



SOUTH EASTERN RAILWAY

REVIEW OF THE VACANT NON - SAFETY POSTS OVER KGP DIVN IN THE CHANGED SCENARIO.



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STUDY NO. EFF/905

SYNOPSIS

1.	Name of the work study	Review of the non-safety posts over KGP division in the changed scenario.
2.	Terms of reference	The study has been taken up in the Annual Programme to assess the generation of surplus posts due to technological advancement and improvements in techniques in the different fields of working.
3.	Aim	To make a study on the categories which have been identified as non-safety/ non-essential on account of change in technology and also those posts which are lying vacant since long.
4.	Projected manpower re-deployment/ surrender.	Surrender = 86 'vacant' posts.
5.	Anticipated/projected savings	` 421 lakhs per annum (approx)
6.	No of recommendations made	One
7.	Critical analysis & observations	Analysis done on the basis of field assessment and discussions with the concerning supervisors and officers.
8.	Brief note on recommendations	<u>Rec-I</u> : A total of 86 identified 'vacant' posts from the non-safety category are required to be surrendered outright.
9.	Department/s concerned	All

C O N T E N T S

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CHAPTER – I

1.0. INTRODUCTION

Indian Railway is rapidly proceeding towards modernization in all fields. The pace of railway modernization needs to be vigorously accelerated and that a paradigm shift in provision and delivery of rail services is called for. The need of the day is to concentrate on the core activities of infrastructure and operation. The action plan for the future should be planned with a view to:-

- Achieve a quantum reduction in manpower requirement for sustaining financial viability of IR with rising manpower costs and impact of the 7th Pay Commission recommendations.
- Lateral thinking to identify unconventional areas for reduction of dependence on manpower.
- Switch over from the conventional labour-intensive working methods to technology-intensive methods to reduce human intervention to a bare minimum.
- Use of such systems that require much less maintenance, review, periodicity of maintenance schedules and improves reliability.
- To rationalize the working of departments

With the passage of time, the Indian Railways have been introducing modernization in all fields primarily with a view to ensure safe running of the system. Due to introduction of modern equipments / technology in almost all the fields, the involvement of field staff has got reduced to some extent. This has resulted in the related field activities getting redundant and a proportionate surplus in manpower.

At the same time, many activities have been outsourced to such entities possessing expertise in the field. This has also resulted in the activities getting redundant and consequently, decrease in man-power.

The study has been taken up with a view to pin point those non safety and non essential posts which have fallen redundant due to change in technology, induction of maintenance free techniques and outsourcing of such non-core activities not involving safety.

M E T H O D O L O G Y

The methodology for completing the study is as follows:

1. Collection of the details of workload particulars.
2. Interaction with concerning field officials and Branch Officers.
3. Direct observation of the pattern of working.
4. Critical examination of the existing system of working and the deployment of staff thereof.

CHAPTER – II

2.0 STAFF STRENGTH

2.1 The division-wise Sanctioned, On-Roll and Vacancy position of all the identified non-essential/non-safety categories are as under:-

2.1.1 KHARAGPUR

Deptt	Designation	GP Rs.	Level	S/S	O/R	VAC
ENGG	Data Base Analyst	2800	5	1	0	1
	Cook/Masalchi	1900	2	2	0	2
	Bridge Mistry	4200	6	2	0	2
	Bridge Watchman	1800	1	10	0	10
	Sanitary Cleaner	1800	1	39	37	2
ADMN	Supdt + Ch. Typist	4200	6	15	13	2
Medical	Safaiwala	1800	1	474	459	15
	Hospital Cleaner	1800	1	81	79	2
	Hospital Attendant	1800	1	56	50	6
	Malaria KSI	1800	1	15	14	1
Electrical /OP	Safaiwala	1800	1	5	0	5
	Bearer/Masalchi	1800	1	14	10	4
Electrical / G	Sr. Clerk	2800	5	23	11	12
	Record Sorter	1800	1	2	0	2
Mechanical	Safaiwala	1800	1	111	106	5
	SSE/Boiler	4600	7	1	0	1
Signal & Tele	Peon	1800	1	9	6	3
	Telephone opt	2400	4	11	10	1
Signal W/Shop	Store Khalasi	1800	1	2	0	2
	Lorry Cleaner	1800	1	1	0	1
Operating	Office Peon	1800	1	17	15	2
	Station Peon	1800	1	53	49	4
	Lamp Man	1800	1	1	0	1
Commercial	Hamal	1800	1	13	10	3
	TTE Porter	1800	1	5	3	2
	Marker	1800	1	3	2	1
	Cook	1800	1	5	4	1
TOTAL				971	878	93

CHAPTER – III

3.0 EXISTING SYSTEM OF WORKING

- 3.1 **Data Base Analyst /Engg Deptt :** The data-base analyst in the Engg deptt was utilized for making out Engg. Drawings, gradient charts and online calculation of manpower as MCNTM formula. The software part of these activities has been entrusted to EDP center. The data feeding activity can be managed by any staff having basing computer skills.
- 3.2 **Cook/ Masalchi in the Engg deptt:** The cooks were an integral part of the gang who were earlier provided for cooking and serving purpose. Now, the staff have been provided with proper daily rest hours who are able to cater to their own needs. Hence there is no requirement of Cook/Masalchi.
- 3.3 **Engineering Bridge Mistry and Watchman:** The night patrolling activities have increased and the Trackman are entrusted to perform the activities of the watchman. With the posts of Jr. Engineers, the activities of the Bridge Mistry (Supervisor) has become redundant.
- 3.4 **Sanitary Cleaner/ Engg deptt:** With the introduction of toilets with septic tanks and the current guidelines of the Central government on manual scavenging, the activities of Sanitary cleaners are becoming redundant.
- 3.5 **Typists in the Admn & Personnel deptts:** With the introduction of computers, the activities of the Typists have been minimized and hence, there shall be no requirement of typists in the future.
- 3.6 **Safaiwalas, Hospital cleaner & Hospital Attendants in Medical deptt:** The activities of Ayahs and Hospital Attendants in the Hospitals have been outsourced. Hence the vacancies of these posts are not required.
- 3.7 **Bearers, Masalchi & Safaiwalas in Electrical Deptt :** The Running Rooms were being maintained in-house. But at present, the activities relating to Running Rooms have been outsourced. As such, these posts are not required to be operated.
- 3.8 **Sr. Clerk & Record Sorters:** With the on-line activities on the rise, and the introduction of computers, the workload of the Ministerial cadre has decreased. The Record Sorters are no longer required because, the concept of Record Rooms and storage of old files has ceased.

- 3.9 **SSE/Boiler in Mechanical deptt:** These categories were required during the time of Steam Locos and for maintaining the steam pressure equipments utilized in hospitals. Steam locos have been phased out. The steam pressure equipments utilized in the hospitals have been replaced with sophisticated modern electronic equipments. Hence, the category of staff required for maintenance of boilers have become redundant
- 3.10 **HALWAI:** In all the Head Quarter and the Zonal offices there is a provision of staff canteen. The halwais were utilized to prepare the sweets sold in the canteens. Due to rapid development in the associated areas, availability of sweet shops have also increased. Now these sweets can easily be procured from market at cheaper rates.
- 3.11 **TYPIST:** As per Rly. Bd's extant instructions, there shall be no recruitment of Jr. Clerks & Typists by the respective Railway Recruitment Boards. As such there shall be no further fresh induction. Due to change in technology and induction of computers in almost all the offices, the work of the typists has reduced to a larger extent. Now almost all the staff have been equally trained to perform their own work in computers provided in their office. As such the requirement of typists at this juncture has also reduced in the phase of the modern scenario.
- 3.12 **JUNIOR ENGINEER (BOILER) in Mechanical deptt:** The post of JE (Boiler) was specifically utilized for the repair & maintenance of boilers in the steam locomotives. Presently there is no existence of steam locos over S.E.Railway. As such there is no requirement of this post.
- 3.13 **Telephone operators in S&T Deptt:** With the advent of Electronic exchanges and direct dialing facilities between the different divisions and zones, the requirements of Telephone operators has diminished.
- 3.14 **Store Khalasi & Lorry Driver in Signal Workshop:** The activities of Signal workshop has diminished due to the phasing out of block instruments in Railways. The lorry in the Signal workshop has also been condemned. Hence, due to shrinking activities, the staff requirement in Signal workshop has reduced.
- 3.15 **LAMP MAN in Operating department:** Before introduction of tri-colour light signals the system of signaling was being carried out by semaphore signals. Lamp-man were utilized to light the lamps on the signals during night time. Presently due to change in the earlier system, the requirement of these lamp-men has come down to zero.

- 3.16 **TTE Porters in Commercial deptt:** The TTEs are carrying their own bazaar ticket sellers are utilized to collect the daily rent from the bazaars which are available around the surrounding area of station premises on railway land. The staff is provided under Engineering (works) department. Due to outsourcing of major activities the work of works department has got reduced. As such this job can be performed by the existing on roll staff in co-ordination with khalasis. The vacant post need not be filled up at this stage.
- 3.17 **BOX CARRIER:** As per the guidelines of Railway Board the Drivers & Guards are being provided with handy line boxes in place of the old big ones and carrying of these boxes have also been outsourced in most of the places. This has led to surplus of box carriers.

CHAPTER-IV

4.0 CRITICAL ANALYSIS WITH RECOMMENDATIONS :

- 4.1 Indian Railway is one of the largest organizations catering to the transportation needs all over the country. In order to maintain smooth functioning, staffs were utilized in almost all the spheres. With the development of modern technology and present system of working, the work load in many of the units have either been reduced or become redundant. The action plan for the future is to be planned with a view to reduce the intervention of man-power in the routine day-to-day activities. This not only saves time and man-power but also is cost effective. To cope up with this and get maximum yield, introduction of modern equipments in all the spheres have already been undertaken by the departments. In view of the present scenario, the surplus man-power rendered due to modernization has to be done away with. In view of the ongoing trend it would not be out of the context to state here that the posts which are non essential or which are non-safety in nature and are lying vacant since long should be declared as redundant and surrendered so that in future, posts related with safety and train movement can be created through “matching surrender”, if required. The work study team after thorough field study and proper interaction with the concerned supervisors of the units have come to a conclusion that there is no necessity to keep these posts which are lying vacant since long :

Deptt	Designation	Vacancy	Proposed for surrender
ENGG	Data Base Analyst	1	1
	Cook/Masalchi	2	2
	Bridge Mistry	2	2
	Bridge Watchman	10	10
	Sanitary Cleaner	2	2
ADMN	Supdt + Ch. Typist	2	2
Medical	Safaiwala	15	15
	Hospital Cleaner	2	2
	Hospital Attendant	6	6
	Malaria KSI	1	1
Electrical /OP	Safaiwala	5	5
	Bearer/Masalchi	4	4
Electrical / G	Sr. Clerk	12	5
	Record Sorter	2	2

Deptt	Designation	Vacancy	Proposed for surrender
Mechanical	Safaiwala	5	5
	SSE/Boiler	1	1
Signal & Tele	Peon	3	3
	Telephone opt	1	1
Signal W/Shop	Store Khalasi	2	2
	Lorry Cleaner	1	1
Operating	Office Peon	2	2
	Station Peon	4	4
	Lamp Man	1	1
Commercial	Hamal	3	3
	TTE Porter	2	2
	Marker	1	1
	Cook	1	1
TOTAL		93	86

Recommendation – I :

The 86 ‘vacant’ posts from the non-safety categories lying vacant since long, may be surrendered outright.

CHAPTER-V

5.0 FINANCIAL EVALUATION

In reference to the recommendations made in the study report the financial evaluation on the basis of surrender of **86** 'vacant' posts is as under:-

Sl	Desgn	No. of posts	Level	Pay	Avg. Pay	DA @ 9%	Monthly cost per staff	Total cost per month
1	Lowest grade @ Rs 18000 (L-1)	86	1	18000- 56900	37450	3370	40820	3510520
TOTAL								3510520

The annual savings on account of surrender of 86 'vacant' posts = ` 35,10,520/-x 12

= ` **421,26,240/-**

Say **421 lakhs per annum approx.**

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