2019-20

MINUTES OF THE CENTRAL STAFF BENEFIT FUND COMMITTEE MEETING
HELD ON 29.08.2019 IN UDAYAGIRI MEETING HALL, 2ND FLOOR,
RAIL SADAN, ECoR, HQs, BHUBANESWAR

Officers and Members Present:

Chairperson	Shri P. C. Nayak, PCPO/ECoR/BBS
Secretary	Shri G. Sethy, Dy. CPO (IR & Wel)/ECoR/BBS
Officials	Shri Prabhat, CPO (Admn)/ECoR/BBS
Members	Shri Victor Joseph, CGE/ECoR/BBS
	Shri B. P. Parida, Addl. CMD/ECoR/BBS
	Shri B. N. Behera, Sr. AFA(Books)/ECoR/BBS
	Shri K. Sarkar, Consultant (Personnel)/ECoR/BBS
	Shri R. C. Sethy, APO - II/ECoR/BBS
	Shri. Sudheer Padhi, Ch. OS/Sr. DPO/KUR & Member, ECoRSC
	Shri. Sanjay Kumar Dash, Peon/PCMD/BBS & Member, ECoRSC
	Shri Sunil Kumar Mitra, Ch. OS/PCME/BBS & Member, ECoRSU
	Shri Sabyasachi Sarangi, CRS-II/CTC & Member, ECoRSU
	Shri. D. Sreenivasa Raju, SSE/Sig/WAT & Member, ECoRSU
	Shri. Rajgopal Pradhan, AA/FA&CAO/S&W & Member, AISCSTREA
	Shri. M. R. Barik, PS to Dy. CVO/BBS & Member, AIOBCREA
Staff	Shri H. S. Dora, Ch.S&WI/PCPO/ECoR/BBS
	Smt Smitanjali Nayak, Ch. S&WI/PCPO/ECoR/BBS
	Shri R. K. Padhi, Ch. S&WI/PCPO/ECoR/BBS
	Smt. Sujita Kanungo, Ch. S&WI/PCPO/ECoR/BBS
	Shri Ajit Kumar Singh, Ch. S&WI/PCPO/ECoR/BBS
	Shri B.C. Panda, Sr. SO/PFA/ECoR/BBS

2nd Central Staff Benefit Fund Committee Meeting for the Financial Year 2019-20 was held on 29.08.2019 at Udayagiri Meeting Hall, 2nd Floor, HQs Office, Bhubaneswar.

The minutes of the last CSBF meeting held on 28.05.2019 has unanimously been passed by the CSBF committee members. PCPO & Chairperson, CSBF has reviewed the progress of each decision drawn in the minutes of last CSBF meeting & expressed his displeasure on the slow progress of the welfare activities under CSBF. The following decisions were taken in the 2nd CSBF committee meeting of FY 2019-20.

Agenda of Discussion & Decisions-

1. Provision of Water filters (candle) to all manned level crossings of ECoR.

Decision- As discussed in the last CSBF meeting held on 28.05.2019 for identification of manned level crossing over the zone. Engineering Department has confirmed 801 numbers (KUR-326, SBP-230, WAT-245) of manned level crossings existing over ECoR. It has been unanimously decided by the committee to procure 800 numbers of Eureka Water Filter (AMRIT – 20 Lts capacity) as an estimated cost of @ Rs. 2100/- each. An amount of Rs. 16,80,000/- (Rupees Sixteen lakh eighty thousand only) has been sanctioned towards procurement of Eureka Water filters (candle make) AMRIT – 20 Litres capacity from the unspent amount from Head -14, Miscellaneous of CSBF.

2. Provision of Hand Tablets for Girl Children studying in Class-XI during the Financial Year 2018-19.

Decision- In response to the notification were issued on 30.01.2019 followed by 21.05.2019 to provide Hand Tablets to the wards (Girl children) of the Non-Gazetted employees of East Coast Railway studying in Class-XI for the Financial Year 2018-19, 457 numbers of applications are received so far. Chairperson/CSBF has advised to notify if any employee has not applied he can apply within 15.09.2019. Procurement may be processed for 457 tablets, if any additional demand comes before 15.09.2019, the same may be procured from the unspent amount from the Head-14, Miscellaneous of CSBF.

3. Employees Holiday tour-2019 to Singapore & Malaysia.

Decision - It has been unanimously decided that an International Employees Holiday tour-2019 will be organised preferably to Singapore & Malaysia in the month of December-2019 for 60 employees from all over the zone. Necessary instructions will be issued to all Divisions & workshop to invite applications from willing employees. The employees who are in the verge of retirement will be given preference. The age of applicants shall be 40 Yrs & 50 Yrs & above for Gr. D & Gr. C respectively. Out of total quota 50% will be reserved for Gr.D staff, 25% will be for women employees, 25% will be for Gr. C staff. One Dibyang (physically challenged with more than 60% disability) participant, who is able to carry his/her own work without depending on anybody will be nominated from each unit, she/he may be from Gr.D/Gr.C/women category. If, vacancy arise in any category that will be filled up by other category as per age seniority. Participant will bear the 25% of total tour cost and rest 75% will be borne from CSBF. Notification of International Holiday camp will be widely published to grass root level for collecting of applications from all employees. Renowned tour operators will be contacted & Quotations will be collected for above tour. Applications may be accepted through offline, Whatsapp, email along with all necessary enclosures. An estimated cost of Rs. 50,00,000/- (Rupees Fifty lakh) has been sanctiond from the unspent amount of Head- 14, Miscellaneous of CSBF.

4. Employees Camp of HQs staff -2019 to Goa

Decision – It has been unanimously decided by the committee that Employees camp of HQs staff will be organised in the month of November – 2019. Applications will be called for from the HQs employees without any age bar. The participants will be selected as per age seniority nearer to superannuation. An amount of Rs. 3, 20,000/- (Rupees Three lakh twenty thousand) has been sanctioned from the unspent head -05 (Recreation other than sports).

5. HQs Women Employees Camp-2019 to Chandragiri & Gopalpur.

Decision - It has been decided unanimously to organise HQs Women Employees Camp to Chandragiri, Gopalpur & tourist spots of Berhampur in the month of September- 2019. To organise the above camp an amount of Rs. 1,30,000/- (Rupees One lakh thirty thousand only) has been sanctioned from unspent head -04 Women empowerment activities including seminar, Camps, training programmes and gender sensitization camps etc

6. Inter Divisional Cultural Festival- 2019.

Decision – It has been decided to organise Inter Divisional Cultural Festival -2019 in the 2nd week of October- 2019. All the five units (KUR, SBP, WAT, MCS & HQs) will participate in the above event. Prior to participation in the Zonal level event, Divisions/Workshop/HQs shall organise Divisional /Workshop./HQs level event for selection of participants for Inter Divisional Cultural Festival. CSBF Committee has agreed for sanction of following amount for above event-

i)	Zonal Cultural Association, BBS	- Rs. 5,00,000/-
ii)	HQs Cultural Association, BBS	- Rs. 50,000/-
iii)	Workshop Cultural Association, MCS	- Rs. 50,000/-
iv)	Divisional Cultural Association, KUR	- Rs. 1,25,000/-
v)	Divisional Cultural Association, SBP	- Rs. 1,25,000/-
vi)	Divisional Cultural Association, WAT	- Rs. 1,25,000/-

The above amount has been sanctioned from the unspent amount of Head-07 Promotion of Cultural Activities

7. Engagement of one more Ayah in Creche at Rail Sadan.

Decision - At present 17 children are availing the crèche facility at HQs Office, Rail sadan, Bhubaneswar. Engagement of one more Ayah in Creche at Rail sadan is not agreed by the CSBF committee. Immediate action should be taken to install CCTV in the Creche.

8. **Distribution of SBF funds to Divisional Staff Benefit Fund committee for the Financial Year 2019-20.**

Decision - Committee has unanimously decided that funds will be provided to Divisional Staff Benefit Fund as per demand received from Divisions/ Workshop/Units for the Financial year 2019-20.

9. **Allotment of funds to Security Department according to the Staff Strength.**

Decision- The matter has been discussed in the above meeting for allotment of funds security department. As per Railway Board's guidelines, no such provision is there to allot funds to Security Department separately. Security department may place demand before CSBF committee for any staff welfare provisions and sanction of fund thereon.

10. **Creation of cash-imprest for Staff canteen of HQs from CSBF.**

Decision- It has been decided by the Committee to maintain a cash imprest of Rs. 10,000/- (Rupees Ten thousand) to meet the incidental expenditures of HQs staff canteen. The expenditure will be made judiciously by Ch. S&WI, Canteen In-charge.

11. **Sanction of fund for various Cultural Programmes in favour of HQCA.**

Decision- It has been decided by the Committee to sanction an amount of Rs. 3,00,000/- to Head Quarters Cultural Association, Bhubaneswar to organise various cultural programmes on the occasion of Republic Day, Independence Day, Vigilance awareness week, Railway Week, IDCC screening and the expenditures incurred thereon on costumes, props etc. The above amount has been sanctioned from the unspent amount of Head-07 Promotion of Cultural Activities

12. **Honorarium to the staff dealing with SBF account & activities for the FY 2018-19**

Decision-It has been unanimously decidedfor payment of honorarium to the staff working for Staff Benefit Fund over ECoR for the financial year 2018-19. An amount of Rs. 60,000/- may be sanctioned for disbursement to the staff working for SBF for both the HQ and other units as the table mentioned below. The honorarium may be paid from fund exists under head-14- Miscellaneous for the financial year 2018-19.

1.	Honorarium to staff of Divisional DSBF (KUR/WAT/ SBP/MCS) Personnel Branch @ Rs. 3,000/- each unit.	12,000/-
2.	Honorarium to staff of Divisional DSBF (KUR/WAT/ SBP/MCS) Accounts Branch @ Rs. 3,000/- each unit.	12,000/-
3.	Honorarium to staff of HQs CSBF/BBS (Personnel Branch)	20,000/-
4.	Honorarium to staff of HQs CSBF/BBS (Accounts Branch)	16,000/-
	TOTAL-	60,000/-

13. **To facilitate RO plant for safe drinking water as well as provision of AC in staff canteen and ladies rest room of ELS/VSKP, DLS/CSKP, Coaching complex (NCC)/VSKP.**

Decision- It has been decided in the meeting to provide RO plant for safe drinking water in staff canteen and ladies rest room of ELS/VSKP & DLS/SKP. To assess the requirement in various units Committee has been formed by nominating the committee members. Nominated committee will submit the report to CSBF by 15.09.2019.

14. **Renovation of stage of Railway Institute, Cuttack as well provision of Sound system.**

Decision- The committee has not agreed to the proposal for any Engineering work related to renovation of stage of Railway Institute, Cuttack. However, Committee has agreed for provision of sound system, stage curtains, lighting equipment etc. Amount will be released to Railway Institute, Cuttack through DSBF, KUR.

15. **Development of existing playground at Western side of Titlagarh Railway station for the Railway employees and wards.**

Decision- Chairperson, CSBF has advised to write to Sr. DEN/Cord/SBP on the above issue to initiate the action at the earliest.

16. Miscellaneous.

(i) Procurement of Blankets, Bed sheets with pillow covers for Holiday Home, Puri.

Decision- The committee has decided to procure branded blankets, double bed sheets with pillow covers for Holiday home, Puri. An amount of Rs. 50,000/- has been sanctioned for procurement of above items for 5 suites of Holiday homes of East Coast Railway.

(ii) Provision of Water bottles to Gangman / trackman working over ECoR.

Decision- The committee has not agreed to the proposal as Engineering department is procuring the water bottles for above staff.

(iii) - Reopening of UDAY School for special children

Decision- The committee has not agreed to the proposal for re-opening of UDAY School for special children functioning at Rail Vihar, Bhubaneswar maintained by ECoRWWO, BBS. Committee has decided to enhance the training cost from Rs. 2000/- to Rs. 3000/-. Amount has been spent from CSBF for procurement of items/equipments at UDAY School, Rail vihar, Bhubaneswar. The same items/equipments may be taken back for the use of kids of Little heart crèche, Rail sadan, Bhubaneswar.

17. It has been decided to form a sub-ommittee of CSBF to visit the divisions and ascertain the progress of work for whic CSBF grant has been done (monthly once).

Division	ECoRSC	ECoRSU
Khurda Road Division	Sudheer Padhi, Ch. OS	Sabyasachi Sarangi, CRS-II/CTC
Sambalpur Division	B. K. Mishra, Sr. TIA/SBP	Sunil Kumar Mitra, Ch. OS
Waltair Division	D. Sreenivasa Raju, SSE/Sig/WAT	Koteswara Rao
MCS & HQ	Random Visit	

18. The division should submit utilisation certificate for which CSBF grant has been done in last one year..

(G. Sethy)
Dy. Chief Personnel Officer (IR&W)
For PCPO & Chairman, CSBF

No. ECoR/Pers/Wel/Minutes/SBF/19-20

Date: 29-08-2019

Copy forwarded to:

1. Ch. S&WI to PCPO for kind information to PCPO/ECoR
2. Ch. S&WI to CPO (A) for kind information to CPO(A)/ECoR
3. PCMD, CGE and FA&CAO(G) for kind information
4. DRMs – KUR, WAT, SBP & CWM/MCS
5. Sr. DPOs-KUR, WAT & SBP & WPO/CRW/MCS
6. All CSBF Committee members for kind information.
7. General Secretary-ECoRSC, ECoRSU, AISCSTREA & AIOBCREA for information
8. All concerned.

Dy. Chief Personnel Officer (IR&W)