

प्रधान कार्यालय, जयपुर
HQ Office, Jaipur
Fax No.-0141-2725802

No.- G/HQ/WS/463/03/Med./NWR/2020-21

Date: 14.07.2020

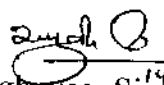
MD/JP,
CMS/JU & BKN
Sr. DPO/JP, JU & BKN

Sub:- Review of staff strength of Kitchen staff of Railway Hospitals over NWR.

Ref:- This office letter even number, dated -13.07.2020

Please find enclosed herewith a work study report on the above subject for your information and taking necessary action regarding implementation of report.

DA: -As above


(Raghuveer Singh) 14/07/2020
AWSO/NWR/JP

सतीश कुमार
वरि. उप महाप्रबंधक एवं
मुख्य सतर्कता अधिकारी

Satish Kumar
Sr. Deputy General Manager
& Chief Vigilance Officer



उत्तर पश्चिम रेलवे
प्रधान कार्यालय
जवाहर सर्किल के पास
मालवीय नगर
जयपुर - 302017
North Western Railway
Headquarters Office
Near Jawahar Circle
Malviya Nagar, Jaipur 302017

No.- G HQ/WS/463/03/Med./NWR/2020-21

Date: 13.07.2020

Divisional Railway Manager,
North Western Railway,
Jaipur, Jodhpur & Bikaner.

Sub:- Review of staff strength of Kitchen staff of Railway Hospitals over NWR.


Optimization and increasing efficiency through Review of staff strength of Kitchen staff of Railway Hospitals over NWR was undertaken by Work Study Organization of NWR.

The report containing **02 recommendations** involving surrender of **10 posts** with a **recurring saving of Rs. 78.20 Lakhs per annum**, is in closed.

This work study report is available on FTP (General- Work Study Cell -headquarters-work study report on the above subject).

Kindly convey acceptance and advice implementation of the recommendations at the earliest.

Enclosed: Work Study Report (18 Pages)


(Satish Kumar)
Sr. Dy. General Manager

Copy to: - Director(E&R) , Railway Board - for information.



REVIEW OF STAFF STRENGTH
OF
KITCHEN STAFF
OF
RAILWAY HOSPITALS OVER NWR

(G/HQ/WS/463/03/Med./NWR/2020-21)

GUIDED BY

RAGHUVVEER SINGH

AWSO/NWR/JP

STUDIED BY

1 KAMLESH KUMAR MEENA

C WSI-JP

2 RAJENDRA SINGH KHIRIA

WSI-JP



Divisional Railway Hospital
Lalgarh, Bikaner



WORK STUDY ORGANIZATION
NORTH WESTERN RAILWAY
JAIPUR

EXECUTIVE SUMMARY

Sr. No.	03				
Study No.	G/HQ/WS/463/03/Med./NWR/2020-21				
Subject	Review of staff strength of Kitchen staff of Railway Hospitals over NWR.				
Area	Railway Central Hospital, Jaipur and Divisional Railway Hospitals JU & BKN.				
Department	Medical				
Terms of Reference	Assessment of Man Power requirement				
Present Cadre	Units	SS	OR	Vac.	
	Railway Central Hospital, JP	5	5	0	
	Divisional Railway Hospital, JU	2	2	0	
	Divisional Railway Hospital, BKN	3	2	1	
Proposed Cadre	0				
Projected Surplus Man Power	10				
Total No. of Recommendations	02				
Financial Implication	Approx. Rs. 78.20 Lac per annum				
Month of Circulation	July' 2020				

INDEX

Chapter No.	Contents	Page No.
1.	Introduction	4
2.	Acknowledgement	5
3.	Policy & Tender Documents	6-8
4.	Cadre, Duties and deployment of staff	9
5.	Analysis of expenditure & Earnings	10-12
6.	Observation, critical analysis & Recommendations.	13-14
7.	Meeting at Officer's level	15-16
8.	Summary of Recommendation	17
9.	Financial Implication	18

Indian Railway is the biggest transport organization in India and playing an important role in the development and economy of the country. Along with the Commercial activities, the Railways have to fulfill the social obligations also, especially in the time of natural calamity and towards the weaker sections of the society. For the healthy existence of such an important organization it is necessary to be financially viable, which can be achieved by ensuring optimum utilization of the resources i.e. Man, Material and Machinery.

With the implementation of 7th pay commission, **the establishment charges have gone up drastically and hence manpower has become an important factor in bringing economy in the system.** In order to check the cost of manpower, the Railway administration issues guidelines from time to time, in the form of **yardsticks, circulars etc.** Now-a-days, **benchmarking is being utilized to ensure best utilization of manpower.** Benchmarking is a continuous process of comparing different units and identifying which one is the best in the business, followed by learning how this excellence was achieved and then setting out to improve the efficiency of those units, which were left behind. The optimum utilization may further be ensured by **multi skilled use of man power.**

Productivity has acquired a new and broader meaning in the light of highly competitive economic environment, increasing educational levels, degradation of physical environment and increasing population, creating pressure on the limited available resources. All efforts should be made to ensure that the revenue is spent carefully over assets, infrastructure and manpower. In other words, Railway administration should curtail wasteful expenditure in operational and maintenance costs so as to bring down the operating ratio which is the prime indicator of Railway's financial efficiency.

Keeping in view of the above mentioned factors, SDGM/NWR has approved the Work Study on review of staff strength of Kitchen staff of Railway Hospitals over NWR.

2.1 Coordinating Officials of the department:

The Work Study Team expresses its sincere thanks and gratitude to Sh. M.L. Choudhary, MD/Railway Central Hospital, Jaipur and Co-coordinator Smt. Kavita Alexandar, Chief Matron (Kitchen)/RCH,JP and also thankful to other staff for their co-operation during the course of study.

2.2 Terms of Reference:

This study has been conducted under the following terms of reference:-

- i) Review of staff strength vis-a-vis workload on existing working condition.
- ii) Review of staff strength as per out sourcing basis.

2.3 Methodology Adopted:

The following techniques of method study as well as work measurement have been applied to conduct the study:-

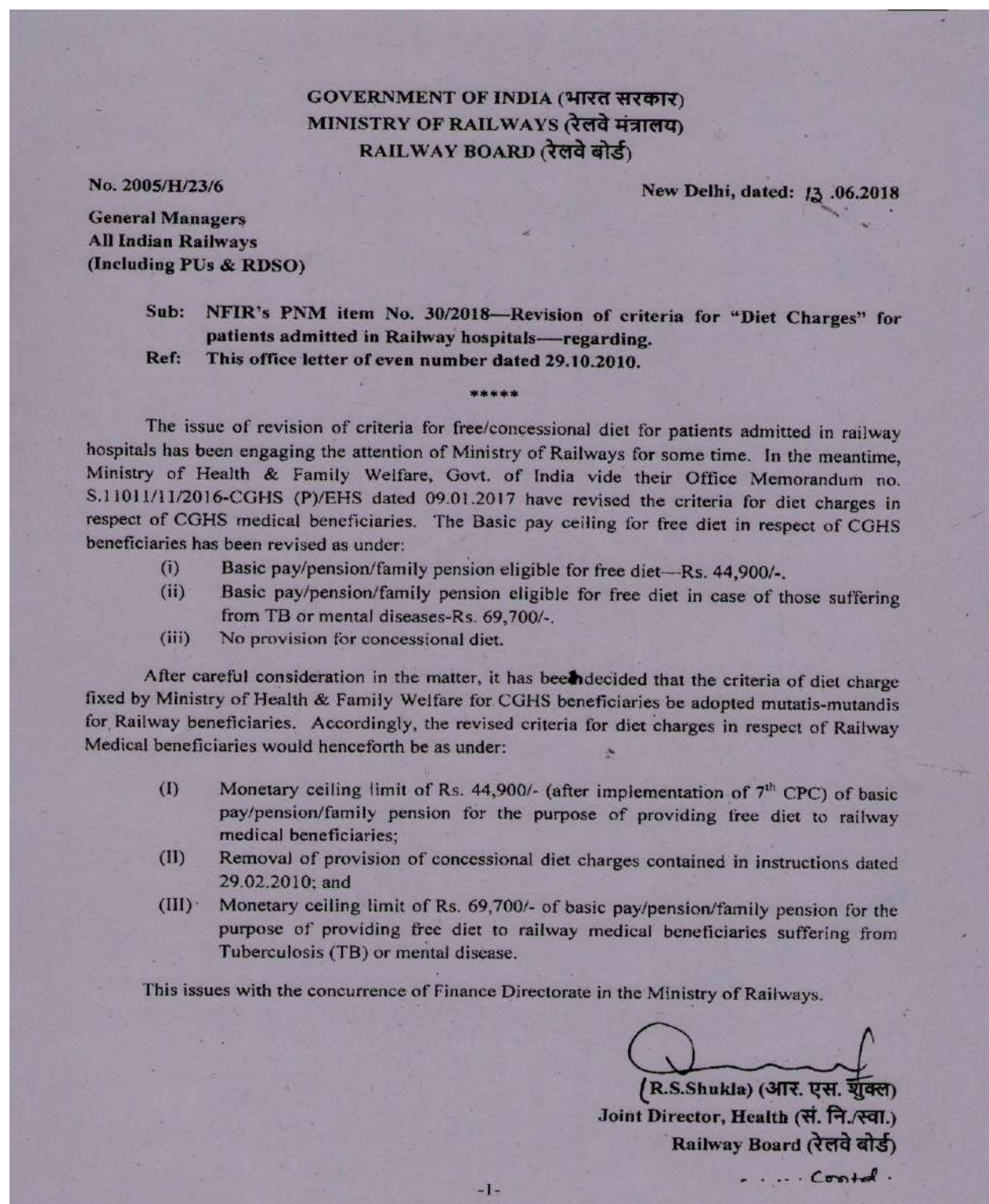
- i) Data collection and its critical analysis to arrive on factual status of present working.
- ii) Discussion with officers & subordinates at various levels with a view to produce fruitful results.
- iii) Sample checks and on spot observations.
- iv) Applied out sourcing.

2.4 Field units visited:

During the course of work study of Hospitals Kitchen staff, the work study team visited at Railway Central Hospital, Jaipur and DRM office, Jaipur.

3.0 Policy and Tender documents:

3.1 Policy regarding Diet Charges:



3.2 Tender Documents of Divisional Railway Hospital, Ajmer:

उ.प.रे.

North Western Railway

375
N.W.R.

Divisional Railway Hospital
Ajmer

Office of the
Chief Medical Superintendent

Letter of Acceptance

MED/G/645/Kitchen/17-19/All/re-tender

Date: 10/08/2017

M/s TUNG Consultant,
19, Pooja Marg, Behind Gurudwara,
Dhola Bhata, Ajmer.
Mobile No. 9214470212.

Subject: - LAO of Supply of Kitchen services to the indoor patient's of divisional Railway Hospital, Ajmer e.g. tea, breakfast, lunch, dinner which should be prepared and served hygienically at bed side in specified quality and quantity as per scheduled time all inclusive as a complete job for the period of two year from the date of commencement of work.

Ref.: Re- Tender No. MED/G/645/Kitchen/17-19/All dated 25.04.2017

In reference to above, the contacts and their rates which is offered and quoted by you have accepted by the competent authority which follows as under:

Description	Base Rate for the work	Accepted Rate for the Work	
LAO of Supply of Kitchen services to the indoor patient's of divisional Railway Hospital, Ajmer e.g. tea, breakfast, lunch, dinner which should be prepared and served hygienically at bed side in specified quality and quantity as per scheduled time all inclusive as a complete job for the period of two year from the date of commencement of work.	Rs 13,65,240/-	Rs 14,33,502/- 05 % above	
1 Description of Work	2 Required (No. of diets) approx. per day	3 Offer rate by the tenderer (in figure & words,)	
		in figure	in words
Schedule -"A" NS Item -NS-1-Supply of kitchen services to the indoor patients of Divisional Railway Hospital- Ajmer e.g. tea, breakfast, lunch, dinner, which should be prepared and served hygienically at bedside in specified quality and quantity as per scheduled time all inclusive as complete job for the period of two year from the date of commencement of work.		05 % above NIT Cost	Five percent above the NIT Cost
1.1 Provision for supply of diet(Milk-II)per day/diet	per day= Rs. 95		
1.2 Provision for supply of diet(Milk-III)per day/diet	per day= Rs. 103		
1.3 Provision for supply of Low diet per day/diet	per day= Rs. 207		
1.4 Provision for supply of Full diet(Veg.)per day/diet	per day= Rs. 225		
1.5 Provision for supply of Full diet(Non-Veg.)per day/diet	per day= Rs. 232		
Base rate per day (for all kind of diet)	per day= Rs. 991.3	Rs. 1040.86 (for all kind of diet)	Rs. 1040.86 (for all kind of diet)

र.

-2-

374
N.W.R.

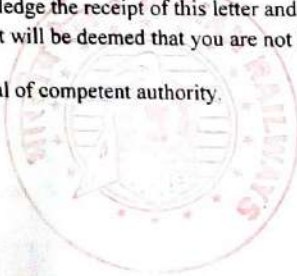
You are suggested to start work as said above from the jurisdiction of ANO/AII. As per terms and condition of contract, scope of work, Special condition of contract etc. You are suggested to start the work as early as possible.

Before Doing this contract & signing the agreement, as per GCC, kindly deposit the 5% amount of total cost of contract value i.e. Rs. 71675/- (Seventy One thousand Six hundred Seventy Five Rs only) as A "Performance Guarantee" in favor of Sr. DFM-AII NWR. Within a Period of 30 days after issuing of this letter. This Guarantee is as a Bank Guarantee or FDR/Other Forms which validity is up to the 60 days after completion of this work. If "Performance Guarantee" is deposited with in between 31 days to 60 days then 15% rate of interest is calculated annually on the total cost, & if not deposited with in a 60 days then the work will terminated & Cost of EMD will forfeited.

You are advised to pay minimum wages to the labour and abide with all the acts related, DOCUMENTS LIKE (Labour licence, EPFO Number, ESIC Certificate etc) are to be enclosed along with the acceptance of this letter. For the execution of work in the Kitchen you have to report ANO/DRH/AII for the same. You are requested to acknowledge the receipt of this letter and start the work within 30 days otherwise it will deemed that you are not interested to execute the work and action will be taken as according to GCC. Therefore you are requested to start the work on the earliest.

You are suggested to pay minimum wages to the labours as per Act and abide with by all the rules and regulations related to work. The submitting, income tax clearance / Exemption certificate and execution of agreement of non-judicial paper (original copy of agreement) and rest on ordinary paper before the work is start. You are requested to acknowledge the receipt of this letter and start the work as soon as from the date of receipt of this letter failing which it will be deemed that you are not interested to execute the work.

The above has the approval of competent authority.



[Signature]
10/11/19
(Dr. P. C. Meena)
ACMS/Admin & H/AII
On behalf of President of India
3.4.3.1 NWR Ajmer
N.W.R. Hospital Ajmer

Copy /-

SR.DFM/AII -for the information and n.a. please.

ACMS/Admin & H/AII, -for the information please.

ANO-DRH-AII -(He will inform in writing to CMS/AII regarding reporting and commencement of work by the contractor.) COS W&A, Med /AII.

CHAPTER 4**CADRE, DUTIES AND DEPLOYMENT OF STAFF****4.1 Cadre position of staff working at Hospitals Kitchen:**

Sr. No.	Category	Pay Matrix	Level	SS	OR	Vac.
A.	Railway Central Hospital, Jaipur					
1.	Master Cook	35400-112400	L-6	1	1	0
2.	Cook-II	25500-81100	L-4	2	2	0
3.	Astt. Cook	19900-63200	L-2	1	1	0
4.	Helper cook	18000-56900	L-1	1	1	0
Total (A)				5	5	0
B.	Divisional Railway Hospital, Jodhpur					
1.	Master Cook	35400-112400	L-6	1	1	0
2.	Cook-II	25500-81100	L-4	1	1	0
Total (B)				2	2	0
C.	Divisional Railway Hospital, Bikaner					
1.	Master Cook	25500-81100	L-4	2	1	1
2.	Helper cook	18000-56900	L-1	1	1	0
Total (C)				3	2	1
Grand Total (A+ B+ C)				10	9	1

4.2 Duties of Cook & Cook helper working at Hospitals Kitchen:

They are received raw material and prepared tea, breakfast, lunch and dinner for indoor patients as prescribed in diet chart advised by medical authorities. Cook helpers are assisting to cook for cooking food and performed other works i.e. cleaning of utensils, etc. and they are also responsible for supply of breakfast, lunch & dinner to indoor patients in Hospital Wards.

3.3 Deployment of staff working at Hospitals kitchen:

At present there are 09 Cooks & Cook Helpers are deployed to perform work at Kitchen in following Railway Hospitals:

Sr. No.	Units	Deployed in of staff		Number of Staff Deployed
1.	Railway Central Hospital, Jaipur	06.00 -12.00 & 15.00 -19.00	To cook & serve the breakfast, lunch and dinner to indoor patients.	05
2.	Divisional Railway Hospital, Jodhpur			02
3.	Divisional Railway Hospital, Bikaner			02
Total				09

CHAPTER 5**ANALYSIS OF EXPENDITURE AND EARNING****5.0 Expenditure and Earning of Kitchens:****5.1 Material expenditure on diets:****5.1.1 Railway Central Hospital, Jaipur:**

Sr. No.	Month	Milk		Ration (Rs.)	Other Expenditure (Rs.)	Total	Total Diet (Paid+ Free) (No.)	Paid diet (No.)
		Qty.	Amount					
1.	April'2019	364	14633	12029	9222	35884	648	32
2.	May'2019	443	17809	18486	9749	46044	787	48
3.	June'2019	408	17218	14997	9360	41575	741	15
4.	July'2019	453	19117	17142	9634	45893	661	18
5.	Augt.'2019	405	17091	17142	9371	43604	662	49
6.	Sept.'2019	538	22704	38844	9408	70956	780	71
7.	Oct.'2019	389	16416	20014	9644	46074	566	35
8.	Nov.'2019	320	13504	26566	9556	49626	467	8
9.	Dec.'2019	324	14249	14603	9359	38211	542	45
10.	Jan.'2020	427	18873	24105	9695	52673	683	63
11.	Feb.'2020	409	18078	23264	9584	50926	611	7
12.	Mar.'2020	333	14719	18483	9577	42779	494	13
Total		4813	204411	245675	114159	564245	7642	404
Average Per month		401	17034	20472.91	9513.25	47020.16	636.83	33.66
Average Per day		13.36	567.80	682.43	317.10	1567.33	21.22	1.12

5.1.2 Divisional Railway Hospital, Jodhpur:

Sr. No.	Description	Quantity
1.	Total diet served per month in FY 2019-20	264 No.
2.	Total diet served per day in FY 2019-20	8.8 No.
3.	Total material expenditure per month in FY 2019-20	Rs.15385
4.	Total material expenditure per day in FY 2019-20	Rs.512.83

5.1.3 Divisional Railway Hospital, Bikaner:

Sr. No.	Month	Number of Diets	Expenditure of material (Rs.)
1.	April'2019	64	5019
2.	May'2019	155	9351
3.	June'2019	106	9618
4.	July'2019	104	9848
5.	Augt.'2019	110	8445
6.	Sept.'2019	170	9532
7.	Oct.'2019	100	9342
8.	Nov.'2019	139	9750
9.	Dec.'2019	116	9522
10.	Jan.'2020	87	7511
11.	Feb.'2020	203	9637
12.	Mar.'2020	102	9634
Total		1456	107209
Average Per Month		121	8934
Average Per Day		4.03	297.80

5.2 Average Earning per day through paid diets:

5.2.1 Railway Central Hospital, Jaipur:

Average paid diet served per day=1.12 Nos.

Paid diet charge= @Rs.85/diet

Therefore, earning through paid diet per day=1.12 x 85=Rs. 95.81.

Thus, average approximate earning per day = Rs.96.00

5.2.2 Divisional Railway Hospital, Jodhpur & Bikaner:

No paid diets were served to indoor patients at Jodhpur & Bikaner Railway divisional hospitals in financial year 2019-20.

5.3 Summary of Establishment & Material expenditure on Hospitals Kitchen:

Sr. No.	Description	JP	JU	BKN	Total
1.	Average total diet served per month (Nos.)	636.83	264.00	121.00	1020.81
2.	Average total diet serve per day (Nos.)	21.22	8.8	4.03	34.02
3.	Average establishment expenditure per month (FY2019-20)	291914	142974	216742	651630
4.	Average material expenditure per month (FY2019-20)	47020.16	15385.00	8934.00	73767
5.	Total Expenditure per month in Rs. (3+ 4)	338934.16	158359	225676	725397
6.	Average establishment expenditure per day (Rs.)	9730.46	4765.80	7224.73	21720.99
7.	Average material expenditure per day (Rs.)	1567.33	512.83	297.80	2377.96
8.	Total Expenditure per day in Rs. (6+ 7)	11297.79	5278.63	7522.53	24098.95
9.	Average establishment cost per diet (Rs.)	459.20	541.56	1792.73	2793.49
10.	Average material cost per diet (Rs.)	73.86	58.27	73.89	206.02
11.	Total cost per diet in Rs. (9+ 10)	533.06	599.84	1866.63	2999.53

Note: Other miscellaneous expenditure like maintenance of Kitchen, Electric Bill & Staff facilities etc. is not include in this cost.

6.0 Observations, Critical Analysis & Recommendation:**6.1 Observations:**

- 6.1.1 The existing sanctioned strength is **10 posts** (CH/JP-05, DH/JU-02 & DH/BKN-3) for managing workload of Hospitals Kitchen.
- 6.1.2 Total average establishment cost on kitchen staff is **Rs. 21720.99** (JP-9730.46, JU-4765.80 & BKN-7224.73) per day.
- 6.1.3 Total average expenditure of materials is **Rs. 2377.96** (JP-1567.33, JU-512.83 & BKN-297.80) per day.
- 6.1.4 Therefore, total expenditure on Hospitals Kitchen is **24098.95** (JP-11297.79, JU-5278.63 & BKN-7522.53) per day plus maintenance cost of the kitchens, charges of electricity being and staff facilities etc.
- 6.1.5 Total average earning is occurred **Rs.95.81 per day** through paid diets from Railway Central Hospital Jaipur only. No paid diets were served to indoor patients at Jodhpur & Bikaner Railway divisional hospitals in financial year 2019-20.
- 6.1.6 Thus, to operate hospitals kitchen through departmental staff is creating huge establishment cost. Therefore, in this scenario there is an urgent need for adopting the alternative mode to operate the Hospitals Kitchen.
- 6.1.7 Since august 2017, the Kitchen services are being operated by outside agency at Divisional Railway Hospital, Ajmer. The hospital administration has informed satisfactory performance of their services. The scope of work of these facilities is “supply of kitchen services to the indoor patients of divisional railway hospital, Ajmer e.g. tea, breakfast, lunch, dinner which should be prepared and served hygienically at bed side in specified quality and quantity as per schedule time.”
- 6.1.8 As per above contract the cost of **Milk diet-II is Rs.95, Milk diet-III is Rs.103, Low diet is 207, Full diet (vegetarian) is 225 and full diet (Non vegetarian) is Rs.232** for indoor patient at Divisional Railway Hospital, Ajmer.
- 6.1.9 Presently, in-house cost with establishment expenditure per diet is **Rs.533.06** at Railway Central Hospital, Jaipur, **Rs.599.84** at Divisional Railway Hospital, Jodhpur and **Rs.1866.63** at Divisional Railway Hospital, Bikaner.
- 6.1.10 In view of above, it is clear that the maximum outsourcing per diet cost of Railway Divisional Hospital, Ajmer is **Rs.232+ GST** in comparison to departmental hospital kitchen cost, i.e. **Rs.533.06** at Railway Central Hospital, Jaipur, **Rs.599.84** at Divisional Railway Hospital, Jodhpur and **Rs.1866.63** at Divisional Railway Hospital, Bikaner.
- 6.1.11 Therefore, it is being advised that to save huge establishment expenditure of kitchen services of Railway Hospitals Jaipur, Jodhpur & Bikaner should also be outsourced.

6.2 Critical Analysis:

A provision is given for providing free diet to indoor patients in Indian Railway Medical Manual Volume-I, Therefore, it is necessary to provide diet to indoor patients. As per “Indian Railway Medical Volume-I, Para 639 states that Railway administration should as a rule, provide cooked food to all in patient in Railway hospitals. Para 640 states that the scale of diet to be served in Railway hospital should be drawn up by the Railway administration with a view to suit the local conditions and the basic calories requirement of the patients.”

- 6.2.1 The work study team has gone through the workload vis-à-vis staff strength of Hospitals Kitchen Jaipur, Jodhpur & Bikaner and discussed the same in detail with coordinators and Medical Authorities. After thorough analysis, the assessment of the work study team about Hospitals Kitchen at Railway Central Hospital, Jaipur and Divisional Railway Hospitals Jodhpur & Bikaner is very expensive to operate through departmental staff.
- 6.2.2 Senior audit officer (Ins.)/NWR/HQ, Jaipur has also advised in their inspection report no.- Audit/HQ/1HQ/IV/Part-I/01/2020-21/14537; dated-28.05.2020, that the expenditure on diet served to indoor patients at Central Hospital, Jaipur is more expensive in comparison to outsourcing diet of Divisional Railway Hospital, Ajmer. Therefore, avoidable expenditure will be saved, if the work would have been outsourced on Ajmer pattern.
- 6.2.3 Hospital visiting committee has also suggested in the meeting held on 23.12.2019, that “for out sourcing of kitchen services of Railway Central Hospital/Jaipur, the kitchen along with cafeteria need to be develop at new location. As per the suggestion of CE/P&D/JP, kitchen shall be kept at underground and other associated facilities will be on ground floor.”
- 6.2.4 Work study team is being advised that, the kitchen facilities of Railway Central Hospital, Jaipur can be outsourced until kitchen facility along with cafeteria will be developed in Hospital premises as advised by Hospital visiting committee. The feasibility for developing kitchen along with cafeteria at new location in premises of Railway Central Hospital, Jaipur may also be reviewed in the manner of essentiality and economically for Railways.
- 6.2.5 The diet recommended by dietitian is highly variable quantity in gradient calories depends upon the condition of patient and then will be issued of hygiene & quality. Therefore it is also being advised that diet preparation by any outsource agency should be checked/ supervised by Hospital qualified staff.
- 6.2.6 Presently, Kitchen services have already been outsourced at Railway Divisional Hospital Ajmer and the performance of the same is informed satisfactory by Chief Matron/Kitchen of Divisional Hospital, Ajmer. Therefore, it is being advised that the Kitchen services of other Railway Hospitals should be revised and it should be managed as alternative model like as Divisional Railway Hospital, Ajmer.

6.3 Recommendations:

- 6.3.1 After adopting revised model for managing Kitchen services in Railway Hospitals, 10 posts (05 CH/JP, 02 DH/JP and 03 DH/BKN) of Cooks and cook helpers have been considered surplus and advised to surrender.
- 6.3.2 The kitchen services at Railway Central Hospital, Jaipur can be outsourced until kitchen facility along with cafeteria will be developed in Hospital premises as advised by Hospital visiting committee. The feasibility for developing kitchen along with cafeteria at new location in hospital premises may also be reviewed in the manner of essentiality and economically for Railways.

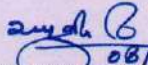
6.1 Minutes of Meeting with held MD/CH/JP:


Minutes of meeting held between AWSO/HQ/NWR/JP with MD/Central Hospital, JP on 08.07.2020

The recommendations of work study report were briefed to MD/CH/JP by AWSO. It has been informed that the work study was carried out on the basis of outsourcing of Hospitals Kitchen facilities. Presently, Hospitals Kitchen are being operated by departmental staff, its causing huge establishment cost on Railway administration.

- The work study team has gone through the workload vis-à-vis staff strength of Hospitals Kitchen Jaipur, Jodhpur & Bikaner and discussed the same in detail with coordinators and Medical Authorities. After thorough analysis, the assessment of the work study team about Hospitals Kitchen at Railway Central Hospital, Jaipur and Divisional Hospitals Jodhpur & Bikaner is very expensive to operate by departmental staff.
- Senior audit officer (Ins.)/NWR/HQ, Jaipur has also advised in their inspection report no.- Audit/HQ/1HQ/TV/Part-I/01/2020-21/14537; dated-28.05.2020, that the expenditure on diet served to indoor patients at Central Hospital, Jaipur is more expensive in comparison to outsourcing diet of Divisional Hospital, Ajmer. Therefore, avoidable expenditure will be saved, if the work would have been outsourced on Ajmer pattern.
- Hospital visiting committee has also decided in the meeting held on 23.12.2019, that "for outsourcing of kitchen services of Central Hospital/JP, the kitchen along with cafeteria need to be develop at new location. As per the suggestion of CE/P&D/JP, kitchen shall be kept at underground and other associated facilities will be on ground floor." Work study team is being advised that, the kitchen facilities of CH/JP can be outsourced until kitchen facility along with cafeteria will be developed in Hospital premises as advised by Hospital visiting committee. The feasibility for developing kitchen along with cafeteria at new location in Hospital premises may also be reviewed in the manner of essentiality and economically for Railways.
- The diet recommended by dietitian is highly variable quantity in gradient calories depends upon the condition of patient and then will be issued of hygiene & quality. Therefore it is also advised that the preparation of diet by any outsourcing agency should be prepared under supervision of Hospital qualified staff.
- Therefore, it is being advised that the operation of Railway Hospitals Kitchen should be revised and it should be operated on the alternative model as being operated at Hospital Kitchen, Ajmer, so that large amount of expenditure on the establishment can be save.

In view of above, it has been advised by work study team that the above recommendations may be implemented and ensure to surrender the 05 posts (01 Master Cook, 02 Cook-II, 01 Cook-III & 01 Helper-Cook) of Hospital Kitchen staff from Central Hospital, Jaipur.


08/07/2020
AWSO/NWR/JP


08.07.2020
MD/CH/JP

6.2 Discussion with PCMD/JP:

A meeting was held on 08.07.2020 with Medical Director, Railway Central Hospital, Jaipur and discussed the recommendation for outsourcing of Hospital Kitchen, Jaipur. But for maintaining protocol of covid-19 work study team cannot visit field units of Jodhpur & Bikaner therefore, related data have been collected through email from divisional railway hospitals Jodhpur and Bikaner for preparing the recommendation of work study report.

After critical analysis of data, it is found that the Hospitals Kitchen at Railway Divisional hospitals Jodhpur & Bikaner is also very expensive to operate by departmental staff. Therefore, Kitchen facilities of both Railway Hospitals should also be outsourced.

The recommendations of work study report also were discussed with PCMD/NWR/JP and it was informed by work study team to PCMD that, the Hospitals Kitchen are being operated by departmental staff, it is causing huge establishment cost on Railway administration.

Therefore, it is being advised that the Kitchen services at Railway Central hospital, Jaipur and Divisional Railway Hospitals, Jodhpur & Bikaner should also be out sourced on the same pattern of Divisional Railway Hospital, Ajmer.

Sr. No.	RECOMMENDATION	Para no.	Accepting/ Implementing Authority
1.	Recommendation no.-1: Looking to the huge expenditure on establishment cost of Hospitals kitchen at JP, JU & BKN as discussed in Para no.-6.0, the work study team is of the opinion that after adopting revised model for managing Kitchen services in Railway Hospitals, 10 posts (05 CH/JP, 02 DH/JP and 03 DH/BKN) of Cooks and cook helpers have been considered surplus and advised to surrender.	6.0	DRM/ JP, JU & BKN
2.	Recommendation no.-2: Work study team is also being advised that, the kitchen services at Railway Central Hospital, Jaipur can be outsourced until kitchen facility along with cafeteria will be developed in Hospital premises as advised by Hospital visiting committee. The feasibility for developing kitchen along with cafeteria at new location in hospital premises may also be reviewed in the manner of essentiality and economically for Railways.		DRM/JP

CHAPTER 8	FINANCIAL IMPLICATIONS
------------------	-------------------------------

The proposal for surrender of **10 posts of Hospitals Kitchen staff** will lead to the recurring savings INR **78.19 Lac** per annum. The money value of Hospitals is given below:-

Sr. No.	Category	Pay Matrix	Level	Mean Pay	DA 17%	Total Pay	No. of posts	Total Saving per month (Rs.)	Total Saving per year (Rs.)
A.	Railway Central Hospital, Jaipur								
1.	Master Cook	35400-112400	L-6	73900	12563	86463	1	86463	1037556
2.	Cook-II	25500-81100	L-4	48300	8211	56511	2	113022	1356264
3.	Astt. Cook	19900-63200	L-2	41550	7063	48613	1	48613	583356
4.	Helper cook	18000-56900	L-1	37450	6366	43816	1	43816	525792
Total							5	291914	3502968
B.	Divisional Railway Hospital, Jodhpur								
1.	Master Cook	35400-112400	L-6	73900	12563	86463	1	86463	1037556
2.	Cook-II	25500-81100	L-4	48300	8211	56511	1	56511	678132
Total							2	142974	1715688
C.	Divisional Railway Hospital, Bikaner								
1.	Master Cook	35400-112400	L-6	73900	12563	86463	2	172926	2075112
2.	Helper cook	18000-56900	L-1	37450	6366	43816	1	43816	525792
Total							3	216742	2600904
Grand Total							10		7819560