MINUTES OF THE 89th RCM MEETING HELD ON 29th JULY, 2010
AT 10.00 hrs. AT MUMBAI.

89th RCM was held on 29th July, 2010 at 10.00 hrs. in the conference hall of O/o. Chief Postmaster General, Mumbai 400001.

Shri Faiz-Ur-Rehman, Chief PMG, Maharashtra & Goa Circle presided over the meeting.

Following administrative side members were present.

1. Col. Om Prakash, PMG, Aurangabad  Member
2. Shri S.C. Jarodia, PMG Pune  Member
3. Shri M.E Haque, PMG Nagpur  Member
4. Shri Charles Lobo PMG (MM)  Member

Smt. Abha Singh, DPS (HQ), Mr. Pradeep Kumar, DPS (MR) & Shri S.B. Vyavhare, ADPS (PSR) also attended the meeting.

The following staff side members were present.

1. Shri D.K. Rahate  Secretary.
2. Shri Mangesh Parab  Leader
3. Shri J.A. Ghodke  Member
4. Shri C.B. Surve  Member
5. Shri Ashok Pawar  Member
6. Shri V.K. Shinde  Member
7. Shri D.R. Awate  Member

At the outset, Chief PMG welcomed all the officers and members of the staff side. Chief PMG also reiterated that Secretary Administrative side and Secretary Staff side should meet 3-4 days in advance to discuss the agenda and decide as to which items are to be retained for the final agenda. This should be done henceforth from the next RCM meeting.

Item wise agenda was discussed as follows:

1. **Item No. 89/1/2010:** Remittance of cash from Branch offices to cash offices and vice-versa.

   Due to increase in work of Saving Bank, acceptance of Telephone Bills, Electricity Bills etc., in Branch offices cash collection has been considerably increased. Huge amount of cash towards the payment to NREGS is made through Branch Offices. Resultantly cash overseers/ Mail overseers are found carrying the cash beyond their prescribed limits. Hence the cash remittance should be done through SDI/ASP.
Decision:
As per Directorate’s letter no. 24-7/2007-PO dated 29.09.2008 circulated vide CO letter no. Tech/21-1/PO/2007-PO Rules dt. 6/14/10/2008 the limitation of cash remittance by various modes of conveyance by various categories has been already prescribed viz. Head Postman/Overseer and IPO. No proposal for enhancement of the limit has been received so far from any units. If there is any change needed, it is to be referred to Directorate. However, ASPOs are not assigned with any such cash remittance duties in the orders.

However, as the item is out of the purview of RCM, Chief PMG advised the staff side to take up the issue at appropriate forum.

(Item closed) Action: ADPS (Technical)

2. Item No. 89/2/2010:
Project Arrow Dress code supply of individual jackets/aprons.

In project arrow offices the jackets/aprons are required to be worn by the staff. The items are to be interchanged with the staff working in. In view of avoiding contagious diseases and maintaining individual hygiene jackets/aprons should be provided individually.

Decision:
Requirement of jackets has been called for from regions/divisions. Reminders are issued on 30/6/10 & 15/7/10. After receipt of requirement, tender process will be initiated. However, it is presumed that, this issue pertains to dress code supplied in project arrow phase 1 to 3 for which supply is made by the Directorate. If additional requirement is received from units/regions, the same will be included in procurement pertaining to project arrow phase IV.

Divisions/regions are requested to include 5% more requirement while indenting, taking into consideration of additional staff.

However, taking into consideration the justification of the item, administration would be taking up the matter with the Dte. and also requested the staff side to take up this issue with the CHQ.

(Item closed) Action: Supdt. PSD, Mumbai

3. Item No. 89/3/2010:
Providing the Auditorium in GPO Annex building to the members of staff for the occasions like retired farewell, send off, service unions meeting without payment of rent.

The above mentioned were the social activities and hence should be excluded from payment of (unaffordable) rent.
**Decision:**
Rent has to be paid for union activities as ordered by Director, Mumbai GPO.

(Item closed)  Action: AD (PSR)

4. **Item No. 89/4/2010:**
Provisions of accommodation to postal staff/trainees coming to Mumbai from outside Maharashtra.

It is observed that a considerable number of postal staff viz. Union Office bearers, trainees, welfare board members, Sports, etc. come to Mumbai for which there is no adequate accommodation available. Hence, the vacant portion in ‘GPO annex building’ may be conveniently converted into IQ/transit quarter.

**Decision:**
Case is being examined and will be decided within three months.

Action: AD (PSR)

5. **Item No. 89/5/2010:**
Period for acceptance of power of attorney & verification of its authority.

Instructions should be issued elaborating the period of acceptance of power of attorney and method for verification of its authenticity in case of members of public abroad.

**Decision:**
As per SB Order no. 14/2008 (4) issued vide Directorate memo no. 107-1/07-SB dt dated 23/6/2008, the postmaster will satisfy himself that that the power-of-attorney is in order. The person receiving payment must grant the usual receipt for payment on the reverse of the certificate adding below his signature the words “duly constituted attorney for A.B. (Name of holder or certificate)”. The postmaster will make a note of the particulars of the power of attorney below the payee’s receipt for payment and the fact that the power of attorney was examined by him and found to be in order. The above procedure will be followed for the encashment of certificates, belonging to lepers or invalids or a illiterate holder who has since become incapacitated. In these cases the power of attorney should be attested by a Magistrate.

However, if the power of attorney is issued/attested by a magistrate of other country, then the same has to be certified of its genuineness by the Indian Embassy in that country.

(Item closed)  Action: APMG (SB & FS)
6. **Item No. 89/6/2010:**
   Rest room/dressing room for postmen.

Vide RCM item 49/9/96 it was decided to provide Rest room/dressing room for the postman with adequate furniture/relax chair benches etc but not been provided at many post offices. Review may be taken by some responsible officer and to be properly monitored.

**Decision:**
The postman rooms are having sufficient amenities and any shortcoming noticed, the same is being attended to by divisional heads. (Vide RCM item 49/9/96)

As per reports received from Regions, room for postmen has been provided with adequate furniture wherever adequate space is available. Union will name the PO where such facilities are not provided so as to take up the matter with concerned region for taking review. There is no provision to provide restroom in rented building.

Staff side pointed out the cases of Prabhadevi NDPO, Chinchbunder HPO, Khargar PO, Alibag HO, Nerul PO, Sanpada PO.

DPS (MR) was asked to look into these specific cases. All Divisional heads are again being instructed to take review and Regional PMsG will take action.

Action: All PMsG/DPS (MR)

7. **Item No. 89/7/2010:**
   Provision of basic amenities to women workers at Prabhadevi, Chinchpokali West Post Office etc.

Instructions for providing separate basic amenities to women workers in post offices were issued under RCM item 38/4/95 but not being followed. Review and monitoring may be entrusted AO same responsible officer.

**Decision:**
When the dept. constructs its own building, it will be ensured that, the basic amenities are provided besides, dept. in future will not take any rented bldg. for post office where basic amenities are not provided.( item 38/4/95)

Basic amenities are provided to women workers at Prabhadevi Post Office.

In case separate toilet facility is not possible, women staff should be shifted from the Post Office in neighboring office where such facilities are available.
Efforts should be made with the existing landlord to provide them, if not at his cost then at our cost with his permission, failing this too we would look for alternate accommodation. If that also fails we may initiate action to shift the office to some other location or close down the PO.

Action: Regnl.PMsG/AD (Bldg.)

8. Item No. 89/8/2010:
Local printing of forms of daily uses.

The forms of daily uses in Post Offices viz. Intimation Slips of arrival of Regd. Letter, MO, Parcel etc Book, Collie Bills, etc. are either unavailable in many post offices or inadequate. Suitable instructions to the Divisional head may be issued to get the required forms the printed locally.

Apart from the above, the staff side also pointed out the shortage of other forms of individual use, such as forms for TA Bills, GPF Advance, Medical Reimbursement, SB withdrawal forms, festival advance, LTC.

Decision:
DPS (HQ) will see to it that all kinds of forms as mentioned above like ACG-17 and other forms of individual use available with the PSDs, if not then arrange to have them procured in required quantities within a period of three months.

Action: DPS (HQ)/Supdt. PSD Mumbai.

9. Item No. 89/9/2010:
Proper training to postal staff for ensuring 100% delivery in project arrow offices.

Staff is deputed for delivery of articles upto 22.00 Hrs and asked to obtain mobile numbers of customers who are unavailable at their residences. It is causing unnecessary queries from the relatives of customers. Hence proper training to ensure 100% delivery may be given to the staff.

Decision:
Proper training has been given to the staff of all Project Arrow Offices from time to time at all level.

After staff side brought out the issue of shortage of staff in the ever extending suburbs, Chief PMG assured that wherever there is acute shortage of staff we will outsource the same where ever justified. This exercise should be completed by 31st December, 2010, by following due procedures like tendering etc.

(Item closed) Action: DPS (MR)/APMG(Technology)
10. Item No. 89/10/2010:
Ensuring timely supply of kit items to the staff
Eligible staff is not provided kit items at number of POs during the last 4 years. Hence prescribed supply should be ensured.

**Decision:**

<table>
<thead>
<tr>
<th>Sl.no.</th>
<th>Name of item</th>
<th>Present position</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>P. C. Suiting</td>
<td>Online supply order (one set of Uniform) has been placed on supplier for entire circle on 21.05.10. Supply is expected by end of this week.</td>
</tr>
<tr>
<td>2</td>
<td>P. C. Saree</td>
<td>Supply order placed on 20.07.2010 with delivery period of 30 days.</td>
</tr>
<tr>
<td>3</td>
<td>Petticoat</td>
<td>Sample selected by Union Representative on 26/7/10.</td>
</tr>
<tr>
<td>4</td>
<td>Umbrellas</td>
<td>Re-tendered. Technical bid opened on 14.07.10. Sample has been selected on 26/7/10. Commercial bid opened on 27/7/10.</td>
</tr>
<tr>
<td>5</td>
<td>F. P. Chappal</td>
<td>Sample rejected by union representatives. As approved by the competent authority, the requirement for 2009-10 will be included in requirement of 2010-11. For 2010-11 requirement called from units.</td>
</tr>
<tr>
<td>6</td>
<td>Female Chappal</td>
<td>Supply order placed on 16.07.10 with delivery period of 30 days. For 2010-11 requirement called from units.</td>
</tr>
<tr>
<td>7</td>
<td>J. D. Bags</td>
<td>Supdt. PSD. Mumbai Region has placed supply order for 3405 Nos. of JD Bags to M/s Shaneshwar Industrial Works, Kurla (W), Mumbai 70 on 10.06.2010. Supply has started</td>
</tr>
<tr>
<td>8</td>
<td>Postmen Delivery Bags (for Project Arrow)</td>
<td>2764 bags supplied up to 26/7/10.</td>
</tr>
<tr>
<td>9</td>
<td>Water Proof Coats</td>
<td>Indent sent to PSD Kolhapur.</td>
</tr>
</tbody>
</table>

However, after discussing the difficulties in procuring the tendered items, it was agreed in the RCM that C.O. will take up the proposal with Dte. to sanction kit allowance every year to staff for all uniform items with specifications of colour, size, etc.

It was also reiterated that the Postmen Delivery Bags for Project Arrow should be used only for Project Arrow Offices. Surplus bags, if any, are not be distributed to other than Project Arrow Offices, but should be brought to use for Phase-IV.

Action: AD (PG)/Supdt. PSD, Mumbai.
11. Item No. 89/11/2010:
Revision of allowances/remunerations of contingency paid employees and draw of arrears thereof.

Order exists from the Directorate for timely revision of allowances of the contingent paid staff. Suitable orders may please be issued to the authorities concerned for doing needful.

**Decision:**
Item which is beyond powers of HOC should not be taken in RCM. This is beyond the powers of HOC. Hence it cannot be considered in RCM.

(Item closed)  
Action: ADPS (Estt)

**PENDING ITEMS:**

12. Item No. 88/5/2010:
Usage of faulty software having several lacunae:

The Directorate vide its order No. 110-18/2002-SB (pt) dated 25.05.2009 has stated that the software developed by Maharashtra Circle is faulty having several lacunae or short comings and has been rejected by the Directorate. The Directorate has ordered use the latest ECS version developed by Kolkata Centre. A weekly progress report was also called for. The staff side therefore demands for immediate switch over to the above said ECS versions and we like to know how may Post Offices in Maharashtra Circle have switched over and how many are still remaining till this day.

**Decision:**
Request for latest ECS Software has already been sent by PMG, Aurangabad to Software Development Cell, Kolkata. On receipt of the Software, it will be installed at all Post Offices offering ECS service.

It was pointed out by Mr. Parab that the existing Sr. Citizen software provided in POs show 9% interest after the death of the depositor whereas it should be 3.5%. The matter should be checked up by AP (Technology) and if it is true, be referred to the Directorate.

Action: AP (Technology)/PMG (Aurangabad)

13. Item No. 88/6/2010:
Exchange of Foreign Currency, Travellers Cheque:

From the month of June 2009 Foreign Exchange transactions have been introduced in selected Post Offices. It is a common experience that Indian Currency Notes are received frequently as fake. Similarly receipt of fake currency note in Dollars, Pounds, Euro, yen etc. and Travellers Cheques cannot be ruled out. In such case, fake currency is received our innocent
staff will be put to financial distress. Staff side, therefore, demand that before introduction our concerned staff should be adequately and properly trained to guard against such mishap.

**Decision:**
Detail guidelines received from HDFC Bank authorities have already been circulated to all the concerned Regions for taking necessary action vide this office letter no. FS/BD/2-7 (216) Jt. Venuture/HDFC/MBI-1 on 04.03.2010.

(Item closed)

Action: APMG (RB & Technology)

14. **Item No. 88/7/2010:**
Applications for Compassionate appointment should be considered and decided in the year of making application by the dependent of the deceased employees.

Keeping the application pending to the subsequent next years looses the number of vacancies occurred in the year of making application and chances of appointment against vacancies generated in the same year.

**Decision:**
If any case is received for review it is being reviewed only in the next CRC as a special case.

(Item closed)

Action: ADPS (Rectt.)

15. **Item No. 88/8/2010:**
Grading below bench mark for promotion like LSG/HSG-II/HSG-I/ACP etc. by the DPC/Screening Committee should be communicated to the official concerned and the final decision be taken on receiving reply from the official within stipulated period.

**Decision:**
The instruction received from Directorate regarding below bench mark has again been circulated to all concerned for necessary action on 19.05.2010.

(Item closed)

Action: APMG (Staff)

16. **Item No. 87/1/2009:**
**Imparting Computer Training to RCM Members.**

**Staff side brief:**
It was agreed in previous RCM vide Item no. 58 of Agenda 3/2000 to impart Computer Training to the members of RCM. It should be implemented.

**Decision:**
Training on computer covering aspects such as Microsoft Office & Internet operations to RCM Members was fixed on 19.06.2010. However, due to
federal council meeting at Delhi, most of the RCM members were out of Mumbai. Hence, the said training has been postponed. RCM Members have been asked to inform next suitable date of training.

(Item closed)  
Action: APMG (RB & Technology)

17. Item No. 87/3/2009:  
Restoration of (abolished) one set of F-28 Section.

Staff side brief:
F-28, Section (Nagpur-Bhusaval-Nagpur) with 2140/2139 train was functioning with four sets. The SRM 'F' Dn abolished one set of it unilaterally without consultation with the staff side. Presently, it is functioning in three sets but the working hours in four weekly cycles goes beyond the prescribed hours of duties for sectional staff. Hence (abolished) one set of F-28 section should be restored.

L-26 Section Bhusaval – Mumbai – Bhusaval with the same train functions in four sets.

Decision:
Two issues examined separately:
1. Fresh review was taken by F Dn and found that, F-28 Section is justified in 3 sets only.

2. Regarding justification of F-28 & L-26 section, it is under examination at CO level.

Action: PMG Agd/IMM/Nagpur Region/APMG (Mails)

18. Item No. 87/4/2009:
Engaging college students in RMS Divisions for disposal of unaccountable work unmanageable within inadequate manpower till the regular recruitment of S/As is done. Position in RMS BM Division is the worst.

Staff side brief:
There is acute shortage of staff (SAs) in each RMS Division due to retirement/death etc. Disposal of work with inadequate staff is unmanageable. Hence college students may be engaged till regular recruitment of SAs.

Decision:
Instructions have been issued to all regions for outsourcing.

(Item closed)  
Action: APMG (Mails)/Regional PMGs
To avoid duplication of work in Circle Office due to separation of Mumbai Region.

**Staff side brief:**
The orders for separation of Mumbai Region were issued on 28.11.2007, but till this day no physical separation is made. About demerits of separation of Mumbai Region have already brought to the notice of administration several time, but the orders have not been cancelled. Each dealing Assistant in Circle Office is compelled to open separate file for Mumbai Region and Circle Office also and to submit them to different officers for RO and CO. This is nothing but duplication of work. Due to non filling of vacant post the staff is already over burdened. The staff side, therefore, demands that physical separation with adequate staff strength for Mumbai and Circle Office may be done or the orders for separation of Mumbai Region may be cancelled.

**Decision:**
Mumbai Region is separated w.e.f 01.07.2010.

(Item closed) Action: ADPS (Bldg)

20. **Item: Out of Agenda**
No postman bags are supplied.

**Decision:**
Supdt. PSD, Mumbai Region has placed supply order for 3405 Nos. of JD Bags to M/s Shaneshwar Industrial Works, Kurla (W), Mumbai 70 on 10.06.2010. Supply has started.

Action: Supdt., PSD Mumbai.

21. **DPCs for promotional cadres at C.O./R.O. level are not being conducted in time.**

**Decision:**
Calendar Programme of DPC to be held at Circle Level during the year 2010 is prepared and circulated to all concerned vide this office letter no. STA/56-1/3/2010 dated 30.06.2010.

Circle level DPC for promotion to HSG-II (NB) (SBCO) for the year 2010 has been held on 13.05.2010. The other DPCs for promotion of SBCO/RMS units are under process and the same will be held as early as possible.

As per latest amendment to Recruitment Rules for LSG (NB)/HSG II (NB), LSG (NB) has been treated as Circle cadre. This has increased the abnormal work load at Circle Level. Moreover, orders are now received for communicating below bench mark grading to the official concerned and final decision be taken on receiving reply from the official within stipulated time.
Efforts are being made for holding of DPCs for promotion to LSG/HSG II/HSG I cadre as early as possible.

(Item closed)

Action: All PMsG/APMG (Staff)

(S. B. Vyawahare)
Asstt. Director Postal Services (PSR)
O/o The Chief Postmaster General,
Maharashtra Circle, Mumbai 400001.

No: Union/2-2/89th RCM/2010  Dated AT Mumbai –1, the 16.08.2010.

Copy to:

1. The Secretary & Members of Staff side RCM.
2. All Postmasters General in Maharashtra Circle.
3. The Director Postal Services (HQ), O/o The Chief Postmaster General, Maharashtra Circle, Mumbai 400 001.