

SOUTH WESTERN RAILWAY



Work Study Report

on

**“Review of Staff Strength of Blacksmith in SSE/Works units/UBL
of Engineering Department of Hubli Division”**

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The Work-Study team is also thankful to all the supervisory staff for their co-operation in carrying out the Work-Study effectively.

SYNOPSIS

Work-Study on “Review of staff strength of Blacksmith was conducted in SSE/Works units/UBL of UBL Division. Out of 13 units of SSE/Works of UBL Division the sanctioned strength of Blacksmith Category is available only in **03** units, i.e. SSE/W/WW/UBL – **01** post, SSE/W/M/UBL – **01** post & SSE/W/WS/UBLS– 01 post. Against which 02 vacant posts in (Grade-II and Grade-III) and **04** excess incumbents are available as per Sr.DPO/UBL unit wise SAVE position of Works-Civil ENGG.Department, UBL as on 06.04.2018.

The data collected was evaluated as per general principles of work-study. After critical examination with the existing pattern of work, Work Study team opines that the workload of Blacksmith in the unit of SSE/W/WW/UBL is absolutely Nil, in other two units SSE/W/M/UBL and SSE/W/WS/UBLS is bare minimum and the work has been managed through Zonal Works Contract as stated by respective unit incharges.

Hence, work study team recommends for surrender of all the sanctioned **03** posts of Blacksmith category and redeployment of **05** incumbents immediately in the above 03 units.

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

TERMS OF REFERENCE

As per the instructions of AGM/SWR, a study for “Review of staff strength of Blacksmith in SSE/Works units in Engineering department of UBL division has been carried out.

METHODOLOGY

- Collection of data from site.
- Discussions with field officials and staff.
- Critical Analysis.

SUMMARY OF RECOMMENDATIONS

The Work–Study team collected the details of staff strength from the office of Sr.DPO/UBL and the workload from the SSE/W units of UBL Division. The Work-Study team critically analyzed the requirement of staff based on the data collected duly applying general principal of work study.

Sr. DPO/UBL vacancy statement of Blacksmith category of April - 2018, in 03 units of SSE/W/units of UBL division is enclosed as **Annexure -I**.

There is no specific yardstick for assessing the work load of Blacksmith category.

SSE/W/WW/UBL vide his letter dated;30/04/2018 has stated that there is no workload of Blacksmith in his unit enclosed as **Annexure -II**.

SSE/W/WS/UBLS vide his letter dated; 09/05/2018 and SSE/W/M/UBL vide his letter dated; 21/05/2018 has stated that the workload of Blacksmith in their units are bare minimum and the work is managed through Zonal contract is enclosed as **Annexure –III and IV**.

Hence work study team recommends for surrender of all the sanctioned **03** posts of Blacksmith category in the above 03 units. The money value thus obtained can be utilised for creation of safety category posts in the same department.

During the discussion with DEN/HQ/UBL it was agreed to surrender the posts.

CHAPTER – I

INTRODUCTION:-

Capital and labour are the basic factors of production for any organization. The role of these two factors is complimentary and not supplementary. While the capital provides for basic infrastructure, labour makes use of the same and contributes for production. The requisite production cannot be achieved in the absence of any of these two factors.

Human resources are the most indispensable asset of any organization. Effective utilization of this asset is the prime responsibility of the Management, especially for an organization like Indian Railways, The Engineering Department is one of the important department in Indian Railways and first largest department in terms of manpower employed.

The work force cost constitutes around 40% (excluding pension) of gross ordinary working expenses of Indian Railways. Human resource development and manpower planning are thus crucial for Indian Railways financial viability. Continuous updating and designing of job descriptions, reduction of number of categories for job enrichment through multi skilling, qualifications and responsibilities are need of the day.

Review of work methods and sequences regularly, so as to create groups for execution of job whenever new technologies are introduced. The controlling of the manpower and its best utility is the need of the hour in the organization. It is realized that output of every individual railway employee has to be substantially optimized to enable the railway system to work with requisite economy and achieve more productivity.

Keeping the reforms in view, there should be sweeping changes in the content and composition of manpower.

In view of the fore said objectives, AGM/SWR has advised the Work-Study cell to take up study on “Review of Staff Strength of Blacksmith category in SSE/Works units of engineering department of UBL division.

CHAPTER - II

EXISTING SCENARIO: -

A) SSE/W/WW/UBL

Sl.No	Category/designation	Grade pay	Sanction	Actual	Vacancy	Excess
1 .	MCM	4200.00	Nil	01	Nil	01
2.	TECHNICIAN (SMITHY) -I	2800.00	01	03	Nil	02
	Total		01	04	Nil	03

B) SSE/W/M/UBL

Sl.No	Category/designation	Grade pay	Sanction	Actual	Vacancy	Excess
1.	TECHNICIAN (SMITHY)-II	2800.00	Nil	01	Nil	01
2.	TECHNICIAN (SMITHY)-II	2400.00	01	Nil	01	Nil
	Total		01	01	01	01

C) SSE/W/WS/UBLS

Sl.No	Category/designation	Grade pay	Sanction	Actual	Vacancy	Excess
1.	TECHNICIAN (SMITHY) -III	1900.00	01	Nil	01	Nil
	Total		01	Nil	01	Nil

Total there are **02** vacant posts and **04** excess incumbents are available in the above three units of SSE/Works of Hubli.

Work load:-

A) SSE/W/WW/UBL

Sl. No.	Category/designation	Workload	Remarks
1.	TECHNICIAN (SMITHY) -I	Nil	Blacksmith is deputed for plumbing work

B) SSE/W/M/UBL

Sl. No.	Category/designation	Workload	Remarks
1.	TECHNICIAN (SMITHY) -II	Bare minimum	Work is managed through Zonal contract on need basis.

C) SSE/W/WS/UBLS

Sl. No.	Category/designation	Workload	Remarks
1.	TECHNICIAN (SMITHY) -III	Bare minimum	Work is managed through Zonal contract on need basis.

CHAPTER III

FINANCIAL IMPLICATIONS:

Implementation of work study recommendations will increase productivity in Engineering Department of UBL Division SWR can save **Rs. 19, 97,904.00** annually is shown below:-

A) SSE/W/WW/UBL:

SL No	Category	S	A	V	E	No. of posts		Emoluments per month in Rs	Annual Emoluments in Rs
						Live	Vacant		
1.	TECHNICIAN (SMITHY) –I (GP:2,800)	01	03	Nil	02	01	Nil	65,002.50	7,80,030.00
Total						01	Nil	65,002.50	7,80,030.00

B) SSE/W/M/UBL:

SL No	Category	S	A	V	E	No. of posts		Emoluments per month in Rs	Annual Emoluments in Rs
						Live	Vacant		
1.	TECHNICIAN (SMITHY) –II (GP:2,400)	01	Nil	01	Nil	Nil	01	57,031.00	6,84,372.00
Total						Nil	01	57,031.00	6,84,372.00

C) SSE/W/WS/UBL:

SL No	Category	S	A	V	E	No. of posts		Emoluments per month in Rs	Annual Emoluments in Rs
						Live	vacant		
1.	TECHNICIAN (SMITHY) –III (GP:1,900)	01	Nil	01	Nil	Nil	01	44,458.5	5,33,502.00
Total						Nil	01	44,458.5	5,33,502.00

Money value of A+B+C:

By surrendering 03 posts of Blacksmith category in the above 03 units of SSE/W/UBL Division , S.W. Railway can achieve an annual savings of **Rs. 19,97,904.00**

CHAPTER – IV

CONCLUSION:

Work study team concluded with surrender of **03** sanctioned posts (i.e in SSE/Works units of engineering department of UBL division immediately. The money value thus obtained from these surrenders may be utilised for the creation of posts for the new assets of engineering department.

ANNEXURES

Sl. No.	Description	Annexure
1.	Sr.DPO/UBL unit wise SAVE position of Works-Civil ENGG.Department, UBL as on 06.04.2018.	I
2.	SSE/W/WW/UBL work load letter dated;30/04/2018	II
3.	SSE/W/WS/UBLS work load letter dated;09/05/2018	III
4.	SSE/W/M/UBL work load letter dated;21/05/2018	IV