

INTRODUCTION

I.0 Introduction

1.1 Personnel Management :

Personnel Management means total functions of recruitment, selection, development and utilization of employee's as executive. Personnel Management is the part of General Management. He advises to the Top Management special suggestions regarding personnel.

Definition :

According to Dale Yoder, "Personnel Management is man power management, and include both never relation and personnel management, Manpower management includes the process of planning and Directing the application development and utilisation of human resources in employment."

According to Thomas S. " Personnel Administra- tion is a code of way of organising and creating individuals at work so that they will get the greatest possible relisation of their abilities. Thus attaining maximum efficiency for themself and their group and their by giving to the interprise of which they are a part its determining competitive advantages and its optimum result".

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1. Business Administration and Management..S.C.Saksena
 2. Personnel Management, C.B. Mamoria

Significance of Personnel Management :

According to Lawrence A Appley, President American Management Association work "Management is the development of people and not the direction of things.. Management and Personnal Administration are one and the same they should never be separated. Management is personnel administration¹."

According to Rensis Likert, " All the activities of any enterprise are initiated and determined by the persons who make up that institution. Plants Officers, Computers, automated equipment and all else that a modern firm uses are unproductive except for human effort and direction.. of all the tasks of management, managing the human component is the central and most important task, because all else depends on how well it is done². "

Personnel manager has to shoulder a great responsibility by using the human resources in a systematic manner. The duty of Personnel Manager is to create a human and worthy environment in industry and business.

1,2 - Personnel Management by C.B.Mamoria, page 3to5.

1.2 Worker has a great importance in any Industry. Wages paid to the workers should be enough to run their family.

Wages are determined according to the size of Industry, local conditions, productivity, availability of technical workers, Government policies, Sale output, national importance of the product etc.,

Production of sugar is a team work including managerial, technical, clerical, social efforts.

In Maharashtra State, first Co-Operative Sugar Mill was established in Pravaranagar. Then in first five year plan, licences were granted to 13 Co-Operative Sugar Mills in Maharashtra and 3 in Punjab. In IIInd Plan, licences were granted to 24 Co-Operative Sugar Mills.

According to the opinion of Mr.S.B.Gaikwad * and C.T.Pawar (From Geography Department of the Shivaji University) there are 90% sugar units in the State of Maharashtra in Co-operative sector and the percentage of the sugar units is 25% in compare of the sugar units in all over India. Another interesting information is investigated that, in 1960-61 there were 174 sugar units

* Report of Shri Gaikwad and Pawar published in the magazine 'GODWA' February, 1992 edition.

in all over India, and out of these sugar units, 27 sugar units were situated in the State of Maharashtra in Co-Operative sector. As well as in 1989-90, there were 377 sugar units in all over India and out of which 96 sugar units were in Maharashtra in Co-Operative sector.

In tune of the needs of the sugar industry in a developing economy including the need for maintaining and promoting exports, the requirement of social justice, the need for adjusting wage differentials in such a manner as to provide incentive to workers for advancing their skill, the desirability of extending the system of payment by results, Government of India, has appointed the Wage Boards from time to time.

Recently IIIrd Wage Board for Sugar Industry was appointed in the year 1985.

Here efforts are made to study the implementation of recommendations of the IIIrd Wage Board of Shri Chh. Rajaram Sahakari Sakhar Karkhana Ltd., situated in Kasaba bawada, in Kolhapur District with a view to observe at what extent workers are getting their salaries on the basis of such recommendations.

1.3 Research Design

1. Selection of the Topic

As Shri Chhatrapati Rajaram Sahakari Sakhar Karkhana Ltd., (Kasaba bawada, Kolhapur) is a typical sugar unit situated in Co-operative Sector by removing the private ownership, the researcher has selected Shri Chhatrapati Rajaram Sahakari Sakhar Karkhana Ltd., as an unit to a study of the implementation of recommendations of the IIIrd Wage Board (As Case Study of Shri Chhatrapati Rajaram Sahakari Sakhar Karkhana Ltd.,)

2. Title of the Study

"A study of the implementation of recommendations of the IIIrd Wage Board (A Case study of Shri Chhatrapati Rajaram Sahakari Sakhar Karkhana Ltd., Kasaba bawada, Taluka: Karveer, District: Kolhapur)".

3. Meaning of IIIrd Wage Board

IIIrd Wage Board for Sugar Industry was appointed by the Government of India, Ministry of Labour, New Delhi on 17.7.1985. The III rd Wage Board was appointed for the observation and making improvements in the wages of sugar

workers (Marathi word..Sakhar Kamgar). Final report of the recommendations was submitted to the Central Government by the IIIRD Wage Board on 31.1.1989.

4. Aims and objectives of the study

The main aims and objectives of the study are as under :

- 1) To study the recommendations of the IIIRD Wage Board.
- 2) To observe the implementation of recommendations of the IIIRD Wage Board on the basis of the agreement which was fixed between the representatives of Maharashtra Rajya Sahakari Sakhar Karkhana Sangh Ltd., Bombay and the representatives from Kamgar Sanghata under the Leadership of Shri A.I.Pathan, Additional Commissioner of Labour, Bombay.
- 3) To study the implementation of recommendations of the IIIRD Wage Board in Shri Chhatrapati Rajaram Sahakari Sakhar Karkhana Ltd., with a view, at what extent it is helpful to the workers.
4. To study the workers opinion, in respect of the recommendations of the IIIRD Wage Board.

- 5) To study the difference in wages, before the implementation of recommendations of the IIIRD Wage Board and after the implementation of recommendations of the IIIRD Wage Board.

5. Scope of the Study :

The study has been undertaken in respect of Shri Chhatrapati Rajaram Sahakari Sakhar Karkhana Ltd., Kasaba bawada, Kolhapur. As there are more than 500 workers working in the Karkhana, only 10% workers, at different categories, are selected for the purpose of the study.

6. Methods of Data Collection :

To execute the research study, following methods are used for the purpose of data collection.

a) Direct Method

As a primary stage for collecting the data, specific interview chart is fixed. (i.e. questionnaire)

b) Indirect Method

a) Discussion

Personal discussion with the staff related to the study is made.

b) Group discussion

The common opinions are collected from the related workers, by using group discussion method.

c) Documentary evidences

The detailed information is collected through the fitment registers of the workers, pay slips, documentary evidences maintained in the Time Office of the Shri Chh.Rajaram Sahakari Sakhar Karkhana Ltd.

D) Sampling Method

Stratified random sampling method is adopted.

7. ACTUAL WORK OF DATA COLLECTION

The assurance was given to the workers that the information provided by them will be used for the purpose of the study. All workers were not hesitating in answering the questions.

8. Analysis and Interpretation

The data related to the study was collected in the month of August, 92. After the data collection, certain policy was prepared for making the data clear, with the consultation of the Guide.

Clear attempt is made by putting down the facts with the help of statistical tables.

9. Report Writing

The report writing is an important step of research work. The Following Chapter Scheme is made.

I) Introduction

II) Brief profile of Shri Chhatrapati
Rajaram Sahakari Sakhar Karkhana Ltd.,
Kasaba bawada, Kolhapur.

III) Theoretical background.

IV) Data collection and analysis and
interpretation of data.

V) Observations, conclusion and suggestions.

1.4 Wage Administration of the workers, working in the
Sugar Units, on the basis of the recommendations
of IIIrd Wage Board taking in to considerations
the agreement between Maharashtra Rajya Sahakari
Sakhar Karkhana Sangh Ltd., Bombay and Kamgar Sanghtana

IIIrd Wage Board of Sugar Industry was appointed by the Government of India, Ministry of Labour, New Delhi as on 17.7.1985. The Wage Board

was appointed for the observation and making improvements in the wages of sugar workers (In Marathi..Sakhar Kamgar) Final report of the recommendations was submitted to the Central Government by the IIIrd Wage Board on 31.1.1989.

Number of Sugar Unions demanded to the Government of Maharashtra, to improve the recommendations of the IIIrd Wage Board and after hearing their demand, the Ex.Labour Minister of Maharashtra State Mr. Ramraoji Adik has called an meeting between the Maharashtra Rajya Sahakari Sakhar Karkhana Sangh Ltd., and Sakhar Kamgar Sanghtana on 14th September, 1989. In that meeting, committee of 14 members was formed. The Committee members were from Sakhar Karkhana Sangh and Kamgar Sanghtana including one representative from Deccan Sugar Factories Association, Bombay and Shri B.R. Patil, Observer from the Kamgar Sanghtana.

The names of the Committee members are shown below.

Representatives from Maharashtra Rajya
Sahakari Sakhar Karkhana Sangh Ltd., Bombay

1. Shri Shivajirao Patil
2. Shri P.K.Patil
3. Shri Chandrao Taware

4. Shri Vishnuanna Patil
5. Shri Narsingrao Patil
6. Shri Shankarrao Kolhe
7. Shri Balasaheb Deshmukh

and

R. Venkataraman, Secretary, Deccan Sugar
Factories Association, Bombay.

Representatives from Kamagar Sanghata

1. Shri Bhau Phatak
2. Shri Santram Patil
3. Shri Kishor Pawar
4. Shri Madhukar Bhise
5. Shri Madhukar Katre
6. Shri Babanrao Pawar
7. Shri R.B.Shinde

and

Shri B.R.Patil (Observer)

The Committee was established under the
Leadership of Shri A.M.Pathan, Additional Commissioner
of Labour, Bombay.

The Committee meetings were held from time
to time and finally on the basis of the recommenda-
tions of IIIrd Wage Board and by observing the
economic conditions of sugar units, wage administra-
tion of the workers working in sugar units, the

various agreements made by the State of Tamilnadu and Uttar Pradesh and the workers working in Sugar Units in that States, particulars are fixed on 13th January, 1990 in respect of the wages and other service conditions of the workers working in sugar units in the State of Maharashtra.

On that basis of these particulars, Sakhar Kamgar Union, Kolhapur has given notice of change on 25th January, 1990 to implement the recommendations of the Committee.

In respect of the above Notice, Additional Commissioner of Labour, Kolhapur has accepted this notice of change and invited the owners of the sugar units as well as unions for negotiations.

After various meetings and negotiations, final draft of agreement was fixed in respect of Shri Chh. Rajaram Sahakari Sakhar Karkhana Ltd., (Kasaba bawada, Kolhapur) on the basis of the recommendations of IILrd Wage Board and the particulars fixed by the State Level Committee on 13.1. 1990.

This agreement was made, taking into consideration of the provisions under section 42(2) and 44(A) of Bombay Industrial Relations Act, 1946 and Section 52 of B.I.R. Act, 1947 between the representatives of Shri Chh. Rajaram Sahakari Sakhar Karkhana Ltd., and the representatives of Sakhar Kamgar Union on 21.4.1990 in the presence of Commissioner, B.I.R. Act, Kolhapur.

The important feature of the agreement between Shri Chh.Rajaram Sahakari Sakhar Karkhana B.d., and representatives of Union is that, there are similar types of conditions, as fixed in the State Level Committee held on 13.1.1990. So that, efforts are made to produce such conditions as under.

TERMS AND CONDITIONS OF THE AGREEMENT :

1. This agreement (dated 21.4.90) is applicable on the workers whose names are registered on the muster roll as a permanent worker and seasonal permanent worker on 1.10.89.

The remaining conditions are as below :

2. Wage Structure

It is agreed to pay, increased pay, as shown in the following table, whose names were registered on the muster roll on 1.10.1989 as a Permanent worker and seasonal permanent worker.

TABLE I (1)

Sr.No.	Classification	Details of increased pay
1)	Unskilled and Semi-skilled	134.55
2)	Skilled 'B', Skilled 'A' Clerk 4 & 3	140.40
3)	Highly skilled Clerk-2 and Clerk-1, Supervisory 'C'	146.25
4)	Supervisory 'B' and 'A'	152.10

It is agreed to accept the type of wage structure, classification and fixed pay as recommended by the IIIrd Wage Board (Annexure A) It is further agreed to merge the amount of this increased pay in the pay scale of the workers as on 30.9.1989. The type of fixation of fixed allowance and type of fixation of wages will be as per Annexure B & C.

While fixing the wages, every worker will get one minimum increment in the revised pay scale as below :

TABLE I-(2)

Sr.No.	Particulars	Increment
1.	Unskilled	10/-
2.	Semiskilled	15/-
3.	Skilled B	25/-
4.	Skilled A	30/-
5.	Highly skilled	35/-
6.	Clerk-4	25/-
7.	Clerk-3	30/-
8.	Clerk-2	35/-
9.	Clerk-I	40/-
10.	Supervisory C	40/-
11.	Supervisory B	45/-
12.	Supervisory A	60/-

After that, the regular yearly increment will be given at the date of increment.

Basic pay, variable dearness allowance, fixed pay, Interim pay and special pay will be included in the Gross pay of the workers on 30.9.1989. It is also agreed to pay the fixed pay as fixed by the III rd Wage Board, from 1st October, 1989 (Annexure B)

3. The workers coming in the service after 1.10.89, will be entitled to get revised pay scale including fixed pay, variable dearness allowance and the other allowances as fixed in this agreement. But they are not eligible to get enhance pay in general and increment as prescribed in this agreement .

4. The workers who are on the last stage of the pay scale will be eligible to get increased pay at the last rate of increment included in their pay scale.

5. The pay of the worker will be fixed on the basis of the recommendations of IIIrd Wage Board. But the workers who are getting more pay, which is higher than the recommendations of the IIIrd Wage Board, will be eligible to get such higher pay scale with the benefits of this agreement, regularly in future.

6. Dearness Allowance

Revised pay scale is connected with the All India Consumer's Price Index (For Industrial workers) (1960=100) 744. But, the present rate of Dearness

Allowance will be Rs.1.65 per point, till the Index number 818 upto 30.9.89 only. From 1st October,1989 the rate of Dearness Allowance will be Rs.1.85 per point on the Index Number 818. However, the present system of paying variable Dearness Allowance will be continued.

7. Retaining Allowance

The retaining allowance (For the Off-season period) will be paid from 1.10.89 as shown below :

TABLE I (3)

Sr.No.	Classification	Rate of Retaining Allowance
1)	Unskilled	20%
2)	Semi-skilled	30%
3)	Skilled A & B Clerk 1,2,3 and 4 Supervisory A, B & C	50%

8. House Rent Allowance :

As per Annexure 'D' all permanent workers are eligible to get House Rent Allowance. But, those who are getting, higher rate of House Rent Allowance, in comparing of this agreement, will get such higher House Rent Allowance. However, seasonal permanent workers will not eligible to get House Rent Allowance for Off-Season period.

The workers resided in the colony of the Karkhana will not eligible to get House Rent Allowance as well as they need not necessary to pay House Rent to the Karkhana. But, the water and electricity charges should be paid by the workers to the Karkhana, as per the present system / actual consumption.

The workers who are residing in the mat houses, provided by the Karkhana will be eligible to get 50% of the House Rent Allowance as fixed in the Annexure D. But, if Karkhana fails to provide standard type of houses to the workers (who are residing in mat houses) during 3 years, then such type of workers will be eligible to get House Rent Allowance (100%) as prescribed in the Annexure D.

9. Night Shift Allowance

From 1.10.1989, every worker, working in Night Shift (IIIrd Shift) will be eligible to get Rs.2.34 as a Night Shift Allowance, per shift.

10. Washing Allowance

The permanent and seasonal permanent workers will be eligible to get Rs.17.55 per month as a washing allowance connected with their presency and payable days. However, the seasonal permanent workers will not eligible to get Washing Allowance for Off-season period.

11. Medical Allowance

The permanent workers and seasonal permanent workers will be eligible to get Rs.11.70 as a Medical Allowance per month from 1st October, 1989.

But the seasonal permanent workers will not be eligible to get medical allowance for Off-season .

However, the facility of medical aid will be continued.

12. Special Sick Leave

Special Sick Leave for one year (with full pay) will be granted to those workers who will become ill due to the diseases like Tuberculosis, Cancer, Leprosy, Paralysis and Heart Disease on the recommendations of Authorised Medical Institutes, or Medical Expert after certified by the Medical Officer appointed by the Karkhana.

The medical expenses will be paid to such worker (during such period of one year) on the basis of the certificate submitted by the Medical Officer or by Registered Medical Practitioner.

13. Accidental Leave

If worker will meet an accident while working period, then he will be eligible to get 3 days special leave with full pay on the basis of the Certificate

of the Medical Officer appointed by the Karkhana or if there is no such case, on the basis of the Certificate of the Registered Medical Practitioner.

14. Amount of Difference

The amount of difference, due to the award of increment included in the basic pay for the period from 1.1.88 to 30.9.89, will be paid as per following schedule.

TABLE I(4)
IN CASE OF PERMANENT WORKERS

Sr. No.	Classification	Rate of Difference per month	Period in months	Total amount of difference
1)	Unskilled, Semi skilled	134.55	21	2,825.55
2)	Skilled A,B Clerk 3 & 4	140.40	21	2,948.40
3)	Highly skilled Clerk 1 & 2	146.25	21	3,071.25

TABLE I(5)
IN CASE OF PERMANENT WORKERS, (SUPERVISORY CADRE)

1)	Supervisory 'C'	146.25	21	3,071.25
2)	Supervisory 'A' and 'B'	152.10	21	3,194.10

The amount of difference will be paid (at above rate) on the basis of workers presency during the period from 1.1.1988 to 30.9.1989 and after the deductions towards Provident Fund and Professional Tax at the prescribed rate.

B) Seasonal Permanent Workers

The seasonal permanent workers will get the amount of difference at the same rate related to their presency in the season's period.

C) While observing the economic condition of the Karkhana, it is agreed to pay the difference amount to the workers (By the Karkhana) as below.

TABLE I(6)

Sr.No.	Particulars	Mode of payment
I)	The 35% of the amount in the tune of the total difference amount as fixed in the clause 14(A)	On 1.5.90 or the nearest date connect-ed with 1.5.90 by cash.
II)	The 35% of the amount in the tune of the total difference amount as fixed in the clause 14(A)	Such 35% amount of difference will be deposited on 1.1.91 to the Karkhana for the two years duration. (In the name of each worker) and on that amount, Karkhana will be liable to pay interest, as prescribed in the Bye-Laws of the Karkhana.
III)	30% of the total difference amount (Balance difference amount)	On 31.12.1991 or nearest that date by cash

D) The workers who have left the services of the Karkhana, due to Death, Retirement, Resignation or any other

reasons within a period from 1.1.88 to 21.4.90 (Date of this Agreement) will be eligible to get such difference amount or if they are not alive, their heirs ,will be eligible to get such difference amount.

15. Retirement

The implementation of the retirement process will be come in force at the last date of the month. e.g.if 'X' retires on 4.1.1990, then his actual date of retirement will be fixed on 31.1.90.

16. As regards the demand for payment of occupational wages to N.M.R. (Nominal Muster Roll) casual workers, workers who are employed on daily wages and workers employed on contract basis in work of perential nature in sugar industry, it is agreed by the parties that, the occupational wages will be paid to them in a phased manner within a period of 4 years from the date of settlement as follows :-

TABLE I (7)

Sr.No.	Year	Particulars
1)	I	30% of the difference between the existing daily wages and the occupational wages.
2)	II	Additional 30% of the difference between the then existing daily wages and occupational wages.

TABLE I(7) Continued

<u>Sr.No.</u>	<u>Year</u>	<u>Particulars</u>
3)	III	Additional 20% of the difference between the then existing daily wages and occupational wages.
4)	IV	Balance there by react full occupational wages.

NOTE : The daily occupational wages will be calculated on the wages payable to a permanent at the minimum total wages divided by 26.

OCCUPATIONAL WAGES

It is agreed in principle to pay occupational wages for N.M.R., Casual workers and three contract workers, who are employed, in any jobs of perential nature and also directly connected with the manufacturing process. The following category will not be entitled to occupational wages :-

Workers engaged in the expansion work, modernisation, civil works, security, bagasse filling and press mud clearing.

The casuals etc., will get full occupational wages at the beginning of the 4th year as indicated in clause 9..with a view to minimise the hardship on this account ,it has been decided to give specific

increase over a period of 4 years, for determining the occupational wage payable to first 2 or 3 years, the following procedure shall be adopted.

For every quarter, determine, the lowest wage payable for a worker in the minimum of the grade. Take the total salary comprising of basic pay, fixed allowance and Variable Dearness Allowance, applicable for the quarter, computed on the minimum wage of the appropriate grade.

The above total has to be divided by 26 to arrive at the occupational wage per day of the category.

From the above occupational wages, deduct the existing daily wages payable for that job.

Add 30% of the difference as arrived at with the existing wage for the job, which is the occupational wage payable for the first year period for one year from 1st October, 1989. This procedure should be repeated for arriving at occupational wages payable for 2nd year and 3rd year, except the difference in the percentage i.e. 30% for the 2nd year, 20% for 3rd year. In respect of 4th year, he becomes eligible for the full payment of occupational wages.

(17) Weightage

From 1st October, 89, the recommendations of IIIrd Wage Board, regarding weightage, will be applicable and will be implemented as follows :

TABLE I (8)

Sr.No.	Designation	Rate (Rs.)
1)	Palledar/ Hamal	40.00 per month
2)	Guest House Attendent	25.00 per month
3)	Centrifugal Mazdoor (Working on Highspeed Automatic Centrifugal Machine, Mazdoors working excluding Centrifugal Operational work)	25.00 per month
4)	Peon/Sweeper/Watchman Cleaners.	25.00 per month

18) Period of the Agreement

In connection with the history of the agreement, this agreement will be valid for 4 years i.e. from 1st January, 1990 till the end of December, 1993. No demand will be made from the workers or the Unions, in connection with the provisions of the agreement.

19) Lot of expenses is made to pursue the demands of the workers working in sugar units to improve their

wages, dearness allowance and other facilities, by various ways like Strike, Meetings etc. To meet out such expenses, it is agreed between the Management and the Union that, the 10% deduction will be made from the difference amount payable to the workers, by deducting 5% amount to Sakhar Kamgar Union and 5% to Maharashtra Rajya Sakhar Kamgar Mahasangh. The payment of such 10% amount will be payable as per the provisions in clause 14 'K' of this agreement.

20. General Conditions

A) It is agreed by the workers and Unions that, during the period of the implementation of this agreement or within the legal validity period of this agreement, additional demands will not be presented or no additional demands in respect of the provisions under this agreement, will not be presented.

B) Co-operative nature will be given to the Karkhana by the workers and the Unions in order to maintain discipline and industrial safety .

C) The disputes occurred in respect of the implementation of this agreement, will be settled according to the provisions in the Bombay Industrial Relations Act, 1946, instead of Strike, Slow work , Gherao etc.,

D) Workers will be responsible to increase the productivity and maintaining the co-operation with the Management by way of attending on work accurately and doing the duty honestly.

E) This agreement will be binding on the workers as specified in the history of the agreement.

F) This agreement will be valid until somebody issues notice after the date of expiry of this agreement.

G) This agreement will not be affected on the present terms and conditions of the services.

The details of Annexure A,B,C & D are shown below :

ANNEXURE A

TABLE I (9)

Sr. No.	Classification	Present pay scale	Revised new pay scale	Rate of Fixed Allowance
1.	Unskilled	292-5-317-7-387	800-10-900-15-1050	304.32
2.	Semi Skilled	305-7-340-9-430	900-15-1050-20-1250	220.32
3.	Skilled B	327-11-382-13-512	1050-25-1300-30-1600	102.32
4.	Skilled A	352-13-417-15-567	1200-30-1500-35-1850	4.44

ANNEXURE-A

TABLE I(9) Continued

Sr. No.	Classification.	Present pay scale	Revised new pay scale	Rate of fixed allowance
5.	Highly Skilled	387-15-462-17-632	1300-35-1650-40-2050	-
6.	Clerk-4	319-9-364-11-474	1050-25-1300-30-1600	100.32
7.	Clerk-3	342-11-397-13-527	1200-30-1500-35-1850	-
8.	Clerk-2	367-13-432-15-582	1300-35-1650-40-2050	-
9.	Clerk-1	437-15-512-17-682	1400-40-1800-45-2250	-
10.	Supervisory 'C'	437-21-542-27-812	1400-40-1800-45-2250	-
11.	Supervisory 'B'	487-27-622-34-962	1500-45-1950-50-2450	-
12.	Supervisory 'A'	557-45-782-60-1382	1700-60-2300-75-3050	-

ANNEXURE-B

TABLE-I(10)

1)	Unskilled	Fixed allowance Rs. 304.32	Basic pay Rs.	292.00
			Special allowance Rs.	22.16
			Interim pay	45.00
			G.D.A. Rs.	74.00
			Variable D.A.	671.16
				<u>1104.32</u>
		(-) Basic pay as per revised pay scale		800.00
			Fixed allowance	<u>304.32</u>

ANNEXURE-B

TABLE I(10) Continued

2) Semiskilled	Fixed Allowance 220.32	Basic pay	Rs.	305.00
		G.D.A.		77.00
		Special allowance		22.16
		Interim pay		45.00
		Variable D.A.		671.16
				<u>1120.32</u>
				(-) New Pay
		Fixed allowance		<u>220.32</u>
3) Skilled B	Fixed Allowance 102.32	Basic pay	Rs.	327.00
		G.D.A.		87.00
		Special allowance		22.16
		Interim pay		45.00
		Variable D.A.		671.16
				<u>1152.32</u>
				(-) New Pay
		Fixed allowance		<u>102.32</u>
4) Skilled A	Fixed Allowance 4.44	Basic pay	Rs.	352.00
		G.D.A.		114.12
		Special Allowance		22.16
		Interim pay		45.00
		Variable D.A.		671.16
				<u>1204.44</u>
				(-) New Pay
		Fixed Allowance		<u>4.44</u>

ANNEXURE-B
TABLE I(10) Continued

5) Clerk-4	Fixed Allowance Rs.100.32	Basic pay Rs.	319.00
		G.D.A.	93.00
		Special Allowance	22.16
		Interim Pay	45.00
		Variable D.A.	671.16
		Total	<u>1150.32</u>
	(-) New Pay		<u>1050.00</u>
	Fixed Allowance	Rs.	<u>100.32</u>

ANNEXURE-C
TABLE I(11)

Fitment Chart

Unskilled worker as on 30.9.89

Rs.	292.00	
	74.00	..G.D.A.
	22.16	Special allowance
	45.00	Interim Pay
	793.26	Variable D.A.
	<u>1226.42</u>	
	134.55	(+) 17% increase
	<u>1360.97</u>	
	90.00	(+) Additional annual increment
	<u>1370.97</u>	

ANNEXURE-C

TABLE I(11) continued.

Rs.	1370.97	
	304.32	Fixed allowance
	<u>1066.65</u>	
	122.10	(Variable D.A.as on 30.9.89 74 points (818-744= 74))
Rs...	<u>944.55</u>	

PAY AS ON 1.10.1989

Rs..	945.00	
	158.40	D.A.
	4.40	Increased D.A.Rs.1.85
	<u>304.32</u>	Fixed allowance
Rs.	<u>1412.12</u>	Total pay on 1.10.89

ANNEXURE-D

TABLE I(12)

House Rent Chart

Sr.No.	Classification	Per month	Rs.
1)	Unskilled	Per month	31.59
2)	Semi-skilled	Per month	32.17
3)	Skilled B	Per month	34.51
4)	Skilled A	Per month	36.85
5)	Highly skilled	Per month	41.53

ANNEXURE.D

TABLE I(12) Continued (House Rent chart)

Sr.No.	Classification	Per month	Rs.
<u>CLERK</u>			
1.	Grade IV	Per month	34.51
2.	Grade III	Per month	36.85
3.	Grade II	Per month	38.61
4.	Grade I	Per month	45.04
<u>SUPERVISORY</u>			
1.	'C'	Per month	47.38
2.	'B'	Per month	53.23
3.	'A'	Per month	63.18

Extract of some important recommendations of IIIrd Wage Board

- 5) The various designations included in the Nomenclature of the IInd Wage Board are dropped or merged in other designations.
- a) Skilled 'C' classification is cancelled and the various designations included in the skilled 'C' by the IInd Wage Board are merged in the Skilled 'B' category.
 - b) Clerical Cader-5 is cancelled and the designations included in this category are merged in Clerical-IV category.
 - c) The categories A-2 and A-1 are consolidated and new category is established as Supervisory 'A'.

- (5) d) The category of skilled 'C' is merged in the category of skilled 'B' by the IIIrd Wage Board. Hence, the workers included in the Skilled B by the IInd Wage Board, are eligible to get two additional annual increments while fixing their new pay scale according to the IIIrd Wage Board recommendations.
- e) The different designations existed in the various Sugar Units are included in the Nomenclature of the IIIrd Wage Board. But it is not decided by the IIIrd Wage Board, that, to create the new vacancies which are not on the Muster Roll of the Karkhana as per the Nomenclature of the IIIrd Wage Board.
- e-e) It is decided by the III rd Wage Board to appoint the Personnel on some posts with a minimum qualification and experience. But, at present the persons working on such posts ,who are without the minimum qualification and experience will be eligible to get revised pay scale.

(Para 159-160)

- (11) If any Junior worker works as a reliver of Senior worker, then the Junior worker is eligible to get the minimum pay (At the rate of pay scale fixed for Senior worker) and other pay and allowances.

The worker working as a reliver for each weekly holiday are also eligible to get the above pay scale. While paying the retaining allowance, the aggregate pay will be considered which was paid in the season.

(Para 275)

- 12) Excluding the Reliver, the worker who works the duties of two categories, is eligible to get the higher pay scale above the pay scale of these two categories ,but he has to do the duties fixed for the lower category.

(Para 276)

- 13) If there had been any change in work during the period from October,86 to September,87, taking into consideration of the categories, then, such worker is eligible to get the higher pay scale above the pay scale of these two categories. Also he is not eligible to get such higher scale,if he has not worked in a senior category in season period or off-season period.

- 14) Labour Welfare Officer is eligible to get the pay scale as prescribed by the State Government. But it is not permissible to grant the pay scale which is lower than the Supervisory 'B'Grade.

(Para 279)

- 15) It is permissible to the Medical Officer, to accept the pay scale fixed by the IIIrd Wage Board or the present pay scale.

(Para 280)

- 16) The workers like Compounder, Nurse, Dressor, Midwife are eligible to get the revised pay scale, fixed by the IIIrd Wage Board, according to the categories which are included in the General Nomenclature. They are also eligible to get the facilities like free uniform, free housing, free electricity or uniform allowance, which are now in force.

(Para 281)

- 17) The teachers are eligible to get the maximum pay scale in tune of the pay scale awarded by the State Government or their present pay scale which is higher.

(Para 280)

With reference to this agreement and on the basis of the recommendations of IIIrd Wage Board, 126 workers are benefitted by awarding revised pay scale in various categories.

All the provisions made under this agreement are based on the recommendations of IIIrd Wage Board and the particulars fixed by the State Level Committee.

This is a typical type of Wage and Salary Administration implemented through this agreement in Sh.Chh.Rajaram

Sahakari Sakhar Karkhana Ltd., Kasaba bawada, Taluka: Karveer
District: Kolhapur.

LIST OF STANDARD NOMENCLATURES ETC.,

IN SUGAR FACTORIES

FIXED BY THE III rd WAGE BOARD

(From para 159 and Annexure 28)

TABLE I (13)

Sr. No.	Designation/ Category	Qualification/ Experience	Duties assigned	Remarks
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MANUFACTURING DEPARTMENT

1.	Manufacturing Chemist (Supervisory-A)	Degree in Science with Physics, Chemistry and Mathematics and Associate Membership of National Sugar Institute, Kanpur or Deccan Sugar Institute, Pune.	To supervise and control the manufac- turing process and the personnel in the shift during the crushing season and to do such other works as directed during the crushing season or during the off-season.	—
2.	Laboratory Incharge (Supervisory-A)	-do-	To supervise and control of laboratory and its personnel, calculation and maintenance of laboratory reports and such other duties as may be assigned.	-

TABLE I(13) Continued

1	2	3	4	5
3.	Head Panman (Supervisory -B)	Holder of Boiling Course of National Sugar Institute, Kanpur or Deccan Sugar Institute, Pune and 5 years experience as a Pan Incharge or 10 years experience as a Panman.	To supervise on the Pan Floor and Curing Section and such other duties as may be assigned.	-
4.	Pan-In-Charge (Supervisory -C)	Holder of Pan Boiling Course of National Sugar Institute, Kanpur or Deccan Sugar Institute, Pune and 3 years experience as a Panman or 10 years experience as a Assistant Panman.	General supervision and control of Pan-floor in Shift and boiling of pans, and such other duties as may be assigned.	Senior Panman should be designated as a Pan Incharge. Even if there is only Panman (One number) and the rest are Assistant Panmen in the shift, the panman shall be designated as Pan Incharge of the Shift.
5.	Panman (Highly Skilled)	5 years experience as a Assistant Panman.	Boiling of pans as directed during the shift and doing works incidental thereto.	

TABLE I (13) continued

1	2	3	4	5
6.	Assistant Panman (Skilled B)	-	Assisting Panman in his routine work and boiling pans as directed.	--
7.	Laboratory/Bench Chemist (Supervisory 'C')	Degree in Science with Physics-Chemistry and Mathematics.	Analysis of different materials relating to the working of the factory and control of samples and chemicals used in the Laboratory, and such other duties as may be assigned.	If any person is having a Degree in Science with other subjects, he shall be placed in Supervisory Grade 'C'.
8.	Manufacturing Assistant (Skilled A)	--	To assist the Manufacturing Chemist in the supervision of the process of juice clarification and/or curing section and of cleaning of different units in the clarification section, recording of P.H. number of water tanks per hour, taking inlet and outlet condensor water temperature, noting down baume of syrup, taking temperature of raw juice and sulphured juice and number of juice tanks, etc. and doing works incidental thereto.	--
9.	Laboratory Assistant (Skilled B)	Inter mediate or H.S.C.	Assisting the Laboratory Chemist in his routing work, and doing such other duties as may be assigned.	--

TABLE I(13)Continued

1	2	3	4	5
10.	Evaporator Operator (Skilled B)	--	Operating evaporators and ensuring proper concentration of syrup and arranging cleaning of evaporators whenever necessary, and doing works incidental thereto.	--
11.	Masceration Attendant (Semi Skilled)	--	Weighing or measuring and recording masceration water tanks readings and/or noting water tanks readings or counting number of masceration tanks, and doing works incidental thereto.	The workman shall be called 'Masceration Mazdoor' and he shall be placed in Unskilled grade where, automatic recording is available.
12.	Molasses Recorder (Semi-skilled)	--	Weighing molasses and recording the weighment and doing works incidental thereto.	The workman shall be called 'Molasses Mazdoor' and he shall be placed in Unskilled grade, where, automatic recording is available.
13.	Juice Recorder (Unskilled)	--	Weighing and recording weighment or temperature of juice, and doing works incidental thereto.	The workman shall be called 'Juice Mazdoor' and he shall be placed in Unskilled grade, where automatic recording is available.

TABLE I (13) Continued

1	2	3	4	5
14.	P.H. Recorder. (Semi skilled)	Intermediate or H.S.C.	Observing and recording P.H. of juice and other liquids as required and doing works incidental thereto.	--
15.	Mate (Semi skilled)	--	Supervising and controlling the workmen of the respective station where posted, and doing works incidental thereto.	--
16.	Juice Heater Attendant (Semi- skilled)	--	Controlling and operating Juice Heater and doing works incidental thereto.	--
17.	Juice Heater Mazdoor (Un skilled)	--	Doing unskilled work as directed.	--
18.	Clarifier Attendant (Semi skilled)	--	Attending to and operating continuous clarifiers and doing works incidental thereto.	--
19.	Rotary Vacuum Filter (Semi skilled)	--	Operating and maintain ing rotary vacuum filters and doing works incidental thereto.	--

TABLE I(13)Continued

1	2	3	4	5
20.	Centrifugal Operator (Semi-skilled)	--	To operate high speed automatic centrifugals.	--
21.	Sulphur Over Mazdoor (Unskilled)	--	Doing unskilled work as directed.	--
22.	Palledar/Hamal (Unskilled)	--	Engaged in items of work such as carrying sugar bags on back and stacking them, loading, unloading shunting of wagons and any other jobs of allied nature as may be assigned.	Palledar/Hamal shall get a weightage Rs.40/-
23.	Marker (Unskilled)	--	Marking of sugar bags with the help of stencils.	If the numbering on bags is done by hand (without the help of stencils) then the marker concerned shall be placed in Semi-skilled grade.
24.	"a" Lab. Boy (Semi skilled)	--	To work in the Laboratory and make samples ready for analysis, and doing works incidental thereto.	--

TABLE I(13(Continued))

1	2	3	4	5
25.	'b'Sample Boy (Unskilled)	--	To bring samples from various stations in the factory to the Laboratory for analysis, and to do works as directed.	--
26.	Mazdoor (Unskilled)	--	Doing unskilled work as directed.	If any mazdoor attends to Magma alongwith the Magma pump steam or electric or Hydraulic or bolt driven, he shall be placed in Semi-skilled grade and designated as 'Magma Pump Attendant.'
27.	Bag Printing Machine Operator (Semi skilled)	--	Printing the sugar bags by bag printing machine, and doing works incidental thereto.	--
28.	Water Treatment Operator (Semiskilled)	--	Operator the water softening plant, maintaining the hardness of the water to the desired degree, and doing works incidental thereto.	--
29.	Bag Sewing Machine Operator (Semi skilled)	--	Stitching the sugar bags by the Sewing Machine and doing works incidental thereto.	--

TABLE I(13) Continued

1	2	3	4	5
30.	Filter Cloth Washing Machine Operator (Semi skilled)	--	Operating the filter cloth washing machine, and doing works incidental thereto.	-
31.	Tailor (Semi skilled)	--	Cutting, sewing and altering the filter press cloth and doing other sewing work.	-
32.	Syrup Tank Attendant (Semi skilled)	--	Controlling and maintaining the incoming and outgoing syrup flow (which is going to syrup tank) and doing works incidental thereto.	-

ENGINEERING DEPARTMENT

1.	Assistant Engineer (Mechanical) (Supervisory A)	Degree of Mechanical Engineering and at least two years experience in apprentice ship in sugar industry or completion of the Sugar Engineering Course of 2 years from the National Sugar Institute, Kanpur.	Assisting the Chief Engineer and /or Deputy Chief Engineer, looking after maintenance and operation of machinery in his shift looking after the workshop , doing works incidental thereto.	--
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TABLE I(13) CONTINUED

1	2	3	4	5
2.	Assistant Engineer (Electrical) Supervisory A	Degree in Electrical Engineering and at least two years experience in maintenance and running of power station and maintenance of electrical equipments.	Responsible for operation, maintenance, repairs and erection of electrical plants, machineries, equipments and installations, and control of personnel under him subject to the overall control of the Chief Engineer, and doing works incidental thereto.	--
3.	Foreman (Mechanical) Supervisory 'C'	-	Supervising and controlling the work and maintenance of workshop and doing works incidental thereto or to assist the Assistant Engineer(Mechanical) in carrying out his duties while supervising the work of the entire shift under the guidance and instructions of the Assistant Engineer(Mechanical) including the supervision of the work of the Head Fitters etc.	--

TABLE I(13)Continued

1	2	3	4	5
4.	Draftsman-I (Supervisory 'C')	Holding the Draftsman Certificate from recognised Institute, with two years experience.	Should have a basic knowledge,of design work of the mechanical equipments in the sugar industry and should be able to prepare intricate drawings of the machinery,and do works incidental thereto.	--
5.	Foreman (Electrical) Supervisory 'C'	Holding the necessary qualifications as provided under the Electricity Act.	Responsible for operation,maintenance, repairs and erection of electrical plants, machineries,equipments and installation in the general shift under the guidance of the Assistant Engineer (Electrical) or independently,and doing works incidental thereto.	--
6.	Boiler Attendant (Highly- Skilled)	Holding First Class Boiler Competency Certificate as laid down in the Indian Boilers Act,and the rules made thereunder.	Responsible for the maintenance and operation of all boilers of any heating - surface within a radius of 22.86 meters (75 feet), supervision of the boiler personnel in his section and doing works incidental thereto.	--
7.	Head-Fitter (Highly skilled)	Holding I.T.I. Certificate with two years experience as a Fitter-I or 10 years experience as a Fitter-II	In addition to the duties of Fitter-I supervising the work of fitters and also undertaking skilled jobs of a fitter, and doing works incidental thereto, or as may be assigned.	--

TABLE I(13) continued

1	2	3	4	5
8.	Fitter-I (Skilled 'A')	Five years experience as a Fitter -II	Works relating to the Grade ..Fitter-II and in addition, 1. Must be able to perform in a thoroughly skilled and expeditious manner the fitting,overhauling and erecting of any prime mover and mechanism normally in use in his branch, 2. Must be able to prepare for test and test the madines, or self- propelled vehicles,or boilers,in normal use in his branch, 3. Must be able to read working sketches and to do marking of machine parts,and 4. To do works incidental thereto.	--
9.	Fitter-II (Skilled B)	--	Must be able to, a) Mark-off and chip through a key way 1/2 inch wide and 1/4 inch deep in a piece of rolled steel bar; b) Use file and file the surfaces truly in accordance with the straight edge; c) Mark and drill and tap holes in a flat surface d) bed gun metal and white metal bearings on the shafts;	--

TABLE I(13)continued

1	2	3	4	5
			<ul style="list-style-type: none">e) use all tools such as chisels,reamers,taps and dies and callipers and drills as required for his trade;f) repair and fit pumps and their alignments, andg) must be able to finish the surface by file within a limit of 0.005 inch;h) must have a knowledge of all tools and instruments required for his trade;i) must be able to understand dimension sketches and work according to the same.j) must be able to do ordinary marking of different machinery parts on the surface plate;k) must be able to drill square on surface 1/2 inch holes accurately pitched to within 0.03 inch,l) Must have knowledge of dismantle and overhaul any type of prime mover (I.C.and steam) Centrifugal machines and pumps and installation of the same and their alignment andm) doing works incidental thereto..	--

TABLE I(13) continued

1	2	3	4	5
10.	Overseer (Supervisory 'C')	Diploma in Civil Engineering from a recognised Technical Institution.	Attending to and execution of civil engineering works as directed, and doing works incidental thereto.	--
11.	Electrician (Skilled A)	--	Attending to repair overhaul, operation and maintenance of electrical machineries plants, and installation including armature winding, and doing works incidental thereto.	--
12.	Armature Winder (Skilled A)	--	Attending to winding and repairing of armatures, field-coils, etc. and general repairs and maintenance of electrical equipments and doing works incidental thereto.	--
13.	Draftsman-II (Highly skilled)	Draftsman Certificate from an Industrial Training Institute.	Should be able to make drawings, of the sugar machinery and equipment used in factory workshop and to do tracing of drawings and to do works incidental thereto.	--
14.	Turner-I (Skilled-A)	Holding I.T.I. Certificate with two years experience as a Turner or ten years experience in Turner-II Grade.	As for Turner-II and in addition-should be able to understand working sketches; should know the use of measuring, instruments; should be able to do accurate marking of jobs on a lathe machine; should be able to do turning work to the accuracy of 0.005 of an inch;	--

TABLE I(13)continued

1	2	3	4	5
			to prepare machinery parts to the specified dimensions on a lathe machine and to do works incidental thereto.	--
15.	Turner-II (Skilled B)	--	Preparing machinery parts to the specified dimension on a lathe machine, should have a good knowledge of lathe and all its parts; should be able to fix up gear wheels for different screw cuttings; should be able to take accurate measurement with calipers; should be able to cut spare thread and other withworth threads; and doing works incidental thereto.	--
16.	Welder-I (Skilled 'A)	Holding I.T.I. Certificate with two years experience as a welder or 10 years experience as a Welder II.	As for Welder-II, and in addition :- should be able to understand working sketches, should be able to build more intricate castings like gear teeth, etc. with accuracy; should know the strength of welds with different electrodes and welding rods; should be able to do ordinary repairs to gas and electric welding apparatus; should be able to weld cast iron efficiently; should be able to weld and cut metal by electric or Oxy-Acetylene Gas process; and to do works incidental thereto.	--

TABLE I(13)continued

1	2	3	4	5
17.	Welder-II (Skilled-B)	--	Welding and cutting metal by electric or oxy- acetylene gas process; should be able to do both gas welding and electric welding; should be able to do cutting work with gas; should be able to build up simple work-out parts; should know different types of electrodes to be used on different jobs, and doing works incidental thereto;	--
18.	Pattern Maker-I (Highly skilled)	Two or three years experience as a Pattern maker.	Should be able to understand working sketches and make intricate patterns and cores from them and should be conversant with the contraction and expansion of various alloys of ferrous and non ferrous metals and provide allowance for the same, and to do works incidental thereto.	--
19.	Pattern Maker-II (Skilled A)	--	Should be able to do simple patterns for ferrous and non ferrous metals from the drawings and to make simple cores for the parts to be casted, and to do works incidental thereto.	--

TABLE I(13) continued

1	2	3	4	5
20.	Moulder-I (Skilled-A)	Two or three years experience as a Moulder-II	Should be able to understand working sketches moulding and casting machinery parts and making cores according to specifications and from patterns, and doing works incidental thereto.	--
21.	Moulder-II (Skilled-B)	--	Moulding and casting machinery parts, and doing works incidental thereto.	--
22.	Wireman (Skilled-B)	Must have necessary qualification as required under law.	To do any kind of work in connection with electric lines and wiring; assisting electrician in his job and attending to switch board when necessary, and doing works incidental thereto.	
23.	Machinist- (Skilled-B)	--	a) must be able to do any piece of machine work on any one of the machines such as shearing, shaping, milling, planing and grinding;	--
			b) must be able to do precision work on universal gear cutting machine or universal milling machine or universal grinding machine;	--
			c) must be able to sharpen reamers, milling cutters and other tools etc. and	--
			d) doing works incidental thereto.	

TABLE I(13)continued

1	2	3	4	5
24.	Blacksmith (Skilled-B)	--	a) must be able to forge and fit a hand vice; b) must be able to forge dimensions connecting rod, eccentric rod, side or piston rod; c) must be able to forge and fit without lathe work, a McMahon Spanner; and d) doing works incidental thereto.	-
25.	Carpenter (Skilled B)	--	Must be able to do all joinery work and to make and repair furniture, etc. and to do works incidental thereto.	-
26.	Head Khalashi (Skilled-B)	--	Supervising and controlling the work of Khalasis and also to work as and when necessary and doing works incidental thereto.	Shall be granted two extra increments in revised Grade Skilled B
27.	Khalashi (Semi skilled)	--	Lifting, hoisting and shifting of machinery normally and attending to working of mills additionally during the cane crushing season, and doing other jobs as may be entrusted to him.	-
28.	Switch Board Attendant (Skilled B)	--	To attend to the Switch board and to do works incidental thereto.	-
29.	Electrical Helper (Semi skilled)	--	To help Electrician/ Armature Winder in his routine work and to do works incidental thereto.	-

TABLE I(13) continued

1	2	3	4	5
30.	Engine Driver-I (Skilled B)	-	To operate mill engine, turbine driving the mill turbo alternator set and to control their speed., to check their working frontime to time and to ensure proper lubrication and maintenance thereof and to do works incidental thereto.	-
31.	Engine Driver-II (Semi skilled)	-	To operate any engine othen than those mentioned against serial number 30 above, to control their speed, to check their working from time to time and ensure proper lubrication and maintenance thereof and to do works incidental thereto.	--
32.	Beltman (Semi skilled)	-	Repairing and fitting belts or cutting leather to the required sizes and designs, to make washers, foot valves, rubber joints etc., and doing such other works as may be entrusted.	--
33.	Tinsmith (Skilled B)	-	Preparing and jointing the sheet metal by solder including making of sheet metal articles by the same process or any other soldering works, and doing works incidental thereto.	--
34.	Coppersmith (Skilled B)	-	-do- -do-	--
35.	Fireman (Semi skilled)	-	Attending to and stocking the furnace, clearing and removing of clinker, and doing works incidental thereto.	-

TABLE I(13) Continued

1	2	3	4	5
36.	Pumpman (Semi skilled)	-	Operating and performing maintenance work such as lubricating steam or belt or electric or hydraulic driven pumps, and supervising and controlling the overflow of juice, syrup, molasses, etc. at his station, and doing works incidental thereto.	-
37.	Motor Attendant (Semi skilled)	-	Operating and performing maintenance work of electric motors such as cleaning, greasing and watching the temperature of the motors, and doing works incidental thereto.	-
38.	Oilman (Semi skilled)	-	Oiling/greasing and cleaning of any part of any machinery and doing works incidental thereto.	-
39.	Hammerman (Semi skilled)	-	Wielding of hammer, helping the blacksmith and also carrying out other incidental jobs, connected with smithy shop.	-
40.	Mate (Semi skilled)	-	Supervising and controlling the workmen of the respective station where posted, and doing works incidental thereto.	-
41.	Fitter Helper (Semi skilled)	-	Must be able to help the fitters in their work.	-
42.	Painter (Semiskilled)	-	Painting of all metal work machinery parts, woodwork, and miscellaneous jobs of similar nature, and doing works incidental thereto.	-
43.	Water attendant (Semi skilled)	-	Maintaining proper level of water in the boilers and blowing down water gauge glasses, and doing works incidental thereto.	-

TABLE I(13) continued

1	2	3	4	5
44.	Mazdoor (Unskilled)	-	Doing unskilled work as may be directed.	-
45.	Instrument Mechanic (Highly skilled)	Holding of I.T.I. Certifi- cate.	Should be able to instal,maintain and overhaul all types of pneumatic and mechanical instruments,such as steam meters, CO2 meters, water meters, vacuum pressure and temperature recorders.	If any instrument mechanic is not having the qualifica- tion now prescribed but is capable of attend- ing to the ordinary repairs of the instruments mentioned in Col.4 he shall be designated as Instrument Mechanic Grade-II and be place in Skilled A grade.
46.	Cane Unloader Operator (Skilled B)	-	-Operates the -mechanical unloader for unloading of cane from wagons/ Trolleys/trucks/ by means of grab/sling,and does works incidental thereto.	--

TABLE I(13) Continued

1	2	3	4	5
<u>NEW CATEGORIES</u>				
1)	Turbo Alternator Operator.	-	Operating Turbo Alternator set and supervision thereon keeping record of readings, maintainance and oiling and doing works incidental thereto.	-
<u>ADMINISTRATIVE AND GENERAL DEPARTMENT</u>				
1.	Labour Officer (Supervisory 'B')	Degree in Arts/ Commerce/ Science. Degree in Law and/ or Diploma in Social Work.	Assisting the management in the personnel matters and doing other works as may be assigned.	Labour Officer holding 10 years experience shall be placed in Supervisory A'Grade.
2.	Welfare Officer (Supervisory 'B')	As prescribed under the Factories Welfare Officer's Rules framed by the respective State Governments.	Performing the duties as required under the Factories Welfare Officers' Rules framed by the respective State Governments, and doing other works as may be assigned.	Welfare Officer holding 10 years experience shall be placed in Supervisory 'A' Grade.
3.	Motor Tractor Foreman (Supervisory 'C')	--	To supervise and control the work of motor/tractor department, maintain the machinery in good and serviceable condition and also to control the personnel of his department, to do assigned works.	-

TABLE I(13)Continued

1	2	3	4	5
4.	Civil Engineer (Supervisory 'A')	Degree in Civil Engineering and at least three years experience in civil construction work and R.C.C.design work.	Responsible for the construction of all types of building works, such as -factory buildings, staff quarters, roads,tanks and for their repairs and maintenance and for such other works as may be assigned.	--
5.	Office Superintendent (Supervisory 'B')	Degree in Arts/Commerce/ Science and atleast 3 years experience in general and office administration.	In-charge of general office and carrying out any type of ministerial work entrusted to him including supervision and control of the personnel of the general Office and allied Offices, and other duties as may be assigned.	--
6.	Accountant (Supervisory 'B')	Degree in Commerce with a three years experience in Accounts work.	In-charge of Accounts, maintaining accounts and undertaking such other works connected therewith or with costing.	--



TABLE I(13) Continued

1	2	3	4	5
7.	Assistant Accountant (Clerical Grade I.)	Degree in Commerce.	Assisting the Accountant in his duties, and undertaking such other works as may be assigned.	--
8.	Cashier (Clerical Grade I)	Graduate.	Keeping of cash entrusted to him, making payments and maintaining accounts of receipts and disbursements, and doing works incidental thereto.	--
9.	Sectional Incharge (Clerical Grade-I)	Graduate or 10 years experience in Clerical Grade III.	To supervise and control the working of his section in the office, and to do works incidental thereto.	--
10.	Stenographer (Clerical Grade-I)	-	Capable of taking dictation in shorthand and converted in typing and doing other works as may be assigned.	Capable of taking dictation in shorthand at a speed 100 words per minute and typing it ,at a speed of 40 words per minute.
11.	Stenographer (Clerical Grade-II)	-	-do-	Taking dictation in shorthand at a speed 80 words per minute, and typing at a speed of 30 words per minute.

TABLE I(13) Continued

1	2	3	4	5
12.	Head Time Keeper (Clerical Grade-I)	--	In-charge of Time Office for all shifts and for the maintenance of attendance registers, preparation of pay bills and returns, and doing works incidental thereto.	-
13.	Storekeeper (Clerical Grade-I)	Degree in Commerce or Diploma in Mechanical Engineering.	Responsible for receipts, issue and custody of stores and maintenance of all records thereof, and for works incidental thereto.	-
14.	Security Officer (Supervi- sory 'C')	--	To control and supervise the Watch and Ward Office staff, responsible for the security and safety of the property within the factory premises, colony etc., and for other works as may be assigned.	-
15.	Sugar Godown Keeper (Clerical Grade-I)	Graduate.	Conducting general work of sugar godown including sugar receipt and despatches, maintaining necessary records and complying with all relevant rules and regulations of Central Excise Department, and responsible for other works as may be assigned.	-
16.	Assistant Store Keeper (Clerical- Grade III)	Intermediate or H.S.C.	Assisting the Store- keeper in his work, and doing works incidental thereto.	-

TABLE I(13) Continued

1	2	3	4	5
17.	Assistant Godown Keeper (Clerical Grade-III)	Inter mediate or H.S.C.	Assisting the Godown Keeper in his work, and doing works incidental thereto.	-
18.	Security Inspector (Clerical Grade-III)	--	To control and supervise the Watch and Ward Staff, and responsible -for the security and safety of the property within the factory premises, colony etc. and for other works as may be assigned.	--
19.	Sanitary Inspector (Clerical Grade III)	Sanitary Inspector's Training Certificate.	To supervise and control the work of Sanitary staff and look after sanitation, control of epidemic, etc., and do such other works as may be assigned.	--
20.	Typist (Clerical Grade-III)	--	Doing typing work and any other clerical work as may be assigned.	--
21.	Timekeeper (Clerical Grade-III)	Inter mediate or H.S.C.	Working under the direction of the Head Time Keeper and as In-charge of the Time Office in his shift and responsible for making attendance, preparation of pay bills, and doing works incidental thereto.	-
22.	Tracer (Clerical Grade IV)	--	Tracing drawings and taking blue prints and doing works incidental thereto.	-

TABLE I(13) continued

1	2	3	4	5
23.	Daftry (Clerical Grade IV)	--	Binding books, vouchers, files etc. as directed and doing works incidental thereto.	--
24.	Mechanic (Grade I) Highly skilled.	Holding of I.T.I. Certifi- cate with 3 years experience.	Should be able to under take independently complete overhaul and repair of motor cars, jeeps, trucks, tractors, and to adjust and check the valve and timings and to maintain and repair internal combustion engines, diesel locos, trailers, and to do works incidental thereto.	--
25.	Mechanic II (Skilled A)	Holding I.T.I. Certificate.	Should be able to repair, do overhauling and maintenance of motor cars, jeeps, trucks, and tractors, and to do works incidental thereto.	--
26.	Steam Loco Driver (Skilled A)	Should have Boiler Attendants Certificate as required under law.	To drive, maintain repair and keep the steam locomotives which operate on L.Rly (Tramways) for the transport of cane and other materials from out-centres/ fields.	--
27.	Driver (Skilled A)	--	To drive motor/truck car and other motor vehicles and to maintain the same in clean condition and in working order, and to do works incidental thereto.	--

TABLE I(13) Continued

1	2	3	4	5
28.	Tractor Driver (Skilled B)	--	To drive Tractor and to maintain the same in working order and to do works incidental thereto.	-
29.	Diesel Loco Driver (Skilled B)	--	To drive diesel loco and/or to do shunting and to maintain the loco in clean and working order, and to do works incidental thereto.	-
30.	Mason (Skilled B)	--	Should be able to carry out brick-laying in plump and in line and plastering work and to do the work of fire bricks required in the boilers, and to do works incidental thereto.	-
31.	Loco- Fireman (Semi skilled)	--	Firing coal in the steam loco cleaning and oiling the loco, and assisting the Loco Driver in his work and doing works incidental thereto.	-
32.	Building Mucadam (Semi skilled)	--	Supervison and control of mazdoors in the Civil Engineering Department and doing works incidental thereto.	-
33.	Mate (Semi skilled)	--	Supervison and control of mazdoors in the general department and to do work incidental thereto.	-

TABLE I(13) Continued

1	2	3	4	5
34.	Sweeper Jamadar (Semi skilled)	--	To supervise and control the work of sweepers, and to do works incidental thereto.	-
35.	Jamadar (Semi skilled)	--	To supervise and control peons and/ or and watchmen to do other incidental jobs as may be assigned.	-
36.	Watchman (Semi skilled)	--	To watch and guard the property and do works incidental thereto.	In Maharashtra region, the watchman shall continue to get the weightage of Rs.25/- per month.
37.	Sweeper (Un skilled)	--	Cleaning, Sweeping and doing other works in connection with the sanitation and cleanliness of the factory, colony etc.,	In Maharashtra region the Sweeper shall continue to get the weightage of Rs.25/- per month.
38.	Pointsman (Unskilled)	--	Sets points during shunting to ensure placement of wagons or the sidings, cuts, and joins, couplings and shows signals (Flags) to the loco staff and does works incidental thereto.	-

TABLE I(13)continued

1	2	3	4	5
39.	Cleaner (Unskilled)	-	Cleaning, oiling, washing and lubricating motor cars/trucks and other vehicles, and doing other jobs as may be assigned.	In Maharashtra region, the Cleaner shall continue to get the weightage of Rs.25/- per month.
40.	Mali (Unskilled)	-	Attends to the upkeep and maintenance of the gardens and does works incidental thereto.	--
41.	Guest House Attendant (Unskilled)	-	Attends at the guest house, serves tea, food etc. and does works incidental thereto.	The Guest House Attendant in all the regions shall get a weightage of Rs.25/- per month.
42.	Cook (Unskilled)	-	To prepare and cook various kinds of dishes and to do works incidental thereto.	--
43.	Pujari (Semi skilled)	-	To worship God and to other prayers, and to do such other religious activities as directed.	--
44.	Mazdoor (Unskilled)	-	To do unskilled works as directed.	--
45.	Medical Officer Grade-I (Supervisory A)	MBBS Degree or higher qualification.	To diagnose and to treat human ailments and to do other investigations relating to medical problems.	--

TABLE-I(13) continued

1	2	3	4	5
46.	Medical Officer-II (Supervisory 'B')	Less than MBBS qualification.	To diagnose and to treat human ailments and to do other investigations relating to medical problems.	-
47.	Compounder (Clerical Grade-III)	Compounder Training Certificate for Diploma in Pharmacy.	Dispenses medicine as prescribed by the doctor, stores and arranges drugs and keeps account thereof, prepares solutions for injections, dresses, wounds, renders first-aid and does other works incidental thereto.	-
48.	Nurse (Clerical Grade-III)	General Sick Nursing Certificate or any other equivalent qualification.	Renders general nursing care to the sick, maintains record of patients, treatment temperature etc., renders first-aid and performs other nursing tasks.	-
49.	Midwife (Clerical grade IV)	Auxiliary Nurse Midwife Certificate.	Renders antenatal care to expectant mothers, conducts normal delivery cases, and renders postnatal care, carries out nursing duties, assists doctor in labour room, and does works incidental thereto.	-

TABLE-I(13)continued

1	2	3	4	5
50.	Accounts Clerk (Clerical Grade-III)	Inter mediate or H.S.C.	Doing the work in the Accounts section under the direction of Accountant or Assistant Accountant and/or doing the work of accounts in the Share Department/ section as directed by the Share Accountant or any other authority, and works incidental thereto.	-
51.	Time Office Clerk (Clerical Grade IV)	Inter mediate or H.S.C.	Doing various clerical jobs as required under the direction of Head Time Keeper or Time keeper.	- If there is Building Time Clerk cadre, then convert it in Time Office Clerk.
52.	Storeboy (Semi skilled)	--	Must be conversant with the identification of the various machinery parts and other articles of different sizes and makes and is actually engaged in the storing and/or delivering them independently as directed.	--

(Continued)

TABLE I(13) Continued

<u>DUTIES, EDUCATIONAL QUALIFICATIONS ETC., OF SOME CLERICAL</u>				
<u>OCCUPATIONS LISTED IN THE RECOMMENDATIONS OF III RD</u>				
<u>WAGE BOARD</u>				
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
1.	Personal Secretary (Supervisory 'B)	Possessing a Degree and knowledge of shorthand and typing.	Works as Secretary of Personal Assistant to the Chief Executive or General Manager of the factory in a confidential capacity and handles correspondence of personal, confidential or important nature, and does such other works as may be assigned.	-
2.	Sales In-Charge (Clerical Grade-II)	Graduate.	Maintains the accounts and registers relating to the sales of sugar and molasses and deals with the connected invoices, correspondence, and does works incidental thereto.	-
3.	Cane Inspector (Clerical Grade II)	Intermediate or H.S.C.	Checking of cane purchases at gate and/or at different centres including weighment, payment, cane quality, etc. and doing works incidental thereto.	-
4.	Assistant Cashier (Clerical Grade-III)	-do-	Assisting the Cashier in his works and to do works incidental thereto.	-

TABLE I(13)continued

1	2	3	4	5
5.	Supervisor (Clerical Grade III)	-	Supervising and controlling the work in cane department, civil engineering department or any other department, as the case may be and doing works incidental thereto.	-
6.	Chalan Incharge (Clerical Grade III)	Inter mediate or H.S.C.	In charge of cane calendar and harvesting of cane and issue of requisition slips where the cane is purchased by the factories directly and no through the co-operative societies.	-
7.	Stores Purchasor (Clerical Grade-III)	-do-	Making local purchases, and doing works as directed and incidental thereto.	-
8.	Railway Clerk (Clerical Grade IV)	-do-	Responsible for all Railway work, keeping regular contact with Railway Station staff, calculation of freights, taking deliveries of incoming consignments, booking of outgoing consignments, filing of claims and doing other ancillary works.	-
9.	Sugar Godown Clerk (Clerical Grade-IV)	-do-	Assisting the Sugar Godown keeper in his work, maintaining the records and ensuring proper stacking of sugar bags in the godowns and loading of sugar bags into wagons, trucks, etc. and doing works incidental thereto.	-
10.	Stores Clerk (Clerical Grade IV)	-do-	Doing clerical work in the stores and works incidental thereto.	-

TABLE I(13)Continued

1	2	3	4	5
11.	Sales Clerk (Clerical Grade IV)	Intermediate or H.S.C.	Doing clerical work connected with sales, and works as directed.	-
12.	Payment Clerk (Clerical Grade-IV)	-do-	Makes various payments and maintains the records, thereof and does works incidental thereto.	-
13.	Recordkeeper (Clerical Grade-IV)	-do-	Responsible for maintaining the records, filing, putting up reference when called for and for works incidental thereto.	-
14.	Telephone Operator (Clerical Grade-III)	-do-	Operates telephone switch board in order to connect incoming, outgoing and inter- office telephone calls, performs allied duties such as attending to enquiries, receiving messages, maintaining record of calls etc.,	-
15.	Job Clerk (Clerical Grade-IV)	-do-	To keep the records of daily work of individual workmen and other workshop work as directed.	-
16.	Manufacturing Engineering Clerk(Clerical Grade-IV)	-do-	Does clerical work under the directions of the Chief-Chemist/ Chief Engineer and maintains the records of the section, and works incidental thereto.	-

TABLE-I(13)continued

1	2	3	4	5
17.	Building Clerk (Clerical Grade-IV)	Inter mediate or H.S.C.	Doing clerical and accounts work in the building section under the direction of Civil Engineer/ Overseer.	-
18.	General Clerk (Clerical Grade-IV)	-do-	Does various jobs of general nature, and works incidental thereto.	-
19.	Weighment Clerk (Clerical Grade-IV)	-do-	Responsible for the correct weighment of cane according to the Cane Rules and keeping records of the same and works incidental thereto.	-
20.	Sheet Writing Clerk (Clerical Grade-IV)	-do-	Prepares sheets after weighment of cane, and does works incidental thereto.	-
21.	Tool Room Clerk (Clerical Grade-IV)	-do-	Responsible for receipt and issue of tools in the tool room, maintaining the receipt and issue registers, writing requisitions slips and doing works incidental thereto.	-
22.	Receipt and Despatch Clerk (Clerical Grade-IV)	-do-	Records the receipts and despatches of letters, etc, keeping postage accounts and sorting out letters for various sections or branches, and does works incidental thereto.	-

TABLE I(13) Continued

1	2	3	4	5
23.	Stationary Clerk (Clerical Grade IV)	Inter mediate or H.S.C.	Incharge of the stationery section maintains the records of receipt and issue of stationery articles and does works incidental thereto.	-
24.	Sugar House Clerk (Clerical Grade IV)	-do-	Weighing/responsible for weighment and keeping account of sugar bags, empty and filled, grade-wise, and controlling the personnel in the sugar house, and doing works incidental thereto.	-
25.	Canteen Clerk (Clerical Grade-IV)	-do-	Doing work connected with the Canteen.	-
26.	Gate Clerk (Clerical Grade-IV)	-do-	To check the incoming and outgoing materials and keeping record of gate passes, and to do works incidental thereto.	-
27.	Tally Clerk (Clerical Grade-IV)	-do-	Totally and check the total of weighments and prices of cane purchased, and to do works incidental thereto.	-
28.	Token clerk (Clerical Grade-IV)	-do-	Issuing tokens and maintaining records thereof in respect of incoming and outgoing cane carts, trucks etc., and doing works incidental thereto.	-

TABLE I(13)Continued

1	2	3	4	5
29.	Amin (Clerical Grade-IV)	Intermediate or H.S.C.	Keeping records of - landed property of the factory, and doing connected work.	
30.	Purji Clerk (Clerical Grade-IV)	-do-	Keeping records - of purjies, Writing and issuing purjies and doing works incidental thereto.	
31.	Checker (Clerical Grade-IV)	-do-	To check the cane - carts in respect of variety and quality of cane before weighments, and to do works incidental thereto.	
32.	Fuel Clerk (Clerical Grade-IV)	-do-	To keep records - of fuel as issued for boilers and/ or to workmen, and to do works incidental thereto.	
<u>NEW POSTS</u>				
1.	Compressor Operator.	-	Classify the designations as per the experience and educational qualifications.	
2.	Guarage Incharge (Supervisory B)	Diploma in Automobile Engineering with two years experience.	Controlling over Transport section, Allotment of vehicles, maintenance and repairs, assisting in the work of Transport Superintendent., to do works in the event of -accident.	
3.	Dresser (Semiskilled)	-	Giving first aid and dressing to the patients and to do works incidental thereto.	