

**REVIEW
OF
STAFF STRENGTH
OF
JEEP DRIVER
OF
S&T DEPARTMENT
WORKING
AT
SAMASTIPUR DIVISION
(ECR/Effi/WSR/SPJ/19-20/03)**

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HAJIPUR

EXECUTIVE SUMMARY

Study No.	ECR/Effi/WSR/SPJ/19-20/03
Subject	REVIEW OF STAFF STRENGTH OF JEEP DRIVER OF S&T 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	01
Financial Implication	8.16 lakh
Month of Circulation	May 2019

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ACKNOWLEDGEMENT

The team is grateful to Sr.DSTE/SPJ, DSTE/SPJ of S&T 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 S&T 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 S&T Department of Samastipur Division.
- c) To suggest ways and means to improve working of Jeep Driver in S&T Department of Samastipur Division.

METHODOLOGY ADOPTED:-

- (i) Discussion with Sr. DSTE/ SPJ
- (ii) Discussion with DSTE/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

upgradations 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 of S&T Department of Samastipur Division with a view to assess the Jeep Driver requirement as per the existing workload .
3. Jeep Driver of S&T Department also plays a vital role in Indian Railways and leads in performance of any Zonal Railway. At present 01 Jeep Driver is working against Sanction Strength of 01 in S&T Department of Samastipur Division as on 01.04.2018.

CHAPTER I

Introduction

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

CHAPTER II

Present scenario:-

BOS=01 MOR=01 Vacancy=00

1. In Sr. DSTE office the duty of Jeep Driver is essential.
2. Jeep Driver is utilized by Sr. DSTE, DSTE and ASTE as per official requirement .

CHAPTER III

Critical Examination:-

BOS=01

MOR=01

Vacancy=00

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

There is 01 Jeep Driver in S&T department in Samastipur Division. He is attached with Sr. DSTE, DSTE and ASTE for official work. At present vehicles are hired. So there is no need of Jeep driver.

Hence, 01 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, 01 post of Jeep Driver may be recommended for surrender.

Total Sanction Strength = 01

Total MOR Strength = 01

Total Staff required =00

Exceeds post =01 -00=01 Staff

After going through the requirement of staff, the work study team observed that 01 post of Jeep Driver may be recommended for surrender and financial saving will be Rs. 8.16 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	Scale of pay (Rs.)	Mean pay per month	DA @ 12 %	Total pay per month per staff (Rs.)	No. of post	Annual financial savings (Rs.)
1	Jeep Driver	29200-92300	60750	7290	68040	01	816480
Total						01	816480 ie 8.16 Lakh

CHAPTER VI

Summary:-

After critically examination the work load of Jeep Driver working in S&T 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	01	00	01	01 post of Jeep Driver recommende d for surrender.
Total		01	00	01	

Annexure -I

Staff position of Jeep Driver in S&T Department of Samastipur Division. As on dated 01.04.18

Sl NO	Category	Scale	Grade pay	Sanctioned Strength	Men on Roll	Vacancy
1	Jeep Driver	5200-20200	2800	01	01	00
	Total			01	01	00

EAST CENTRAL RAILWAY

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

Dated: 21.05.2019

No.: - ECR/Eff./WSR/SPJ/19-20/03

**Sr. DSTE
East Central Railway,
Samastipur**

**Sub.:- Work study report on adequacy of staff strength of Jeep Driver
of S&T 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 S&T Department of Samastipur Division. The work study team has recommended for surrender of 01 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) PCSTE/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 S&T Department of
Samastipur Division**

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

Study No. ECR/Eff./WSR/Spj/19-20/03

