

CHAPTER I

EMPLOYMENT OF LABOUR

No. 1-1—Rules for Employment of Departmental Labour on daily wages

1. For employment of departmental labour on muster-rolls, the rates given in the Common Schedule of Rates may be considered as maximum rates up to which an Executive Engineer can authorise employment of labour. If the prevailing wages in a particular locality are lower than these rates, the Executive Engineer shall authorise the employment of labour at the prevalent rates subject to provision of Minimum Wages Act. On the other hand, if the prevailing conditions in a particular locality are such that labour has to be employed at wages higher than the ones fixed in the Common Schedule, the Executive Engineer shall obtain the prior approval of Superintending Engineer, who is competent to increase the rates suitably up to a maximum of 50 per cent over and above the rates, specified in the Schedule. This increase in rates shall be for a specified period not exceeding six months after which the rates should be reviewed again and revised downwards, if the conditions so warrant. The Chief Engineer of a branch shall have full powers to authorise any increase in the labour wages for departmental work for any length of time in any particular locality.

General.

2. The Minimum Wages Act and rules framed thereunder shall be strictly followed in all employments specified in the Schedule appended to the said Act.

Minimum
Wages Act.

3. On large works or on works where imported labour is employed, the following amenities shall be provided for the labour by the department;—

Amenities
for labour.

- (I) Suitable [temporary] hutting ;
- (II) Latrines, bathing enclosures, platforms, separately for men and women and their regular cleanliness; and
- (III) Clean drinking water.

4. The engineer or the sectional officer-in-charge may remove any workmen employed on daily wages without assigning any reason.

Removal of
workmen.

5. Rates given in the Schedule of Rates are for adult male workers unless specifically mentioned to the contrary. The classification of a labourer into first class or second class wherever applicable, shall be

Rate.

No. 1-1—Rules for employment of departmental
Labour on Daily Wages

according to the quality of work turned out by him. Daily Wages are inclusive of all allowances and are to be paid in full for working day of 8 hours duration. In case, the labourer leaves the work earlier of his own accord or shows poor workmanship or gives poor progress, the sectional officer may reduce the wages correspondingly.

Payment.

6. Record of daily attendance of labour employed departmentally on daily wages shall be maintained on prescribed muster-rolls and progress watched and recorded in Measurement Books as per rules in force. It shall particularly be ensured that the progress achieved is commensurate with the rates given in the Schedule of Rates. If the rate of any individual item is exceeded, the sectional officer shall report the matter to the higher authorities. Wages to labour shall normally be paid fortnightly.

No. 1-2—Rules for Departmental Labour Employed
on monthly Wages

1. The pay scales given in the Schedule of Rates are for staff working on normal construction and maintenance works. For big projects and specialised works, separate rates would be got sanctioned, where considered essential. The pay scales are exclusive of dearness or other allowances which will be admissible over and above these rates according to Government orders issued from time to time.

General.

2. The Minimum Wages Act and rules framed thereunder shall be strictly followed in all employments specified in Schedule appended to the said Act.

Minimum
Wages Act.

3. Conditions of service of the work-charged employees shall be governed by rules contained in para 1-129 to 1-152 of the Public Works Department Code. Final authority to discharge members of work-charged establishment vests in the appointing authority but no person guilty of misconduct should actually be dismissed without being given an opportunity to explain his conduct.

Rules.