

**REVIEW  
OF  
STAFF STRENGTH  
OF  
Sr. TW/Sr.MV Cleaner&Chowkidar  
OF  
ELECTRICAL(TRD) DEPARTMENT  
WORKING  
AT  
DHANBAD DIVISION  
(ECR/Effi/WSR/DHN/19-20/10)**

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**WORK-STUDY CELL  
East Central Railway  
HAJIPUR**

## **EXECUTIVE SUMMARY**

<b>Study No.</b>	<b>ECR/Effi/WSR/DHN/19-20/10</b>
<b>Subject</b>	<b>REVIEW OF STAFF STRENGTH OF Sr.TW/Sr.MV Cleaner&amp;Chowkidar OF ELECTRICAL(TRD) DEPARTMENT WORKING AT DHANBAD DIVISION .</b>
<b>Area</b>	<b>DHANBAD DIVISION</b>
<b>Division</b>	<b>DHN</b>
<b>Department</b>	<b>ELECTRICAL(TRD)</b>
<b>Terms of Reference</b>	<b>Assessment of Man Power requirement</b>
<b>Total No. of</b>	<b>01</b>
<b>Recommendations</b>	
<b>No. of posts recommended</b>	<b>41</b>
<b>for surrender</b>	
<b>Financial Implication</b>	<b>206.36 lac</b>
<b>Month of Circulation</b>	<b>May , 2019</b>

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## **ACKNOWLEDGEMENT**

The team is grateful to Shri Bhajan Lal Sr.DEE/TRD/DHN, and Supervisory staff of Electrical TRD 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 Sr.TW/Sr.MV Cleaner&Chowkidar staff of Electrical TRD department of Dhanbad division with a view to identify the surplus manpower in different section.
- b) To assess the effective utilization of staff working in Electrical TRD Department of Dhanbad Division .
- c) To suggest ways and means to improve working of staff in Electrical TRD Department of Dhanbad Division .

## **METHODOLOGY ADOPTED:-**

- (I) Discussion with Sr.DEE ( TRD)/DHN
- (II) Discussion with COS/DHN.
- (III) Discussion with various levels of staff to arriving at fruitful result.

## **SYNOPSIS**

Indian Railway is one of the biggest transportation organizations among all other transport organizations in the country. In fact the Railway is backbone of the country's transport systems. In the recent time, 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.

In Railways, the process of absorption of modernization has been started and still in progress in every sphere of the system. As a result of which certain activities have become fully redundant/ obsolete from existing system. These technological up gradations have shown the considerable improvement in the efficiency and manpower productivity in Railways. Keeping in view, all these constraints, the Work Study Cell is assigned to conduct work study of Sr. TW/Sr.MV Cleaner&Chowkidar of Electrical (TRD) Department of Dhanbad division with a view to assess the staff requirement as per the existing workload. Electrical (TRD) department also plays a vital role in Indian Railways and leads in performance of any zonal Railway.

## **Chapter -I**

## **1.1 Introduction**

**1.2** The most important challenge of Traction Distribution is to supply electric power to running Locomotive. Many systems have been evolved over the period based on power handling technologies available at that time and now 25 KV traction power supply is predominantly prevailing over Indian Railways. Transfer of power from stationary equipment to running locomotive is either through overhead equipment or third rail. Third rail is preferred for low voltage application up to 750V and where line is either underground or elevated to ensure avoidance of accidental touch by human beings.

Electrical TRD department of DHN Division is a major unit of E.C Railway . It has mostly electrified section. A large number of Traction distribution of goods train and Rajdhani, Super fast train , Mail and passenger train is maintained by this department. The work of Sr. TW/Sr.MV Cleaner is essential for cleaning of Tower wagon, motor vehicle and chowkidar is essential for chowkidari work.

The work of Traction distribution of Dhanbad Division is under control of Sr.DEE (TRD) /DHN and assisted by AEE/TRD/DHN.

## **Chapter-II**

2.0 Summary of Sr. TW/Sr.MV Cleaner&Chowkidar in the present scenario :-

BOS =65 , MOR= 22, Vacancy=43

2.1 Traction distribution of Dhanbad Division is an important units of E.C.Railway . There are large number of Traction distribution Of Goods and passenger train are maintained by this department.

2.2 Chowkidar is utilized for chowkidari work.

2.3 Sr. TW/Sr.MV Cleaner is utilized for cleaning of MV.

### **CHAPTER -III**

### 3.0 **Critical analysis :**

BOS = 65

MOR= 22

Vacancy=43

The staff requirement for the present workload of Sr. TW/Sr.MV Cleaner&Chowkidar staff of Electrical TRD department of Dhanbad division are arrived on need base as under:-

Requirement of Sr.TW/Sr.MV cleaner :-

3.1 Sr.TW/Sr.MV cleaner:- As per observation and discussed with concerning authority, 14 posts of Sr.TW/Sr.MV cleaner is sufficient for present worklowad.

Requirement of chowkidar :- As per observation and discussed with concerning authority, 10 posts of Chowkidar is sufficient for present worklowad.

Total requirement of Sr.TW/Sr.MV Cleaner and chowkidar =14+10=24

Sanction strength -65 MOR-22 Vacancy -43

Excess  $65-24=41$

Hence, work study team observed and as per need base, 31 posts of Sr.TW/Sr.MV cleaner and 11 posts of Chowkidar may be recommended for surrender.

## Chapter IV



**Recommendation** :-After critical examination, the work load of various categories of staff working in Electrical TRD department at Dhanbad Division , work study team proposes as below:-

S.N	Department/ Sub Department	BOS	MOR	Requirement	Purposed surrender	Remark
1	Sr.TW/Sr.MV	44	12	14	30	30 vacant posts of Sr.TW/Sr.MV may be surrendered.
2	Chowkidar	21	10	10	11	11 vacant posts of chowkidar may be surrendered.

Hence , work study team may be recommended 30 vacant posts of Sr.TW/Sr.MV and 11 posts of chowkidar for surrender.

## CHAPTER: - V

### **FINANCIAL SAVINGS :-**

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

S.N o.	Category		G.P.	Mean pay per month	DA @ 12 %	Total pay per month per staff (Rs.)	No. of post	Annual financial savings (Rs.)
1	Sr.TW/Sr. MV cleaner	5200-20200	1800	37450	4494	41944	30	15099840
2	Chowkidar	5200-20200	1800	37450	4494	41944	11	5536008
Total							41	20636448 =206.36 lakh

**Annexure –A**

Staff position of Sr.TW/Sr.MV cleaner of Electrical TRD department working at Dhanbad Division as Sr.DEE/TRD/DHN letter no ELD/352/4 dated 22.05.2019.

Sl NO .	Deptt.	Category	Scale	Grade Pay	S.S	MOR	vacancy
1	EL/TR D	Sr.TW/Sr.MV Cleaner	5200-20200	1800/-	44	12	32
2	EL/TR D	Chowkidar	5200-20200	1800/-	21	10	11

**East Central Railway**

**office of the  
General Manager(Vig.)  
Hajipur  
Dated: 31.05.19**

**No.: - ECR/Effi/WSR/DHN/19-20/10**

**Sr. DEE/TRD  
East Central Railway,  
Dhanbad**

**Sub.:-** Work study report on adequacy of staff strength of  
Sr.TW/Sr.MV & Chowkidar of Electrical TRD  
Department of Dhanbad Division.

In connection to the above it is intimated that a work study has been conducted on adequacy of staff strength of Sr.TW/Sr.MV Cleaner staff of Electrical TRD Department of Dhanbad Division.

The work study team has recommended to surrender of 30 vacant posts of Sr.TW/Sr.MV Cleaner and 11 vacant posts of Chowkidar.

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



**EAST CENTRAL RAILWAY**

**WORK STUDY REPORT**

**To assess the utility of Sr.TW/Sr.MV cleaner of Electrical  
TRD Department at DHN Division**

**EFFICIENCY CELL**

**EAST CENTRAL RAILWAY**

**HAJIPUR**

**Study No. ECR/Eff./WSR/DHN/2019-20/10**