

**NORTHEAST FRONTIER RAILWAY**



**WORK STUDY REPORT ON ADEQUACY OF STAFF STRENGTH OF  
SSE/WORKS/DMV, CPK & JID UNDER Sr.DEN/C/LMG OF N.F.RAILWAY**

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**STUDY NO. WSNF/29/2019-20**

**CASE NO. Z/375/10/29/19- 20.**

**CENTRAL PLANNING ORGANISATION**

**N. F. RAILWAY/MALIGAON**

**GUWAHATI - 781011.**

## **EXECUTIVE SUMMARY**

**SUBJECT:** Work study for “Adequacy of staff strength of Engineering deptt of SSE/WORKS/DMV, CPK & JID Under Sr DEN/C/ LMG” (Work study No. WSNF/29 /2019 – ‘20)

**STUDY NO:** WSNF/29 /2019 – 20.

**CASE NO :** Z/375/10/29/19 - 20.

**AUTHORITY:** SDGM/MLG

**CONCERN DIV:** LMG

**DEPARTMENT:** Engineering/Works/LMG.

### **TERMS OF REFERENCE:**

To assess the requirements of staff strengths of Engineering branch at **SSE/WORKS/DMV, CPK & JID** under Sr DEN/C/LMG.

### **NO. OF RECOMMENDATION:** 1 (One)

After critical examination of the workload and activities a total 10 Nos. of posts (out of which 05 Nos. of Trolley man are manned, these trolley man have no trade utility as there is no trolley is used by the concerned SSE/Works) are identified surplus of Artisan category Viz. Tech Gr.I Fitter – 01 No, Tech Gr-I Painter – 01 No, Trolley man – 02 Nos, **of SSE/Works/DMV**, SWM – 01 No, & Tech Gr I SPA – 01 No. **of SSE/Works/CPK & SWM-01 Nos. & Trolley Man- 03 Nos of SSE/Works/JID** under Sr. DEN/C/LMG, which may be surrendered and the BOS may be corrected accordingly.

**FINANCIAL ACHIEVEMENT:** Projected manpower surrenders = 10 Nos.

Projected financial saving = 31.27 **Lakhs per anum.**

**MONTH AND YEAR OF CIRCULATION :** JUNE/2019

## **I N D E X**

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## **CHAPTER-I**

### **1.0 INTRODUCTION:**

The Railway administration has to make the best of its resources including manpower keeping them at the optimum level to attain the financial viability. Taking into consideration to these objectives, the Railway Board has emphasized to take up review on staff strength of various departments in the Railway. In pursuance with this policy of Railway Board, the Central Planning Organization has conducted this work study to assess the requirements of staff strengths in engineering branch at **SSE/WORKS/DMV, CPK & JID** under Sr DEN/C/LMG.

### **1.1 RATIONALE FOR CONDUCTING THIS STUDY:**

- Man power is the most costly and precious resource over Indian Railway and right sizing is the need of the hour.
- Focussing attention on core activities by reducing/elimination of non- core activities.
- Improving the efficiency (output/input) either by improving the output (numerator) or by decreasing the input (denominator).
- Up-gradation/introduction of automation/innovations
- Outsourcing of noncore activity.
- Availability of better process/technology.
- Reducing/removing redundancy in work.

### **1.2 AUTHORITY: SDGM of N.F.Railway.**

### **1.3 TERMS OF REFERENCE :**

Engineering Department (Works) under Sr DEN/C/LMG.

### **1.4 METHODOLOGY**

#### **Discussion with Sr DEN/C/LMG, and nominated subordinate;**

Before conducting this study a discussion was made with Sr DEN/C/LMG who has been nominated Shri B.N.Dasgupta, ADEN/II/LMG as Associated Officer and Shri **Kalyan Das, SSE/W/IC/DMV, SHRI D.K. Baruah, SSE/W/IC/CPK, MD. J.U.Ahmed,/W/IC/JID** as associated inspector. The BOS as on 01.4.2018 is collected from the concern section of Sr DPO/LMG's office.

- a) Collection of data from respective stations relating to workload.
- b) Discussion with Sr DEN/C & Subordinates for obtaining their views.
- c) Assess the workload for other activity.
- d) Assess the staff requirements for the above workload.

### **1.5 ACKNOWLEDGEMENT:**

Work study team is grateful to Sri Hari Singh, Sr DEN/C/LMG, Shri B.N. Dasgupta, ADEN/II/LMG as Associated Officer and Shri Kalyan Das, SSE/W/IC/DMV, SHRI D.K. Baruah, SSE/W/IC/CPK, MD. J.U.Ahmed,/W/IC/JID for their kind guidance and co-operation for conducting this study.

## **CHAPTER-II**

### **2.0 SUMMARY OF WORK LOAD:**

#### **2.1 Work load of Painter:**

This category are employed for painting various Engg office buildings, Railway colonies, doors, windows & lettering works in railway premises. On scrutinizing detailed work load and discussion with the concerned SSE & officers brought to notice that presently these works are accomplished by engaging the contractor/agency. Hence, this category is of no viable importance & also to mention that this post is lying vacant since long.

#### **2.2 Work load of Fitter:**

This category is employed to look after the plumbing , water pipeline repairing jointing work etc. of Railway premises and colonies and maintain the water line network trouble free in day to day working. Presently these works are accomplished by engaging the contractor/agency and these fitter categories are employed to keep vigil and monitor the same as and when it is required.

#### **2.3 Work load of SPA (Gr.II):**

This category Known as Stationery Plant Attendants are employed for operating Diesel Generating sets for station building which are no more with engineering department. Station lighting and signalling standby supply are maintained by electrical and S&T department. Hence, this category are no more important in this department. SPA's are now-a-days employed for operating station utilised motor/plant switching operations only.

#### **2.4 Work Load of Trolleyman:**

This category is engaged for escorting & operating trolley during inspection by the officers engaged in schedule section of Engg deptt. During natural calamities they are utilized to operate the trolley & move to support the rescue operation conducted by railways. Moreover, **this category is already declared as diminishing category vide GM/P/MLG's letter no. E/59/III-4(C) Pt. V-B, Dtd. 16/10/2010.**

#### **2.5 Work load of Watchman:**

Work load of watchman is to keep the assets in safe custody. But now-a-days mostly work is accomplished by Contractor/Out agency, hence the necessity of W/man is substantially reduced and to meet the present requirement.

**Staff strength of SSE/Works/DMV**

Sl No	Category	Pay Band	Grade Pay	Sanction	On Roll	Vacancy
1	SSE	9300-34,800/-	4600/-	<b>02</b>	<b>03</b>	<b>01 excess</b>
2	OS	9300-34,800/-	4200/-	<b>01</b>	<b>01</b>	<b>0</b>
3	Sr Tech FPO	9300-34,800/-	4200/-	01	0	01
4	Tech II FPO	5200-20,200/-	2400/-	01	0	01
5	Tech Gr I Carpenter	5200-20,200/-	2800/-	01	01	0
6	Tech Gr II Carpenter	5200-20,200/-	2400/-	01	0	01
7	Tech Gr III Carpenter	5200-20,200/-	1900/-	01	0	01
8	Tech Gr-I Fitter	5200-20,200/-	2800/-	03	0	03
9	Tech GR-I Mason	5200-20,200/-	2800/-	01	0	01
10	Tech I Painter	5200-20,200/-	2800/-	01	0	01
11	Tech – I S/Mason	5200-20,200/-	2800/-	01	0	01
12	Tech – II S/Mason	5200-20,200/-	2400/-	0	01	01 Excess
13	Khalasi Helper	5200-20,200/-	1800/-	07	02	05
14	Khalasi Helper LR	5200-20,200/-	1800/-	02	07	05 excess
15	Sr.Watchman	5200-20,200/-	1800/-	02	02	0
16	Trolley man	5200-20,200/-	1800/-	02	02	0
			<b>TOTAL</b>	<b>27</b>	<b>19</b>	<b>08</b>

**Staff strength of SSE/Works/CPK**

Sl No	Category	Pay Band	Grade Pay	Sanction	On Roll	Vacancy
1	SSE	9300-34,800/-	4600/-	02	02	0
2	JE	9300-34,800/-	4200/-	0	01	01Excess
3	Sr Tech FPO	9300-34,800/-	4200/-	01	01	0
4	Tech Gr I FPO	5200-20,200/-	2800/-	02	0	02
5	Tech B/Smith Gr I	5200-20,200/-	2800/-	0	01	01Excess
6	Sr. Tech Carpenter	9300-34,800/-	4200/-	01	0	01
7	Tech Gr I Carpenter	5200-20,200/-	2800/-	02	0	02
8	Tech Carpenter Gr-II	5200-20,200/-	2400/-	0	0	0
9	Tech Carpenter Gr-III	5200-20,200/-	1900/-	0	01	01Excess
10	Tech Fitter GR-I	5200-20,200/-	2800/-	03	01	02
11	<b>Tech Fitter GR-III</b>	<b>5200-20,200/-</b>	<b>1900/-</b>	<b>01</b>	<b>0</b>	<b>01</b>
12	Sr Tech Fitter	9300-34,800/-	4200/-	0	01	01Excess
13	Tech Mason Gr– I	5200-20,200/-	2800/-	01	0	01
14	Sr. Tech Mason	9300-34,800/-	4200/-	0	01	01Excess
15	Tech Painter Gr-I	5200-20,200/-	2800/-	01	0	01
16	Tech Painter Gr-II	5200-20,200/-	2400/-	0	02	02 Excess
17	Tech Painter Gr-III	5200-20,200/-	1900/-	01	0	01
18	Tech S/Mason Gr-II	5200-20,200/-	2400/-	01	01	0
19	Khalasi Helper	5200-20,200/-	1800/-	05	04	01
20	SWM	5200-20,200/-	1800/-	01	0	01
21	Trolley man	5200-20,200/-	1800/-	04	04	0

22	Sr Tech SPA	9300-34,800/-	4200/-	01	0	01
<b>23</b>	<b>Tech-I SPA</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>
24	Tech-III SPA	5200-20,200/-	1900/-	01	0	01
			<b>TOTAL</b>	<b>29</b>	<b>20</b>	<b>09</b>

#### Staff strength of SSE/Works/JID

Sl No	Category	Pay Band	Grade Pay	Sanction	On Roll	Vacancy
1	SSE/Works	9300-34,800/-	4600/-	01	01	0
2	JE/Works	9300-34,800/-	4200/-	01	01	0
3	OS/II	9300-34,800/-	4200/-	01	01	0
4	Tech Gr I Carpenter	5200-20,200/-	2800/-	01	01	0
5	Tech Gr II Carpenter	5200-20,200/-	2400/-	01	0	01
6	Tech Fitter Gr-I	5200-20,200/-	2800/-	01	01	0
7	Tech Gr-II Fitter	5200-20,200/-	2400/-	01	01	0
8	Tech GR-I Mason	5200-20,200/-	2800/-	01	02	01 Excess
9	Tech I Painter	5200-20,200/-	2800/-	01	02	01 Excess
10	Tech – I S/Mason	5200-20,200/-	2800/-	01	0	01
11	Khalasi	5200-20,200/-	1800/-	07	04	03
12	SWM	5200-20,200/-	1800/-	03	02	01
13	Trolley man	5200-20,200/-	1800/-	03	03	0
			<b>TOTAL</b>	<b>23</b>	<b>19</b>	<b>04</b>

### CHAPTER-III

#### **3.0 CRITICAL ANALYSIS OF EXISTING WORKLOAD AND STAFF REQUIREMENTS:**

The activities and work load involved against various categories of staff under Sr DEN/C/LMG has already discussed in Chapter-II.

The Work Study Team critically examined the various activities & work load of SSE/Works/DMV,CPK & JID according to the activity-wise observation it is seen that work load is in decreasing trend. The reason is that numbers of activities are either off loaded or some activities are becoming obsolete. More over now-a-days maximum works are done by the Railway through contractual basis where mere supervision lies on the part of SSE/Works.

#### **3.1 EQUATED WORKLOAD OF SSE/WORKS/DMV**

**The Equated Plinth areas under SSE/WORKS/DMV are:**

- i) Equated Plinth area of Residential Quarters =  $28461.69 \times 0.7$  = 19923.18 Sq.m
- ii) Equated Plinth area of Service/Office Building =  $16427.42 \times 1$  = 16427.42 Sq.m
- iii) Equated Plinth area of Road =  $10780 \times 1.6$  = 17248.00 Sq.m

- iv) Equated Plinth area of Drain & pipe line = 12500 x 1 = 12500.00 Sq.m  
v) Equated Plinth area of Bridge = 573.73 x 1.6 = 917.96 Sq.m

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Total = 67016.56 Sq.m

#### Requirement of Technical Supervisor:

The workload of SSE/WORKS/ NBQ EPA in Sq.m. As recommended vide Diagnostic study Vol- II May'90 issued by RITES, the workload for an in charge may be 40,000 EPA in Sq.m.

Supervisor required = 67016.56 / 40000 = 1.67 Nos.  
L.R. = 1 No.

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Total = 2.67 Nos. Say 3Nos.

The Study Team is of the opinion that 03 Nos. of Supervisor may continue to manage the workload of SSE/Works/DMV.

#### Staff strength of SSE/Works/DMV

Sl No	Category	Pay Band	Grade Pay	Sanction	On Roll	Vacancy	Proposed BOS	Proposed surplus
1	SSE	9300-34,800/-	4600/-	02	03	01 excess	02	0
2	OS	9300-34,800/-	4200/-	01	01	0	01	0
3	Sr Tech FPO	9300-34,800/-	4200/-	01	0	01	01	0
4	Tech II FPO	5200-20,200/-	2400/-	01	0	01	01	0
5	Tech Gr I Carpenter	5200-20,200/-	2800/-	01	01	0	01	0
6	Tech Gr II Carpenter	5200-20,200/-	2400/-	01	0	01	01	0
7	Tech Gr III Carpenter	5200-20,200/-	1900/-	01	0	01	01	0
8	<b>Tech Gr-I Fitter</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>03</b>	<b>0</b>	<b>03</b>	<b>02</b>	<b>01</b>
9	Tech GR-I Mason	5200-20,200/-	2800/-	01	0	01	01	0
10	<b>Tech I Painter</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>01</b>
11	Tech – I S/Mason	5200-20,200/-	2800/-	01	0	01	01	0
12	Tech – II S/Mason	5200-20,200/-	2400/-	0	01	01 Excess	0	0
13	Khalasi Helper	5200-20,200/-	1800/-	07	02	05	07	0
14	Khalasi Helper LR	5200-20,200/-	1800/-	02	07	05 excess	02	0
15	Sr.Watchman	5200-20,200/-	1800/-	02	02	0	02	0
16	<b>Trolley man</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>02</b>	<b>02</b>	<b>0</b>	<b>0</b>	<b>02</b>
			TOTAL	27	19	08	23	04

#### Work load of Fitter:

This category is employed to look after the plumbing , water pipeline repairing jointing work etc. of Railway premises and colonies and maintain the water line network trouble free in day to day working. Presently these works are accomplished



by engaging the contractor/agency and these fitter categories are employed to keep vigil and monitor the same as and when it is required.

There are 03 nos of sanctioned posts against this category and presently all posts are vacant. Now-a-days the work load is reduced due to contractual work, so there is no necessity of keeping these vacant post & hence, **only 01 post may be recommended for surrender.**

#### **Work load of Painter:**

This category are employed for painting various Engg office buildings, Railway colonies, doors, windows & lettering works in railway premises. On scrutinizing detailed work load and discussion with the concerned SSE & officers brought to notice that presently these works are accomplished by engaging the contractor/agency. Hence, this category is of no viable importance & also to mention that this post is lying vacant since long. **Therefore, the lone vacant post of painter Gr-I category may be recommended for surrender.**

#### **Work Load of Trolleyman:**

This category is engaged for escorting & operating trolley during inspection by the officers engaged in schedule section of Engg deptt. During natural calamities they are utilized to operate the trolley & move to support the rescue operation conducted by railways. Moreover, **this category is already declared as diminishing category vide GM/P/MLG's letter no. E/59/III-4(C) Pt. V-B, Dtd. 16/10/2010.**

The work load submitted by concerned SSE/Works/DMV mentioned that no trolley is used & no utilization of trolley in this section. **The work study team recommends on this basis the trolley man post of this station, which are manned may recommend for surrender.** In case of necessity the trolley man post under SSE/Works/CPK may be utilized.

### **3.2. EQUATED WORKLOAD OF SSE/WORKS/CPK**

**The Equated Plinth areas under SSE/WORKS/CPK are:**

i) Equated Plinth area of Residential Quarters = $31182.0 \times 0.7$	= 21827.40 Sq.m
ii) Equated Plinth area of Service/Office Building = $10183.06 \times 1$	= 10183.06 Sq.m
iii) Equated Plinth area of Road = $19227.8 \times 1.6$	= 30764.48 Sq.m
iv) Equated Plinth area of Drain & pipe line = $6007.25 \times 1$	= 6007.25 Sq.m
v) Equated Plinth area of Bridge = $1364.63 \times 1.6$	= 2183.40 Sq.m
<hr/>	
Total	= 70965.59 Sq.m

#### **Requirement of Technical Supervisor:**

The workload of SSE/WORKS/ CPK EPA in Sq.m. As recommended vide Diagnostic study Vol- II May'90 issued by RITES, the workload for an in charge may be 40,000 EPA in Sq.m.

Supervisor required	= $70965.59 / 40000$	= 1.77 Nos.
L.R.		= 1 No.
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Total =2.77 Nos. Say 3 Nos.

The Study Team is of the opinion that 03 Nos. of Supervisor may continue to manage the workload of SSE/Works/CPK

### Staff strength of SSE/Works/CPK

Sl No	Category	Pay Band	Grade Pay	Sanction	On Roll	Vacancy	Proposed BOS	Proposed surplus
1	SSE	9300-34,800/-	4600/-	02	02	0	02	0
2	JE	9300-34,800/-	4200/-	0	01	01Excess	0	0
3	Sr Tech FPO	9300-34,800/-	4200/-	01	01	0	01	0
4	Tech Gr I FPO	5200-20,200/-	2800/-	02	0	02	02	0
5	Tech B/Smith Gr I	5200-20,200/-	2800/-	0	01	01Excess	0	0
6	Sr. Tech Carpenter	9300-34,800/-	4200/-	01	0	01	01	0
7	Tech Gr I Carpenter	5200-20,200/-	2800/-	02	0	02	02	0
8	Tech Carpenter Gr-II	5200-20,200/-	2400/-	0	0	0	0	0
9	Tech Carpenter Gr-III	5200-20,200/-	1900/-	0	01	01Excess	0	0
10	Tech Fitter GR-I	5200-20,200/-	2800/-	03	01	02	03	0
11	Tech Fitter GR-III	5200-20,200/-	1900/-	01	0	01	01	0
12	Sr Tech Fitter	9300-34,800/-	4200/-	0	01	01Excess	0	0
13	Tech Mason Gr- I	5200-20,200/-	2800/-	01	0	01	01	0
14	Sr. Tech Mason	9300-34,800/-	4200/-	0	01	01Excess	0	0
15	Tech Painter Gr-I	5200-20,200/-	2800/-	01	0	01	01	0
16	Tech Painter Gr-II	5200-20,200/-	2400/-	0	02	02 Excess	0	0
17	Tech Painter Gr-III	5200-20,200/-	1900/-	01	0	01	01	0
18	Tech S/Mason Gr-II	5200-20,200/-	2400/-	01	01	0	01	0
19	Khalasi Helper	5200-20,200/-	1800/-	05	04	01	05	0
20	<b>SWM</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>01</b>
21	Trolley man	5200-20,200/-	1800/-	04	04	0	04	0
22	Sr Tech SPA	9300-34,800/-	4200/-	01	0	01	01	0
23	<b>Tech-I SPA</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>01</b>
24	Tech-III SPA	5200-20,200/-	1900/-	01	0	01	01	0
			<b>TOTAL</b>	<b>29</b>	<b>20</b>	<b>09</b>	<b>27</b>	<b>02</b>

### Work load of Sr Watchman:

This category is employed to lock and unlock as well as guard the Engg. Departmental stores used for office day to day working. They are employed to keep vigil of these stores in proper manner & exhibit the opening & closing the same after proper sealing by the SSE/Works as and when it is required.

The present sanction strength of Sr Watchman category is 01 No. & lying vacant. **The work study recommend to surrender this 01 vacant post and the above work may be looked after by engaging the contract security agency.**

### Work load of SPA (Gr.I):

This category Known as Stationery Plant Attendants are employed for operating Diesel Generating sets for station building which are no more with engineering department. Station lighting and signalling standby supply are maintained by electrical and S&T department. Hence, this category has no viable importance in this department.

The on roll strength of this category is nil and work study team recommends to surrender 01 vacant post of GR-I SPA category.

### 3.3. EQUATED WORKLOAD OF SSE/WORKS/JID

**The Equated Plinth areas under SSE/WORKS/JID are:**

i) Equated Plinth area of Residential Quarters	= 15688.87 x 0.7	= 10982.20 Sq.m
ii) Equated Plinth area of Service/Office Building	= 4723.29 x 1	= 4723.29 Sq.m
iii) Equated Plinth area of Road	= 10824.50 x 1.6	= 17319.20 Sq.m
iv) Equated Plinth area of Drain & pipe line	= 29475.98 x 1	= 29475.98 Sq.m
v) Equated Plinth area of Bridge	= 823.88 x 1.6	= 1318.20 Sq.m
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Total		= 63818.87 Sq.m

### Requirement of Technical Supervisor:

The workload of SSE/WORKS/ CPK EPA in Sq.m. As recommended vide Diagnostic study Vol- II May'90 issued by RITES, the workload for an in charge may be 40,000 EPA in Sq.m.

Supervisor required	= 63818.87 /40000	= 1.59 Nos.
L.R.		= 1 No.
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Total		= 2.59 Nos. Say 3 Nos.

The Study Team is of the opinion that 03 Nos. of Supervisor may continue to manage the workload of SSE/Works/JID

### Staff strength of SSE/Works/JID

Sl No	Category	Pay Band	Grade Pay	Sanction	On Roll	Vacancy	Proposed BOS	Proposed surplus
1	SSE/Works	9300-34,800/-	4600/-	01	01	0	01	0
2	JE/Works	9300-34,800/-	4200/-	01	01	0	01	0
3	OS/II	9300-34,800/-	4200/-	01	01	0	01	0
4	Tech Gr I Carpenter	5200-20,200/-	2800/-	01	01	0	01	0
5	Tech Gr II Carpenter	5200-20,200/-	2400/-	01	0	01	01	0
6	Tech Fitter Gr-I	5200-20,200/-	2800/-	01	01	0	01	0
7	Tech Gr-II Fitter	5200-20,200/-	2400/-	01	01	0	01	0
8	Tech GR-I Mason	5200-20,200/-	2800/-	01	02	01 Excess	01	0
9	Tech I Painter	5200-20,200/-	2800/-	01	02	01 Excess	01	0
10	Tech – I S/Mason	5200-20,200/-	2800/-	01	0	01	01	0
11	Khalasi	5200-20,200/-	1800/-	07	04	03	07	0
12	<b>SWM</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>03</b>	<b>02</b>	<b>01</b>	<b>02</b>	01
13	<b>Trolley man</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>03</b>	<b>03</b>	<b>0</b>	<b>0</b>	<b>03</b>
			<b>TOTAL</b>	<b>23</b>	<b>19</b>	<b>04</b>	<b>19</b>	<b>04</b>

#### Work Load of Trolleyman:

This category is engaged for escorting & operating trolley during inspection by the officers engaged in schedule section of Engg deptt. During natural calamities they are utilized to operate the trolley & move to support the rescue operation conducted by railways. Moreover, **this category is already declared as diminishing category vide GM/P/MLG's letter no. E/59/III-4(C) Pt. V-B, Dtd. 16/10/2010.**

The work load submitted by concerned SSE/Works/DMV mentioned that no trolley is used & no utilization of trolley in this section. **The work study team recommends on this basis the trolley man post of this station, which are manned may recommend for surrender.** In case of necessity the trolley man post under SSE/Works/CPK may be utilized.

#### Work load of Sr Watchman:

This category is employed to lock and unlock as well as guard the Engg. Departmental stores used for office day to day working. They are employed to keep vigil of these stores in proper manner & exhibit the opening & closing the same after proper sealing by the SSE/Works as and when it is required.

The present sanction strength of Sr Watchman category is 03 No. & 01 post lying vacant which may be recommended for surrender.. **The work study recommend to surrender this 01 vacant post .**

## CHAPTER-IV

### PROPOSED & SURPLUS STAFF

4.0

As discussed in critical analysis in para-3 of Chapter- III, the proposed strength and proposed surplus staff of Artisan staff under Sr DEN/C/RNY is tabulated below :

Sl No	Category	Pay Band	Grade Pay	Sanc tion	On Roll	Vac ancy	Proposed BOS	Proposed Surplus
1	<b>Tech Gr-I Fitter</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>03</b>	<b>0</b>	<b>03</b>	<b>02</b>	<b>01</b>
2	<b>Tech I Painter</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>01</b>
3	<b>Trolley man</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>02</b>	<b>02</b>	<b>0</b>	<b>0</b>	<b>02</b>
4	<b>SWM</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>01</b>
5	<b>Tech-I SPA</b>	<b>5200-20,200/-</b>	<b>2800/-</b>	<b>01</b>	<b>0</b>	<b>01</b>	<b>0</b>	<b>01</b>
6	<b>SWM</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>03</b>	<b>02</b>	<b>01</b>	<b>02</b>	<b>01</b>
7	<b>Trolley man</b>	<b>5200-20,200/-</b>	<b>1800/-</b>	<b>03</b>	<b>03</b>	<b>0</b>	<b>0</b>	<b>03</b>
			Total	<b>14</b>	<b>07</b>	<b>07</b>	<b>04</b>	<b>10</b>

**Total Proposed surrender under SSE/W/DMV, CPK, JID identified as 10 Nos.**

*Further, it is noteworthy to mention that the 10 Posts which are recommended for surrender against this work study which are excluded from the surrender of posts in Memorandum No.E/283/5/creation/LM(E), dated 02/01/2019 & 27/3/2019.*

*Therefore, the work study team which recommends 10 posts can easily be surrendered and BOS may be corrected.*

## CHAPTER-V

5.0

### RECOMMENDATION

After critical examination of the workload and activities a total 10 Nos. of posts (out of which 05 Nos. of Trolley man are manned, these trolley man have no trade utility as there is no trolley is used by the concerned SSE/Works) are identified surplus of Artisan category Viz. Tech Gr.I Fitter – 01 No, Tech Gr-I Painter – 01 No, Trolley man – 02 Nos, **of SSE/Works/DMV**, SWM – 01 No, & Tech Gr I SPA – 01 No. **of SSE/Works/CPK & SWM-01 Nos. & Trolley Man- 03 Nos of SSE/Works/JID** under Sr. DEN/C/LMG, which may be surrendered and the BOS may be corrected accordingly.

## **CHAPTER-VI**

### **6.0 EXPENDITURE / FINANCIAL SAVINGS PER ANNUM**

The expenditure involved in surplus posts per annum is as follows-

SN	Category	Scale (In Rs)	Grade Pay	No. of Posts surplus	Expenditure per month as Salary in Rs	Total Expenditure incurred per annum due to staff salary in Rs
<b>SSE/Works/DMV</b>						
1	Tech Gr-I Fitter	5200-20,200/-	2800/-	01	35624/-	4,27,488/-
2	Tech I Painter	5200-20,200/-	2800/-	01	35624/-	4,27,488/-
3	Trolley man	5200-20,200/-	1800/-	02	21960/- X 2 = 43920/-	5,27,040/-
<b>SSE/Works/CPK</b>						
4	SWM	5200-20,200/-	1800/-	01	21960/-	2,63,520/-
5	Tech-I SPA	5200-20,200/-	2800/-	01	35624/-	4,27,488/-
<b>SSE/Works/JID</b>						
6	SWM	5200-20,200/-	1800/-	01	21960/-	2,63,520/-
7	Trolley man	5200-20,200/-	1800/-	03	21960/- X 3 = 65880/-	7,90,560/-
<b>Total</b>				<b>10</b>		<b>31,27,104/-</b>

Total surplus = **10** posts

Projected Recurring Saving / annum = **Rs.31.27 lakhs,**

## **CHAPTER – VII**

### **7.0**

### **READY RECKONER as per VII CPC**

SCALE (In Rs)	G/Pay	Pay As per VII CPC	DA (12 %)	SDA (10 %)	Total Salary PM
5200-20200	2800	29200	3504	2920	35624/-
5200-20200	1800	18000	2160	1800	21960/-

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