

WORK STUDY REPORT OF B.R.(BOXN REPAIR)SICK LINE/PTRU

PTRU is BOXN Repair freight examination depot of Indian Railways. On an average 22 premium empty rake, 2 end to end empty rake & 10 end to end loaded rake are examined in PTRU DOWN RECEPTION YARD (DRY). On an average 34 rakes are given intensive examination per month in DRY as per the statements of SSE/C&W/BOXN Repair/PTRU .

There are total 04 Intensive Examination lines which are used for examination by Mechanical (C&W) department. Line no. 1,2,3,4 are Intensive examination line .

Major reduction in wagon detachment can be achieved if on site repairs are carried.

The constraints are:-

1. Required 05 pathway for movement of material.
2. Supply of following material is affecting repairs –
 1. Door hinge , door lock pin, door rivet
 2. M.S. Sheet 3.15 m.m.
 3. Gas (Oxygen+D.A.)
 4. Gravity patch
 5. Angle cock
 6. knuckle pin,
 7. Bearing piece of operating handle
 8. Side bearer top plate
 9. Operating handle
 - 10.Chain with screw
 - 11.BOXN door
 12. Angle 5 inch
3. Other facilities,machines & materials required for fast out turn of wagons at PTRU

MECHANICAL DEPARTMENT

- i) Door hinge , door lock pin, door rivet
- ii) M.S. Sheet 3.15 m.m.
- iii) Gas (Oxygen+D.A.)
- iv) Gravity patch
- v) Angle cock
- vi) knuckle pin,
- vii) Bearing piece of operating handle
- viii) Side bearer top plate
- ix) Operating handle
- x) Chain with screw
- xi) BOXN door
- xii) Angle 5 inch

ELECTRICAL GENERAL DEPARTMENT

- i. Three phase welding supply in Yard.
- ii. Adequate lighting in Yard, machine section where night shift working is done

STORE DEPARTMENT

Supply of Stock/Non stock item is unsatisfactory adversely affecting repairs position .

FINANCE DEPARTMENT

Cash imprest is Zero. It needs to enhance to at least Rupees 30000 immediately so that petty repairs etc can be carried out expeditiously.

ENGINEERING DEPARTMENT

- i. Required cover drainage at different locations.
- ii. Required Pathway in Line – 1, Line-2, Line-3 and Line-4 .

Chapter –I

Introduction :-

- C&W Depot PTRU is a Wagon maintenance depot of DHN Division of East Central Railway. Average 1.2 Rake of Wagon maintained per day.
- C&W depot is functioning at PTRU.
- C&W depot PTRU is functioning under the control of Sr. DME DHN and he is assisted by , AME/ DHN & other staffs

In pursuance of Railway Board's order, Efficiency Cell HJP, has taken into consideration the review of staff strength of group C&D Staff of C&W Depot of PTRU .

- Methodology: -
 - Discussion with Sr. DME/ DHN
 - .Discussion with . AME/ DHN.
 - Discussion with SSE/C&W/ PTRU
 - Assessment of work load.
 - Arriving of staff requirement.

Chapter-II

Present Scenario :-

PTRU is BOXN Repair freight examination depot of Indian Railways. On an average 22 premium empty rake, 2 end to end empty rake & 10 end to end loaded rake are examined in PTRU DOWN RECEPTION YARD (DRY). On an average 34 rakes are given intensive examination per month in DRY as per the statements of SSE/C&W/BOXN Repair/PTRU .

There are total 04 Intensive Examination lines which are used for examination by Mechanical (C&W) department. Line no. 1,2,3,4 are Intensive examination line .

The actual staff strength of C&W Depot PTRU is 122 against the sanctioned strength 199. (Reference Annexure-1) as per gradation list for the month of March- 2019

The Sick line activities of C&W/PTRU Depot are –

- Empty wagon corrosion repair.
- Brake gear fitting.
- Wheel changing .
- Spring changing.
- Top and bottom costing changing.
- Boloster spring changing.
- D.V. changing.
- Angle cock changing.
- Enroute Trouble
- Store
- Statistical Work
- Millwright
- Brake down
- Chainpur station ,Ray, Khilari and Hazaribagh Station.
- CWS office

CWS Office:- Work of ministerial staffs of C&W Depot PTRU are following.

- Change Sheet of staffs who transfer for other depot for promotion and other.
- IOD process is done here if any staff is injured during in duty.
- Transfer and promotion of staffs.
- Death, Settlement & Retirement of staffs.
- RMC Sick & Fit record and Sick commutation of staffs.
- Pay Sheet of 122 staffs and Training Staffs per month .
- Leave application posting in register of staffs and keep application for record.
- To mention Leave sheet of staffs in every month and renewal of leave sheet per year.
- Leave encashment of staffs every month .
- Proposal of material for depot
- Sr.S.E/ IC/C&W inspection.
- C&W depot officer inspection.
- D ME inspection
- Sr DME inspection.
- Census of Wagon file.
- Issue Clearance for retired staffs , transfer staffs
- Record of quarter allotment application and quarter vacation application of staffs.
- Retention of quarter for transfer staffs and retired staffs.
- File for refusal of application.
- Allotment of quarter.
- All ministerial work for group-D staffs.
- In pass section issued 122 privilege pass and PTO.
- Issued of out Station Duty pass.
- Issued complementary pass.
- Issued of Medical card for staffs.
- PF loan & ECS Loan application.
- Retired family identity card.
- Inventory file.
- Fright MCDO per months.
- Spare of staffs for other depot. Miscellaneous work.
- Refresher course of staffs and supervisor.
- ACR of staffs for 122 staffs.
- TA & OT of staffs.
- DAR cases (SF-11, and SF-5)

Chapter-III

Critical Analysis :—

Work study team has examined the work load of C&W Department PTRU and made its justification as under :-

For successful and smooth running of an organization, financial viability of assets and man power has to be taken into consideration.

Hence administration should consider the utility of C&W staff based on need base for miscellaneous work.

BOS		= 199
MOR		= 122
Vacancy		= 77
Requirement as per work study team		=198
Excess staff	199-198	=01 Staff

CHAPTER:- IV

Recommendation:-

BOS = 199

MOR = 122

Vac.= 77

After going through the requirement of staff the work study team recommends to surrender 01 vacant posts of Night chowkidar.

BOS = 199

MOR = 122

Vacancy = 77

Requirement as per work study team = 198

Excess staff 199- 198 = 01 Staff

Excess staff i.e. 01 vacant post of Night chowkidar may be surrendered and financial saving will be 5.03 lakh per annum.

CHAPTER: - V

Financial saving-

If the recommendation of the study report is implemented, the annual recurring financial savings will be as under:

S.No.	Category	Scale of Pay(Rs)	Grade Pay	No. of Post	Mean pay per month (Rs)	Annual financial savings (Rs)
1.	Night chowkidar	5200-20200	1800	01	41944	503328
Total				01		503328 i.e 5.03 lakh

CHAPTER VI

Summary :-

After critically examining the work load of various categories of Staffs working in C&W Depot PTRU, the work study team proposes as below:-

S.No	Designation	BOS	Man on Roll	Requirement as per WS	Proposed surrender	Remark
1.	Night chowkidar	01	00	00	01	01 vacant post may be surrendered
Total		01	00	00	01	

Total post proposed for surrender = 01

Annexure-A

Sub. :- Staff strength of C&W depot PTRU as 13.03.19 :-

1	2	3	4	5	6	7	8
S. No	Department	Category	Scale	Grade Pay	Sanctioned Strength	Men on Roll	Vacancy
1	Mech.(C&W)	Sr. SE	9300-34800	4600	11	09	02
2	Mech.(C&W)	JE	5200-20200	4200	07	01	06
3	Mech.(C&W)	Fitter (MCM)	5200-20200	4200	30	29	01
4	Mech.(C&W)	Fitter Gr. I	5200-20200	2800	66	03	63
5	Mech.(C&W)	Fitter Gr. II	9300-34800	2400	08	04	04
6	Mech.(C&W)	Fitter Gr. III	5200-20200	1900	17	05	12
7	Mech.(C&W)	MCM(Welder)	5200-20200	4200	04	05	+01
8	Mech.(C&W)	Welder Gr. I	5200-20200	2800	07	03	04
9	Mech.(C&W)	Welder Gr. II	9300-34800	2400	01	02	+01
10	Mech.(C&W)	Welder Gr. III	5200-20200	1900	02	02	00
11	Mech.(C&W)	MCM Blacksmith	9300-34800	4200	01	01	00
12	Mech.(C&W)	Blacksmith Gr. I	5200-20200	2800	01	01	00
13	Mech.(C&W)	Blacksmith Gr. II	5200-20200	2400	00	00	00
14	Mech.(C&W)	Blacksmith Gr. III	5200-20200	1900	01	00	01
15	Mech.(C&W)	Cr.Dr.MCM	9300-34800	4200	00	00	00
16	Mech.(C&W)	Cr. Dr. Gr.I	5200-20200	2800	01	00	01
17	Mech.(C&W)	Cr. Dr. Gr.II	5200-20200	2400	00	01	+01
18	Mech.(C&W)	Cr. Dr. Gr.III	5200-20200	1900	00	00	00
19	Mech.(C&W)	Store khalasi	5200-20200	1900	2	0	2

20	Mech.(C&W)	Helper	5200-20200	1800	33	52	+19
21	Mech.(C&W)	Night chowkidar	5200-20200	1800	01	00	01
22	Mech.(C&W)	COS	9300-34800	4600	01	03	+02
23	Mech.(C&W)	OS	9300-34800	4200	04	01	03
24	Mech.(C&W)	Jr. Clerk Gr.I	5200-20200	2800	00	00	00
25	MCM(C&W)	Jr. Clerk Gr.II	9300-34800	1900	01	00	01
Total					199	122	77

EAST CENTRAL RAILWAY

Office of the

**General Manager(Vig.)
Hajipur**

No.: - ECR/Efficiency/WSR/DHN/18-19/18

Dated: 03.04.19

**Sr. DME(C&W)
East Central Railway,
Dhanbad**

**Sub.:- Work study report on adequacy of staff strength work of C&W
Depot, PTRU.**

In connection to the above it is intimated that a work study has been conducted on adequacy of staff strength of C&W Depot. PTRU. The work study team has recommended to surrender 01 vacant posts of Night chowkidar.

Hence it is requested to scrutinize the work study report and send the reply within 10 days, so that the report may be finalized and intimated to Railway Board.

DA: Work study report in 09 pages.

(A.Khalifa)
Efficiency Officer
For SDGM

Copy to: (i) PCME/HJP for kind information please.
(ii) PCPO/ HJP for kind information please.
(iii) ADRM/ DHN for kind information please.
(iv) Sr. DPO / DHN for kind information please

For SDGM

EXECUTIVE SUMMARY

Study No.	ECR/Efficiency/WSR/DHN/18-19/18
Subject	Review of staff strength of C&W Depot,PTRU.
Area	C&W Depot, PTRU.
Division	DHN
Department	Mechanical
Terms of Reference	Assessment of Man Power requirement
Total No. of Recommendations	01
Post recommended for surrender.	01
Financial Implication	5.03 Lakh
Month of Circulation	March.2019

EAST CENTRAL RAILWAY



WORK STUDY REPORT

To assess the utility of C&W Depot, PTRU

By

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

STUDY NO. ECR/EFFICIENCY/WSR/DHN/18-19/18

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REVIEW

OF

Staff strength of

C&W Depot, PTRU

ECR/Effi/WSR/DHN/18-19/18

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