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मुख्य सतर्कता अधिकारी

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Sr. Deputy General Manager  
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उत्तर पश्चिम रेलवे  
प्रधान कार्यालय  
जवाहर सर्किल के पास  
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No. G/HQ/WS/463/5/Rly. School /ABR/2020-21

Date: 15.07.2020

**Divisional Railway Manager  
North Western Railway  
Ajmer**

**Sub: - Manpower optimization of Railway Sr. Sec. School ABR of Ajmer Divison.**

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A work study for manpower optimization of Railway Sr. Sec. School ABR, Ajmer Divison is conducted and the report is enclosed herewith.

The report contains **one recommendation** involving the surrender of **41 posts** and **recurring savings of Rs. 485.01 Lac per annum.**

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

Please convey acceptance and implementation of this report.

Encl: - Work Study Report (11 Pages)

  
(Satish Kumar)  
Sr. Dy. General Manager  
NWR, Jaipur

Copy to: - 1. Director, E&R (S&T), Railway Board - for information.  
2. PCPO/NWR/JP for information.

**MANPOWER  
OPTIMIZATION  
OF  
RAILWAY SCHOOL STAFF  
WORKING  
AT ABR  
OF AJMER DIVISION**

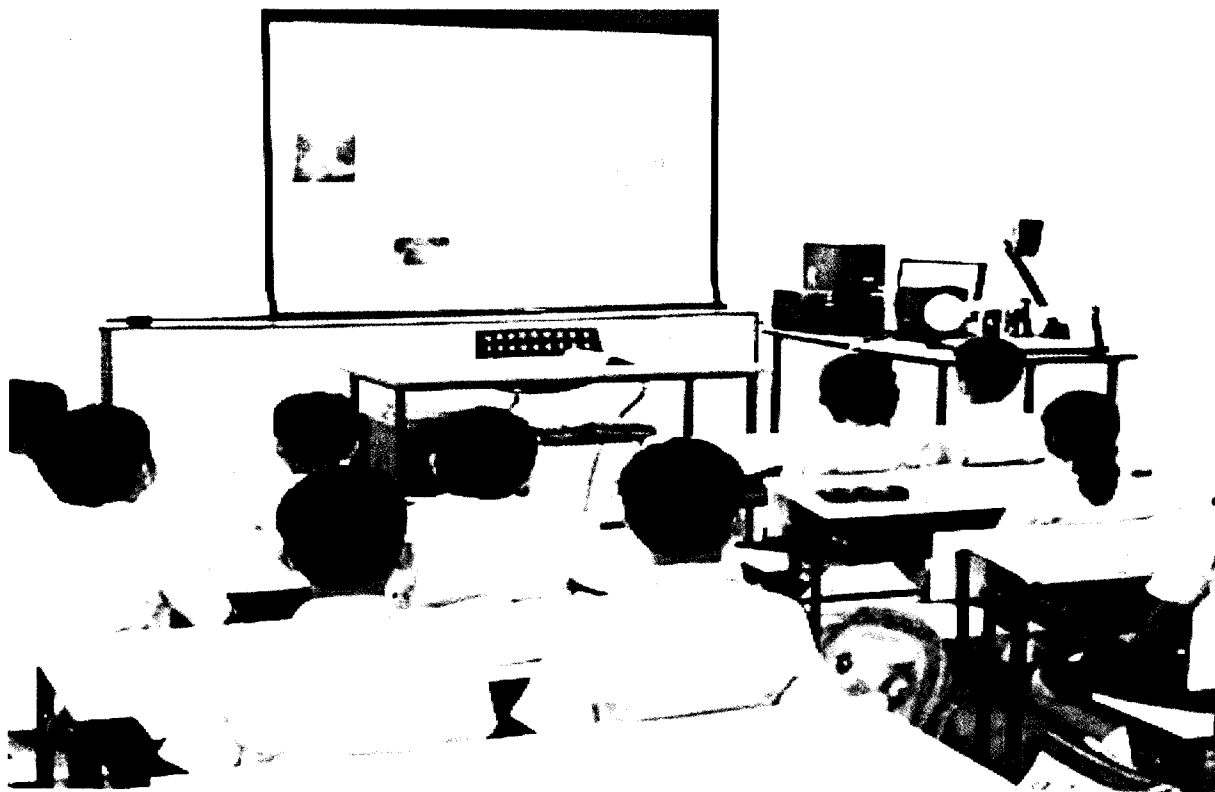
**(G/WS/HQ/463/5/Railway school/ABR/2020-21)**

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**WORK STUDY ORGANIZATION  
NORTH WESTERN RAILWAY  
JAIPUR**

### **EXECUTIVE SUMMARY**

Sr. No.	05
Study No.	G/WS/HQ/463/5/ RAILWAY SCHOOL/ABR/ 2020-21
Subject	Manpower optimization of Railway schools staff working at ABR of Ajmer Division
Area	Ajmer Division
Division	All
Department	Personnel
Terms of Reference	Assessment of Man Power requirement
Total No. of Recommendations	One
Cadre position	SS - 41, OR - 20 & Vac. - 21
Projected Man Power Surplus	41 Posts
Financial Implication	<b>485.01 Lac per annum</b>
Month of Circulation	July 2020

## INDEX

Sr. No.	Content	Reference	
		Page No.	
1	Acknowledgement	4	-
2	<u>Chapter I</u> – Introduction	5	-
3	<u>Chapter II</u> – Synopsis	6	-
4	<u>Chapter III</u> –Cadre Position	7	-
5	<u>Chapter IV</u> - Critical Analysis	8	10
6	<u>Chapter V</u> – Financial Implication	11	-

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The team is grateful to Sh. R. S. Parihar Sr. D.P.O/AII and Sh. A. K. Chauhan, Principle/Railway Sr. Sec. ABR & the staff working with them for rendering their full co-operation during the course of study.

### **TERMS OF REFERENCE**

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

- i) Review of staff vis-à-vis workload on existing working condition.
- ii) Suggest ways and means for improving the system economically and efficiently.

### **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) Hold discussions at various levels with a view to produce fruitful results.
- iii) Sample check and spot observations.
- iv) Reassessment of manpower requirement by applying norms of education department.

## **CHAPTER-I**

### **INTRODUCTION**

The Railway Schools are governed by the personnel Branch and the staff in Schools are dealt by the Divisional Personnel Branch headed by one Sr.DPO and assisted by other Personnel Branch Officers.

Railway Higher Secondary School, Abu Road, was established in 1862. At present the school has been affiliated to the C.B.S.E., New Delhi with C.B.S.E affiliation. It is a co-educational school run in both Hindi and English medium.

The History of this institution dates back to the year 1862 when it was started as Anglo Vernacular Railway school and later on was renamed as Railway Indian School by the then B.B.& C.I.R. This is the oldest educational institution run by the Indian Railway & the North Western Railway administration and also the oldest in the administrative district of Sirohi.

It was raised to High School level in the year 1880 and was affiliated to Allahabad Board. Thereafter it was affiliated to the Central Board of education. With the merger of this area of Abu Road with Gujarat, the school was under the educational control of Maharashtra. In the year 1958 Primary Classes were separated to form and establish a separate Railway primary school

In the year 1959 this institution was affiliated the University of Rajasthan and subsequently with the establishment of the Board of Secondary Education. Rajasthan the institution was under the academic control of the Rajasthan Board and was raised to Higher Secondary level in the year 1960.

In the year 1968 the Subject of Biology was introduced under Science stream for classes IX to XI and thereafter in the year 1975 commerce stream was also introduced. This was the first Senior Higher Secondary school in this area of more than 50 Kms. radius introducing commerce educations. Finally in accordance with the all India pattern of education when 10+2 scheme was adopted by the state Govt. of Rajasthan the institution was raised to level in the academic session 1988-89 by starting class XII in science and commerce streams.

In the year 2013 the school was affiliated by CBSE New Delhi. At Present 241 no's (19 Railway+ 222 Non Railway) student are studying in this school. Sixteen teachers and four erstwhile group "D" staff are deputed to teach for 241 students.

## **CHAPTER-II**

### **SYNOPSIS**

The education initiative emphasizes the all-round development of students. It aims at producing not only good professionals, but also good and worthy citizens of our great country, aiding in its overall progress and development. It endeavors to treat every student as an individual, to recognize their inherent potential and to ensure that they receive the best preparations and knowledge for achieving their ambitions and goals.

Indian Railway is as well necessary to be viewed as a financially viable to make the best use of men and machinery to achieve maximum utility and at the same time avoiding idle man power as well as machine.

Due to implementation of 7<sup>th</sup> pay commission education allowance has been revised which enhanced to Rs 2250/- per month per child, brought a revolutionary change in Railway employees opinion about their children education. Now they are interested to educate their children, like a best way in any private institutions at any cost. So there is likely to be more reduction in student's strength in railway schools.

Keeping in view, all these constraints, The Work Study Cell was assigned to conduct work study of Railway Sr. Sec. schools staff at ABR in All Div. with a view to assess the staff requirement as per the existing workload .

During the conduct of study, the team picked up/collected the requisite data of all the activities carried out in Railway Schools/ABR. To arrive at the actual requirement of staff, the team held discussions at various levels and kept practicability in view.

**CHAPTER-III**  
**Cadre position**

3.1 **Cadre position:-**

Category wise Sanctioned Strength, On Roll and vacancy position of Railway schools staff at ABR in All Div. as on 08.06.2020 is placed under table below.

**Cadre position of Railway Sr. Sec. School Abu Road:-**

S.N	Design.	Grade Pay	SS	OR	Vac.
1	Sr. Teacher (PGT)	4800	12	06	06
2	Jr. Teacher (TGT)	4600	17	07	10
3	Craft Teacher	4600	01	01	00
4	Physical Instructor	4600	01	01	00
5	Drawing Teacher	4600	01	01	00
6	Librarian	4200	01	00	01
7	Lab. Asstt.II	2400	01	00	01
8	Farash	1800	01	01	00
9	Lab Atttdt.1800	1800	02	00	02
10	Peon	1800	01	01	0
11	Safaiwala	1800	01	00	01
12	Watchman	1800	00	01	+01
13	Waterman	1800	02	01	01
<b>Total staff</b>			<b>41</b>	<b>20</b>	<b>21</b>



**CHAPTER-IV**  
**CRITICAL ANALYSIS**

**4.0.0 CRITICAL ANALYSIS, REQUIREMENT OF STAFF VIS-À-VIS WORK  
LOAD AND RECOMMENDATIONS:-**

4.1.0 Railway school ABR is working under the control of Sr. DPO Ajmer. To arrive at a factual conclusion on requirement of Railway schools ABR staff of Ajmer division, the Team collected the workload of all activities.

**4.1.1 Railway Sr. Secondary school Abu Road:-**

The strength of students of Railway employee in Railway Sr. Sec. School/ABR as well as overall strength in the school is as under:-

Year	Railway	Non- Railway	Total Students	Percentage of Rly. Students
2010-11	280	403	683	41.00
2011-12	249	420	669	37.22
2012-13	194	438	632	30.70
2013-14	151	499	650	23.23
2014-15	68	267	335	20.30
2015-16	70	264	334	20.96
2016-17	52	184	236	22.03
2017-18	35	159	194	18.04
2018-19	22	218	240	9.17
2019-20	19	222	241	7.88

It is evident from the above that total strength of students in the Railway school in the year 2010-11 was 683 which was reduced to 241 i.e a reduction of 65% in the year 2019-20. Similarly, there was a substantial reduction of 92 percent in the strength of Railway students which was reduced from 280 to 19 in the year 2019-20 .

**Class wise student's strength of year 2019-20 is as under:-**

S. No.	Classes	Rly.	Non Rly.	Total	Boys	Girls
1	I	01	02	03	2	1
2	II	0	4	4	2	2
3	III	1	6	7	4	3
4	IV	0	3	3	1	2
5	V	2	6	8	3	5
6	VI	0	16	16	14	2
7	VII	1	21	22	16	6
8	VIII	0	25	25	22	3
9	IX	3	29	32	30	2
10	X	8	46	54	37	17
11	XI A	1	27	28	19	9
12	XI B	0	0	0	0	0
13	XI C	0	5	5	2	3
14	XII A	2	16	18	13	5
15	XII B	0	3	3	3	0
16	XII C	0	13	13	7	6
<b>Total</b>		<b>19</b>	<b>222</b>	<b>241</b>	<b>175</b>	<b>66</b>

The result of Railway school ABR is continuously falling. In the year 2018-19 only 37.05% and 25% students passed in XII Science and XII Commerce respectively. It has reported that this Railway school has become the medium for re-admission of failed private students.

The number of children of Railway employee in the school is decreasing annually whereas the annual expenditure is increasing every year i.e. in FY 2019-20 is 2.22 Cr. in comparison to FY 2018-19 is 2.08 Cr; Due to decreasing trend of students, income is decreasing i.e. in FY 2019-20 is 15.78 Lac in comparison to corresponding year 17.86 Lac.

The main cause of reducing student strength is privatization of education. The parents are expending more money on education in private schools, which are giving more facilities and better education. The private schools are maintaining better discipline than government schools. Due to implementation of 7th pay commission education allowance has been revised which enhanced to Rs 2250/- per month per child (27000 per year), brought a revolutionary change in Railway employees opinion about their children education. Now they are interested to educate their children, like a best way in any private institutions at any cost. So there is likely to be more reduction in Railway ward strength in railway schools.

In the year 2017-18 smart classes (digital education) in ABR school had also started and Rs. 4,83,000 was expended from CSBF. Despite of doing all efforts the number of student could not be increase.

Now the scenario has been changed and many state run private school, Kendriya Vidyalaya are available in the vicinity of the existing Railway school, sharp decline in strength of Railway students as well as overall decline strength and Railway Board policy of 2001 to progressively close down the existing Railway schools, the running of this school is not justified.

Therefore, based on the above points, it is clear that the operation of Railway school/ABR is not justified for only 19 Railway students and by closing it, the expenditure about Rs. 2.22 Crore per annum of NWR can be saved. Along with this the employees working hare can be deployed in another category and the building can be used in other Railway works. In the Session 2020-21 the possibility of admission of new students is very low.

#### **4.2.0 RECOMMENDATION:-1**

**Keeping in view the above points, like as decreasing trends of Railway students as well as overall strength of students, increasing expenditure, decreasing income, it is not justified to operate Railway Sr. Sec. School, ABR for only 15 Railway students. By closing this school huge railway revenue can be saved. Therefore, it is recommended that after closing the school all 41 posts would become surplus and may be surrendered.**

**CHAPTER-V**  
**FINANCIAL IMPLICATIONS**

**5.0 FINANCIAL IMPLICATIONS**

5.1 With the proposal for surrender of 41 posts the recurring savings per year in money value amount to as given below:

S. No.	Design.	GP	Mean pay of Pay Matrix	DA @ 17%	Total Money value	No. of posts	Total saving/ month	Total saving/ year
1	Sr. Teacher (PGT)	4800	99350	16890	116240	12	1394874	16738488
2	Jr. Teacher (TGT)	4600	93650	15921	109571	17	1862699	22352382
3	Craft Teacher	4600	93650	15921	109571	1	109571	1314846
4	Physical Instructor	4600	93650	15921	109571	1	109571	1314846
5	Drawing Teacher	4600	93650	15921	109571	1	109571	1314846
6	Librarian	4200	73900	12563	86463	1	86463	1037556
7	Lab Asstt. Gr.II	2400	53300	9061	62361	1	62361	748332
8	Farash	1800	37450	6367	43817	1	43817	525798
9	Lab Atttdt.	1800	37450	6367	43817	2	87633	1051596
10	Peon	1800	37450	6367	43817	1	43817	525798
11	Safaiwala	1800	37450	6367	43817	1	43817	525798
12	Waterman	1800	37450	6367	43817	2	87633	1051596
<b>Total</b>						<b>41</b>	<b>4041824</b>	<b>48501882</b>

Say total saving approximate Rs. 485.01 Lac per annum.