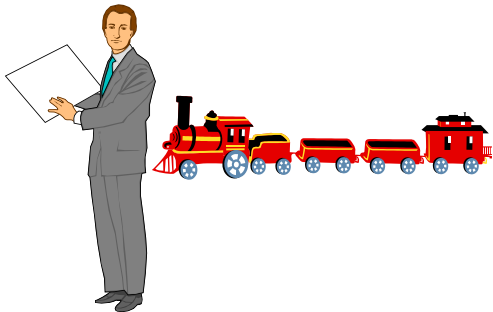


WORK STUDY TO REVIEW THE TNC STAFF STRENGTH IN MADURAI DIVISION



WORK STUDY TO REVIEW THE TNC STAFF STRENGTH IN MADURAI DIVISION

SOUTHERN RAILWAY

PLANNING BRANCH

G.275/WSSR- 021819/2019-20

**WORK STUDY TO REVIEW THE TNC
STAFF STRENGTH IN MDU DIVISION**

**STUDIED BY
PLANNING BRANCH**

JULY 2019

jsjs.

(i)
INDEX

SL. NO.	CONTENT	PAGE NUMBER
(i)	ACKNOWLEDGEMENT	1
(ii)	TERMS OF REFERENCE	1
(iii)	METHODOLOGY	1
(iv)	SUMMARY OF RECOMMENDATION	2
I	INTRODUCTION	3 - 7
II	PRESENT SCENARIO	8 – 18
III	CRITICAL ANALYSIS	19 – 26
IV	PLANNING BRANCH REMARKS ON CO-ORDINATING OFFICER'S VIEWS	27
V	FINANCIAL SAVINGS	28
ANNEXURES		
I	'SAVE' STATEMENT OF TNCs AT MADURAI DIVISION	29
II	LOAD PARTICULARS AT TNHP	30 - 33
III	CO-ORDINATING OFFICERS VIEWS	--

ஜெ.ஜெ.

(i)

ACKNOWLEDGEMENT

The study team gratefully acknowledges the valuable guidance and co-operation rendered by DRM, ADRM, Sr.DOM, AOM- MDU Division, TIs', Supervisors and TNCs' at various locations in MDU Division for completing the study in time.

(ii)

TERMS OF REFERENCE

Work study to review the staff strength of TNCs in MDU Division.

(iii)

METHODOLOGY

The following Methodology has been adopted while conducting the study:-

- 1) Collection, Compilation and Analysis of collected data.
- 2) Discussion with Officers, Supervisors and other staff.
- 3) Personal observation of TNCs activities.
- 4) Effects of modern technologies, Rake load traffic, revised instructions on issue of BPC and train examination methods.

୨୧୨୧.

(iv)
SUMMARY OF RECOMMENDATIONS

RECOMMENDATION No.1 (CONTROL OFFICE)

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant Control Office may be surrendered and credited to Bank of Surplus.

RECOMMENDATION No.2(MDU YARD)

One post of CTNC in pay band Rs.9300-34800 with GP Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of surplus Posts.

RECOMMENDATION No.3 (KON)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts.

RECOMMENDATION No 4.(TEN)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

RECOMMENDATION No 5.(MVN)

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts.

RECOMMENDATION No 6.(DG)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

RECOMMENDATION No 7.(RMM)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

Total -9 posts

१२१२.

CHAPTER – I

1.0 INTRODUCTION

- 1.1 The category of Train Clerk was a cardinal category in marshalling yards and junctions / trains starting stations, due to the multiplicity of shunting operations especially in freight operations on account of wagon loads, 'C' small traffic, transshipment etc. This category had a very important role in railway operations. Even in coaching operations, due to the number of slip coaches, existence of various company railway systems, a lot of particulars had to be gathered by the TNCs by physical verification. The number of TXR depots, various types of coupling, frequent changes of crew and engines during company railway system era etc were some other factors regarding TNCs services.
- 1.2 After the introduction of rake loads, air brake system, uniform coupling, Diesel and Electrical tractions, through BPC for longer distance etc, the activities in marshalling yards and trains starting stations/junctions have come down drastically. Many posts exclusively meant for yards have either been abolished or merged with other cadres.
- 1.3 The work load on the TNCs have also comedown due to above factors. Already it has been withdrawn from many stations in most of the divisions. The introduction of computer and FOIS/COIS have also helped to reduce their clerical work. The communication facility, stock reporting system etc have also simplified their work. So it is amply clear that this category will vanish gradually and may be merged with some other category like SMs, Guards etc in future. There is no reasonable relation between their strength and quantum of traffic or earnings at many places. So the over all issue of work study is to be based on this practical reality.
- 1.4 **FOIS:**
Freight trains bring two thirds of the Indian Railway revenues and are referred to as the bread winners for the Railways. The major commodities carried by Indian Railways are **Coal, Iron Ore, Foodgrains, Iron & Steel, Cement, Petroleum products, Fertilizer and Containerized Traffic.**

There are specialized wagons to handle the Transportation needs for different types of commodities. Unlike passenger carrying trains, Freight trains do not run to a fixed schedule thus making Freight Operations a highly Information Intensive activity.

Based on this information, managers make **Allocation Decisions** continually to dynamically **Optimize Utilization** of resources like wagons, locomotives, crew and paths on the network. Real time information allows good decision making and thus ensures high levels of mobility within the system. This realisation has led to the development of **Freight Operations Information System (FOIS)**.

1.4.1 FEATURES:

FOIS - A Strategic Advantage to both IR and its customers. The implementation of the system is envisaged to eventually achieve the following:-

Extension of the current business practice of bulk movement in train load formation to piecemeal traffic to increase the market share by clubbing and moving together similar type of stock of "Hub & Spoke" arrangement. Global tracking of consignments in real time whether in rakes or in individual wagons. The insight and pipeline of consignments would be seamlessly available for timely planning and just in time inventory management. Facilitate acceptance of customer's orders, billing and cash accountal from identified nodal customer centres which, may not necessarily be the handling terminals. These facilities could even get extended to customer's premises and along with introduction of e-commerce benefit both by reducing the burden of logistics management.

1.4.2 FOIS comprises two major sub systems :

Rake Management System (RMS) for handling the operational aspects of IR.

Terminal Management System (TMS) for handling the commercial aspects of IR

1.4.3 The other important subsystems for better Decision Making:

MIS Reporting, Rake Allotment/Allocation System (**RAS**), Terminal Pipeline Management System (**TPMS**).

FOIS provides improvement in existing business practices and consequently reduction in the operating costs while enhancing the quality of service. A full fledged Domestic Terminal Management System (**DTMS**) for CONCOR is already in place.

- Thus FOIS provides:-Convenience and Transparency to Customers
Optimum Utilization of Resources
- Handling of Commercial and Operational aspects of Rail and Freight Movement
- Better Decision making tools
- Help for better logistics management.

1.4.4 SERVICES:

Reporting/Monitoring enabled for:

Position of Freight Trains in Computerized Territory, ETA/ETD at a station, Commodity-wise flow for customers like Power Houses, Refineries, Fertilizers, Cement Plants, Steel Depots and public freight terminals - Attachment/Detachment of Rolling Stock -Wagons in yard, Locos in Shed, Detention -Loading/Unloading from different regions/locations.

- Freight Earnings, RRs, Invoices, Demurrage charges, Wharfage charges and other Local Charges.
- Balance Sheet, Apportionment, E-payments, Empty Haulage etc.

❖ Managerial Reports generated on:

Periodic Loading/Unloading, Detentions, Rolling Stock Availability, NTKM/GTKM, WTR, Outage etc.

Comparative/Trend analysis on different parameters.

Interchanges, Forecasting

Holding, EKM, HOR, Insight etc.

❖ Decision making tools:

Rake Allocation/Allotment

Terminal Congestion Determination etc.

1.4.5 **TECHNOLOGY:**

FOIS has been implemented with state-of-the-art technologies, be it Software Technologies, Hardware Technologies, Communication Networks or Management of the entire System.

FOIS is integrated with other operations modules of CRIS using an Enterprise Application Integration software and with banks and customer legacy system through SOA using web services. Oracle grid including Oracle Web logic, Oracle Tuxedo and Oracle DB are used for the same.

FOIS system has evolved from a traditional Client/Server (Two tier architecture) to three tier architecture.

- High Availability HP Itanium Servers with Oracle 11g Database.
- Oracle Tuxedo (Earlier BEA Tuxedo) System and Web logic Server
- J2EE platform for implementation of reporting, integrations, SOA etc.
- Microsoft Visual Basic 6.0 (EE), Pro *C
- Dedicated OFC cable networks integrated with VSAT to cover-up the widespread connectivity across the nation. The group is working under the leadership of General Manager, an IRTS Officer with over 20 years of Railway Experience, who guides the team on all application related issues and new developmental work.
- The technical team consists of Chief Project Engineer, Principal Project Engineer, Senior Software Engineers and Junior Engineers in addition to Field Implementers.

1.5 **COIS – COACHING OPERATIONS INFORMATION SYSTEM:**

The COIS (**Coaching Operations Information System**) module of this application provides detailed, real-time information for planning, executing and monitoring the operations of passenger services. Since the system is aware of the plans, it requires minimal data input. Even this input is easy because the users can literally drag and drop coaches in a virtual representation of their yards.

Another module, called the CMM or **Coach Maintenance Management** module, has been developed to facilitate and record maintenance of coaches and the management of spare parts inventory. It is fully integrated with the operations modules for generating alerts, interchange of information, request for placement of rolling stock for repairs, delivery and acknowledgement of certification of coaches for service, etc.

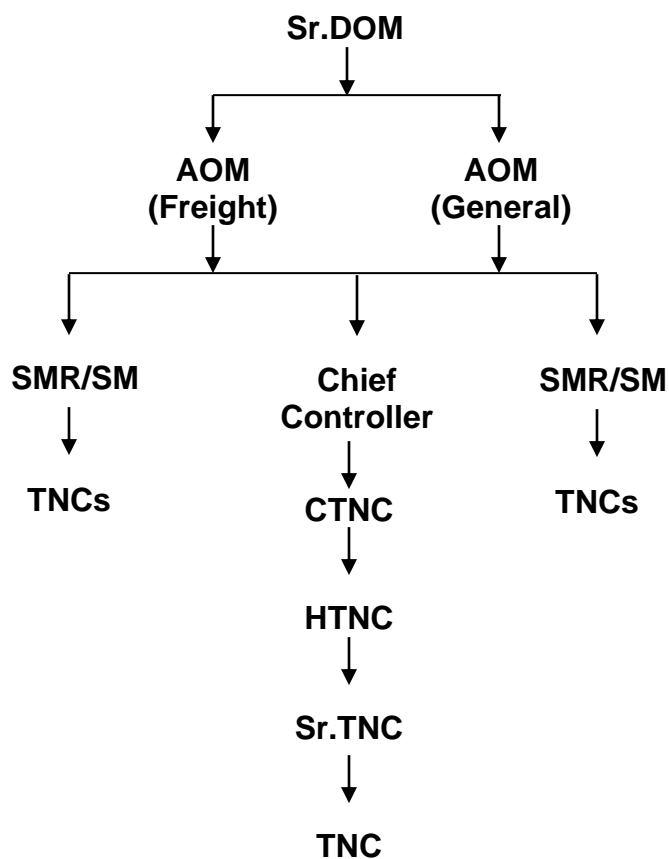
The **Punctuality Analysis & Monitoring** (PAM) module of ICMS automatically picks up the delays from the Control Office Application (COA) and produces real-time insight into the state of the operations. The system provides consistent and accurate reports for all level of management, from the operative to the strategic. Since ICMS already has most of the related information, it is the natural place to also monitor and analyse the punctual running of trains.

1.6 TECHNOLOGY:

ICMS – INTEGRATED COACHING MANAGEMENT SYSTEM

The operations (COIS) and punctuality (PAM) modules have been developed in-house on the Java EE 6 platform and hosted on IBM Web sphere Application Server. The maintenance module leverages the capabilities of IBM Maximo Asset Management software.

No yardstick or bench mark is specifically available for strength of TNCs. So the study has come to the conclusion based on requirements. However the difficulties experienced during the transition period is also taken in to account while arriving at the required strength.

CHAPTER – II**2.0 PRESENT SCENARIO****2.1 ORGANISATION SETUP OF TNCs**

2.2 The TNCs working in various stations of MDU Division are as follows (as on 01-10-2018) sanction from DPO /O statement and actual from the field.

Sl. No.	Stations	Sanction	Actual	Vacancy	Excess
1.	Control Office (CHC)	11	11	-	-
2.	Madurai Yard	4	4	-	-
3.	KON	4	3	1	-
4.	DG	3	4	-1	-
5.	MVN	5	4	1	-
6.	TNHP	4	4	-	-
7.	TEN	4	4	-	-
8.	RMM	3	3	-	-
TOTAL		38	37	1	-

2.3 **General workload of TNC staff**

- Recording and conveying the messages from Control Office.
- Noting the coach/wagon numbers of receiving trains.
- Preparing VG for outgoing trains.
- Maintaining record entries for sick/fit vehicles for sick line /fit line.
- Yard memo for TXR attendance.
- 6 hours, 16 hours and 0.0 hours stock report preparation and reporting to Control Office.
- Daily Guard roster preparation at guard Depot stations only.
- Vehicle register maintenance.
- Preparation of weekly/bi-weekly and monthly reports.
- Maintenance of time to time yard inventories.
- Maintenance of LTM register, compiling the same, diesel loco detention.
- Detention of wagon – arrival to placement, placement to release to dispatch and arrival to dispatch of Jumbo rakes, compiling and sending of consolidate report.
- Maintaining of running wagon balance register.
- Wherever FOIS working is in place – manual details are to be fed in to the computer system.

2.4 **Registers maintained at stations of TNCs**

- Vehicle guidance register for coaching vehicles and wagons.
- Placement register,
- Loco, wagon, coach attention register.
- GDR calling book, Guard roster.
- Phone message, delivery register.
- Shunting voucher.
- Through train goods register.
- Ballast train register.
- Stock report register.
- Weather warning register.
- TXR register.
- Re-weighment register.
- FOIS data register.

2.5 Control Office (CHC)-MDU

At present the following staff are working in Control Office against the sanctioned strength of eleven in continuous roster.

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	9	7	2	-
2.	Sr.TNC	2	3	-	1
3.	TNC	-	1	-	1
TOTAL		11	11	2	2

2.5.1 Workload and allocation of duty

DUTIES OF TNC AT CONTROL OFFICE/MDU

1. Duties of TNC in shift 06.00 – 14.00 Hrs & 14.00 – 22.00 Hrs

1. Feeding of Asset failure in PAM.
2. Feeding of Line Block in Line Block updating form as per CPTM orders.
3. Attending to other communications and miscellaneous works as directed by Supervisor.
4. Sending Freight Demand SMS to all officers round the clock.
5. Details of Emergency block through COIS mail
6. Detention of trains due to block through COIS mail
7. LB availed with progress in MDU Divn. (RB Block) through COIS mail
8. After 18.00hrs. and Leave days → Rescheduling of Trains
9. Office letters send through FTP.
10. Feeding Coal stock particulars to HQRS .
11. Maintaining Registers for Restriction / General / COIS Messages and Obtained signature of concerned Supervisor.
12. Sending Messages received thro' FOIS, COIS and FAX to Officers / Supervisors.
13. Making Book entries in Interchange Register, BTPN etc.,
14. Ship Position & Ground Stock maintenance.
15. Particulars required by Central Control complying CC Messages thro' COIS and FOIS and taking Xerox copies, whenever required by Supervisor.
16. Entering Line Block availed in the Division in LB register.
17. Taking weather report from 'Net' and serving to all boards.
18. Maintaining Goods Train Detention (MDU) Register.

2. Three TNC's are working in 22.00 – 24.00 / 00.00 – 06.00 Hrs Roaster

a) Duties of First TNC (Shift In-charge)

1. To collect Stock Report from Yards.
2. To collect RR Earnings, Weight PR check particulars from Yards.
3. To prepare Stationwise Loading and Goods shed Release.
4. Section-wise Trains run (AC / DSL).
5. To prepare Comparative Loading statement and performance.
6. To prepare Headquarters/ COM Operating Position separately and uploaded through Mail to Headquarters (ODR, OPER, Interchange, Dissipation, Planned Line Block & previous day availed LB, Imported Fertilizer, Coal, Wheat
7. Sorting out all sheets to be sent to DRM, ADRM, Sr.DOM, AOM, SMR/MDU, CHC, Sr.DCM, DCM, Sr.DSO & Sr. PRO before 05.30 Hrs through Peon.
8. Manual entry in Operating Register duly referring Control charts and Goods TL

Book for Train run, TU release, Section wise / Loco wise Train run, Interchange transaction, Stock Dissipation etc.,

b) Duties of Second TNC

1. To prepare Interchange and Tally with other Divisions.
2. Preparing BG stock Report and Division Holding.
3. Preparing BG TU's particulars separately.
4. Preparing Conference Sheet.
5. Power / Lie over Power plan position.
6. To prepare CFTM Position 3 pages (Each 9 copies).
7. DRM Position.
8. Preparing Position to COM 00.00Hrs Division Report.
9. Preparing Crew Position.
10. Send Spare Coaches Position to CPTM.
11. Feeding of Special occurrences then and there in ICMS "ROUND" the clock.
12. Feeding of Line Block (Availed LB)

c) Duties of Third TNC

1. To prepare Unusual Occurrence of 24 Hrs & Annexure of previous day Line Block (ENGG , S&T & TRD)
2. To prepare Goods Guard position 3 pages – 6 copies.
3. Feeding of USF / Guard in FOIS.
4. To collect information from TI / FOIS regarding EKM, Speed, Outage, TKM etc.,
5. To upload thro' mail USF and CFTM Position (page 1, 2, 3) to Central Control.
6. To prepare 00.00 Hrs Coaching Stock position and mail to CPTM.
7. All HQRS position uploaded thro' mail.
8. Preparing Availability of Guards in RMS Queries.
9. Feeding Equipment Failure in FOIS.
10. Preparing Mail / Express / Goods Crew in USF Report.
11. Taking & sending restriction & other messages from FOIS and COIS.
12. Uploading USF in PAM.

2.5.2 Registers maintained

- JUMBO register
- BOXN register
- BOBYN register
- Interchange register
- sick register
- oil tank register
- Line block/power block register
- operating register
- restriction register
- general messages register
- COIS messages register.

2.5.3 TECHNOLOGICAL IMPROVEMENTS

- Entry of line block details in net.
- .Entry of USF in PAM ,
- Compiling of weekly USF department wise with detention and remarks for the perusal of DRM/ADRM
- Conducting coaching & wagon census whenever ordered by HQrs.

2.6 MADURAI JUNCTION/YARD

At present four staff are working in MDU against the sanctioned strength of six as detailed below:

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	4	3	1	-
2.	Sr. TNC	-	1	-	1
TOTAL		4	4	1	1

The shift timings are 11.00 – 21.00 hrs, 07.00 – 11.00 hrs and 21/24-07.00 hrs.

The routine duties are:

- Attending all Up/Down trains and make entries of Train No., Engine No., name of Loco Pilot, name of Guard arrival and departure load on train, coach numbers, etc., in the vehicle register.
- Preparation of vehicle guidance.
- Receiving of Train notice.
- Preparation of 09.00 hours yard position, coach pit line, sick line, 00.00 hrs stock report.
- Crew particulars to Controller, making entries in COIS.
- Taking Yard inventories
- Maintenance of registers and preparation of periodical statement, etc.

2.7 KODALNAGAR (KON)

At present three staff are working in KON against the sanctioned strength of four duly following the shifts of 06:00 to 14:00 Hrs and 14.00 – 22.00 hrs. only.

Night shift is withdrawn as per the instructions from the HQ

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	4	1	3	0
2.	Sr.TNC	0	2	0	2
TOTAL		4	3	3	2

One TNC is utilized as RG/LR.

2.7.1 Normally rice, wheat, cement fertilizers and seasonal paddy are inward commodities and sugar is the outward commodity.

Night shift is removed as per Division Order due to less no, of traffic/ load.

2.8 MILAVITAN (MVN)

At present four TNC staff are working against the sanctioned strength of four in 'J' roster (11.00 – 21.00 hrs) (07.00 – 11.00 hrs) (21/24.00 – 07.00 hrs) as detailed below:

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	5	2	3	-
2.	Sr. TNC	-	1	-	1
3.	TNC	-	1	-	1
TOTAL		5	4	3	2

2.8.1 Workload and Allocation of Duty

Their routine duties are:

- Goods Trains attendance for taking the particulars viz., Type of wagon, No. owning Railway, No. of wagons, Pay load, type of commodities, arrival time/date, loco number, owning depot, type of loco, Oil particulars, Crew particulars, BPC particulars, etc., making entry in vehicle register.
 - Placement duty i.e., after examination of TXR, empties are being moved to demanded stations viz., SPIC, TAY, MRTS, etc.
 - Preparation of placement memo to GDSR for loading/unloading maintenance of sick register and premium register.
 - Preparing and issuing of VG, for out going trains, intensive BPC, maintenance of diesel detention register, yard balance register, register for placement loading/unloading and dispatch register.
 - Preparation of All India wagon census, month wise yard statistics.
 - Onward transmission of outgoing particulars including GDR to MDU Control.
 - Making entries in FOIS, CREW arrangement.
- No. of goods trains./ month -20

2.9 TIRUNELVELI JUNCTION (TEN)

At present three TNCs are working at TEN against the sanctioned strength of six as detailed below:

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	4	4	-	-
2.	HTNC	-	-	-	-
3.	Sr.TNC	-	-	-	-
4.	TNC	-	-	-	-
TOTAL		4	4	-	-

2.9.1 Workload and allocation of duty

In addition to general duties one senior most CTNC who is in-charge of this office is working in shift. CTNCs are working in continuous roster in 3 shifts (1 x 3) shifts and one CTNC is utilized on LR/RG duly following the roster of 07.00 – 13.00 hours, 13.00 – 21.00 hours, 21/24.00 – 07.00 hrs.

2.9.2 Regular Duties

i) Train Attendance:

Taking the particulars such :

- Type of wagon, wagon No., Owning Railway.
- Type of commodities, load/empty from/to station, arrival time and date, Loco No., owning depot, oil particulars, GDR & BPC particulars, etc.

- ii) **For Placement of Wagons** : Collection of particulars from pilot such as crew on duty, engine particulars like fuel oil, lubrication oil position, trip due for maintenance, due date, schedule date, authorized loco shed, brake system.
- iii) Onward transmission of collected particulars to Controller/MDU.
- iv) Preparation of VG.
- v) Preparation of shunting vehicle removal memo
- vi) Furnishing placement VRM to CGSR.
- vii) Shunting VRM to YM.
- viii) Preparation of sick wagon memo to hand over to YM.

- ix) Collection of particulars such as number of wagons, commodity like white oil, black oil, company wise such as Bharat/Hindustan/RMC On arrival of oil tank from IPN.
- x) Preparation of VRM to CGSR (copy to JE/Loco in case of RMC – OTL).
- xi) Furnishing particulars to TVC control regarding down loads received from MDU side.
- xii) Information of particulars of empties from TVC side to MDU control.
- xiii) Maintenance of registers such as wagon balance, vehicle, stock report, control message, vehicle guidance, yard inventory, road position, LTR, pre-departure detention, engine detention, etc.

2.9.3 Up/Down Train duty:

One TNC is deputed for Up/Down trains which are passing through TEN and halt at TEN. Roster hours is between 07.00 – 11.00 hrs and 16.00 – 20.00 hrs. One Points man 'A' and SNP is also looking after coaching duty. At about 10 pairs of trains are running through TEN Junction.

The Routine duties are :

Attending all Up/Down trains and make entries of train No., Engine No., SLR check, name of Loco Pilot, Guard, arrival and departure time, Train load particulars, coach numbers, etc., making entries in vehicle register, conveying the message/particulars to Controller/MDU.

Cash Chest particulars to RMM/Board on receipt of same from TCN control. Making entries in FOIS.

2.10 TUTICORIN HARBOUR PORT (TNHP)

At present four TNCs are working against the sanctioned strength of four, duly adhering Junction Type roster. Yard Masters are working in 3 shifts and they are over all in-charge. Apart from that one TI is posted at TNHP.

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	1	3	-	2
2.	Sr.TNC	2	-	2	-
3.	TNC	1	1	-	-
TOTAL		4	4	2	2

2.10.1 Routine duties

Goods train attendance, wagon placement and maintenance of required registers as maintained in other stations of MDU Division. Apart from that, TNCs at TNHP are attending all the enquiries from Port Trust, loading agents, forwarding agents before 10.00 hours daily.

Also they are furnishing particulars such as Ship waiting/Forecast, etc., to Control Office. They are working in FOIS also.

2.11 DINDIGUL JUNCTION (DG)

At present 4 TNCs (1 CTNC 1 Sr.TNC and 2 TNC) are working against the sanctioned strength of one CTNC and two TNC.

2.11.1 Routine duties are

- Receipt of information from Controller/SA.
- Conveying of information to Controller/MDU.
- It stabled, wagon details are collected .
- If through and stopped for fuel, TNC is to collect particulars from Engine/BPL, Loco particulars/working hours, etc.
- Onward transmission to Controller/MDU
- Similarly Express/Passenger Train particulars for Down/Up trains, particulars of Guard/LTR etc., to Controller/SA.
- CREW arrangement by TNC at KRR.
- Advancement of CREW on receipt of Train Notice by TNC.
- Control messages received by TNC over Control phone, SA/MDU/Auto phones/BSNL/queries by public, etc.
- Transportation of tractors manufactured at Vadipatti through newly modified goods, not less than 10 times in a month.

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	1	1	-	-
2.	Sr.TNC	-	1	-	1
3.	TNC	2	2	-	-
TOTAL		3	4	-	1

2.12. RAMESWARAM(RMM)

Sl. No.	Designation	Sanction	Actual	Vacant	Excess
1.	CTNC	1	-	1	-
2.	Sr.TNC	1	-	1	-
3.	TNC	1	3	-	2
TOTAL		3	3	2	2

The shift timings are 11.00 – 21.00 hrs, 07.00 – 11.00 hrs and 21/24-07.00 hrs.

The routine duties are:

- Attending all Up/Down trains and make entries of Train No., Engine No., name of Loco Pilot, name of Guard arrival and departure load on train, coach numbers, etc., in the vehicle register.
 - Preparation of vehicle guidance.
 - Receiving of Train notice.
 - Preparation of 09.00 hours yard position, coach pit line, sick line, 00.00 hrs stock report.
 - Crew particulars to Controller, making entries in COIS.
 - Taking Yard inventories
 - Maintenance of registers and preparation of periodical statement, etc.

CHAPTER – III

3.0 CRITICAL ANALYSIS

- 3.1 The duties of TNCs have changed a lot after the introduction of rake loads and elimination of wagon loads. The number of detaching and attaching arising out of shunting operations have been reduced considerably. Introduction of computer and other related system like FOIS & COIS etc., has eased the work related with preparation of VG Goods and Coaching returns and related correspondence. Even the number of wagons to be detached on account of sick is comparatively less due to the issue of through BPC, end to end BPC, and premium/dedicated attendance on earmarked lines. So also, the technological improvements in the brake system, coupling and other areas have helped to reduce the frequency of shunting related works. The 'SAVE' statement is enclosed as Annexure-I.

3.2 CONTROL OFFICE

The present sanctioned strength of TNCs in Control Office is 11 and work is managed with the actual strength of eleven.

On observation it is analysed that one CTNC is in-charge of the section for over all supervision and maintenance of various registers and preparation of periodical statements. Other CTNC is in shift duty. On an average three TNCs are deployed for each shift. The shift from 06-14 hrs and 14-22 hrs requires one TNC for each shift and shift from 22-24/06 hrs requires two staff for stock report, operating duties and for special events, CFTM positions as per allotment of duties by Division. TNCs are not doing entire FOIS/COIS connected work. Other office staff like Controller/SMs/TIs perform duties oriented towards FOIS/COIS.

Infact the work done by TNCs in the CHC office is some sort of summarization from the data available from the Control Boards/Station/Yards. Considering the quantum of passenger/express trains and goods traffic, the need for TNCs in all three shifts, is arrived as under, based on the present level of workload and allotment of duties to TNCs.

Designation	Sanction	Actual	Requirement	Surplus
CTNC	9	7	7	2
Sr.TNC	2	3	2	-
TNC	-	1		
Total	11	11	9	2

Now a days, after cadre restructuring and other avenue of promotions, all posts are upgraded to higher posts but in most of the times, the staff doing the regular lower grade activities only. Hence, it is not possible to differentiate the higher post and their confined responsibilities.

Hence, it is recommended to allow the higher grade post to look after the lower grade post also.

When actual distribution of TNCs for 3 shifts is at about 7 to 8 only. Hence, requirement of 7 CTNCs and 2 Sr. TNCs inclusive of LR/RG is justifiable to cater the present needs of Control Office.

RECOMMENDATION No.1

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant Control Office may be surrendered and credited to Bank of Surplus (**total – 2 posts**).

3.3 MADURAI JUNCTION/YARD (MDU)

At present 3 CTNCs and 1 Sr, TNC are working against the sanctioned strength of four. There is virtually very little freight operation work at MDU. As there is one Dy.SMR and SM/Platform available in the platforms itself supervisory CTNC is not required.

The present staff deployment position caters the need for all three shifts, with utilization of other operating staff for the requirement of TNCs is arrived as under based on the present level of workload which is primarily on passenger traffic.

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	4	3	3	1
2.	Sr. TNC	-	1	-	-
3.	TNC	0	0	-	-
TOTAL		4	4	3	1

RECOMMENDATION No.2

One post of CTNC in pay band pf Rs.9300-34800 with GP Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of surplus Posts.

3.4 KOODAL NAGAR (KON)

At present three CTNCs are working here. They look after mainly goods traffic. Three CTNCs are working in Junction Roster against the sanctioned strength of four. The average number of inward wagons per day is one full rake train only. It is very well possible to manage the duties of TNCs with two staff.

In a day either with split continuous duty or with elimination of TNCs during night shift by trains, two TNCS for 06-14 hrs and 14-22 hrs, which can caters the requirements at KON.

One TNC can be utilized as RG/LR for both KON and MDU Yard.

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	4	1	3	1
2.	Sr.TNC	0	2	0	-
TOTAL		4	3	3	1

RECOMMENDATION No.3

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts.

3.5 TIRUNELVELI JUNCTION (TEN)

Sl. No.	Designation	Sanction	Actual	Vacant	Surplus
1.	CTNC	4	4	-	-
2.	HTNC	-	-	-	-
3.	Sr.TNC	-	-	-	-
4.	TNC	-	-	-	-
TOTAL		4	4	-	-

At present 4 CTNCs are on duty against the sanction of 4. The services of TNCs are warranted in Goods Traffic and passenger traffic. There is COIS/FOIS operation also. For routine TNC duties, involving goods traffic, one CTNC/HTNC/Sr.TNC in each shift are employed with one TNC as RG/LR.

As nearly 10 pairs of passenger trains run through/halt at TEN, one TNC is utilized for coaching duty. As Yard Master/Platform Station Master are in 3 shifts necessity for overall supervision in Marshalling Yard/Platform doesn't arise.

While observing the work load, EI roster may be introduced so as to meet out the effective utilization of the Manpower. In such case further one post may be surrendered in future.

Therefore, requirement of CTNC for overall supervision at TEN is not required.

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	4	4	3	1
TOTAL		4	3	3	1

RECOMMENDATION No 4.

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

3.6 TUTICORIN HARBOUR PORT (TNHP)

Located near the TN Harbour. Yard is attached to TNHP. 3 CTNCs and 1 TNC are on 3 shifts duty with one as LR/RG. Apart from routine TNC duties, TNCs at TNHP are required to attend ship particulars and attending all the enquires from Port Trust loading agent, forwarding agent.

One TI/TNHP and Yard Masters are managing with supervision/yard position/communication with Port Trust for placement/release/loading duty.

Loading/unloading particulars for the period 2017, 2018 are enclosed as Annexure-II. **1 TNC may be utilized as RG/LR for both MVN and TNHP.**

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	1	3	1	-
2.	Sr.TNC	2	-	2	-
3.	TNC	1	1	1	-
TOTAL		4	4	4	-

3.7 MILAVITAN (MVN)

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	5	2	3	2
2.	Sr. TNC	-	1	-	-
3.	TNC	-	1	-	-
TOTAL		5	4	3	2

At present four TNCs (2 – CTNC, 1 – Sr.TNC and 1 – TNC) are working. The volume of traffic is more of goods trains. Three TNCs in 3 shifts and one TNC as RG/LR are working against the sanction of 5.

As Yard Masters on duty can very well look after the supervision part of work, one CTNC exclusively for supervision is not required. Based on the present workload in dealing 20 trains / month i.e. less than 1 train /day and maintenance of FOIS and other routine duties, three staff is allowed to continue. But the actual staffs are in lower grade without the sanction of posts.

RECOMMENDATION No 5.

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts

3.8 DINDIGUL (DG)

The traffic which contributes mainly originating/terminating/run through passenger trains. One CTNC and two TNC are attending train attendance duties/Crew arrangement and communication to Controller/SA/MDU divisions. Duties are managed with 2 TNCs and other operating staff under the supervision of Platform Station Master. The existing system is allowed to continue for the present level of workload.

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	1	1	-	1
2.	Sr.TNC	-	1	-	-
3.	TNC	2	2	2	-
TOTAL		3	4	2	1

RECOMMENDATION No 6.

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

3.9 RAMESWARAM (RMM)

At RMM as against the sanctioned strength of 3 TNC, 3 TNC is working. The duties constitute originating express/passenger trains and the services of one TNC will suffice. But, duly considering the increase in no, of trains , two posts is allowed.

Sl. No.	Designation	Sanction	Actual	Requirement	Surplus
1.	CTNC	1	-	-	1
2.	Sr.TNC	1	-	1	-
3.	TNC	1	3	1	-
TOTAL		3	3	2	1

The No. of trains per day is 5 pairs only per day at an average and there is no goods movement in this station. But, IOH of coaches is carried out for which the monitoring of TNC is required.

While observing the work load, EI roster may be introduce so as to meet out the effective utilization of the Manpower. In such case further one post may be surrendered in future.

Moreover, SMR is looking after the supervisory Role, hence the CTNC post may not be required and the existing vacant post of 1 CTNC may be surrendered and credited to the vacancy bank.

RECOMMENDATION No 7.

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

SUMMARY OF RECOMMENDATIONS

RECOMMENDATION No.1(CONTROL OFFICE)

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant Control Office may be surrendered and credited to Bank of Surplus

RECOMMENDATION No.2(MDU YARD)

One post of CTNC in pay band Rs.9300-34800 with GP Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of surplus Posts.

RECOMMENDATION No.3 (KON)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts.

RECOMMENDATION No 4.(TEN)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

RECOMMENDATION No 5.(MVN)

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts

RECOMMENDATION No 6.(DG)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

RECOMMENDATION No 7.(RMM)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

Total -9 posts

CHAPTER – IV

4.0 **PLANNING BRANCH'S REMARKS ON CO-ORDINATING OFFICER'S VIEWS**

- 4.1 The preliminary draft work study report was handed over to DOM/MDU (Co-ordinating Officer) on 25.06.2019 for offering his remarks on the work study report so as to finalise the report within 15 days.

A reminder was also sent on 17.07.2019 for his remarks on the draft work study report positively by 23.07.2019.

Till date (25.07.2019) no remarks is received.

Hence, the final work study report is released without the remarks of the Co-ordinating Officer.

CHAPTER – V

5.0 FINANCIAL SAVINGS

5.1 If the recommendations made in the study report are implemented, the annual recurring financial savings will be as under:

Sl. No.	Category	Grade pay (Rs.)	Grade Pay (Rs.)	No. of post	Mean Pay (Rs.)	Annual savings (Rs.)
1.	CTNC/HTNC	9300-34800	4200	9	82768	8938944
TOTAL				9		8938944

ANNEXURE-I

‘SAVE’ STATEMENT OF TNCs /MDU DIVISION as on 01-10-2018
(Sanction from DPO/O/MDU and actual form the field locations)

Station	CTNC 9300-34800 GP. Rs.4200/-			Sr.TNC 5200-20200 GP. Rs.2400/-			TNC 5200-20200 GP.Rs.1900/-			TOTAL		
	S	A	V	S	A	V	S	A	V	S	A	V
MDU Control	9	7	2	2	3	-	0	1	-	11	11	-
MDU Yard	4	2	2	0	2	-	0	-	-	4	4	-
KON	4	1	3	0	2	-	0	-	-	4	3	1
DG	1	1	0	0	1	-	2	2	0	3	4	-1
MVN	5	2	3	0	1	-	0	1	-	5	4	1
TNHP	1	3	-	2	-	-	1	1	-	4	4	-
TEN	4	4	-	0	-	-	0	-	-	4	4	-
RMM	1	-	1	1	-	1	1	3	-	3	3	-
TOTAL	29	20	11	5	9	1	4	8	-	38	37	1

Annexure -II

Unloading Particulars @ TNHP Yard from January - 2017 to December - 2017

Month	Coal		Lime Stone		Urea		Mop		Dap		Complex		Wheat		Clinker	
	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes
Jan-17					84	5322	244	15448	11	692	81	5148				
Feb-17	118	7817			99	6264	252	15900			165	10437	42	2643		
Mar-17	229	15284					31	1960					84	5316		
Apr-17							100	6319	57	3591	94	5929				
May-17			59	3906			288	18201	87	5499	13	823				
Jun-17	59	3907	118	7810			119	7538	7	442						
Jul-17							78	4920			48	3045			59	3918
Aug-17	58	3944	116	7688			367	23130			85	5429				
Sep-17	59	3901			105	6630	309	19557			6	375	42	2631		
Oct-17			59	3922	378	23895	273	17262								
Nov-17			177	11729	105	6630	596	37628								
Dec-17							463	29278								
Total	523	34853	529	35055	771	48741	3120	197141	162	10224	492	31186	168	10590	59	3918

Unloading Particulars @ TNHP yard from January - 2017 to
December - 2017

Month	Cement		IPL Complex	
	Wgons	Tonnes	Wgons	Tonnes
Jan-17	21	1338		
Feb-17				
Mar-17				
Apr-17				
May-17				
Jun-17	42	2649		
Jul-17				
Aug-17				
Sep-17				
Oct-17				
Nov-17				
Dec-17				
Total	63	3987	0	0

Unloading Particulars @ TNHP Yard from January - 2018 to December - 2018

Month	Coal		Lime Stone		Urea		Mop		Dap		Complex		Empty Container		Clinker	
	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes	Wgons	Tonnes
Jan-18							210	13302								
Feb-18							126	7947								
Mar-18																
Apr-18							346	21871								
May-18					210	13272	63	3978								
Jun-18					84	5295	210	13287								
Jul-18					105	6558	126	7962					200	920		
Aug-18	233	15707			82	5194	21	1317					240	1104		
Sep-18	116	7746											240	1104		
Oct-18	117	7758														
Nov-18					273	17295	42	2637								
Dec-18	884	58721			189	11973	178	11251								
Total	1350	89932	0	0	943	59587	1322	83552	0	0	0	0	680	3128	0	

Unloading Particulars @ TNHP yard from January - 2018 to December - 2018

Month	Cement		IPL Complex	
	Wgons	Tonnes	Wgons	Tonnes
Jan-18				
Feb-18			42	2637
Mar-18				
Apr-18				
May-18				
Jun-18				
Jul-18	221	13259		
Aug-18	240	14316		
Sep-18	280	16858		
Oct-18	63	3978		
Nov-18				
Dec-18				
Total	804	48411	42	2637

RAILWAY

100 100

TNHP YARD STATISTICS FOR THE YEAR JANUARY - 2017 TO DECEMBER - 2017

SL. NO	DESCRIPTION	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
1	Total Number of Trains												
	a) Received												
	Goods	60	58	40	57	81	69	87	109	97	96	82	86
	Light Engine	38	43	34	41	44	40	30	25	24	38	41	33
	b) Despatched												
	Goods	56	55	39	59	84	69	90	107	98	90	87	86
	Light Engine	41	45	35	39	41	40	28	27	23	36	36	34
2	Total No. wagons dealt with	2061	1990	1523	1948	2471	2660	3510	3747	3332	3149	3045	2844
3	Total shunting engine hours	6	7	6	17	25	27	25	28	23	21	27	24
4	Number of wagons received	2061	2011	1502	1948	2471	2660	3552	3747	3353	3128	3045	2844
5	Inward loads received	21	NIL	NIL	NIL	NIL	42	NIL	NIL	NIL	NIL	NIL	NIL
6	Total loading	420	676	344	251	447	303	185	626	521	710	878	463
7	TU released	21	NIL	NIL	NIL	NIL	42	NIL	NIL	NIL	NIL	NIL	NIL
8	Average detention to sick wagons	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
9	No. of other loads received	787	593	434	675	900	1032	1494	1452	1349	1238	1039	1195
10	No. of other loads despatched	787	593	434	675	900	1032	1494	1452	1349	1238	1039	1195

RAILWAY

TNHP YARD STATISTICS FOR THE YEAR JANUARY - 2018 TO DECEMBER - 2018

SL. NO	DESCRIPTION	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
1	Total Number of Trains												
	a) Received												
	Goods	64	49	86	68	25	74	79	67	69	49	59	75
	Light Engine	30	32	24	27	66	37	46	36	23	26	29	46
	b) Despatched												
	Goods	63	49	87	70	26	74	81	70	72	51	60	74
	Light Engine	31	31	23	24	65	37	44	33	20	24	28	47
2	Total No. wagons dealt with	2266	2104	3254	2438	2098	2815	3027	2709	2858	2084	2310	3446
3	Total shunting engine hours	16	2	5	7	8	12	14	13	13	11	14	18
4	Number of wagons received	2287	2083	3254	2459	2077	2836	3006	2709	2858	2084	2310	3446
5	Inward loads received	NIL	42	NIL	NIL	NIL	NIL	221	240	280	63	84	42
6	Total loading	210	126	NIL	346	273	294	431	576	356	117	315	1251
7	TU released	NIL	42	NIL	NIL	NIL	NIL	221	240	280	63	84	42
8	Average detention to sick wagons	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
9	No. of other loads received	995	804	1546	949	794	1173	1155	1063	1206	959	933	1091
10	No. of other loads despatched	995	804	1546	949	794	699	1155	1063	1206	959	933	1091

SUMMARY OF RECOMMENDATIONS

RECOMMENDATION No.1(CONTROL OFFICE)

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant Control Office may be surrendered and credited to Bank of Surplus

RECOMMENDATION

No.2(MDU YARD)

One post of CTNC in pay band Rs.9300-34800 with GP Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of surplus Posts.

RECOMMENDATION No.3 (KON)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts.

RECOMMENDATION No 4.(TEN)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

RECOMMENDATION No 5.(MVN)

Two posts of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus posts

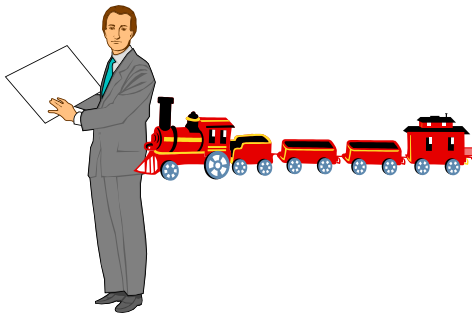
RECOMMENDATION No 6.(DG)

One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

RECOMMENDATION No 7.(RMM)

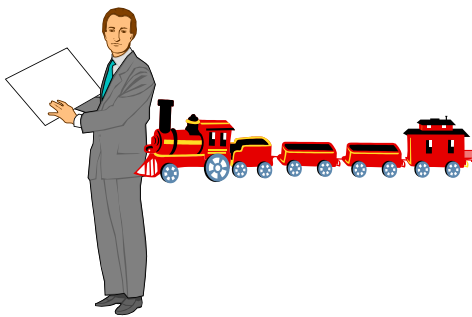
One post of CTNC in pay band Rs.9300-34800 in G.P Rs.4200 which is excess to the requirement and lying vacant may be surrendered and credited to the Bank of Surplus Posts.

Total -9 posts



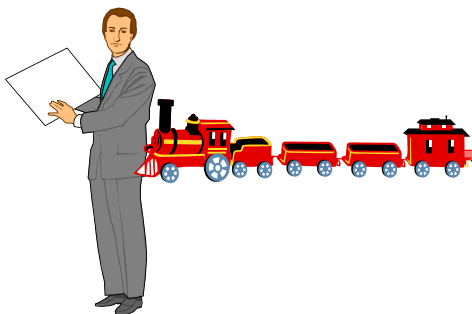
G.275/WSSR- 021819/2019-20

**WORK STUDY TO REVIEW THE
TNC STAFF STRENGTH IN
MADURAI DIVISION**



G.275/WSSR- 021819/2019-20

**WORK STUDY TO REVIEW THE
TNC STAFF STRENGTH IN
MADURAI DIVISION**



G.275/WSSR- 021819/2019-20

**WORK STUDY TO REVIEW THE
TNC STAFF STRENGTH IN
MADURAI DIVISION**