



दक्षिण पूर्व मध्य रेलवे  
South East Central Railway



मुख्यालय, कार्मिक विभाग, प्रथम तल, महाप्रबंधक कार्यालय, बिलासपुर (छ. ग.) 495004

HEADQUARTER, PERSONNEL DEPARTMENT, 1<sup>st</sup> FLOOR, GM's OFFICE, BILASPUR (C.G.) 495004

No: P-HQ/Wel/350/Pt.VI/ 8212

Date: 31.01.2020

अपर महाप्रबंधक,  
समस्त प्रधान विभागाध्यक्ष / विभागाध्यक्ष,  
मुख्य प्रशासनिक अधिकारी (निर्माण),  
समस्त मंडल रेल प्रबन्धक / बिलासपुर, रायपुर, नागपुर,  
मुख्य कार्यशाला प्रबन्धक/ वै.रि.शा./ रायपुर,  
मुख्य कार्यशाला प्रबन्धक/ मोतीबाग कार्यशाला / नागपुर,  
दक्षिण पूर्व मध्य रेलवे

**Sub: Minutes of Central Staff Benefit Fund Committee meeting held on  
03.01.2020 at Zonal Conference Hall, S.E.C.Railway, Bilaspur.**

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The decision taken unanimously by the Central Staff Benefit Fund Committee during the CSBF meeting on 03.01.2020 on different matters is enclosed for your kind information and necessary action please.

Minutes of the said meeting are also available in web site address <http://www.secr.indianrailways.gov.in> (Home page>About us-Department-Personnel-Welfare Activities).

Encl: Minutes of 06(six) pages.


  
31.01.2020  
(D.C.Mandal)

Sr. Personnel Officer (RP)  
For Principal Chief Personnel Officer

Copy to:

1. Secretary to GM/SECR/BSP, DGM(G),
2. PS to PCPO for kind information of Chairman/CSBF & PCPO/SECR/BSP,
3. PA to CPO (Admin) for kind information of CPO (Admin),
4. Secretary CSBF & SPO(RP)
5. Sr.DPO/SECR/BSP, R & NGP; Dy.CPO(Con)/BSP; AWPO/WRS/R; APO/GSD/R; AWPO/MIB(WS)/NGP,
6. All Secretaty/Rail Club/BSP,R & NGP,
7. General Secretary/SECRCA/HQ/BSP,
8. All Members, CSBF/SECR,
9. GS/SECRMC/BSP, ZS/AISCSTREA/BSP, ZS/AIOBCREA/BSP
10. All concerned

Encl: As Above

  
For, Principal Chief Personnel Officer

**Minutes of meeting of Central Staff Benefit Fund Committee, S.E.C.Railway, BSP on 03 January 2020**

Head Activity	Amount/ Grant Available	HQ/ Divn/ Units	Items						Required amount	Decision/ Minutes
1. Education Higher/Technical/Prof Scholarship for wards of staff in grade pay of above Rs.2400/- @ Rs.1500/- pm.	63,48,332	HQ/ Divn/ Units	Grade Pay							It has been decided that an amount of Rs. 8400/- is sanctioned for each eligible applicant for the year 2019-20.
			2800	4200	4600	4800	5400	TOTAL		
		HQ	1	7	39	23	2	72	12,96,000	
		CON	1	2	6	3	0	12	2,16,000	
		BSP	37	133	69	25	2	266	47,88,000	
		RAIPUR	28	81	21	20	3	153	27,54,000	
		WRS/R	14	17	4	2	1	38	6,84,000	
		GSD/R	0	0	1	0	0	1	18,000	
		NGP	36	85	90	26	2	239	43,02,000	
		MIB/ NGP	7	5	3	0	0	15	2,70,000	
<b>Total</b>			124	330	233	99	10	796	143,28,000	
<b>18000</b>										
Cash Award for wards of Rly. employees for outstanding performance in field of academics for the year 2018-19		Divn/ Unit	TOTAL	Not Eligible	Eligible					
		HQ	40	1	39	2,46,000				
		CON	9	0	9	55,000				
		BSP	112	9	103	11,82,000				
		RAIPUR	54	0	54	3,33,000				
		WRS/R	17	3	14	78,000				
		GSD/R	6	0	6	27,000				
		NGP	44	11	33	2,15,000				
		MIB/ NGP	2	0	2	14,000				
<b>TOTAL</b>		284	24	260	21,50,000					
<b>18000</b>										
2. Scholarship for Girl children of staff in grade pay up to Rs.2400/- @ Rs.1500/- pm.	60,19,970	Divn/ Unit	Grade Pay				TOTAL			
			1800	1900	2000	2400				
		HQ	0	0	0	2	2	36,000		
		CON	1	0	0	0	1	18,000		
		BSP	6	20	5	5	36	6,48,000		
		RAIPUR	2	2	2	5	11	1,98,000		
		WRS/R	0	0	0	0	0	0		
		GSD/R	1	0	0	0	1	18,000		
		NGP	9	22	13	9	53	9,54,000		
		MIB/ NGP	0	0	0	1	1	18,000		
<b>Total</b>		19	44	20	22	105	18,90,000			
<b>18000</b>										
3. Scholarship for Male children of staff in grade pay up to Rs.2400/- @ Rs.1500/- pm	54,72,700	Divn/ Unit	Grade Pay				TOTAL			
			1800	1900	2000	2400				
		HQ	1	2	0	1	4	72,000		
		CON	0	3	1	0	4	72,000		
		BSP	8	27	10	8	53	9,54,000		
		RAIPUR	6	9	0	4	19	3,42,000		
		WRS/R	2	0	0	0	2	36,000		
		GSD/R	0	0	0	0	0	0		
		NGP	15	30	20	10	75	13,50,000		
		MIB/ NGP	0	0	0	0	0	0		
<b>Total</b>		32	71	31	23	157	28,26,000			
<b>18000</b>										

[Signatures and dates: 26/01/20, 31/1/2020]

Head Activity	Amount/ Grant Available	HQ/ Divn/ Units	Items	Required amount	Decision/ Minutes	
4. Women empowerment	15,32,356	HQ	Cycle to girls students (R-4; BSP-67; NGP-6; Total - 77)	3,54,200	It has been decided to check of rates of Tablets to be provided to the girl student of NG Railway employee studying in Class IX & X in Railway school. It has also been decided to get the status of girl children having cycle of their own.	
			Womens day celebration and organising different women empowerment activities		Rs.50,000/- sanctioned for organising womens day.	
			Get-together cum study tour for female employees of HQ office at Laxman dhara, Bilaspur	45,000	Not sanctioned	
		BSP	Womens day celebration and organising different women empowerment activities	4,00,000	Rs.50,000/- sanctioned lumpsum for organising different women empowerment activities including Womens day celebration.	
			Salary for Aaya at Ladies room DRM complex @ Rs.5000/- pm	60,000	Sanctioned	
			Seminar on womens Day at KRBA, SDL,RIG,CPH,MDGR (per section Rs.5000/-)	25,000	Not sanctioned	
			Cleaning materials and toys for children at Creche Bilaspur	20800	Sanctioned Rs.10,800/-. It has been decided that all Sr.DPO's/PO's in Divn/WS should check last year expenditure maintaining proper asset register.	
			R	Womens day celebration and organising different women empowerment activities	Nil	Rs.50,000/- sanctioned lumpsum for organising different women empowerment activities including Womens day celebration.
				NGP	Womens day celebration and organising different women empowerment activities	
		Orgnising various programme towards Women empowerment. (Demand from SECRMC ladies branch)	3,00,000		Not sanctioned	
		Opening of Women rest house at NGP and DGG including furnitures & other fixtures	3,00,000		Not sanctioned	
		Opening of Women rest house at DGG including furnitures & other fixtures	1,00,000		Not sanctioned	
		Orgnising various programme towards Women empowerment in co-ordination with SECRMC at 8 places @ Rs.50,000/- each	4,00,000		Not sanctioned	
		Salary of 02 Aaya of creche @ Rs.7000/- pm			Sanctioned amount for salary of Aaya. However Sr. DPO/NGP may give justification for need of 02 Aaya at Cretche for look after only 10-12 kids.	
		Organising Seminar (Reminder request received from DPO/NGP for expenditure occurred on 26.02.2017,10.03.2018, 15.03.2017)	57,290		Not sanctioned	
		MIB/NGP	Improving condition of ladies rest room requirement of steel table chairs, etc.	25,000	Not sanctioned	
			Womens day celebration and organising different women empowerment activities		Rs.50,000/- sanctioned	
		WRS/R	Womens day celebration and organising different women empowerment activities		Rs.50,000/- sanctioned	
			Seminar on women empowerment	2,00,000	Not sanctioned	

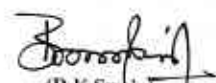
Head Activity	Amount/ Grant Available	HQ/ Divn/ Units	Items	Required amount	Decision/ Minutes
5. Recreation other than sports	17,51,264	HQ	Proposal received from IRCTC for conducting Staff welfare tours at different places		It has been decided to organise Holiday camp at andaman & Nicobar Island as per previous year. Fresh application may be called for. Advance party need not to be booked this time as the venue of Holiday camp is same. Details and other issues will be decided by the sub-committee consisting of members of previous year.
		BSP	Holiday camp for Male, female & children	15,00,000	Not considered
		R	No demand		
		WRS	No demand		
		MIB/NGP	No demand		No any demand received
6. Recreational facilities at Institutes and Clubs etc.	19,70,172	HQ	No demand		
		BSP	Requirement of various items and organising tournaments for NE Institute, Bilaspur.	5,80,000	List of Railway institutes along with Audited statement, No. of members, last election held, list of Management Bodies etc. to be furnished by Sr.DPOs/WPOs of concerned Division/WS/Units.After that amount will be sanctioned.
		BSP	Requirement of various sports items and organising tournaments for MDGR Institute	12,98,500	
		BSP	Requirement of various sports items and organising tournaments for Raigarh Institute.	91,000	
		BSP	Requirement of various sports items and organising tournaments for Shabdol Institute.	9,09,688	
		R	No demand		
		WRS	No demand		
		NGP	No demand		
MIB	No demand				
7. Cultural Activities	8,75,632	HQ	No demand		Sanctioned Rs.50,000/- for preparing running trophy for Inter Divisional Cultural Competition in Music, Dance & Drama. To meet other expenditure for organising the competition, funds will be allotted on receipt of quotations excluding huge amount incurred on catering services.
		BSP	No demand		
		R	Procurement of Musical instruments and dress costumes	2,50,000	Not sanctioned
		R	Excess expenditure towards organising IDCC Music.	40,000	Sanctioned Rs.40,000/-
		NGP	Excess expenditure towards organising IDCC Music. (Total Rs.62,400/- expenditure made)	22,400	Sanctioned Rs.22,400/-
		WRS/R	Cultural activities for entertainment of employees	75,000	Details plan to be furnished by AWPO/WRS after that decision will be taken.
8. Relief of distress, sickness, etc for staff in grade pay up to Rs.4600/-	65,67,240	Divn/ Unit			It has been decided that the staff remained under RMC having no leave of any kind and not drawing any salary for more than 01 consecutive month will be given Rs.9000/- per month as a relief w.e.f 11.01.2019. Divisional authority will disburse the same after proper scrutiny of the case duly certified by concerned Railway Medical Officer. Quarterly report to be submitted to PFA and PCPO.
		HQ			
		CON			
		BSP			
		RAIPUR			
		WRS/R			
		GSD/R			
		NGP			
		MIB/NGP			

Head Activity	Amount/ Grant Available	HQ/ Divn/ Units	Items	Required amount	Decision/ Minutes	
9. Sports activities	16,41,810	HQ	Golf iron set (Application received from Shri Uday Singh, MTS & Golf player under SDGM/SECR)	amount not mentioned	Rs.1,50,000/- sanctioned. Necessary entry in the dead stock/T&P register should be maintained properly.	
			RPF demand for sports activity of family member.	1,00,000	Rs.50,000/- sanctioned for sports activities for the employees.	
		BSP	Computer set, printer, Almirah, Photocopy machine, chairs and table. Letter received from DPO/BSP enclosing letter of Sr. Divn. Sports Officer i.e. Sr.DSTE/BSP	amount not mentioned	Not considered, to be procured through Railway revenue.	
		WRS/R	For development of sports activities	1,00,000	Not considered	
		MIB/NGP	Purchase of various material of sports activities	50,000	Rs.25,000/- sanctioned	
Cash Award for wards of Rly. employees for outstanding performance in field of Sports. For the year 2018-19			<b>TOTAL Application</b>	<b>Not Eligible</b>	<b>Eligible</b>	The criteria for giving cash award to the wards of NG Railway employee for outstanding performance in academics for the year 2018-19, as per the decision taken by the three members committee and circulated through CSBF notification no. 03/2019-20, vide letter No: P-HQ/Wel/350/Pt.VII/19/2997 Date: 26.08.2019.
		HQ	4			
		CON	1			
		BSP	5			
		RAIPUR	3			
		WRS/R	2			
		GSD/R	1			
		NGP	1			
MIB/ NGP	0					
		17				
10. Scouts & Guides activities	12,03,994	HQ	For organising All India Jamboree (Application received from State Secretary & Dy.COM(Chg)/SECR)	8,00,000	Out of the total available grant Rs. 12,03,994/- for the year 2019-20, Railway Board issued separate allotment letter on this head. However the said letter has not yet been received by this Railway. Besides above, Rs.20 lakhs already sanctioned for organising Jamboree from 06.01.2020 to 11.01.2020.	
		BSP	No demand			
		R	No demand			
		WRS/R	No demand			
		NGP	No demand			
		MIB	No demand			
11. Indigenous system of medicine including homeopathy	19,70,172	HQ	No demand			
		R	Providing essential medical equipments and furniture to setup of homeopathy dispensary at Railway Hospital/BMY	70,090	Rs.50,000/- sanctioned	
			Providing essential medical equipments and furniture to setup of homeopathy dispensary at Divisional Railway Hospital/Raipur.	70,090	Rs.50,000/- sanctioned	
		NGP	Payment of honorarium to Homeopathic Doctor		Sanctioned, Honorarium to Homeopathic Doctor, dispenser and medicine may be disbursed by concerned Divisions as per Railway Boards guidelines.	
		BSP	No demand			
12. Immediate relief in times of crisis arising out floods, famines, landslide, fire or any other calamity.	13,13,448	HQ	No demand		In case of any application receipt on the account, the same may be scrutinised and decision may be taken at Divn./Unit/Workshop level.	
		BSP	No demand			
		R	No demand			
		WRS	No demand			
		NGP	No demand			
		MIB	No demand			

Head Activity	Amount/ Grant Available	HQ/ Divn/ Units	Items	Required amount	Decision/ Minutes	
13. Developing occupational skills of physically and mentally challenged	27,36,350	Application received for assistance				Sub-committee members of CSBF committing of Dy.CMD.(HQ), Sr. AFA(E&E) SPO(RP) and one representative of recognising Union/Association is nominated for the scrutiny / eligibility of the applications receipt for the year 2019-20.
		HQ	8			
		CON	9			
		BSP	35			
		RAIPUR	14			
		WRS/R	17			
		GSD/R	0			
		NGP	16			
		MIB/ NGP	2			
		Total	101			
		NGP	Organising seminar/competition for differently abled employee & wards of employees	2,00,000	Not considered	
		RAIPUR	Provision of ramp with SS railing at community hall for PWD persons.	80,208	Not considered to be done by Railway revenue.	
		WRS/R	For organising seminar and development of educational activities	1,00,000	Not considered	
14. Miscellaneous	43,78,160	HQ	AMC for 02 RO installed at Womens rest room, 4th floor and PREM room ground floor, HQ office. (3600 x 2 plus 18% tax = 8496/-)	8,496	Sanctioned	
			AMC for RO installed at Zonal staff canteen, HQ	25,000	Sanctioned	
			Requirement of Refrigerator for Zonal Staff canteen	23,000	Sanctioned	
			Requirement of deep friger for Zonal Staff canteen.	27,300	Not considered	
			Organising various Important day celebrations/competitions/CSBF meetings at HQ office.	1,50,000	Sanctioned Rs.1,50,000/-	
			Organising International Yoga day	1,00,000	Sanctioned Rs.1,00,000/-	
		BSP	Various requirements at subordinate rest house (TV, RO, tea table, Electric kettle, Jug, cutlery for each room) BSP-10 rooms, SDL-16, MDGR-02 KRBA-05	3,94,320	Sanctioned Rs.2,42,300/-except RO & TV.	
			20 Nos AC required for Divisional Medical Department	Not mentioned	Not considered	
			Washing machine for OT	Not mentioned	Sanctioned.However, a Budgetery quotation should be submitted by MD/CH/BSP for the actual amount required. Further maintenence/repairs of the machine will be born /looked into by the user repartment itself.	
			SS chair sets in OPD patient waiting area		Not agreed	
		R	Setup of GYM at Railway childrens park at Bhatapara	3,76,420	Sanctioned Rs.3,00,000/-	
			Procurement of 90 nos helmets for the use of crew of Raipur Divn	88,650	Not considered	
			Procurement of various items for staff canteen at DLS/R	2,68,840	Sanctioned Rs.2,50,000/-	
			Modernization & Upgradation of staff canteen at DRM office/R (False ceiling, tiles, glass structure, etc)	4,22,478	Not considered	
			Procurement of 100 plastic chairs & 04 plastic chairs for organising various events functions at Personnel Branch	85,000	Sanctioned Rs.85,000/-	
		GSD/R	Procurement of various items for staff canteen at GSD/R	1,23,000	Not considered	
		NGP	Aquaguard enhancer RO+UV+UF+TDS for 08 health Units of NGP Divn @19,999/- per unit	1,59,992	Not considered	
			Improvement of Divl. Staff canteen	2,00,000	Not considered. Proper justification not submitted.	
			Establishing conference hall for visitors/canditates	4,00,000	Not considered	
			Organising skill development course for Personnel branch	1,00,000	Not considered	
Railway school DGG for furniture, computer, projector, printer, smart board, books, Almirah, etc.	6,40,000		Not considered.The details of Railway/ Non Railway wards to be submitted.			
	Railway school NIR for computer set, photocopy machine, Ahuja amplifier, sound box, microphone, etc	2,79,200	Not agreed			

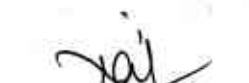
Head Activity	Amount/ Grant Available	HQ/ Divn/ Units	Items	Required amount	Decision/ Minutes
		MIB/NGP	Purchase of new steel chair & table for Staff canteen at MIB/WS/NGP	1,50,000	After inspection by CPO(IR) it will be decided
		WRS/R	For development of Gym	7,61,360	Not considered
			For development of lawn at WRS	5,02,020	
			For construction of Basketball court	6,86,000	
			Storage cooler cum purifier (80 liters)	94,400	
			For renovation of WRS	10,17,063	
			Chapati machine for staff canteen at WRS/R	2,12,400	
			Flour mixing machine for staff canteen WRS	27,140	
		6 seater dining table with folding stools for staff canteen WRS/R	3,65,328		
		AISCST	Provision of Lease accomodation at Parel, Mumbai for the family of Cancer patient employees being referred for treatment at Tata Memorial Hospital, Parel. (Application received from ZS/AISCSTREA)	Not mentioned	S.E.Railway have hired rooms on lease basis. S.E.Railway may be approached to extend similar facility for S.E.C.Railway.
			Honorarium to NG staff of Personnel Dept. and Accounts Dept., working for SBF related work. For the year 2019-20 an adequate amount may be sanctioned. The amount is distributed among the Personnel dept. and Accounts dept. in the ratio of 7:3.		For the year 2019-20 following amount is sanctioned: -HQ - 25,000/-; BSP-20,000/-; R-20,000/-; NGP-20,000/-; WRS/R-5,000/-; MIB/NGP-5000/-.
Education Higher/Technical/Prof Scholarship for wards of staff.		NGP	For the year 2018-19 few applications from NGP Division was over looked by the staff of NGP Divn. and not included in the list. APO/NGP vide letter dated 17.06.2019 has requested to sanction scholarship in favour of wards of employees to avoid hardship. (02 @ 8500/- = 17000/- and 03 @ 18000/- = 54000/-) 17000+54000=71000	71,000	Rs.71,000/-Sanctioned as one time exception. In future Divns./Units offices should ensure that the applications are received and forwarded to HQr within the stipulated period.

It has come to notice of Chairman/CSBF i.e. PCPO/SECR that justified expenditure proposal is not send to HQ for sanction and Divisional/WS should arrange DSBF meeting time to time at Divisional/Unit level. It has been decided that all Sr.DPO's/PO's in Divn/WS should check expenditure and maintain proper asset register where required.

  
(D.K. Swain)  
LP(G)/CCC/OP/BSP

  
(B.D. Prasad)  
LPS/CCC/BMY

  
(Prabhat Paswan)  
LP(G)/CCC/OP/BSP

  
(B.A. Naidu)  
Ch.OS/Sr.DEN(Co-ord)/R

  
(Shri Ch. Gavirajiah)  
Dy.CE(P&D)/SECR

  
(Dr. Birbal Padhan)  
Dy.CMD(HQ)/SECR

  
(Arun Prasad)  
Sr.AFA(E&E)/SECR

  
(D.C. Mandal)  
SPO(RP)/SECR

  
(Sakel Rautan)  
DGM(G)/SECR

  
(G.V. Jagtap)  
CPO(IR)/SECR

  
(Sukhbir Singh)  
PCPO & Chairman CSBF