.	
		Santabar	Running Staff. 4 Other Staff 3 and children.	English only	2	12	No fixed period of training. Lectures are delivered so long the employees become efficient.	The teacher is the Head clerk of Santabar Running Shed who draws an allowance of Rs. 5 per month. He read up to the F.A. Standard.
		Parbati-pur.	Running Staff. 11 Other staff 11 and children. 29	English, Grammar, Hindi, Persian and Mathematics.	Average ...	6	36	Ditto ...	One teacher, plucked Matric, pay Rs. 58 per month.

Statement showing the particulars of Schools or Classes for illiterate adult employees provided at certain stations on the Eastern Bengal Railway.—Concl'd.

Whether Schools or Classes for illiterate adult employees are provided for your Railway.	If so, for what classes of employees the Schools or Classes are furnished.	The names of the stations at which such Schools or Classes are provided.	The average attendance at each School or Class at each Station.	Subjects of instructions at such Schools or Classes.	The total No. of hours or periods per week devoted to instruction in each Subject at each station.	The No. of hours or periods per week which the adult employees are required to attend.	The total length of the Course of Instruction.	The Number, qualifications and pay of the teaching staff employed in connection with such Schools or Classes at each station.
a.	b.	c.	d.	e.	f (i).	f (ii).	g.	h.
Schools for illiterate adult employees are provided at certain stations.— <i>Contd.</i>	Indian Running and Labour staff and their children.— <i>Contd.</i>	Lalmanirhat.	Adults 24 Boys 24 48	English, Grammar, Railway Rules, Hindi, Persian and Mathematics.	Average ... 8	48	No fixed period for the Course of Instructions but the employees are to attend School until they pass English Test examination.	One teacher, pay Rs. 60 per month. Non-Matric, but has a fair knowledge of English, Hindi and Persian.
		Katihar	Running Staff. 10 Other staff 40 and children. 40	English, Grammar, Hindi, Mathematics and Urdu.	Ditto ... 6	36	No fixed period of training. Lectures are delivered so long the employees become efficient.	One teacher, plucked Matric, pay Rs. 60 per month.
		Amingaon	Adults 10	English, Railway Rules and Bengali.	Ditto ... 4	12	No fixed period for the Course of Instructions but the employees are to attend School until they pass the English Test Examination.	One teacher, pay Rs. 55 per month non-Matric.
		Dacca ...	43·7 daily (adults).	English, Grammar, Hindi General Rules, Working Instructions and Departmental Rules.	Ditto ... 3	18	3 years ...	One teacher, non-Matric pay Rs. 60 per month.

WEEKLY GAZETTE NO. 47 OF 1919, NOTIFICATION NO. 1351.**Improved Assistance for Education at Hill Schools.**

In supersession of Notification No. 372 of *Weekly Gazette* No. 16 of 1918 it is hereby notified that, for the future, the Hill Schools mentioned in the following lists will be recognised for the purpose of assisted education :—

Darjeeling.

St. Paul's ...	Protestant ...	Boys ...	
St. Michael's School*	Ditto ...	Girls ...	* Notification No. 343 of <i>Weekly Gazette</i> No. 9 of 1929.

St. Joseph's North Point	Roman Catholic	Boys ...
Loretto Convent ...	Ditto ...	Girls ...

Kurseong.

Victoria High School ...	Protestant ...	Boys ...
Dow Hill ...	Ditto ...	Girls ...
Goethal's Memorial ...	Roman Catholic	Boys ...
St. Helen's Convent ...	Ditto ...	Girls ...

Shillong.

Pine Mount ...	Protestant ...	Girls ...
St. Edmund's ...	Roman Catholic	Boys ...
Loretto Convent ...	Ditto ...	Girls ...

Hailong, Assam.

St. Agnes' Convent*	Roman Catholic ...	Girls ...	* Notification No. 558 of <i>Weekly Gazette</i> No. 17 of 1925.
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1. The Agent will be prepared to consider individual cases of other Hill Schools on a representation being made by the parents, together with full details.

2. The fees at Hill Schools vary from about Rs. 30 to Rs. 60 per month, and the share of fees to be borne by parents is required to vary accordingly, being less for the cheaper schools and more for the more expensive schools.

3. The following items are assistable :—

- Board and tuition.
- Use of books—stationery.
- Games—Library—use of Gymnasium.
- Medical attendance and medicines.
- Washing.

All other items, such as repairs to boots and clothes and special subjects like dancing and music, are not assistable, and the fees for these must be borne entirely by the parents.

4. The parents' share of the fees for assistable items shall be the actual fees subject to the following limits :—

BOARD AND TUITION FEES,

	Class A Rs. 39 and below.	Class B Rs. 40 to Rs. 49.	Class C Rs. 50 and over.
One child ...	7½ per cent. of salary.	7½ per cent. plus Rs. 5.	7½ per cent. plus Rs. 10.
Two children ...	12½ per cent. of salary.	12½ per cent. plus Rs. 9.	12½ per cent. plus Rs. 18.
Three children or more	15 per cent. of salary.	15 per cent. plus Rs. 12.	15 per cent. plus Rs. 24.

NOTE 1.—The pay of the employee for purposes of assessing the parents' share of school fees will be calculated on actual emoluments and it will therefore include:

- (1) Average mileage allowance subject to a maximum of 75 per cent. of pay.
- (2) Overtime allowance.
In the case of running staff only average overtime allowance to be taken subject to a maximum of 75 per cent. of pay.
- (3) Officiating pay.
- (4) Special pay under Fundamental Rules 9 (25) and 49.
- (5) Personal pay.

2.—The fees referred to in the above rule are monthly fees and the percentage of salary is calculated on monthly salary. In the event of fees being submitted for broken periods of a month, the percentage of monthly salary given above shall be reduced by one-half in cases where the broken period of a month does not exceed 15 days.

Schools will be strictly classified in accordance with the scales of board and tuition fees as laid down in the table given in this paragraph. This rule takes effect from 1st August 1925.

5. In the case of parents having children at several Hill Schools :—

- (i). The percentage of salary will be based solely on the total number of children at school and will be independent of the number of schools attended.
- (ii). The amount of surcharge will depend on the number of children at each class of school, independent of the number of schools attended, the more expensive schools being taken first. The following examples will make this clear :—
 - (a). One boy and one girl at separate B Class schools. Total surcharge Rs. 9.
 - (b). One boy at C Class and one girl at B Class schools. Surcharge for first is Rs. 10 and for second is Rs. 4 (Rs. 9 minus Rs. 5) Total Rs. 14.
 - (c). Two boys at C Class and two girls at B Class schools. Surcharge for two boys is Rs. 18 and for two girls is Rs. 3 (Rs. 12 minus Rs. 9) Total Rs. 21.

6. As has been the procedure formerly, bills in full will be prepared by the school authorities and will be submitted to the Chief Auditor, who will pay them and will make the necessary recoveries from the salaries of the parents. The parents should advise the school authorities concerned to submit the bills accordingly.

7. These revised rules take effect from 1st January 1920. The scheme is only applicable to subordinates.

CALCUTTA,

The 22nd November 1919. }

E. S. CHRISTIE,

for *Agent.*

Weekly Gazette No. 3 of 1920. Notification No. 54.

In continuation of Notification No. 1351 of *Weekly Gazette* No. 47 of 23rd November 1919, the staff are informed that assistance will be afforded in the case of other Hill Schools only when accommodation in the approved Hill School is not available, or under special circumstances. In such cases separate applications must be submitted through District Officers and Heads of Departments to the Agent with full reasons as to the necessity for sending children to other Hill Schools.

2. No assistance will be given for education in European Schools in the plains except in cases where it is shewn there is no accommodation available in Hill Schools or when there are medical reasons or exceptional circumstances preventing the applicant from sending a child to the Hills. In these cases applications for assistance with full particulars must be submitted through District Officers and Heads of Departments to the Agent. Assistance will be given in very special cases and only when children are sent as Boarders away from the stations at which their parents are employed.

3. For purposes of this Rule, the staff at Chitpore, Narculdanga and Sealdah will be considered as being employed in Calcutta.

4. Employees who wish to send their children to the Schools listed in Notification No. 1351 above referred to may do so without any further sanction from the Agent. They must, however, advise the Chief Auditor through their District Officers at the beginning of each year of the names and relationship of such children. The Chief Auditor will prepare bills in accordance with paragraph 6 of Notification No. 1351 of *Weekly Gazette* No. 47 of 23rd November 1919.

5. In the case of other Schools, application for sanction must be made to the Agent through District Officers and Heads of Departments annually at the beginning of each year.

6. An advance of one month's pay recoverable in ten equal monthly instalments will also be made by the Chief Auditor at the beginning of each year towards the purchasing of outfit for children attending the Schools listed in Notification No. 1351. Application for the advance should be made to the Chief Auditor through the Head of the Department or the District Officer concerned who will forward the same to the Chief Auditor duly accompanied by a Pay Order for the amount equivalent to a month's pay of the applicant.

In the case of other Schools application must be made to the Agent through the District Officers and Heads of Departments.

CALCUTTA,

The 13th January 1920,

19

J. H. WHITE,

Agent, E. B. Railway,

LIST OF RAILWAY AIDED INDIAN SCHOOLS.

NAME OF SCHOOL.	WHERE LOCATED.
Harnett High English School	... Kanchrapara.
High English Shool	... Saidpur.
Ditto	... Lalmanirhat.
Ditto	... Paksey.
Ditto	... Goalundo.
Ditto	... Siliguri.
Maheswari Academy	... Katihar.
Marwari High English	... Sara.
Mahendra High English	... Naihati.
High English School	... Khanjanpur.
Ditto	... Sukanpukur.
Ditto	... Sonatola.
Ditto	... Sodepur.
Ditto	... Majdia Railbazar.
Ditto	... Ishurdi.
Ditto	... Mahimaganj.
Bell Middle English School	... Parbatipur.
Middle English	... Damukdia.
Middle English	... Santahar (Bogra.)
Middle English School	... Manihari.
Ditto	... Kaunia.
Ditto	... Katihar.
Ditto	... Hili.
Ditto	... Fulchhari.
T. S. M. Middle English	... Bonarpara.
Katdah Middle English School	... Poradaha.
Ashutosh Institution (Ditto)	... Shomeshpur.
Government Aided High English School	Ratandia.
District Board Middle School	... Kahaloo.
Middle English School	... Gabtali.
Urban Girls School	... Rajbari.
Nikhil N. Girls School	... Parbatipur.
Girls School	... Sara.
Sarala Girls School	... Domar.
Girls School	... Saidpur.
Ditto	... Katihar.
L. P. Ditto	... Lalmanirhat.
L. P. Ditto	... Fulchhari.
L. P. Girls School	... Bonarpara.
Ditto	... Santahar.

LIST OF RAILWAY AIDED INDIAN SCHOOLS.—Concl'd.

NAME OF SCHOOL.		WHERE LOCATED.
Infant Girls School Santahar.
Scotts Mission Siliguri.
Primary School Goalundo.
Vernacular Infant Rajbari.
Raja Suryya K. Institution Rajabari.
Infant School Khulna.
Bhabanath Institution (H. E. School) Rahara.
Ghola U. P. School Ghola.
Rajar Bazar Jumma Masjid Pathsala Sara.
C. J. K. Institution Bhairamara.
Upper Primary Badiakhali.
Beniatola U. P. School Katihar.

Posters re : Safety First will be found in the pocket at the end.

Statement showing the number of cases resulting in death, etc., with compensation paid under the Workmen's Compensation Act.

Year.	NO. OF CASES.				COMPENSATION PAID.			
	Death.	Permanent disablement.	Partial disablement.	Temporary disablement.	Death.	Permanent disablement.	Partial disablement.	Temporary disablement.
					Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.
1-7-24 to 31-12-24	2	47	189 2 0	637 9 9
1925 ...	14	...	3	215	11,410 0 0	...	3,465 0 0	2,828 0 9
1926 ...	21	1	6	159	16,325 0 0	840 0 0	3,507 0 0	3,771 5 9
1927 ...	17	1	17	190	9,902 8 0	1,050 0 0	7,366 12 0	2,849 4 6
1928 ...	21	2	9	229	11,670 0 0	1,900 8 0	3,985 13 0	3,084 4 6
1-1-29 to 24-5-29 ...	12	...	12	Not known yet.	8,207 8 0	...	5,432 11 3	Not known yet.
TOTAL ...	85	4	49	840	57,515 0 0	3,790 8 0	23,946 6 3	13,170 9 3

Statement showing the number of cases resulting in death, etc., with compensation paid under the Railway Rules.

Year.	NO. OF CASES.			COMPENSATION PAID.			REMARKS.
	Death.	Permanent disablement.	Partial disablement.	Death.	Permanent disablement.	Partial disablement.	
				Rs. A.	Rs. A.	Rs. A.	
1924	
1925	
1926	
1927	1	600 0	...	1,543 8	
1928	2	480 0	6,886 13	...	
1929	
TOTAL	3	1,080 0	6,886 13	1,543 8	

**Statement showing prevailing rates of wages and
movements in recent years.**

WORKSHOP STAFF (INCLUDING PRINTING PRESS, Etc.)

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Engineering Department.

		Rs.
Mistries (all trades)—		
Class I	...	150—10—200
		(Literate)
„ II	...	100—10—140
„ III	...	50—5—90
Mechanics and skilled labourers—		
Class I	...	54—4—82
„ II	...	30—3—48
„ III	...	20—1—29
Semi-skilled labourers—		
Class I	...	38—3—50
„ II	...	30—2—34
„ III	...	23—1—29
„ IV	...	16—1—22

These scales are in force from 1st
July 1920.

Locomotive Department.

		Rs.
Chargemen—		
Grade VI	...	80—5—95
„ V	...	100—10—150
„ IV	...	160—15—250
Grade III	...	270—20—330
„ II	...	310—20—350
„ I	...	340—20—380

The scales are in force from 1st
April 1920 except grades IV, V
and VI which were introduced
from 1st November 1922 in lieu
of the following grades :—

Grade VI	...	80—5—130
„ V	...	140—10—180
„ IV	...	190—10—230

PREVAILING RATES OF WAGES.**MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.****Locomotive Department.—Contd.**

Rs.

Mistries—

Grade I	150—10—200
			(Literate)
„ II	100—10—140
„ III	50—5—90

The scales of Mistries and Mechanics and skilled Workmen Grade I which were fixed from 1st April 1920 have not been altered.

Mechanics and skilled workmen—

Grade I	54—4—82
„ II	30—3—51
„ III	20—2—28

The scales of Mechanics and skilled workmen Grades II and III were fixed at Rs. 30—3—48 and Rs. 20—1—29 from 1st April 1920. Grade II was revised as Rs. 30-3-51 from 1st November 1922 and Grade III as Rs. 20—2—28 from 1st March 1927.

Machinists and semi-skilled workmen—

Grade I	30—3—51
„ II	22—2—28
„ III	16—1—21

The scales of Machinists and Semi-skilled workmen were fixed as follows from 1st April 1920 :—

Grade I	38—3—50
„ II	30—2—34
„ III	23—1—29
„ IV	16—1—22

Grade II was revised as Rs. 30—2—36 from 1st November 1922 and the present grades are in force from 1st March 1927.

European and Anglo-Indian Apprentices. 65/8 to 101

The scale is sanctioned from 6th March 1922.

Apprentices—

Grade I 40½ to 71½

Scale sanctioned from 1st April 1920 was Rs. 22 to Rs. 38. The present scale is in force from 1st November 1922.

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Locomotive Department.—Concl'd.

Apprentices—			Rs.
Grade II	...	10—4—26	}
„ III	...	8—3—20	

These scales are in force from 1st April 1920.

Proposals to introduce following scales in lieu of those for European and Anglo-Indian apprentices and Grades I and II apprentices irrespective of caste and creed have been embodied in the Revised Rules submitted to the Railway Board *vide* this office No. 2179 C/E., dated 29th August 1927 and are awaiting their approval.

1st class apprentices—

1st year	Rs. 15	}	<i>Plus free board lodging and washing.</i>
2nd „	„ 20		
3rd „	„ 25		
4th „	„ 30		
5th „	„ 35		
6th „	„ 40		

2nd class apprentices—

1st year	Rs. 6	}	<i>Plus free board lodging and washing.</i>
2nd „	„ 8		
3rd „	„ 10		
4th „	„ 15		
5th „	„ 18		
6th „	„ 20		

Boys	...	9—1—11	}
Coolies—			
Men	...	13—1—17	}
Women	...	10—1—12	
Unclassified labour	...	11—1—15	

These scales are in force from 1st April 1920.

Proposals to increase the scales in the case of—

Men coolies to	{	Rs. 15—1—19
		„ 14—1—18
		„ 13—1—17

according to the expensiveness of the localities at which posted women to 13-1-15 and boys to 12—1—14 and unclassified labour to the same scales as those for men coolies are under consideration.

Tindals—			
Grade I	...	36—3—51	}
„ II	...	24—2—34	
„ III	...	18—1—22	

The Grade I and Grade III were fixed at Rs. 35—3—50 and Rs. 18—2—22 respectively from 1st April 1920. The present Grades I and III are in force from 1st November 1922. No alteration has been made in Grade II which is in existence from 1st April 1920.

Printing Press.

No scale has yet been fixed for the staff of Printing Press.

Scales are now under preparation.

OTHERS INCLUDING RUNNING STAFF (i.e., GUARDS, DRIVERS, Etc.)**PREVAILING RATES OF WAGES.****MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.****Traffic Department.**

		Rs.	
Train Controllers	...	130—10—170	This is the scale of Section Controller introduced from 7th October 1923.
Junior Passenger Guide	...	52—4—80	The scale is in force from 1st October 1928.
Asst. Station Masters and Cabin Assts.—			
Class A	...	44—4—84	} The scales previously fixed from 1st April 1920, were as follows:— Class A ... Rs. 40—4—76 " B ... " 80—5—95 Special ... " 100—5—120 The present scales are in force from 1st April 1928.
" B	...	90—5—130	
Asst. Station Masters, (Important).	...	280—10—330	} The scales are in force from 1st April 1920.
Cabin Asst., Sealdah	...	280—10—330	
Cash Witness, Sealdah, (Permanent).	...	200—10—250	The scale is in force from 1st January 1920.
Signallers—			
Class A	...	30—4—70	} The scales are in force from 1st April 1920.
" B	...	75—5—115	
Special	...	120—10—170	
Typist Signallers	...	50—4—70	The scale is in force from 30th November 1925.
Tally Clerks	...	20—1—28	} The scales are in force from 1st April 1920.
Checkers, Remarkmen, Weighmen, Number-takers, junior and newly appointed Transshipment and Goods Shed Clerks, etc.	...	30—2—40	
Other Clerks	...	30—4—70	
The minimum pay of qualified Booking Luggage and Parcel and Goods Clerks is Rs. 34 per month.	...	75—5—110	
Cash Sircars	...	115—10—145	
Cash Sircars	...	36—3—60	

PREVAILING RATES OF WAGES,

MOVEMENTS IN RECENT YEARS
i.e., SINCE 1920.

Traffic Department—Contd.

		Rs.	
Markmen	20-1-28	These scales are in force from 1st April 1928.
Labellers	20-1-28	
Ticket Collectors including Ticket Collectors in flying squads—			
Class A	32-4-60	The scales are in force from 1st April 1920.
" B	65-5-90	
" C	95-5-120	
Special	130-10-160	
Lady Ticket Collectors—			
Class A	65-5-90	The scale has been introduced from 8th February 1929.
" B	95-5-120	
Crewmen	36-4-60	
Lady Booking Clerks	75-5-125	The scales are in force from 1st April 1920.
Letter Despatch Sorters	26-2-40	
Guards—			
Class A	45-5-100	
" B	110-10-210	
Brakesmen	22-26-1-32	
Gunners—			
Class A	27-3-66	The present scale of Block Signalmen, Class B, is in force from 1st September 1927.
" B	70-5-100	
Block Signalmen—			
Class A	23-1-33	Proposals to increase scales to Block Signalmen, Class A, Rs. 23-1-38, Class B Rs. 40-2-56, are under consideration.
" B	36-2-50	

Traffic Workshop and Crane Staff.

		Rs.	
Crane Drivers	30-2-40	The scales are in force from 1st April 1920.
" Tindals	18-1-25	
" Fireman	18-1-25	
" Khalasies	*13-1-17	
High Power Lamp Fitters	...	24-2-40	
Do. do. Special Class	...	42-48	
Blacksmiths—			
A Class	20-1-29	The scales are in force from 1st April 1920.
Special Class	30-2-40	
Carpenters—			
A Class	20-1-29	* Proposal to increase Khalasies scale to
Special Class	30-2-40	
Tinsmiths	20-1-29	15-1-19
Painters and Polishers	20-1-29	14-1-18
Workshop Khalasies	*12-1-14	13-1-17
			is under consideration.

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Traffic Department.—Contd.

Traffic (Marine) Staff.

		Rs.	
Serangs, Steamer—			
(a) In charge with 1st class certificate.	100—10—140		The present scales are in force from 1st April 1925.
(b) In charge with 2nd class certificate.	50—5—90		
Serangs, Launches ...	35—5—50		The scales of certain Marine Staff prior to 1st April 1925 were as follows :—
Serangs, Flats, Barges and Ramps, etc.	26—2—40		
Serangs, Ramps at Bahadurabad and Tistamukh Ghat.	26—2—44		Do. Flats, Barges, Ramps, etc. 24—2—40
Tindals and Seacunnies ...	24—2—36		Tindals and Seacunnies 20—2—36
Pilots ...	20—1—28		
Lascars ...	17—1—23		
Bhandaries and Cooks ...	17—1—21		
Topaz ...	17—8/—19		
Dandyman ...	17—1—23		Dandyman 12—1—17
Channel Lightmen ...	17—1—23		
Manjhi ...	13—1—18		
Coal Tindal ...	18—1—21		
Coal coolies ...	16—1—19		

Engine Room Running Staff.

		Rs.	
Drivers—			
(a) of P. Boats ...	100—10—140		The scales are in force from 1st April 1925.
(b) Holding 1st class certificates in charge.	50—5—90		
(c) 1st or 2nd class as 2nd drivers of Tugs or Drivers of Porpoise or Crocodile.	30—3—51		
(d) Launch ...	30—3—51		
(e) Oil Engines ...	26—2—36		
Engine room Serangs (the same as Deck Serangs).	26—2—40		
Engine room Tindals ...	24—2—36		
Electric Light Tindals ...	24—2—34		
Search Light Attendants ...	24—2—34		
Firemen and Greasers ...	23—1—29		

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Traffic Department.—Contd.

Traffic Menial Staff.

	Rs.		
Recruiting Jamadars—			
A. Class ...	23—1—30	} The scales are in force from 1st April 1920.	
Special Class ...	32—1—36		
Tindals and Platform Jamadars.	18—1—25		
Line Jamadars ...	18—1—25		
Head Jamadars, Watch and Ward Ex.-Military.	33—1—40		
Watch Jamadars, Ex.-Military.	23—1—32		
Watch Jamadars, Non-Military.	18—1—25		
Switchmen ...	14—1—25		
Stencillers and Sealmen—			} The scales are in force from 1st April 1920.
A. Class ...	13—1—17		
Special Class ...	18—21		
Waiting Room, Rest House and Saloon Bearers—		} MINIMUM SCALES AS FOR OTHER STAFF. Proposals to increase scales of Running Room Cooks to Rs. 16—1—21, Running Room Bearers to Rs. 16—1—21, Trollyman Switchmen to Rs. 18—1—30 and Line Jamadars to Rs. 22—1—30, are under consideration.	
A. Class ...	13—1—18		
Special Class ...	19—20		
Running Room Cooks—		} The scale was fixed at Rs. 11—1—14 from 1st April 1920 and altered to Rs. 12—1—14 from 15th August 1927. Proposals to increase scales of Box Khalasies and of Call-boys are under consideration.	
A. Class ...	15—1—20		
Special Class ...	21—23		
Running Room Bearers and Servants.	13—1—18		
Trollymen ...	12—1—15		
Box Khalasies and Call boys,	12—1—14		
Female attendants—		} The scale was fixed at Rs. 10—1—14 from 1st April 1920 and altered to Rs. 12—1—14 from 1st February 1928. Proposal to increase scale to Rs. 13—1—15 is under consideration.	
Ayahs ...	12—1—14		
Sweepers ...	12-8/-18	} The scale was fixed at Rs. 11—1—15 from 1st April 1920 and the present scale is in force from 2nd October 1924. Proposal to increase scale under consideration.	

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Traffic Department.—Concl'd.

Traffic Menial Staff.—Contd.

		Rs.	
Watchmen—			
Ex-military	...	19—1—22	The scale is in force from 1st April 1920.
Others	12—1—16	The scale was fixed at Rs. 11—1—16 from 1st April 1920 and altered to Rs. 12—1—16 from 15th August 1927. Proposal to increase scale is under consideration.
Special Watch Employee—			
Non-Military	...	19—1—22	The scale is in force from 1st April 1920.
Pointsmen and Signalmen		13—1—17	The scale was fixed at Rs. 11—1—17 from 1st April 1920 and altered to Rs. 13—1—17 from 15th August 1927. Proposal to increase scale to Rs. 15—1—23 is under consideration.
Shunting Porters	...	18—1—25	The scale was fixed at Rs. 13—1—19 from 1st April 1920 and altered to Rs. 14—1—19 from 15th August 1927. The present scale is in force from 1st April 1928.
Porters, Watchmen and others not otherwise specified.		12—1—14	The scale was fixed at Rs. 11—1—14 from 1st April 1920 and altered to Rs. 12—1—14 from 15th August 1927. Proposal to increase scale under consideration.
Lampmen	12—1—19	The scale was fixed at Rs. 11—1—19 from 1st April 1920 and altered to Rs. 12—1—19 from 15th August 1927. Proposal to increase scale to Rs. 14—1—20 is under consideration.
Literate Telegraph Peons		16—1—20	} The scales are in force from 1st April 1920.
Cycle (Telegraph) Peons	...	14—1—18	
Coal Trimmer and Boiler Cleaners.		16—1—22	
Oil Engine Khalasies	...	13—1—17	
Bhandaris	17—1—21	

Mechanics and Skilled Labourers.

Rs.

Blacksmiths, Fitters and Carpenters—			
Class I	...	54—4—82	} The scales are in force from 1st April 1925.
" II	...	30—3—51	
" III	...	20—1—29	

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.Traffic Department—Contd.
Mechanics and Semi-skilled Labourers.

			Rs.	
Tinsmiths, Rivetters and Lettermen—				
Class I	38-3-50	} The scales are in force from 1st April 1925.
Head Sailmaker and Caulkers—				
Class II	30-2-36	
Sailmakers—				
Class III	23-1-29	
Tool-keepers—				
Grade I	38-3-50	
" II	30-2-34	
" III	23-1-29	
" IV	16-1-22	
Shed and Shop Coolies—				
Men	13-1-17	
Women	10-1-12	
Stickers—				
Class IV	16-1-22	

Engineering Department (other than Workshop Staff).

			Rs.	
Tindals and Mates—				
Class I	37-3-52	} The grades were fixed as follows from 1st July 1920 :—
" II	24-2-34	
" III	20-1-22	
				Class I ... 35-3-50
				" II ... 24-2-34
				" III ... 18-2-22
				The present scales for classes I & III are in force from 4th November 1927.
Gangmen, Durwan and Khalasis	13-18	The scale is in force from 4th November 1927. The two scales were fixed for these men, <i>vis.</i> , Rs. 13-1-17 and Rs. 12-1-15 from 1st July 1920.
				Proposals to increase scale for Gangmen and Khalasis are under consideration.
Keymen	16- $\frac{1}{2}$ -20	The scale is in force from 4th November 1927.
				Proposals to increase scale for Keymen are under consideration.
Gatemen	9	The scale is in force from 1st July 1920.
				Proposals to increase scale for Gatemen are under consideration.

PREVAILING RATES OF WAGES.**MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.****Locomotive Department (other than Workshop Staff).**

Rs.

Train Lighting Chargemen 270-20-330-10-
340-20-380 } This scale has been introduced from
1st April 1929.

Gate Sergeants ... 180—10—250 The scale as fixed from 1st April
1920 was Rs. 180—5—210, revised
to Rs. 180—10—210 from 1st Nov-
ember 1922. The present scale is
in force from 2nd March 1929.

Gunners ... 150—10—200 This scale is in force from 1st Novem-
ber 1922.
The pay was fixed from 1st April
1920 at Rs. 200.

Chargemen (Sheds) ... Same scales as
in Workshop
apply.

Vacuum Brake Chargemen 250—20—330 This scale is in force from 1st April
1920.

	Class.			Spl. Grades.	These scales are in force from 22nd August 1924. The scales as fixed from 1st April 1920 for Running staff (European) and Running staff (Indian) were as follows :—	
	I. Rs.	II. Rs.	III. Rs.		Drivers. (European.) Rs.	Drivers. (Indian.) Rs.
Running staff—						
Drivers—						
1st year	34	90	140			
2nd "	36	100	150	1st year ...	140	34
3rd "	38	110	160	2nd "	150	36
4th "	42	120	170	3rd "	160	38
5th "	46	130	180	4th "	170	42
6th "	50	140	190	5th "	180	46
7th "	54	150	200	6th "	190	50
8th "	54	150	200	7th "	200	54
9th "	54	150	200	8th "	200	54
10th "	58	160	210	9th "	200	54
12th "	62	170	220	10th "	210	58
Shunters—				11th "	210	58
1st year	23	60	100	12th "	220	62
2nd "	25	70	110			
3rd "	27	80	...	Shunters.		
Firemen—				(European.)		
1st year	13	30	50	Rs.		
2nd "	14	35	60	110		
3rd "	15	40	60			
4th "	17	45	75	Shunters.		
5th "	18	50	85	(Indian.)		
6th "	19	55	90	Rs.		
				23		
				25		
				27		
				Firemen.		
				(European.)		
				Rs.		
				75		
				85		
				90		
				Firemen.		
				(Indian.)		
				Rs.		
				13		
				14		
				15		
				17		
				18		
				19		

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.**Locomotive Department (other than Workshop Staff).—Concl'd.**

		Rs.	
For Workshop—			
Jemadars, Military and Ordinary.		32—1—38	} The scales are in force from 1st April 1920.
Asstt. Jemadars, ditto.		25—1—30	
Watchmen and Chowkidars.		18—1—23	
Number Takers ...		21—3—45	
Coal Munshi ...		21—3—45	
Store Munshi ...		21—3—45	
Coal Checkers ...		35—3—50	} The scale has been introduced from 1st February 1929.
Motor Lorry Drivers—			
Grade I ...		80	} The scales are in force from 1st April 1920.
Grade II ...		55—5—70	
Motor Trolley Drivers—			
Senior ...		50— $\frac{5}{2}$ —60	} The scales are in force since 1924.
Junior ...		30—3—45	
		—50	
For Sheds—			
Jemadar—			
Ex. Military ...		23—1—32	} The scales are in force from 1st April 1920.
Ordinary ...		18—1—25	
Watchmen—			
Ex. Military ...		19—1—22	} Proposals to increase scale of Watchmen, Ordinary, are under consideration.
Ordinary ...		11—1—16	

Stores Department.

		Rs.		
Tindals—				
Class I ...		35—3—50	} The scales are in force from 1st April 1920.	
„ II ...		24—2—34		
„ III ...		18—2—22		
Fitters—				
Class A ...		23—1—29		
„ B ...		16—1—22		
Tailors ...		15—1—30		
Tin Smiths ...		18—1—20		
Packers ...		13—1—25	} Proposals to increase scales of B class Fitters are under consideration.	
Masons ...		18—1—30		

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Stores Department.—Concl'd.

		Rs.
Blacksmiths—		
Class A	30—3—48
„ B	20—1—29
Carpenters—		
Class A	29—3—48
„ B	20—1—29
Painters	15—1—30
Khalasies	13—1—17
Khalasies (boy)	9—1—11
Driver	30—3—48
Firemen	15—1—30
Yard Gunner	26—2—36
Jemadars—		
Ex. Military	23—1—32
Ordinary	18—1—25
Watchmen and Chowkidars—		
Ex. Military	19—1—22
Ordinary	11—1—16
Shunting Jemadar	17—1—25
Asstt. Do.	13—1—17
Machinist—		
Class II	30—2—34
„ III	23—1—29

The scales are in force from 1st April 1920.

Proposals to increase scales of Khalasies and Khalasies (Boy) Watchmen, Ordinary, and Asstt. Shunting Jemadars are under consideration.

Medical Department.

		Rs.
Railway Asstt. Surgeon	200—15—425 —25—450
	(efficiency bar at Rs. 320).	
Railway Sub-Asstt. Surgeon	...	75—5—150 160—10—200
	(Selection grade).	

These scales have been introduced with effect from 21st September 1928.

Analytical Chemist ... 175—15—400

The scale was fixed from 27th March 1920 at Rs. 175—25—300. The present scale is in force from 1st April 1924.

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.

Medical Department.—Concl'd.

		Rs.	
Bacteriologist...	...	175—15—400	The scale was fixed from 4th September 1920 at Rs. 175—25—250. The present scale is in force from 1st April 1924.
Laboratory Asstt.	...	50—5—100 —10—150	} The scale was fixed from 4th September 1920 at Rs. 50—10—100. The present scale is in force from 1st April 1924.
Compounder—			
Senior	45—4—65	} The scales are in force from 1st April 1920.
Junior	30—2—40	
Dressers	20—2—30	
Vaccinators	25-2/8/-35	
Nurse	215	The scale is in force from 20th July 1925.
Conservancy—			
Jemadars	...	20—25	The scale is in force from 1st April 1920.
Male Sweepers	...	12-/8/-18*	} The scales are in force from 2nd October 1924. * Proposals to increase scales are under consideration.
Female Sweepers	...	11-/8/-17	
Domes Sweepers	...	13-/8/-19*	
Hospital—			
Cooks	...	15—19	} The scales are in force from 1st April 1920.
Ward Attendants	...	14—19	
Trollymen	...	12—19*	* Proposals to increase scales are under consideration.
Sample-Takers	...	25—3—50	The scale is in force from 4th September 1920.
Carpenters	...	30—40	The scale is in force from 1st April 1920.

Pay and Cash Office.

		Rs.	
Asstt. Supdt., Cash	...	200—10—300	} The scales are in force from 25th August 1922.
Asstt. Pay Master	...	100—4—140	
Asstt. Cashier	...	60—4—100	
Dist. Pay Clerks	...	60—4—100	
Asstt. do.	...	40—2—60	

PREVAILING RATES OF WAGES.

MOVEMENTS IN RECENT YEARS,
i.e., SINCE 1920.**Pay and Cash Office.—Concid.**

		Rs.		
oddar—				
Head	50—2—70	} These scales are in force from 25th August 1922.
Senior	40—2—50	
Junior	30—2—40	
Apprentice	20	
Cash Sircar	30—2—40	
Head Watchman	18—25	}
Watchman	14—19	

Menial staff of various offices.

		Rs.		
Record Duftries (Agent's Office.)	18—1—30	The scale is in force from 9th January 1924.
Duftries—				
Literate	18—1—25—	} This scale has been introduced with effect from 11th July 1928.
			½—30	
Illiterate	18—25	} These scales are in force from 26th August 1920.
Amadars	20—25	
Peons	14—19	
Sweepers	12—18	
Barashes	13—18	
Record Suppliers	17—25	

COMPARATIVE SCALES OF PAY.

CATEGORY.	Scales in force on the Cossipore Gun and Shell Factory.		Scales in force in the Ishapore Rifle Factory.		SCALES IN FORCE ON THE EASTERN BENGAL RAILWAY.				AVERAGE MONTHLY WAGES AS GIVEN IN THE ANNUAL REPORT ON THE WORKING OF THE INDIAN FACTORIES ACT IN BENGAL AND ASSAM FOR THE YEAR 1927.							
					Engi- neering.	Loco- motive.	Traffic.	Stores.	Jute Mills.	Cotton Mills.	Rope Works.	General Engi- neering Works.	Oil Mills.	Rice Mills.	Match Facto- ries.	
					Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
1. Blacksmiths	45 8 to 39 0 to 26 0 to 17 14 to	71 8 45 8 35 12 29 4	26 0 to 52 0		54-4-82 30-3-48 20-1-29	54-4-82 30-3-51 20-2-28	30-2-40 20-1-29	30-3-48 20-1-29	36	34 to 43	33	40	30 to 32	...	17-14-0	
2. Carpenters	45 8 to 39 0 to 26 0 to 17 14 to	71 8 45 0 35 12 29 4	26 0 to 52 0		54-4-82 30-3-48 20-1-29	54-4-82 30-3-51 20-2-28	30-2-40 20-1-29	29-3-48 20-1-29	93-5 (Chinese.) 54 33-2	22	75 (Chinese.) 50 30 (Chinese.)	(Local) 30-8 35 (Punjab.) 78-12 (Chinese.) 30	31 to 48	...	40 to 70	
3. Fitters ...	45 8 to 39 0 to 26 0 to 17 14 to	71 8 45 8 35 12 29 4	65 0 to 52 0 to 39 0 to 26 0 to	78 0 61 12 48 12 35 12	54-4-82 30-3-48 20-1-29	54-4-82 30-3-51 20-2-28	...	23-1-29 16-1-22	41-4	33 to 46	...	34-10	22 to 70	27 to 40	22-8 to 75	
4. Hammermen	17 14 to	29 4	22 12 to 32 8		23-1-29 16-1-22	16-1-21	18-8	22	17 to 22	
5. Drillers ...	45 8 to 39 0 to 26 0 to	71 8 45 8 35 12	22 12 to 26 0 to 39 0		38-3-50 23-1-29	30-3-51	40	33-4	
6. Millers ...	39 0 to 26 0 to 17 14 to	45 8 35 12 29 4	26 0 to 39 0		30-3-48 20-1-29	30-3-51	
7. Masons ...	39 0 to 26 0 to 17 14 to	45 8 35 12 29 4		54-4-82 30-3-48 20-1-29	30-3-51	...	18-1-30	56 34	30	40 30	23	

8. Painters ...	26 0 to 35 12	26 0 to 39 0	54-4-82 38-3-50 30-3-48 30-2-34 20-1-29 16-1-22	30-3-51	20-1-29	15-1-30	40-9 30	28
9. Tinsmiths ...	39 0 to 45 8 26 0 to 35 12 17 14 to 29 4	54-4-82 38-3-50 30-2-34 23-1-29	30-3-51	20-1-29	18-1-20	30	34
10. Turners ...	45 8 to 71 8 39 0 to 45 8 26 0 to 35 12 17 14 to 29 4	50-5-90 30-3-48 20-1-29	54-4-82 30-3-51 20-2-28	55-12 40	31 to 50	37	35	25 to 70	...	29 to 50
11. Shapers ...	45 8 to 71 8 39 0 to 45 8 26 0 to 35 12 17 14 to 29 4	26 0 to 39 0	50-5-90	30-3-51	40
12. Grinders ...	45 8 to 71 8 39 0 to 45 8 26 0 to 35 12 17 14 to 29 4	26 0 to 78 0	38-3-50 30-2-34 23-1-29	30-3-51	20 to 23
13. Armature winders.	26 0 to 35 12 17 14 to 29 4	26 0 to 52 0	...	54-4-82 30-3-51 20-2-28
14. Boys (not Apprentices)	9 12 to 16 4	9-1-11
15. Oilmen ...	16 4 to 22 12	16-1-21	22-8	22, 17 to 18-8 18, 21-8	20
16. Crane Drivers	17 14 to 29 4	30-3-51	30-2-40	20
17. Engine Dri- vers, Shops.	17 14 to 29 4	30-3-51	22	18 to 35	...	15 to 23	...	65
18. Coal Trim- mers.	16 4 to 22 12	16-1-21	16-1-22	15
19. Switch Board Attendants.	39 0 to 45 8 26 0 to 35 12	30-3-51
20. Pump Engine Drivers.	17 14 to 29 4	30-3-51

COMPARATIVE SCALES OF PAY.

CATEGORY.	Scales in force in the Cossipore Gun and Shell Factory.		Scales in force in the Ishapore Rifle Factory.		SCALES IN FORCE ON THE EASTERN BENGAL RAILWAY.				AVERAGE MONTHLY WAGES AS GIVEN IN THE ANNUAL REPORT ON THE WORKING OF THE INDIAN FACTORIES ACT IN BENGAL AND ASSAM FOR THE YEAR 1927.						
	Rs. A.	Rs. A.	Rs. A.	Rs. A.	Engi- neering.	Loco- motive.	Traffic.	Stores.	Jute Mills.	Cotton Mills.	Rope Works.	General Engi- neering Works.	Oil Mills.	Rice Mills.	Match Facto- ries.
21. Boiler Cleaners.	16 4	to 22 12	16-1-21	16-1-22	19
22. Wiremen ...	26 0	to 35 12	54-4-82 30-3-51 20-2-28
23. Packers ...	26 0 17 14	to 35 12 to 29 4	22 12	to 32 8	13-1-25
24. Muchis	38-3-50 30-2-34 23-1-29	30-3-51	17-12	18-8
25. Cranemen	16-1-22	30-3-51	32
26. Planers	26 0	to 39 0	50-5-90	30-3-51	40	33-8
27. Markmen	20-1-28	...	15	30
28. Sweepers	15 0	to 17 0	12-18	12-18	12-8-18	12-18	...	13, 15, 16, 18	18
29. Weighmen	30-2-40	19 to 25
30. Firemen	30-2-34 16-1-22	30-3-51	30-2	22 to 26	22	...	15 to 18	12 to 40 (Tindal Fireman.)	30
31. Pattern Makers.	26 0	to 78 0	30-3-48	54-4-82 30-3-51 20-2-28	51	...	34-7

32. Moulders	50-0-90	04-4-82 30-3-51 20-2-28	31	...	20
33. Greasers	16-1-21	20
34. Riveters	30-3-48 20-1-29	30-3-51	38-3-50	30 to 35	30
35. Belters	22 12 to 32 8	...	16-1-21	18 to 30
36. Copper Smiths.	54-4-82 30-3-51 20-2-28	34
37. Platers ...	(Nickel) 39 to 45-8 26 to 35-12 17-14 to 29-4	50-5-90	30-3-51	31-10
38. Boiler Makers	26 0 to 39 0	...	54-4-82 30-3-51 20-2-28	30
39. Sail Makers	22-2-28	30-2-36 (Head Sail Maker.) 23-1-29	28
40. Screwers	38-1-50 30-2-34 23-1-29	22-2-28	32
41. Lascars	16-1-21	17-1-23	16
42. Electric Welders.	50-5-90	54-4-82 30-3-51 20-2-28	90
43. Coolies ...	Stores 17 14 to 29 4 Boiler 17 14 to 29 4 Unskilled 16 4 to 22 12	13-1-17

COMPARATIVE SCALES OF PAY.

CATEGORY.	Scales in force on the Coaspore Gun and Shell Factory.		Scales in force on the Ishapore Rifle Factory.		SCALES IN FORCE ON THE EASTERN BENGAL RAILWAY.				AVERAGE MONTHLY WAGES AS GIVEN IN THE ANNUAL REPORT ON THE WORKING OF THE INDIAN FACTORIES ACT IN BENGAL AND ASSAM FOR THE YEAR 1927.						
					Engi- neering.	Loco- motive.	Traffic.	Stores.	Jute Mills.	Cotton Mills.	Rope Works.	General Engi- neering Works.	Oil Mills.	Rice Mills.	Match Fac- tories.
	Rs. A.	Rs. A.	Rs. A.	Rs. A.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
43. Coolies— <i>Concd.</i>	Shop engine coolies 11-1-15	13-1-17
						Water coolies 11-1-15
						Shed 13-1-17	13-1-17
						Hand pump 13-1-17
						Shop 13-1-17
						Coal 13-1-17	16-1-19	...	19-12	15 to 19
									12-10, 12-14 13-4, 13-8, 14, 14-14, 15-3, 15-6, Carrying 13-8. Packing 24-14 Masons 21	14-4 to 16	16	15	13 to 15	...	16 to 22-8
													0-8-0 to 0-12-0 or 0-13-0 per day.		
Bhisties		26 0 to 39 0		Khalasis 13-18 14-15- 1-18 13 to 18 11-1-15	...	11-1-15	12-1-14
									Khalasis 13-1-17

**Rules Regulating the Grant of Pay, Overtime, and allowance to the
European and Anglo-Indian Running Staff.**

PAY.

Drivers.

1. Drivers will be paid as follows :—

Class III.				Class II.		
	Rs.				Rs.	
1st year ...	140	}	For approved service.	1st year ...	90	
2nd " ...	150			2nd " ...	100	
3rd " ...	160			3rd " ...	110	
4th " ...	170			4th " ...	120	
5th " ...	180			5th " ...	130	
6th " ...	190			6th " ...	140	
7th " ...	200			7th " ...	150	
	210	}	Special grades.		160	}
	220				170	

A Driver may be promoted from Rs. 200 to Rs. 210 per mensem after three years' approved service and to Rs. 220 per mensem after a further approved service of two years.

Approved service means :—

- (a). That the Driver has had no serious offence recorded against him during the previous twelve months.
- (b). That his consumption of fuel and oil for the last 12 months has not been above the average of his section.
- (c). That his attendance has been regular.
- (d). That he has regularly run his train to time.

Drivers working on the 1st Mail link may be granted the following mileage allowance per trip in addition to actual mileage run :—

Men on Rs. 200 and below	20 miles.
" " 210 "	10 "
" " 220 "	Nil "

Mileage will only be given on the completed trip and may be withheld for loss of time or any other fault.

A temporary increase of Rs. 10 a month may be granted to a Driver on Rs. 190 a month and under, who works on the Mail Service for not less than 15 consecutive days during the period he is so employed.

Shunters.

2. Substantive pay—

Class III.		Class II.
Rs.		Rs.
100		60
110		70
		80

A Shunter must put in at least six months' service as a Shunter before being allowed to sit for the Driver's Examination and serve a further six months before he can be permanently promoted to Driver.

A Shunter (passed Driver) working as a Driver will be paid at the lowest rate of a Driver and will be paid overtime allowance on the scale as laid down for Drivers.

Firemen.

3. Firemen will be paid as follows :—

Class III.			Class II.			
Rs.			Rs.			
1st year	...	75	} For approved service.	1st year	...	45
2nd "	...	85		2nd "	...	50
3rd "	...	90		3rd "	...	55

Lads who have had no previous experience will be engaged and trained under the following conditions and be classed as Apprentice Firemen :—

- (1). They must be over 16 years of age and under 18 years and be of good physique.
- (2). Must have passed the VI Standard.
- (3). Must pass a qualifying examination before appointment.

Lads so appointed will serve their first two years in the Shops at Kanchrapara or Saidpur and be paid at the following rates :—

Class III.			Class II.		
Rs.			Rs.		
1st year, Shops—Fitting Shop	50	} per mensem ...	30	} Apprentice.	and overtime.
2nd " " Erecting Shops	60		35		
3rd " " Shed firing	60		40		
4th " " "	75	" "	45	"	"
5th " " "	85	" "	50	"	"
6th " " "	90	" "	55	"	"

No Fireman may be passed as a Shunter until he has reached Rs. 85 grade and has fired on the main line for at least eighteen months. Nor may his pay be increased to Rs. 90 per mensem until he has passed his Shunter's examination, as also an examination in the working of the vacuum-brake.

Newly engaged Drivers and Shunters who are not in possession of certificates from other railways, must also pass the Vacuum Brake examination on engagement.

Firemen (passed Shunters) when called upon to work as Shunters will be paid **at the Shunter's rate of pay.**

Men may be engaged on any of the above rates at the discretion of the officer making the appointment.

4. **Reduction in rank.**—Running Staff reduced in rank during the slack season will be allowed to count the time worked in the higher grades towards their next increments, but those reduced for misconduct will lose all advantages of services before that date.

5. Number of hours per diem. Number of days per mensem.

In the rules the day means the day of 24 hours beginning and ending at midnight and 8 hours is taken as the ordinary working hours. The month is the Calendar month.

6. (a). An allowance of one day's pay will be made to Drivers and Firemen for each 100 miles run with Traffic trains, light engines or when acting as pilot to another Driver or working on attached engines, but not with ballast engines. This is in addition to their substantive pay and covers all detention (except shunting at roadside stations) and running time up to a total of 12 hours. Rest taken on the road to be deducted from the hours on duty. For any time on duty over 12 hours, 12½ miles will be allowed for every hour worked and will be in addition to the mileage run.

This special overtime allowance will not be paid when time is lost due to negligence on the part of the Driver.

(b). The mileage for Shunters and their Firemen will be calculated at 12½ miles for each hour's work.

(c). Drivers, Shunters or Firemen when appointed to act as Shed Foreman, or Assistant Shed Foreman, Locomotive Inspector, Driver-in-Charge or Night Assistant will be paid 150 miles overtime for each day so employed in addition to their substantive pay, provided their total emoluments shall not exceed the pay of the post in which they are acting.

(d). Engine crews working Relief trains any distance, and short branch or shuttle trains having a run of 6½ miles or under, but not local trains, will be paid at the rate of 12½ miles for each hour on duty while the engine is in steam under their charge or the actual mileage run, whichever is greater.

(e). Engine crews taking light engines from sheds to neighbouring stations for shunting purposes, or for working branch trains, shuttle trains, &c., should be paid as per clauses (b) and (d) according to the work on which employed.

7. The date of a trip is the date on which it began.

8. Drivers working Local trains.— Drivers and Firemen working local trains will be given a mileage allowance of 30 miles per day in addition to the actual mileage run. The Locomotive Superintendent will decide which trains are to be classed as locals for the purpose of this rule.

9. (a). Running staff called to work on holidays, *viz.*, Sundays Christmas Day, New Year's Day, Good Friday and the King Emperor's Birthday will receive an extra day's pay. This is subject to the conditions that the work performed is Shed, working trains or shunting in traffic, Locomotive or Workshop Yards. This extra day's pay will not be granted to men travelling as passengers or learning the road, or to the crews called to work any train which is afterwards cancelled.

(b). The holiday allowance under rule (a) will only be granted if the work is commenced on such holiday, *e.g.*, a man called upon to work a train at 23-59 on the day previous to the holiday will not be entitled to an extra day's pay, but a man called upon to work a train leaving 23-59 on the holiday itself will be entitled to the extra allowance.

10. (a). **Continuous duty between trips.**—The time occupied in making two or more trips is counted as continuous duty provided the Driver remains on duty during the interval between trips. Any shunting done during these intervals will not be paid for but must be covered by a shunting order,

(b). **Southern Section.**—Engine crews working goods trains on the Southern Section will be paid overtime at the rate of 10 miles per hour for the time they are actually employed in working those trains and doing the necessary shunting for those trains. All time lost by the engine crews will be deducted from the time on duty in calculating their overtime.

11. (a). Ballast working.—The overtime allowance for stone, ballast and material trains will be paid at the rate of 10 miles for each hour's work covered by ballasting orders, or for each hour's absence from time of departure from shed to arrival at scene of work and *vice versa* in the case of light mileage; 100 miles so earned to count as equal to one day's work, and will be paid for as overtime in addition to substantive pay.

(b). **Lighting up.**—An overtime allowance of 12½ miles will be granted to Drivers and Firemen of ballast trains for lighting and banking fires when no steam man is provided. In calculating time on duty as per rule 11 (a) the lighting up time should be excluded.

12. (a). Payment of court attendance, &c.—When attending Joint Enquiries, Law Courts on Railway business, Indian Defence Force duty, the running staff will be paid either actual mileage earned, if any or average daily mileage earned calculated on the mileage of the previous month, whichever is greater for each day they attend. When such attendance is required on a Sunday, 100 miles will be granted in addition to the above mileage.

(b). **Attendance at Ambulance classes.**—When attending Ambulance lectures, the running staff will be allowed mileage for 50 miles in addition to the actual mileage earned or average daily mileage calculated on the mileage of the previous month whichever is greater, up to a maximum of 5 lectures in each course. An allowance of 100 miles will be granted for attendance on Sundays or the holidays detailed in rule 9 (a) when no other day is available. In the event of any man being unfavourably reported on by the lecturer, he will forfeit his right to these allowances.

(c). **Allowance when travelling on duty as passenger.**—When travelling as a passenger to attend Joint Enquiries, Law Courts, &c., in rule (a) and (b) or on transfer, the running staff will be paid half the mileage travelled, provided the mileage allowance mentioned in paragraph 12 (a) is not drawn for the same day.

13. Royal and Viceregal trains.—Engine crews when working Royal, Viceregal, Governor of Bengal and Agent's Inspection Specials, will be allowed 100 miles extra for each day when so employed.

14. Cancellation of trains.—Should a train be ordered, and the engine crew be called to come on duty and the train be subsequently cancelled, three hours' overtime at the rate 12½ miles per hour will be granted to the crew. In the event of a late start of over 15 minutes due to a load not being ready, or to other causes not accountable to neglect of duty on the part of the engine crews, the hours on duty will count from 15 minutes after the time the engine is booked to leave shed and be included in the 12 hours continuous duty towards special overtime allowed under Rule 6 (a).

This time will also be granted should the engine leave with a different train to that for which it was originally booked. The authority for this time will be a shunting order granted by the Traffic Department.

15. Trains working on two sections.—When a train is worked from one section to another, overtime will be granted in accordance with the rules applying to the section on which the longer journey is made.

16. The Traffic Department can claim the use of train engines 15 minutes before Departure time and 15 minutes after arrival of trains and Drivers must be at the station if required during these periods. For shunting done, an allowance of 12½ miles will be given for each hour or portion of an hour calculated as follows :—

Over 15 and under 30 minutes for 15 minutes.

..	30	45	30	..
..	45	60	45	..

and so on.

Payment will be made only on the authority of a shunting order granted by the Traffic Department. This allowance will also be granted for shunting at way-side stations.

17. Drivers, Shunters or Firemen, employed in Locomotive Yards turning and marshalling engines, will be paid at the rate of 10 miles per hour. Foremen should see that such duties are changed weekly or monthly.

18. **Coming on and off duty.**—Engine crews must come on duty 45 minutes before their engines are due to leave shed and must not book off duty till 15 minutes after arrival in shed. These periods are covered by their substantive pay.

Engine crews working Goods trains on the Southern Section are, however, granted an additional hour's overtime for each day's work to cover coming on and booking off duty.

19. **Rest.**—As far as possible 8 hours' off duty at out-stations and 12 hours at head-quarters will be given, but in no case shall a man be called upon to go out under 6 hours except in cases of emergency, such as an accident or a break-down.

20. **Drivers, spare.**—When Drivers or Firemen are spare due to their engine being under repairs or to any other cause, they will be paid overtime at the rate of 50 miles for every 8 hours, they are booked to attend shed, provided they do actually attend and are available for any duty required of them. When not so booked, they will be paid their substantive pay only.

21. **Shed and washing out.**—An allowance of 50 miles is made to engine crews for doing shed and washing out. Washing out must only be done by engine crews when a wash-out gang is not available.

22. **Allowance when learning the road or when under training.**—An allowance of half the mileage travelled will be granted to any man learning the road or under training as a Driver, Shunter or Fireman.

23. **Calculation of P. I. Subscription.**—Drivers, Shunters and Firemen who were in service prior to 3rd November 1919 have the option of subscribing to P. I. Fund on pay **plus** overtime which is limited to 75 per cent. of pay.

For those appointed on and after 3rd November 1919, subscription to P. I. Fund on pay **plus** overtime is compulsory.

24. **Calculation of leave allowance and gratuity.**—Drivers, Shunters and Firemen will have their leave allowances and retiring gratuity calculated on the average pay **plus** overtime during the previous 12 months subject to the amount of overtime being limited to 75 per cent. of their average pay.

25. Drivers, Shunters and Firemen hurt on duty will be paid in accordance with rule 24 for the period they are off duty, provided their absence is covered by a medical certificate issued by a recognized medical authority. This allowance will not be paid for period off duty in excess of six continuous months.

26. Temporary transfer.—Twenty per cent. increase of pay will be allowed to Drivers, Shunters and Firemen, when away from their home stations on temporary transfer to other stations and they will receive overtime on the 20 per cent. increase of pay. Temporary transfer allowance will not be given for periods of transfer in excess of three months.

H. H. SPALDING,
Loco. and Carriage Superintendent.

J. COATES,
Agent.

Rules regulating the grant of pay, overtime and allowance to the Indian Running Staff.

PAY.

Indian Drivers.

Class I.

			Rs.	
1st year	34	per mensem.
2nd "	36	"
3rd "	38	"
4th "	42	"
5th "	46	"
6th "	50	"
7th "	54	"
			58	
			62	

} For approved service.

} Special grades.

1. Special rate.—A Driver may be promoted from Rs. 54 to Rs. 58 per mensem after three years' approved service, and to Rs. 62 per mensem after a further approved service of two years provided the number already drawing these special rates does not exceed 25 per cent. of the total number employed under these rules. In selecting men for promotion to the special grades, preference will be given to those who are in receipt of English allowance referred to at 1 (b) below.

Approved service means :—

- (1). That the Driver has had no serious offence recorded against him during the previous 12 months.
- (2). That his consumption of fuel and oil for the last 12 months has not been above the average of his section.
- (3). That his attendance has been regular.
- (4). That he has kept good time with trains.

1 (b). English allowance.—An allowance of Rs. 5 per mensem is granted to Drivers and Rs. 2-8-0 per mensem to Shunters and Firemen who satisfy the District Locomotive Superintendent that they can read and understand the Rule Books printed in English, and can make out intelligent reports in the same language.

Indian Shunters.

Class I.

			Rs.	
1st year	23	per mensem.
2nd "	25	"
3rd "	27	"

} For approved service.

2 (a). A Shunter must put in at least 12 months' service as a Shunter before being allowed to appear for the Driver's examination and after passing the Driver's examination must serve for another two years as Shunter before he will be eligible for permanent promotion to Driver.

(b). A Shunter will not be promoted above the Rs. 25 per mensem grade unless he has passed the Driver's examination.

(c). A Shunter (passed Driver) when employed as a Driver, will be paid as such on the minimum rate.

Indian Firemen.**3.****Class I.**

		Rs.		
1st year	13	per mensem.
2nd "	14	"
3rd "	15	"
4th "	17	"
5th "	18	"
6th "	19	"

} For approved service.

Firemen in the three top grades are not to be employed as Firemen on shunting engines except under very special circumstances.

A Fireman (passed Shunter) when employed as such will be paid at the minimum rate of a Shunter.

4. No Fireman will be promoted to the maximum pay of his post until he has passed the Shunter's examination, as also an examination on the working of the vacuum-brake, and is reported fit for the grade above the one he is in.

Newly engaged Shunters and Drivers not in possession of Vacuum-Brake certificates from other Railways must pass this examination on engagement.

4 (a). No Fireman will be allowed to appear for the Shunter's examination, unless he has completed three years as a Fireman and has worked for at least 12 months on Main Line engines.

Any Fireman who fails to pass the Shunter's examination within 10 years after confirmation as a Fireman will not be eligible to appear for this examination.

(b). No Fireman will be promoted above the rupees fifteen per month grade unless he is fit to work as a first Fireman.

5. Men may be engaged on any of the above rates at the discretion of the Officer making the appointment.

6. In these rules the day is taken as 8 hours and the month as the calendar month.

7. An allowance of one day's pay will be made to Drivers and Firemen for each 100 mfles run with Traffic trains, light or attached engines, or when acting as Pilot to another Driver, but not with ballast engines. This is in addition to their substantive pay and covers all detentions, shunting at Roadside stations and running time up to a total of 8 hours. Any time on duty over 8 hours will be paid for at the rate of $\frac{1}{3}$ of a day's pay for every hour worked and will be in addition to the mileage run.

This special overtime allowance will not be paid when time is lost due to negligence on the part of the engine crew.

The above rule will not apply to Drivers and Firemen working trains on the Southern Section, who will be given $\frac{1}{3}$ of a day's pay for every hour on duty, and will be allowed, in addition, overtime at the same rate for the interval between two trips, provided it does not exceed 6 hours, and the engine remains in steam with the crew ready to go out. The overtime includes shunting done during these intervals, but such shunting must be covered by shunting orders for the sake of obtaining credit for the extra mileage run.

Any shunting done during an interval, which exceeds 6 hours, will be paid for at the usual rates.

8. Drivers working local trains.—Drivers and Firemen working local trains will be given a mileage allowance of 30 miles per day in addition to actual mileage run. The Locomotive Superintendent will decide which trains are to be classed as locals for purposes of this rule.

9. Engine crews working trains from Ishurdi to Santahar and Serajganj and *vice versa* will not be granted mileage allowance, but will, in addition to their substantive pay, be granted overtime at the rate of $\frac{1}{4}$ day's pay for every hour on duty.

10. Ballast working.—(a). The overtime allowance for stone, ballast and material trains or light engines in connection with these will be paid at the rate of 10 miles for each hour's work covered by ballasting orders, or from departure from shed to arrival at scene of work and *vice versa* in the case of light mileage: 100 miles so worked will count as one day's work and will be paid for in addition to substantive pay.

(b). Lighting up.—An overtime allowance of $12\frac{1}{2}$ miles will be granted to Drivers and Firemen of ballast trains for lighting up and banking fires when no steamman is provided. In calculating time on duty as per Rule 10 (a) the lighting up time is excluded.

(c). Shunters or Firemen accompanying ballast trains to light up and drop fire will be paid 100 miles overtime daily for this work.

11. The mileage for Shunters and their Firemen will be calculated at $12\frac{1}{2}$ miles for each hour worked. This applies to all shunting and includes Workshop Pilots.

12. Drivers, spare.—(a). When a Driver or his Firemen are booked for shed duty due to their engines being under repairs, or for any other cause, they will be paid overtime at the rate of 50 miles, for each 8 hours they are booked to attend shed, provided they do actually attend and are available for any duty required of them. When not so booked, they will be paid their substantive pay only.

(b). Drivers, Shunters and Firemen when employed as Night Assistant, Shedman-in-Charge or Driver-in-Charge will be paid 150 miles overtime for every day while so employed, provided their total emoluments shall not exceed the pay of the posts in which they act.

(c). Drivers and Firemen must come on duty 45 minutes before their engine is due to leave shed and must not book off duty till 15 minutes after their engine has reached shed. This time is covered by their substantive pay. This rule does not apply to Drivers and Firemen working trains on the Southern Section who will be allowed one hour's overtime in addition to any overtime earned to cover coming on and booking off duty.

13. Shed and washing out must be done by engine crews when a special gang is not available and is covered by their substantive pay.

14. (a). Overtime may be withheld when time is lost on the road through the negligence of the engine crew.

(b). The time occupied in making two or more trips is counted as continuous duty for the purpose of calculating overtime as per Rule 7, provided the fire is not dropped and the engine crew remain on duty during the interval between trips. Any shunting done in these intervals will not be paid for but must be covered by a shunting order.

15. The Traffic Department can claim the use of train 15 minutes before departure time and 15 minutes after arrival of trains, and Drivers must be at the station, if required, during these periods. For Shunting done, an allowance of $12\frac{1}{2}$ miles will be given for each hour or portion of an hour calculated as follows :—

Over 15 and under 30 minutes for 15 minutes.					
" 30	" 45	" 30	" 45	" 30	" 45
" 45	" 60	" 45	" 60	" 45	" 60

and so on.

Payment will be made only on the authority of shunting orders granted by the Traffic Department. This allowance is not granted for shunting at wayside stations which is covered by the mileage allowances. But shunting orders must be obtained in all such cases to allow of credit being given to the fuel consumption for any extra mileage.

16. Rest—As far as possible 8 hours off duty at out-stations and 12 hours at head-quarters will be given after a day's work, but in no case shall a man be called upon to go out under 6 hours, except in cases of emergency, such as an accident or a break-down.

17. The date of a trip is the date on which it began.

18. (a). Payment for court attendance, &c.—When attending Joint Enquiries, Law Courts on Railway business, Military duty, &c., the running staff will be paid either actual mileage earned, if any, or average daily mileage calculated on the mileage of the previous month (whichever is greater) for each day they attend.

When such attendance is required on a Hindu or Mahomedan holiday, 100 miles will be granted in addition to the above mileage.

(b). Attendance at ambulance classes.—When attending ambulance lectures, the running staff will be allowed 50 miles overtime in addition to actual mileage earned or average daily mileage calculated on the mileage of the previous month, whichever is greater, up to a maximum of 5 lectures in each course. An allowance of 100 miles will be granted for attendance on the holidays detailed in Rule 23, when no other day is available. In the event of any man being unfavourably reported on by the lecturer he will forfeit his right to these allowances.

(c). When travelling as a passenger to attend Joint Enquiries, Law Courts, &c.—*vide* rule 18 (a) and (b), or on transfer, the Running Staff will be paid half the mileage travelled provided the mileage allowance mentioned in paragraph 18 (a) is not drawn for the same day.

19. Royal and Viceregal trains.—Engine crews when working Royal, Viceregal, Governor of Bengal and Agent's Inspection Specials will be allowed 100 miles overtime in addition to any mileage earned.

20. Reduction in rank.—Running Staff reduced in rank during the slack season will be allowed to count the time worked in the higher grades towards their next increments, but those reduced for misconduct will lose all advantage of services before that date.

21. (a). Engine crews working Relief Trains any distance and short branch or shuttle trains having a run of 60 miles or under but not local trains, will be paid at the rate of $12\frac{1}{2}$ miles for each hour on duty while the engine is in steam under their charge or the actual mileage run, whichever is greater.

(b). Engine crews taking light engines from sheds to neighbouring stations for shunting purposes or to work branch trains, shuttle trains, &c., should be paid as per Rules 11 and 21 (a) according to the work on which employed.

22. Cleaners, lighters, &c., when employed as Firemen will be paid as Firemen on the lowest rate.

(a). Second Fireman, when working as first Fireman will be given the minimum pay of first Fireman.

23. (a). Mahomedan and Hindu Drivers, Shunters and Firemen working trains on King Emperor's Birthday and Gazetted Mahomedan and Hindu holidays, respectively, will receive 100 miles extra overtime. A Driver, Shunter or Fireman is entitled to 100 miles extra only if called on to work a train at any hour on a Gazetted Mahomedan or Hindu holiday, *i.e.*, from 0 hours to 24 hours and such allowance is to be for that trip. During the Durga Puja Holidays, the Hindu Running Staff will be allowed four days extra pay only.

Indian Christian Drivers, Shunters and Firemen will receive 100 miles extra for working on King Emperor's Birthday, X'mas Day and Good Friday.

NOTE.—It is to be understood that booked and not actual times are to be taken.

Example.—A Driver, Shunter or Fireman called out for duty to work a train at 23-59 hours on the day previous to a Gazetted holiday, is entitled to no extra day's pay, but a Driver, Shunter or Fireman, called out to work a train at 23-59 hours on a Gazetted holiday would be entitled to an extra day's pay for such trip.

(b). Holiday allowance will not be granted to men learning the road or travelling as passenger on duty, but it is granted to men working in Traffic Yards or Workshop Yards and to men doing shed. Should a train be cancelled, the allowance is forfeited for that trip.

24. Allowance when learning the road or when under training.—An allowance of $\frac{1}{2}$ the mileage travelled will be granted to any man learning the road or under training as a Driver, Shunter or Fireman.

25. Drivers, Shunters or Firemen employed in Locomotive Yards turning and marshalling engines will be paid at the rate of $12\frac{1}{2}$ miles per hour. Foremen should see that such duties are changed weekly or monthly.

26. Trains working on two sections.—When a train is worked from one Section to another, overtime will be granted in accordance with the rules applying to the Section on which the longer journey is made.

27. Cancellation of trains.—Should a train be ordered and the engine crew be called and come on duty, the train being subsequently cancelled, 3 hours' overtime at the rate of $12\frac{1}{2}$ miles per hour will be granted to the crew. In the event of a late start of over 15 minutes due to a load not being ready or to other causes not accountable to neglect of duty on the part of the engine crew, the hours on duty will count from 15 minutes after the time the engine is booked to leave shed and be included in the 8 hours continuous duty towards special overtime allowed under Rule 7. This time will also be granted should the engine leave with a different train to that with which it was originally booked. The authority for this time will be a shunting order granted by the Traffic Department.

28. (a). Sick leave to the extent of 60 days per annum is granted to Drivers, Shunters and Firemen, provided their sickness is not due to misconduct and the claim is duly supported by certificate granted by a recognized medical authority.

(b). Indian Drivers and Shunters may be granted one month's privilege leave in a year under Article 260 C. S. R., provided no extra expense is thereby caused to the Railway. This leave cannot be claimed as of right and will only be granted when the exigencies of the service permit.

(c). Drivers, Shunters and Firemen, who have completed one year's service, will be granted 15 days' casual leave in a calendar year. It should be made use of, as far as possible, to cover absences on account of sickness and cannot be claimed as a matter of right.

29. Calculation of P. I. Subscription.—Drivers, Shunters and Firemen who were in service prior to 3rd November 1919, have the option of subscribing to P. I. Fund on pay, *plus* overtime which is limited to 75 per cent. of pay.

For those appointed on and after 3rd November 1919, subscription to P. I. Fund on pay *plus* overtime is compulsory.

30. Calculation of leave allowances and gratuity.—Drivers, Shunters and Firemen will have their leave allowances and retiring gratuity calculated on their average pay, *plus* overtime during the previous 12 months, subject to the amount of overtime being limited to 75 per cent. of their average pay.

31. Drivers, Shunters and Firemen hurt on duty will be paid in accordance with Rule 30 for the period they are off duty, provided their absence is covered by a medical certificate issued by a recognized medical authority. This allowance will not be paid for period off duty in excess of six continuous months.

32. Temporary transfer.—Twenty per cent. increase of pay will be allowed to Drivers, Shunters and Firemen when away from their home station on temporary transfer to any other station and they will receive overtime on the 20 per cent. increase of pay. Temporary transfer allowance will not be given for the periods of transfer in excess of three months.

H. H. SPALDING,
Loco. and Carriage Superintendent.

J. COATES,
Agent.

**EXTRACT TAKEN FROM E. B. RAILWAY TRAFFIC MANUAL,
PART II OF 1909.**

Guards' Mileage allowances.

31. The code scales of mileage allowance as detailed below will be given.

Mileage allowances.

SALARY.		Miles.	RATES.		
Rs.	Rs.		Rs.	A.	P.
115	to 210	100	2	0	0
100	to 114	100	1	8	0
66	to 99	100	1	4	0
50	to 65	100	1	0	0
40	to 49	100	0	12	0
30	to 39	100	0	8	0
15	to 29	100	0	6	0
Less than 15		100	0	4	0

I. Guards in charge of goods trains will receive 50 per cent. in excess of the above scale of mileage and guards working van-goods trains will receive double mileage. But guards must bear in mind that these additional mileages are contingent upon the District Officer being satisfied that they have done their best to get their trains through to time.

II. Full mileage will be given to Guards and Brakesmen when running spare with trains, but men going spare with goods or van-goods train will not draw the additional mileages referred to above, which are only for men actually working those trains.

III. Guards working on short branches or relief, or other specified trains are allowed mileage at 100 miles for 8 hours' work, which includes half an hour for taking over and half an hour for making over their trains. They will also be allowed to count for mileage 8 hours equal to 100 miles for the full time they are detained at an out-station, waiting for their return train. This will be calculated always on their proper booked order for running, and will not be affected by any voluntary change of duty.

31 (a). Guards detained on the road on account of an accident to the train itself or to a block on the line, resulting from an accident to a preceding train, damages to the line, etc., or when running in charge of relief trains will be paid mileage at the rate of 8 hours for 100 miles.

IV. Eight hours should be taken as the minimum working hours which includes half an hour for making over and half an hour for taking over after which a Guard can claim 8 hours' rest at an out-station, and 12 hours at a home station. A Guard who has been on duty under 8 hours, is not entitled to under-rest allowance (*vide* paragraph V) at an out-station if called upon to work a return train unless the run exceeds 8 hours. This does not apply to Guards working on short branches, who will be paid as per paragraph III. Guards called out under-rest, at home station will receive double mileage allowance as per paragraph V of these rules.

V. Should it at any time be necessary to work Guards out under-rest, they will receive double mileage for the trip, whatever the train may be, except in the case of van-goods guards, who already receive it. Working out under-rest is very undesirable and must only be resorted to in cases of unavoidable necessity.

VI. Anything less than 8 clear hours off duty at an out-station, and 12 clear hours, at a home station, must be held to be under-rest.

VII. Guards running through their home stations will receive double mileage for any portion of their journey they run beyond their home stations in both directions.

VIII. Waiting or station duty guards will be allowed mileage at 100 miles for 8 hours' duty, during which they must do whatever duty the Station Master puts them to.

IX. Guards may be detained at an out-station 8 hours, at the expiry of the 8 hours' rest period without being entitled to any extra allowance, if they are detained for over this 8 hours, they will be entitled to charge mileage at the rate of 8 hours for 100 miles for such detentions. Fractions of an hour to be dealt with as follows :—If half an hour or under, to be excluded, if over half an hour to be reckoned as an hour. Thus if a Guard is detained 16½ hours from the time of arrival at his out-station, he is entitled to no extra allowance as 8 hours is his rest, 8 hours is the extra the time he can be detained, and the extra half hour is to be excluded : if a Guard is detained 17½ hours, he is entitled to charge mileage for one hour at the rate named; if a guard is detained 19¾ hours, he is entitled to charge 4 hours at the rate named.

NOTE :—There should not be any necessity for detaining guards however, waiting for return trains, unless engines too have been detained. If engines have to be returned for want of loads, Guards and brake-vans, should also be returned.

X. A Guard who comes out in answer to the Duty Roster, to take charge of his train, which, owing to a load not being ready or for any other cause, has been cancelled, should be booked to work the next train, and all succeeding bookings revised accordingly. Guards so detained will be treated as "waiting" or "Station duty" Guards and paid mileage allowance as per Paragraph VIII. It is however, to be clearly understood, that such guards are to do whatever duty they may be called on to do by the Station Master during the time they are waiting for their train.

XI. A station duty guard should not be detained for relief over 4 hours after his 8 hours' duty or to work a train which entails his being on duty over 4 hours, without his consent.

XII. It must be distinctly understood that these mileage allowances are subject to forfeiture in part or in whole at the discretion of the District Officer himself for bad working.

XII (a) These mileage allowances are not admissible to Probationary Guards or Guards learning the road.

32. i. A Guard who is sent to relieve another Guard from his own head-quarters to another, is entitled to the usual relieving (away from head-quarters) allowance for such time as he remains away from his home station plus the mileage allowance he earns for running trains from the new station.

ii. Relieving allowance cannot be admitted to Guards for a continuous period of more than 35 days at the same station; the special sanction of Relieving allowance in excess of 35 days at a place requires Agent's sanction.

iii. Running staff (Guards, Brakemen and Travelling Ticket Checkers) when attending joint enquiries, volunteer duties, Ambulance classes or Law Courts on Railway business shall for each day they so attend draw either actual mileage (if any) or average mileage whichever is greater.

(a) When such duties are performed on Sundays, a full day's pay will be drawn in addition to the mileage earned above.

IV. A certificate of having attended court, signed by the Magistrate or by the officer conducting the enquiry in the case of departmental investigations, should be attached to the journal in support of the entry for court allowance.

V. The actual cost of conveyance hire will be paid to Guards attending court as witnesses on behalf of Government, provided they attach a certificate to their journals in support of the entries, certifying that the amount claimed was actually paid by them on that account. This certificate should be countersigned by the District Traffic Superintendent before it is submitted to Audit.

NOTE :—It is to be understood that booked and not actual times are to be taken.

33. Extra allowances.—All running staff working Royal or Viceregal Special trains and Inspection specials will be allowed one day's extra pay for 24 hours or part of 24 hours and half a day's pay for working trains on Christmas day, New Year's day, King Emperor's Birthday and Good Friday. If X'mas or New Year's day falls on a Sunday, double mileage allowance as for Sunday *plus* the extra half day's pay for the holiday will be allowed.

1. Guards working trains on Sunday will receive double mileage, except in the case of Van goods guards who already received it ; a Guard is entitled to double mileage allowance only if called on to work a train at any hour on a Sunday, *i.e.*, from 0 hours to 24 hours and such allowance is to be for that trip.

Example.—A Guard called out for duty to work a train at 23-59 hours on a Saturday is entitled to no extra allowance, but can only draw ordinary mileage allowance for such trip ; similarly, a Guard called out to work a train at 23-59 hours on a Sunday, would be entitled to double mileage allowance for such trip. Further, if a Guard is called out for duty for a train which is booked out at 23-59 hours on Saturday and called out again at an out-station after 0 hours on, Sunday *i.e.*, on Monday morning he is not entitled to any extra allowance though he has spent his Sunday at such out-station.

Double mileage is the maximum allowance admissible to a Guard on any one day.

II. These rules will apply equally to men going spare on duty and not to those returning sick.

III. For the purpose of checking mileage bills, Guards Rosters will be maintained by Station Masters at all stations where trains start or terminate and submitted to the District Traffic Superintendent.

Agent's Circular No. 2 of 1926.

(IN SUPERSESSION OF AGENT'S CIRCULAR No. 2 OF 1920).

EASTERN BENGAL RAILWAY.**DRESS REGULATIONS.**

1. The uniforms to be worn by the staff are described in the annexed schedule and supplies will be made as therein laid down.

2. All uniform clothing is the property of the Railway. When an employee leaves the service, all clothing issued to him within six months prior to the date of his leaving the service must be returned to the District Officer ; failing this, the value of the articles at the rates at which they were issued will be recovered from the employee. When clothing has been issued to an employee more than six months before leaving the service, he must return all articles of clothing last issued to him ; failing which, the whole or part of the cost thereof as may be considered sufficient by the District officer, will be recovered from his dues. Metal badges and buttons must always be returned irrespective of the date of issue or period worn.

3. Employees for whom uniforms are prescribed, are required to be always in uniform when on duty. Should at any time the uniform issued free be rendered unserviceable through causes due to the neglect of the employee, a fresh issue will be made and its cost recovered from him.

4. Boots, belts, etc., will be issued with the first outfit. Subsequent issues will be made at the discretion of the District Officer to recoup wear and tear. Employees will be held responsible for their safe custody and will be liable for their cost in case of loss or damage or if not returned when leaving the service, unless in the discretion of the District Officer the loss is due to fair wear and tear. Except in the cases of Passenger Superintendents (Military), and of staff working under the Superintendent, Watch & Ward, footwear will be provided by employees at their own expense.

5. Metal badges and buttons are issued free with the first supply of clothing only. Subsequent issues can only be made at the cost of the employees unless District Officers certify that losses or damages are due to fair wear and tear.

Note—Eyelet holes must be provided in correct position on all uniforms for the attachment of badges. All badges should have a uniform space between eyes so as to fit all uniforms.

6. Waterproof clothing will be replaced once in 3 years free of cost. Any replacement necessary within that period will be made at the cost of the individual concerned. (This limit of 3 years also applies to waterproofs already supplied).

N.B.—No employee whose duties do not require him to be exposed to the rain, is entitled to waterproof clothing even if he is included in the schedule among those who receive waterproof clothing.

7. Sealed patterns of each description of uniform are to be kept by the Controller of Stores at his Head-quarters.

8. Uniforms will be supplied free of charge on appointment of staff except in cases where otherwise specified.

9. Any suggestions regarding alterations or additions to the Dress Regulations will be sent by the Head of the Department concerned to the Secretary of the Standing Committee on Dress Regulations. The matter will then be considered by the Standing Committee who will forward the suggestions to the Agent with their recommendations and at the same time will send a copy thereof to the Head of the Department concerned.

CALCUTTA :
The 12th August 1926.

N. PEARCE,
Agent.

EASTERN BENGAL

DRESS

ALL

1	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
1. Chaprasis of all offices. Bearers, Khansamas or Cooks —In charge of Saloons, Rest Houses (except at Kurseong) Running Rooms and Waiting Rooms.	2 unbleached drill chapkans. 2 pairs unbleached drill pyjamas. 1 blue* turban of 7½ or 8 Yds. length. 1 leather waist belt. 1 pair blue woollen putties. *In Calcutta only, blue turban to last two years and turbans white Nainsook 7½ to 8 Yds. two per man to be supplied annually.	Yearly Do. Do. As required. Yearly.	1 warm chapkan of dark-blue serge No. 3 quality. 1 pair unbleached drill pyjamas.	Every two years. Yearly.
2. Khansamas in charge of Rest-House at Kurseong.	1 warm chapkan of dark-blue serge No. 3 quality. 1 pair dark-blue serge trousers No. 3 quality. 1 blue turban of 7½ to 8 yds. length. 1 pair blue woollen putties.	Yearly Do. Do. Do.
3. Trollymen	1 blanket coat	Every three years.
4. Durwans of Offices.	Do.	Do.

RAILWAY.

REGULATIONS.

DEPARTMENTS.

5		6		7		8
Um- brellas.	To be sup- plied.	Badges.	To be sup- plied.	Buttons.	To be sup- plied.	REMARKS.
One to Peons at the discre- tion of the In- denting Officer.	Every two years	Metal badge for turban. Metal badge for belt stamped with the name of the office. 3 red braid stripes to be worn by Jemadars only.	As re- quired. Do. 1 set yearly. 1 set	... As re- quired.	Leather belts and badges will be renewed when worn out. Three blankets will be kept in each of the Head and District Offices and also in the Office of the Assistant Signal Engineer, Saidpur. They will be given out to Peons who have to go in attendance with an Officer on tour or have to carry Dak for him on the line when so sent out. Similarly one Blanket should be retained for the use of Peons of S. D. O.'s Offices. Personal Orderlies of Heads of Departments will get warm Chapkans annually. All Office Peons who are made to wear uniforms and all bearers will be granted a washing allow- ance of annas six per month. Bearers of Rest Houses and Running Rooms will be supplied with two blue cummerbunds yearly in place of belts and badges.
...	...	Metal badge for turban.	As re- quired.	1 set	Do.	
...	
...	

ALL

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
5. Watch and Ward Jemadars. (except staff working under the Superintendent, Watch and Ward.)	2 khaki drill coats with 4 pockets.	Yearly	1 blanket coat	Every three years.
	2 pairs khaki shorts.	Do.				
	1 pair khaki woollen putties.	Do.				
	2 red saloo pugrees with white fringes.	Do.				
	1 brown leather waist belt with clasp marked E. B. R.	To be renewed when worn out.				
6. Watchmen (except staff working under the Superintendent, Watch and Ward.)	2 khaki drill coats with two upper patch pockets.	Yearly	Do.	Do.
	2 pairs khaki shorts.	Do.				
	1 pair khaki woollen putties.	Do.				
	2 red saloo pugrees	Do.				
	1 brown leather waist belt with clasp marked E. B. R.	To be renewed when worn out.				

STAFF WORKING UNDER THE SUPERINTEN

1. Inspectors, Sub-Inspectors and Assistant Sub-Inspectors.	2 khaki drill coats.	Yearly	1 khaki serge coat. ("British warm" pattern.)	Every three years.	One	Every three years.
	2 prs. khaki drill breeches.	Do.				
	1 pr. khaki putties.	Do.				
	1 khaki pith helmet (Pig-sticker pattern.)	Every three years.				
	1 khaki forage cap with patent leather peak.	Yearly.				
	1 pair brown leather boots (for Sub-Inspectors only.)	Every two years.				

DEPARTMENTS.—*Concl.*

5		6		7		8
Umbrellas.	To be supplied.	Badges.	To be supplied.	Buttons.	To be supplied.	REMARKS.
...	...	3 red braid stripes. 1 metal badge for pugree.	1 set yearly. As required.	1 set	As required.	<p>Chowkidars with constant out-door duties (i. e., not Office Chowkidars) may be furnished with Capes with Hoods every three years at the discretion of District Officers.</p> <p>41 waterproof capes are to be supplied to each of the Stores and Locomotive Departments for the use of Watch and Ward Staff of Stores Department and Workshop Watch and Ward Staff of the Locomotive Department. These should not be issued to individuals but retained in stock and issued as required to the men on duty.</p>
...	...	1 metal badge for pugree.	As required.	1 set	Do.	

DENT, WATCH AND WARD.

...	...	1 set collar badges "W. W. Inspector, E.B.R." or "W. W. Sub-Inspector, E.B.R."	As required.	1 set silver-plated with E. B. R. monogram. 1 set plated with monogram.	As required.	<p>Coats to be of Staff-Sergeants' type with roll collar, belt and 4 patch pockets.</p> <p>Indian staff will be supplied with one khaki pugree yearly in place of helmet and cap.</p> <p>On confirmation in appointment, Sub-Inspector and Assistant Sub-Inspector will be supplied with one pair of brown leather boots.</p>
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STAFF WORKING UNDER THE SUPERINTEN

1 STAFF DESIGNATION.	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
2. Jemadars and Watchmen.	2 khaki drill coats.	Yearly	1 blanket coat	Every three years.	One cape with hood.	Every three years.
	2 prs. khaki drill shorts.	Do.				
	2 prs. khaki serge putties.	Do.				
	2 khaki pugrees	Do.				
	1 blue fringe for pugree (Jemadars only).	Do.				
	1 pr. ammunition boots.	Do.				
	1 brown leather belt.	As required.				
	1 lathi (six ft.)	Do.				

STORES

1. Landing and Shipping Inspectors, Assistant Landing and Shipping Inspectors, Customs and Jetty Shed Clerks.	2 white drill coats with 2 lower patch pockets.	Yearly	1 blue serge coat.	Yearly	One	Every three years.
	2 pairs white drill trousers.	Do.	1 pair khaki drill trousers	Do.		
	1 sola hat	Do.				
2. Depôt Storekeepers.	One	Every three years.
3. Ward-Keepers	One	Do.
4. Yard Foremen	One	Do.
5. Clerks attached to the Landing & Shipping Section.	One	Do
6. Booking Clerks	One	Do.
7. Receiving Clerks	One	Do.
8. Stores Delivery Clerks or travelling Store Clerks.	2 white drill coats	Yearly	1 blue serge coat of No. 3 quality.	Every 2 years.	One.	Every three years.
	2 white drill trousers.	Do.	1 blue cloth cap with straight peak.	Yearly.		

DENT, WATCH AND WARD.—Concl'd.

5		6		7		8
Um- brellas.	To be sup- plied.	Badges.	To be sup- plied.	Buttons.	To be sup- plied.	REMARKS.
...	...	1 set shoulder badges "W. W., E.B.R."	As re- quired.	1 set plated with mono- gram.	As re- quired.	Coats to be of patrol type. Jemadars to have 4 patch pockets. Watchmen to have 2 upper patch poc- kets.
		2 sets of three red braid stripes (Jemadars only.)	Yearly.			
		1 metal badge for belt stamped "E. B. R. Watch and Ward" and number.	As re- quired.			

EPARTMENT.

...	...	1 E. B. R. monogram for sola hat.	As re- quired.	1 set	As re- quired.	
...	
...	
...	
...	
...	
...	
...	...	1 Armllet	As requir- ed.	

STORES

1	2	3	4			
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
9. Tindals ...	2 blue drill coats with 2 lower patch pockets.	Yearly.	1 blue coat of No. 3 quality serge.	Yearly.
	1 blue pugree ...	Do.	1 pair blue Serge putties.	Do.		
10. Godown Coolies and Line Delivery Coolies.	2 blue drill blouses.	Do.
	1 blue pugree ...	Do.				
11. Jetty Carpenters.	2 blue drill blouses.	Do.
	1 blue pugree ...	Do.				
12. Jemadars ...	2 blue drill coats	Yearly	One short blanket coat (at discretion of Indenting Officer.)	Every three years.
	1 blue turban ...	Do.				
13. SHUNTING STAFF— Indian Drivers	2 blue drill coats.	Yearly.	1 coat of dark-blue serge of No. 3 quality.	Yearly	One	Every three years.
	2 pairs blue drill pyjamas.	Do.	1 pair pyjamas of dark-blue serge No. 3 quality.	Do.		
	2 blue muslin pugrees of 7 yards length (or one blue cap.)	Do.				
Indian Firemen.	2 blue drill coats.	Do.	1 dark-blue serge coat of No. 3 quality.	Every 2 years.	One	Do.
Indian Yard Gunners.	2 blue drill coats.	Do.	1 short blanket coat.	Every 3 years.
	1 dark-blue drill cap.	Do.				
Steam men ...	}	Ditto ...	Do.
Cleaners ...						
Hookmen ...						
Pointsmen ...	2 blue drill coats.	Do.	Ditto ..	Do.
	1 dark-blue drill cap.	Do.	(At discretion of Indenting Officer.)			

DEPARTMENT.—*Concl.*

5		6		7		8	
Umbrel- las.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.	
One	Every two years.	1 set.	As requir- ed.		
...	Do.	Do.		
...	Do.	Do.		
...	...	Three red braid stripes on right arm.	1 set yearly.	1 set with Railway monogram.	Do.	Coats to have standing collar and 2 pockets on skirt, without flaps.	
...	...	Railway monogram for turban.	As requir- ed.				
...	1 set	Do.	Coats to be of plain patrol type with a double military collar, hooks at neck and shoulder straps, 4 patch pockets and flaps for pockets with one button each.	
...	Do	Do.	Coats to have standing collar and 2 pockets on skirt without flaps.	
...	...	3 red braid stripes on right arm.	1 set yearly.	Do.	Do.	Do.	Do.
...	...	1 E. B. R. monogram for cap.	As requir- ed.				
...		
...	...	Railway monogram for cap.	As requir- ed.	1 set plated with Rail- way mono- gram.	As requir- ed.	Do.	Do.

ENGINEERING

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
1. Inspectors, Assistant Inspectors and Sub-Inspectors of Permanent-way and of Block and Mechanical Signals, Bridge Inspectors, and Assistant Bridge Inspectors.	One	Every three years.
2. Inspectors and Sub-inspectors of Works.	One	Do.
3. Sub Store-Keepers.	One	Do.
4. Ferashes attached to General Offices.	2 Unbleached drill coats. 1 blue turban of 7½ to 8 yards length.	Yearly Do.
5. Mates, Key-men, Petrolmen, Ghat Khalasies and Gangmen.	One blanket coat	Every 3 years.
6. Time-Keepers, Gauge Readers, Material Sircar and Works Sircars.
7. Motor boat driver under Executive Engineer, Paksey.	One	Every three years.
8. Peons of Permanent-way Inspectors.	2 blue drill coats 1 dark blue drill cap.	Yearly Do.	One short blanket coat.	Every 3 years.
9. Gatemen	1 blanket coat	Every 3 years.
10. Motor Trolley Drivers.	2 Khaki drill coats. 2 pairs khaki drill trousers. 1 khaki pugree of 7 yds. length.	Yearly. Do. Do.	1 warm jersey	Do.	One	Every three years.
11. Khalasies of the Signal Department.	1 short blanket coat.	Do.
12. Khalasies or Boatmen and Serang under Special Officer, Hardinge Bridge.	2 blue drill jumpers. 2 pairs blue drill trousers.	Yearly Do.	1 warm jersey 1 blue woollen cap.	Do. Do.	One	Every three years.

DEPARTMENT.

5		6		7		8
Umbrel- las.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	
...	
...	
...	...	Metal badge for turban.	As requir- ed.	1 set	As requir- ed.	These men will be granted a washing allowance of six annas per month.
...	
One	Every two years.	
...	
...	...	Railway monogram for cap.	As requir- ed.	1 set with Railway monogram.	As requir- ed.	Coats to have standing collar and two pockets on skirt without flaps.
...	
...	1 set.	As requir- ed.	
...	To be supplied at the dis- cretion of the Indenting Officer to men who do out- door line work and are sub- ject to exposure at night.
...	Serang only will receive one red fez cap instead of blue woollen cap.

MEDICAL

1	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
STAFF DESIGNATION.						
1. Compounders	2 white drill aprons with sleeves and buttoning behind.	Yearly
2. Dressers	2 white drill aprons with sleeves and buttoning behind.	Do.
3. Conservancy Jemadars	2 blue drill coats 1 blue drill pugree or cap. 1 leather belt ...	Yearly Do. To be renewed when worn out	1 short blanket coat.	Every 3 years.
3-A. Conservancy Male Sweepers.	1 blue drill cap...	Yearly	1 short blanket coat.	Every 3 years.
3-B. Conservancy Female Sweepers.	1 blanket coat	Do.
4. Ward Servants	2 long white drill coats.	Yearly	1 short warm khaki coat. 1 blue turban of 7½ to 8 yds. length. 1 leather belt...	Every 2 years. Yearly. To be renewed when worn out.
5. Sanitary Inspectors...	One	Every three years.
6. Travelling Sub-Assistant Surgeons.	One	Do.
7. Sergt. Inspectors and Sub-Overseers attached to Station Committee, Kanchrapara.	One	Do.

DEPARTMENT.

5		6		7		8
Um- brellas.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	...	One arm-band with "compounder" marked in blue letters.	Yearly	One waterproof will be supplied to the Compounder in charge of Sili-guri Ballast Field every three years.
...	...	One arm-band with "Dresser" marked in blue letters.	Do.	
One	Every two years.	1 brass badge for belt.	To be renewed when worn out.	Pugree or cap and blanket coat to be supplied at the discretion of the Indenting Officer.
...	
...	} Blanket coat to be supplied at the discretion of the Indenting Officer.
...	
...	...	1 brass badge for belt.	To be renewed when worn out.	1 set	As re-quired.	
...	
...	
...	

LOCOMOTIVE AND CARRIAGE

1	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
1. Sergeants of Watch and Ward.	6 white drill coats, Military pattern, with turned down collars.	Every 2nd year.	1 dark-blue Serge coat (No. 2 quality) Military pattern, with turned down collar.	Every 2 years.	One	Every three years.
	6 pairs white drill trousers.	Do.	1 pair dark-blue Serge trousers (No. 2 quality).	Do.		
	1 white helmet, cork, good quality, Military pattern. 1 cap, dark-blue, Military pattern, with patent leather peak.	Every 3rd year. Yearly				
2. European and Anglo-Indian Drivers, Shunters, Firemen and Workshop Yard Gunners.	1 blue cap with soft top and a brass plate edging to the black patent leather peak.	Yearly	One	Every three years.
3. Indian Drivers and Shunters.	2 blue drill coats	Do.	1 coat of dark-blue serge of No. 3 quality.	Yearly	One	Do.
	2 pairs blue drill pyjamas.	Do.	1 pair pyjamas of dark-blue serge of No. 3 quality.	Do.		
	2 blue muslin pugrees of 7 yds. length (or 1 blue cap).	Do.				
4. Indian Firemen	2 blue drill coats	Do.	1 dark-blue serge coat of No. 3 quality.	Every two years	One	Do.
5. Indian Electrical Fitters exclusively attending trains.	2 white drill coats	Do.	1 dark-blue serge coat of No. 3 quality.	Yearly
	2 pairs white drill trousers.	Do.	1 pair dark-blue serge trousers of No. 2 quality.	Do.		
6. Indian Workshop Yard Gunners.	2 blue drill coats	Yearly	1 short blanket coat.	Every three years.
	1 dark-blue drill cap.	Do.				

AND WAGON DEPARTMENT.

5		6		7		8
Um- brellas.	To be sup- plied.	Badges.	To be sup- plied.	Buttons.	To be sup- plied.	REMARKS.
.....	...	One Mono- gram for helmet. One E. B. R. Monogram for cap. Two metal scrolls "Ser- geant" for coat collar.	As requir- ed.	1 set	As requir- ed.	
.....	...	1 plain "E. B. R." mono- gram for cap.	As requir- ed.	
.....	1 set	As requir- ed.	Coats to be plain patrol type with a double military collar, hooks at neck and shoulder straps, 4 patch pockets and flaps for pockets with one button each.
.....	Do.	Do.	Coats to have standing collar and 2 pockets on skirt without flaps.
.....	...	Badge inscrib- ed "Electric Fitter."	As requir- ed.	Do.	Do.	Coats to be of plain patrol type with 1½" standing collar, hooks at neck and shoulder straps, 2 lower patch pockets, and flaps for pockets with one button each.
...	...	3 red braid stripes on right arm. 1 E. B. R. Mo- nogram for cap.	One set yearly. As re- quired.	1 set	As re- quired.	Coat to have standing collar and 2 pockets on skirt without flaps.

LOCOMOTIVE, CARRIAGE AND

1	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
7. All carriage examining staff including Vacuum-Brake Inspector's staff and train lighting staff but omitting "Sick line" and "Gas-House" employees.	2 blue drill coats 1 dark-blue drill cap.	Yearly Do.	1 short blanket coat.	Every three years.
8. Electrical staff (with the exception of those exclusively engaged in the workshops) drawing salaries of Rs. 20 a month and under.	2 blue drill coats 1 dark-blue drill cap.	Do. Do.	1 short blanket coat.	Do.
9. Belters and oilers.	2 blue drill overalls.	Do.
10. Electrical Fitters attached to H. E. the Governor's saloon.	2 khaki drill coats	As required.	1 dark-blue coat of No. 3 quality serge.	As required.
	2 pairs khaki drill trousers. 1 dark-blue velvet cap.	Do.				
11. Number-Takers	2 white drill coats	Yearly	1 dark-blue coat of No. 3 quality serge.	Yearly	One	Every three years.
	2 pairs white drill trousers.	Do.	1 pair dark-blue trousers of No. 3 quality serge.	Do.		
	1 dark-blue velvet cap.	Do.				
12. Night Shedmen attached to Running Sheds.	1 dark-blue coat of No. 3 quality serge.	Every two years.	One	Do.
13. Accident Break-down Gangmen.

WAGON DEPARTMENT.—Contd.

5		6		7		8
Umbrellas.	To be supplied.	Badges.	To be supplied.	Buttons.	To be supplied.	REMARKS.
...	...	Letters "C D" in red 3" long on right and left breast respectively. 1 E. B. R. monogram for cap.	Yearly. As required.	1 set	As required.	Coat to have standing collar and 2 pockets on skirt without flaps.
...	...	Letters "E D" in red 3" long on right and left breast respectively. E. B. R. monogram for cap.	Yearly. As required.	Do.	Do.	Ditto.
...	
...	...	E. B. R. monogram for cap.	As required.	1 set	As required.	Coats to be of plain patrol type with 1½" standing collar, hooks at neck and shoulder straps, 4 patch pockets and flaps for pockets with one button each.
...	...	Letters "E. D." in metal on each side of collar.	Do.			The uniforms for these men will be kept in charge of Loco. Department and issued for use when required.
.....	...	Metal letters "Number-Taker" on one side of collar and "C. D." on the other.	As required.	1 set	As required.	Coats to be of plain patrol type with 1½" standing collar, hooks at neck and shoulder straps, 4 patch pockets and flaps for pockets with one button each.
.....	
.....	Twenty short blanket coats to be kept in each first class relief train for use when required.

LOCOMOTIVE, CARRIAGE AND

1 STAFF DESIGNA- TION.	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
14. Crane Drivers, Accident Train Tindals, Lampmen, Coalmen, Shed Tindals, Steammen, Pumpers.	1 short blanket coat.	Every three years.
15. Watermen, Pooling Fitters and Pooling Khalasis, Carriage Khalasis and Carriage Fitters.	Ditto	Do. At discretion of Indenting Officer.
16. Running Shed Callmen, Dāk Coolies.	Ditto	Do.
17. Chauffeurs of motor parcel vans and Motor Trolley Drivers.	2 white drill coats 2 pairs white drill trousers. 1 white pugree of 7 yds. length.	Yearly Do. Do.	1 warm jersey	Do.	One	Every three years.
18. Locomotive Foremen, Assistant Foremen, Supervising Boiler-Makers, Supervising Shed Fitters, Locomotive Inspectors, Drivers in-charge, Shedmen in-charge, Coal Clerks, Coal Munshis, Relief Train Tindals, Pooling Fitters, Pooling khalasis and Locomotive Yard Tindals.	One	Do.
19. Gas Inspectors, Assistant Inspectors, Vacuum-brake Inspectors, Head Carriage Washer (at Calcutta).	One	Do.

WAGON DEPARTMENT.—Contd.

5		6		7		8
Um- brellas.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
.....	
.....	
One	Every two years.	
.....	I set	As requir- ed.	
.....	
...	

LOCOMOTIVE, CARRIAGE AND

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
20. Head Train Examiners and Train Examiners.	2 white drill coats	Yearly	1 dark-blue coat of No. 2 quality Serge. 1 pair dark-blue trousers of No. 2 quality serge.	Every two years. Do.	One	Every three years.
	2 pairs white drill trousers.	Do.				
	2 white pugrees or cap with patent leather peak.	Do.				
21. Electric Light Inspectors, Train Lighting Inspectors and Charge-men attending trains and in yards.	One	Do.
22. Running Shed Time-keepers, Carriage and Wagon Department Time-keepers, Electric Linemen, Electrical Fitters attending trains in yards.	One (cape)	Do.
23. Peons of Locomotive Inspectors and Locomotive Foremen.	2 blue drill coats	Yearly	1 Short blanket coat.	Every three years.
	1 dark-blue drill cap.	Do.				

AUDIT

1. Stock-Verifiers	One	Every three years.
2. Pay Clerks	One	Do.
3. Assistant Pay Clerks.	One	Do.

WAGON DEPARTMENT.—Concl.

5		6		7		8
Umbrel- las.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	...	Metal scroll " Head Train Examiner " or " Train Examiner " on left breast.	As re- quired.	1 set	As re- quired.	The quality of cloth for uniforms should vary as laid down for the Traffic Department, <i>vide</i> items A 1, 2, 3 & 4 and the coats for Head Train Exami- ners should have roll collars, 2 patch pockets on skirt and 1 patch pocket on breast as laid down against items A 1 & 2 and the caps should be similar in design to those supplied to Station Masters and Assistant Station Masters but they should be of dark-blue cloth through- out.
...	
...	Electric Linemen will get Waterproof Coats instead of capes.
...	...	Railway mo- nogram for cap.	As re- quired.	One set with Railway mo- nogram.	As re- quired.	Coats to have standing collar and two pockets on skirt without flaps.

DEPARTMENT.

...	
...	
...	

TRAFFIC

1 STAFF DESIGNATION.	2		3		4	
	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
A. Station Superintendent.	4 white drill coats, double breasted. 4 pairs drill trousers.	Yearly Ditto. Every 3 years.	1 dark-blue coat of No. 1 quality serge. 1 pair dark blue trousers of No. 1 quality serge. 1 cap—All Blue with mohair lace band and crown and "E. B. E." in white metal and blue enamel with 3 white covers for summer use.	Yearly Ditto Ditto	One	Every 3 years.
Station Masters.
Assistant Station Masters (including General and Platform Assistants). Cabin Assistants. Platform Inspectors. Luggage Inspectors. Parcel Inspectors Fish " Transhipment .. Booking Clerks in charge of stations and those who have duties outside the Booking Office, at the discretion of the Traffic Manager. Head Luggage Clerks. Head Parcel Clerks Enquiry Office Clerks. Weigh Clerks.						
1. Drawing Rs. 400 and above.	2 white drill coats. 2 pairs white drill trousers. 1 white cork helmet. 1 forage cap (blue) with scarlet top and patent leather peak.	Yearly Do. Every third year. Yearly	1 Dark-blue coat of No. 1 quality serge trimmed with mohair braid. 1 pair blue serge trousers No. 1 quality.	Yearly Do.	One (See remarks column).	Every three years.

DEPARTMENT.

6		6		7		8
Um- brellas.	To be sup- plied.	Badges.	To be sup- plied.	Buttons.	To be sup- plied.	REMARKS.
...	...	1 E. B. R. monogram for Topes.	As requir- ed.	One set plat- ed with Rail- way mono- gram or initials.	As requir- ed.	Coats to have roll collars with two side pockets, one pocket on breast and three buttons.
		1 E. B. R. monogram for cap.	Do.			
		Designation badge in white metal scroll on collar.	Do.			
...	<p>The following remarks ap- ply to A (1)— Caps for SMs. to have a dark blue velvet band.</p> <p>The following remarks ap- ply to A (1) and A (2).— Coats to have turned down collar and 2 patch pockets on skirt and one patch pocket on breast.</p> <p>Coats for SMs. will be double breasted and for others coats will be single breasted</p> <p>Tent Club or other autho- rised Sola Topes with or without white covers at employee's own cost may be worn during the period prescribed by the Traffic Manager.</p> <p>Station Masters and Assis- tant Station Masters of A 1 and A 2 to have scarlet top peaked cap and all other staff to have blue top.</p>
...	...	1 E. B. R. monogram for helmet. 1 E. B. R. monogram for cap. Designation badge in white metal scroll on collar.	As re- quired. Do. Do.	One set plated with Rail- way mono- gram or ini- tials.	As re- quired.	<p>Black necktie (to be pro- vided at employee's own cost) to be worn.</p> <p>Boots or shoes to be pro- vided at employee's own cost. They may be of black leather, white or tan.</p>

DEPARTMENT.—Contd.

5		6		7		8
Um- brellas.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	...	1 E. B. R. monogram for helmet. 1 E. B. R. monogram for cap. Designation badge in white metal scroll on collar.	As re- quired. Do. Do.	One set plated with Rail- way mono- gram or ini- tials.	As re- quired.	The following remarks ap- ply to A (1), A (2), A (3) and A (4). Cabin Assistants. Luggage Inspectors. Parcel Inspectors. Chief Luggage Inspectors. Enquiry Office clerks and Weigh Clerks will not receive Waterproofs.
...	...	Designation badge in white metal to be worn on left breast of uniform coat. 1 E B R monogram for cap.	As re- quired.	1 set plated with Rail- way mono- gram or initials.	As re- quired.	The following remarks apply to A (2), A (3) and A (4) :— <i>Bona fide</i> upcountry men may be provided with 2 white Muslin Puggrees of 9 yards length yearly in place of helmet and cap (peaked or velvet). The following remarks apply to A (3) and A (4) :— Europeans or Anglo- Indians may be provided with one blue peaked cap yearly and one white helmet every 3rd year in lieu of velvet cap.
...	...	Designation badge in white metal to be worn on left breast of uniform cont.	As re- quired.	1 set plated with rail- way mono- gram or initials.	As re- quired.	The following remarks apply to A (3) :— Coat to have 2 patch pockets on skirt and one on breast and 1½" stand- ing collar with hooks. The following remarks apply to A (4) :— Coat to have roll collar and two patch pockets on skirt and one on breast.

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied	Winter.	To be supplied.	Water-proofs.	To be supplied.
<p>(B).—Guards (Permanent or Temporary).— Yard Foremen, Assistant Yard Foremen, Gunners, Ticket Collectors, Squad Ticket Checkers. Travelling Ticket Inspectors. (Permanent or Temporary)</p>						
<p>1. Drawing Rs. 400 and above.</p>	<p>3 white drill coats. 3 pairs white drill trousers. 1 white cork helmet. 1 blue cloth cap with patent leather peak.</p>	<p>Yearly Do. Every three years. Yearly</p>	<p>1 blue serge coat No. 1 quality. 1 pair blue serge trousers No. 1 quality.</p>	<p>Yearly Do.</p>	<p>One</p>	<p>Every three years.</p>
<p>2. Drawing Rs. 190 to Rs. 399. Also Guards and Travelling Ticket Inspectors drawing Rs. 100 and above.</p>	<p>3 white drill coats 3 pairs white drill trousers. 1 white cork helmet. 1 blue cloth cap with patent leather peak.</p>	<p>Yearly Do. Every three years. Yearly</p>	<p>1 blue serge coat of No. 2 quality. 1 pair blue serge trousers of No. 2 quality.</p>	<p>Yearly Do.</p>	<p>One</p>	<p>Every three years.</p>

DEPARTMENT.—Contd.

5		6		7		8
Umbrellas.	To be supplied.	Badges	To be supplied.	Buttons.	To be supplied.	REMARKS.
...	...	Designation badge on collar. Railway initials on shoulder straps. 1 E B R monogram for helmet. 1 E B R monogram for cap.	As required. Do. Do. Do.	1 set plated with Railway monogram or initials.	As required.	<p>The following remarks apply to B (1), B (2) and B (3):—</p> <p>Guards will also wear a black patent leather cross belt with monogram, watch pouch and whistle. To be supplied as required.</p> <p>Tent Club or other authorised Sola Topes with or without white covers at employee's own cost may be worn during the period prescribed by the Traffic Manager.</p> <p>Boots or shoes to be provided at employee's own cost. They may be of black leather white or tan.</p> <p>Coats to be of plain patrol type with 1½" standing collar, hooks at neck and shoulder straps, 4 patch pockets and flaps for pockets with one button each.</p>
...	...	Designation badge on collar. Railway initials on shoulder straps. 1 E. B. R. monogram for helmet. 1 E. B. R. monogram for cap.	As required. Do. Do. Do.	1 set plated with Railway monogram or initials.	As required.	<p>Winter uniforms will be of same pattern as for Summer.</p> <p>Guards and TTIs will receive 6 suits of Summer uniform during first year of employment.</p> <p>Ticket Collectors stationed at stations other than Calcutta will receive 2 suits yearly after the first year's supply.</p>

TRAFFIC

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
3. Drawing Rs. 129 and below. Travelling Ticket Inspectors drawing less than Rs. 100 and A Class Guards.	3 white drill coats 3 pairs white drill trousers. 1 blue cloth cap with straight patent leather peak.	Yearly Do. Do.	1 blue serge coat of No. 3 quality. 1 pair blue serge trousers of No. 3 quality.	Yearly Do.	One	Every three years.
C. Parcel Clerks ...	2 white drill coats	Yearly	1 coat blue serge of No. 3 quality.	Every two years.	One (See para. 6 of general notes).	Do.
D. Lady Booking Clerks and Ticket Collectors.	4 white blouses with suitable attached collars. 1 dark blue skirt (thin.) 1 blue belt of same material as skirt. 1 Sola Topes ...	Do. Do. Do. Do.	1 dark-blue serge costume of No. 2 quality. 1 panama hat (woman's boater) with ribbon.	Yearly Do.	One (for Lady Ticket Collectors only).	Do.
E. 1. Passenger Superintendents, Military.	2 khaki suits (Military style). Khaki Turbaus Black Boots ...	2 on confirmation and 2 every year thereafter. 2 on confirmation and 1 every 2nd year thereafter. 1 pair on confirmation and 1 pair every 2nd year thereafter.	Blue serge suit (Military style) of No. 1 quality. Dark blue cavalry Lungis. Kullas for Mahomedan Passenger Superintendents. Silver frill for turbans for Hindu Passenger Supdt.	1 on confirmation & 1 every 2nd year thereafter. 1 on confirmation & 1 every 3rd year thereafter. Do. Do.	One	Do.

* Except shed staff not exposed to weather.

DEPARTMENT.—Contd.

5		6		7		8
Um- brellas.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	...	1 E. B. R. monogram for cap. Designation badge on collar. Railway ini- tials on shoulder straps.	As re- quired. Do. Do.	1 set plated with Rail- way mono- gram or initials.	As re- quired.	<i>Bona fide</i> Upcountry men may be provided with 2 white Muslin Puggies of 9 yds. length yearly in lieu of helmet and cap. The following remarks apply to B (3):— Europeans or Auglo- Indians will be provided with one blue forage cap yearly and one helmet every 2nd year in lieu of cap.
...	...	Designation badge in white metal to be worn on the left breast of uni- form coat.	As re- quired.	1 set plated with rail- way mono- gram or ini- tials.	As re- quired.	Coat to have Roll collar and two patch pockets on skirt and one on breast.
...	...	E. B. R. monogram buckle.	Do.	In place of 2-piece costumes, 1 piece costumes will be supplied. This should have belts and full sleeves in winter costumes and half sleeves for Lady Booking Clerks only in summer costumes.
...	...	Designation shoulder badge "E. B. R." Arm band (red) with "Passenger Superinten- dent" in blue letters.	Do. Yearly.	Do.	Do.	Cost of boots not to exceed Rs. 16-8-0 per pair.

TRAFFIC

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
2. Passenger Superintendents (Non-Military.)	Same uniform and of same pattern as for Station Master A (2) excluding badge.	...	Same uniform and of same pattern as for Station Master A (2).	...	One	Every three years.
F. Block Signalmen and Brakemen.	2 white drill coats	Yearly	1 short blanket coat.	Every three years.
	2 pairs white drill pyjamas.	Do.				
	2 blue pugrees or	Do.				
	1 blue velvet cap	Do.				
G. (Menial staff)—						
1. Jemadars, Tindals and Shunting Jemadars.	2 blue drill coats	Do ...	1 short blanket coat.	Do.
	1 dark-blue drill cap.	Do ...	(at discretion of Indenting Officer.)			
2. Switchmen ... Peons* ... Signalmen ... Pointsmen ... Watermen ... Lampmen ... Shunting Porters. Porters ... Bhisties ... Gatemen ... Box Khalasies ... Rest-House Khalasies. Call Boy ... Sweepers ... *(Other than office peons.)	2 blue drill coats	Do ...	1 short blanket coat.	Do.
	1 dark-blue drill cap.	Do ...	(at discretion of Indenting Officer.)			
H. Ayahs in charge of Ladies' Waiting Rooms.	3 white skirts ...	Do
	3 Kurtas ...	Do.				
	3 Chaddars ...	Do.				

DEPARTMENT.—Contd.

5		6		7		8
Umbrellas.	To be supplied.	Badges.	To be supplied.	Buttons.	To be supplied.	REMARKS.
...	...	Arm band (red) with "Passenger Superintendent" in blue letters.	Yearly	1 set plated with Railway monogram or initials.	As required.	Non-Military Passenger Supdt. in scale Ra. 50-4-90 should be supplied with uniforms similar to those supplied to Ticket Collectors with the addition of a blue arm-band bearing the words "Passenger Superintendents."
...	1 set plated with Railway monogram or initials.	As required.	Coat to have standing collar and 2 pockets on skirt without flaps. Block Signalmen only will receive one blue serge coat of No. 3 quality once every two years in place of one short blanket coat every 3 years.
...	...	Jemadars to have three red braid stripes on right arm. Railway monogram for cap.	1 set yearly. As required.	1 set with Railway monogram.	Do ...	Coat to have standing collar and 2 pockets on skirt without flaps. Line Jemadars only will receive one blue turban instead of 1 dark-blue drill cap. Jemadars to have two blue drill achkans with two blue pugrees in place of uniforms laid down in column 2.
...	...	Railway monogram for cap. Switchmen to have two red braid stripes on right arm.	As required. 1 set yearly.	1 set plated with Railway monogram.	Do ...	Coat to have standing collar and 2 pockets on skirt without flaps. Sweepers to have straw cap bound with blue muslin without monogram in place of cap.
...	

TRAFFIC

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
I. Yard Masters ... Assistant Yard Masters. Yard Inspectors, Yard Controllers. Goods Supervisors at Chitpur, Cossipore Road, and Saheb Bazar. Assistant Goods Supervisor, Calcutta. Head Goods Clerks-in-charge of Mill stations.	One ...	Every three years.
Trains Clerks and Number Takers.	2 white drill coats	Yearly	1 coat blue serge of No. 3 quality.	Every 2 years.	One (See para. 6 of general notes.)	Every 3 years.
Transhipment Foremen	One	Every 3 years.
Ghat Inspectors	Do.	Do.
Wagon Ferry Inspectors. Checkers*	Do.	Do.
Gangway Tally Clerks. Remarkmen*	1 (cape)	Do.
Wagon Labellers Wagon Sealers	Do. Do.	Do. Do.
Tally Clerks* ... Lamp Fitters	Do. Do.	Do. Do.
J. Motor Trolley Drivers	2 khaki drill coats 2 pairs khaki drill trousers. 1 khaki pugree of 7 yds. length.	Yearly Do. Do.	1 warm jersey	Every 3 years.	One	Every 3 years.
K. Bicycle peons attached to the Railway Telegraph office, Sealdah.	2 blue drill tunics 2 pairs blue drill shorts. 2 blue muslin pugrees. 1 pair blue woollen putties.	Yearly. Do. Do. Do.	1 warm jersey (as for Marine Department).	Every three years.	One water-proof cape.	Every 3 years.

* Except shed staff not exposed to weather.

DEPARTMENT.—Concl.

5		6		7		8
Umbrel- las.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	
...	...	Designation badge in white metal to be worn on the left breast of uniform coat.	As required.	1 set plated with Railway monogram or initials.	As required.	Coat to have Roll collar and two patch pockets on skirt and one on breast.
...	
...	
...	
...	
...	
...	
...	
...	
...	
...	
...	1 set	As required.	
...	1 set (white metal).	As required.	Umbrellas to be supplied to Railway Telegraph Offices. These should not be issued to individuals but retained in stock and issued as required to the men on duty.

MARINE

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
1. Commanders and Engineers.	White drill jacket White drill trousers. White drill cap-cover. White Military shape helmet with white pugree with blue stripe. White canvas boots (for Commanders.) Black leather boots (for Engineers.)	...	Blue cloth overcoat. Blue cloth pea jacket. Blue cloth trousers. Blue cloth Marine pattern cap. Black leather boots.
2. Navigating Serangs and Drivers.	1 Serang's waist coat. 1 red Fex cap.	...	1 blanket coat	...	One	...
3. Dock Serangs Tindals, Seacunnies, Lascars and Engine Room staff.	2 blue drill jumpers (Indian Marine pattern.) 2 pairs blue drill trousers. 1 blue fishermen's woollen cap (Indian Marine pattern.) 1 leather belt with brass buckle.	Yearly Do. Every three years. As required.	1 warm jersey	Every three years.	One (For Serangs and Tindals only.)	Every three years.

DEPARTMENT.

5		6		7		8
Umbrellas.	To be supplied.	Badges.	To be supplied.	Buttons.	To be supplied.	REMARKS.
...	...	<p><i>Winter.</i> Commanders will wear three bands of $\frac{1}{4}$" gold lace round cuff of each sleeve. Bands to be $\frac{1}{4}$" apart.</p> <p><i>Summer.</i> Commanders will wear blue cloth Epaulets on each shoulder with 3 bands of $\frac{1}{4}$" gold lace. Bands to be $\frac{1}{4}$" apart.</p> <p>Engineers will wear same badges as Commanders with the addition of purple stripes $\frac{1}{4}$" wide between the gold lace on sleeves and Epaulets.</p> <p>Lion and anchor badge for cap.</p>	...	The necessary number made of brass with lion and anchor badges.	...	<p>Winter jacket will be double breasted with turned down collar.</p> <p>Summer jacket will be single breasted with turned down collar.</p> <p>The Flotilla European staff must provide their uniforms at their own expense but the first cost of the badges, &c, will be borne by the Railway the parties wearing them paying for such subsequent renewals as may be required.</p>
...	First supply of Waterproof and blanket coat, Waist coat and cap will be made by the Railway, on the Serang or Driver being confirmed in his post. Cost of subsequent renewals to be borne by staff.
...	...	<p><i>Deck Serangs.</i></p> <p>Cross brass anchors.</p> <p><i>Tindals.</i></p> <p>Single brass anchor.</p> <p><i>Seacummies.</i></p> <p>Brass steering wheel.</p>	<p>As required.</p> <p>Do.</p> <p>Do.</p>	<p>Jerseys will be worn under the summer clothing. They will be collected and kept in stores between the months of March and September.</p> <p>Lascars and Engine Room staff will not wear any distinguishing badges.</p>

MARINE

1	2		3		4	
STAFF DESIGNATION.	Summer.	To be supplied.	Winter.	To be supplied.	Water-proofs.	To be supplied.
4. Search-light attendants on Steamers.	2 white drill coats 2 pairs white drill trousers.	Yearly Do.	1 dark blue serge coat of No. 3 quality. 1 pair dark blue serge trousers of No. 3 quality.	Yearly Do.	One	Every three years.
5. Coal Munshi	One	Every three years.
6. Time-Keepers	One	Do.

DEPARTMENT.—*Concl'd.*

5		6		7		8
Umbrel- las.	To be suppli- ed.	Badges.	To be suppli- ed.	Buttons.	To be suppli- ed.	REMARKS.
...	1 set	As requir- ed.	Coats to be of plain patrol type with 1½" standing collars, hooks at neck and shoulders straps, 2 lower patch pockets and flaps for pockets with one button each.
...	
...	

Statement showing transactions of the Fine Fund for the Financial Year, 1928-29.

ASSETS.						DISBURSEMENTS.						Balance in hand on the 31st March 1929.
Balance on the 31st March 1928.	Fine Inflicted.	Bonus forfeited.	Other amounts credited.	Interest on balance.	Total.	Hospital for sick employees.	Compas- sionate allowances.	Schools.	Recrea- tion clubs.	Miscella- neous.	Total.	
1	2	3	4	5	6	7	8	9	10	11	12	13
Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
29,947	8,778	1,038	(a) 1,515	793	42,071	800	Nil.	40	16,380	1,760	18,980	23,091

(a) Advances from the Fine Fund, refunded by :—

(1). Mr. O. Tole, Painter Foreman, Kanchrapara	Rs. 800
(2). The European Institute, Saidpur	Rs. 150
(3). Mr. E. C. Pitt, late Transportation Officer	Rs. 565
		TOTAL	Rs. <u>1,515</u>

CHECKED
2005-1-4