



**REVIEW OF STAFF STRENGTH
OF
HOUSE KEEPERS (SANITATION SAFAIWALA STAFF)
OVER
AJMER DIVISION**

(G/HQ/WS/463/18/Med./All/2019-20)

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**WORK STUDY ORGANIZATION
NORTH WESTERN RAILWAY
JAIPUR**

EXECUTIVE SUMMARY

Sr. No.	18		
Study No.	G/HQ/WS/463/18/Med./All/2019-20		
Subject	Review of staff strength of House Keepers (Sanitation safaiwala) over Ajmer division.		
Area	Colonies & Sanitation Units		
Division	Ajmer		
Department	Medical		
Terms of Reference	Assessment of Man Power requirement		
Present Cadre	SS	OR	Vac.
	100	73	27
Proposed Cadre	27		
Projected Surplus Man Power	73		
Total No. of Recommendations	01		
Financial Implication	Rs.-367.42 Lakhs per annum		
Month of Circulation	Sept.' 2019		

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1.0.0 INTRODUCTION:

The Medical department of North Western Railway renders comprehensive health care including preventive, promotive and curative services to Railway employees and RELHS members of Retired Railway Employees Liberalized Health Scheme and a substantial number of dependents of the above two groups. The responsibility of cleaning, sweeping and other sanitation work of Railway colonies and surrounding areas are also on this department.

Rail lines were brought to Ajmer from Phulera, the first train came to Ajmer in the year 1875, when it was a part of Mewar-Rajputana Railway. Later on it was taken over by BB&CI Railways, subsequently it became Western Railway and since 1st October 2002 it is known as North Western Railway. The jurisdiction of Ajmer division is from MD to KRJD, MJ to MVJ & MVJ to BI, All to DET, COR (Excl) to UDZ & UDZ to HMT (Excl).

There have been dynamic change in the technology and modernization, computerization, mechanization of medical equipment and facilities etc. are taking place at fast rate to meet the challenges of medical assistance and cleaning activities in Indian railways. To meet the challenges of the changing environment, systematic manpower planning is essential. Therefore a category-wise analysis of staff should be carried out, to identify the surplus and to arrange manpower in the areas of need. This adjusts the surplus in one category to other categories, where there is demand. Manpower planning ensures that the existing manpower is utilized to the maximum extent.

All efforts should be made to ensure that the revenue is spent carefully over assets, infrastructure and manpower. In other words, Railway administration should curtail wasteful expenditure in operational and maintenance costs so as to bring down the 'operating ratio' which is the prime indicator of Railway's financial efficiency. Keeping in view the above mentioned factors, SDGM has approved the Work Study on Review of staff strength of Sanitation Safaiwala Staff of Medical department over Ajmer division for the financial year 2019-20.

2.0.0 Coordinating Officials of the department:

The Study Team expresses its sincere thanks and gratitude to Shri P. K. Mishra, CMS/All, Shri-P.C. Meena, MD/Ajmer and CHIs of Ajmer, Beawar, SOD, Marwar Jn., Abu Road, Bhilwara, Mavli Jn., RPZ, Udaipur City and Dungarpur of Ajmer division for their extended co-operation during the course of study.

2.1.0 Terms of Reference:

This study has been conducted under the following terms of reference:-

- i) Review of staff vis-a-vis workload on existing working conditions.
- ii) Suggesting the ways and means for improving the system economically and efficiently.

2.2.0 Methodology Adopted:

The following techniques of method study as well as work measurement have been applied to conduct the study:-

- i) Data collection and its critical analysis to arrive on factual status of present working.
- ii) Over view of work outsourced against the existing man power.
- iii) Holding discussions at various levels with a view to produce fruitful results.
- iv) Sample checks and spot observations.

2.3.0 Field units visited:

Work study team has visited the Divisional Hospital, Ajmer for receiving relevant circular, policy, yardstick/benchmarking and data. Stations- Ajmer, Marwar Jn. & Abu Road were also visited by the team to observe the working conditions and procedures being adopted by the staff to perform the work.

3.0 Cadre Position and Duties of staff:**3.1 Cadre Position**

Sr. No.	Unit	SS	OR	Vacancies
1	Ajmer	48	33	15
2.	Beawar	04	03	01
3.	Sojat Road	07	06	01
4.	Marwar Jn.	07	06	01
5.	Abu Road	15	13	02
6.	Mavli Jn.	04	0	04
7.	RanaPratap Nagar	09	09	0
8.	Udaipur City	03	03	0
9.	Dungarpur	03	0	03
Total		100	73	27

3.2 Duties of Sanitary/Conservancy Sweeper/Cleaner/Safaiwala/Safaiwali are as under:

- i) Collect, remove and dispose off rubbish from Railway premises and colonies etc.
- ii) Sweep the road and other surface area of the Railway premises and colonies and collect the sweeping and put these in the dustbins and also dist and remove cobwebs etc.
- iii) Clean the drains and carry out periodic de-silting.
- iv) Undertake all other activities related to cleaning of colonies/Stations.
- v) Carry sanitary stores.
- vi) Carry out any other duty as ordered by the Health Inspector and other Medical officers.

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1	53316372074	vkseizdk'kiUuk	,p,-	CMS-All	L-1	10.01.59	10.01.59	31.01.19
2	53316380022	xwaxkjegserk	l-okyk	CHI-ABR	L-1	27.01.59	09.04.85 / 17.06.87	31.01.19
3	53316159093	lUrksdykyckcwyky	,,e [k-	HI-SOD	L-1	02.01.59	04.03.81	31.01.19
4	53316380930	vkseizdk'kiq[kjkt	l-okyk	HI-SOD	L-1	01.03.59	24.11.85 / 18.08.89	28.02.19
5	53316373121	ckcwykydkuth	,p,-	CMS-All	L-1	12.03.59	01.04.86 / 25.02.88	31.03.19
6	53316436635	<fy;kjkeyknwjk e	l-okyk	HI-SOD	L-1	05.03.59	24.04.87 / 18.10.96	31.03.19
7	53316381452	ukFkhizsek	l-okyh	CHI-All	L-1	09.04.59	16.02.90	30.04.19
8	533P6263683	iUuhuokjke	LVs ^a -fc;jj	ACMS-ABR	L-1	30.05.59	15.12.07	31.05.19
9	53316364673	enukytkSgjhyky	,,e [k-	CHI-All	L-1	04.05.59	04.02.83 / 24.05.89	31.05.19
10	53316372062	lQheksgEen	,p,-	CMS-All	L-1	14.06.59	28.06.82 / 25.08.82	30.06.19
11	53316372128	es?kkjkeglwxksdynkl	,p,-	CMS-All	L-1	24.06.59	11.08.83	30.06.19
12	53316404609	jes'kokfy;k	l-okyk	HI-DNRP	L-1	01.07.59	18.11.91	30.06.19
13	53316154009	ckcwykypkUnw	l-okyk	ACMS-RPZ	L-1	10.07.59	28.03.81	31.07.19
14	53316154381	f'kopj.kxq#cDI	l-okyk	CMS-All	L-1	03.07.59	10.04.81 / 16.06.83	31.07.19
15	53316338492	fnus'kizlknfeluyky	,l,lh [k-	CHI-All	L-1	02.08.59	22.09.85 / 19.04.89	31.08.19
16	53316154289	y{ehpUnrksrkjke	,p,-	CMS-All	L-1	18.10.59	02.03.81	31.10.19
17	53316372864	'kkUrhd'ku	l-okyh	CMS-All	L-1	26.12.59	19.07.83 / 16.06.87	31.12.19
18	53316154368	rkjUpUnizgykn	l-okyk	CMS-All	L-1	20.12.59	24.02.81	31.12.19
19	53316405201	xksfoUnjkemekjke	l-okyk	CHI-ABR	L-1	23.12.59	31.12.89 / 20.11.92	31.12.19
20	53316372190	'kdqUryknsohikjhd	vk;k	ACMS-ABR	L-1	01.01.60	12.11.84	31.12.19

21	53316380514	vejpUniq= jkeukFk	I-okyk	CHI-All	L-1	01.01.60	24.08.85 / 26.10.89	31.12.19
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CHAPTER 4	YARD STICK
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The letter of yard stick provided by the coordinator is of year 1943 and copy handed over is not legible but coordinator has described the yard stick as under:

1. Pucca Surface:

50000 Square feet twice daily

2. Kutcha Surface:

25000 Square feet twice daily

3. Small Drain 4" to 12":

Either (A) 3500 running feet twice a day or 2500 running feet twice a day

4. Large Drain more than 12"X24":

Either (A) 1500 running feet twice a day or 1000 running feet twice a day

5. Kutcha Drain:

2000 running feet when ration of Bhisty is one with two Safaiwala.

CHAPTER 5**DETAIL OF CLEANLINESS CONTRACT****5.0 List of Sanitation Work Out Sourced:**

Different works of Sanitation have already been outsourced at various locations over Ajmer division and are being operated successfully. List of these works are as under:

5.1 List of outsourced sanitation activities over Ajmer Division:

Sr. No.	Tender No.	Colony	Work	Date of work Initiated	Date of Expiry	No. of Labour
1	MED-H-18-20-All-GB	Gulab Bari	Sweeping, cleaning and other sanitation work	11.07.18	10.07.20	35 Labour +01 Supervisor
2	MED-H-18-19-All-R-A	Ram Ganj & AshaGanj	Sweeping, cleaning and other sanitation work	07.07.18	06.07.19 (Extension up to 06.10.19)	33 Labour
3	MED-H-645-11-Station colony-AI	Station Colony	Sweeping, cleaning and other sanitation work	04.05.19	03.05.21	20 Labour
4	MED-H-06-All-GR-2018-20	All Railway Colonies of Ajmer	Garbage picking and disposal	01.03.19	28.02.21	03 Tractor Trolleys along with 02 Labour 01 Driver on each trolley.
5	MED-H-07-All-Nallah-18	All Railway Colonies of Ajmer	Regular maintenance of Nallah in Railway Colonies	01.12.18	31.12.19	18 Labour+ 01 JCB with Driver+01T ractor Trolley with 01 Driver & 03 Labour
6	MED-H-5-2017-19-BER-GR	Railway Colonies of Beawar	Garbage picking and disposal	17.08.17	16.08.19 (Extension up to 16.11.19)	02 Labour
7	MED/H/645/QT/SOD/18-19/11	Railway Colonies Sojat Road	Garbage picking and disposal	24.02.19	23.02.20	01 Labour
8.	MED-H-04-17-19-MJ-GR	Railway Colonies Marwar Jn.	Garbage picking and disposal	15.09.17	14.09.19	02 Labour

9	MED-H-18-20-ABR-GR	Railway Colonies Abu Road	Garbage picking and disposal	17.06.18	16.06.20	02 Tractor trolleys with 03 Labour and 01 Driver on each trolley.
Sr. No.	Tender No.	Colony	Work	Date of work Initiated	Date of Expiry	No. of Labour
10	MED-H-645-14-ABR Colony	Rajakothy to RMS Colony & Panch Bungalow colony	Sweeping, cleaning and other sanitation work	15.05.19	14.05.21	20 Labour
11.	MED-H-9-BHL-2018-2019	Railway Colony, Bhilwara	Complete Sanitation work	16.07.18	15.07.19 (Extension up to 15.10.19)	12 Labour
12.	MED-H-645-13- DNRP- Colony	Railway Colony, Dungarpur	Complete Sanitation work	20.04.19	19.04.21	15 Labour
13.	MED-H-645-15-Mavli Jn. Colony	Railway Colony, Mavli Jn.	Complete Sanitation work	22.06.19	21.06.21	09 Labour
14.	MED-H—645—10-RPZ-GR	Railway Colonies, RPZ (RPZ, SwaroopSagar, ZRTI & UDZ)	Garbage picking and disposal	02.05.19	01.05.21	02 Tractor Trolleys along with 02 Labour 01 Driver on each trolley.
15.	MED-H-645-12-RPZ Colony	Railway Colonies, RPZ	Sweeping, cleaning and other sanitation work	01.06.19	31.05.21	19 Labour

5.2 List of Sanitation Work planned to outsource in near future:

Sr. No.	Description of work	Place of work	Departmental Man power engaged with
1.	Comprehensive sanitation work	Beawar	03
2.	Comprehensive sanitation work	Sojat Road	06
3.	Comprehensive sanitation work	Marwar Jn.	06
Total			15

CHAPTER 6**DEPLOYMENT AND OBSERVATIONS****6.0 Deployment and Observations for Sanitation Safaiwala/Safaiwali:**

6.1	Unit	SS	OR	Vac.	Proposed	Surplus
	Ajmer	48	33	16	0	48
6.1.1	<p>Deployment of Men-power at Hospital Colony with scope of work: Puccka Area: 44,670.185 Sqft., Kutcha Area:17222.24 Sqft., Drains 12" to 24":40190.29 RFT & Drain below 12": Nil</p> <p>Jamadar Safaiwala 01: He is responsible for supervision of work being performed by all the Safaiwala and performing other works as instructed by CHI.</p> <p>Housekeeper 01: Performs sanitation work at Dhobi Ghat colony.</p> <p>Housekeeper 01: Performs sanitation work at Staff Line colony.</p> <p>Housekeeper 01: Performs sanitation work at Alwar Gate colony.</p> <p>Housekeeper 01: Performs sanitation work at Porwal colony.</p> <p>Housekeeper 01: Performs sanitation work at opposite nursing home colony</p> <p>Housekeeper 01: Performs sanitation work at LalPhatak drain</p> <p>Housekeeper 01: Performs sanitation work at five Bungalow colony.</p> <p>Housekeeper 01: Performs sanitation work at various open drains</p>					
6.1.2	<p>Deployment of Men-power at Kasarinadi Colony with scope of work: Puccka Area: 3,35,434 Sqft., Kutcha Area:82,242 Sqft., Drains 12" to 24":15,853 Rft & Drain below 12": Nil</p> <p>Jamadar Safaiwala 01: He is responsible for supervision of work being performed by all the Safaiwala and performing other works as instructed by CHI.</p> <p>Housekeeper 01: Performs sanitation work at Giri Marg.</p> <p>Housekeeper 01: Performs sanitation work behind Hazri.</p> <p>Housekeeper 01: Performs sanitation work behind Gurudwara.</p> <p>Housekeeper 01: Performs sanitation work at Johnes Ganj.</p> <p>Housekeeper 01: Performs sanitation work at Tower colony</p> <p>Housekeeper 01: Performs sanitation work at 60 quarter colony</p> <p>Housekeeper 01: Performs sanitation work at 20 & 40 quarter colony.</p>					
6.1.3	<p>Under CHI GLO Colony (Total =14) with scope of work: Puccka Area:19,321.94Sqft., Kutcha Area:81,938.98Sqft., Drains 12"to24": 1895.06 Rft. & Drains below 12":518.7Rft.</p> <p>It has been informed by the CHI/GLO Colony that the present on roll strength</p>					

of the staff working under him is as under:

Housekeeper (Sanitary Safaiwala): 14 and A. M. Khalasi:03

According to yard stick there is need of 46 Housekeepers each day for sweeping, cleaning and other work pertains to sanitation. Against this 14 Housekeepers are deployed on roll to perform the work. Along with routine cleaning work there are certain important locations where festival celebration and programs of unions are organized and need additional efforts for cleaning. This includes the places like- ADSA-Ground, Officers club, Holiday Homes, Basket Ball Ground, BISIT Ground, GRP line, Community Building, DRM office and four other grounds where functions are being organized. Thus the available on roll staff is not deployed on permanent basis, they are deployed on need basis.

Similarly the jurisdiction of CHI/GLO includes Railway Colonies of Madar, Ajmer (GB+GLO Rly. Colony), Adarsh Nagar, Hatundi, Rajausi, Nasirabad, Jharwasaa, Bandanwara, Singwal, Mokhampura, Bijainagar, & Gulabpura. This includes total 1314 number of Type-I to Type-IV quarters. Along with all the major service buildings are also comes under jurisdiction of CHI/GLO. The A. M. Khalasi carry outs residual spray twice in a year and fogging is also carried out from August to October. Along with A. M. Khalasi are also assist in National Pulse Polio Protection program, in Health & Family Welfare Program, in survey, in Health Awareness program, , in arranging Rallies and group talk, in collecting food sample, in collecting water samples, in larvacidal work, in procurement of store items and in receipt and dispatch of Dak.

Earlier there were total 07 posts of AM Khalasi and now only 03 staff are on roll. Thus, the work is being looked after on need basis.

Housekeeper Assistant 01: Help to Jamadar in monitoring picking up of Garbage through tractor.

Housekeeper Assistant 02: Performs sanitation work at DRM office and common road.

Housekeeper Assistant 01: Performs sanitation work at- DRM circle to AndheriPulia, STS road to B. No. C-5 circle and 500/308/D-1 to D-3 Block.

Housekeeper Assistant 01: Performs sanitation work at- GLO dispensary road to 1537 block, from RRB to circle near bungalow no. 358 and small & large drainages of the area.

Housekeeper Assistant 01: Performs sanitation work at- Road opposite to Maharashtra Division, circulating to B-125, B. No. 113,114 & opposite to 275 and small & large drainages of the area.

Housekeeper Assistant 02: Performs sanitation work at- Malroad ATM to Holiday home, approach road from Q. No. 2058 to Holiday Road, B. No. 125 to DRM circle and DRM circle to TP press.

Housekeeper Assistant 01: Performs sanitation work at- behind bungalow number A-4, Mal road from 1570 to 1573 and malroad of Kundan Nagar Circle.

Housekeeper Assistant 01: Cleaning of small drainages of gang no. 02, gang colony and B-1, B-2, B-3 & B-4 blocks.

Housekeeper Assistant 01: Performs sanitation work at-road of B-1 & B-2 block, road of B-3 & B-4 block, road behind SSE office and road of 1697 to 1699.

Housekeeper Assistant 01: Performs sanitation work at- colony number 02.

Housekeeper Assistant 01: Performs sanitation work at- block of bungalow

	<p>number C-1 & C-2, Road of 1593/1594 and road behind TP press.</p> <p>Housekeeper Assistant 01: Perform sanitation work at- block 1314 to 1319 of Gang colony, block 1512 to 1513, road behind block no. 391, road from AndheriPulia to CHI office.</p>
6.1.4	DESCRIPTION OF CONTRACT WORK:
6.1.4.1	<p>Work order no. MED/H/18-19-All-R-A, dated-28.06.2018:</p> <p>Sweeping and cleaning of roads, cleaning of drains, cleaning of drains less than 12” and other sanitation activities with collection of garbage to the dust bins and nominated place by the Railway administration in Ramganj Railway colony, Ashaganj colony, Malusar road colony, North avenue marg colony and their surrounding areas including all labour, material, tools, plants, uniforms of labour etc. as complete job for a period of one year from the date of commencement of work.</p> <p>Pucca Area: 2,37,145 Sqft, Kutcha Area: 8,45,014 Sqft., Drains 12 to 24” :10,184 Rft. & Drains less than 12” : 17507Rft.</p>
6.1.4.2	<p>Work order no. MED/H/18-20-All-GB, dated-12.06.2018:</p> <p>Sweeping and cleaning of roads, cleaning of drains, including removal and disposal of garbage, other sanitation activities in Gulab-bari Railway colony (Frezer road, dadabari colony, Raja cycle colony, colony no.-01 & 02, Gang colony, Khadda colony etc.) Ajmer and their surrounding areas including all labour, material, tools, plants, uniforms of labour etc. as complete job for a period of two years from the date of commencement of work.</p> <p>Pucca Area: 3,24,696.24Sqft., Kutcha Area: 12,90,863.38 Sqft., Drains 12 to 24” : 19,194 Rft. & Drains less than 12” : 6202 Rft.</p>
6.1.4.3	<p>Work order no. MED-H-07-All-Nallah-18, dated-29.11.2018:</p> <p>Maintenance of various Nalla of Ajmer main gate of Loco workshop and south side of Loco workshop in front of General store, Guladbari colony, GLO colony, Station colony, Hospital colony, Hajaribag colony, Kasrnadi colony and other similar nallah in the jurisdiction of CHI Ajmer by excavating deposited slit, mud-muck, garbage, rank vegetation’s and other material in the nallah bed up to the required depth and disposal of same out of Railway boundary or nominated place with contractor’s labour, machine, tools and plants etc. as a complete job for a period of one year from the date of commencement of work.</p>
6.1.4.4	<p>Work order no. MED-H-645-11-Station colony-All, dated-03.05.2019:</p> <p>Sweeping and cleaning of colony including Kutcha&pucca area. cleaning of roads cleaning of outlet drains from quarter’s and collection of garbage to the dustbins or the nominated place and their surrounding areas including all labour, material, tools, plants, uniforms of labour etc. in station colony Ajmer as complete job for a period of two years from the date of commencement of work.</p> <p>Pucca Area:48,157Sqft, Kutcha Area:3,77,250Sqft.& Drains 12 to 24” :3954Rft.</p>
6.1.4.5	<p>Work order no. MED-H-06-All-GR-2018-20, dated-19.2.2019:</p> <p>Removal and disposal of garbage, kitchen waste, house hold waste and dead animal etc. from 56 distbins and 151 specified places and their 3 metre</p>

	surrounding area from Railway colony, Ajmer (GLO colony, Guladbari colony, Hospital colony, Kasrnadi colony, Station colony, Ramganl colony, Ashaganl colony) under CHI/All out from the railway colony to an areas as specified by Railway administration with contractor's labour three tractor trolley per day, machineris tools and plants etc. as a complete job work for a period of two years from the date of commencement of work.					
6.1.5	<p>Observation:-</p> <p>It has been informed by the coordinator of Medical department that sweeping and cleaning work of Gulab Bari , Ram Ganj, AshaGanj and station colonies have already been outsourced and it is being operated successfully. Similarly other works like cleaning of major drains and Garbage collection & disposal has also been outsourced. Thus, at present cleaning and sweeping work in part of GLO colony and of Hospital Colony is being maintained through departmental labour. Out of sanctioned strength of 48 Sanitary Safaiwala, 33 are on role. Thus, vacancy of 15 Sanitary Safaiwala is exiting in the cadre. Hence, 15 posts of Sanitary Safaiwala (vacant) has been considered surplus and advised to surrender with immediate effect. The cleaning and sweeping work of sanitation safaiwala have been out sourced in most of colonies of Ajmer division since long and working report of these are satisfactory.</p> <p>Work study team is advised that all sweeping and cleaning work all colonies of Ajmer may be outsourced and all 32 sanitation safaiwala staff have been surrendered after outsourced.</p>					
6.2	Unit	SS	OR	Vac.	Proposed	Surplus
	Beawar	04	03	01	0	04
6.2.1	<p>Deployment & Activities being performed by staff under CHI/Beawar with scope of work:</p> <p>Puccka Area: 20,791.41 Sqft., Kutcha Area : 95,082.45 Sqft., Drains 12" to 24": 1171.76 Rft & Drain above 12": 1013.52 Rft</p> <p>Safaiwala 01: Performs sanitation work at IOW colony.</p> <p>Safaiwala 01: Performs sanitation work at PWI colony.</p> <p>Safaiwala 01: Cleaning of drains above 12" in IOW colony & PWI colony.</p>					
6.2.2	<p>Description of Contract work:</p> <p>(Work order no. MED-H-5-2017-BER-GR; dated 17.08.2017:</p> <p>Removal and disposal of garbage, kitchen waste and house hold waste, dead animals etc and collection of garbage / refuse from each house hold (approximate 60 qtrs) 04 dustbins and 18 specified places and their 03 meter surrounding area from Beawer (BER) Railway colonies to an area as specified by Railway administration including all labour, material tools, plants, uniform of labour etc. as complete job for the period of two years.</p>					

6.2.3	<p>Observation: -</p> <p>It has been informed by the coordinator of medical department that outsourcing of cleaning and sweeping work of Railway Colony, Beawar is in process and this work is going to outsourced in near future. After outsourcing of the work there will be no requirement of departmental Sanitary Safaiwala.</p> <p>Thus, all the 04 sanctioned posts of Sanitary Safaiwala for Beawar has been considered surplus and advised to surrender forthwith.</p>					
6.3	Unit	SS	OR	Vac.	Proposed	Surplus
	Sojat Road	07	05	02	0	07
6.3.1 8	<p>Deployment & Activities being performed by staff under CHI/MJ with scope of work:</p> <p>Puccka Area: 92,380 Sqft., Kutch Area: 6,30,071 Sqft., Drains 12" to 24": 2999 Rft. & Drains below 12": 2375 Rft.</p> <p>Sojat Road Station comes under jurisdiction of CHI/MJ has informed that as per yard stick there is requirement of 16 Housekeeper Assistant out of which 05 are on roll. Thus, it is hard to maintain the required level of sanitation in these colonies. The deployment of on roll staff is as under:</p> <p>Housekeeper Assistant 01: Performs sanitation work at near CPWI office in New Colony.</p> <p>Housekeeper Assistant 01: Performs sanitation work at Seven Quarters, AEN Bungalow, SS Bungalow, CSI Bungalow and other area nearby.</p> <p>Housekeeper Assistant 01: Performs sanitation work at Gang Colony and Loco Colony..</p> <p>Housekeeper Assistant 01: Performs sanitation work at GRP Chowki to Babu Line (upto office of CHI/SOD).</p> <p>Housekeeper Assistant 01: Performs sanitation work at Babu Line Colony to Sheetla Mata Mandir.</p> <p>In the afternoon these Housekeeper Assistants are collectively deputed to perform cleaning work on need basis.</p> <p>Similarly at present 02 posts of AM Khalasis are sanctioned for Sojat Road out of which 01 staff is on roll and 01 post is lying vacant. He is assigned to perform work of pre/post Mansoon spray focal & fogging in Railway Colonies from Rani to Amrapura excluding the service buildings of Rani and MarwarJn station. Along with also he also help in collection of food samples from food units and collection of water samples from Railway Colonies, falling under jurisdiction of CHI/MJ (Colony), CHI/MJ (Station) and HI/Rani and also ensure submission of these sample in laboratory at Ajmer well in prescribed time limit.</p>					
6.3.2	<p>Description of Contract work: (Work order no. MED/H/645/QT/SOD/18-19/11; dated-23.02.2019</p> <p>Removal and disposal of garbage, kitchen waste and house hold waste, dead animals etc. from 18 dist-bins and 09 specific places and their 03 meter surrounding area from Sojat Road under the CHI/MJ colony out from the Railway colony to an area as specified by Railway administration with contractor's labour, machineries tools and plants etc. as complete job for a period of one year from</p>					

	the date of commencement of work					
6.3.3	<p>Observation: -</p> <p>It has been informed by the coordinator of medical department that outsourcing of cleaning and sweeping work of Railway Colony, Sojat Road is in process and this work is going to outsourced in near future. After outsourcing of the work there will be no requirement of departmental Sanitary Safaiwala. Thus, all the 07 sanctioned posts of Sanitary Safaiwala for Sojat Road has been considered surplus and advised to surrender forthwith.</p>					
6.4	Unit	SS	OR	Vac.	Proposed	Surplus
	Marwar Jn.	07	06	01	0	07
6.4.1	<p>Deployment & Activities being performed by staff with scope of work of colonies:</p> <p>Pucca Area: 1,34,113 Sqft., Kutcha Area: 4,13,930 Sqft., Drains 12” to 24” : 11,944 Rft. & Drains below 12” : 1898Rft.</p> <p>CHI/MJ has informed that as per yard stick there is requirement of 18 Housekeeper Assistant out of which 06 are on roll. Thus, it is hard to maintain the required level of sanitation in these colonies. The deployment of on roll staff is as under:</p> <p>Housekeeper Assistant 01: Performs sanitation work at 14Quarters Colony.</p> <p>Housekeeper Assistant 01: Performs sanitation work at Shiv Mandir New Colony.</p> <p>Housekeeper Assistant 01: Performs sanitation work at Loco Colony.</p> <p>Housekeeper Assistant 01: Performs sanitation work at New Colony (Behind Civil Thana).</p> <p>Housekeeper Assistant 01: Performs sanitation work in area near running room and in colonies near IOW office.</p> <p>Housekeeper Assistant 01: Cleaning of drain 12” to 24” from running room till end of RE via back side of Tehsil.</p> <p>In the afternoon these Housekeeper Assistants are collectively deputed to perform cleaning work on need basis.</p>					
6.4.2	<p>Description of Contract work: (Work order no. MED-H-4-17-19-MJ-GR; dated-30.08.2017</p> <p>Removal and disposal of garbage, kitchen waste and house hold waste, dead animals etc and collection of refuse from door to door (258 quarters approximate) 17 dustbins and 13 specified places and their 03 meter surrounding area from Marwar Jn. (MJ) Railway colonies to an area as specified by Railway administration including all labour, material tools, plants etc as complete job for the period of two years.</p>					
6.4.3 8	<p>Observation:</p> <p>It has been informed by the coordinator of medical department that outsourcing of cleaning and sweeping work of Railway Colonies, Marwar Jn. is in process and this work is going to outsourced in near future. After outsourcing of the work there will be no requirement of departmental Sanitary Safaiwala.</p>					

	Thus, all the 07 sanctioned posts of Sanitary Safaiwala for Marwar Jn. have been considered surplus and advised to surrender forthwith.					
6.5	Unit	SS	OR	Vac.	Proposed	Surplus
	Abu Road	15	13	02	0	15
6.5.1	<p>Deployment & Activities being performed by staff with scope of work of colonies:</p> <p>Kaccha Area: 3,97,031 Sq. Ft., Pucca Area: 18,95,256 Sq. Ft., Drains 12” to 24”: 3550Rft.& Drains below 12”: 18,512 Rft.</p> <p>CHI/ABR has informed that 13 Housekeeper Assistants are on roll and their deployment is as under:</p> <p>Housekeeper Assistant 01: He monitor the work being performed by contractor for Garbage collection and disposal as well also monitor work assigned to other House Keepers.</p> <p>Housekeeper Assistant 01: Performs sanitation work from quarter no. 78 to 184.</p> <p>Housekeeper Assistant 01: Performs sanitation work from quarter no. 486 to 145 and complete road near Railway Ground.</p> <p>Housekeeper Assistant 01: Performs sanitation work from quarter no. 335 to 54 and area near 10 quarters.</p> <p>Housekeeper Assistant 01: Performs sanitation work from Quarter No. 486 to SRI and double story quarter no. 488 to 519.</p> <p>Housekeeper Assistant 01: Performs sanitation work from quarter no. 43 to fuel point and near gang quarters.</p> <p>Housekeeper Assistant 01: Performs sanitation work from double story quarter no.. 405 to 407, circular road, road near 16 quarters and behind the 16 quarters.</p> <p>Housekeeper Assistant 01: Performs sanitation work from double story quarter no. 403 to 405, RPF bungalows and SalimWala Road.</p> <p>Housekeeper Assistant 01: Performs cleaning work of big drain near Hospital.</p> <p>Housekeeper Assistant 02: Performs cleaning work of small drains from Mataghar to Community Building and from Dhobi Ghat to RPF Berrake.</p> <p>In the afternoon these all Housekeeper Assistants are collectively performs cleaning work in following area:</p> <p>Community Building to 4G tank on road towards gang quarters., From quarter no, 316 to 177 in Dhobighatarea, Quarter no. 335 to 180, 401, 402, 121, 119, 202 and old loco colony and From Old Level Crossing to quarter no. 406 near Railway Ground and MahavirTakies road to Q. No. 333.</p>					
6.5.2	Description of Contract work:					
6.5.2.1	<p>1. Work order no. MED-H-645-14-ABR-colony; dated-10.05.2019:</p> <p>Sweeping, cleaning of colony including Kutcha & pucca area, cleaning of roads, cleaning of outlet drains from quarters, annual cleaning of septic tanks & dug wells and collection of garbage to the dustbins or the nominated place as defined by the Railway administration and other sanitation activities in Railway colony Aburoad and their surrounding areas including all labour, material, tools, plants,</p>					

	<p>uniforms of labour etc. as complete job for a period of two years from the commencement of work.</p> <p>Description of Area being covered: Puccka Area: 2, 49,280 Sqft., Kutcha Area: 6,66,538 Sqft., Drains 12 to 24” :4920 Rft. & Drains less than 12” : 13,267 Rft.</p>					
6.5.2.2	<p>2. Work order no. MED-H-18-20-ABR-GR; dated-31.05.2018:</p> <p>Removal and disposal of garbage, kitchen waste and house hold waste, dead animals etc from 65 dustbins and their 03 meters surrounding area from Railway colony Abu Road under the HI/ABR out from the Railway colony to an area as specified by Railway administration with contractor’s labour, machineries tools and plants etc. as complete job for the period of two years from the date of commencement of work.</p>					
6.5.3	<p>Observation:</p> <p>Part of cleaning and sweeping work in Railway Colonies of Abu Road has already been outsourced and presently being operated successfully. Along with work of Garbage picking and its disposal has also been outsourced. Existing contract of cleaning and sweeping in the Railway Colonies will last till 21.05.2021 and till December’2019. 02 more Sanitary Safaiwala are going to retire and with shrinking man power it will not be possible to maintained desired level of cleanliness. Therefore, it is advised to elaborate the scope of work through outsourcing as complete sanitation work of all the Railway Colonies of Abu Road. Hence, all the 15 posts of Sanitation Safaiwala has been considered surplus and advised to surrender forthwith.</p>					
6.6	Unit	SS	OR	Vac.	Proposed	Surplus
	Bhilwara	0	01	-01	0	0
6.6.1	<p>Comprehensive sanitation work of Railway Colonies at Bhilwara has been outsourced.</p>					
6.6.2	<p>Description of Contract work:</p> <p>(Work order no. MED-H-9-BHL-2017-2018; dated-27.03.2018):</p> <p>Cleaning, Sweeping, cleaning of drains and other sanitation activities in Railway colony Bhilwara (Health unit colony, CPWI colony, ADEN residence colony etc.) and their surrounding areas, collection and disposal of garbage to the dustbin and nominated by the Railway administration including all labour, material, tools, plants, uniforms of labour etc. as complete job for a period of one year from the commencement of work.</p> <p>Description of Area being covered: Puccka Area: 55700Sqft., Kutcha Area: 135990Sqft., Drains 12 to 24” :1200Rft., Drains less than 12” : 1500Rft.& Big Nallah: 4111Rft.</p>					
6.6.3	<p>Observation: -</p> <p>Complete Sanitation work of Railway Colonies of Bhilwara has been outsourced. The cadre of Sanitary Safaiwala has already been surrendered. The present cadre of Sanitary Safaiwala at Bhilwara is Nil. Process of redeployment for one surplus Safaiwala staff at Bhilwara is in process.</p>					
6.7	Unit	SS	OR	Vac.	Proposed	Surplus

	Mavli Jn.	04	02	02	0	04
6.7.1	Comprehensive sanitation work of Railway Colonies at Mavli Jn. has been outsourced.					
6.7.2	<p>Description of contract work: (Work order no. MED-H-645-15/Mavli Jn. Colony; dated-18.06.2019):</p> <p>Sweeping, cleaning of colony including Kutcha & pucca area, cleaning of roads, cleaning of outlet drains from quarters, annual cleaning of septic tanks & dug wells and collection of garbage from the dustbins and disposal of garbage to the nominated place as defined by the Railway administration and other sanitation activities in Railway colony Mavli Jn. and their surrounding areas including all labour, material, tools, plants, uniforms of labour etc. as complete job for a period of two years from the commencement of work.</p> <p>Description of Area being covered: Pucca Area: 91,326 Sqft., Kutcha Area: 1,85,000 Sqft., Drains 12 to 24" :2393 Rft. & Drains less than 12": 5200 Rft.</p>					
6.7.3	<p>Observation:</p> <p>Complete Sanitation work of Railway Colonies of Mavli Jn. has been outsourced. Thus, there is no more need of holding posts of Sanitary Safaiwala. Hence, all the 04 sanitary Safaiwal has been considered surplus and advised to surrender forthwith.</p>					
6.8	Unit	SS	OR	Vac.	Proposed	Surplus
	Rana Pratap Nagar-RPZ colony, ZRTI, Swaroop Sagar colony	09	06	03	0	09
6.8.1	<p>Deployment & Activities being performed by staff with Scope of work of colonies:</p> <p>(A)Swaroop Sagar Railway Colony:</p> <p>Kaccha Area 68,000 Sq. Ft., Pucca Area: 62,500 Sq. Ft., Drains below 12": 2650 Rft.</p> <p>At present 02 Housekeeper Assistants are deployed to look after the sanitation work of Swaroop Sagar Colony. Their deployment is informed as under:</p> <p>Housekeeper Assistant 01: Performs sanitation work from block no. 35 to 44 and from block no. 46 to 55.</p> <p>Housekeeper Assistant 01: Performs sanitation work from block no. 01 to 23 & 24 and in type- III & IV colony and main Road.</p> <p>(B) ZRTI Railway Colony:</p> <p>Kaccha Area 30, 5000 Sq. Ft., Pucca Area: 2, 20,000 Sq. Ft. & Drains below 12": 3090 Running Ft.</p> <p>At present 03 Housekeeper Assistants are deployed to look after the sanitation work of ZRTI Colony. Their deployment is informed as under:</p> <p>Housekeeper Assistant 01: Performs sanitation work from at Type III Colony.</p> <p>Housekeeper Assistant 01: Performs sanitation work at Type-II Colony.</p> <p>Housekeeper Assistant 01: Performs sanitation work at Type-I Colony.</p> <p>Other than the above mentioned work weakly sweeping and cleaning work in the ZRTI campus on road from Hostel No. 01 to 08, Health Unit to Power House Road</p>					

	<p>and in circulating area of main gate.</p> <p>(C) Rana Pratap Nagar Railway Colony:</p> <p>Cleaning work of Rana Pratap Nagar Railway Colony has already been outsourced. Only 02 staff i.e. 01 AM Khalasi and 01 Jamadar is deputed there to perform work.</p> <p>01 AM Khalasi:He performs work of post and pre monsoon spray in Railway Colonies at RPZ, UDZ, ZRTI ,SS Colony and at Stations from RPZ to COR (EX) section.</p> <p>This has been informed that at present there are 02 vacancies of AM Khalasi due to which it is causing inconvenience to perform the desired work.</p> <p>01 Jamadar: He helps to in sanitation work at Rana Pratap Nagar Colony, Udaipur City Colony, SRTI Colony and at SS Colony.</p>					
6.8.2	Description of contract work:					
6.8.2.1	<p>Work order no. MED-H-645-12/RPZ Colony; dated-16.05.2019:</p> <p>Sweeping, cleaning of colony including Kutcha & pucca area, cleaning of roads, cleaning of outlet drains from quarters, annual cleaning of septic tanks & dug wells and collection of garbage from the dustbins and the nominated place as defined by the Railway administration and other sanitation activities in Railway colony Rana Pratap Nagar and their surrounding areas including all labour, material, tools, plants, uniforms of labour etc. as complete job for a period of two years from the commencement of work.</p> <p>Description of Area being covered: Pucca Area: 1,95,000 Sqft., Kutcha Area: 3,09,000 Sqft., Drains 12 to 24” :18,506 Rft. & Drains less than 12” : 7000 Rft.</p>					
6.8.2.2	<p>Work order no. MED-H-645-10-RPZ-GR; dated-26.04.2019:</p> <p>Removal and disposal of garbage, kitchen waste and house hold waste, dead animals etc. from 35 dustbins and 60 specified places and their 03 meters surrounding area from Railway colony Ranapratap Nagar, ZRTI, Udaipur city, SwaroopSagar Railway colony under CHI/RPZ to an area as specified by Railway administration with contractor’s labour, , two tractor trolley per day, machineries tools and plants etc. as complete job for the period of two years from the date of commencement of work.</p>					
6.8.3	<p>Observation:</p> <p>Out of 09 sanctioned posts of Sanitary Safaiwala for RPZ only 06 are on role and 03 posts are vacant. With shrinking man power it will not be possible to maintained desired level of cleanliness. Therefore, it is advised to outsource the complete sanitation work of RPZ. Hence, all the 09 posts of Sanitation Safaiwala has been considered surplus and advised to surrender forthwith.</p>					
6.9	Unit	SS	OR	Vac.	Proposed	Surplus
	Udaipur City	03	03+02 (from DNRP)	0	0	03
6.9.1	<p>Udaipur City Railway Colony:</p> <p>Deployment & Activities being performed by staff with scope of work:</p> <p>Kaccha: 2, 95,000 Sq. Ft., Pucca: 2, 55,000 Sq. Ft. & Nalla:9125 Running Ft.</p> <p>At present 05 Housekeeper Assistants are deployed to look after the sanitation work at Railway Colonies of Udaipur City station. Their deployment is informed as</p>					

	<p>under:</p> <p>Housekeeper Assistant 01: Performs sanitation work in Type II Colony from block no. 02 to 10, TTE Rest House to Machla Road and from block no. 11 to 15 B.</p> <p>Housekeeper Assistant 01: Performs sanitation work in Type II colony from block no. 16 to 18, 55 to 58, 20 to 47, 67A to 68B and from Q. No. 15B to Community Building.</p> <p>Housekeeper Assistant 01: Performs sanitation work from ORH to TTE Rest-House, Gang Quarters to Construction Colony.</p>					
6.9.2	<p>Observation:</p> <p>The existing sanctioned strength of Sanitation Safaiwala for Railway Colonies of Udaipur City is 03. With this minimal number of man power it is not possible to receive the desired level of cleanliness in the Railway Colonies at Udaipur City. Hence it is advised to outsource the complete sanitation work of Railway Colonies at Udaipur City and all the 03 posts of sanitary Safaiwala has been considered surplus and advised to surrender forthwith.</p>					
6.10	Unit	SS	OR	Vac.	Proposed	Surplus
	Dungarpur	03	02 (Working at UDZ)	01	0	03
6.10.1	<p>Comprehensive sanitation work of Railway Colonies under CHI/DNGP has been outsourced.</p>					
6.10.2	<p>Description of contract work:</p> <p>(Work order no. MED-H-645-13-DNRP-colony; dated-16.04.2019):</p> <p>Cleaning, Sweeping, cleaning/ desilting of drains & nallas, collection of garbage, kitchen waste, reuse etc. door to door garbage collection from (129 quarters approximate) with removal and disposal of garbage from 06 new dustbins and their 03 meter surrounding area as specified by Railway administration, disposal of dead animals etc., annual cleaning of septic tanks, fogging & spray in colonies including all labour, material tools, plants etc as complete job for the period of two years from the date of commencement of work..</p> <p>Description of Area being covered: Puccka Area: 2,50,000Sqft., Kutcha Area: 1,50,000 Sqft., Drains 12 to 24": 24,500 Rft. & Drains less than 12":4300 Rft.</p>					
6.10.3	<p>Observation:</p> <p>Complete sanitation work of Railway Colonies of Dungarpur has already been outsourced. Thus, there is no more need of holding posts of Sanitary Safaiwala. Hence, all the 03 sanitary Safaiwala has been considered surplus and advised to surrender forthwith.</p>					

7.1 Critical Analysis of Work load of Housekeeper (Sanitation Safaiwala) staff:

As per the total area of working and yard stick provided by the department, existing on roll cadre is not sufficient to meet out with the workload. Therefore works like garbage collection and nalla cleaning are already being performed through outsourcing at almost all the units.

Sweeping and cleaning work has also been out sourced of most of Railway colonies over Ajmer division. The quality of works being performed by the contractors have been considered satisfactory by in large. This has motivated the department to outsource the sweeping and cleaning work against the existing vacancies.

At present there are total **27 (All-16, ABR-02, RPZ-03, MJ-1, BER-1, SOD-1, MVJ-2 & DNRP-1) vacancies** in cadre of Sanitation. It was informed by the coordinator that against the vacancies of Sanitation Safaiwala department is going to outsource the work.

Work study team is also recommending that work against the workload of existing 27 vacant posts of Sanitation Safaiwala may be outsourced. This will help to improve the quality of cleaning work in the Railway Colonies and surroundings with less expenditure. Hence existing 27 vacant posts of Sanitary Safaiwala have been considered surplus and advised to surrender immediately and 73 live posts may be surrendered after outsourced the complete sanitation work over Ajmer division. On roll manpower should be redeployed as per extent rules.

7.2 Summary of surplus posts:

Sr. No.	Unit	SS	OR	Vac.	Proposed	Surplus
1.	Ajmer	48	33	15	0	48
2.	Beawar	04	03	01	0	04
3.	Sojat Road	07	06	01	0	07
4.	Marwar Jn.	07	06	01	0	07
5.	Abu Road	15	13	02	0	15
6.	MavliJn	04	0	04	0	04
7.	RanaPratap Nagar-RPZ colony, ZRTI, SwaroopSagar colony	09	09	0	0	09
8.	Udaipur City	03	03	0	0	03
9.	Dungarpur	03	0	03	0	03
	Total	100	73	27	0	100

DISCUSSIONS AT OFFICER'S LEVEL

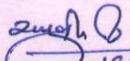
Minutes of meeting held between AWSO/HQ/NWR with CMS/All on 19.09.2019:

1. The recommendations of Work Study Reports were briefed to CMS/All by AWSO.
2. It was informed to CMS/All that as per Railway Board's guidelines activities of cleaning & sweeping should be outsourced. Thus, in view of these guidelines, it is recommended to outsource all the activities related to Cleaning, sweeping & other sanitation work of Railway colonies and total sanctioned cadre (100 posts) of **Housekeeping staff** of Medical department over Ajmer division have been considered surplus and advised to surrender.
3. **It has been informed to CMS/All that:**
 - I. **The sweeping, cleaning & other sanitation work of following colonies have already been out sourced:**
Ajmer: Gulab Bari, Ramgang & Ashaganj, Station colony, malusar Rly. Colony & north avnwue marg colony. **ABR:** Rajakothy to RMS colony and Panch Bangalow colony and half work of cleaning & sweeping have been done by departmental staff. **RPZ:** Railway colonies. **Bhilwara, Dungarpur & Mavli Jn.**
 - II. **Garbage collection and disposal work have already been out sourced of all Railway colonies over Ajmer division.**
 - III. **Complete sanitation work is proposed to outsource of following Railway colonies:**
 Beawar, Sojat Road & Marwar Jn.
4. In view of above, maximum activities of cleaning, sweeping & sanitation work have already been done through outsourced agencies over Ajmer division and no any adverse working report of contractor labour's have been informed by coordinator or other officials.
5. Work study team is advised that remaining activities of cleaning, sweeping and other sanitation work may be outsourced as comprehensive sanitation work over Ajmer division and departmental staff may be redeployed at requisite location as per extant rule.
6. Work study team has considered surplus, 100 posts of housekeeping staff of medical department over Ajmer division and advised to surrender 27 vacant posts immediately and remaining 73 live posts may be surrendered after outsourcing of complete activities of cleaning, sweeping and other sanitation work as comprehensive sanitation work.
7. **CMS/All has advised that:**
 - I. Part work of cleaning & sweeping at Aburoad Railway colonies have been out sourced and remaining work are managed by 13 onroll departmental staff against 15 sanctioned cadre. CMS/All has advised that this arrangement shall be continued up to next contract.

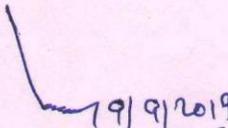
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- II. Cleaning & sweeping work at Sojat Road Railway colonies will be managed by 06 onroll departmental staff against 07 sanctioned cadre. For improving cleaning quality of Sojat Road Railway colonies additional manpower should be required. Therefore, after outsourcing the cleaning & sweeping activities of Marwar Jn., 06 onroll housekeeping staff against 07 sanctioned cadre will be transferred to Sojat Road alongwith posts. Thus, 12 onroll staff of SOD and MJ will be sufficient to cope up existing workload at Sojat Road.
- III. Cleaning work of ZRTI, Swaroop sagar & Udaipur city are managed by 12 departmental staff. CMS/All has advised that the cleaning & sweeping work of these colonies will be outsourced in near future.
- IV. Cleaning & sweeping work of staff line colony, Ajmer city are managed by 33 departmental staff. CMS/All has advised that the work of this colony will be outsourced in near future.

Thus, CMS/Ajmer has agreed to surrender 25 vacant posts (All-15, BER-01, SOD-01, MJ-01, MVJ-04 & DNRP-03) of housekeeping staff immediately and remaining 48 posts (All-33, RPZ&UDZ-12 & BER-03) after outsourcing of all activities of cleaning, sweeping and other sanitation work over Ajmer division except Abu Road, Sojat Road.


19/9/19
AWSO/NWR/JP




19/9/2019
CMS/All

CHI/TA/All Aug 19/19/19
CWSI/JP, 
WSI/JP 

8.1 Work study report has been revised, after incorporating the suggestions of CMS/All.

- I. Cleaning & sweeping work of Railway colonies at Sojat Road will be managed by departmental staff. Requirements as per benchmarking norms and improving cleaning quality additional manpower should be required at Sojat Road. Therefore, 06 on roll staff of MJ will be transferred at SOD along with posts after outsourcing of cleaning & sweeping work at MJ.
- II. Part work of cleaning & sweeping at Abu Road Railway colonies have been done through outsourced agencies and remaining work are managed by departmental staff. CMS/All has advised that this arrangement shall be continued up to next contract.
- III. Cleaning work of ZRTI, Swaroop Sagar, and Udaipur city & staff line colony of Ajmer city are managed by departmental staff. In the meeting at officer level on 19.09.2019, CMS/All has advised that the work of above colonies will be outsourced in near future.

After consideration above suggestion of CMS/All, the recommendations have been revised of work study report.

8.2 Revised summary of surplus posts:

Sr. No.	Unit	SS	OR	Vac.	Proposed	Surplus
1.	Ajmer	48	33	15	0	48
2.	Beawar	04	03	01	0	04
3.	Sojat Road	07	06	01	12	1
4.	Marwar Jn.	07	06	01	0	1
5.	Abu Road	15	15	0	15	0
6.	MavliJn	04	0	04	0	04
7.	RanaPratap Nagar-RPZ colony, ZRTI, SwaroopSagar colony	09	09	0	0	09
8.	Udaipur City	03	03	0	0	03
9.	Dungarpur	03	0	03	0	03
	Total	100	73	25	27	73

9.0 Summary of recommendations is as follows:

Sr. No.	RECOMMENDATIONS	Para no.	Accepting/ Implementing Authority
1	<p><u>Recommendation No.-1:</u></p> <p>Cleaning, sweeping and other sanitation work have been outsourced in most of colonies over Ajmer division. Work study team has advised that remaining work of cleaning & sweeping to be outsourced for improving cleaning quality in the Railway Colonies and surrounding areas with less expenditure.</p> <p>Work study team has considered, surplus 73 posts of housekeeping staff of medical department over Ajmer division and advised to surrender 25 vacant posts (All-15, BER-01, SOD-01, MJ-01, MVJ-04 & DNRO-03) immediately and remaining 48 posts (All-33, RPZ&UDZ-12 & BER-03) after outsourcing of all cleaning, sweeping & other sanitation work over Ajmer division except Abu Road and Sojat Road Railway colonies.</p>	8.1 & 8.2	DRM/All

10.0 FINANCIAL IMPLICATIONS: -

With the proposal for surrender of **73 Posts** of Safaiwala staff of Medical Department. The recurring savings per annum in money value amount is given as below:-

Sr. No.	Category	Pay band	G. pay	Mean Pay	DA 12%	Total Pay	No. of posts	Total saving per month (Rs.)	Total saving per year (Rs.)
1.	Sanitary Safaiwala	18000	56900	37450	4494	41944	73	3061912	36742944

Total recurring savings of **73 surplus posts** is **Rs. 367.42 Lakhs per annum** approximately.