

**REVIEW
OF
STAFF STRENGTH
OF
RUNNING ROOM BEARER &SAFAIWALA
OF
ELECTRICAL (OP) DEPARTMENT
WORKING
IN
DHANBAD DIVISION
(ECR/Effi/WSR/DHN/19-20/22)**

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EAST CENTRAL RAILWAY
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EXECUTIVE SUMMARY

Study No.	(ECR/Effi/WSR/DHN/19-20/22)
Subject	REVIEW OF STAFF STRENGTH OF RUNNING ROOM BEARER &SAFAIWALA OF ELECTRICAL(OP) DEPARTMENT WORKING IN DHN DIVISION .
Area	DHANBAD DIVISION
Division	DHN
Department	ELECTRICAL (OP)
Terms of Reference	Assessment of Man Power requirement
Total No. of Recommendations	01
No. of posts recommended for surrender	12
Financial Implication	62.97 lakh
Month of Circulation	OCTOBER 2019

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SYNOPSIS

1. Indian Railways is one of the biggest transportation organisations among all other transport organisations in the country. In fact the Railway is backbone of the country's transportation system. In the

recent times, Railway is facing tremendous competition from road and air. In the time of competition transport system should not only be agile, prompt and amenable but also financially viable. In order to bring economy in expenditure the optimum utilization of man, machine and material will have to be ensured.

2. Indian Railways prime motto is to provide cheap and best transportation services to their users at a desired level of safety, security and punctuality. Being a large organization it plays a vital role in the Indian economy. These days, Indian economy is facing tough time, so it is the collective responsibility of every government organisation to keep close watch on their expenditure and check the expenditure accordingly.

TERMS OF REFERENCE

The study has been conducted under the following terms of references:

- a) To review staff strength of Running Bearer & Safaiwala of Running Room of Electrical (OP) Department of Dhanbad Division with a view to identify the surplus manpower of different Running Room .
- b) To assess the effective utilization of Running Room Bearer & Safaiwala working in Running Room of Electrical (OP) Department of Dhanbad Division .

METHODOLOGY ADOPTED

The work study team applied the following work study techniques for conducting the study :-

- (i) Discussion with Sr DEE (OP)/DHN.
- (ii) Discussion with RRI/DHN and RRI/GMO.
- (iii) Discussion with CLI/DHN.
- (iv) Data collection and its analysis the factual status & existing work load.
- (v) Reassessment of manpower requirement by applying need base.

Chapter-I

1.0 INTRODUCTION

- 1.1 Railway is one of the biggest transport organisations in the world. Thousands of Passengers and Goods Trains run from one end to another. For movement of Trains Drivers and Guards are utilized.
- 1.2 Railway is a vast organisation where thousands of Passengers and Goods Trains are plying. Drivers and Guards plays vital role in the operation of Trains. They take the Train from one Station to another safely. There is a provision of Running Room for Drivers and Guards, where they take proper rest and take their meal in the Running Room. For providing them meal properly Cooks are provided.
- 1.3 But in the new scenario it is very costly to keep Cooks. Railway as a policy matter is outsourcing the work of cooking and providing food to the Driver and Guard.
- 1.4 It will save huge amount of salary of staffs.

CHAPTER-II

EXISTING SETUP

The actual staff strength of Running Bearer & Safaiwala in Running Room of Electrical (OP) Department of Dhanbad Division is 26 against the sanctioned strength 30 with a vacancy of 04.

S.No	Category	Sanctioned Strength	MOR	Vacancy
1.	Running Room Bearer	25	23	02
2	Safaiwala	05	03	02

CHAPTER-III

Critical Analysis:-

For successful and smooth running of an organization financial viability of assets and man power has to be taken into consideration.

Hence, administration should reconsider the utility in the new perspective.

BOS

= 30

MOR = 26

REQUIREMENT OF STAFF = 18

EXCESS STAFF = 12

Hence 12 posts of Running Room Bearer & Safaiwala may be surrendered .

CHAPTER - IV

RECOMMENDATION & SUGGESTION:-

After careful study of the Running Room Bearer & Safaiwala of Running Room of Electrical (OP) Department of Dhanbad Division. The work study team recommends to surrender 12 posts of Running Room Bearer & Safaiwala .

CHAPTER: - V

FINANCIAL SAVINGS:-

If the recommendation of the study report is implemented, the annual recurring financial savings will be as under:

S.No.	Category	Level	No. of posts	Total pay per year per staff (Rs.)	Annual financial savings (Rs.)in Lakh.
1.	Running Room Bearer	L-1	10	524804	5248040
2.	Safaiwala	L-1	02	524804	1049608
TOTAL					6297648 i.e 62.97

Annexure

Staff strength of Running Room Bearer and Safaiwala of Electrical (OP) department of Dhanbad Division as on 15-10-2019.

S.No.	Department	Category	Scale	Grade pay	Sanctioned Strength	MO R	Vacancy
1.	Electrical	RRB	5200-20200	1800	25	23	02

2.	(OP)	Safaiwala	5200-20200	1800	05	03	02
Total					30	26	04



EAST CENTRAL RAILWAY

WORK STUDY REPORT

ON

**To assess the utility of Running Room Bearer and Safaiwala of
Electrical (OP)
of Dhanbad Division**

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

Study No. ECR/Efficiency/WSR/DHN/19-20/22

EAST CENTRAL RAILWAY

**Office of the
General Manager (Vig.)
Hajipur**

No.: - ECR/Efficiency/WSR/DHN/19-20/22

Dated:-11.11.2019

**Sr. DEE(OP)
East Central Railway,
Dhanbad**

Sub.:- Work study report on adequacy staff strength of RRB and

Safaiwala of Electrical (OP) Department of Dhanbad Division.

In connection to the above it is intimated that work study has been conducted on adequacy of staff strength of RRB and Safaiwala of Electrical (OP) of Department of Dhanbad Division. The work study team has recommended to surrender 12 vacant posts of RRB and Safaiwala.

Hence It is requested to scrutinize the work study report and send the reply within 10 days so that, the report may be finalized and intimated to Railway Board.

(A.Khalifa)
Efficiency Officer
For SDGM

Copy to: (i) PCEE/ HJP for kind information please.
(ii) PCPO/HJP for kind information please.
(iii) ADRM/DHN for kind information please.
(iv) Sr. DPO /DHN for kind information please.

For SDGM

