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**REPORT
OF THE
STUDY GROUP FOR
OIL REFINING AND DISTRIBUTION**



COMMISSION ON LABOUR

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F O R E W O R D

The National Commission on Labour appointed the Study Group for Oil Refining and Distribution in its attempt to understand the changes in conditions of labour in this sector of activity in the country since Independence. This was one of the series of Study Groups set up for different industries/activities. The Study Group was required to analyse available information and project its thinking on labour problems in oil refining and distribution for the years to come taking into account the possible developments in the field.

The views expressed in the report are the views of the Study Group. In examining them for framing its final recommendations, the Commission will attach due importance to these views coming as they do from knowledgeable persons in the industry. In the meanwhile, the report is being published by the Commission with a view to seeking comments on it from persons/institutions interested in conditions of labour in oil refining and distribution.

The Commission is grateful to the Chairman and Members of the Study Group individually for completing their work within the time limit fixed for them. The Commission is also grateful to all persons/institutions who may have helped the Study Group in reaching its conclusions.

P. B. Gajendragadkar
Chairman

National Commission on Labour,
D-27, South Extension, Part-II,
New Delhi-16.

MEMBERS

1. Shri N.N. Kashyap,
Chairman,
Indian Oil Corporation Ltd.,
Link House, 4th Floor,
B.S. Zafar Marg,
New Delhi-1.
2. Shri M.R. Idgunji,
Industrial Relations Adviser,
Burmah-Shell,
Bombay.
3. Shri K. Krishnamurty,
Employee Relations Manager,
Esso Standard Refining Company of India Ltd.,
Bombay.
4. Shri V. H. Dhopeswarkar,
Chief Personnel Officer,
I.O.C. (Marketing Division),
254-C Annie Besant Road,
Bombay-22 DD.
5. Shri G. Sundaram,
General Secretary,
All India Petroleum Workers' Federation,
34, Sewree Cross Road,
Sewree, Bombay-15.
6. Shri Raja Kulkarni,
General Secretary,
National Federation of Petroleum Workers (India),
22, Military Square Lane,
Fort, Bombay-1.
7. Shri V.P. Baliga,
Senior Personnel Officer,
I.O.C. (Refining Division),
Link House, B.S. Zafar Marg,
New Delhi-1.

TABLE OF CONTENTS

	Pages
Preamble	1
Introduction	3
Chapter 1—Recruitment and Induction	5
Chapter 2—Conditions of Work	11
Chapter 3—Trade Unions and Employers Organizations	19
Chapter 4—Industrial Relations	26
Chapter 5—Wages	30
Chapter 6—Incentive Schemes and Productivity	31
Chapter 7—Social Security	32
Chapter 8—Industrial Legislation	37
Chapter 9—Labour Research and Information	38
Annexure I—Number of employees employed in the oil industry	39
Annexure II—Quantum of leave in the oil industry	40
Annexure III—Accidents in the oil industry	42
Annexure IV—Industrial Disputes in the oil industry	43
Annexure V—Salary scales and job classifications	44
Annexure VI—Gratuity rules in the oil industry	83

Preamble

The Study Group for Oil Refining and Distribution was constituted in terms of Office Memorandum No. 3 (36) /67-NCL dated 26th July 1967, of the National Commission on Labour, reproduced below :

“The National Commission on Labour appoints the following persons to constitute the Study Group for Oil Refining and Distribution, Headquarters. New Delhi :—

1. Shri N. N. Kashyap,
Chairman,
Indian Oil Corporation Ltd.,
New Delhi. ... Chairman
2. Shri M.R. Idgunji,
Industrial Relations Adviser,
Burmah-Shell, Bombay. ... Member
3. Shri K. Krishnamurthy,
Employee Relations Manager,
Esso Standard Refining Company
of India Ltd., Bombay. ... Member
4. Shri V.H. Dhopeswarkar,
Chief Personnel Officer,
IOC (Marketing Division),
Bombay. ... Member
5. Shri G. Sundaram,
General Secretary,
All-India Petroleum Workers'
Federation, Bombay-15. ... Member
6. Shri Raja Kulkarni,
General Secretary,
National Federation of Petroleum
Workers (India), Bombay. ... Member
7. Shri V.P. Baliga,
Senior Personnel Officer,
IOC (Refineries Division),
New Delhi-1. ... Member-Secretary

The Study Group will, in regard to the subject allocated to it, ascertain facts from the available literature on the subject, draw conclusions and suggest solutions to the problems posed by the Group for the consideration of the Commission. The Commission may also pose problems for consideration of the Group from time to time. The Study Group will submit its report as early as possible.

The Study Group met on 21.8.1967, 8.12.1967, 28.12.1967, 29.12.1967 and 17.1.1968. At its meeting held on 21.8.1967, the Study Group decided that its procedure would be that answers to the questionnaire issued by the National Commission on Labour and existing information on the topics covered by the Questionnaire would be the material on the basis of which problems would be posed and solutions suggested.

One of the difficulties the Study Group has had to encounter is that there is very little published material on which it could rely.

The Study Group thanks all the Oil Companies and Unions for the information that they have furnished to it. Its thanks are specially due to the Member-Secretary, Shri V.P. Baliga, for the pains taken by him in collating the relevant material and drafting the report.

INTRODUCTION

When India attained freedom in 1947, while the distribution side of the oil industry was adequately developed, there was only one petroleum refinery in the country owned and operated by Assam Oil Company Ltd., at Digboi in Assam. The entire distribution trade in refined products was handled by the following companies :—

1. Burmah-Shell Oil Storage and Distributing Company of India Ltd. (B.S.M.).
2. Stanvac (now called Esso Standard Eastern Inc.).
3. Caltex India Ltd.
4. Burmah-Oil Company Ltd. (I.T.)
5. Indo-Burmah Petroleum Co. Ltd.
6. Western India Oil Distributing Co. Ltd.

In the early 1950's, the three major international oil companies, namely, (1) Burmah-Shell, (2) Esso and (3) Caltex agreed under special covenants entered into with the Government of India to set up their own oil refineries. The Burmah-Shell and Esso Refineries were built at Trombay, a suburb of Bombay, and the Caltex Refinery at Vishakapatnam. The Burmah-Shell Refinery went on stream on 31st January 1955. The Esso Refinery went on stream in 1954 and the Caltex Refinery went on stream in 1957. By the late 50's, all the three refineries were on full stream and processed imported crude to yield a total annual production of 4 million tonnes of finished products.

The Government of India's Industrial Policy Resolution of 1956 emphasised development of oil production in the public sector by placing this industry in Schedule 'A', that is, industries whose "future development" will be exclusively the responsibility of the State. In August 1958, a Company, the Indian Refineries Limited, was formed under the Indian Companies Act to construct, operate and manage two refineries—one at Gauhati in Assam and the other at Barauni in Bihar. The commissioning of the Gauhati Refinery with Rumanian assistance on 1st January

1962, marked the beginning of the public sector refineries. In July 1964, followed the commissioning of the refinery at Barauni in Bihar. Both these refineries are based on crude supplied from oil fields of Assam.

The discovery of crude oil in Gujarat made it feasible to set up a third public sector refinery, called the Gujarat Refinery at Jawaharnagar near Baroda. The refinery was originally under the Oil and Natural Gas Commission; but was later transferred to the Refineries Division of the Indian Oil Corporation Ltd. on 1st April 1965. The refinery was commissioned on 11th October, 1965.

On the distribution side, the State entered the oil industry in June 1959, with the formation of Indian Oil Company Ltd. on 30th June 1959. With effect from 1st September 1964, the Indian Oil Company Ltd. and the Indian Refineries Ltd. were merged to form the Indian Oil Corporation Ltd., with registered office of the Corporation at Bombay, the former forming the Marketing Division and the latter forming the Refineries Division of the new Corporation. By a subsequent order of the Government of India, another Division, called the Pipelines Division, was created on 11th March 1965. Before this, the pipelines were under the Refineries Division of Indian Oil Corporation Ltd. Annexure I gives the total number of employees employed in the Refining and Marketing Organizations in both the private and public sectors of oil industry.

In the following pages, the problems that are likely to arise in the near future in the oil industry on the personnel side and the possible solutions to the problems are discussed under the same headings as those in which the questionnaire of the National Labour Commission is divided.

CHAPTER I

RECRUITMENT AND INDUCTION

In the oil industry, whether in the private sector or the public sector and whether on the refining side or the distribution side, vacancies for the posts are notified to the Employment Exchanges and, if necessary, are also advertised in the press. The candidates who are introduced either by the existing employees or Technical Institutes are also considered along with the candidates recommended by the Employment Exchanges or those who applied in response to the newspaper advertisements. Candidates who are *prima facie* considered likely to be suitable are generally given tests for assessing general intelligence and aptitude and later on are required to appear before the Selection Committee for interviews. The candidates who are recommended for appointment by the Selection Committees on the result of their performance in the test and interview are selected for appointment. This system ensures fairness to all candidates. Before the selected candidate is actually placed on the job, he is introduced to the Head of the Department and the Departmental Supervisor and is explained the nature of duties that he will have to perform.

Scarcity in Certain Categories : Petroleum Refining industry is facing a scarcity of skilled technicians, such as, instruments technicians, fire fighting operators, boiler operators, electricians and process operators and proficient stenographers. To meet this scarcity, it is suggested that there should be wider educational and training facilities in these trades at the training institutions, such as polytechnics and/or under the arrangements made under the Apprentices Act, 1961. These activities may be supplemented by Companies' own training programmes.

When an industrial undertaking is started in a particular place, it generates expectations of employment opportunities among the people living in the area owing to the widespread prevalence of unemployment. There are demands from the local people that only the local people to the exclusion of

people from other States should be employed in the undertakings. This difficulty is experienced particularly by Corporations such as the Indian Oil Corporation Ltd. having all-India operations. IOC have tried to overcome this difficulty by laying down a policy that in the matter of recruitment to posts below the rank of officers, preference will be given to the local candidates to the extent that suitably qualified and experienced candidates are available. Posts in this category are advertised on all-India basis only when suitable local candidates are not available. Execution of this policy is, however, not free from difficulties and complaints.

While on the subject of recruitment it is pertinent to point out that the oil refining industry is a capital intensive and highly automated and, therefore, a labour saving industry. It is necessary that the public should also be made thoroughly acquainted with this aspect because whenever a new refinery is started it generates expectations of employment opportunities far beyond the capacity of a refinery to absorb. There is an immense difference between the old refineries and the modern ones. One of the most striking aspects is the diminution of work force. The following table shows the over-all manpower trend in the U.S. petroleum industry. It is given only by way of illustration and not for comparison with developments in this country as conditions differ from country to country.

U.S. Refining Industry
EMPLOYMENT AND THROUGHPUT
(Source : ILO Petroleum Committee, 7th Session,
Report II, 1966—Page 55).

EMPLOYMENT IN THOUSANDS							
YEAR	Total	Per cent	Pro-	Per cent	Non-Pro-	Per	Through-
	:	:	duction:	change	duction	cent	put in
	:	:	workers:	:	workers*	change:	Thousand
	:	:	:	:	:	:	b/d
1954	203.6	-1.3	141.6	-3.6	62.0	+4.4	6,958
1955	201.3	-1.1	136.4	-3.7	64.9	+4.7	7,480
1956	200.8	-0.2	135.4	-0.7	65.4	+0.8	7,937
1957	198.9	-0.9	132.0	-2.5	66.9	+2.3	7,918
1958	190.4	-4.3	123.0	-6.8	67.4	+0.7	7,606
1959	181.4	-4.7	115.2	-6.3	66.2	-1.8	7,994
1960	177.2	-2.3	112.8	-2.1	64.4	-2.7	8,058
1961	168.4	-5.0	106.1	-5.9	62.3	-3.3	8,183
1962	160.5	-4.7	100.9	-4.9	59.6	-4.3	8,410
1963	154.7	-3.6	95.8	-5.1	58.9	-1.3	8,687
1964	152.1	-1.7	91.9	-4.1	60.2	+2.2	8,858

* Non-Production worker—white-collar worker.

A few illustrations within our experience in this country may also serve to illustrate the point. Compared with the Esso and Cochin Refineries, the Public Sector refineries at Gauhati, Barauni and Jawaharnagar employ more number of workers, which is due to a large extent to their having their own power houses, water supply system, very large townships, full-fledged hospitals, schools and transport system and the particular design and production activities as well as the manner of recruitment and induction.

Esso Refinery in Bombay has a total work force of 440 including both Supervisory and non-Supervisory categories. Cochin Refinery planned a total complement of 315 (69 Supervisory and 246 non-Supervisory) on the pattern of their experience abroad but has now a strength of 380. This refinery is a very sophisticated unit with one integrated control room. Even other activities like drum making, loading gantry facilities are highly automated. Man-power requirements and recruitment were carefully planned to avoid surpluses arising, and no age restrictions were observed. Cochin Refinery had the advantage of recruiting workmen and staff with several years of experience in the other refineries in the country as well as repatriates from the Middle East and of getting all construction jobs done through contractors. Recruitment has been at the lowest level, where possible, and with matriculation as the educational qualification, followed by training mostly on the job.

*If an evaluation is made for personnel requirements in terms of men per 1000 barrels, the resulting number shows a range as wide as 3 to 50.

Refinery Complexity : This has a direct effect on man-power requirements. The number increases as new units are added even though the overall refinery capacity remains unchanged.

Refinery Evolution : The old refinery with small parallel units requires substantially more men than a new refinery with large single units. It has been estimated that at a refinery which is technologically the most modern the work force establishment will be less than 200 for throughputs above 100,000 barrels per day. Shri Raja Kulkarni, Member, Study Group, felt that if there is any relevance about international

*The contents of pages 7 to 9 about trends of employment in Refining Industry are based on ILO Petroleum Committee, 7th Session, Report II, 1966.

comparison on the ratio of out-put to employment, a similar relevance should exist on the ratio of wages and output.

Changing Structure of the Work Force : The most important effect of the technological advance, which is taking place in the refinery design and construction is that there will be not only a diminution in refineries' overall manpower needs but there will be also a change in the structure and quality of work force. Qualitatively as well as quantitatively, the impact of technological advance on manpower requirements is at the maximum in refining. The rapidly advancing technology requires men with skills and aptitudes different from those which have been generally accepted in the past. Broadly, the future evolution may be expected on the following lines. The unskilled labour will scarcely have a place in any branch of petroleum industry. All heavy manual work will be and, in fact, has for some time been done by machines.

A craft qualification or the successful completion of secondary education is generally a qualification for employment in oil refineries and marketing. As to the needs of future refineries, it has been increasingly recognized that a worker with a single craft is insufficiently equipped to deal with multifarious requirements of maintaining modern plant/units. Craft demarcations are increasingly cumbersome when it comes to carrying out maintenance tasks where more than one skill is involved. The trend appears to be likely towards a multicraft worker capable of carrying out tasks in as many as 3 fields, *i.e.*, mechanical, electrical and instruments. There is no doubt that workers with multi-craft qualifications will be evaluated higher than single craft workers and their importance will vary according to the skill and proficiency attained by them. A beginning in this new phase of training of workers in more than one craft has already been initiated by the Burmah-Shell and Esso Refineries. The relevant extract, *i.e.* Clause 'C' on better utilisation of man-power and equipment of the Memorandum of Settlement between the Burmah-Shell Refineries Limited, Bombay and its workmen dated 19th August 1967, is as follows :

“Craftsmen will be required to perform as part of their normal duties and/or responsibilities other work, which is connected with their own particular work. The underlying idea is that where there is work to be done for which the craftsman has the basic skill and which could as well be performed by the craftsman himself (if necessary after some

appropriate training, most of the training to be on the job), such extended work shall be treated as part of the normal duties and/or responsibilities of the craftsman. This extended work is such as is related to and/or incidental to the present duties and/or responsibilities of the craftsman concerned. The nature of the extended work will be such that it furthers safety of plant and equipment, improves efficiency, reduces avoidable delays and leads to better utilization of personnel and equipment. It is not intended that anything in this method of working which is in accord with modern thinking should jeopardize anyone's security of employment or render anyone surplus."

Clause 2 (a) of the long-term Settlement between the Esso Standard Refining Company of India Limited, Bombay and their workmen is as follows :

"The existing crafts will be grouped into pairs of two crafts as shown in Annexure II hereto. Within these consolidated crafts, the craftsman should utilise his existing skills in both the crafts and shall acquire additional skills within reasonable time to enable him to become proficient in the consolidated craft. The basis underlying craft consolidation is mentioned in Annexure II."

The most significant decreases in manpower requirements are taking place in the number of men engaged in controlling production units, pumping units, etc. With the increasing automation, the nature and character of work changes involving lesser manual activities, a fact which gives rise to the problem of boredom to a point where the individual's powers of attention are substantially affected. From this development emerges the concept of operator craftsman, a man perhaps already possessing levels of skill in more than one craft, who is trained both to operate the installations and to carry out a variety of maintenance tasks on it. Besides, there is the double advantage of saving man-power and of giving the worker considerable relief from boredom since firstly his tasks are varied and secondly his interest in the functioning of the unit which he controls is put on a higher level by added responsibility.

The long-term Settlement of Esso Standard Refining Company of India Ltd. referred to above provides for process operators carrying out in addition to their normal

operations, such tasks as running and maintenance of 'on-stream analysers', minor mechanical work, driving heavy and light vehicles, etc.

Recruitment in the private sector marketing companies has been more or less at a stand-still over the last ten years. In fact, as will be seen from Annexure I, there has been an overall decrease in their total employment numbers. Correspondingly, there has been steady recruitment in the Public Sector (IOC) marketing organization since inception; however, the number of persons newly employed in IOC (Marketing Division) has been less than the number of persons by which employment figure in the private oil marketing companies decreased.

There has been regular programme of induction for new recruits. Besides 'on the job' training, training has been given by the oil companies for improving skills or acquiring new or alternative skills or vocation.

On the refining side of the industry, there has been an over-all increase in the total number of people employed. This is due to the fact that the number of persons employed in the public sector refineries is more than the number by which the total employment declined in the refineries in the private sector.

CHAPTER 2

CONDITIONS OF WORK

Conditions of work in the refineries and depots on the distribution side employing more than 10 persons are governed by the provisions of the Factories Act, 1948. Conditions of work at depots employing less than 10 persons are reported to be generally the same as at depots covered by the Factories Act, 1948.

The main provisions relating to safety and welfare, hours of work, rest interval, weekly off, occupational diseases, overtime payments, etc. are considered to be not inadequate. The staff employed in the administrative office of the refining and also of the distribution organizations of IOC are governed by the provisions of Shops and Establishments Act, provisions of which regarding conditions of work are also considered to be not inadequate.

The Union Representatives on the Study Group suggest that to make the implementation of the Factories Act more effective, Factory Inspectors should contact the Union Representatives when they visit the factories. They also suggest that overtime should be payable at statutory rates for work done beyond the scheduled daily hours.

The problem posed by paid festival holidays and annual leave with pay deserves serious consideration. Demands are likely in the future for increasing the quantum of holidays. The question of holidays has to be considered in its proper perspective and some fundamental and far-reaching thinking on this question seems to be called for in the interests of higher productivity in the industry. As it is, there are holidays galore in the Indian industry. The following extract from a hand-out of the National Productivity Council seems to be apposite:—

“In India an employee in office or factory enjoys several leave and holiday benefits besides the National and festival holidays. There are nearly 30 days paid earned leave, 10 to 15 days casual leave, more than 50 days sick leave with half pay

and maternity leave. Look at other advanced countries. While the U.K. has 12 paid leave and USA 7 days, a Japanese worker enjoys only 6 days leave—the most productivity conscious worker in the world.”

Both on the distribution and refining sides of the oil industry, the annual leave with pay granted to workers is in excess of what is provided for in the Factories Act. Annexure II gives the quantum of annual leave, sick leave, casual leave and maternity leave allowed in the Refineries and Marketing Organizations of oil industry.

In the oil industry, paid festival holidays have been reduced after suitable adjustments. It is felt that there is still scope for further reduction in a suitable manner.

On the recommendation of the Planning Commission in the Second Five-Year Plan, the Labour Bureau, Simla, was entrusted with the task of undertaking special studies in selected industries for finding out the extent and nature of contract labour. Among the industries covered by the Bureau are petroleum refineries and distribution and marketing organizations of the petroleum industry. In petroleum refineries the following types of jobs are generally being given to contractors for execution :—

- (i) Civil, Mechanical, Electrical works for the construction of a refinery.
- (ii) Construction of Townships.
- (iii) Periodic grass-cutting and removal of weeds within the refinery premises.
- (iv) Modification of production units.
- (v) Erection of new machinery or special repairs to existing plant and equipment, such as, at the time of periodic or emergency shut-downs.
- (vi) Periodic painting of buildings, structures, columns and other equipment.
- (vii) Temporary work pertaining to civil, mechanical or electrical construction which may become necessary for a running refinery.

On the distribution and marketing side of petroleum and its products, the study conducted by the Labour Bureau, Simla, revealed that the following jobs are entrusted to contractors :—

- (i) Loading and unloading of bulk and packed products, stacking and unstacking of packed material, filling of tank wagons, tank lorries, barrels, tins, etc.
- (ii) Carting of packed petroleum products from Depots to Railway Goods-Sheds and vice-versa.
- (iii) Transporting of bulk/packed products from Depots/Installations/Terminals and up-country Depots or Agents. General maintenance of and repairs to plants, equipment and building, painting of tanks, etc.

The above two lists of jobs given to contractors for execution in the refining and marketing divisions of the oil industry should be treated as illustrative and not exhaustive.

On the question of executing work through contract system, the trend of judicial decisions is reflected by the following awards :—

- (i) The Madras Industrial Tribunal has observed as follows in an award given by it :

“The result is, the various items of work in relation to the maintenance of the installations and the premises (excluding the officers’ quarters) are collectively works of a perennial nature to be attended to from day to day, so that the management will not be justified, according to the decision of the Supreme Court, to entrust any part of that work to contractors. The execution of such works through contractors must cease in the future and should be carried out through workmen engaged by the Company. Even now the Company has got a staff in the construction department for that purpose. If that staff itself is adequate for that purpose, no necessity will arise to entrust such work to a contractor or increase the strength of the staff. In case that staff is found inadequate, then the strength of such permanent staff must be increased, and the work should not be entrusted to a contractor.”

- (ii) In dealing with the question of abolition of contract system, the Supreme Court decision in the case of Standard Vacuum Refining Co. of India Ltd. V. their workmen is as follows:

“In dealing with the question of abolition of contract system it may be relevant to bear in mind that

the industrial adjudication generally does not encourage the employment of contract labour in modern times. Whenever a dispute is raised by workmen in regard to the employment of contract labour by any employer, it would be necessary for the tribunal to examine the merits of the dispute, apart from the general consideration that contract labour should not be encouraged and in a given case the decision should rest not merely on theoretical or abstract objections to contract labour but also on the terms and conditions on which contract labour is employed and the grievance made by the employees in respect thereof. As in other matters of industrial adjudication, so in the case of contract labour, theoretical or academic considerations may be relevant, but their importance should not be overestimated.

Where the work done by contract labour is incidental to the manufacturing process and is necessary for it and of a permanent nature which must be done every day and is generally done by workmen in the regular employ of the employer, the order of the tribunal directing the management to abolish the contract system in respect of such work is just. The fact that the contract is a bonafide contract would not necessarily mean that it should not be touched by the industrial tribunals."

The following factors have been taken into consideration by the Supreme Court in confirming the order of the Tribunal with the modification relating to the date of abolition of contract system :

- (1) That the work is perennial and must go on from day to day,
- (2) That the work is incidental and necessary for the work of the factory,
- (3) That the work is sufficient to employ a considerable number of whole-time workmen, and
- (4) That the work is being done in most concerns through regular workmen.

The Indian Oil Corporation Limited (Marketing Division) made the following provisions in the long term settlement signed with the Unions in 1966 :

Management will submit to the Unions within a period

of two months from the date of this agreement, a list of jobs given on contract basis to outside agencies. This list shall include :

1. The job-description, names of the contracting parties, number of workmen involved, the date on which the contract is scheduled to expire.
2. The Unions, thereafter, will submit their reply within the next two weeks showing where contract system can be abolished immediately or gradually.
3. Thereafter the parties will jointly discuss and negotiate the jobs on contract system by keeping in view the decision of the Supreme Court in the case of Esso Refineries (Stanvac Refineries), Bombay, at the regional level.
4. The procedure as laid down in (1), (2) and (3) above, shall not prevent the parties to arrive at ad-hoc settlements on any job or jobs given on contract system without waiting for formalities.

The Tribunal appointed by the Government of Maharashtra in Reference (IT) No. 225 of 1955, between Esso Standard Refining Company of India Ltd., Bombay, and the workmen employed under it, has observed as follows in Part I of its Award, on the subject of abolition of contract system :

“The abolition of contract system is only justified, when workers engaged through a contract do not enjoy the benefits and protection afforded to them by the industrial laws. If in any instance, therefore, it is found that employment of contract labour is inevitable on account of the temporary nature of work, or the amount of work varying to such an extent that it would not be practicable or economical to employ permanent workers, the contract labour has not been abolished. There are cases where the person or the concern through whom the labour is employed are amenable to the industrial laws. For example, indentors recruiting labour for working in some companies have been held by the Calcutta High Court to be industries in *Das (K.C.) and others V. State of West Bengal and others*, 1960, II L.L.J. 595. The labour employed by them therefore can raise a dispute, and lay claim to all the protection, rights and privileges enjoyed

by industrial workers. The Company which employs labour through them, therefore, cannot be said to be depriving the workers of any rights under the industrial law, and therefore, the Company cannot be compelled to absorb these workers in their own service, or be ordered not to employ workers through them. The objection to contract labour does not arise in their case. This will be so, wherever there is any concern, person or agency, which is recognised as an industry and gives or is liable to give to the workers all the benefits under the industrial laws. The order of abolition of contract labour and direct employment in such a case is not only unnecessary, but open to serious objections. One of them is, that it would mean recognising such concerns or agents as industries on the one hand, and making it impossible on the other, for them to carry on their business. Another objection is that it would mean in effect compulsorily transferring the services from one unit of an industry to another, a thing which the Industrial Tribunal has no jurisdiction to do. Another serious objection to which this course will be open is, that it would amount to passing an order against an industrial unit, curtailing and seriously affecting its business, behind its back, in a case between two different parties, without giving it an opportunity to be heard. This would be violation of a basic principle of natural justice. In the present case, therefore, where the labour is engaged through concerns which are industries, and amenable to industrial laws, no order of absorbing the workers on permanent roll can be made. I have dealt with the demand as it is raised not only against such concerns, but others and given the reasons why it cannot be entertained in case of any of the jobs. The demand is, therefore, rejected."

In the long term settlements recently signed by Burmah Shell with two Bombay Unions in 1967, the following provision is made :

"The Company agrees that it will not give out on contract, jobs which are now being performed by its own employees."

The Union Representatives on the Study Group stated that the employers in the oil industry were sometimes not

adhering to the criteria laid down in the above decisions. The employers' representatives did not accept this statement as correct.

Safety and Health : The principal risks in the refining and storage and distribution of petroleum products are those of fire and explosion. The first risk, that of fire, is the most important and arises from the combustible nature of petroleum. Typical examples of accidents destructive of property, principally involving fire and thereby causing danger to workers are those arising from mistakes in valve operations, fires from improper use of open flames, pump and machinery failures with the resultant ignition, tank fires. Two aspects of the fire-risk may be noted. On the one hand, petroleum and its products cause accidents during their manufacture, transport and utilization and, on the other hand, they also present secondary risks in cases where they escape outside their pre-determined channels. As may be concluded from the above, the greatest danger to which a refinery is exposed is a danger of fire. Every precaution is, therefore, taken to prevent a fire and to combat it immediately and effectively once it breaks out. Personnel trained in fire-fighting and fire-fighting trucks with ancillary equipment are kept ready at any time of the day and night. The important precaution against fire is the safety rule prohibiting smoking inside the refinery. A lighted match stick or a cigarette stub carelessly thrown may cause a disastrous fire. Annexure III gives the year-wise total number of accidents in the Marketing organizations and Refineries. Incidence of serious accidents is low. It has not been possible to classify the accidents according to their causes. Nevertheless, our general experience is that according to the extraordinary precautions taken against the risk of fires, accidents due to out-break of fire are very rare. On the other hand, the causes of accidents are the same as in other industries. It is true to say that accidents do not just happen, they are always caused. The problem is what we can do in the near future to minimize their incidence to the maximum extent possible. The following measures seem necessary and have mostly been adopted :—

1. Definite work procedures.
2. Adequate publicity for individual and plant safety.
3. Elaborate precautions adequately publicized in the handling of dangerous/poisonous chemicals.
4. Wearing of protective equipment when called for.

5. Provision of safety shoes and helmets, where necessary.
6. Proper administration of safety programme as a direct-line function at all levels of management.

This is the only way by which important aspects of safety can be made an integral part of day-to-day work of an employee.

Safety refresher courses should be and are, in fact, conducted in a number of Units for the good of employees at periodic intervals. The oil industry for its branches should evolve a safety code, as has been done in Esso Standard Refining Company of India Ltd. and Burmah-Shell Refineries. Departmental and even organizational safety competitions should be held for keeping up the employees' interest in safety measures.

Medical fitness is a condition of employment in oil industry, as in other industries. Candidates selected at the interviews are to undergo medical examination before they are finally offered employment. Medical examination only at the time of initial employment will not clearly suffice. It should also be done at periodic intervals even during employees' service, as a part of preventive health scheme.

CHAPTER 3

TRADE UNIONS AND EMPLOYERS' ORGANIZATIONS

The two Federations of Unions operating in the oil and industry are : (1) All-India Petroleum Workers' Federation the National Federation of Petroleum Workers (India). The former is controlled by the AITUC and the latter by INTUC. There are also a few Unions which are not affiliated to any Federation or Central Labour Organization.

The Unions operating at the Refineries and in the Marketing organizations of the oil industry, and their affiliations to Industrial Federations are as follows :

REFINERIES

<u>Refinery</u>	<u>Name of the Union</u>	<u>Affiliation</u>
1. Assam Oil Co., Ltd., Digboi.	Assam Petroleum Mazdoor Union.	National Federation of Petroleum Workers (India)
2. IOC :		INTUC.
(a) Chairman's Office, New Delhi	Indian oil Delhi Employees' Association	National Federation of Petroleum Workers (India)—INTUC
(b) Refineries Division Headquarters, New Delhi.	—do—	—do—
(c) Gauhati Refinery	Refinery Workers' Union, Gauhati.	—do—
(d) Barauni Refinery	(1) Barauni Refinery Tel Shodhak Mazdoor Union.	All-India Petroleum Workers' Federation, Bombay—AITUC.
	(2) Barauni Refinery Employees' Union.	National Federation of Petroleum Workers (India) — INTUC

<u>Refinery</u>	<u>Name of the Union</u>	<u>Affiliation</u>
	(3) Indian Refineries Mazdoor Mahajan.	National Federation of Petroleum Workers (India)—INTUC
(c) Gujarat Refinery, Jawahar-nagar.	Gujarat Refinery Kamdar Sangh.	—do—
3. Burmah-Shell Refineries Ltd., Bombay.	(1) Bombay Labour Union.	(Hind Mazdoor Panchayat)
	(2) Petroleum Workmen's Union.	All-India Petroleum Workers' Federation, Bombay—AITUC.
	(3) Process Operators and Analysts' Union.	
	(4) Burmah-Shell Refinery Clerks' Union.	National Federation of Petroleum Workers—INTUC.
4. Esso Refinery, Bombay.	Petroleum Refineries Employees' Sabha.	(Hind Mazdoor Sabha)
5. Caltex Refinery Vishakhapatnam.	CORIL Employees' Union, Vishakhapatnam.	National Federation of Petroleum Workers (India)—INTUC.
6. Cochin Refineries Ltd., Ernakulam.	Cochin Refineries Employees' Association.	—

MARKETING ORGANIZATION

<u>Name of Organization</u>	<u>Name of the Union</u>	<u>Affiliation</u>
1. Assam Oil Co. Ltd., Digboi.	Assam Petroleum Mazdoor Union.	National Federation of Petroleum Workers (India)—INTUC.

Name of Organization	Name of the Union	Affiliation
2. Burmah-Shell Oil Storage and Distributing Co. of India Ltd.		
(a) Bombay Branch	1. Petroleum Workers' Union	All India Petroleum Workers' Federation-AITUC
	2. Petroleum Employees' Union.	National Federation of Petroleum Workers—INTUC
	3. Hind Oil Kamdar Sabha, Poona.	
(b) Calcutta Branch	1. Bengal Oil and Petrol Workers' Union.	National Federation of Petroleum Workers—INTUC
	2. Petroleum Workers' Union	All India Petroleum Workers' Federation—AITUC.
(c) Madras Branch	1. Madras Kerosene Oil Workers' Union	National Federation of Petroleum Workers-INTUC.
	2. Petroleum Employees' Union	All India Petroleum Workers' Federation—AITUC
(d) Delhi Branch	1. Petroleum Workers' Union	All India Petroleum Workers' Federation—AITUC.
	2. Petroleum Employees' Association	National Federation of Petroleum Workers (India) INTUC.
3. Esso Standard Eastern Inc.		
(a) Bombay Branch	1. Petroleum Workmen's Union.	All India Petroleum Workers' Federation—AITUC.

<u>Name of Organization</u>	<u>Name of the Union</u>	<u>Affiliation</u>
	2. Petroleum Employees' Union	National Federation of Petroleum Workers-INTUC.
	3. Hind Oil Kamdar Sabha	(Hind Mazdoor Sabha)
(b) Calcutta Branch	1. Petroleum Workers' Union	All India Petroleum Workers' Federation—AITUC.
	2. Bengal Oil and Petrol Workers' Union	National Federation of Petroleum Workers-INTUC.
(c) Madras Branch	1. Petroleum Employees' Union	All-India Petroleum Workers' Federation—AITUC.
	2. Madras Kerosene and Oil Workers' Union	National Federation of Petroleum Workers-INTUC.
	3. National Union of Petroleum Workers	- do -
(d) Delhi Branch	1. Petroleum Workers' Union	All India Petroleum Workers' Federation—AITUC.
	2. Petroleum Employees' Union.	National Federation of Petroleum Workers-INTUC.
	3. Esso Employees' Union	All India Petroleum Workers, Federation—AITUC.
4. Indian Oil Corporation (Marketing)		
(a) Bombay Branch	1. Petroleum Employees' Union.	National Federation of Petroleum Workers—INTUC.

<u>Name of Organisation</u>	<u>Name of Union</u>	<u>Affiliation</u>
	2. IOC Bombay Branch Employees' Union	
(b) Calcutta Branch	Indian Oil Employees' Union	
(c) Delhi Branch	Petroleum Workers' Union	All India Petroleum Workers' Federation— AITUC
(d) Madras Branch	Indian Oil Employees' Union	
5. Caltex (India) Ltd.		
(a) Bombay Branch 1.	Petroleum Workmen's Union, Bombay.	All India Petroleum Workers' Federation—AITUC.
	2. Petroleum Employees' Union, Bombay	National Federation of Petroleum Workers— INTUC.
(b) Calcutta Branch	1. Petroleum Workers' Union, Calcutta	All India Petroleum Workers' Federation— AITUC.
	2. Bengal Oil and Petrol Workers' Union	National Federation of Petroleum Workers— INTUC.
(c) Delhi Branch	Petroleum Workers' Union, Delhi.	All India Petroleum Workers' Federation— AITUC.
(d) Madras Branch 1.	Petroleum Employees' Union, Madras.	National Federation of Petroleum Workers— INTUC.
	2. Madras Kerosene Oil Workers' Union, Madras.	National Federation of Petroleum Workers— INTUC.

<u>Name of Organization</u>	<u>Name of Union</u>	<u>Affiliation</u>
	3. National Union of Petroleum Workers	National Federation of Petroleum Workers— INTUC
6. Indo—Burmah Petroleum Company.		
(a) Bombay Branch	1. Petroleum Workmen's Union	All India Petroleum Workers' Federation— AITUC
	2. Petroleum Employees' Union	National Federation of Petroleum Workers— INTUC.
(b) Calcutta Branch	IBP and Steel Brothers' Employees' Union	All India Petroleum Workers' Federation— AITUC.
(c) Delhi Branch	Petroleum Workers' Union	All India Petroleum Workers' Federation— AITUC.

INDIAN-OIL (PIPELINES DIVISION)

(a) Gauhati-Siliguri Products Pipeline	Refinery Workers' Union, Gauhati.	National Federation of Petroleum Workers INTUC.
(b) Koyali Ahmedabad Products Pipeline	Gujarat Refinery Kamdar Sangh, Baroda	—do—
(c) Haldia-Barauni-Kanpur Products Pipeline.	Indian Oil Corporation (Pipelines Dvn.) Employees' Union, Barauni	—do—
(d) Pipelines Division Headquarters, New Delhi.	Indian-Oil Delhi Employees' Association (Pipelines)	—do—

Recently, the management staff/supervisory staff in some of the units in the oil industry have formed associations and registered them as Trade Unions under the Trade Unions Act, although the question of any or all of their members being covered under the Industrial Disputes Act is a debatable one. These Associations are listed below :—

Marketing : Bombay : Burmah-Shell Management Staff Association.

Madras : Burmah-Shell Management Staff Association.

Refineries : Bombay : Esso Refinery Management Staff Association.

The employers in the oil industry, whether in the public sector or in the private sector, have not formed their own Association. However, employers in the private sector are members of the Employers' Federation of India. The public sector employers are not members of any federation of employers.

In common with other industries, the oil industry too—both in the public sector and private sector—is faced with the problem of multiplicity of trade unions. However, as most of the workers in the oil industry are educated and enlightened, the effects of multiplicity of trade unions on industrial relations have fortunately not been as adverse as in other industries, where the workers are not so educated and enlightened.

The Code of Discipline in industry and matters pertaining to it are the subject matters of a study by another group. Therefore, apart from emphasising their importance, this Study Group would like to offer no other comments.

CHAPTER 4

INDUSTRIAL RELATIONS

In the context of plans for the further development of industries in India and of the State being the largest industrial employer, it is necessary to have a close look at our labour policy lest it should hamper the growth of healthy industrial relations. Of late, in the oil industry there have been certain unhealthy incidents, such as wrongful confinements of managerial staff, stay-in strikes, etc. The chief factors in the growth of this unfortunate phase in industrial relations are :

- (i) rising expectations of people for a better life;
- (ii) soaring prices;
- (iii) role of politicians in gaining control of Unions;
- (iv) greater consciousness of their rights on the part of labour; and
- (v) delays in legal proceedings.

The remedies for the first three factors have to be taken at the economic and political levels. As regards the fourth and fifth factors, both the Union and the Management can do something. While the Managements have to treat workers with consideration, the Unions should educate them not only about their rights but also about their obligations.

The Study Group felt that the development of industrial relations in the oil industry has reached a stage where collective bargaining ought to be encouraged and in this context the manner in which the references to adjudication are made needs to be reviewed with a view to strengthening this approach.

Supply and distribution of petroleum products is a public utility, as included in the 1st schedule of the Industrial Disputes Act, in the States of Assam, Gujarat, Madhya Pradesh and Maharashtra. Petroleum refining is a public utility service, as included in the 1st schedule of the Industrial Disputes Act, in the States of Maharashtra and Gujarat.

Where a strike in the oil industry or any section of it exists and no solution of the industrial disputes through bipartite negotiations or conciliation appears likely, the 'appropriate Government' should have the power to enforce a cool-

ing off period between the parties. During this period, strikes, including go-slow and lock-outs, should be prohibited. The time thus made available to the parties can be utilized by them for reaching accord through further bipartite negotiations and reference to adjudication should be ordered by the Government if there is no agreement even after the cooling-off period.

Annexure IV gives the year-wise break up of industrial disputes in various establishments of oil industry and the manner in which they were settled. Collective bargaining is likely to make further progress in the oil industry where the Unions are well-established and well-organized. After some adjudications in the early years, collective bargaining and bipartite long-term settlements have been the feature of industrial relations in the private sector oil marketing companies in the last 15 years. The latest settlement signed in the Bombay Branch and the Ernakulam Establishment of the Burmah-Shell Marketing in 1967, incorporate the parties' agreement on rationalization/re-organization and job security.

In the Marketing Division of Indian Oil Corporation Ltd., between 1966 and 1967, all the disputes except one relating to bonus for 1965 have been settled either by bipartite settlement or a settlement reached in conciliation proceedings. The most important settlement reached with the workmen was regarding the Charter of Demands presented by the Unions on general terms of employment. The Settlement was reached between the Management of the Marketing Division and the Unions on 29th July 1966. In the Refineries and Pipelines Divisions of IOC also, the settlement was reached with the Unions in May/June 1967, on the demands presented by the Unions on the general terms of employment. In all the three Divisions of Indian Oil Corporation Ltd., the issue regarding bonus for the year 1966-67 was settled by collective bargaining. In the Refineries and Pipelines Divisions, some of the disputes were referred to adjudication and arbitration.

In the private sector refineries, during the period 1955 to 1967, both adjudication and collective bargaining have been used for resolving disputes. In Burmah-Shell and Esso Refineries, long-term settlements were arrived at between the Managements and the workmen between August 1967 and September 1967. Both the settlements followed adjudication of the disputes.

The history of 15 years of collective bargaining in the oil industry has its special features. Agreements are of the nature of package deal, i.e. on wages, dearness allowance, bonus, various fringe and retirement benefits etc. for a period covering the range of two to four years at each time. In the private sector oil companies, these agreements have taken place at regional/local levels. However, in the case of Indian Oil Corporation Ltd., a beginning has been made by entering into collective bargaining at national level through negotiations simultaneously held with different units recognized in different regions.

The growth of this trend towards settlement of disputes through collective bargaining in the oil industry is to be welcomed. With the growing strength of the Unions in the industry, the trend is likely to be accentuated in the coming years. Collective bargaining as a method of settling disputes can be successful where the Unions are well-organized and strong and where the Management and the Unions are both willing to settle the disputes through negotiations rather than through adjudication. The growing disenchantment of workers with adjudication on account of inordinate delay that it involves, and the uncertainty of the outcome is likely to further the cause of collective bargaining in the major industries, including the oil industry.

The Works Committees in the oil industry, generally speaking, have been found to be useful, though not outstandingly successful. For Works Committees to function more effectively, whether in the oil industry or any other, two factors are of basic importance :—

- (a) The subjects they can deal with, as distinct from those within the Union-Management sphere of negotiations, should be clearly specified under the Industrial Disputes Act (which has created the Works Committees) as recommended by the Special Subcommittee appointed by the Standing Labour Committee to deal with the subjects of Works Committees.
- (b) Both the parties must approach the Works Committees' discussions with sincerity and seriousness. The only lasting way to make Works Committees a success is to improve climate of industrial relations.

As far as the Joint Management Councils are concerned, they do not exist in the oil industry.

Conciliation : Within the experience of the Study Group, the conciliation machinery of the Government has not measured up to the requirements of its delicate task. Generally, its approach is legalistic and formal. It merely brings the parties together, hears their points of view and makes a report to the Government, a process of going through the motions before a reference is made to adjudication.

Too much volume of work and lack of adequate training are other factors which have reduced the effectiveness of the conciliation machinery. Re-allocation of work and adequate training appear to be the obvious remedy.

Adjudication : As the growing trend in the oil industry seems to be towards collective bargaining, adjudication is likely to become more and more unimportant in the near future. Nevertheless, we would not recommend the abolition of adjudication. Where there is no agreement between the parties despite collective bargaining and conciliation, adjudication is the only way left to settle the dispute and to avoid strikes which may inflict hardship on the workers and economic loss on the industry and the community at large. A lightning strike in the oil industry or any section of it cannot but produce grave results. Apart from causing loss of wages to the workers, loss of production for the industry and the country, it may make the wheels of other industries and transport grind to a halt.

The Code of Discipline has obvious weaknesses, but has, nevertheless, served a useful purpose by containing a set of moral principles, which serve as a frame of reference against which the conduct of employers and unions can be adjudged. Its sanctions are not legal but moral.

Voluntary Arbitration : Arbitration, to be really effective, should be voluntary on the part of both the parties, i.e. both the parties should of their own accord agree to it as a method of settling disputes. It is conducive to good relations in as much as it does not lead to bitterness on either side. While generally the scope of voluntary arbitration can be mutually agreed upon by the parties concerned, it seems to be a good way of settling disputes involving individual workmen or a small group of workmen

CHAPTER 5

WAGES

The wage/salary scale and the scale-wise classification of jobs prevailing in the refining and distribution organizations of the oil industry are given in Annexure V. The perusal of the annexure shows that the wages and the job classifications differ from organization to organization. The method of calculating dearness allowance also varies considerably.

As regards the method of wage fixation, originally the pay scales for different posts were laid down by the Companies, whether in the public sector or in the private sector, according to their own regulations and assessment of the relative worth of the different posts. The changes in these pay scales have been brought about mostly as a result of long-term settlements reached between Managements and the Unions. Collective bargaining can be expected to play a major role in the near future also in bringing about further changes in wages and other service conditions.

In refineries, whether in the private sector or in the public sector, the fringe benefits include provision of housing, co-operative societies, subsidized canteen facilities, free supply of uniforms, leave travel concession, sick leave with pay, medical aid, festival holidays with pay, provident fund and gratuity. In the Esso Standard Refinery, an employee on normal retirement gets only pension. It is only on resignation that he becomes eligible for gratuity. In the Refineries of the Indian Oil Corporation Ltd., the workers get in addition the benefit of water and electricity at very nominal rates, fully equipped hospital in the townships and concessional transport.

On the marketing side both in the private sector and public sector, the main fringe benefits are provident fund and gratuity. In Esso Standard Eastern Inc. (Marketing), an employee on retirement from service qualifies only for pension. It is only on his resignation that he can get gratuity. Canteen facilities are provided in the Marketing Organizations both in the public sector and private sector, wherever they are statutorily compulsory. Leave travel concession is also provided in some of the units. IOC (Marketing Division) have a project of building 250 houses for employees at Bombay.

CHAPTER 6

INCENTIVE SCHEME AND PRODUCTIVITY

In a highly automated industry like petroleum refining, by far the greatest contribution towards increased productivity comes from improved technology. The contribution of an individual employee can only play a marginal role in increasing production and productivity. Automation performs functions which cannot be performed by mere human application. In oil refining which is based primarily on advanced engineering and sophisticated instrumentation, there is very little scope for the application of incentive schemes. A well conceived and carefully executed suggestion scheme can act as an incentive.

The nature of work in the oil marketing is such that it does not lend itself to the introduction of incentive schemes.

The foregoing remarks do not, however, mean that the Managements in the oil industry do not set any store by the contribution that individual employees can make towards increased productivity. In the settlements reached by Burmah-Shell Refineries Ltd., on 19th August 1967, with their workmen and in the settlements reached by Esso Standard Refining Company India Ltd. with their workmen on 30th September 1967, both parties to the settlements have re-affirmed their faith and belief in striving for maximum productivity and promoting all possible economy in refinery.

CHAPTER 7

SOCIAL SECURITY

An ideal social security scheme should protect an individual from the cradle to the grave. Such a comprehensive social security scheme cannot be feasible for a poor undeveloped country like India. The traditional view is that social security is entirely the responsibility of the State. In actual practice, however, certain benefits have been given by some of the units in the oil industry to their workmen. The main risks which social security measures prevailing in the oil industry seek to cover are the following :

- (1) Loss of earning power as a result of illness or industrial accident.
- (2) Loss of earning power in old age.

Annexure III gives the sick leave entitlement of employees in the Marketing and Refining Organizations of the oil industry. The Workmen's Compensation Act, 1923, provides for the payment of compensation to workmen, who meet with accidents arising out of and in the course of their duties. The Act provides lump-sum payment of compensation in the event of death and permanent disability. It also provides for fortnightly compensation payable in the case of temporary disability. The Employees' Provident Fund Act, 1952 provides for contributory provident fund payable to workmen on their retirement from service. In the oil industry, wherever the Employees' State Insurance Act has been enforced, it replaces the Workmen's Compensation Act.

The Employees' State Insurance Act covers all employees whose total earnings do not exceed Rs. 400/- per month. It provides for medical benefits, sickness benefits, disablement benefits, dependant's benefits and maternity benefits. The medical benefits provide, in case of an accident or illness, for free medicines, drugs, dressings, hospitalisation, visits from the doctor and specialist's advice and treatment. The sickness benefits provide for sickness cash benefit at the rate of about half of an employee's daily earnings for a period of 56 days in any continuous period of 365 days. There is, however, a waiting period of 2 days and cash benefits are payable only if the sickness period exceeds 2 days. The disablement benefits are as follows :

In case of temporary disablement for a period exceeding 7 days, the benefit is a little over half an employee's daily earnings for as long as disability lasts. In case of permanent partial disablement, the percentage of loss of earning capacity is assessed by the Medical Board under the Employees' State Insurance Scheme. Periodical payments on the basis of assessment are made to an employee throughout his life.

If the Medical Board is of the opinion that an employee is disabled totally or permanently, he is entitled to get a little over half of his average wages as pension throughout his life.

Dependants' Benefits : If an employment injury proves fatal, a pension roughly equal to half of the daily wages of an employee will be paid periodically to his widow for life or until she re-marries, and her children or other dependants until they reach a specified age.

Maternity Leave : A female employee, in addition to ante-natal and post-natal care, is entitled to a maternity benefit at the rate of 75 paise a day or at the rate of sickness benefit, whichever is greater, for a period of 12 weeks, of which not more than six weeks shall precede the expected date of confinement.

The Employees' State Insurance Act has not yet been applied to the Digboi Oil Refinery in Assam and the refineries of Indian Oil Corporation at Gauhati, Barauni and Jawaharnagar, situated respectively in the States of Assam, Bihar and Gujarat. The refineries in the private sector, viz., Esso Refinery and Burmah-Shell Refinery at Bombay, and Caltex Refinery at Vishakapatnam have been covered by the Employees' State Insurance Act. The benefits provided under the Employees' State Insurance Act, no doubt, cover an important segment of an industrial worker's social security, but the workers in general are not satisfied with the working of the Employees' State Insurance Act. From the workers' angle, what seems to be wrong with the working of the Act is not only that the quality of the service rendered is poor and subject to the usual administrative red-tape, but also that with the introduction of the scheme workers have to pay for benefits which in many cases they were getting free of cost from the employers.

The general impression of the employers is that the Employees' State Insurance Scheme has increased absenteeism due to alleged sickness. The increase in such absenteeism is due to the ease with which medical certificates can be

wangled by employees from the doctors appointed under the State Insurance Scheme. It is suggested that industrial establishments which are desirous of giving free medical facilities with which workers are satisfied should be exempted from the application of the Employees' State Insurance Act. As long as the scheme is enforced, the companies' doctors should assist the panel doctors in case of prolonged or frequent sickness so that they can work together as a team in minimizing absenteeism due to sickness.

Sick leave with full pay, for periods sanctioned as per rules, is already granted to employees both in the Marketing and Refining Organizations of the oil industry. Besides, ex-gratia financial assistance is given towards the cost of medical treatment incurred by employees in the case of Burmah-Shell (Marketing and Refining), Esso, Caltex and I.B.P. (Marketing). When the employees are covered by the Employees' State Insurance Act, the Esso Refinery pays them the difference between the daily earnings and such compensation as is received from the Employees' State Insurance Corporation and the period of sickness is debited to his sick leave account. In the Indian Oil Corporation Limited not only an employee but also his dependents, who come within the definition of 'family' as defined in the Central Services (Medical Attendance) Rules, get the benefit of medical treatment. Reimbursement of medical expenses to an employee is governed by the Central Services (Medical Attendance) Rules.

In the Marketing Organizations and Refineries of Burmah-Shell, Esso and Caltex as well as I.B.P. (Marketing), the compensation paid to a worker for disability resulting from an industrial accident is more generous than what is provided under the law. Not only does the Management supplement such medical treatment as is prescribed under the Employees' State Insurance Scheme, but it also gives the employee his basic pay and cost of living allowance for such period as is approved by the Management. The benefit paid by the Company is, however, reduced by the benefit an employee receives under the Employees' State Insurance Scheme, if he is covered by it.

The Marketing and Refining Organizations in the oil industry are covered by the Employees' Provident Fund Schemes, the rate of contribution being 8%. These schemes are either those which are framed under the Employees' Provident Fund Act, 1952, or those which are recognised

under the Employees' Provident Fund Act, 1952. When the Employees' Provident Fund Act, 1952, came into force, the units in the oil industry had their own provident fund schemes. The employees covered by the Employees' Provident Fund Act, 1952 were given the option to elect either for the Company's Provident Fund scheme or for the scheme provided under the Employees' Provident Fund Act, 1952.

The age of retirement in oil industry varies from 55 to 60.

Apart from medical care, compensation for accidents, sickness benefits, maternity benefits and provident fund, workers in the oil industry also get the benefit of gratuity. Gratuity rules prevailing in some of the units of the oil industry are given in Annexure VI. In Esso Refineries and Marketing, an employee on normal retirement gets only his pension. He is eligible for gratuity when he resigns from Company's service.

Security of employment is vital to an industrial employee, particularly in a country like India where unemployment is widespread. Here it is necessary to distinguish an employee who is appointed to a job which by its nature is very temporary, such as, in a construction project, and an employee who is appointed to a post in a permanent set-up of an undertaking. Those who are appointed to temporary posts cannot claim permanency of employment. Unions operating in the Refineries Division of Indian Oil Corporation Limited., have, however, opposed retrenchment of workers who have become surplus on completion of the construction projects on the ground that they should either be absorbed in the permanent set-up or employment should be found for them elsewhere. The other view is that they should be retrenched. The personnel required for the operation of a refinery are different in number and kind from those required for the construction of a project.

As to an employee appointed to a post in the permanent set-up, if he is a workman, he is as much protected in the private sector as he is in the public sector. The question of job security in the private oil companies has been agitating the unions and the whole question is under examination by the Gokhale Commission, which was set up by the Government of India's Notification of 4th July 1967. Its terms of reference, as amended to date, are as follows :—

- (1) The number of surplus workmen (including officers), if any on the rolls of Burmah-Shell Oil Storage

and Distributing Company of India Ltd., Burmah-Shell Refineries Ltd., Bombay, Esso Standard Eastern Ltd., Esso Standard Refining Company of India Ltd., Bombay, Caltex (India) Ltd., and Caltex Oil Refining (India) Ltd., Vishakhapatnam, as on the 1st January 1960, and on the same date in subsequent years.

- (2) The reasons and justification for the said workmen becoming or being rendered surplus and in particular, the extent to which they became surplus as a result of
 - (a) the introduction and extension of contract or agency system in the said companies;
 - (b) the recruitment of casual labour by the said companies;
 - (c) the change-over to bulk filling of oil products and the discontinuance of distribution of kerosene and other products in tins and barrels and closing down of the tin plants by the said companies;
 - (d) the rationalisation and re-organization of business and working method of the said companies;
 - (e) the introduction of automatic devices including accounting machines and computers by the said companies;
 - (f) other measures.
- (3) The methods, plans and schemes (including early voluntary retirement schemes and voluntary separation schemes, if any) adopted by the said companies to deal with the surplus workmen.
- (4) The manner in which the said methods, plans and schemes were formulated and implemented.
- (5) The extent to which the said methods, plans and schemes and their implementation were just, proper and in accordance with law.
- (6) If any of the methods, plans and schemes adopted to determine and deal with the surplus workmen or the implementation thereof was not just, proper or in accordance with law, the action, which, in the opinion of the Commission, should be taken by the Government to ensure security of jobs and other relief to the workers concerned.

It is not considered appropriate to venture any views on the subject, when it is being examined by a Commission.

CHAPTER 8 INDUSTRIAL LEGISLATION

The Labour Acts applicable to petroleum refineries are the same as are applicable to other factories. On the distribution side, installations where 10 or more persons are employed are covered by the definition of 'factory' and those employing less than 10 persons by the Shops and Establishments Acts of the Governments of the States where they are situated. The office staff, both in the refineries and on the distribution side of Indian Oil Corporation Ltd., are covered by the Shops and Establishments Acts of the respective State Governments.

The provisions of these Acts vary to some extent and cause confusion to those who are required to deal with these Acts as implemented by the various States. Some sort of uniformity in the provisions of these Acts is urgently required. As to petroleum refineries, it has been our experience that the limitations on the daily hours of work, over-time work and the grant of weekly off are not practicable. We would recommend that these limitations should be removed. The union representatives added that this may not be done without agreement with the unions.

The difficulty encountered in the implementation of Industrial Disputes Act is that the undertakings owned by the multi-unit Corporations of the Government of India and situated in different States come under the jurisdiction of the respective State Governments. It is suggested that such Corporations should be under the Central Government under the Industrial Disputes Act. The union representatives were of the opinion that the same suggestion should equally hold good in the case of private companies as well. A question often posed is that whether the public sector undertakings should not be treated differently from the private sector in the matter of application of labour legislation. The Study Group do not see any grounds for any differentiation between the public sector and private sector in the matter of application of labour laws. The Study Group recommends that the term "workman" should be defined in the same way in all the Labour Acts applicable to industry.

CHAPTER 9

LABOUR RESEARCH AND INFORMATION

For labour research, the oil industry will have to depend on universities and other institutions specializing in such work. There are no labour problems which can be said to be peculiar to the oil industry and which can be recommended for research.

In common with other industries, the oil industry too has to spend a good deal of its time in submitting information of various kinds to governmental agencies. All the numerous existing returns and registers which require to be maintained under the different Acts should be carefully examined by the Labour Department with a view to simplifying them and eliminating such of them as really do not serve any useful purpose. A single agency to which information can be submitted should be named; and should the Government require any information, references can be made to that Agency instead of the industry every time when the information is needed. This will save a lot of time and wasted effort.

Sd/— N. N. Kashyap

Sd/— G. Sundaram.

Sd/— M. R. Idgunji.

Sd/— K. Krishnamurti

Sd/— V. H. Dhopeswarkar

Sd/— Raja Kulkarni

Sd/— V. P. Baliga

Annexure—I

EMPLOYMENT IN OIL COMPANIES 1960—65

Sources of information : (i) For Private Oil Companies—Report of the Tripartite Committee on Job Security in certain Oil Companies,
(ii) For IOC—The Company

YEAR	BURMAH—SHELL		E S S O		CALTEX		INDIAN OIL			TOTAL			Increase/Decrease in all the Cos. in the year over preceding year		
	Marketing	Refineries	Marketing	Refineries	Marketing	Refineries	Marketing	Refineries	Pipelines	Marketing	Refineries	Pipelines	Marketing	Refineries	Pipelines
1960	13,505		4,474		3,575		4			21,558			—		
1961	12,567	1,701	4,421	533	3,620	396	185	—	—	20,793	2,630		(—)765	—	
1962	11,864	1,648	4,330	499	3,530	396	540	—	—	20,264	2,543		(—)529	(—) 87	
1963	11,335	1,513	4,192	470	3,449	388	1,123	587	587	20,099	2,958		(—)165	(+)415	
1964	10,736	1,477	3,930	466	3,074	385	2,263	945	945	20,003	3,273		(—) 96	(+)315	
1965	9,041	1,411	3,649	406	2,876	386	3,273	1,771	293	18,839	3,974	293	(—)1164	(+)701	(+)293
		1,367	3,649	394	2,876	343	3,273	2,961	298	18,839	5,065	298	(—)1164	(+)1091	(+) 5
Increase/ Decrease (—)464 in 1965 over 1960		(—)334	(—)825	(—)139	(—)699	(—)53	(+)3269	(+)2961	(+)298	(—)2719	(+)2435	(+)298	—	—	—
As a per-centage.	(—)33%	(—)19.8%	(—)18.4%	(—)26.1%	(—)19.5%	(—)13.4%	(+)100%	(+)100%	(+)100%	(—)12.5%	(+)92.6%	(+)100%	—	—	—

NOTE : Information regarding AOC (both Marketing and Refining sides) not available.

Anne

STATEMENT SHOWING THE QUANTUM AND
(Sources of Information :

COMPANY	PRIVILEGE LEAVE/ EARNED LEAVE	SICK LEAVE
1. IOC (Ref. Divn.)	1/11 of duty period	20 days on half pay
2. IOC (Marketing Division)	1/11 of duty period	20 days on half pay
3. Burmah-Shell (Refining)	30	On full pay for 7 days for ESI covered employees and 10 days for others.
4. Burmah-Shell (Marketing)	a) Minimum : a) 21 b) Maximum : b) 30	a) 7 full pay b) 15 full pay+ 21 half pay
5. Esso (Refining)	28	7 days on full pay and 14 days on half pay. Spl. leave is given for prolonged illness.
6. Esso (Marketing)	1 month : 3 weeks for labour employees.	7 days on full pay+14 days on half pay for service upto 10 years. 7 days on full pay+21 days on half pay—for service beyond 10 yrs. Spl. leave is given for prolonged illness.
7. Caltex (Refining)	27	—

Annexure II
NATURE OF LEAVE ADMISSIBLE IN OIL COMPANIES
 (Companies concerned)

CASUAL LEAVE	FESTIVAL HOLIDAY	MATERNITY LEAVE	REMARKS
10	12 to 18	3 months from the date of commencement or till the end of 6 weeks from the date of confinement	
12	8 to 18		
7	12	No female employees.	
(a) 7 (b) 12	(a) As under Negotiable Instruments Act. (b) 17	2 months.	The admissibility of leave in this organisation differs from station to station and from one category of employees to another. Minimum & Maximum admissible to any category at any station have been shown.
7	12	No female employees.	
7	12 to 16	Upto 2 months with half pay.	
—	12		

Note : I : Dash (—) in this statement indicates :
 Information Not Available.

II : Information about Caltex (Marketing) and Assam Oil (Marketing & Refining) is not available.

Annexure III

STATEMENT OF ACCIDENTS OCCURRED IN OIL INDUSTRY FROM 1947 to 1966

(Sources of Information : — Companies concerned)

YEAR	ESSO						BURMAH-SHELL						INDIAN OIL									
	Marketing			Refining			Marketing			Refining			Marketing		Refining		Pipelining					
	Minor	Lost time	Total	Minor	Lost time	Total	Minor	Lost time	Total	Minor	Lost time	Total	Mi-nor	Lost time	Total	Mi-nor	Lost time	Total	Mi-nor	Lost time	Total	
1947-54	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—
1955	NA	NA	NA	NA	NA	NA	NA	NA	NA	2,222	139	2,361	—	—	—	—	—	—	—	—	—	—
1956	NA	NA	394	NA	NA	NA	NA	NA	NA	1,947	113	2,060	—	—	—	—	—	—	—	—	—	—
1957	NA	NA	275	NA	NA	NA	NA	NA	NA	1,189	43	1,232	—	—	—	—	—	—	—	—	—	—
1958	NA	NA	275	NA	NA	NA	NA	NA	NA	903	38	941	—	—	—	—	—	—	—	—	—	—
1959	NA	NA	NA	NA	NA	NA	NA	NA	NA	565	30	595	NA	NA	NA	—	—	—	—	—	—	—
1960	NA	NA	178	56	14	70	NA	NA	NA	386	21	407	NA	NA	NA	—	—	—	—	—	—	—
1961	NA	NA	NA	30	5	35	NA	NA	NA	403	19	422	NA	NA	NA	—	—	—	—	—	—	—
1962	NA	NA	103	19	4	23	NA	NA	NA	301	30	331	NA	NA	NA	6	5	11	—	—	—	—
1963	NA	NA	124	15	7	22	NA	NA	NA	304	22	326	NA	NA	NA	16	17	33	—	—	—	—
1964	NA	NA	131	17	5	22	NA	NA	NA	261	27	284	NA	NA	NA	19	11	30	Nil	Nil	Nil	Nil
1965	NA	NA	98	17	4	21	NA	NA	NA	341	23	364	NA	NA	NA	30	24	54	Nil	1	1	1
1966	NA	NA	110	23	10	33	NA	NA	NA	334	24	358	NA	NA	NA	311	48	359	1	Nil	1	1

Abbreviations :—

1. (—) (DASH) : Organisation not in existence at the relevant time.
2. N. A. : Not Available.

Note :—

Information about Accidents not available in respect of Caltex and Assam Oil—Both Marketing & Refining Sides.

Annexure IV
STATEMENT SHOWING THE NUMBER OF DISPUTES SETTLED ORGANISATION/YEAR-
WISE IN OIL INDUSTRY BY VARIOUS METHODS
 (Source of Information :—Companies concerned)

SL. No.	Organisation	Year	DISPUTES SETTLED				Remarks
			By Bipartite Negotiations	During Conciliation proceedings.	Thro' Adjudication	Thro' Arbitration	
1.	ESSO (Marketing)	1954	3	—	—	—	All disputes upto 1953 were settled by adjudication. Figures not available.
		1955	1	—	—	—	
		1958	2	—	—	—	
		1959	2	—	—	—	
		1963	4	—	—	—	
		1965	1	—	—	—	
		1966	2	—	—	—	
2.	ESSO (Refining)	1955	—	1	—	—	
		1957	—	—	1	—	
		1958	—	—	1	—	
		1959	1	—	—	—	
		1967	1	—	1	—	
3.	Burmah Shell (Marketing)	—	—	—	—	Figure is not available.	
4.	Burmah Shell (Refining)	1956	2	—	—	—	
		1960	1	—	—	—	
		1964	—	—	2	—	
		1967	2	—	—	—	
5.	IOC (Marketing)	1966	1	—	—	—	
		1967	2	1	—	—	
6.	IOC (Refining)	1967	4	—	—	1	
7.	IOC (Pipelines)	1967	5	—	—	—	

**CLASSIFICATION OF EMPLOYEES IN ESSO
REFINERY**

(Source of Information : The Company)

WAGE SCALES—WORKMEN

1. **Rs. 150-5-195-6-201-EB-6-225 :**
Sweeper, Yardman, Sepoy.
2. **Rs. 175-5-200-6-230-EB-6-254 :**
Special Yardman
3. **Rs. 200-7-242-8-274-EB-8-306 :**
Drum Handler, Special Sepoy
4. **Rs. 230-10-290-12-338-EB-12-386 :**
Loader/Unloader, Filler/Capper, Sample Carrier-cum-Driver, Car Driver, Refinery Mechanic Trainee.
5. **Rs. 295-12-355-15-430-EB-15-490 :**
Operator Trainee, Guard, Forklift Operator, Tester Trainee (Tester A), Refinery Mechanic III (Tradesman), Heavy Driver.
6. **Rs. 365-12-425-15-500-EB-15-560 :**
Process Operator (Operator D), Senior Tester, Refinery Mech. II (Master Tradesman II Class).
7. **Rs. 400-12-50-475-15-565-EB-20-685 :**
Process Technician (Operator C), Laboratory Technician (Analyst).
8. **Rs. 485-15-575-20-655-EB-20-755 :**
Refinery Mechanic I (Master Tradesman I Class)
9. **Rs. 500-15-560-20-700-25-725-EB-25-875 :**
Sr. Process Technician, Sr. Laboratory Technician.

SALARY SCALES—CLERICAL EMPLOYEES

1. **Rs. 325-12.50-400-15-490 :**
Jr. Clerk/Typist.
2. **Rs. 350-15-410-20-570-EB-20-690 :**
Clerk/Typist, Telephone Operator, Compounder/Dresser.

3. **Rs. 420-20-560-25-685-EB-25-835 :**
Stenographer/Clerk, Draftsman 'B'.
4. **Rs. 465-25-615-30-795-EB-30-975 :**
Sr. Stenographer/Clerk, Draftsman 'A', Medical Laboratory Technician.

**CLASSIFICATION OF EMPLOYEES IN ESSO
(MARKETING)**

(Source of Information : The Company)

BOMBAY

CLERICAL EMPLOYEES :

1. **Rs. 110-10-210-EB-12.50-310 :**
Clerk, Typist, Lab. Tester.
2. **Rs. 150-12.50-225-EB-15-405 :**
Key Punch Operator, Stenographer, Machine Operator,
Comptist, Compounder, General Clerk, Receptionist.
3. **Rs. 200-15-320-EB-15-455 :**
Asstt. Section Head/Senior Clerk, Draftsman.
4. **Rs. 240-20-400-EB-20-540 :**
Section Head, Special Grade Clerk, Senior Draftsman.

LABOUR EMPLOYEES :

1. **Rs. 50-3-68-EB-3-86 :**
General Workman, Crewman II, Mali, Sweeper, Cleaner,
Hamal.
2. **Rs. 55-3-73-EB-3-91 :**
Vendor, Sepoy II, Watchman.
3. **Rs. 63-3-81-EB-3.25-100.50 :**
Repairman, Filler, Stacker, Tester, Stenciller/Marker,
Crewman I, Butler, Sepoy I, Machineman, Solder Maker,
Elevator Operator, Fireman/Furnaceman, Laboratory
Attendant.
4. **Rs. 71.50-3.25-91-EB-4-115 :**
Filling Machine Operator (Atlantic), Squeezer, Horn
Pressman, Packer, Solderman, Soldermachine Operator,
Print Maker, T.W./Lorry Filler, Cook, Multilith/Dupli-
cating Machine Operator.
5. **Rs. 81-4-105-EB-5-135 :**
Gauger, Mess Cook, Muccadam.
6. **Rs. 91-5.50-124-EB-6-160 :**
Painter, Checker, Light Vehicle Driver, Can Factory
Muccadam, Fitter, Pumpman.

7. **Rs. 105-6.25-142.50-EB-7.50-187.50 :**
Boiler Attendant, Pump Fitter, Wireman/Electrician.
8. **Rs. 120-8-168-EB-9-195-10-225 :**
Welder, Leading Fitter, Grease Maker, Heavy Vehicle Driver, Fork Lift-Operator, Auto Maintenance man.

CALCUTTA

CLERICAL EMPLOYEES :

1. **Rs. 105-7.50-165-10-215-EB-10-235-SP-12.50-322.50 :**
'B' Grade Clerk.
2. **Rs. 145-10-205-12.50-255-EB-15-420 :**
'A' Grade Clerk.
3. **Rs. 215-15-485 :**
Selection Grade II Clerk.
4. **Rs. 295-15-520 :**
Selection Grade I Clerk.

LABOUR EMPLOYEES:

Monthly Rated :

1. **Rs. 45.75-2.08-62.40-2.34-78.78:**
General Workman, Sweeper, Mali, Bearer, Khalasi, Fueling Crewman II.
2. **Rs. 51.22-2.08-59.54-2.60-85.54:**
Assistant Cook, Watchman, Peon, Head Sweeper, Fireman.
3. **Rs. 55.12-2.60-91.52:**
Solderman, Watchman Naik, Canteen Cook, Tallyman III, Tindal/Greaser, Medical Attendant, Duftry, Fuelling Crewman I, Head Peon.
4. **Rs. 61.62-2.86-101.66:**
Watchman Havildar, Tallyman II, Manjhi, Seacunny.
5. **Rs. 77.22-3.12-120.90:**
Fitter III, Light Vehicle Driver, Tallyman I, Marine Engine Driver II.
6. **Rs. 104.78-3.90-124.28-5.20-171.08:**
Marine Engine Driver I, Fitter II, Boiler Attendant, Office Car Driver.
7. **Rs. 118.82-7.02-224.12:**
Heavy Vehicle Driver, Serang 'A' Fork Lift Driver, Fitter I, Crewman-cum-Driver.

Daily Rated :

1. **Rs. 1.76-0.08-2.40-0.09-3.03:**
General Workman.
2. **Rs. 1.97-0.08-2.29-0.10-3.29:**
Laboratory Attendant, Fireman.
3. **Rs. 2.12-0.10-3.52 :**
Acid Maker, Filler, Furnaceman, Hammer Man, Machineman, Oiler/Beltman, Packer, Solderman, Stenciller, Tester, Laboratory Helper, Repairer.
4. **Rs. 2.37-0.11-3.91 :**
Carpenter II, Painter II, Mason II, Fitter IV, Tindal II, Pumpman, Sirdar II.
5. **Rs. 2.97-0.12-4.65 :**
Painter I, Mason I, Tinsmith II, Fitter III, Motor Mechanic III, Engine Driver, Welder II. Tindal I/Head Tindal, Sirdar I, Grease Maker III.
6. **Rs. 4.03-0.15-4.78-0.20-6.58 :**
Electrician II, Machinist II, Blacksmith, Carpenter I, Fitter II, Welder I, Moulder, Motor Mechanic II, Grease Maker II, Tinsmith I, Boiler Attendant.
7. **Rs. 4.57-0.27-8.62 :**
Fitter I, Machinist I, Motor Mechanic I, Grease Maker I, Electrician I, Fork Lift Driver.

MADRAS**CLERICAL EMPLOYEES :**

1. **Rs. 140-7.50-170-10-220-EB-10-260-12.50-335:**
Clerk Typist, Tracer, Lab. Tester.
2. **Rs. 180-10-240-12.50-290-EB-15-380 :**
Clerk, Stenographer, Comptist.
3. **Rs. 225-15-345-EB-15-465 :**
Senior Clerk, Draftsman.
4. **Rs. 260-15-320-EB-20-560 :**
Section Head, Special Clerk.

LABOUR EMPLOYEES :

1. **Rs. 78-2.60-93.60-EB-2.60-114.40 :**
Sweeper, Crewman II, Watchman, Bearer II, General Workman, Butler.
2. **Rs. 91.00-2.60-106.60-EB-2.60-124.80 :**
Crewman I, Bearer I, Cook.

3. **Rs. 113.10-3.12-128.70-3.90-132.60-EB-3.90-156.00 :**
Driver II, Painter, Fitter II.
4. **Rs. 143-5.50-174.20-EB-6.50-213.20 :**
Driver I, Fitter I.

NEW DELHI

CLERICAL EMPLOYEES :

1. **Rs. 100-7.50-130-10-160-EB-10-200-12.50-300 :**
Clerk, Typist, Tracer.
2. **Rs. 140-10-200-EB-12.50-250-EB-15-355-15-400 :**
Stenographer, General Clerk, Comptist, Draftsman,
Typist-cum-Clerk.
3. **Rs. 175-15-295-EB-20-455 :**
Senior Clerk.
4. **Rs. 220-15-280-EB-20-400-25-550 :**
Special Clerk, Section Head.

LABOUR EMPLOYEES :

1. **Rs. 45-2.50-60-EB-2.75-76.50 :**
General Workman, Peon, Sweeper, Watchman, Crew-
man II, Hamal.
2. **Rs. 50-2.50-65-EB-2.75-81.50 :**
Tallyman, Solderman, Machine Man, Filler, Crewman I,
Peon I.
3. **Rs. 80-4-100-EB-5-150 :**
Lorry Driver (Light), Car Driver, Carpenter, Fitter,
4. **Rs. 95-5-110-EB-6-128-EB-7-170 :**
Lorry Driver (Heavy), Fork Lift Operator.

CLASSIFICATION OF EMPLOYEES IN BURMAH-SHELL REFINERY

(Source of Information : The Company)

WAGE SCALES—LABOUR EMPLOYEES

1. **Rs. 150-5-195-EB-6-225 :**
General Workman, Sweeper, Sepoy, Watchman.
2. **Rs. 170-5-215-EB-6-245 :**
Sepoy, Head Sweeper, Nalk Watchman, General Workman (Stacker/Loader).
3. **Rs. 170-7-233-EB-8-273 :**
Helper, Product Filler, Drum Plant Operator, General Workman (Gang Leader).
4. **Rs. 185-8-257-EB-9.50-304.50 :**
Muccadam, Drum Plant Operator, Stacker/Driver, Storeman, Handyman.
5. **Rs. 200-10-250-EB-12.50-362.50 :**
Plant Operator, Boiler Attendant (II Class), Carpenter, Pumpman, Fitter, Electrician, Welder, Machinist, Painter, Driver (L.V.), Watchman (Havildar).
6. **Rs. 240-12-300-EB-15-435 :**
Plant Operator, Laboratory Analyst, Fire & Safety Operator, Pumpman, Boiler Attendant (First Class), Driver (H.V.), Watchman (Jamadar), Mobile Equipment Operator, Fitter, Machinist, Electrician, Plumber, Welder, Rigger, Mechanic, Mason.
7. **Rs. 295-12-355-EB-15-490 :**
Plant Operator, Drum Plant Operator, Leading Hand, Loco Driver, Electrician, Fitter, Machinist, Mechanic, Welder, Instrument Mechanic, Mobile Equipment Operator.
8. **Rs. 365-12-425-EB-15-560 :**
Plant Operator, Laboratory Analyst, Fitter, Machinist, Welder, Electrician.
9. **Rs. 430-12-490-EB-15-625 :**
10. **Rs. 480-15-555-EB-20-735 :**
Chargehands in various categories like Plant Operator, Fire and Safety Operator, Electrician, Fitter, Rigger, Machinist, Welder, Mobile Equipment Operator and Utilities.

**CLASSIFICATION OF CLERICAL EMPLOYEES
IN BURMAH-SHELL REFINERY**

(Source of Information : The Company)

- 1. Rs. 290-12-50-365-15-410-EB-15-575 :**
Clerk III, Typist Dresser/Compounder, Telephone Operator.
- 2. Rs. 365-15-485-20-505-EB-20-545-30-755 :**
Clerk II, Stenographer I, Compounder, Draughtsman II
- 3. Rs. 395-20-535-35-640-EB-35-920 :**
Clerk I Senior Stenographer, Plant Inspection Technician, X-Ray and Laboratory Technician, Draughtsman II.

**CLASSIFICATION OF EMPLOYEES IN
BURMAH-SHELL (MARKETING)
(Source of Information : The Company)**

BOMBAY

CLERICAL EMPLOYEES :

- 1. Rs. 100-5-160-EB-5-215 :**
Clerk II
- 2. Rs. 155-7.50-200-10-240-EB-10-370 :**
Clerk 'B', Compounder, Typist.
- 3. Rs. 180-7.50-240-EB-10-300-15-420 :**
Comptist 'B', Key Punch Operator 'B', Machine Operator 'B', Stenographer 'B'.
- 4. Rs. 175-7.50-205-10-265-EB-10-305-15-440 :**
Tracer.
- 5. Rs. 205-10-225-12.50-305-EB-15-515 :**
Clerk 'A', Compounder 'A', Comptist 'A', Head Typist, Key Punch Operator 'A', Stenographer 'A'
- 6. Rs. 205-10-255-12.50-305-EB-15-545 :**
Draughtsman
Selection Grade :
Grade 1- Rs. 200-15-350-20-450-25-625 :
Clerk, Con. Steno., E.D.P. Operator, Head Comptist, Head Stenographer.
Grade 2- Rs. 200-15-350-20-450-25-700 :
Clerk
Grade 3- Rs. 200-15-350-20-450-25-750 :
Clerk
Grade 4- Rs. 200-15-350-20-450-25-875 :
Clerk.

LABOUR EMPLOYEES :

- 1. Rs. 85.50-2.00-103.50-EB-2.00-123.50 :**
Bearer, Cleaner, Fuelling Crewman II, General Workman, Mali, Peon, Sweeper, Watchman.
- 2. Rs. 87.70-2.20-107.50-EB-2.20-129.50 :**
Cook III, Head Bearer, Head Sweeper, Laboratory Attendant, Office Naik, Watchman (Installations).

3. **Rs. 94.00-2.20-116.00-EB-2.20-138 :**
Acid Maker, Binder, Chemical Mixer, Cook II, Filing Peon, Filler, Fuelling Crewman I, Hammerman, Kerosine Tin Stacker, Machineman, M.H.E. Operator III, Oiler/Beltman, Packer, Painter III, Printmaker, Solderman, Stenciller, Tester, Watchman Naik.
4. **Rs. 104.00-2.20-126.00-EB-2.60-152 :**
Carpenter II, Checker II, Cook I, Fireman, Gauger, Horn Press Machineman, Muccadam, Painter II, Rota Print Machine Operator, Squeezerman, Stencil Cutting Machine Operator, Watchman Havildar.
5. **Rs. 112.00-4.00-144.00-EB-4 00-180.00 :**
Blacksmith II, Boiler Attendant II, Checker I, Engine Driver, Fitter III, Head Fuelling Crewman, Light Vehicle Driver, Machinist III, Mason, M.H.E. Operator II, Painter I, Projector Operator, Pump Driver, Rivetter/Caulker, Sand Blaster, Service Station Demonstrator, Tinsmith.
6. **Rs. 130.10-5.00-160.10-5.65-171.40-EB-5.65-222.25 :**
Auto Electrician II, Blacksmith I, Boiler Attendant I, Carpenter I, Electrician II, Fitter II, Machinist II, Motor Fitter II, Panel Beater, Welder II.
7. **Rs. 149.00-6.50-175-211-EB-292.00:**
Auto Electrician I, Electrician I, Fitter I, Heavy Vehicle Driver, Machinist I, M.H.E. Operator I, Motor Fitter I, Welder I.
8. **Rs. 180.00-7.50-240-EB-300-420.00:**
Air Conditioning Plant Attendant, Mechanic.

CALCUTTA

CLERICAL EMPLOYEES :

1. **Rs. 145-6-199-7-248-EB-8-288:**
Lorry Operator.
2. **Rs. 145-10-195-15-270-EB-15-330:**
Clerk 'B', Compounder, Electrician (Branch Office), Typist.
3. **Rs. 145-10-205-15-280-EB-15-390:**
Tracer.
4. **Rs. 165-10-195-15-270-EB-15-360:**
Stenographer 'B'
5. **Rs. 180-15-330-EB-20-450:**
Clerk 'A', Compounder, Electrician (Branch Office), Typist 'A'

6. Rs. 180-15-270-20-330-EB-20-450:
Comptist, Machine Operator, Steno. 'A'.
7. Rs. 190-15-280-20-340-EB-20-480:
Draughtsman, Estimator.
Selection Grade:
- Grade 1- Rs. -20-350-25-500:
Clerk, Con. Steno, Head Comptist, Head Machine
Operator, Stenographer S.G.
- Grade 2-Rs. - 20-350-25-550:
Clerk.
- Grade 3-Rs. -20-350-25-600:
Clerk, Draughtsman/Estimator.
- Grade 4-Rs. -20-350-25-650:
Clerk.
- Special Grade :
- Rs. -20-350-25-750:
Cashier

LABOUR EMPLOYEES :

1. Rs. 64.65-1.55-103.25-2.05-113.50 :
Bearer, Fuelling Crewman II, General Workman, Khalasi,
Mali, Peon, Sweeper.
2. Rs. 86.25-1.55-103.30-2.30-119.40 :
Assistant Cook, Fireman (Boilers), Fireman (Fire Ser-
vice), Head Sweeper, Laboratory Attendant, Peon,
Watchman.
3. Rs. 93.85-1.95-101.65-2.30-183.15-2.30-124.65 :
Acid Maker, Brush Maker, Canteen Cook, Daftry, Filing
Peon, Filler, Fuelling Crewman I, Furnaceman, Ham-
merman, Machineman, M.H.E. Operator III, Oiler/
Beltman, Packer, Repairer, Solderman, Stenciller, Tally-
man III, Tindal/Greaser, Tester, Watchman Naik.
4. Rs. 101.70-2.55-124.65-2.55-137.40 :
Carpenter II, Filing Peon, Fitter IV, Manjhi, Mason II,
Mess Cook, Painter II, Pumpman, Seacunny, Sirdar II,
Tallyman II, Tindal II, Watchman
Havildar.
5. Rs. 114.35-2.75-139.10-2.75-158.35 :
Boiler Attendant, Engine Driver, Fitter III, Fuelling
Crewman I (Special), Head Tindal, Light Vehicle Driver,
Marine Engine Driver II, Mason I M.H.E. Operator II,

- Motor Fitter III, Painter I, Rivetter, Sandblaster, Service Station Demonstrator, Sirdar I, Tallyman I, Tinsmith II, Watchman Subedar, Welder II.
6. Rs. 133.20-3.50-168.20-3.50-171.70-4.60-199.30 :
Blacksmith, Carpenter I, Electrician II, Engraver II, Fitter II, Head Tinsmith, Machinist II, Marine Engine Driver I, M.H.E. Operator I, Motor Fitter II, Moulder, Welder I.
7. Rs. 147.25-6.25-203.50-6.60-243.10 :
Electrician I, Engraver I, Fitter I, Heavy Vehicle Driver, Machinist I, Motor Fitter I, Sarang 'A', Head Fuelling Crewman.
- Special Grade :
Rs. 187.50-9.50-197-10-327 :

DELHI

CLERICAL EMPLOYEES :

1. Rs. 145-10-195-15-270-EB-15-330 :
Clerk 'B', Film Projector Operator, Telephone Operator, Typist.
2. Rs. 145-10-205-15-280-EB-15-370 :
Tracer.
3. Rs. 180-15-330-EB-20-450 :
Accounting Machine Operator, Clerk 'A', Comptist, Draughtsman 'B', Fueller Operator, Head Typist, Stenographer Typist 'A'.
- Selection Grade :
1. Rs. -20-350-25-500 :
Clerk, Con. Steno, Head Accounting Machine Operator, Head Comptist, Head Stenographer.
2. Rs. -20-350-25-575 :
Clerk, Draftsman 'A'.
3. Rs. -20-350-25-625 :
Clerk.
- Special Grade :
Rs. 20-350-25-700 :
Cashier

LABOUR EMPLOYEES :

1. Rs. 85-2-103-EB-2.50-113 :
Bearer, Fuelling Crewman II, General Workman, General Workman (I), Mali, Peon, Sweeper, Watchman.
2. Rs. 86.50-2-108.50-EB-2.50-118.50 :
Laboratory Attendant, Head Peon.

3. **Rs. 92-2-110-EB-2.50-125 :**
Daftry, Filler, Fuelling Crewman I, Printmaker, Solderman.
4. **Rs. 100-2-116-EB-2.50-136 :**
Carpenter II, Head General Workman, Mess Cook, Painter II, Rota Print Operator, Tallyman.
5. **Rs. 111-3-138-EB-4-158 :**
Fitter III, Painter I, Service Station Demonstrator.
6. **Rs. 125-3-128-4-148-EB-5-188 :**
Carpenter I, Electrician, Fitter II, Head Crewman II, Light Vehicle Driver.
7. **Rs. 133-4-145-190-EB-5-230 :**
Fitter I, Head Crewman, Heavy Vehicle Driver, M. H.E. Operator (Forklift), Motor Fitter, Welder.

MADRAS

CLERICAL EMPLOYEES:

1. **Rs. 125-5-135-7.50-202.50-EB-10-242.50-12.50-267.50:**
Filing Clerk, Gate Checker.
2. **Rs. 142.50-7.50-180-10-250-EB-12.50-312.50:**
Clerk 'B', Compounder, Telephone Operator, Typist.
3. **Rs. (142.50-7.50-172.50)-10-242.50-12.50-280-EB-15-415:**
Clerk 'A'
4. **Rs. 155-10-225-12.50-250-15-310-EB-15-415:**
Comptist, Machine Operator, Stenographer, Tracer.
5. **Rs. 195-10-245-15-335-EB-15-455 :**
Draughtsman.

Selection Grade :

1. **Rs.-20-515 :**
Clerk.
2. **Rs. -25-575 :**
Clerk.
3. **Rs. -25-615 :**
Clerk.

Special Grade :

Rs.-25-650 :
Cashier, Head Draughtsman.

LABOUR EMPLOYEES :

1. **Rs. 84.40-1.30-97.40-EB-2.60-113 :**
Attender (Bearer), Attender (Peon), Bearer, General Workman, General Workman (Lorry), Khalasi, Mali, Sweeper, Watchman.

2. **Rs. 87-1.30-97.40-2.60-102.60-EB-2.60-118.20 :**
Asstt. Cook, Const. Operative, Head Attender, Sampler, Tank Pipeline Operative, Watchman (Installation)
3. **Rs. 92.20-1.30-97.40-2.60-113.00-EB-2.60-123.40 :**
Binder, Canteen Cook, Filler, Hammerman, Harbour Pipeline Workman, M.H.E. Operator, Oiler/Beltman, Printmaker, Solderman. Stenciller, Storeman, Tester, Tyreman, Watchman Naik.
4. **Rs. 100-2.60-118.20-EB-2.60-138.40 :**
Maistry, Mess Cook, Painter II, Tindal/Gauger, Watchman Havildar.
5. **Rs. 114.40-2.60-135.20-EB-3.90-158.60 :**
Boiler Attendant, Engine Driver, Launch Sarang, Light Vehicle Driver, Mason, Painter I, Service Station Demonstrator, Tinsmith, Trafficman.
6. **Rs.122.20-2.60-135.20-3.90-158.60-EB-5.20-179.40 :**
Blacksmith, Carpenter, Electrician II, Fitter II, Machinist II, Motor Fitter II, Panel Beater, Welder.
7. **Rs. 137.10-3.90-160.50-5.20-191.70-EB-5.20-233.30 :**
Auto Electrician, Electrician I, Engraver I, Fitter I, Heavy Vehicle Driver, Machinist I, M.H.E. Operator I, Motor Fitter I, Welder I.

Special Grade :

Rs. 155-7.50-170-10-240-EB-12.50-315
Motor Mechanic, Workshop Mechanic.

**CLASSIFICATION OF EMPLOYEES
IN CALTEX REFINERY
(Source of Information :- The Company)**

1. **Rs 85-2.50-115 :**
Labour "B", Sweeper, Gardener.
2. **Rs.95-3.50-137 :**
Sepoy, Watchman, Labourer "A", Head Gardener, Lab. Messenger.
3. **Rs. 110-4-158 ;**
Head Watchman, Helper, Mechanic Trainee "B", Operator Trainee "B", Laboratory Trainee "B".
4. **Rs. 135-5-190 :**
Jr. Clerk, Jr. Typist, Jr. Stenographer, Mechanic Trainee "A", Warehouseman "C", Labour Loadman, Driver, Filler, Bottle Machine Operator, Operator Trainee "A," Lab. Trainee "A".
5. **Rs. 180-7.50-262.50 :**
General Clerk, General Stenographer, Telephone Operator, General Typist, Nurse, Medical Lab. Technician, Fire Inspector "B", Security Inspector "B", Draftsman "C", Heavy Equipment Operator, Stockman "B", Operator "C", Tester "B", Mechanic "C", Warehouseman "B".
6. **Rs. 245-10-355 :**
Intermediate Clerk, Intermediate Stenographer, Fire Inspector "A", Security Inspector "A", Mechanic "B", Draftsman "B", Warehouseman "A", Special Equipment Operator, Stockman "A", Operator "B", Tester "A", Laboratory Stockman.
7. **Rs. 320-15-350-20-530 :**
Personnel/Accounting Trainee, Head Nurse, Senior Clerk, Senior Stenographer, Mechanic "A", Draftsman "A", Orderman, Heavy Crane Operator, Engineer Trainee, Despatcher, Photo/Reproduction Technician Inspector Trainee, Operator "A", Laboratory Technician.

**CLASSIFICATION OF EMPLOYEES
IN CALTEX (MARKETING)
(Source of Information : The Company)**

GREATER BOMBAY

CLERICAL EMPLOYEES :

- 1. Rs. 275-5-310-10-400-EB-10-500 :**
Clerk 'C'
- 2. Rs. 400-15-595-EB-20-775-25-800 :**
Clerk 'B', Stenographer/Typist, Key Punch Operator,
Machine Operator, Compounder, Comptist, Draftsman.
- 3. Rs. 575-25-850-EB-25-1000 :**
Clerk 'A', Senior Machine Operator, Senior Stenographer,
Senior Comptist, Senior Draftsman.

LABOUR EMPLOYEES :

- 1. Rs. 200-2-208-3-238-EB-3-265 :**
General Workman, Sweeper, Mali, Sepoy II, Bearer,
Cleaner, Watchman (Office)
- 2. Rs. 210-2-212-3-236-EB-4-280 :**
Examiner, Machine Operator, Stenciller, Hammerman,
Solderman, Sepoy I, Watchman (Terminal).
- 3. Rs. 220-3-238-4-250-EB-4-290 :**
Dresser, Havildar, Cook, Ferro-printer
- 4. Rs. 230-5-275-EB-6-335 :**
Tank Measurer.
- 5. Rs. 250-6-262-7-311-EB-8-375 :**
Muccadam, Painter, Fitter, Tinsmith, Mason, Tallyman.
- 6. Rs. 270-8-286-9-340-EB-10-410 :**
Senior Painter, Senior Fitter, Blacksmith, Carpenter,
Boiler Attendant, Gauger, Electrician, Machinist, Light
Vehicle Driver.
- 7. Rs. 290-10-370-EB-10-450 :**
Welder, Boiler Attendant (1st Class), Heavy Vehicle
Driver, Leading Fitter, Garage Mechanic.

Special Grades :**Rs. 320-15-470-EB-15-575 :**

Senior Garage Mechanic, Sr. Machinist.

Rs. 300-10-400-EB-15-445 :

Servicing Operator.

Rs. 350-10-400-15-490-EB-15-535 :

Senior Servicing Operator.

OTHER PLACES**CLERICAL EMPLOYEES****1. Rs. 280-15-340-20-540-25-765 :**

Clerk, Stenographer, Comptometrist, Book-keeping Machine Operator, Draftsman, Typist, Telephone Operator, Store Keeper, Compounder, Tester.

Selection Grade :**Rs. 575-25-975 :**

Clerk.

LABOUR EMPLOYEES :**1. Rs. 176.02-2.08-213.46 :**

Peon, Sweeper, Mali, General Workman.

2. Rs. 179.40-2.08-206.44-2.60-224.64 :

Laboratory Attendant, Watchman.

3. Rs. 195.26-2.60-229.06 :

Machineman, Solderman, Tester, Stenciller, Filler, Packer, Hammerman, Watchman Naik, Tallyman III.

4. Rs. 201.50-2.86-238.68 :

Pumpman, Painter II, Fitter IV, Gauger II, Mason II, Carpenter II, Sirdar II, Tallyman II.

5. Rs. 216.84-2.86-268.32 :**A—Rs. 222.05-4.50-298.55 :****B—Rs. 233.00-3.66-306.20 :**

Boiler Attendant, Welder II, Tinsmith II, Painter I, Fitter III, Motor Mechanic III, Mason I, Gauger I, Sirdar I, Tallyman I.

6. Rs. 235.82-3.90-313.82 :

Machinist II, Blacksmith, Electrician II, Carpenter I, Tinsmith I/Head Tinsmith, Fitter II, Motor Mechanic II, Welder I.

7. Rs. 267. 28-7.02-372.50 :

Fitter I, Motor Mechanic I, Machinist I, Electrician I, Heavy Vehicle Driver.

**CLASSIFICATION OF EMPLOYEES IN
ASSAM OIL COMPANY**

(Source of Information : The Company)

1. **Rs. 1.50-0.05-1.70-0.10-2.00 :**
Chaprassie, Darwan, Mazdoor, Malie, Sweeper, Attendant, Tea Maker, Nulla/Jungle Cutter, Chowkidar.
2. **Rs. 1.80-0.10-2.50 :**
Dupligrph Machine Operator, Peon, Attendant, Darwan, Helper, Jugalie, P.W. Keyman, Printer, Walker, Grinder, Hammerman, Pointsman, Vehicle Washer, Greaser, Oilman, Chaprassie, Tea Maker, Chowkidar, Sorter, Stackler, Cook's Mate, Cleaner, Painter, Operator, Blanket Repairer, Sirdar, Solderer, Stitcher, Tester.
3. **Rs. 2.10-0.10-2.80 :**
Repairer, Head/Daftry, Tinsmith, Lance Naik, Fireman, Miller, Mixer Operator, Attendant, Machinist, Rigger, Greaser, Jugalie, Sirdar, Operator, Helper, Head Chaprassie, Gestetner Machine Operator, Cleaner/Bearer, Head Malie, Larve Catcher, Sweeper, Chowkidar, Boiler Attendant Trainee, Fork Truck Driver, Pressman, Stenciller, Printer, Polisher, Wagon Packer.
4. **Rs. 2.35-0.15-3.40 :**
Aviation Hand, Stenciller/Operator, Maistry, Fireman, Attendant, Cook, Electric Crane Driver, Steam-Hammerman, Splinger Crane, Tinsmith, Pump/Engine Driver, Telephone Shift Attendant, Sirdar, Printer/Helper, Head Cleaner, Driver, Lab. Sampler, Checker, Chamberman, Jr. Processman, Painter, Carpenter, Gate Keeper, Overseer Helper, Machine Operator.
5. **Rs. 2.80-0.15-3.85 :**
Naik, Driver, Overseer Helper, Attendant, Head/Sirdar, Barrel Repairer, Mason, Batteryman, Carpenter, Maintenance man, Painter, Vulcanizer, Telephone Linesman, Tindal, Meter Attendant, Fitter, Samples Preparer, Head Checker and Stenciller, Processman, Operator, Viceman/Pipe Coupler.

6. **Rs. 3.40-0.15-4.45 :**
Havildar, Carpenter, Fitter, Mason, Painter, Driver, Operator (Fire Service), Welder, Lead Burner, Repairer, Linesman, Separator, Maistry, Lab. Tester, Tindal.
7. **Rs. 3.85-0.20-5.25 :**
Driver, Sirdar, Head/Maistry, Fitter, Section Leader, Boiler Maker, Maistry, Asstt. Head Rigger, Blacksmith, Plater, Machinist, Moulder, Turner, Operator, Boiler Attendant II, Telephone Mechanic, Head Tindal, Mechanic, Process Calculator Welder, Asstt. Construction Supervisor.
8. **Rs. 4.50-0.25-6.25 :**
Fitter, Asstt./Supervisor, Major Havildar, Asstt./Maistry, Head Rigger, Machinist, Driver, Turner, Auto-Electrician, Boiler Attendant I, Electrician, Boiler Maker, Instrument Repairer, Head Tindal.
9. **Rs. 75-7.50-120-10-150 :**
Hollerith Operator, Clerk, Typist, Tracer, Record Keeper.
10. **Rs. 120-10-190 :**
Asstt./Supervisor, Section Leader, Tester, Foreman Asstt., Head/Maistry, Typewriter Mechanic, Shift/Head Tindal, Telephone Equipment Inspector.
11. **Rs. 120-10-210 :**
Jr./Clerk, Typist, Interviewer, Comptometer Operator/Cum-Clerk, Stenographer, Clerk-in-Charge, Telephone Attendant, Time Clerk, Staff Artist, Dhai, Lab. Asstt./Senior Ward Attendant (Operation Theatre), Refinery Stock Tank Operator, Lady Receptionist.
12. **Rs. 140-10-210 :**
Overseer, Marketing Engr. Maistry, Jr. Foreman, Jr. Supervisor, Vehicle Inspector, Operator.
13. **Rs. 190-10-250 :**
Asstt. Cashier, Clerk, Clerk-in-Charge, Hollerith Operator, Comptometer Clerk, Comptometer Operator, Head Typist, Head Clerk, Hollerith Jr. Operator, Punch Section Supervisor, Sr./Calculator, Surveyor/Draftsman, Junior Draftsman/Estimator, Telephone Operator, Photographer, Asstt. Finger Print Expert, Bazar Inspector, Housing Inspector, Anti-Malaria Surveyor, Nursing/Ward Attendant, Sr./Pathological Lab. Asstt., Pharmacist, Steward, X-Ray Technician, Sr. Tester Supervisor, Asstt. Inspector of Works, Foreman Assistant, Head Operator, Head Tindal, Head/Maistry, Head Foreman.

14. Rs. 220-15-310 :

Clerk, Confidential/DO Typist-cum-Clerk, Confidential and DO Stenographer-cum-Clerk, Clerk-in-Charge, Head Clerk, Internal Audit Clerk, Hollerith Senior Operator, Ghat-Representative, Finger Print Expert, Groundsman Supervisor, Housing Supervisor, Anti-Malaria Inspector, Asstt. Registrar, Medical Store Keeper, Senior Operation Theatre Asstt., Senior Pathological Lab. Asstt., Head Pharmacist, Pharmacist-in-Charge, Public Health Inspector, Staff Nurse, Senior/Head Calculator, Senior Tester, P.W. Inspector, Surveyor/Supervisor/Estimator, Senior Estimator and Inspector of Works, Head Maistry, Senior Operator, Foreman.

**CLASSIFICATION OF EMPLOYEES IN
IOC (REFINERIES DIVISION)**

(Source of Information : The Company)

- 1. Rs. 56-2.50-71-EB-3.50-99 :**
Messenger, Chainman, Store Helper, Bus-conductor-cum-Cleaner, Watchman, Sweeper, Canteen Bearer, Mali, Field Worker, Operator 'G', Helper, Dispensary Attendant, Cleaner.
- 2. Rs. 63-3.50-84-EB-4.50-120 :**
Khalasi, Yardman, Valveman Store Khalasi Head Mali, Plumber, Daftri.
- 3. Rs. 90-5.50-123-EB-7-179 :**
Duplicating Machine Operator, Cook, Security Havildar, Special Yardman, Petrol Pump Attendant, Dresser, Sampler, Record Keeper, Storeman, Fire Fighting Operator 'E'.
- 4. Rs. 115-7-150-EB-9-213**
Junior Clerk, Typist, Store Leading Hand, Telephone Operator, Driver, Operator 'D', Compounder, Malaria Inspector, Midwife, Technician Gr. IV, Tracer, Ferro Printer, Telephone Mechanic, Teleprinter Operator.
- 5. Rs. 170-9-215-EB-11-292 :**
Senior Clerk, Catering Supervisor, Jr. Tester, Operator 'C', Translator, Asstt. Cashier, Shift Inspector (Security), Technician Gr. III, Machine Operator, Head Telephone Operator, Pump Operator, Compressor Operator, Junior Stenographer, Receptionist, Overseer, Jr. Draftsman Gr. II, Asstt. Store Keeper.
- 6. Rs. 215-11-270-EB-14-340 :**
Supervisor (Civil/Mechanical/Electrical), Jr. Draftsman, Librarian, Store Keeper Gr. II, Security Sub-Inspector, Assistant, Technician Gr. II, Sr. Tester, Time Keeper, Accounts Assistant, Jr. Purchase Asstt., Operator 'B', Machine Operator.
- 7. Rs. 215-11-270-EB-14-298-16.50-413.50 :**
Stenographer.

8. Rs. 290-17-375-EB-22-485

Engineering Assistant Gr. II (Civil/Mechanical/Electrical), Operator 'A', Senior Draftsman, Transport Supervisor, Store Keeper Gr. I, Junior Accountant, Senior Assistant, Head Clerk, Stock Inspector, Personal Assistant, Security Inspector, Head Time Keeper, Claims Inspector, Cashier, Technician Gr. I, Junior Chemist, Boiler Attendant, Turbine Attendant, Sr. Purchase Assistant.

9. Rs. 375-22-485-EB-28-625 :

Engineering Assistant Gr. I (Civil/Mechanical/Electrical/Chemical), Foreman (Electrical/Mechanical), Estimator, Head Draftsman (Civil/Mechanical/Electrical), Horticulturist, Cameraman, Accountant, Office Superintendent, Accountant-cum-Cashier, Private Secretary to General Manager, Private Secretary Gr. II.

**CLASSIFICATION OF EMPLOYEES IN IOC
MARKETING DIVISION**

(Source of Information : The Company)

- 1. Rs. 84-1.20-96-EB-1.20-102 :**
Peon, Technical Bearer, Watchman (Office), Cook-cum-Bearer, Hamal, Car Cleaner, Sweeper, Chowkidar-cum-Night Attendant, Bearer, Liftman, Binder, Farash, Peon-cum-Messenger, Gardener, Watchman-cum-Mali, Air Boy.
- 2. Rs. 90-1.20-102-EB-2.40-114 :**
Havildar, Sweeper (Mukadam).
- 3. Rs. 84-1.20-96-EB-1.20-102-EB-2.40-114-EB-3.60-132:**
Khallassi, Messenger Watchman (At depot and installation).
- 4. Rs. 96-1.20-102-2.40-114-EB-3.60-132 :**
Ferro-Printer, Cash Guard, Gestetner Operator, Refuelling Operator, Pump Attendant, Peon (Technical).
- 5. Rs. 126-3.60-162 :**
Record Sorter
- 6. Rs. 132-3.60-157.20-4.80-186-EB-4.80-210-6-216 :**
Typist/Clerk, Punch Verifier Operator (Machine Accounts), Telephone Operator, Despatch Rider, Staff Car Driver, Refuelling Operator, Operator, Tracer, Accounts Clerk, Gate Checker, Transport Driver, Pump Attendant, Laboratory Attendant, Maintenance Assistant.
- 7. Rs. 156-6-192-9.60-240-EB-9.60-307.20-EB-9.60-336-12-360 :**
Jr. Assistant, Jr. Assistant W.K. of Stenography, Comp-tist Grade II, Jr. Operator (Machine Accounts/ Punch Supervisor), Asstt. Cashier, Materials Asstt., Tank Truck Driver, Store Keeper, Receptionist-cum-Telephone Operator, Telephone Operator (Jr), Laboratory Assistant, Time Keeper, Teleprinter Operator.
- 8. Rs. 180-10-300 :**
Draftsman, Chargeman, Gauger, Refuelling Chargeman (Aviation).

9. **Rs. 246-8.40-288-9.60-336 :**
Chargeman.
10. **Rs. 252-12-348-18-384 :**
Pay Clerk.
11. **Rs. 252-12-348-18-384-EB-18-456 :**
Sr. Assistant, Technical Asstt, Comptist Gr. I, Coding Assistant, Sr. Operator (Machine Accounts), Receptionists, Manager (At filling Station), Telephone Operator (Sr.), Supervisor-cum-Accountant (At filling Station), Draftsman-cum-Artist.
12. **Rs. 252-12-348-18-384-EB-18-510 :**
Stenographer, Materials Officer Gr. II, Supervisor, Shift Supervisor, Generator Mechanic.
13. **Rs. 300-12-348-18-456 :**
Sales Officer Gr. III, Inspector of Works Gr.II, Jr. Investigator (Market Research), Automobile Mechanic.
14. **348-18-384-EB-18-510 :**
Steno-cum.P. A., Section Officer Gr.II, Operations Officer Gr. III, Asstt. Chief Cashier, Asstt. Supdt. (Accounts and Installation), Depot Supdt. Gr. III, Editorial Assistant, Janitor, Quality Control Supervisor, Supervisor Gr. I, Shift Supervisor.
15. **Rs. 348-18-384-EB-18-420-30-600-36-708 :**
Accountant, Machine Supervisor, Chief Comptist.
16. **Rs. 390-18-582 :**
Statistician, Senior Investigator (Marketing Res.)
17. **Rs. 402-18-582 :**
Assistant Inspector of Works Gr.I.

**CLASSIFICATION OF EMPLOYEES IN COCHIN
REFINERY**

(Source of Information : The Company)

1. **Rs. 75-175 :**
Janitors.
2. **Rs. 100-275 :**
Driver 'B', Sampler/Bottlewasher, Drum Maker/Filler,
Security Sergeant, Peon, Fitter, Yardman.
3. **Rs. 150-370 :**
Typist/Clerk, Instrument/Electrical Craftsman, Carpenter,
Fitter, Heavy Equipment Operator/Mechanic, Driver 'A'
Pumper/Loader, Fork Lift Operator, Accounts Clerk,
Communication Operator, Punch Operator/Verifier.
4. **Rs. 200-500 :**
Planning Clerk, Warehouse Clerk, Store Clerk, Store-
keeper, Purchase Assistant, Receptionist, Materials Co-
ordinator, Nurse, Stenographer, Controlman.
Diesel Engine Operator, Accounts Assistant, Associate
Shift Control Chemist, IBM Operator, Safety Records
Clerk, Oil Accounts Clerk, Security Inspector, Filling/
Despatch Clerk, Secretarial Clerk.
5. **Rs. 240-600 :**
Senior Instrument/Electrical Craftsman, Senior Machi-
nist/Mechanical Craftsman, Senior Fitter, Senior Wel-
der, Sr. Boilermaker, Sr. Heavy Equipment Operator,
Senior Pumper/Loader.
6. **Rs. 350-699 :**
Draftsman, Operator (Unit) Safety Inspector.
7. **Rs. 400-799 :**
Inspection Engineer, Asstt. Security Inspector, Senior
Billing and Shipping Supervisor.

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF VARIOUS WAGE/SALARY
SCALES FOR WORKMEN AND CLERICAL EMPLOYEES IN ESSO REFINERY**

(Source of Information : — The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
WAGE SCALES :							
(Workmen)							
1. Rs. 150—5—195—6—201—EB—6—225	14	150	95.70	225	136.30	245.70	361.30
2. Rs. 175—5—200—6—230—EB—6—254	14	175	111.65	254	146.40	286.65	400.40
3. Rs. 200—7—242—8—274—EB—8—306	14	200	127.60	306	164.50	327.60	470.50
4. Rs. 230—10—290—12—338—EB—12—386	14	230	138.04	386	187.11	368.04	573.11
5. Rs. 295—12—355—15—430—EB—15—490	14	295	160.66	490	208.22	455.66	698.22
6. Rs. 365—12—425—15—500—EB—15—560	14	365	182.85	560	222.43	547.85	782.43
7. Rs. 400—12.50—475—16—565—EB—20—685	18	400	189.95	685	247.80	589.95	932.80
8. Rs. 485—15—575—20—655—EB—20—755	15	485	207.20	755	262.00	692.20	1017.00
9. Rs. 500—15—560—20—700—25—725—EB—25—875	18	500	210.25	875	286.37	710.25	1161.37
SALARY SCALES :							
(Clerical Employees)							
1. Rs. 325—12.50—400—15—490	12	325	171.10	490	208.22	496.10	698.22
2. Rs. 350—15—410—20—570—EB—20—690	18	350	179.80	690	248.82	529.80	938.82
3. Rs. 420—10—560—25—685—EB—25—835	18	420	194.00	835	278.25	614.00	1113.25
4. Rs. 465—25—615—30—795—EB—30—975	18	465	203.15	975	296.53	668.15	1271.53

(D. A. Applicable as on 1-9-1967)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM & MAXIMUM OF VARIOUS GRADES
FOR LABOUR & CLERICAL EMPLOYEES IN ESSO (MARKETING)**

(Source of Information : — The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
BOMBAY							
CLERICAL EMPLOYEES :							
1. Rs. 110—10—210—EB—12.50—310	18	110	392	310	560	502	870
2. Rs. 150—12.50—225—EB—15—405	18	150	392	405	700	542	1105
3. Rs. 200—15—320—EB—15—455	17	200	448	455	700	648	1155
4. Rs. 240—20—400—EB—20—540	15	240	448	540	700	688	1240
LABOUR EMPLOYEES :							
1. Rs. 50—3—68—EB—3—86	12	50	170.82	86	199.26	220.82	285.26
2. Rs. 55—3—73—EB—3—91	12	55	170.82	91	199.26	225.82	290.26
3. Rs. 63—3—81—EB—3.25—100.50	12	63	185.04	100.50	213.48	248.04	313.98
4. Rs. 71.50—3.25—91—EB—4—115	12	1.50	185.04	115.00	213.48	256.54	328.48
5. Rs. 81—4—105—EB—5—135	12	81	199.26	135	213.48	280.26	348.48
6. Rs. 91—5.50—124—EB—6—160	12	91	199.26	160	241.92	290.26	401.92
7. Rs. 105—6.25—142.50—EB—7.50—187.50	12	105	213.48	187.50	241.92	318.48	429.42
8. Rs. 120—8—158—EB—9—195—10—225	12	120	213.48	225	256.14	333.48	481.14
CALCUTTA							
CLERICAL EMPLOYEES:							
1. Rs. 105—7.50—165—10—215—EB—10—235—SP*— —12.50—322.50	22	105	230.62	322.50	406.40	335.62	728.90
2. Rs. 145—10—205—12.50—225—EB—15—420	21	45	275.62	420	470.00	420.62	890.00
3. Rs. 215—15—485	18	215	345.94	485	470.00	560.94	955.00
4. Rs. 295—15—520	15	295	390.94	520	470.00	685.94	990.00

*SP=Selection point

(1)

(2)

(3)

(4)

(5)

(6)

(7)

(8)

LABOUR EMPLOYEES :*Monthly Rated*

1. Rs. 45.76—2.08—62.40—2.34—78.78	15	45.76	161.50	78.78	171	207.26	249.78
2. Rs. 51.22—2.08—59.54—2.60—85.54	14	51.22	171	85.54	171	222.22	256.54
3. Rs. 55.12—2.60—91.52	14	55.12	171	91.52	171	226.12	262.52
4. Rs. 61.62—2.86—101.66	14	61.62	171	101.66	185.25	232.62	286.91
5. Rs. 77.22—3.12—120.90	14	77.22	171	120.90	185.25	248.22	306.15
6. Rs. 104.78—3.90—124.28—5.20—171.00	14	104.78	185.25	171.08	185.25	290.03	356.33
7. Rs. 118.82—7.02—224.12	15	118.82	185.25	224.12	185.25	304.07	409.37

Daily Rated

1. Rs. 1.76—0.08—2.40—0.09—3.03	15	45.76	161.50	78.78	171	207.26	249.78
2. Rs. 1.97—0.08—2.29—0.10—3.29	14	51.22	171	85.54	171	222.22	256.54
3. Rs. 2.12—0.10—3.52	14	55.12	171	91.52	171	226.12	262.52
4. Rs. 2.37—0.11—3.91	14	61.62	171	101.66	185.25	232.62	286.91
5. Rs. 2.97—0.12—4.65	14	77.22	171	120.90	185.25	248.22	306.15
6. Rs. 4.03—0.15—4.78—0.20—6.58	14	104.78	185.25	171.08	185.25	290.03	356.33
7. Rs. 4.57—0.27—8.62	15	118.82	185.25	224.12	185.25	304.07	409.37

MADRAS**CLERICAL EMPLOYEES:**

1. Rs. 140—7.50—170—10—220—EB—10—260—12.50—335	19	140	186.95	335	876.07	326.95	611.07
2. Rs. 180—10—240—12.50—290—EB—15—380	16	180	208.80	380	291.60	388.80	671.60
3. Rs. 225—15—345—EB—15—465	16	225	229.50	465	350.12	437.50	815.12
4. Rs. 260—15—320—EB—20—560	16	260	245.60	560	428.95	505.60	988.95

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
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LABOUR EMPLOYEES :

1. Rs. 78—2.50—93.60—EB—2.60—114.40	14	78	128.79	114.40	158.17	206.79	272.57
2. Rs. 91—2.60—106.60—EB—2.60—124.80	13	91	139.25	124.80	166.46	230.25	291.26
3. Rs. 113—10—3.12—128.70—3.90—132.60—EB— 3.90—156	12	113	157.05	156	189.51	270.15	345.51
4. Rs 143—5.20—174.20—EB—6.50—213.20	12	143	181.12	213.20	215.82	324.12	429.02

**NEW DELHI
CLERICAL EMPLOYEES :**

1. Rs. 100—7.50—130—10—160—EB—10—200—12.50 —300	19	100	235	300	403.75	335	703.75
2. Rs. 140—10—200—EB—12.50—250—EB—15—355— 15—400	20	140	280	400	560	420	860
3. Rs. 175—15—295—EB—20—455	16	175	319.37	455	480	494.37	985
4. Rs. 220—15—280—EB—20—400—25—550	12	285	358.75	550	480	578.75	1030.00

LABOUR EMPLOYEES :

1. Rs. 45—2.50—60—EB—2.75—76.50	12	45	164	76.50	162	209	238.50
2. Rs. 50—2.50—65—EB—2.75—81.50	12	50	164	81.50	162	214	243.50
3. Rs. 80—4—100—EB—5—150	15	80	162	150	162	242	312.00
4. Rs. 95—5—110—EB—6—128—EB—7—170	12	95	162	170	162	257	332.00

**STATEMENT OF EMOLUMENTS ON THE MINIMUM & MAXIMUM OF
VARIOUS WAGE SCALES IN BURMAH-SHELL REFINERY**

(Source of Information : The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
1. Rs. 150—5—195—EB—6—225	14	150	95.70	225	136.30	245.70	361.80
2. Rs. 170—5—215—EB—6—245	14	170	108.46	246	143.26	278.46	388.26
3. Rs. 170—7—233—EB—8—273	14	170	108.46	273	153.00	278.46	426.00
4. Rs. 185—8—257—EB—9.50—304.50	14	185	118.03	304.50	163.97	303.03	468.47
5. Rs. 200—10—250—EB—12.50—362.50	14	200	127.60	362.50	182.34	327.60	564.84
6. Rs. 240—12—300—EB—15—435	14	240	141.52	435	197.05	381.52	632.05
7. Rs. 295—12—355—EB—15—490	14	295	160.66	490	208.22	455.66	698.22
8. Rs. 430—12—490—EB—15—625	14	430	196.04	625	235.67	626.04	860.63
9. Rs. 480—15—555—EB—20—735	14	480	206.19	735	257.65	686.19	992.65

CLERICAL EMPLOYEES :

1. Rs. 290—12.50—365—15—410—EB—15—525	20	290	158.92	575	225.47	448.92	800.47
2. Rs. 365—15—485—20—505—EB—20—545—30—755	18	365	182.85	755	262.00	547.85	1017.00
3. Rs. 395—20—535—35—640—EB—25—920	18	395	188.93	920	295.51	583.93	1215.51

(D. A. Applicable as on 1.9.1967)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF VARIOUS GRADES
FOR LABOUR & CLERICAL EMPLOYEES IN BURMAH-SHELL (MARKETING)**

(Source of Information : The Company)

Scale of pay	Span	Minimum	D.A.	Maximum	D.A.	Total (3+4)	Total (5+6)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
BOMBAY :							
CLERICAL EMPLOYEES :							
1. Rs. 100—5—160—EB— ² 75	23	100.00	226.10	275.00	398.83	326.10	673.83
2. Rs. 155—7.50—200—10—240—EB—10—370	23	155.00	301.18	370.00	444.71	456.18	814.71
3. Rs. 180—7.50—240—EB—10—300—15—420	22	180.00	335.30	420.00	467.60	515.30	887.60
4. Rs. 175—7.50—205—10—265—EB—10—305—15—440	23	175.00	328.48	440.00	476.00	503.48	916.00
5. Rs. 205—10—255—12.50—305—EB—15—515	23	205.00	365.02	515.00	513.17	570.02	1028.17
6. Rs. 205—10—255—12.50—305—EB—15—545	23	205.00	365.02	545.00	537.11	570.02	1082.11
7. Rs. 200—15—350—20—450—25—625	22	200.00	362.60	625.00	600.95	562.60	1225.95
8. Rs. 200—15—350—20—450—25—700	25	200.00	362.60	700.00	660.80	562.60	1360.80
9. Rs. 200—15—350—20—450—25—750	27	200.00	362.60	750.00	700.70	562.60	1450.70
10. Rs. 200—15—350—20—450—25—875	32	200.00	362.60	875.00	800.45	562.60	1675.45
LABOUR EMPLOYEES :							
1. Rs. 85.50—2—103.50—EB—2—123.50	19	85.50	134.73	123.50	162.87	220.23	286.37
2. Rs. 87.70—2.20—107.50—EB—2.20—129.50	19	87.70	137.50	129.50	165.39	225.20	294.89
3. Rs. 94—2.20—116—EB—2.20—138	20	94.00	145.44	138.00	168.96	239.44	306.96
4. Rs. 104—2.20—126—EB—2.60—152	20	104.00	154.68	152.00	174.84	258.68	326.84
5. Rs. 112—4—144—EB—4—180	17	112.00	158.04	180.00	186.60	270.04	366.60

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
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6. Rs. 130—10—5—160.10—5.65—171.40—EB—5.65—222.25	17	130.10	165.64	222.25	199.67	295.74	421.92
7. Rs. 149— —50—175—9—211—EB—9—292	19	149.00	173.58	292.00	214.32	322.58	506.32
8. Rs. 180—7.50—240—EB—10—300—15—420	22	180.00	186.60	420.00	241.20	366.60	661.20

**CALCUTTA
CLERICAL EMPLOYEES :**

1. Rs. 145—6—199—7—248—EB—8—288	21	145.00	241.60	288.00	308.92	386.60	596.92
2. Rs. 145—10—195—15—270—EB—15—330	14	145.00	241.60	330.00	319.10	386.60	648.10
3. Rs. 145—10—205—15—280—EB—15—390	19	145.00	241.60	390.00	328.30	386.60	718.30
4. Rs. 165—10—195—15—270—EB—15—360	14	165.00	255.20	360.00	323.20	420.20	683.20
5. Rs. 180—15—330—EB—20—450	16	180.00	265.40	450.00	338.50	445.40	788.50
6. Rs. 180—15—270—20—380—EB—20—450	15	180.00	265.40	450.00	338.50	445.40	788.50
7. Rs. 190—15—280—20—340—EB—20—480	15	190.00	272.20	480.00	343.60	462.20	823.60
8. Rs. 190—15—280—20—350—25—500	16			500.00	347.00		847.00
9. Rs. 190—15—280—20—350—25—550	18			550.00	374.20		924.20
10. Rs. 190—15—280—20—350—25—600	20			600.00	401.40		1001.40
11. Rs. 190—15—280—20—350—25—650	22			650.00	428.60		1078.60
12. Rs. 190—15—280—20—350—25—700	24			700.00	455.80		1155.80

LABOUR EMPLOYEES :

1. Rs. 84.65—1.55—103.25—2.05—113.50	17	84.65	90.80	113.50	110.86	175.45	224.36
2. Rs. 86.25—1.55—103—30—2.30—119.40	18	86.25	92.39	119.40	112.98	178.64	232.38
3. Rs. 93.85—1.95—101.65—2.30—113.15—2.30—124.65	14	93.85	99.91	124.65	114.87	193.76	239.52
4. Rs. 101.70—2.55—124.65—2.55—137.40	14	101.70	106.61	137.40	119.46	208.31	256.86

	(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
5. Rs. 114.35—2.75—139.10—2.75—158.35		16	114.35	111.17	158.35	127.01	225.52	285.36
6. Rs. 133.20—3.50—168.20—3.50—171.70—4.60—199.20		17	133.20	117.95	199.20	141.75	251.15	341.05
7. Rs. 147.25—6.25—203.50—6.60—243.10		16	147.25	123.01	243.10	149.76	270.26	392.86
8. Rs. 187.50—9.50—197—10—327		14	187.50	137.50	327.00	164.86	325.00	491.86

DELHI

CLERICAL EMPLOYEES:

1. Rs. 145—10—195—15—270—EB—15—330	14	145.00	236.60	330.00	313.10	381.60	643.10
2. Rs. 145—10—205—15—280—EB—15—370	17	145.00	236.60	370.00	319.90	381.60	689.90
3. Rs. 180—15—330—EB—20—450	16	180.00	260.40	450.00	333.50	440.40	783.50
4. Rs. 180—15—330—EB—20—350—25—500	17			500.00	342.00		842.00
5. Rs. 180—15—330—EB—20—350—25—575	20			575.00	382.80		957.80
6. Rs. 180—15—330—EB—20—350—25—625	22			625.00	410.00		1025.00
7. Rs. 180—15—330—EB—20—350—25—700	25			700.00	450.80		1150.80

LABOUR EMPLOYEES :

1. Rs. 85—2—103—2.50—113	13	85.00	107.63	113.00	129.18	192.63	242.18
2. Rs. 86.50—2—108.50—EB—2.50—119.50	15	86.50	109.31	118.50	131.16	195.81	249.66
3. Rs. 92—2—110—EB—2.50—125	15	92.00	115.50	125.00	133.50	207.50	258.50
4. Rs. 100—2—116—EB—2.50—136	16	100.00	124.50	136.00	137.46	224.50	273.46
5. Rs. 111—3—138—EB—4—158	14	111.00	128.46	158.00	145.38	239.46	303.38
6. Rs. 125—3—128—4—148—EB—5—188	14	125.00	133.50	188.00	156.18	258.50	344.18
7. Rs. 133—4—145—5—190—EB—5—230	20	133.00	136.38	230.00	165.90	269.38	395.90

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MADRAS

CLERICAL EMPLOYEES :

1. Rs. 125—5—135—7.50—202.50—EB—10—242.50— 12.50—267.50	17	125.00	138.13	267.50	211.93	263.13	479.43
2. Rs. 142.50—7.50—180—10—250—EB—12.50—312.50	17	142.50	156.06	312.50	227.81	298.56	540.31
3. Rs. 142.50—7.50—172.50—10—242.50—12.50—280— EB—15—415	23	142.50	156.06	415.00	265.23	298.56	680.23
4. Rs. 155—10—225—12.50—250—15—310—EB—15— 415	20	155.00	165.80	415.00	265.23	320.80	680.23
5. Rs. 195—10—245—15—335—EB—15—455	19	195.00	182.00	455.00	289.83	377.20	744.83
6. Rs. 195—10—245—15—335—EB—20—515	20			515.00	326.73		841.73
7. Rs. 195—10—245—15—335—EB—20—515—25—575	21			575.00	363.63		938.63
8. Rs. 195—10—245—15—335—EB—20—515—25—615	23			615.00	388.23		1003.23
9. Rs. 195—10—245—15—335—EB—20—515—25—650	23			650.00	409.75		1059.75

LABOUR EMPLOYEES :

1. Rs. 84.40—1.30—97.40—EB—2.60—113	20	84.40	98.51	113.00	119.83	182.91	232.83
2. Rs. 87—1.30—97.40—2.60—102.60—EB—2.60— 118.20	16	87.00	101.18	118.20	121.96	188.18	240.16
3. Rs. 92.20—1.30—97.40—2.60—113—EB—2.60— 123.40	14	92.20	106.51	123.40	120.09	198.71	247.49
4. Rs. 100—2.60—118.20—EB—2.60—136.40	14	100.00	114.50	136.40	129.42	214.50	265.82
5. Rs. 114.40—2.60—135.20—EB—3.90—158.60	14	114.40	120.40	158.60	138.53	234.80	297.13
6. Rs. 122.20—2.60—135.20—3.90—158.60—EB—5.20— 179.40	14	122.20	123.60	179.40	147.05	245.80	326.45
7. Rs. 137.10—3.90—160.50—5.20—191.70—EB—5.20— 233.30	20	137.10	129.71	233.30	162.33	266.81	395.63
8. Rs. 155—7.50—170—10—240—EB—12.50—315	15	155.00	137.05	315.00	179.08	292.05	494.08

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND
MAXIMUM OF VARIOUS SCALES OF PAY IN
CALTEX REFINERY**

(Source of Information : The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
1. Rs. 85—2.50—115	12	85	86	115	129	171	244
2. Rs. 95—3.50—137	12	95	86	187	129	181	266
3. Rs. 110—4—158	12	110	129	158	129	239	287
4. Rs. 135—5—190	11	135	129	190	129	264	319
5. Rs. 180—7.50—262.50	11	180	120.50	262.50	108	309.00	434.50
6. Rs. 245—10—355	11	245	172	355	236.50	417	591.50
7. Rs. 320—15—350—20—530	11	320	236.50	530	301.00	556.50	831.00

(D. A. applicable as on 1-9-1967)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF VARIOUS
PAY SCALES IN ASSAM OIL COMPANY**
(Source of Information : — The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
CLERICAL EMPLOYEES :							
1. Rs. 75—7.50—120—10—150	9	75	127.02	150	172.02	202.02	322.02
2. Rs. 120—10—210	9	120	145.02	210	196.77	265.02	406.77
3. Rs. 190—10—250	6	190	190.02	250	205.77	380.02	455.77
4. Rs. 220—15—310	6	220	199.02	310	219.27	419.02	529.27
LABOUR EMPLOYEES							
<i>Monthly Rated</i>							
1. Rs. 120—10—190	7	120	145.02	190	90.02	265.02	380.02
2. Rs. 140—10—210	7	140	163.02	210	196.77	303.02	409.77
3. Rs. 190—10—250	6	190	190.02	250	205.77	380.02	455.77
4. Rs. 220—15—310	6	220	199.02	310	219.27	419.02	529.27
<i>Daily Rated</i>							
1. Rs. 1.50—0.05—1.70—0.10—2.00	7	39	127.02	52.00	127.02	166.02	179.02
2. Rs. 1.80—0.10—2.50	7	46.80	127.02	65.00	127.02	173.82	192.02
3. Rs. 2.10—0.10—2.80	7	54.60	127.02	72.80	127.02	181.62	199.82
4. Rs. 2.35—0.15—3.40	7	61.10	127.02	88.40	127.02	188.12	215.42
5. Rs. 2.80—0.15—3.85	7	72.80	127.02	101.10	128.01	199.82	229.11
6. Rs. 3.40—0.15—4.45	7	88.40	127.02	115.70	141.15	215.42	256.85
7. Rs. 3.85—0.20—5.25	7	101.10	128.01	136.50	158.07	229.11	294.57
8. Rs. 4.50—0.25—6.25	7	117.00	142.32	162.50	183.27	259.32	345.77

(D. A. Applicable as on 1-9-67)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF VARIOUS
SCALES OF PAY FOR WORKERS IN REFINERIES DIVISION (IOC)**

(Source of Information : — The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
1. Rs. 56—2.50—71—EB—3.50—99	14	56	79	99	104	135.00	203.00
2. Rs. 63—3.50—84—EB—4.50—120	14	63	104	120	118.50	167.00	238.50
3. Rs. 90—5.50—123—EB—7—179	14	90	104	179	143	194.00	322.00
4. Rs. 115—7—150—EB—9—213	12	115	118.50	213	145.50	233.50	358.50
5. Rs. 170—9—215—EB—11—292	12	170	143	292	165.50	313.00	457.50
6. Rs. 215—11—270—EB—14—340	10	215	145.50	340	175.00	360.50	515.00
7. Rs. 215—11—270—EB—14—298—16,50—413.50	14	215	145.50	413.50	155.00	360.50	568.50
8. Rs. 290—17—375—EB—22—485	10	290	165.50	485	155.00	455.50	640.00
9. Rs. 375—22—485—EB—28—625	10	375	175.00	625	162.50	550.00	787.50

(D. A. applicable as on 1-9-1967)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF VARIOUS
SCALES OF PAY FOR WORKERS IN MARKETING DIVISION (IOC)**

(Source of Information : — The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D.A. (4)	Maximum (5)	D.A. (6)	Total (3+4) (7)	Total (5+6) (8)
1. Rs. 84—1.20—96—EB—1.20—102	15	84	48	102	48.20	132	150.20
2. Rs. 90—1.20—102—EB—2.40—114	15	90	48	114	69.40	138	183.40
3. Rs. 84—1.20—96—EB—1.20—102—EB—2.40—114— EB—2.60—132	25	84	48	132	71.20	132	203.20
4. Rs. 96—1.20—102—2.40—114—EB—3.60—132	15	96	48	132	71.20	144	203.20
5. Rs. 126—3.60—162	10	126	70.60	162	92.20	196.60	254.20
6. Rs. 132—3.60—157.20—4.80—186—EB—4.80— 210—6—216	19	132	71.20	216	114.60	203.20	330.60
7. Rs. 156—6—192—9.60—240—EB—9.60—307—20— EB—9.60—336—12—360	23	156	91.60	360	129.00	247.60	489.00

(D. A. applicable as on 1-9-1967)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF VARIOUS
SCALES OF PAY FOR WORKERS IN MARKETING DIVISION (IOC)**

(Source of Information :—The Company)

	Scale of pay	Span	Minimum	D.A.	Maximum	D.A.	Total	Total
	(1)	(2)	(3)	(4)	(5)	(6)	(3+4) (7)	(5+6) (8)
8.	Rs. 180—12—300	10	180	94.00	300	123.00	274.00	423.00
9.	Rs. 246—8.40—288—9.60—336	10	246	117.60	336	126.60	363.60	462.60
10.	Rs. 252—12—348—18—384	10	252	118.20	384	131.40	370.20	515.40
11.	Rs. 252—12—348—18—384—EB—18—456	14	252	118.20	456	145.60	370.20	601.60
12.	Rs. 252—12—348—18—384—EB—18—510	17	252	118.20	510	151.00	370.20	661.00
13.	Rs. 300—12—348—18—456	10	300	123.00	456	145.60	423.00	601.60
14.	Rs. 348—18—384—EB—18—510	9	348	127.80	510	151.00	475.80	661.00
15.	Rs. 348—18—384—EB—18—420—30—600—36—708	13	348	127.80	708	170.80	475.80	878.80
16.	Rs. 390—18—570	10	390	132.00	570	157.00	522.00	727.00
17.	Rs. 402—18—582	10	402	140.20	582	158.20	542.20	740.20

(D. A. applicable as on 1-9-1967)

**STATEMENT OF EMOLUMENTS ON THE MINIMUM AND MAXIMUM OF
VARIOUS WAGE SCALES FOR WORKMEN IN COCHIN REFINERY**

(Source of Information — The Company)

Scale of pay (1)	Span (2)	Minimum (3)	D. A. (4)	Maximum (5)	D. A. (6)	Total (3+4) (7)	Total (5+6) (8)
1. Rs. 75—145	NOT SPECIFIED	75	93	145	93	168	238
2. Rs. 100—275		100	93	275	139	193	414
3. Rs. 150—370		150	106	370	159	256	529
4. Rs. 200—500		200	119	500	211	319	711
5. Rs. 240—600		240	128	600	238	368	838
6. Rs. 350—699		350	159	699	251	509	950
7. Rs. 400—799		400	185	799	264	585	1063

(RATES OF INCREMENTS
NOT FIXED)

(D. A. applicable as on 1. 9. 1967)

GRATUITY—A comparative statement showing the main features of Gratuity Schemes applicable in the IOC and Private
(Sources of Information : — Companies concerned)

Sector Oil Companies

HEAD Organisation	Type of Employees Entitled	Employees Specifically Excluded	Rate (Unit)	Mode	Qualifying Service	Maximum Limit	Contingencies when payable			Resignation/Voluntary Retirement	Termination/Discharge/Dismissal	Emoluments (Defined)	REMARKS
							Death & Permanent Mental or Physical Disability	Retirement/ Superannuation	Retrenchment				
IOC(Ref. Divn.)	(i) All Employees other than Officers, in Regular Pay scales.	Employees separated before the introduction of the scheme.	1/2 month's emoluments for each completed year.	Lump sum	Death-Disability—none Retirement+) Superannuation) 5 yrs. Retrenchment) Termination* (Misconduct)—10 yrs. Resignation 15 yrs.	15 times* monthly emoluments or Rs. 24000 whichever is less. *i.e. 30 units	Service Under 1—5 yrs. Amount 2 months emoluments 4 months' emolument or emoluments 8 months' or emoluments As per "Rate" which ever is more.	For service As for retirement of more than 5 yrs. (Sup) as per "Rate" subject to maximum of 30 units	Payable, if service more than 15 yrs. as per "Rate"	Payable if service more than 10 yrs. at the rate of 1/2 unit per year MD to decide for remaining half.	Average of Basic pay, DA, Personal Pay, Spl. pay drawn during 12 months preceding separation. Max. Emoluments—Rs. 1800.		
IOC (Marketing Division)	All Regular workmen	Employees separated before the introduction of the scheme.	Same as for IOC (R.D.) staff.	Lump sum	IOC(RD) staff	IOC(RD) staff	As for IOC(RD) staff	IOC (RD) staff IOC (RD) staff	IOC (RD) staff	If service for 10 or more than 10 yrs. upto 15 yrs. the rate is 3/4th of the unit. If service is 15 yrs. or more than payable as normally.	Average of basic pay, DA, Spl. Pay drawn during 12 months preceding separation Max. emoluments—Rs. 1800		
Caltex (Refining)	All Permanent Employees (workmen as well as Supervisors)	Employees placed on Home Leave basis and those separated prior to the introduction of the scheme.	1 month's salary for each completed year of service	Either lump sum or in three annual instalments, at the request of employee	Death—Disability—none Retirement+—none Termination—5 yrs. Resignation—15 yrs.	15 units	As per "Rate" Maximum limit : 15 units	As per "Rate" "Rate" mination, Maximum (As distinct limit : from Dismissal) 15 unit	15 units after completing 15 yrs. service	Termination : If service more than 5 and less than 10 yrs. @ 1/2 unit 10—15 yrs. @ 3/4 unit 10 or over 15: As per "Rate" Misconduct: At Co.'s discretion to deny benefit. Termination : For cases other than misconduct	Basic salary or wage, last drawn		
Assam Oil Co.	Workmen not covered by Pension Scheme.	Presumably the employees separated from the Co. before the introduction of the scheme.	30 days' basic for each year	Lump sum	Death, Disability—none Retirement+—none Retrenchment—none Resignation—15 yrs.	Rs. 2500 or as calculated under different heads whichever is higher for only those who are eligible for maximum gratuity under respective heads	As per "Rate" subject to maximum of 20 units	As per rate subject to maximum of 20 units (as distinct from dismissal)	As per "Rate" subject to maximum of 20 units after completing 15 yrs. service	For cases other than misconduct As per "Rate" subject to maximum of 20 unit after completing 15 yrs. For less than 15 yrs. service @ 1/2 unit. For cases of misconducts listed below no gratuity payable (i) moral turpitude (ii) financial loss resulting from misconduct or (iii) damage to Co.'s property	Final rate of Basic Pay.		
Assam Oil Co.	Workmen covered by Pension Scheme.	As for workmen not covered by Pension Scheme.	30 days' basic pay for each year.	Lump sum	Death, Disability—none Retirement+—none Retrenchment—none Resignation—15 yrs.	20 units	As per "Rate" subject to maximum of 20 units	As per "Rate" subject to maximum of 20 units (as distinct from dismissal)	As per "Rate" subject to maximum of 20 units, after 15 yrs. service.	As for workmen not covered by Pension Scheme.	Final rate of Basic Pay.		
Esso (Refining)	Regular Employees Constituting Permanent Resident Staff.	(i) Employees separated before the introduction of the scheme. (ii) Employees covered by Company's pension plan.	One month's "Compensation" for each year (counting each completed month as one-twelfth of a year)	Lump sum	Death, Disability—none Retrenchment Termination—5 yrs Resignation—15 yrs..	15 units	As per "Rate" subject to a maximum of 15 units	As for "Termination" as distinct from dismissal	As for "Rate" subject to a maximum of 15 units of service of over 15 yrs, or more	Termination ; Service if over 5 yrs. and less than 10 yrs. @ 1/2 unit, Over 10 and less than 15 yrs @ 3/4 unit 15 or over 15 yrs. 15 units	"Compensation" is the final rate of fixed rate of fixed basic salary or wage+DA or high cost of living allowance.	(For service prior to 1.11.54, in the event of death, termination, of employment & resignation a lump sum allowance @ 10% of fixed basic salary or wage during each yr. of service will be payable)	
Esso (Marketing)	As for Esso (Refining)	As for Esso (Refining)	As for Esso (Refining)	As for Esso (Refining)	As for Esso (Refining)	As for Esso (Refining)	As for Esso (Refining)	—	As for Esso (Refining)	As for Esso (Refining)	As for Esso (Refining)	(A lump sum allowance calculated as for ESSO (Refining) but limited to amount that exceeds co.'s contribution to P. F. for service prior to 1.11.1954.	

NOTE :—Information regarding Burmah—Shell (Marketing & Refining) and Caltex

(Marketing) not available.

*Termination due to misconduct