



ग्रुप 'बी' सी.पी.डब्ल्यू.डी. ऑफिस स्टॉफ एसोसिएशन (ऑल इंडिया)
(भारत सरकार द्वारा मान्यता प्राप्त)

GROUP 'B' CPWD OFFICE STAFF ASSOCIATION (ALL INDIA)
(RECOGNISED BY GOVT. OF INDIA)

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No. GBCPWDOSAAI/ 103

Dated 27/09/2018

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To

Sh. Prabhakar Singh,
The Director General,
Central Public Works Department,
Nirman Bhawan, New Delhi – 110011.

Sub: Suggestions for the growth of the Department.

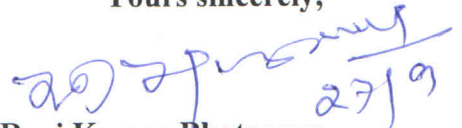
Ref: Directorate Letter No. 1(2)/T&PR/2018 Dated 19-09-2018.

Respected Sir,

With reference to the above cited subject and Directorate's letter cited above, we are enclosing detailed suggestions keeping in view of the growth of the department on behalf of the association please.

Encl: As above.

Yours sincerely,


Ravi Kumar Bhatnagar
General Secretary,

First of all we want to see the past performance of CPWD in terms of work load and the staff allocation, so as to catch the situation in a better manner. The following data collected through our web site for information:

i) Status of work load of CPWD & its growth in decades.

PERIOD	WORKLOAD , fig. in (Cr)	GROWTH IN WORK LOAD	
1991-92	994	196.47%	increase
2000-01	2947		
2001-02	3292	153.94%	Decrease
2010-11	8360		
2011-12	8349	46.17%	Decrease
2016-17	12204		

The above data clearly indicates that our organisation could not manage Compound Annual Growth Rate (CAGR) of even early decades. On the contrary our peer group organisation which was having its workload of Rs.6985 Cr in year 2009-10 when CPWD was at the workload of Rs. 8480 Cr i.e. 21.40% above their workload, it is a matter of deep introspection that the other organisation has an order book of Rs.65937 Cr as on 31st March 2017 i.e 943% growth whereas CPWD could achieved merely 12204 Crores which is merely 44%. This shows the huge gap between CPWD and our competitor resulting a question mark on our performance.

ii) Proper and maximum utilisation of Human resources.

As per the data available on CPWD site EE level to LDC level sanctioned strength and vacancy position are as under:-

Post	Sanctioned strength		In position		Vacant		Vacancy %	
	CPWD	PWD	CPWD	PWD	CPWD	PWD	CPWD	PWD
EE(C)	484	94	399	76	85	18	17.52	19.15
EE(E)	193	23	142	16	51	7	26.42	30.43
AE(C)	1734	390	1421	292	313	98	18.05	25.12
AE(E)	786	97	540	86	246	11	31.30	11.34
JE(C)	1403	985	602	325	801	66	57.09	67.00
AAO	151	11	125	11	26	0	17.21	0
O.S	514	87	332	58	182	29	35.40	33.33
UDC	1484	329	1052	195	432	134	29.11	40.73
LDC	1293	549	1049	275	244	275	18.87	50.09

It is quite evident from the aforementioned data that Human resources are not utilised to the optimum capacity, in their assigned field for which they were recruited and vacancies are lying vacant to the tune of 67% of sanction strength at bottom level which is extremely essential to accelerate the out- put of workload.

iii) As per the recent report submitted by (MOSP) m/o statistics & programme implementation, in January 2018 356 projects out of 1304 projects overall in India are suffering from cost overrun, which has cost exchequer about 6.61 Lk Cr, in this list CPWD projects are also not performing well.

As regards our department, Out of overall strength of EEs/AEs, almost 30-40% are being deputed on administrative post where no engineering skill is required and on the other hand administrative cadre is caped with limited promotional avenues, however they are capable to discharging their duties on higher level on administrative posts and make engineering staff available to utilize their skill and potential in their respective field.

- In the light of above facts it is suggested that we must depute our staff accordingly to their skill (up to execution level) to utilized their core potential in their respective field.
- The major area of an organisation is business development. Our Department has to take keen interest in business promotion and a separate team may be formed with targets and incentive system.
- The following proposed points are price worthy, will encourage economy in expenditure and simultaneously can bring tremendous improvement in the performance at the delivery end.

S.No.	Reasons	Solution
1	Execution staff should be free from the administrative works	Executive Staff up to the level of Executive Engineer should be spared with the responsibilities of administrative works with adequate subordinate staff i.e AEs and JEs for maintaining and concentrate on the technical works.
2	Duplication of communication: It is a usual Practice that the higher offices forward a copies to subordinate offices for taking necessary action without application of mind whether the subject matter is related to the concerned office, similar practices are being adopted by the Regional/Zonal/Circle offices resulting the multiple letters on the same subject and reference are being received in a office which create unnecessary correspondence, bulky files and most importantly wastage of money and papers also	<ol style="list-style-type: none"> 1. If a letter issued by the Directorate related to all offices should be indicated the action taken authorities i/c action taken report through regional office 2. If a letter is available on CPWD web site itself, no need to enclose the copy of the same to other office 3. Reports Compilation should be - Divn to Circle , circle to Zone, Zone to Region and Region to Directorate.

3	<p>Online Correspondence: As usual practice we are sending/getting action taken reports by mail, thereafter we also expecting/sending hard copies, the procedure is increasing the work load and wastage of Stationery, wasting time for disposal of the same.</p>	<p>If an information is sent through web site, e-mail or by fax need not to be sent through hard copy we should promote the e-file system.</p>
4	<p>RTI/PQ to be Centralized and addressed to concerned office: Parliament Questions and RTIs are being forwarded to all offices without applying the mind which is making file bulky with Nil reports and burden of disposal for the offices who are not concerned .</p>	<p>RTI should be forwarded to concerned office only. PQ should be sent through web site by indicating concerned office to report.</p>
5	<p>Time bound Promotion- proactive action for filling of vacancies:</p> <ol style="list-style-type: none"> 1. No transfer Policy is being maintain, due to which some person settled at a station for more than 30 years and even in the same office, which causes transfer fobia f and ultimately refusal of promotion. 2. Even after the availability of vacancies at the station, the persons are posted and forced to join at out-station, but some influential persons retained at the station by violation of policy by Co-ordination therefore general persons avoid to take promotion. 3. Forgo of promotions are being accepted without considering the public interest and future aspects of the Department. 	<ol style="list-style-type: none"> 1. Year wise panel for promotion should be prepared as per DoOT guidelines, and accordingly DPC process should be completed whenever one person retires next one could be promoted. 2. The Official should be transferred from the seat after completion 3 years and from the office after 5 years and from the Circle after 7 years . Out station transfer should be avoided in lower level. 3. While issuance to transfer orders in respect of ministerial cadre, available vacancies at the station should be filled first. Out station vacancies should be filled by promotions, if further needed, it should be done through longest stayed method. 4. It has been observed that in spite of availability of vacancies at same station, persons are allowed to forgo the promotions resulting in non implementation of promotion orders.

6	Better Utilization of Planning staff in field instead of Administrative works/planning:	Large no of Engineering cadre up to EE level are being deputed in planning or administrative seats, which should be minimised and they may be posted in field units and administrative work should be assigned to Ministerial cadre.
7	Selection post of Cashier to be scrapped:	The Seat of Cashier in the department is a Selection seat including declared Sensitive, but due to digitalization there is no cash handling, no issue of Cheque, only receiving of PG and Ernest Money, therefore the seat of Cashier is not at all sensitive post not having separate functions to be continued as a selection post. One auditor posted in the Accounts branch should be declared as Auditor-cum-Cashier. So that one person can be spared and can be utilized elsewhere.
8	Examination Quota for LDC to UDC and UDC to OS:	Earlier Exam Quota for the post of LDC to UDC was reduced from 62.5% to 20% and UDC to OS 50% to Nil, The Exam quota was a privilege to meritorious employees to get the early promotions, as well as, serving the Department with merit. If the Exam quota for the post of Office Superintendent has not been restored at the earliest, the Department will face the acute shortage of OS and AAOs after 2024 and there will be no eligible candidate available for the supervision of Administrative works/ exigencies of the Department. As after implementation of new RR for the post of UDC and OS, department fails to fill all the vacant posts of OS and no exam for the post of UDC under exam quota has been conducted by the Coordination's in spite of available vacancies.
9	Implementation of Transfer Policy at all level:	Transfer Orders issued once should be enforced but the genuine and unavoidable conditions should be relaxed by the Hard case committees.

10	Trainings:	<p>Regular trainings is essential for improvement of efficiency therefore more subjects be included in the training programmes.</p> <p>2.Short terms training programmes be framed</p> <p>3.Controlling officers should be directed to relieve the official for the training.</p> <p>4. Suggestions can also be called for training needs from the staff and Associations.</p>
11	Proper Utilization of Work Charged Staff:	<p>As maximum maintenance work have been outsourced, large number of work charged staff is an extra liability on the department.</p> <p>It is suggested that :</p> <p>1 some units should be identified as departmental Unit which should not be out -sourced and the extra work charged staff be deployed in maintenance work in these units exclusively.</p> <p>2 After filling of vacant post of AAO—OS—UDC, there will be large number of vacancies of the post of LDC and MTS, if possible, 1st the option be called from the WC staff who fulfil the educational qualification for the post of LDC and willing to convert as LDC, the vacant posts may be filled by conducting Departmental Exam. Or by relaxation of quota for compassionate Appointment.</p> <p>3. After completing the exercise for the post of LDC, same exercise be conducted for filling up the vacancies of MTS.</p> <p>It will reduce the practice of engagement of staff on contract basis and Excess WC staff could be utilized for the purpose of Administrative exigencies.</p>