CENTRAL RAILWAY

Review of staff

Working at

Crew Lobbies

in Mumbai Division

OFFICERS & INSPECTORS	
Officers	**Inspectors**
Shri Anil Talreja	**Shri Anand R Kewat**
Secy to AGM	**WSI/HQ**

CO-ORDINATING OFFICERS & INSPECTORS	
Officer	**Supervisors**
DEE (TRO)	**Shri Pradeep Kumar Gupta(CLI)**
ADME	**Shri V V Shinde Sr. CC/CLA**
AOM (Sub)	**Shri A K Pandey SM/CSMT**

SYNOPSIS OF THE STUDY

Study Number	:- WSCR/ELEC/BB/01/19-20
Name of Study	: - Review of staff Working at Crew Lobbies at Mumbai Division.
Approved by	:- AGM
Department	:- Electrical
Division	:- Mumbai
Date of Commencement	:- 22.05.2019
Date of Completion	: -26.06.2019
Date of Submission	:- 26.06.2019
No. of Recommendations	:- Nil
Sanctioned Strength (Loco and Operating Running Staff)	:- 3533 Loco Pilots + 1171 Guards
No. of Lobbies Studied.	:- 13
No. of vacancies. (Loco and Operating Running Staff)	:- 333 Loco Pilots + 236 Guards
No. of posts identified surplus (Gr. C+D)	:- Nil
Financial Implication (Tentative)	:- Nil

	INDEX	

ACKNOWLEDGEMENT

AUTHORITY AND TERM OF REFERENCE

The work-study of "Review of staff Working at Crew Lobbies in Mumbai Division" has been included in work-study Program 2019-20 with No. G.250/WSCR/ELEC/BB/01/19-20.

The term of reference for the given work-study is "Rationalize Manpower in the Lobbies due to Automation of various activities in BB div."

BASE FOR STUDY

1.   Automation, out sourcing of various activities in Combined Crew Lobbies.

2.   The use of Railway Manpower has been reduced due to lobby activities outsourced.

3.   This Work Study report intends to identify the use of Railway Manpower even after some activities of the lobbies have been outsourced.

METHODOLOGY

1.   Identification of activities of Crew Lobbies Outsourced/Redundant/Non Operative posts due to change in working pattern and technical advancement.

2.   Identification of Surplus staffs due to Outsourcing.

3.   Rightsizing of existing manpower, in view of above identified areas of reduction in workload.

SUMMARY OF RECOMDATIONS & SUGGESTIONS

Recommendation: Even though **'No'** posts are identified as surplus but outsourcing of the above mentioned activity will improve overall availability of running staff for train operations.

Suggestion: Since the **Work of Round the clock complete manning of Crew Management System & Data entry at Combined Crew Booking lobbies at Pune, Ghorpuri & Miraj and Maintaining of records at Chief Power Control Office/Pune** contract at Pune Division is running successfully from February 2019 till date, it is suggested that BB division may follow the pattern of Pune Division and explore the possibility of replicating same on BB division, which will enhance the availability of highly skilled running staff for train operation instead of utilisation for stationary job.

Chapter 1	INTRODUCTION

Railways were first introduced in India in 1853. By 1947, the year of India's independence; there were forty two Rail systems. In 1951 the systems were nationalized as one unit, becoming one of the largest networks in the word. Indian Railways operates both long distance and suburban rail systems. During this journey Railway has introduced much automation to improve their system in regards to enhance safety and punctuality.

In today's world technology is everywhere. Automation is the creation of technology and its application in order to control and monitor the service. It perform the task that previously performed by the humans. Automation plays an important role in the advancement of science and technology.

Indian Railway plays a very important role in our country's economy.
Some of them such automations are:-

1. Automatic Train Control Systems
2. Signaling Components
3. Operation Control System and Rail – IT
4. PRS (Passenger Reservation System)
5. Electronic Interlocking
6. CRIS (Central for Railway Information System)
7. FOIS (Freight Operation Information System)
8. MMIS (Material Management Information System)
8. Level Crossing Protection System
9. Crew Management System

The need of automation in present scenario plays a major role to simplify and reduce manpower and at the same time to increase the accuracy and efficiency of any system.

Lobby –

Lobby is the place/office from which all the crew booking for various services viz Passenger/Freight i.e. Mail Express/Goods Trains, Local/MEMU/DEMU etc (Suburban Services), Ghat Service, Yard movements is being Managed.

In Mumbai Division there are 12 Combined Crew Lobbies spread over the division i.e from CSMT to Igatpuri i.e. north east side and CSMT to Lonawala i.e. Southeast side. This lobby caters the Crew Management of total **3533 Loco Running Staff (Loco Pilots) and 1171 Operating Running Staff (Guards) of entire BB division.**

To manage the Crew Booking electronically and to maintain its relative information for pay and other purpose the software names as Crew Management System (CMS) is introduced. The details are as under

Crew Management System (CMS)

For Indian Railways, Second largest rail transporter of the world CRIS has developed a 24X7 Crew Management System (CMS) application managing its crew for operating trains on the largest rail network. CMS project deals with all categories of train crew who are required to operate all types of trains on Indian Railways.

Objective:-

- Optimum and effective utilization of crew through monitoring of mandatory requirement.
- Effective scheduling and assignment of train crew.
- Schedule rest (12/16) of the crew based on total duty hours completed.
- Paperless lobby- call for booking through SMS, Caution Order, Circular, Sign On/Off.
- To generate computerized mileage report for direct submission to personnel branch for payment.
- To check running staff on Breath Analyser machine for drunkenness at time sign On/Off duty to ensure safety.

- **Integration:-**
- FOIS for freight train Planning, Sign On/Off crew data.
- ICMS for train information.
- COA for issuing caution order for safe operation.
- RBS for new routes and updated distance between stations.
- IPAS for releasing salary through mileage generated by CMS.

Benefits:

- Efficient crew utilization due to inherent transparency.
- Operation with safety being use of breath analyzer.
- Automation through SMS and manpower saving.
- Financial benefits due to manual interference for mileage calculation.
- Better and fast planning for crew availability.
- Monitoring of SEC & SFC of electric and diesel locomotives.

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MUMBAI DIVISION AT A GLANCE

Mumbai CR railway division is one of the five Divisions under Central Railway Zone of Indian Railway. This Division was formed on 1853 and it's headquarter is located at Mumbai CSMT in the state of Maharashtra of India.

Mumbai Div. (Overall Crew Position)

Sl	Category	level	S/S	MoR	Vacancy
1.	Loco Pilot (Passenger)	6	68	12	56
2.	Loco Pilot (Ghat)	6	69	62	7
3.	Motorman	6	923	742	181
4.	Loco Pilot (Mail)	6	249	100	149
5.	Loco Pilot (Goods)	6	686	764	-78
6.	Shunter LP(S)	4	287	285	2
7.	Sr. ALP/ALP-II	4	1251	1235	16
	Total		**3533**	**3200**	**333**
	Loco Supervisor position (HQ)				
1.	Ch. Traction Loco Controller	6	1	1	--
2.	Traction Loco Controller	6	11	06	05
	Total		**12**	**07**	**05**
	Loco Supervisor Position (Electric)				
1.	Ch. Loco Power Controller	6	5	2	3
2.	Loco Power Controller	6	25	11	14
3.	Sr. Ch. Crew Controller	6	10	08	02
4.	Crew Controller	6	71	40	31
	Total		**111**	**61**	**50**

MUMBAI DIV. OVERALL OPERATING (GUARD) CREW POSITION

Sl	Category	Level	S/S	MoR	Vacancy
1	Guard (mail + Pass)	6	901	676	225
2	Guard(Goods)	6	271	260	11
	Total		**1172**	**936**	**236**

Ministerial Staff – 13 personnel and 8 non-personnel ministerial staff are posted for office related work of all Loco Running Staff (Loco Pilot) and Operating Running Staff (Guards) of BB Division.

1. MAIL/EXPRESS CREW LOBBY (CSMT)

This lobby is situated at Kalyan end of PF no. 8 CSMT.
Shri D. P. Karekar, Sr. CCOR is posted to manage Mail/Express Crew Lobby CSMT. Main working of this lobby is to provide crew for all Mail/Exp trains depart from CSMT/LTT/DR.

1.1 Crew Position

Sl	CATEGORY	SS	MOR	Vac.
1.	LOCO PILOT (mail)	192	80	112
2.	LOCO PILOT (goods)	6	0	6
3.	LOCO PILOT (shunting)	26	31	-5
4.	Sr Asst Loco Pilot	212	232	-20
5.	**Total**	**436**	**343**	**93**

1.2 Ministerial Staff (Sr. CC CSMT) – 02 Ministerial Staff are posted for office work

1.3 Staff Deployed for Lobby Management Mail/Express Crew Lobby CSMT

➢ Sr. CC is assisted by one **Loco Running Staff** in general shift.
➢ **02 Loco Running Staff** for preparing detail of all LP and ALPs for mail/exp trains. **Total 2X3=6+2** (RG/LR)
➢ **Two (02) Loco Running Staff** is deployed for maintaining muster of all running staffs working under the control of the CCCOR in general shift only.
➢ **01 Loco Running Staff** is deployed for the booking of crew in each shift. 01x3=03+01(RG/LR) **Total 04**

1.4 Mail Guard Lobby (CSMT)

This lobby is situated at BB end Platform no.8. Incharge of this lobby is Dy SS/CSMT. This lobby is to provide Guard to all Mail/Express trains i.e. CSMT to Igatpuri/Ratnagiri/Pune.

1.5 Operating Running Crew (Guard)

Category	S/S	MoR	Vacancy
Guard (Mail)	243	211	32
Guard (Pass)	19	20	-1
Total	**262**	**231**	**31**

1.6 Staff Deployed for Lobby Management

➢ **One detail clerk** in general shift for preparing detail of all Guards.
➢ One Operating Staff in each shift for booking of guards 01x3=03+01(RG+LR)**Total 04**
➢ On operating staff in each shift for CMS operation,01x3=03(RG+LR)**Total 04**

 Note: -

1) Operation of CMS is outsourced in Mail Loco Lobby. Although CMS is not being fully utilise for calculating of mileage, night duty, working hours of crew.
2) Total **15 Loco Running Staff** are being utilised for crew management at Mail/Express Crew Lobby, CSMT.

3) **Total 09 Operating Staff** are being utilised for crew management at Mail/Express Guard Lobby, CSMT.

2. MOTORMAN LOBBY (Suburban) CSMT

2.1 Crew Position

Category	SS	MOR	VAC.
Motorman	495	396	99

2.2 Actual Staff Deployed in the Lobby (suburban)

Sl	Category	Gen Shift	Shift (A)	Shift (B)	Shift (C)	RG+LR	Workload
2.	Jr.CC	2	-	-	-	-	To prepare Appearance Book
3	Jr. CC	-	2	2	2	2	Detail Preparation
4.	Loco Power Controller(LPC)	-	1	1	1	1	To Watch over train Failure
5	CMS Operator	1	1	1	1	-	Data entry in CMS
	Total	**3**	**4**	**4**	**4**	**3**	

Existing scenario: CMS is not being fully utilises for calculating of mileage, night duty, working hours of crew. Due to partial functioning of CMS all crew are not signing ON/ OFF on CMS.

Ministerial staff is being utilised for calculating of mileage, night duty, working hours of crew.

Mileage claimed by running staff is being cross checked by Jr. CC and then forwarded to personnel department.

Note:-
1) CMS is installed but its operation has not been outsourced. Loco Running staff is being utilised for this purpose.
2) Total **18 Loco Running Staff** are being utilised for crew management at Suburban Crew Lobby, CSMT

3. GUARD LOBBY SUBURBAN (CSMT)

Guard Lobby is combined with Motorman Lobby, situated on Platform no. 4 which is under control of Sr. DOM (F&O) and in charge of the Lobby is SM (CSMT).

3.1 Guard position

Category	SS	MoR	Vacancy
Guard (mail + Pass)	901	676	225

3.2 Actual deployment of staff in lobby

➢ Two guards (one indoor and one outdoor) in each shift deployed for booking of guards and outdoor activities. **Total 06+02 (LR+RG)**
➢ One Guard is deployed for detail preparation of guards in general shift.

Note:-

1) CMS is not being utilised for sign On/Off duty of guards. For calculating of mileage, night duty, overtime etc is being done by ministerial staff.

2) Total **09 Operating Running Staff** are being utilised for crew management at Suburban Crew Lobby, CSMT.

4. COMBINED CREW LOBBY IGATPURI

Lobby is situated on PF no. 2 Bhusawal end for booking of Passenger Traffic. One more Lobby called as Ghat Lobby is at Loco Shed, Igatpuri yard for booking of Ghat Crew and Freight Traffic.

4.1 Crew Position:

Sr. no.	Category	SS	MOR	Vacancy
1.	Loco Pilot	34	31	03
2.	Asst. Loco Pilot	55	59	-4
3.	Loco Pilot (Shunting)	14	14	--
4.	Jr. CCOR	06	06	--
	Total	**109**	**90**	**-1**

4.2 Actual Deployment of Staff in lobby

Category / Shift	Remark
Jr. CC(GHAT+M/Line)	1+1 per shift totalling 06 Loco Running Staff + 02 LR/RG
Asst. Jr. CC(Ghat)	1 per shift totalling 03 Loco Running Staff + 01 LR/RG
Total	Total **12 Loco Running Staff**

➢ Shri A. L. Barve Sr. CCOR is posted to manage the crew management work of both lobbies who is assisted by one **Loco Running Staff** for maintaining of manual attendance of all running staff their leave records and Crew Position for HQ on day to day basis.

➢ Booking of Operating Crew (Guard) is being managed by Station Manager IGP. 05 Guards are posted at IGP HQ. For Hq and out station Guard booking management purpose one points man in each shift is deployed. Totalling 03 P/Man every day plus 1 LR/RG.

Note:-

1) CMS is completely outsourced, all CMS activities. Mileage, leave, night duty, PME etc is being recorded in CMS to calculate for their pay sheet. Only one Chief OS is for these personnel activities.
2) Overall **13 Loco Running Staff** is being utilised for crew management at Mail/Express and hat Lobby Igatpuri.
3) **04 Points Man** is being crew management of Operating Running Staff.

5. COMBINED CREW LOBBY (FREIGHT)KALYAN

This lobby is situated in UP yard Kalyan. It is a combined Crew Lobby.
Shri M. K. Sahu, Sr. CC is in charge of this lobby.

5.1 Crew Position (Loco)

Sl	Category	SS	MoR	Vacancy
1.	Loco Pilot (Goods)	310	507 *	-197
2.	Asst. Loco Pilot	326	259	67
3.	Loco Pilot (Shunting)	49	44	5
	Total	**685**	**810**	**-125**

*- There is excess 125 staffs is reflecting in above table but 191 Loco pilots (Goods) are working on Mail/Express at CSMT and CLA.

5.2   Personnel Staff - 03 Personnel Staff are posted to cater the work of personnel nature i.e. pay sheets, pass & PTO etc
5.3 Staff Deployment in Lobby Management
  ➢ **01 Loco Running Staff** assisting Sr. CC in Gen shift.
  ➢ **02 Loco Running Staff** for Indoor and Outdoor activities in each shift. **Total 06+02**(RG/LR)
  ➢ **01 Loco Running Staff** is deployed in each shift for providing stores to Running staff i.e. Walkie Talkie, Caution order, detail etc**. Total 03+1** (RG/LR)

5.4 Operating Running Staff (GUARD) at Kalyan

    This lobby is located at Kalyan Yard, managed by Chief Yard Master.

5.4.1 Guard Position

Category	Sanction Strength	MoR	Vacancy
Guard (goods)	112	111	01

5.4.2 Personnel Staff - 02 Personnel Staff is posted to cater the work of personnel nature i.e. pay sheets, pass & PTO etc.

  ➢ 02 AYMs are deployed in each shift for booking of Guards. **Total 06+ 02(RG/LR)**
  ➢ Also one guard is deputed in general shift for Preparation of Guard details.

➢ CMS activities are outsourced.

Non Personnel Staff for (Operating and Loco Running Staff) - 02 Non Personnel Staff is posted for non-personnel work.

Note: -
1) Although CMS provided is under utilisation since preparing for pay sheets of running staffs is done manually.
2) Total **13 Loco Running Staff** is being utilised for Crew Management at Lobby.
3) Total **09 Operating Staff** is being utilised for Crew Management at Lobby.

6. COMBINED CREW LOBBY (SUBURBAN) KALYAN

Lobby is situated near PF no. 7 Kalyan (east). Shri A V Lokre is Sr. CCOR of this lobby.

6.1   MOTORMAN   POSITION

Category	SS	MoR	Vacancy
Motorman	325	262	69

6.2 Staff Deployed for Lobby Management

➢ 02 **Loco Running Staff** is deployed in each shift for booking of motorman of head quarter and out station**. Total 06+02 (RG/LR)=08 per day**
➢ One **Loco Running Staff** is for details preparation of Kalyan headquarter crew in general shift.
➢ **One Loco Running staff** to assist Sr.CC in General Shift.
➢ Since CMS is not outsourced **One Loco Running staff** is utilised in each shift. **Total 03+1 (LR/RG) per day**

6. 3 Operating Running Staff (GUARD) at Kalyan

Guard crew is managed by Station Manager (Sub) KYN, Shri Hari Prasad Meena.

6.3.1 Guard Position

Category	SS	MoR	Vacancy
Guard(Pass)	325	240	85

➢ Operating Running Staff i.e. Guards do not use CMS. Due to this their mileage, night duty, over time is being calculated manually.
➢ One Dy. SM is looking after booking of guards of headquarter as well as outstation in each shift in the lobby**. Total 03+ 01(RG/LR) = 04 per day**
➢ In General shift one guard and one train clerk is deployed for preparation of detail. **Total 02 per day.**

Note:-
1) CMS is not outsourced in this lobby.

2) Total **14 Loco Running staff** is being utilised for crew management at Combined Crew Lobby (Suburban) Kalyan.

3) 04 Dy. SS, One Guard and One TNC totalling 06 operating staff is being utilised for crew management at Combined Crew Lobby (Suburban) Kalyan.

7. LOCO PILOT LOBBY (Vidya Vihar)

It is located in Loco shed VVH. This lobby mainly for Sign ON/OFF of Loco Pilot Shunters.

- CMS is not provided.
- 01 Loco Running Staff in each shift totalling 03+1 (LR/RG) to manage the crew booking of LPS.
- In this lobby specially look after the work of shunting of locos of incoming trains from LTT to VVH Shed and shunting work in yard. Also to arrange the locos according to train movement. No Loco Running Staff is having headquarters at VVH they come from CSMT mail/express lobby.

Note: -
1) CMS is not provided.
2) 04 Loco Running Staff is being utilised to Crew Lobby Management.

8. COMBINED CREW LOBBY (PANVEL)

Combined Crew lobby (PNVL) is located at PA end in surrounding area of PNVL station.

One Sr. CC is posted as in-charge to manage lobby.

8.1 Crew Position (loco)

Sr. no.	Category	S/S	MoR	Vacancy
1.	Loco Pilot (G)	236	163	73
2.	Loco Pilot(shunting)	32	46	14
3.	Asst Loco Pilot	259	257	02
Total		**527**	**466**	**61**

8.2 Ministerial Staff – 02 ministerial staff is posted in this lobby for office business i.e. pay sheet, Pass/PTO and all correspondence i.e. transfer, stores etc

8.3 Staff Deployed for Lobby Management

- **02 Loco Running Staff** is being utilised in each shift for crew management i.e. 02x3=06 (02RG/LR**), Total 08**
- **01 Loco Running Staff** is being utilised in each shift for indoor miscellaneous work i.e. 01x3=03 (01RG/LR**). Total 04**

- ➢ **02 Loco Running Staff** is being utilised in general shift for maintaining attendance register and personal store of Loco Running Staff**. Total 02**
- ➢ **01 Loco Running Staff** is being utilised in each shift for arrangement of transportation of Loco Running Staff from PNVL to KYN, JASAI etc and back by 03 hired private vehicles i.e. 01x3=03 (01RG/LR**). Total 04**

8.4 GUARD LOBBY (PNVL)

Guard crew is managed by Station Manager/PNVL

8.4.1 Guard Position

Category	S/S	MoR	Vacancy
Goods Guards	160	149	11

8.4.2 Staff Deployed for Lobby Management
- ➢ For management of Guard booking 01 Area Controller and 01 Train Clerk are working in each shift i.e. 2x3=06 (02 RG/LR**) Total08.**

Note:-
1) CMS is provided and management is also outsourced.
2) Total **18 Loco Running Staff** is being utilised for crew management (Loco) in this lobby.
3) Total **08 Operating Running Staff** is being utilised for crew management (Operating) in this lobby.

9. CREW COMBINED LOBBY (SUBURBAN) PNVL

Combined Crew lobby (PNVL) is located at PA end in surrounding area of PNVL station.
One Sr. CC is posted as in-charge to manage lobby.

9.1 Crew Position

Category	S/S	MoR	Vacancy
Motorman	103	92	11

9.2 Staff Deployed for Lobby Management

- ➢ **04 Loco Running Staff** is being utilised in each shift for crew management of lobby In each shift,04x3=12 (03RG/LR), **Total 15**
- ➢ In addition to above 01 **Loco Running Staff** in each shift is being utilised for CMS operator i.e. 01x3=03+01(RG/LR) **Total 04**

9.3 GUARD LOBBY PANVEL (Suburban)

Guard crew is managed by Station Manager/PNVL

9.3.1 Guard Crew position

Category	S/S	MoR	Vacancy
Guard (pass)	**114**	**81**	**33**

9.3.2 Staff Deployment for Lobby management

- ➢ 01 Dy SS in each shift + 1 (LR/RG) **Total 04**
- ➢ 01 Detail clerk in general shift. **Total 01**

Note:
1) Guard's are not using CMS for sign On/Off.
2) CMS is provided but and management is **NOT** outsourced since manage by **Loco Running Staff**
3) Total **19 Loco Running Staff** is being utilised for crew management (Loco) in this lobby.
4) Total **05 Operating Staff** is being utilised for crew management (Operating) in this lobby

10. LONWALA (GHAT) CREW LOBBY

This lobby is managed by Sr. CC to provide staff for banker and goods train KYN, PNVL, PA etc.

10.1 Crew Position:-

Category	SS	MoR	Vacancy
Loco Pilot (Ghat)	35	35	--
Asst. Loco Pilot	55	67	-12
Loco Pilot (Shunting)	08	08	--
Total	**98**	**110**	**-12**

10.2 Staff Deployed for Lobby Management: -

- ➢ **03 Loco Running Staff** is being utilised in each shift i.e. 03x3= 09 (02RG/LR), **Total 11**
- ➢ One ministerial staff is available for pay sheets and other personnel works

Note:-
1) CMS management is outsourced.
2) Total **11 Loco Running Staff** is being utilised for crew management in this lobby.

11. BVT LOBBY LONAVLA

This lobby is meant for shunting purpose and booking of outstation Crew for Goods train for various direction i.e. PA, KYN, PNVL.

Sr. CC shri A A sheikh,Jr. CC, alongwith 07 Shunters are working in this lobby.
- ➢ One shunter is utilised for booking of crew in each shift , 01x3=03+ 01 (RG/LR)Total 04

Note: -Total 05 Loco Running Staff is being utilised for crew management in this lobby.

12. LOCO PILOT LOBBY (DIESEL) KURLA

This lobby is under the control of Mechanical Department.
One Sr. CCOR is posted to manage the lobby.
This lobby is meant for booking of Loco Running Staff working towards Konkan Railway. All the Mail/Express toward Ratnagiri i.e. Konkan Railway are run by Diesel Loco.

12.1 Crew Position

Sr. no.	Category	SS	MoR	Vacancy
1.	Ch. Loco Inspector	12	09	03
2.	Loco Pilot (Mail)	57	08	49
3.	Loco Pilot (Pass)	37	12	25
4.	Loco Pilot (goods)	90	79	11
5.	Loco Pilot (Shunter)	128	106	22
6.	Asst Loco Pilot	296	280	16
7.	Crew Controller	12	05	07
Total		**632**	**499**	**133**

12.2 Ministerial Staff - 03 ministerial staff is posted in this lobby for office business i.e. pay sheet, Pass/PTO and all correspondence i.e. transfer, stores etc

12.3 Staff Deployed for Lobby Management:

- **02 Loco Running Staff** are utilised in general shift for preparation of detail.
- **02 Loco Running Staff** are utilised in each shift for crew booking. **Total 06 +02 (LR/RG) = 08**
- **O**ne **Loco Running Staff** is utilised in general shift to assist Sr. CC.

Note: -
1) CMS is provided and it's management is outsourced.
2) Total **11 Loco Running Staff** is being utilised for crew management in this lobby.

13. DIESEL LOCO LOBBY NERAL

This lobby is managed by SR.CCOR Shri S.N. Joshi.

Main working of this lobby is to provide crew for Nano Gauge Train from Neral to Metharon and back. Working hours of this lobby is 06.00 to 22.00 hrs.

13.1 Loco Crew Position

Sr. no.	Category	S/S	MoR	Vacancy
1.	Loco Pilot(Pass)	13	08	05
2.	Asst.Loco Pilot	16	16	--
3.	Loco Pilot (Stg)	03	01	02
Total		**32**	**25**	**07**

13.2 Staff Deployed for Lobby Management: -

➢ Two **Loco Running Staff** is being utilised for crew booking and other office work in lobby in each shift i.e 06.00 TO 14.00 AND 14.00 to 22.00.**Total 02x2=04+01(RG/LR)**
➢ CMS is installed recently and managed by above said loco running staff.

Note:- 1) Total **05 Loco Running Staff** is being utilised for crew management in the lobby.

CHAPTER 3	EXISTING PROCEDURE

The aim of Work Study was Review Staff Working at Crew Lobbies in BB Division.

In Mumbai Division there are 13 Crew Lobbies spread over the division i.e. from CSMT to Igatpuri i.e. north east side and CSMT to Lonawala i.e. Southeast side. This lobby caters the Crew Management of total **3533 Loco Running Staff (Loco Pilots) and 1172 Operating Running Staff (Guards) of entire BB division.**

Work Study team during the course of work study visited Sr. DPO, Sr. DEE/TRO, Sr. DME Office BB and all Crew Lobbies situated at CSMT, Kurla, VVH, KYN, PNVL, IGP, NRL, LNL.

LOBBY-WISE CMS working and Utilisation of Loco/Operating Running Staff is as under:-

1. MAIL/EXPRESS CREW LOBBY (CSMT)

    A. Operation of CMS is outsourced. Even after that CMS is not being fully utilised for calculating of mileage, night duty, working hours of crew.

    B. Total **15 Loco Running Staff** are being utilised for crew management at Mail/Express Crew Lobby, CSMT.

    C. Total 09 Operating Staff are being utilised for crew management at Mail/Express Guard Lobby, CSMT.

2. MOTORMAN LOBBY SUBURBAN (CSMT)

    A. Operation of CMS is installed but has not been outsourced. Ministerial staff is being utilised for this purpose.

    B. Total **18 Loco Running Staff** are being utilised for crew management at Suburban Crew Lobby, CSMT

    C. Total **09 Operating Running Staff** are being utilised for crew management at Mail/Exp. Guard Lobby, CSMT.

3. GUARD LOBBY SUBURBAN (CSMT)

    A. CMS is not being utilised for sign On/Off duty of guards. For calculating of mileage, night duty, overtime etc is being done by ministerial staff.

    B. Total **09 Operating Running Staff** are being utilised for crew management at Suburban Crew Lobby, CSMT.

4. COMBINED CREW LOBBY IGATPURI

A. CMS is completely outsourced, all CMS activities. Mileage, leave, night duty, PME etc is being recorded in CMS to calculate for their pay sheet. Only one Chief OS is for these personnel activities.

B. Overall **13 Loco Running Staff** is being utilised for crew management at Mail/Express and hat Lobby Igatpuri.

C. **04 Points Man** is being crew management of Operating Running Staff

5. COMBINED CREW LOBBY (FREIGHT) KALYAN

A. Although CMS provided is under utilisation since preparing for pay sheets of running staffs is done manually.

B. Total **13 Loco Running Staff** is being utilised for Crew Management at Lobby.

C. Total **09 Operating Staff** is being utilised for Crew Management at Lobby.

6. COMBINED CREW LOBBY (Suburban) KALYAN

A. CMS is not outsourced in this lobby.

B. Total **14 Loco Running staff** is being utilised for crew management at Combined Crew Lobby (Suburban) Kalyan.

C. 04 Dy. SS, One Guard and One TNC totalling 06 operating staff is being utilised for crew management at Combined Crew Lobby (Suburban) Kalyan.

7. LOCO CREW LOBBY VIDYA VIHAR

A. CMS is not provided.

B. 04 Loco Running Staff is being utilised to Crew Lobby Management

8. COMBINED CREW LOBBY PNVL

A. CMS is provided and management is also outsourced.

B. Total **18 Loco Running Staff** is being utilised for crew management (Loco) in this lobby.

C. Total **08 Operating Running Staff** is being utilised for crew management (Operating) in this lobby

9. COMBINED CREW LOBBY (Suburban) PNVL

A. Guard are not using CMS for sign On/Off.

B. CMS is provided but and management is **NOT** outsourced since manage by **Loco Running Staff.**

C. Total **19 Loco Running Staff** is being utilised for crew management (Loco) in this lobby.

D. Total **05 Operating Staff** is being utilised for crew management (Operating) in this lobby

10. GHAT CREW LOBBY LONAVLA

A. CMS management is outsourced.

B. Total **11 Loco Running Staff** is being utilised for crew management in this lobby.

11. BVT LOBBY LONAVLA

A. Total **05 Loco Running Staff** is being utilised for crew management in this lobby.

12. LOCO PILOT LOBBY (DIESEL) KURLA

A. CMS is outsourced in this lobby.

B. Total **11 Loco Running Staff** is being utilised for crew management in this lobby.

13. LOCO PILOT LOBBY (DIESEL) NERAL

A. Total **05 Loco Running Staff** is being utilised for crew management in the lobby. CMS is managed by **Loco Running Staff.**

During course of Work Study in the opinion of Work Study team it is observed that

A. CMS is under utilisation –

From the above study it is noticed that at some lobbies CMS is provided and some lobby CMS management is not outsourced.

Also CMS is not being used by all Running Staff for sign ON/OFF.

Over all CMS is under utilisation.

Thus, CMS is not utilised for the purpose of calculating pay of Running Staff. CMS is meant for accurate calculation of duty hours (i.e. night duty, over time etc) and mileage. Under utilisation or non utilisation of CMS cause the wastage of man hour and financial loss.

B. Under/miss utilisation of Running Staff –

From the above study it is observed that all the lobbies over Mumbai Division Loco Running Staff and Operating staff are being utilised for crew management.

Overall, **146 Loco Running Staff and 50 Operating Staff** are being utilised for Crew Management in various Lobbies spread over Mumbai Division.

✓ The mean value of Loco Pilot and Guard i. e. **ML6 is Rs. 96070/-.**

✓ The **average monthly wages** of **146 Loco Running Staff** which are utilises in stationary job i.e. for crew management in lobbies is comes to **Rs 14026220/-** . In addition to this **50 Operating Staff** i.e. Dy. SS, Points Man etc are being utilised for crew management in lobby.

✓ The Loco Running Staff (Loco Pilots) are the Highly Skilled Safety Category Staff meant for smooth operation of trains. The utilisation of this staff for stationary job is affect into shortage of Loco Running Staff (Loco Pilots) for train operation which increases the load on other Loco Running Staff (Loco Pilots) resulting mental stress to them and financial loss to railway in the form of Over Time/Night Duty and other allied allowance.

✓ Also there are **333 vacancies** in Loco Running Staff (Loco Pilots) and **236 vacancies** in Operating Running Staff (Guard) category.

✓ The other operating staff utilised for crew management, are also belongs to Safety category and trained for their respective train operation safety related work.

✓ Both the category of staff i.e. Loco Running Staff (Loco Pilots) and Operating Staff are required to undergo regular Refresher Courses and Periodical Medical Exam (PME) being safety category. And utilisation of such highly skilled staff on stationary job is miss/under utilisation of manpower.

✓ The huge vacancies in Loco/Operating Running Staff, Increasing in traffic and utilisation of Loco/Operating Running Staff on stationary job is adversely affecting crew management.

Existing Scenario of working of CMS and utilisation of Loco Running and Operating Staff in Crew Lobbies for Crew Booking over BB division:-

Sl	Location of Lobby	CMS Operation	Loco Running Staff	Operating Staff
1.	MAIL/EXPRESS CREW LOBBY (CSMT)	Outsourced	15	09
2.	MOTORMAN LOBBY SUBURBAN (CSMT)	Not Outsourced	18	09
3.	COMBINED CREW LOBBY IGATPURI	Outsourced	13	04
4.	COMBINED CREW LOBBY (FREIGHT) KALYAN	Outsourced	13	09
5.	COMBINED CREW LOBBY (Suburban) KALYAN	Not Outsourced	14	06
6.	LOCO CREW LOBBY VIDYA VIHAR	Not Provided	04	--
8.	COMBINED CREW LOBBY PNVL	Outsourced	18	08
9.	COMBINED CREW LOBBY (Suburban) PNVL	Not Outsourced	19	05
10.	LNL GHAT CREW LOBBY	Outsourced	11	--
11.	BVT LOBBY LONAVLA	Outsourced	05	--
12.	LOCO PILOT LOBBY (DIESEL) KURLA	Outsourced	11	--
13.	LOCO PILOT LOBBY (DIESEL) NERAL	Not Outsourced	05	--
	Total		**146**	**50**

Solution -

✓ There should be optimum utilisation of safety category staff for their respective work rather than stationary job.

✓ In this regard Pune Division has taken the initiatives by means of outsourcing entire management. The tender of which is titled as **"Work of Round the clock complete manning of Crew Management System & Data entry at Combined Crew Booking lobbies at Pune, Ghorpuri & Miraj and Maintaining of records at Chief Power Control Office/Pune for a period of two years."** At the costs of Rs. 2,46,20,529.63 (Including GST).

✓ The Tender no. is PA-MECH-LOBBY-DATAENTRY dated. 28.11.2018

✓ The above contract at Pune Division is running successfully since February 2019.

✓ The outsourcing of the above mentioned activity will improve overall availability of running staff for train operations. In turn will reduce stress on other staff and will save Railway funds being paid for Over Time and other allied allowances.

✓ Thus, by Outsourcing Crew Management work at Combined Crew Lobbies, spare the running staff from stationery work in lobby can be utilized for train operations.

Recommendation: Even though **'No'** posts are identified as surplus but outsourcing of the above mentioned activity will improve overall availability of running staff for train operations.

Suggestion: Since the above contract at Pune Division is running successfully from February 2019 till date, it is suggested that BB division may follow the pattern of Pune Division and explore the possibility of replicating same on BB division, which will enhance the availability of highly skilled running staff for train operation instead of utilisation for stationary job.

Chapter 4	Financial Implication

Since no surplus posts are identified, 'No' financial implications.

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END OF STUDY

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