

आभार **ACKNOWLEDGEMENT**

The Central Planning Organization takes this opportunity to express hearty thanks to the CMS/HYB & other officials and Inspectors of Medical Department and Sr.DPO/HYB & other officials and staff of Personal department of HYB Division for their valuable guidance and co-operation in extending their support by giving necessary information/statistical data.

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विधि **METHODOLOGY**

The Work Study team has applied the following techniques for completion of the Work Study.

1. Collection of the details of work Load.
2. Interaction with the Officers and Staff.
3. Observation of the pattern of working.
4. Critical examination of the existing system of working and
5. Assessment of manpower requirement for the existing work Load by applying yardstick and practical observation of it.

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रूपरेखा SYNOPSIS

- **विषय/SUBJECT:** Review of Staff Strength of Medical Safaiwalas of MLY & KCG Railway Colonies over HYB Division.
- **प्राधिकार/AUTHORITY:** Annual Programme of Work studies for year 2019-20.
- **अध्ययन सं/ STUDY No:** G.276/2/WSSCR- 12/2019-20
- **गतिविधिकाक्षेत्र/AREA OF ACTIVITY:** MLY & KCG Railway Colonies over HYB division
- As per the annual programme of Work Studies 2019-20, the Central Planning cell of South Central Railway has taken up Work-study on the "Review of Staff Strength of Medical Safaiwalas of MLY& KCG Railway Colonies of HYB city over Hyderabad Division".
- Medical Safaiwalas of Railway Colonies have been entrusted with the job of maintaining sanitation, which includes not only cleanliness, but also process the elimination of pathogenic bacteria and germs from human habitation. In this process sweeping and cleaning are the related activities involved in sanitation. Sweeping is an act of the process of cleaning the waste material of rubbish, litter, garbage etc., from the premises of Railway colony.
- In order to have first hand information the Work-study team visited the MLY & KCG Railway colonies of HYB city over HYB division and observed the working pattern, various processes involved in cleaning activity. The Work-study team made an analysis on the requirement of staff based on the Practical Observation and following parameters.
 - a) Out sourcing activities in connection with Medical Safaiwalas,
 - b) Requirement of Medical Safaiwalas as per existing Yardsticks,
 - c) Requirement of Medical Safaiwalas on need base.
- **Outsourced activities in connection with Medical Safaiwalas :** 2 activities are outsourced with 11 contract staff (**Para 3.7**)
- **Yardstick to assess the requirement of Medical Safaiwalas**
The available yardstick which is the basis to assess the requirement of Medical Safaiwalas, as per **FA & CAO's Lr.No. A/FE/Medical/57/SC, dated 17.12.68.**
 - i) In case of buildings where sweeping is done, it may be calculated at 75,000 sq.ft for 08 hours.
 - ii) For Colony area sweeping @1 lakh to 1.2 lakhs Sq.ft. can be done in 08 hours by one safaiwala.
 - Iii) Open drains: For large drains @ 6000 Rft. & small drains with 8000 Rft Cleaning can be done in 8 hours by one safaiwala.
- **SAVE statement of Medical safaiwalas as on 19.08.2019:**

Sl.No.	Unit	Sanctions	Actual	Vacancies	Excess
1.	H&MI/MLY	8	8	0	0
2.	HU/MLY	1	1	0	0
3.	H&MI/CKL	24	22	2	0
4.	H&MI/RRC	23	17	6	0
5.	H&MI/S.LGD	33	25	8	0

6.	H&MI/N.LGD	27	19	8	0
7.	CMS Office	1	1	0	0
8.	H&MI/KCG Colony	10	10	0	0
9	HU/KCG	2	3	0	1
10	KCG station	4	0	4	0
11	H&MI/NZB	5	0	5	0
12	HU/NZB	2	2	0	0
13	HU/MBNR	2	2	0	0
14	HU/KRNT	1	1	0	0
15	H&MI/KRNT	1	0	1	0
16	RMHS/SLGD	1	1	0	0
TOTAL		145	112	34	1

- Calculation of Medical Safaiwalas requirement as per yardstick and need base for all Railway Colonies of KCG & MLY of HYB city over HYB division.
- **Calculation of man power (Safaiwala) requirement at KCG Colony:**

Sl. no.	Description of work	Area in sft/rft	Yardstick	Man power reqd
1	Sweeping of KCG Colony:- Daily thorough sweeping of the outdoor surface area of the colony Roads and surrounding with rag picking,Once in a day.	12756 05 sft	1,20,000 sft. can be done in 08 hours by one safaiwala	10.63, say 11
2	Sweeping Stair cases of the Multi stored Railway Quarters of colony:- Daily thorough sweeping of the outdoor surface area of the colony Stair cases of Railway Quarters and wall Dadoo Dusting & cob web Removal ,once in a day.	15602 sft	75,000 Sq.ft. can be done in 08 hours by one safaiwala	0.20, say 1
3	Cleaning of drains:- Daily regular cleaning of drains, removal of muck, removal of vegetation in drains, thorough de-silting. a) Anti larval & anti mosquito measures :- sprinkling of larvacides on stagnated water, spraying of insecticides in residence once in fortnight, fogging in the colony as and when required at least once in month. b) Service buildings:- Cleaning of sanitary amenities in all offices with detergent and dis-infectatnts	- 35291 m2	8000 Sq.ft. can be done in 08 hours by one safaiwala	1
		2500 m2	-	
	Total man power			13

- **Calculation of man power (Safaiwala) requirement at MLY Colony:**

Sl. no.	Description of work	Area in sft/rft	Yardstick	Man power reqd
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1	Sweeping of MLY Colony:- Daily thorough sweeping of the outdoor surface area of the colony Roads and surrounding with rag picking, Once in a day and as and when required.	23455 19 sft	1,20,000 sft. can be done in 08 hours by one safaiwala	19.54, say 20
2	Sweeping Stair cases of the Multi stored Railway Quarters of MLY colony:- Daily thorough sweeping of the outdoor surface area of the colony Stair cases of Railway Quarters and wall Dadoo Dusting & cob web Removal ,once in a day.	55779 sft	75,000 Sq.ft. can be done in 08 hours by one safaiwala	0.74, say 1
3	Cleaning of drains:- Daily regular cleaning of drains, removal of muck, removal of vegetation in drains, thorough de-silting. a) Anti larval & anti mosquito measures :- sprinkling of larvacides on stagnated water, spraying of insecticides in residence once in fortnight, fogging in the colony as and when required at least once in month. b) Service buildings:- Cleaning of sanitary amenities in all offices with detergent and dis-infectants	10660 RFT	8000 Sq.ft. can be done in 08 hours by one safaiwala	1
		76294 9 m2	Outdoor spraying once in two months	
		24515 m2	Indoor spray- ing once in 4 months	
		3250 m2	Anti larval measures, anti fly measures once in a week.	
	Total man power			22

• **Summary of Man power requirement for colony at KCG & MLY:**

Thus after observing the nature of duties based on need and applying the yardstick, practical observation of working system the requirement of Medical Safaiwalas for the colony under Health Inspectors of KCG & MLY is summarized and furnished below:

S.No	Name of the Unit	Sanction	Actuals	Requirement of safaiwalas
1	Colony/KCG	10	10	13
2	Colony/MLY	8	8	22
Total		18	18	35

- Railway Board **Lr. No. E(MPP) 2016/1/59 dated 10/01/2017** stated that carry out **zero based review of staff and outsource the Non-core activities** which are not directly related with train operation and safety.
- Hence, study conducted on Medical safaiwalas and worked out actual requirement of staff on **zero based review** for out sourcing the cleaning activity which is not directly related with train operation and safety.
- Since cleaning activity is one of the non core activities, the work study considered this activity for outsourcing duly taking the following factors in to consideration.

- I. Annual Payment (salary) for departmental safaiwalas.
- II. Annual Payment for contractor of cleaning activity.
- III. Total Amount of Saving after outsourcing.

- **Total Amount saving after out sourcing the cleaning activity at colony /KCG & MLY** = Annual payment for 18 departmental safaiwalas - Annual payment for 35 contract safaiwalas:-
9464364 - 8829620= **Rs. 634744/-**.
- **Vacancy position of Medical Safaiwalas under Health Inspectors of Railway Colonies of HYB division:**

Sl.No.	Unit	Sanctions	Actual	Vacancies	Excess
1.	H&MI/MLY	8	8	0	0
2.	H&MI/CKL	24	22	2	0
3.	H&MI/RRC	23	17	6	0
4.	H&MI/S.LGD	33	25	8	0
5.	H&MI/N.LGD	27	19	8	0
6.	H&MI/KCG Colony	10	10	0	0
7.	KCG station	4	0	4	0
8.	H&MI/NZB	5	0	5	0
9.	H&MI/KRNT	1	0	1	0
10.	RMHS/SLGD	1	1	0	0
TOTAL		136	102	34	0

- From the above table, it is noted that 4 sanctioned posts of Medical Safaiwalas at KCG station and 5 sanctioned posts of Medical Safaiwalas at NZB station are available without any on roll staff. Since the both KCG and NZB stations are outsourced long back, the existing sanctioned posts became redundant. Hence it is recommended to surrender 9 redundant vacant posts.
- It is also observed that there are 24 vacant posts of Medical Safaiwalas at H&MI/CKL, H&MI/S.LGD, H&MI/N.LGD & H&MI/RRC. Since the medical safaiwala posts are non safety & non essential category and these posts cannot be filled up near future, the vacant posts of Medical Safaiwala may be surrendered.
- In view of the above the following recommendations is made.

सिफारिश Recommendation I :

It is recommended to **surrender 18 posts from sanctions of Medical Safaiwalas** after outsourcing the cleaning activity at Railway colonies of KCG & MLY and staff to redeployed suitably against existing vacancy.

सिफारिश Recommendation II:

It is recommended to **surrender redundant and vacant 33 posts of Medical Safaiwalas** of Hyderabad Division.

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1.0 प्रस्तावना **INTRODUCTION:**

1.1 रेलों की भूमिका/**RAILWAY'S ROLE:** Indian Railways is one of the biggest transport organizations whose services are utilized by a large number of floating populations. It becomes more important to maintain hygiene to avoid spread of any communicable disease. Therefore, it is advised to have a set up which can ensure cleanliness and hygiene in the Railway premises, i.e. in the station area, Railway Hospitals and in the Railway colonies.

1.2 संचालनव्यय में वृद्धि **INCREASING OPERATING EXPENSES:** The operating/working expenses are increasing year after year. It is therefore imperative that to keep the working expenses within financially viable limits, the Railways have no alternative but to reduce the expenses from all the corners. The major portion of expenses being staff expenses all out efforts have to be made to contain it. In order to exercise control over expenditure.

1.3 सफाई कार्य और चिकित्सा विभाग का महत्व/**WORK & IMPORTANCE OF RAILWAY COLONY AND MEDICAL DEPT:** Sanitation means maintaining a clean environment so that the beneficiaries stay in neat and hygienic environment. The modern scientific term is Environmental Engineering. Railway stations, colonies, Railway Hospitals and all work places are to be maintained in a hygienic and clean manner and adequate care is to be taken at the planning stage. Keeping this objective in view, special emphasis is laid on sweeping, collection and disposal of refuse, sewage and sullage in a scientific manner. Safaiwalas situated in Railway Colonies of Medical Branch are responsible for up keeping the sanitation of Railway colony.

1.4 रपॉर्ट की परिकल्पना / **GENESIS OF THE REPORT:** Keeping the above objects in mind and giving priority to the Railway main motto of safety, security, punctuality and cleanliness in particular, the Central Planning Organization under the control of SDGM conducted Work study on "**Review of staff strength of Medical Safaiwalas of MLY & KCG Railway Colonies of HYB city over Hyderabad Division**".

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2.0 वर्तमान संगठनात्मक ढाँचा/ EXISTING SCENARIO:

2.1 संगठन/ORGANISATION: For the administrative convenience, Medical Department of Hyderabad Division is headed by Chief Medical Superintendent and in turn assisted by Sr.DMO/KCG, , Sr.DMO/MLY in various health units over the division & AHO at Divisional Level. Chief Health Inspectors/Health Inspectors of stations & colonies are directly under the control of Medical Superintendent of the respective Health Units.

2.2 CLEANLINESS AND IMPLEMENTATION:

As per Commercial Circular No.19 issued under Railway Board's Lr. No.99/T/GIV/ 10/P/Sanitation policy dt: 16/08/2000, in the Divisional Headquarters, sanitation being a multi disciplinary subject is coordinated by ADRMs directly. In the Headquarters, AGM is coordinating the cleanliness of Zonal Railway, trains and colonies and other establishments. All the sanitation work within the station premises shall be under the control of Station Superintendent/Station Manager. Sanitary Inspector, IOW and Electrical Charge man where exclusively posted for the station maintenance shall be placed under the administrative control of the Station Superintendent/Station Manager.

2.3 BROAD CATEGORIZATION OF CLEANING ACTIVITIES AT RAILWAY COLONY/HYB:

Medical Safaiwalas of Medical Department attend cleaning activity in Colonies and Railway stations under the supervision of respective Chief Health Inspector/Health Inspector as follows.

- Maintenance of cleanliness manually.
- Removal of debris.
- Garbage disposal management.
- Cleaning of drains.
- Cleaning sanitary amenities.

2.4 SAVE statement of Medical safaiwalas as on 19.08.2019:

Sl.No.	Unit	Sanctions	Actual	Vacancies	Excess
1.	H&MI/MLY	8	8	0	0
2.	HU/MLY	1	1	0	0
3.	H&MI/CKL	24	22	2	0
4.	H&MI/RRC	23	17	6	0
5.	H&MI/S.LGD	33	25	8	0
6.	H&MI/N.LGD	27	19	8	0
7.	CMS Office	1	1	0	0
8.	H&MI/KCG Co- lony	10	10	0	0
9	HU/KCG	2	3	0	1
10	KCG station	4	0	4	0
11	H&MI/NZB	5	0	5	0
12	HU/NZB	2	2	0	0

13	HU/MBNR	2	2	0	0
14	HU/KRNT	1	1	0	0
15	H&MI/KRNT	1	0	1	0
16	RMHS/SLGD	1	1	0	0
TOTAL		145	112	34	1

2.5 Bio-data of safaiwalas of Railway colonies of KCG & MLY over HYB Division as on 19.8.2019:

Si No	Name	Desg	D.O.B	D.O.A	D.O.R	Educa-tional qualifi-cation
1.	Chandrakala	M.safaiwala	5.7.1964	11.6.1986	31.7.2024	NIL
2.	venkatamma	M.safaiwala	10.2.1960	12.6.1993	28.2.2020	NIL
3.	S.Laxmi	M.safaiwala	11.4.1974	20.10.1997	30.4.2034	NIL
4.	G.Gopal	M.safaiwala	4.9.1972	21.2.1997	30.9.2032	10th class
5.	Mhijabeen	M.safaiwala	15.2.1972	3.5.1996	28.2.2032	NIL
6.	T.N.Shyamrao	M.safaiwala	13.8.1987	19.9.2015	31.8.2047	10th class
7.	M.Krishna	M.safaiwala	20.8.1988	13.6.2015	31.8.2048	10th class
8.	PAPAMMA	M.safaiwala	31.1.1960	2.9.1987	31.1.2020	NIL
9.	R.Nagender	M.safaiwala	20.5.1960	13.1.1987	31.5.2020	NIL
10.	B.Laxman	M.safaiwala	15.6.1960	23.8.1986	30.6.2020	NIL
11.	N.Bhujangarao	M.safaiwala	3.1.1963	1.6.1986	31.1.2023	NIL
12.	D.Yadagiri	M.safaiwala	10.8.1974	25.9.2001	31.8.2034	NIL
13.	E.Shantamma	M.safaiwala	23.5.1960	3.7.2002	31.5.2020	NIL
14.	K.Ansuya.A	M.safaiwala	19.7.1963	19.10.1989	31.7.2023	NIL
15.	A.A.Khan	M.safaiwala	27.10.1979	24.12.2001	31.10.2029	10th class
16.	Indirabai	M.safaiwala	1.1.1960	7.2.1997	31.12.2020	NIL
17.	K.Pradeep.p	M.safaiwala	1.3.1984	31.5.2013	29.2.2044	NIL
18.	Arunarani	M.safaiwala	20.5.1971	4.4.2007	31.5.2031	NIL

2.6 DUTIES OF SAFAIWALAS:

2.6.1 Sanitary Jamadar (Sanitary Maistry): He will be responsible to extract the work from Safaiwalas as per the instructions of CHI.

2.6.2 Medical Safaiwalas of Railway colony: They perform the following duties and participate in cleaning activities as per the instructions of Chief Health inspector for work earmarked.

- a) Cleaning of colony premises, approaches to service buildings.
- b) Rag picking like empty cups, paper covers, and polythene bags.
- c) Picking up of discard water bottles, paper plates and other articles scattered on the specified area.
- d) Picking up of night soil and all other waste /garbage and removal and disposal of the same to an outside dump yard.

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3 आलोचनात्मक विश्लेषण /CRITICAL EXAMINATION:

- 3.1 GENERAL:** Health is a state of complete physical, mental, spiritual and social well-being and not merely an absence of disease or infirmity i.e., it is a positive concept. Public Health is the science and art of (i) Preventive disease (ii) Prolonged life and (iii) Promoting health efficiency through organized community effort. Public Health administration is the application of Public health principles and techniques for the benefit of the community by official or non-official organizations. On the Railways, the Chief Medical Director is in charge of the Public health Administration and the responsibility for carrying out this work is shared among the Medical, Transportation, Mechanical and Engineering departments.
- 3.2** Sanitation is a device through which public Health can be safeguarded. It means maintaining a clean environment so that the beneficiaries stay in neat and hygienic environment. The modern scientific term is Environmental Engineering. Railway stations, colonies and all work places are to be maintained in a hygienic and clean manner and adequate care is to be taken at the planning stage itself. Keeping this objective in view, special emphasis is laid on the collection and disposal of refuse, sewage and sullage in a scientific manner. Sanitation services are to be provided in all the Railway premises including the Railway colonies, Railway stations, circulating area, Railway yards, office, coaches and the track. Cleanliness of these areas is a multi-disciplinary approach by various departments.
- 3.3** Medical Safaiwalas of Railway Colonies have been entrusted with the job of maintaining sanitation, which includes not only cleanliness, but also process the elimination of pathogenic bacteria and germs from human habitation. In this process sweeping and cleaning are the related activities involved in sanitation. Sweeping is an act of the process of cleaning the waste material of rubbish, litter, garbage etc., from the premises.
- 3.4** During interaction with staff, it has come to know that outsourcing of cleaning activity of KCG and MLY colonies are under process. In order to have first hand information the Work-study team visited the Railway colonies of HYB over HYB division and observed the working pattern, various processes involved in cleaning activity. The Work-study team made an analysis on the requirement of staff based following parameters.
- a)** Out sourcing activities in connection with Medical Safaiwalas,
 - b)** Requirement of Medical Safaiwalas as per existing Yardsticks,
 - **Yardstick to assess the requirement of Medical Safaiwalas**
The available yardstick which is the basis to assess the requirement of Medical Safaiwalas, as per **FA & CAO's Lr.No. A/FE/Medical/57/SC, dated 17.12.68.:**
 - i) In case of buildings where sweeping is done, it may be calculated at 75,000 sq.ft for 08 hours.
 - ii) For Colony area sweeping @1 lakh to 1.2 lakhs Sq.ft. can be done in 08 hours by one safaiwala.

- iii) Open drains: For large drains @ 6000 Rft. & small drains with 8000 Rft Cleaning can be done in 8 hours by one safaiwala.

3.5 MLY & KCG colony outsourced activities in connection with Medical Safaiwalas

S. N	Nature of work	Period of contract	Value in Rs.	Labour (No)	Name of the agency
1	Garbage collection from door to door and lifting to GHMC Lorry	01.09.2017 to 31.08.2019 Extension up to 3months	4251553	5	K.Venkatesham, H.no. 29-1223, vinayakana-gar, Neredmet/SC, MLY colony
2	Garbage collection from door to door and lifting to GHMC Lorry	22.09.2017 to 21.09.2019 Extension up to 3months	1674123	6	M/S.Y.K.S.Consultencies, D.no.9-57, SC Colony, Kothakota, Wanaparthi, KCG Colony

3.6 Details of Kachiguda Railway Colony:

3.6.1 The Railway Quarters position of colony:

S. NO.	Type of Quarters	No.of Quarters	Al-ready condemned in last 5 years	Propose d for Con-dem-na-tion	Net Avail able Qtrs	Occu-pied	Vac	% of Occupa-tion	Re m ar ks
1.	I.	268	110	0	158	116	42	73.42	
2.	II.	98	16	48	82	53	29	64.63	
3.	III.	144	0	0	144	114	30	79.17	
4.	IV.	2	0	2	2	1	1	50	
		512	126	50	386	284	102	73.58	

3.6.2 Area of Kachiguda Railway Colony:

SL.NO.	Details of KCG Colony	Area
1.	Area of the colony	128460 Sqm
2.	Plinth area of the Qtrs	22385.32 Sqm
3.	Plinth area of service bldgs	12906.5 Sqm
4.	Length of the Roads	3905 Mts
5.	Length of the drainage system	8500 Mts
6.	i)Open Drain	2500 Mts
7.	ii)Under Ground Drain	6000 Mts

3.6.3 Requirement of Safaiwalas at Kachiguda Railway Colony:

Sl. no.	Description of work	Area in sft/rft	Yardstick	Man power reqd
1	Sweeping of KCG Colony:- Daily thorough sweeping of the outdoor surface area of the colony Roads and surrounding with rag picking, Once in a day.	12756 05 sft	1,20,000 sft. can be done in 08 hours by one safaiwala	10.6 3, say 11
2	Sweeping Stair cases of the Multi stored Railway Quarters of colony:- Daily thorough sweeping of the outdoor surface area of the colony Stair cases of Railway Quarters and wall Dadoo Dusting & cob web Removal, once in a day.	15602 sft	75,000 Sq.ft. can be done in 08 hours by one safaiwala	0.20, say 1
3	Cleaning of drains:- Daily regular cleaning of drains, removal of muck, removal of vegetation in drains, thorough de-silting. a) Anti larval & anti mosquito measures sprinkling of larvacides on stagnated water, spraying of insecticides in residence once in fortnight, fogging in the colony as and when required at least once in month. b) Service buildings:- Cleaning of sanitary amenities in all offices with detergent and dis-infectants	- 35291 m2	8000 Sq.ft. can be done in 08 hours by one safaiwala	1
		2500 m2	-	
	Total man power			13

3.7 Details of Moula-Ali Colony:

3.7.1 The details of Railway Quarters and area of Moula-Ali Colony:

SL. NO	TYPE	Built in area (SqM)	Name of the Asset	Sweeping area in Asset (SqM)	Activities taken up the medical Department
1	IV	500.00	TYPE- IV	300.00	1)Sweeping of colony 2)Cleaning of sanitary amenities in service buildings. 3)Disposing of carcasses of animals. 4)collecting of garbage and dumping in dustbins. 5)Cleaning and disinfecting the defecations.
2	A	6851.00	TYPE-III	1536.00	
3	B	7932.00	TYPE- II	2448.00	
4	C	4732.00	TYPE- I	900.00	
	4500.00	Service Buildings(Dispensary,SSE/W/MLY ,SSE/Elec/MLY ,Institute etc)			
Sweeping area in Buildings 5184.00(stair case portion)					

3.7.2 Open area of Moula-Ali Colony:

Location	Area Including Structures In Sqm	Sweeping area in sqm	Activities taken up the medical department
Colony	242500.00	201985.00	Sweeping of open area and premises of colony buildings.
Open drain area	3250.00RM	-	Cleaning of drain by removing silt,garbage in drain and taking antilaria measures in the drain.
Road Area	16000.00m2	16000.00	Sweeping of Roads

3.7.3 Requirement of Safaiwala at KCG Colony:

Sl. no.	Description of work	Area in sft/rft	Yardstick	Man power reqd
1	Sweeping of MLY Colony:- Daily thorough sweeping of the outdoor surface area of the colony Roads and surrounding with rag picking,Once in a day and as and when required.	23455 19 sft	1,20,000 sft. can be done in 08 hours by one sa-faiwala	19.54, say 20

2	Sweeping Stair cases of the Multi stored Railway Quarters of MLY colony:- Daily thorough sweeping of the outdoor surface area of the colony Stair cases of Railway Quarters and wall Dadoo Dusting & cob web Removal ,once in a day.	55779 sft	75,000 Sq.ft. can be done in 08 hours by one sa-faiwala	0.74, say 1
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		76294 9 m2	Outdoor spraying once in two months	
		24515 m2	Indoor spraying once in 4 months	
		3250 m2	Anti larval measures,anti fly measures once in a week.	
	Total man power			22

3.8 Summary of Man power requirement for colony at KCG & MLY:

The requirement of Medical Safaiwalas for the colony under Health Inspector/KCG & MLY is summarized and furnished below:

S.No	Name of the Unit	Sanction	Actuals	Requirement as per yard stick and practical observation
1	Colony/KCG	10	10	13
2	Colony/MLY	8	8	22
Total		18	18	35

3.9 For the proposal of outsourcing cleaning activity of Railway colonies/KCG&MLY following factors are observed.

I Annual Payment (salary) for departmental safaiwalas

II Annual Payment for contractor of cleaning activity

III Total Amount of saving after outsourcing

3.9.1 Calculation of Annual Salary for 18 departmental safaiwalas (taken mean pay for calculation purpose):

Category	Scale		No. of posts	Mean Pay	Grade Pay	DA @ 17 %	Emoluments P.M (in Rs.)	Total Emoluments P.A (in Rs.)
	From	To						
Safaiwala	18000	56900	18	37450	1800	2621	788697	9464364
Total			18	9464364				

3.9.2 Annual Payment for 35 contract safaiwalas after out sourcing cleaning activity at KCG & MLY colony:

Category/station colony	Pay per day to Contract Safaiwala including VDA	No. of Contract Safaiwalas	Pay per year to Contract Safaiwalas	PF and ESI@ 18.35% (13.61EPF+ 4.74 ESI)	Total Emoluments per annum (Rs.)
Contract SafaiwalaS/ KCG & MLY	584	35	584X35X365= 7460600/-	7460600X 18.35/ 100= 1369020/	7460600+1369020= 8829620/-
Total		35			8829620/

3.9.3 Total Amount saving after out sourcing the cleaning activity at colonies of KCG & MLY

- Annual payment for 18 departmental safaiwalas - Annual payment for 35 contract safaiwalas
- 9464364 - 8829620= **Rs. 634744/-**.

3.10 Vacancy position of Medical Safaiwalas under Health Inspectors of Railway Colonies of HYB division:

Sl.No.	Unit	Sanctions	Actual	Vacancies	Excess
11.	H&MI/MLY	8	8	0	0
12.	H&MI/CKL	24	22	2	0
13.	H&MI/RRC	23	17	6	0

14.	H&MI/S.LGD	33	25	8	0
15.	H&MI/N.LGD	27	19	8	0
16.	H&MI/KCG Colony	10	10	0	0
17.	KCG station	4	0	4	0
18.	H&MI/NZB	5	0	5	0
19.	H&MI/KRNT	1	0	1	0
20.	RMHS/SLGD	1	1	0	0
TOTAL		136	102	34	0

3.10.1 From the above table, it is noted that 4 sanctioned posts of Medical Safaiwalas at KCG station and 5 sanctioned posts of Medical Safaiwalas at NZB station are available without any on roll staff. Since the both KCG and NZB stations are outsourced long back, the existing sanctioned posts became redundant. Hence it is recommended to surrender 9 redundant vacant posts.

3.10.2 It is also observed that there are 24 vacant posts of Medical Safaiwalas at H&MI/CKL, H&MI/S.LGD, H&MI/N.LGD & H&MI/RRC. Since the medical safaiwala posts are non safety & non essential category and these posts cannot be filled up near future, the vacant posts of Medical Safaiwala may be surrendered.

3.11 In view of the above the following recommendation is made.

सिफारिश **Recommendation I:**

It is recommended to **surrender 18 posts from sanctions of Medical Safaiwalas** after outsourcing the cleaning activity at Railway colonies of KCG & MLY and staff to be redeployed suitably against existing vacancy.

सिफारिश **Recommendation II:**

It is recommended to **surrender redundant and vacant 33 posts of Medical Safaiwalas** of Hyderabad Division.

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4.0 वित्तीय परिणाम FINANCIAL REPERCUSSIONS:

- 4.1** When the recommendations are accepted, the recurring savings on surrender of the under mentioned posts over Hyderabad division will be as follows:

Sl. No	Category	Scale		No. of posts	Mean Pay	Grade Pay	DA @ 17%	Emoluments P.M (in Rs.)	Total Emoluments P.A (in Rs.)
		From	To						
1	Jr.Safaiwala	18000	56900	51	37450	1800	6366	2234616	26815392
TOTAL				51					26815392

- On implementation of the recommendations, annual savings of Rs. 268.15 Lakhs will be accrued.

** ** *

संस्तुतियाँ/RECOMMENDATION

Sl. No.	Description	Para No.
01	<u>सिफारिश Recommendation I:</u> It is recommended to surrender 18 posts from sanctions of Medical Safaiwalas after outsourcing the cleaning activity at Railway colonies of KCG & MLY and staff to be redeployed suitably against existing vacancy.	3.11
02	<u>सिफारिश Recommendation II:</u> It is recommended to surrender redundant and vacant 33 posts of Medical Safaiwalas of Hyderabad Division.	

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