

# C O N T E N T S

## CHAPTER I - INTRODUCTION

Pp. 1-8

Brief History; Organisation and Management; Some Relevant Facts about the Northern Railway.

## CHAPTER II - CLASSIFICATION OF SERVICES

Pp. 9-40

Classification Plan on the Northern Railway; Railway Services Class I and Class II (Gazetted); Class III Service (Non-Gazetted); Railway Service Class IV (Non-Gazetted); Workshop Staff; Classification Plans on Railways in other Countries; Critical Analysis of the Classification Plan and Suggestions for Improvement.

## CHAPTER III - RECRUITMENT OF PERSONNEL

Pp. 41-106

Railway Service Class I (Gazetted); Railway Service Class III (Non-Gazetted); Railway Service Class IV (Non-Gazetted); Recruitment Procedures on Railways in other Countries; Critical Appreciation and Suggestions for Improvement; Probation.

## CHAPTER IV- TRAINING

Pp. 107-187

Training Programmes on the Northern Railway; Training Programmes for Railway Services Class I and Class II, Refresher Courses, Promotion Courses, Officers' Forum; Railway Staff College Baroda; All India Signal and Telecommunications School Secunderabad; Advanced Permanent Way Training School Poona; Training of Other Staff, Refresher Courses, Promotion Courses; Training for the Trainers; Technical Training Centres; Training for Railway Protection Force; Training Systems of Railways in other Countries; Critical Review of the Training Practices and Suggestions for Improvement.

## CHAPTER V- PROMOTION

Pp. 188-237

Railway Services Class I and Class II (Gazetted); Promotion of Class III Staff; Promotion of Class IV Staff; Railway Protection Force; Reservation of Posts for Scheduled Castes, Fixation of Seniority after Promotion; Confidential Reports; Systems of Promotion on Railways in other Countries; Critical Appreciation and Suggestions for Improvement.

## CHAPTER VI- SERVICE CONDUCT DISCIPLINE AND TERMINATION OF SERVICE

Pp. 238-279

Rules of Conduct; Penalties; Procedure for Imposing Major Penalties; Imposition of Minor Penalties; Appeals; Special Procedure in Certain Cases; Railway Protection Force; Other Modes of Termination of Service - Retrenchment or Reduction in Staff, Retirements, Resignations; Periods of Notice; Disciplinary Procedures in Foreign Railways; Critical Review of the Disciplinary Procedures and Suggestions for Improvement.

CHAPTER VII- SERVICE BENEFITS AND STAFF WELFARE Pp. 280-340

Amenities - Travel Concessions, Leave, State Railway Provident Fund, Pension Scheme, Compensation for Death, Disablement or Loss of Job under the Statutes, Housing Accommodation; Staff Welfare Programmes - Educational Assistance, Medical Facilities, Staff Benefit Fund, Railway Minister's Relief Fund, Sports and Recreation, Welfare Inspectors; Canteens and Cooperative Societies- • Canteens, Consumer Cooperative Societies and Stores, Cooperative Credit Societies and Banks; Amenities and Staff Welfare on Railways in other Countries; Suggestions for Improvement of Staff Benefits.

CHAPTER VIII- TRADE UNIONS Pp. 341-395

History of the Railway Unions; Unions on the Northern Railway; Government of the Unions-Aims and Objects, Organisation; Recognition of the Unions; An Analysis of the Working of the Unions; How the Administration and Employees look at the Unions; Trade Unions on Railways in other Countries; Suggestions for Improvement.

CHAPTER IX-STAFF RELATIONS AND SETTLEMENT OF DISPUTES Pp. 396-483

Settlement of Disputes; Workers' Participation in Work Improvement-Staff Councils, Station Councils and Joint Staff Committees, Suggestion Schemes; Negotiating Procedures • and Staff Relations in Railways in other Countries; A Critical Appraisal of Staff Relations on the Northern Railway; Adjustment of Grievances; Critical Review of Workers' Participation in Work Improvement; Sharing Information with Employees; Employee Counselling.

CHAPTER X -RIGHT TO STRIKE Pp. 484-518

Right to Strike and its Limitations; Right to Strike Versus Arbitration; Some Comments on July 1960 Strike.

CHAPTER XI -RESUME AND RESULTS Pp. 519-532

POST SCRIPT Pp. 533-538

APPENDICES Pp. 539-570

BIBLIOGRAPHY Pp. 571-589