

No. LIR/A/32695
M.S.E. Board, Fort, Bombay.
Dt. 11.8.75

CIRCULAR

Sub:- Labour situation - settlement of grievances of employees.

The necessity of maintaining industrial peace and harmony was never greater than at the present time. The field officers are therefore directed to take positive and concrete steps for expeditious settlement of the legitimate grievances of the employees and avoid as far as possible any actions which would create bitterness and tensions in industrial & relations.

The field officers are further directed to immediately comply with the following instructions -

- 1) All grievances of the employees pertaining to monetary claims such as increments, T.A. bills, pay fixation arrears O.T. etc. should be promptly attended to and settled.
- 2) All non-monetary claims such as issue of dresses safety equipments, rainy season materials etc. in respect of eligible employees as per rules be attended to and settled expeditiously.
- 3) Till the time the H.O. gives general directions regarding "grievance procedure" to be adopted at circle and divisional level the S.Es/S.P.S.S. and E.Es/A.C.C.S. are advised to lay down a suitable system for holding regular discussions with the selected representatives of the unions at divisional and circle level so that unnecessary representations to the Chairman and H.O. authorities on small and routine matters are avoided.

A copy of this circular is also being sent to the representatives of the unions for their information and necessary co-operation so that unnecessary representations to the higher authorities are avoided in respect of matters which are purely within the perview of the local authorities. The field officers are also further advised that they should cers and I.R.Os in implementing the above instructions so representatives the need for establishing proper channels of communication and advising them to refrain from the tendency of bypassing the local officers and making direct representations to the higher authorities.

Sd/-
Secretary.

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