

Ministry of Finance
Department of Expenditure
Staff Inspection Unit

The Staff Inspection Unit was set up in 1964 with the object of effecting economy in manpower consistent with administrative efficiency and evolving performance standards and work norms in Government offices and Institutions wholly or substantially dependent on Government Grants. Its officers also serve as Core Member on the Committees appointed to scrutinize manpower requirements of Scientific and Technical Organizations.

2. In the changed scenario and keeping in view the Government emphasis on better governance and improved delivery of services, the role of SIU has been re-defined. The SIU has been positioned to act as catalyst in assisting the line Ministries and Autonomous Organizations in improving their organizational effectiveness. As per the new mandate, SIU would now conduct the studies of Organizational Analysis primarily to cover the areas of Organizational System, Financial Management System, Delivery System, Client-Customer satisfaction, Employees concerns etc. and to suggest ideal organizational structure, re-engineering of processes, optimum utilization of resources and overcome the delays besides exploring the possibilities of outsourcing some of the activities with a view to achieve enhanced output / effectiveness with the minimum expenditure.

3. During the year 2003, the SIU finalized assessment in respect of 17037 sanctioned posts and examined proposals for the creation of 114 posts in 26 offices which included three norms studies. The staffing studies resulted in identifying 2360 surplus posts out of the sanctioned strength of 17037 posts. The effect of studies would result in net direct economy of Rs.2494.88 lakhs. The performance standards and work norms finalized are to cover a population of 2359 employees. In addition, 4 provisional staffing reports with a total coverage of 1537 employees were also issued. During the course of the year, SIU officers were also associated as Core Member in 3 Scientific Committees with a total coverage of 9615 persons for fixing their revised strength. Further, norms formulated by Department of Posts for 593 stamp vendors were also vetted by SIU.

4. During the year 2004, SIU issued 18 reports covering 9795 sanctioned posts and demand for creation of 387 additional posts in 18 Offices which includes one norms study. The staffing studies resulted in identifying 1364 surplus posts out of the sanctioned strength of 9795 posts. SIU also did not find justification for creation of 257 additional posts. The studies during the year have resulted in an economy of Rs.20 crores per annum. In addition, provisional reports on 12 staffing studies and one norms study with a total coverage of 14258 sanctioned posts were also issued during the period. This included studies of India Security Press, Nasik and Currency Note Press, Nasik having a combined sanctioned strength of 10871 posts. During the year, SIU was also associated as Core Member with two manpower assessment Committees for Scientific and Technical Organizations covering 1093 employees.

5. During the year ended December 2005, SIU issued 16 reports covering 14958 sanctioned posts in 16 Offices which includes three norms studies. The staffing studies resulted in identifying 3847 surplus posts out of the sanctioned strength of 14958 posts. These studies have resulted in an economy of Rs.44.40 crores per annum.

6. During the months from January to October, 2006, SIU issued ten reports including one norms study report covering 5429 sanctioned posts out of which 4035 posts have been found justified for retention. These studies have resulted in identifying 1394 surplus posts leading to an economy of Rs.24.60 crores per annum.

(Updated in October, 2006)