

# **SOUTH WESTERN RAILWAY**



## **Work Study**

**on**

### **“ Review of Staff strength of SSE/P.Way Units in UBL Division ”**

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## **SYNOPSIS**

A Work- Study on Review of staff strength in SSE/P.Way Units of UBL Division was conducted in April 2018. During the study it was noticed that the present sanctioned strength in SSE/P.WAY of UBL Division are **3338 posts** of TM-Gr-I,Gr-II,Gr-III,Gr-IV and **2984** incumbents are available against these sanctioned posts with **354** vacant posts as per the vacancy statement as on 01.04.2018 of Sr.DPO/O/UBL.

As per Dy.CE/(General) MPR statement for the month of March - 2018 the total ETKM of UBL division is - **2368.54**.

The data collected was evaluated as per Indian Railway Benchmarking current IR average. After critical examination with the existing pattern of work, work study team opines that the requirement of staff under SSE/P.way is **3150** duly applying Railway Board Benchmarking report of Dec-2017 i.e 1.33 men per ETKM (Divisions having more than 2250 ETkms).

Hence Work study team recommend for surrender of **188 vacant** posts (**3338 - 3150**) in SSE/P.way units of UBL division which are found surplus to the requirement based on the Railway Board Benchmarking report of Dec-2017.

It is to ensure judicious assignment of workload to gang staff, uniformity of manpower provision commensurate with work load, optimisation of manpower, improvement of work culture, uniform degree of track maintenance.

Optimisation of manpower results in improvement of work culture, and increase in productivity.

During the study it was noticed that **130** vacant posts in SSE/P.Way Units of UBL Division have been proposed to surrender by CTE/SWR/UBL vide letter dated 20/03/2018 for creation of posts in TMO units.

## **TERMS OF REFERENCE**

As per the instructions of AGM/SWR, a study on Review of work load of SSE/P.Way units of UBL Divisions was conducted in April – 2018.

The goal was to bring in perceptible changes in day to management from the point of view of improved processes, effective tools/ technology, reduce lead time for entire process and bring in safety & ease to workers.

## **METHODOLOGY**

- Collection of data.
- Railway Boards Benchmarking report.

## SUMMARY OF RECOMMENDATIONS

The work–study team collected the details of staff strength of SSE/P.Way Units of UBL Division statement from the office of Sr.DPO/O/UBL and ETKM details from PCE/O/UBL. The requirement of staff for SSE/P.Way Units of UBL Division was calculated based on the Railway Board Benchmarking report of Dec-2017.

Staff strength of SSE/P.Way Units of UBL Division – 3338 posts (TM-Gr-I, II, III & IV) as per vacancy position statement of SR.DPO/O/UBL as on 01.04.2018 is enclosed as (Annexure – I).

ETKM of SSE/P.Way Units of UBL Division - **2368.54** as per Dy.CE/(General)/UBL MPR statement for the month of March -2018 is enclosed as (Annexure – II).

The Work Study Team analyzed the Manpower requirement for SSE/P.Way Units of UBL Division based on the Railway Board Benchmarking report of Dec-2017 i.e **1.33** men per ETKM (Divisions having more than 2250 ETkms) is enclosed as (Annexure – III).

Total sanctioned posts in SSE/P.Way Units of UBL Division ( as per vacancy statement of Sr. DPO/UBL)	Actual requirement of staff as per current IR average of Dec-2017 = 1.33 men per ETKM	No. of vacant posts recommended for surrender which are found surplus to the requirement
3338 (TM-Gr-I, II, III & IV)	Total ETKM = 2368.54 $2368.54 \times 1.33 = 3150$ Total requirement = 3150 men	$3338 - 3150 = 188$ vacant posts

The **188** vacant posts which are found surplus to the requirement in SSE/P.Way Units of UBL Division as per Railway Board Benchmarking report of Dec-2017. During the study it was noticed that **130** vacant posts in SSE/P.Way Units of UBL Division have been proposed to surrender by CTE/SWR/UBL vide letter dated 20/03/2018 for creation of posts in TMO units. is enclosed as (Annexure – IV).

## CHAPTER - I

### Existing Manpower

Sanctioned Staff strength of Track Maintainers in SSE/P.WAY units of UBL Division are as per Sr.DPO/O/UBL vacancy statement as on 01.04.2018 is shown below:-

SL. No.	DESIGNATION	GP	S	A	V
01.	Track Maintainer Gr-I	2,800	203	85	118
02.	Track Maintainer Gr-II	2,400	404	267	137
03.	Track Maintainer Gr-III	1,900	741	644	97
04.	Track Maintainer Gr-IV	1,800	1990	1988	02
	<b>Total</b>		<b>3338</b>	<b>2984</b>	<b>354</b>

## CHAPTER - II

### Work Load

#### (A) PRIMARY MAINTENANCE:

These are directly related to P.Way maintenance, needing manpower based on continuous length of track, further classified as follows:

(i) Activities T (Affected by Traffic Density: These are aimed at achieving safety and acceptable running quality, commensurate with the loads and speeds carried.

(ii) Activities R (Routine: Unaffected by Traffic Density): These are for maintaining track, formation and other integrated assets, which are of routine nature, but quite important for train operation and for achieving reliability and long life of assets.

## **(B) AUXILIARY MAINTENANCE ACTIVITIES:**

These are related to upkeep of P.Way section as a whole, needing manpower based on localised problems, special features and geographical nature of P.Way section, further classifies as follows:

(i) Activities M (Miscellaneous): For these activities, the quantum of work arising in the P.Way section can be assessed on a universally adoptable basis and the yardstick relating mandays requirement to output is rationally stipulated for each subactivity.

(ii) Activities S (Site-specific): For these activities, the quantum of work arising varies from location to location depending on site-specific features of the P.Way section and the yardstick is stipulated generally based on past experience.

**Each of the activity T, R, M & S may be further broke down into sub-activities. As regards Activity T and R, the subactivities will be as follows:**

### **ACTIVITY -T**

#### **AFFECTED BY TRAFFIC DENSITY**

##### **Machine packed track (non-suburban)**

#### **(1) Slack attention to**

- a. Bad spots
- b. Low joints, (FP or welded), Glued joints
- c. SEJ (1 No. per km.)
- d. Minor curve realignment

#### **(2) For tie tamper working**

- a. Pretamping operations
- b. Along with tamper
- c. Post tamping operations

#### **(3) Casual Renewal of**

- a. Rails
- b. Sleepers
- c. Fasteners (along with regauging)

#### **(4) Repair Welding**

### **ACTIVITY- R**

#### **UNAFFECTED BY TRAFFIC DENSITY Machine packed track (non-suburban)**

- (1). Lubrication of ERCs
- (2). Shallow Screening (1/5 length)
- (3). Loading, leading, unloading
- (4). Overhauling of level crossing
- (5). Watching caution spots & Miscellaneous
- (6). Tree cutting for visibility
- (7). Lubrication of rails in curves
- (8). Accident relief and carcass removal in runover cases
- (9). Bridge sleeper attention & renewal
- (10). Pre monsoon attention, such as clearing of drains and waterways, cess repairs, dweeding of track and attention to cuttings and trolley refuges.
- (11). Creep pulling (approaches of bridge, turnout)
- (12). Rectifying damage to L/C posts and gates

**As regards Activity M, the subactivities will be as follows and these are common for any of the three types of track.**

- (1). Monsoon patrolling
- (2). Hot weather patrolling for LWR track
- (3). Cold weather patrolling for LWR track
- (4). Watching of vulnerable locations
- (5). Gate keeping at Engineering level crossings
- (6). Rest giving for keymen
- (7). Waterman duty (to serve the gang)
- (8). Store watchman duty (at isolated locations of P.Way material store)

**As regards Activity S, the subactivities will be as follows and these are common for any of the three types of track.**

- (1). Tunnel maintenance
- (2). Bridge substructure maintenance
- (3). Long girder bridge maintenance
- (4). Extra workload due to very sharp curves, deep cuttings and steep gradients.
- (5). Maintenance of track on extremely bad formation.
- (6). Look-out man duty (for the safety of gang)
- (7). Fog signal man duty (to assist Traffic Department)
- (8). Filth removal from track (within city limits)
- (9). Security patrolling
- (10). Watching of water level in suburban section during monsoon and stopping of trains as soon as found necessary.



## CHAPTER – III

### CONCLUSION:

SSE/P.Way units of UBL division is having total sanctioned posts of Track Maintainers is **3338 posts to man the** UBL Division ETKM of 2368.54.

Work study team concluded with surrender of 188 vacant posts from 3338 sanctioned posts in Track Maintainers -Gr-I, II, III&IV under SSE/P.Way Units of UBL Division and the money value obtained from these surrenders may be utilised for the creation of posts for the new assets. Implementation of work study recommendations, SWR can save Rs. **11, 14.96, 770.00** per annum.

## CHAPTER – IV

### FINANCIAL IMPLICATIONS:

Implementation of work study recommendations, SWR can save **Rs.11,14,96,770.00** per annum is shown below:-

SL. No.	Category	S	A	V	No. of vacant posts recommended for surrender	Emoluments per month in Rs.	Total Emoluments per annum in Rs.
1.	Track Maintainer-Gr-I (2,800)	203	85	118	Nil	Nil	Nil
2.	Track Maintainer-Gr-II (2,400)	404	267	137	89	55965	<b>5,97,70,620.00</b>
3.	Track Maintainer-Gr-III (1,900)	741	644	97	97	43628	<b>5,07,82,410.00</b>
4.	Track Maintainer-Gr-IV (1,800)	1990	1988	02	02	39323	<b>9,43,740.00</b>
	<b>Total</b>	<b>3338</b>	<b>2984</b>	<b>354</b>	<b>188</b>	-	<b>11,14,96,770.00</b>

## ANNEXURES

<b>Sl. No.</b>	<b>Description</b>	<b>Annexures</b>
<b>1.</b>	Vacancy statement as on 01.04.2018 of Track Maintainers (Gr-I,II,III&IV) in SSE/P.Way Units of UBL Division as per Sr.DPO/O/UBL.	<b>I</b>
<b>2.</b>	ETKM details as per Dy.CE/G/UBL statement of March-2018	<b>II</b>
<b>3.</b>	Railway Board Benchmarking report of Dec -2017	<b>III</b>
<b>4.</b>	CTE/SWR letter dated;20.03.2018	<b>IV</b>