



WESTERN RAILWAY

**Headquarter office,
Churchgate,
Mumbai-400 020.**

No. E/HRD/OSD/MS/AP

Dt. 20.06.2019


DRMs- BCT/BRC/ADI/RTM/RJT/BVP
CWMS-PL/MX/SBI/PRTN/DHD/BVP

Sub: Action Plan for 100 days issued by Establishment Directorate.

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Please find enclosed herewith, OSD/MS's Action Plan for 100 days and 5 years for information and necessary action.

Encl:- As above


20/06/2019
(M R Goel)
CPO(IR)

C/- Sr.DPOs and Unit incharges
C/- All POs in HQ Office.

Establishment Directorate

A. Action plan for 100 days (4-6.2019 to 12 Sept 2019)

1. Filling up of safety category vacancies

- a. Level- I recruitment – completion and placement of candidates of CEN 2/2018 (Level-1 recruitment)- no of vacancies: 63,202
- b. Issue of Panel for ALP and Technician (CEN 01/2018)- no of vacancies: 64,371
- c. ALP fresh recruits' training starts in all Zones.
- d. Declaration of result of first stage of CBT for CEN 3/2018 (JEs). No of vacancies: 13,561

2. Holding of CBT for recruitment in para-medical categories (CEN 2/2019). No of vacancies: 1,937

3. Employees' career advancements


- a. Full implementation of 100% objective type selections in Railways for NG categories.
- b. Completion of APARs for 2018-19 and for earlier years (all Zonal Railways/ PUs to complete).
- c. GDCE – holding of, where prescribed (Zonal Railways).
- d. Placement of Group 'A' indents to UPSC.
- e. Sending of DPC proposals to UPSC from Gp 'B' to Gp 'A' empanelment.

4. Data management improvement

- a. Book of sanction in respect of Non-Gazetted staff.
- b. OIMS (officer Information Management System) to be implemented.
- c. Completion of data entry at pilot locations in HRMS for E-SR and Employee Master.

5. Others

- a. Holding of Union recognition ballot and finalization of modalities.
- b. Opening of 5 new Kendriya Vidyalayas on IR sanctioned by MHRD.


4/6/19
D&A/MJ

B. Action plan for 5 years

1. All HR processes on IR to be made online, seamless and transparent through implementation of HRMS involving the following:-
 - Electronic Service Records and employee self service access.
 - Cadre management, leave and salary administration on real time basis.
 - Complete electronic application and processing of loans and advances as well as settlement papers.
 - Maintaining record of APARs as well as trainings undergone by the employees. Making such data accessible for review at all levels.
2. Multi-disciplinary Training Centres in all Zones and Divisions reducing the existing number of 300 training centres to 85. In addition, 44 specialized training centres and 37 training centres for workshops and PUs will continue.
3. Flexible promotional processes link to skill acquisition and multi-skilling.
4. To develop system for identifying training needs of employees and providing career advancement through skill acquisition and multi-skilling.
5. Continuous up-skilling of all 13 lakh employees through Project Saksham and Project Akanksha using in-house facilities as well as e-learning for in-service training and integrated skill development.
6. Revision of yardsticks taking into account modernization and capital and technology infusion with a view to enhance productivity and optimise manpower.
7. Increasing employee satisfaction through simplification of procedures reducing the number of channels and delegation of powers.
8. Robust grievance redressal mechanism for all employees leveraging Information Technology.

