

**REVIEW
OF
STAFF STRENGTH
OF
JEEP DRIVER
OF
ELECTRICAL DEPARTMENT
WORKING
AT
SAMASTIPUR DIVISION
(ECR/Effi/WSR/SPJ/19-20/27)**

GUIDANCE BY

Neeraj Agrawal

SDGM

A.Khalifa

E.O

STUDY BY

N. Kumar & A.Kumar

E.I.

N. K. Singh.&K. N. Sahay

E.I

WORK-STUDY CELL

East Central Railway

HAJIPUR

EXECUTIVE SUMMARY

Study No.	ECR/Effi/WSR/SPJ/19-20/27
Subject	REVIEW OF STAFF STRENGTH OF JEEP DRIVER OF ELECTRICAL DEPARTMENT WORKING AT SATAMASTIPUR.
Area	SAMASTIPUR DIVISION
Division	SPJ
Department	S&T
Terms of Reference	Assessment of Man Power requirement
Total No. of Recommendations	01
No. of posts recommended for surrender	02
Financial Implication	16.01 lakh
Month of Circulation	December 2019

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ACKNOWLEDGEMENT

The team is grateful to Sr.DEE/SPJ, AEE/SPJ of Electrical Department of Samastipur Division and the staff working with him for rendering their full co-operation during the course of study.

TERMS OF REFERENCE

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

- a) To review staff strength vis-à-vis workload of Jeep Driver of Electrical Department of Samastipur Division with a view to identify the surplus manpower in different section.
- b) To assess the effective utilization of Jeep Driver working in Electrical Department of Samastipur Division.
- c) To suggest ways and means to improve working of Jeep Driver in Electrical Department of Samastipur Division.

METHODOLOGY ADOPTED:-

- (i) Discussion with Sr. DEE/ SPJ
- (ii) Discussion with AEE/SPJ
- (iii) Assessment of work load
- (iv) Reassessment of manpower requirement by applying on need base.

SYNOPSIS

1. In Railways, the process of absorption of modernization has been started and still in progress in every sphere of the system. These technological up

gradations have shown considerable improvement in the efficiency and manpower productivity in Railways.

2. Keeping in view, all these constraints, the Work Study Cell was assigned to conduct work study of staff strength of Jeep Driver o Electrical Department of Samastipur Division with a view to assess the Jeep Driver requirement as per the existing workload .
3. Jeep Driver of Electrical Department also plays a vital role in Indian Railways and leads in performance of any Zonal Railway. At present not any Jeep Driver is working against Sanction Strength of 02 in Electrical Department of Samastipur Division as on 01.04.2019.

CHAPTER I

Introduction

- 1.1 Electrical department plays a vital role in the operational system of the Railways. It is like nervous system, which supplies Electricity through Electrical system of the Railways.
- 1.2 Great improvement has been made in this field of Electrical with the advent of rail net. In this era electrical department of Indian Railways offers great service to the nation with opening of Electrical section, a large scale of interlocking system is provided to railway. Electrical department maintains all equipment of Electrical in line and also equipments are maintained.
- 1.3 With the advance of Electrical system, there is great scope for review of staff strength in Jeep Driver of Electrical department in Samastipur Division.
- 1.4 Competent Authority has approved a Work Study to review of staff strength of Jeep Driver of Electrical department in Samastipur Division under the guidance of Sr.DEE/SPJ.

CHAPTER II

Present scenario:-

BOS=02 MOR=00 Vacancy=02

1. In Sr. DEE office the duty of Jeep Driver is essential.
2. Jeep Driver is utilized by Sr. DEE, DEE and AEE as per official requirement.
3. In failure cases Jeep driver is essential.
4. Essential equipments and tool items reached at sight by Jeep.

CHAPTER III

Critical Examination:-

BOS=02

MOR=00

Vacancy=02

Work study team has examined the work load of Jeep Driver of Electrical department in Samastipur Division and made justification as under:-

There are 02 Jeep Driver in Electrical department in Samastipur Division. He is attached with Sr. DEE, DEE and AEE for official work. At present vehicles are hired. So there is no need of Jeep driver.

Hence, 02 post of Jeep Driver may be recommended for surrender.

CHAPTER IV

RECOMMENDATION

At present vehicles are hired, so there is no need of Jeep driver. Hence, 02 post of Jeep Driver may be recommended for surrender.

Total Sanction Strength = 02

Total MOR Strength = 00

Total Staff required =00

Exceeds post =02 -00=02 Staff

After going through the requirement of staff, the work study team observed that 02 post of Jeep Driver may be recommended for surrender and financial saving will be Rs. 16.01 Lac per annum.

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)	Mean pay per month	DA @ 17 %	Total pay per month per staff (Rs.)	No. of post	Annual financial savings (Rs.)
1	Jeep Driver	L-05	60750	10328	71078	01	852936
2	Jeep Driver	L-04	53300	9061	62361	01	748332
Total						02	1601268 ie16.01 Lakh

CHAPTER VI

Summary:-

After critically examination the work load of Jeep Driver working in Electrical Department of Samastipur Division, the work study team proposes as below:-

S.No.	Designation	BOS	Requirement as per WS	Proposed surrender	Remark
01	Jeep Driver-I	01	00	01	01 post of Jeep Driver-I recommende d for surrender.
02	Jeep Driver-II	01	00	01	01 post of Jeep Driver-II recommende d for surrender.
Total		02	00	02	

Annexure -I

Staff position of Jeep Driver in Electrical Department of Samastipur Division.
As on dated 01.04.19

Sl NO .	Category	Scale	Grade pay	Sanctioned Strength	Men on Roll	Vacancy
1	Jeep Driver-I	5200-20200	2800	01	00	01
2	Jeep Driver-II	5200-20200	2400	01	00	01
	Total			02	00	02

EAST CENTRAL RAILWAY

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

Dated: 13.01.2020

No.: - ECR/Eff./WSR/SPJ/19-20/27

**Sr. DEE(G)
East Central Railway,
Samastipur**

**Sub.:- Work study report on adequacy of staff strength of Jeep Driver
of Electrical Department of Samastipur Division.**

In connection to the above, it is intimated that a work study has been conducted on adequacy of staff strength of Jeep Driver of Electrical Department of Samastipur Division. The work study team has recommended for surrender of 02 post of Jeep Driver.

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/ SPJ for kind information please.
(iv) Sr. DPO /SPJ for kind information please.

For SDGM



EAST CENTRAL RAILWAY

WORK STUDY REPORT

**To assess the utility of Jeep Driver of Electrical Department of
Samastipur Division**

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

Study No. ECR/Eff./WSR/Spj/19-20/27

