

(18) Liveries

(18.1.1) Scale of liveries for Class IV employees of the CSIR Secretariat and the National Laboratories.

In suppression of all previous orders on the subject. It has been decided that for the purpose of prescribing scales of liveries, the CSIR Secretariat and the Laboratories be distributed into the following zone :-

Zone I	Delhi, Jammu. Pilani, Lucknow, and Roorkee	Whose winter is severe and long.
Zone II	Dhanbad, Jealgora, Jamshedpur, Hyderabad, Mysore, Poona and Calcutta	Where winter is less severe & for shorter period.
Zone III	Madras, Karaikudi, Bhavnagar and Bombay	Temperate.

2. It has further been decided that the following categories of Class IV employees, borne on regular establishment be issued liveries, according to the scales shown in Appendices I to IV attached to this order, as indicated against each category :-

(a) Daftry (record Sorter), Peon, Farash, Chowkidar, Sweeper, Laboratory Bearer, Store Bearer, Laboratory Operator, Laboratory Attendant, Museum Attendant, Library Attendant, and Lift Attendant - as in Appendix I.

(b) Cleaner, Gas Man, Oil Man, Workshop attendant, Animal Attendant, Boiler Attendant and Khalasis:- as in Appendix II.

(c) Security guards where provided (as in National Physical Laboratory) - as in Appendix III.

(d) Staff Car Drivers - as in Appendix IV.

3. 'Re rest of the categories of Class IV employees shall not be issued any liveries.

- 4. These orders will take immediate effect. Liveries already issued will, however, continue to remain in use until their life lasts, according to the scales on the basis of which they were issued. Fresh issues will be made only according to the scales mentioned in this order.**

(CSIR letter No. 11-30-57/G- dated, 25th September, 1957)

Appendix I.

Appendix V.

SCALES OF LIVERIES FOR CLASS IV SERVANTS.

SUMMER		ZONE I	ZONE II	ZONE III	WINTER		
1. Bush-Shirt (half sleeves)		3 in 2 years		4 in 2 years	4	in	2
2. Pants Khaki		3 in 2 years		4 in 2 years	4	in 2 years	
3. Pagree (For Sikhs only)		4 in 2 years		4 in 2 Years	4	in	2
4. Cap (For others)		4 in 2 years		4 in 2 years	4	in	2
5. Chappals 1 year		1 pair in 1		year 1 pair in 1	year 1	pair in	

1a. Buttoned up	Coat	1 in 2 years	1 in 3 years	Nil
(woolen khaki)				
b. D. Blue for	Daftries	-do-	-do-	Nil
2. Pant Woolen	-do-	Nil	Nil	
3. Shoes	1 pair in 2 years	years	1 pair in 2	
	1 pair in 2 years			
4. Blanket	1 in 3 years	1	in	4 years
Nil	(for chowkidar)			

SCALES OF LIVERIES FOR CLASS IV SERVANTS.

1. Dangrees	4 in 2 years	(ark blue or khaki drill)	(summer and Winter)
2. Chappal	4 in 2 years	(ark blue or khaki drill)	(summer and Winter)
3. Shoes	1 pair in 2 years		

(18.1.2) Scales of livery for class IV employees of the CSIR Sectt. and the National Laboratories

Reference this office memorandum No. 11/30/57-G dated 25th September, 1957. Some Laboratories sought clarifications on certain points and represented that certain categories of Class IV staff be included in the categories approved for issue of liveries. After careful consideration of the various suggestions and representations received the following decisions have been taken :-

The under mentioned categories of Class IV staff may be included in para 2(a) of the Office Memorandum dated 25th September, 1957 referred to above.

- i) Gestetner Roneo Attendant/Operator
- ii) Library Bearer
- iii) Laboratory Cleaner.

The under mentioned categories of Class IV staff may be included in para 2(b) ibid -

Sanitary-cum-Tubewell Attendant;

Asst. Fitter;

Blacksmith;

Bookbinder;

Workshop bearer;

Gas Cleaner;

Machine attendant/cleaner.

Female Class IV servants may be issued liveries in accordance with the scale and subject to the average cost as provided in the Ministry of Home Affairs O.M. No. 5/7/57-Pub-II dated 21.1.58.(not printed)

Dangrees, wherever required for issue, may be prepared on the basis of competitive quotations which may be called for the purpose in the usual manner.

There should be no deviation from the pattern and scales of liveries prescribed for various categories of class IV of servants.

There shall be no exemption from use of liveries for personal reasons.

(CSIR letter No. 11(30)/57-G, dated 1st, April, 1958)

(18.1.3) Issue of uniforms to Jeep/Truck Lab. Van, Station Wagon Drivers.

It has been decided in consultation with I.F.A. to C.S.I.R. that the following categories of Drivers may be issued the uniforms in accordance with the Ministry of Home Affairs O.M. No.5/4/58-Pub.II dt.27.2.62 as admissible to Staff Car Drivers :

1) Lab. Van Drivers

2) Truck Drivers

3) Jeep Drivers

4) Station Wagon Drivers

(CSIR letter No.33(8)/66-G, dated, 28th December, 1967)

(18.1.4) Issue of Liveries to Technical Class IV Employee.

The question of the issue of liveries to some Class IV Technical Staff e.g. Pump Attendant, Store Attendant and Herbarium Attendant was under consideration of this office for some time past. It has now been decided in consultation with Deputy Financial Adviser to CSIR that Pump Attendant may be issued liveries as per scale admissible to Sanitary-cum-Tube Well Attendant. the Store Attendant and Herbarium Attendant be issued liveries as per scale admissible to Lab. Attendant referred to in this office letters No. 11 (30)/57-G dated 25.9.57 and 1.4.58. The order is effective from the date of issue of this letter.

(CSIR letter No.31(57)-G(HA), dated, 14th September, 1971)

(18.1.5) 66th Meeting of the Governing Body of the CSIR.

Reference this office letter No.1/11/75-Cte. dated May. 1975. Work suits may be provided to the staff upto the level of Fine Mechanics working in the workshop, pilot plants, instrumentation workshop and Glass Blowing Sections as approved by Executive Committee and not sandak chappals.

(CSIR letter No.31(49)/75-G, dated 30th June, 1975)

(18.1.6) Entitlement of Liveries and payment of washing allowance to Class IV employees under Table-I, Group I of the New Recruitment and Assessment Scheme for Technical Staff belonging to "'A" group of grades.

A reference has been received from some of the Labs./Instts. enquiring whether certain categories of staff who have come over to the scale of Rs.225-308 after their assessment under the Valluri Committee Report are entitled for the liveries as they continue to perform the same type of work which they were doing when they were Group "D" employees.

The matter has been considered in consultation with the Financial Adviser. CSIR and it has been decided that in view of the fact that the wearing of liveries is an obligation for the employees assigned certain duties, the employees who have come over to the scale of Rs.225-308 after their assessment may continue to get the liveries on the same pattern as they were getting when they were Group "D": employees. This benefit will however be available only to those employees who have been assessed in the said scheme. The employees appointed directly in the scale of Rs. 225-308/- will not, however, be entitled for the issue of liveries.

(CSIR letter No.31(66)/81 -G, dated, 13th December, 1983)

(18.1.7) Entitlement of Liveries and payment of washing allowance to Class IV employees under Table-I, Group I of the New Recruitment and Assessment Scheme for Technical Staff belonging to "A" group of grades.

References have been received from some of the Labs./Instts. enquiring whether certain categories of staff who have come over to the scales of Rs. 260-350 and Rs.380-560 after their assessment under the new assessment scheme are entitled for the liveries as they continue to perform the same type of work which they were doing when they were Group 'D' employees.

The matter has been carefully considered in consultation with the Financial Adviser, CSIR and it has been decided that these categories of Group 'D' employees promoted under the new Assessment Scheme in the scale of Rs.260-350 and Rs. 380-560 will not be entitled for the issuance of liveries.

This circular is in continuation of this office circular of even number dated 13.12.1983.

(CSIR letter No.31(66)/81-G, dated, 14th March, 1984)

(18.1.8) Group C and D staff members who are entitled for liveries have been issued uniform etc. from time to time. It has been observed that such Group C and D staff members do not wear uniforms. It is impressed upon all the concerned staff members that they should wear uniform etc. regularly failing which the payment of washing allowance and issue of further uniform shall be discontinued.

All Divisional/Sectional Heads are requested to ensure that the concerned Group C and D staff working under them come to the office in proper uniform and any non-compliance of the orders may be reported to the undersigned for taking further action in the matter.

(CSIR letter No. 10/33/88-Gen, dated, 8th October, 1991)

**(18.1.9) Non- wearing of uniforms supplied to Group "C" and "D" employees
- Action regarding**

Recent instructions received from the Govt. of India, Ministry of Personnel and P.G. and pensions, Deptt. of Personnel and Training, vide O.M. No. 1/3/88-JCA dated 1.4.1992 on the above noted subject are circulated to all the Divisional/Section/Heads in CSIR Hqrs. / Complex /Patent Unit/ ' Science Centre/Maharani Bagh Guest House with the request kindly to bring the contents of the O.M. to the notice of all the concerned Group C and D staff members like Peons, Daftries, Messengers, Staff Car Drivers working under them for strict compliance.

It is impressed upon all the concerned staff members that they should ensure to come to the office in proper uniform regularly failing which disciplinary action under rules will be taken against them besides stoppage of payment of washing allowance and issue of liveries.

(CSIR letter No. 10/33/88-Gen, dated, 15th May, 1992)