

PERSONNEL DEPARTMENT
KANCHRAPARA WORKSHOP
(As on 06-02-2015)

WORK STATION:

Personnel Department serves 9266 no. of employees for charging their Salary, Retirement benefits, career advancement extending Welfare activities, promoting Cultural heritage. It also serves near about 7795 retired pensioners/family pensioners for revision of Pension, issue of Post Retirement Passes etc.

ORGANISATIONAL SET UP:

WPO	
APO	AWO

Group 'C':	<u>Ministerial</u> (including Typist & Steno)	<u>Inspectors</u>	<u>Others</u> (School Teachers etc.)
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122

Erstwhile Group 'D': 23

WORK FORCE:

	<u>Gr. 'A'</u>	<u>Gr. 'B'</u>	<u>Total</u>
Gazetted :	37	25	62

Non-Gazetted (Tech.) : 8152

Non-Gazetted (Non-Tech.): 1114

Facilities Available:

01. 01 RMP School, 02 ATP Schools.
02. 04 Railway Institutes.
03. 01 Homeopathy Dispensary, 01 Ayurvedic Dispensary.
04. 01 Railway Hospital, 04 Dispensaries.
05. 01 Co-operative Consumer Society.
06. 02 Statutory Canteens.

The following Committees have been re-constituted and functioning:

01. Hospital Visiting Committee
02. Sexual Harassment Committee.
03. Canteen Management Committee.
04. Colony Care Committee

Facilities extended from SBF (2013-14):

01. Educational Assistance for the Children to the tune of ₹35,01,000/-.
02. Funeral Assistance to the tune of ₹2,43,000/-.
03. Relief in Distress of ₹60,000/-.
04. Monthly Family Assistance of ₹1,21,762/-.
05. Recreation and Amusement of ₹45,000/-.
06. Inter Divisional Cultural Competition of ₹4,000/-.
07. Sports grant for Educational Institute of ₹1,300/-.
08. Grants towards Stationery, Instrument & Medicine of Homoeopathic & Ayurvedic Dispensaries of ₹58480/-.
09. Honorarium to Homoeopathic & Ayurvedic Physicians of ₹2,30,557/-.
10. Honorarium to the Staff of SBF Sec. of ₹4,000/-.
11. Scholarship to the Children of Group 'D' Staff GP with ₹1800/- and below of ₹2,20,800/-.
12. Miscellaneous (i.e. Shrouds for Dead Body, Health Check up for Lady Employees, Payment of Ex-gratia on the eve of Puja Festival for Homoeopathy Physician etc.) of ₹31,000/-.

Facilities extended from SBF (2014-15):

		Received	Disbursed
01.	Monthly Family Assistance	2,50,000/-	2,11,613/-
02.	Funeral Assistance	3,00,000/-	2,47,000/-
03.	Relief in Distress	1,30,000/-	Under process
04.	Recreation and Amusement	25,000/-	Under process
05.	a) Inter Divisional Cultural Competition	24,000/-	24,000/-
	b) Inter Divisional Cultural Competition (Dance) was held at Maligaon.	15,000/-	15,000/-
06.	Grants towards a) Stationery &	1,000/-	1,000/-
	b) Medicine of Homoeopathic Dispensaries	44,000/-	Under process
07.	Glucostrip, Microlet needle for Blood Test and Infra-Ray Lamp & Lithium Battery (Homeopath Dispensary)	10,380/-	10,380/-
08.	Annual Sports	25,000/-	25,000/-
09.	Health Check up Camp for Lady Employees	20,000/-	Under process

ACHIEVEMENTS:

01. **Cadre Restructuring** w.e.f. 01.11.2013 have been implemented and **1643** number of staff including vacancies upto 30.06.2014 have been promoted.
02. For the period from 01-01-2013 to 31-01-2015, **103** no. of Group 'C' compassionate cases and **97** no. of Group 'D' compassionate cases have been finalized.

Date	Group 'C'	Group 'D'	TOTAL
11-02-2013	29	-	29
20-05-2013	-	21	21
18-06-2013	-	01	01
10-08-2013	32	09	41
30-09-2013	-	12	12
28-01-2014	-	04	04
21-01-2014	19	07	26
03-06-2014	-	08	08
30-05-2014	19	02	21
28-10-2014	01	-	01
24-11-2014	-	08	08
16-12-2014	03	25	28
TOTAL	103	97	200

03. 100% Settlement payment being made through NEFT from May' 2014 onwards. PF payment also being made through NEFT mode. 99.65% of staff of this workshop receiving salary through Bank Mode. Remaining Staff are being encouraged to switchover to Bank Mode.
04. For the welfare of Ladies employees, 02 Ladies Common Room have been inaugurated, 01 at the Loco Complex and another at the Carriage Complex.



Inauguration of Ladies Common Room by Sri Ram Prakash, CWM/KPA on 13-08-2014.

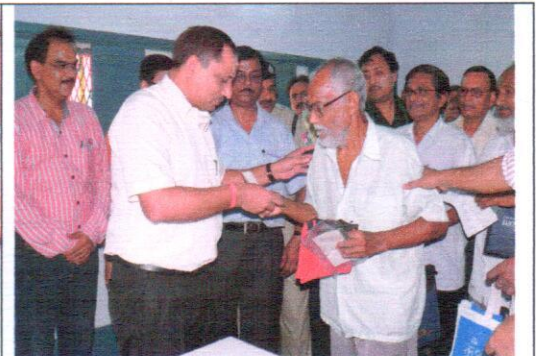


Interaction with ladies employee by CWM/KPA after Inauguration of Ladies Common Room on 13-08-2014.

05. For the welfare of Retired Railway employees, 02 Facilitation Centre inaugurated. 01 at Loco Complex and another at Carriage Complex.



Inauguration Facilitation Centre for Passes of Retired Employee by Sri Ram Prakash, CWM/KPA on 08-08-2014.



Interaction with a retired employee by CWM/KPA at Facilitation Centre for Passes on 08-08-2014.

6. Fresh Air Camp for Railway Employees of Kanchrapara Workshop at Guwahati, Kaziranga Forest & Cherrapunji, Shillong, held on and from 08-11-14 to 15-11-14.



At Guwahati Railway Station during Fresh Air Camp.



At Shillong during Fresh Air Camp.
