



भारत सरकार / GOVERNMENT OF INDIA
रेल मंत्रालय / Ministry of Railways
दक्षिण रेलवे / Southern Railway

प्रधानकार्यालय / Headquarters Office,
Planning Branch,
चेन्नै - 600 003/Chennai - 600 003.

No.G.275/WSSR-271920/2020-21

Dated: 03.02.2021.

DRM / TPJ

Sub : Work study to review the Staff Strength at
Good Sheds over TPJ Division – TPJ Division.

Ref : SDGM's D.O. letter No.G.275/ANNUAL PROG. /2019-20
dt. 22.05.2019.

A work study on the above subject was conducted by Headquarters Planning Branch and a report on the same is attached.

As the report is to be finalized within eight weeks, it is requested to take expeditious action and advise this office in this regard.

A copy of the work study report may be given to organized labour.

This has the approval of SDGM.

(D. JAYARAMAN)

Dy. Chief Planning Officer
for Senior Deputy General Manager.

Copy to: PCCM/MAS

(Encl: One copy of the study report)

The Director (E&R)/Rly.Bd/NDLS for information.
(e - copy of the study report)



**WORK STUDY TO REVIEW
THE COMMERCIAL STAFF STRENGTH AT
GOOD SHEDS OVER
TIRUCHCHIRAPALLI DIVISION
NO : G.275/WSSR – 271920/2019 - 20**

SOUTHERN RAILWAY

PLANNING BRANCH

G.275/WSSR-271920/2019-20

**WORK STUDY TO REVIEW THE COMMERCIAL
STAFF STRENGTH AT GOOD SHEDS OVER
TIRUCHCHIRAPALLI DIVISION.**

STUDIED BY

**WORK STUDY TEAM
OF
PLANNING BRANCH**

FEBRUARY 2021



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(i)

ACKNOWLEDGEMENT

The work study team acknowledges the valuable inputs and guidance provided by ACM/I/TPJ (Coordinating Officer), CCI/HQ (Coordinating Supervisor), other commercial supervisors & staff of the respective freight dealing terminals /depots /Goods Sheds in connection with the study of Good Sheds/Sidings over TPJ Division.

(ii)

AUTHORITY

Annual Programme of Work studies approved by SDGM for the year 2019 – 20.

(iii)

TERMS OF REFERENCE

Work Study to review the staff strength at Good Sheds/Sidings over TPJ Division.

G.275/WSSR-271920/2019-20

(iv)

METHODOLOGY

- (1) Collection of data from field units and divisional office.
- (2) Observation of present activities at the Sidings/Goods Sheds over TPJ Division.
- (3) Interaction with supervisors and other staff.

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(v)

SUMMARY OF RECOMMENDATIONS**RECOMMENDATIONS**

The following 12 posts is found excess to the requirement, the same may be surrendered and credited to the vacancy bank.

SI No	Designation	Grade Pay (Rs)	Surplus post
1	Commercial Supervisor	4600	2
2	Chief Commercial Clerk	4200	4
3	Sr. Commercial Clerk	2800	2
4	Good Shed Porter	1800	4
Total			12

Total: 12 posts

SUGGESTION

Outsourcing of Sealer/Marker/Good shed porter for all Good sheds over TPJ division is suggested for effective utilization of Inward/Outward goods traffic as is being done in parcel offices over the TPJ division.

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CHAPTER - I

1.0 INTRODUCTION

- 1.1 Goods Traffic also known as freight traffic refers to the transportation of animals or consignments in wagons/containers by trains. This however excludes, any such items being carried by passenger trains. The market share of Railways in the carriage of freight traffic in our country has come down drastically. Still rail is the cheap mode of transport for transportation of bulk commodities such as Coal, iron ore, food grains, cement, POL products, fertilizers etc. Railway has been the safest, cheapest and fastest mode of travel, especially for long distance passenger services and freight services.
- 1.2 Indian Railways has achieved a record loading of freight traffic to the tune of 1017 metric tons during 2012-13 and has proudly, therefore, joined the Billion ton club of Railways in the world. Ours is the second largest in Asia and fourth largest in the world. The freight earnings of Railways account for nearly 65% of the total earnings, whereas the transport output of the freight traffic is hardly one third of the total traffic outputs. About 6,500 freight trains are run every day; whereas, on the passenger front, 13500 passenger trains are run daily.
- 1.3 Goods Sheds are important areas where customers interface and their requirements are taken care and fulfilled. Over the years, the pattern of freight traffic in Indian Railways has radically changed. Nowadays, freight traffic is predominantly dealt in train loads from end to end. Indian Railways has been making the following efforts to increase the carriage of freight and also to increase the market share of Railways.
- i) Dedicated freight corridor
 - ii) Introducing Air Brake wagons and high speed wagons.
 - iii) Introducing centre Buffer couplers for the wagon fleet.
 - iv) Increasing the Line capacity by doubling / patch doubling and new lines.
 - v) Strengthening of tracks to enable heavy haul

- vi) Increasing the speed of freight trains by suitably modifying the design of wagons.
- vii) Increasing the net weight to tare ratio of wagons by reducing the tare weight with light metals and by increasing the track loading density.
- viii) Freight incentive schemes.

For the reason that the freight traffic for Indian Railways is the main breadwinner contributing nearly 65% of the gross earnings and has a tremendous potential yet to be tapped, utmost importance may be accorded, on the one hand, to increase the volume of freight being carried by rail through intense marketing of initiatives and to sustain, on the other hand, the existing freight traffic by serving the customers satisfactorily.

Goods Sheds/Sidings play an important role in the transportation of the freight traffic, where the freight traffic is booked, loaded and earnings are collected.

In this study, an analysis has been made to review the Commercial staff strength at Sidings/Good Sheds over TPJ division.

sksk.

2.0 PRESENT SCENARIO

- 2.1 The major constraint faced by Railways in running freight trains has been inadequate line capacity and the existing line capacity is being utilized for movement of increasing passenger services. Due to which, it leads to entailing recurring losses and this prevents free flow of freight traffic affecting to some extent the freight services.
- 2.2 The pattern of freight traffic has evolved drastically over the years. In the sixties and seventies, small's traffic was in vogue and freight was booked with number of classification ranging nearly 90 to 100. The traffic was carried in conventional vacuum brake open and covered wagons. 4-Wheeler wagon fleet also was used. In the Eighties, BOX wagons consist of 40 in a train formation was introduced.
- 2.3 Each Box wagon has the carrying capacity of 52 tons. In the late eighties BOXN, BCN wagons with Air Brake provision came into service and this type of wagon has a higher carrying capacity of 58 or 59 tones and sturdier. This train formation can have 40 – 42 BCN wagons and 59 BOXN wagons with net train loads of 3000 – 3300 tons and 4100 – 4300 tons respectively. Later on variants of BOXNS & BCNS have been the main stay of our wagon fleet.
- 2.4 Now CC +8 +2, CC +6 +2 and 25 tons axle load route concept has been in vogue in Indian Railways for quite some time, which has helped IR to improve its throughput, which is nothing but the quantum of traffic carried.
- 2.5 The loading performance of IR has been steadily increasing year after year. Container traffic by Rail has grown considerably increased. Electrification, high speed wagons, higher axle load, better tare to CC ratio etc. has contributed significantly to the growth of the freight traffic.
- 2.6 Though Railways have lost most of the smalls and wagon load traffic, consequent on the change in the pattern of freight traffic, the bulk consignments in train loads for Coal, Iron ore, Iron & steel, Food grains, Cement, Fertilizers, POL etc. remain with Railways. Diversion of POL traffic

through pipe lines, heavy haul Volvo Road vehicles, with better suspension, complexity of Railway rules and rakes, inadequate customer interface etc. have adversely affected the freight growth of Railways.

- 2.7 This is precisely the reason why most of traffic weans away from Railways to Road transportation which is disadvantageous to the rail customers. Aggressive marketing efforts are therefore the need of the hour to convince and to get the lost customers not only to increase our earnings but also to earn the goodwill from the standing customers.
- 2.8 Presently, the booking of freight is greatly simplified with the reduction of the classes to 16 and the system of 'to pay' booking has been put an end to.
- 2.9 Freight Operations Information System (FOIS), Crew Management system (CMS), Terminal Management System (TMS), Rake Management System (RMS) and Terminal Pipeline Management System (TPMS) has significantly contributed to the smooth freight operation.
- 2.10 The following are the active freight dealing Sidings/Good Sheds over TPJ Division.

GOOD SHEDS

1. Tiruchchiraplalli Good shed(TPGY)	14. Polur(PRL)
2. Ponmalai Good shed (GOC (G))	15. Peralam(PEM)
3. Ariyalur(ALU)	16. Nidamangalam(NMJ)
4. Ichchangadu(ICG)	17. Tiruvarur(TVR)
5. Vridhachalam(VRI)	18. Nagapattnam(NGT)
6. Ulunderpet(ULU)	19. Mayladuthuria(MV)
7. Chinnababu samudhram(CBU)	20. Kumbakonam(KMU)
8. Cuddalore port junction(CUPJ)	21. Thanjavur(TJ)
9. Nellikuppam(NPM)	22. Pattukottai(PKT)
10. Chidambaram(CDM)	23. Tiruthuraipoondi(TTP)
11. Sirkazhi(SY)	24. Aranthangi(ATQ)
12. Tirukovilur(TRK)	25. Mannarkudi(MQ)
13. Tiruvannamalai(TNM)	

SIDINGS

1. Dalmia cements Ltd (KKPS)
2. Tamilnadu cement corporations (ALUS)
3. Ramco cements siding(ICM)
4. India cements Ltd(ICL)
5. BHEL(GOCB)
6. TAQA – Neyveli power Ltd(VLX)
7. TAQA – Neyveli power Ltd(UMG)
8. Karikal port siding(KIKP)
9. Ramco cements siding(ALUM)
10. Chettinadu cements corporation Ltd(SLTC)
11. IL & FS siding(PUC)
12. GOC(W) – Ponmalai – GOC (W) – Departmental siding

2.11 The Sanction and Actual strength of Commercial staff working at Stations/Goods Sheds/ Sidings over TPJ division are given below:

Sl. No	Station	CS / GP Rs.4600		CCC / GP Rs.4200		Sr.Clerk /GP Rs.2800		CC/GP Rs.2000		Total		
		S	A	S	A	S	A	S	A	S	A	V
GOOD SHEDS												
1.	TPGY	2	1	5	3	2	1	-	-	9	5	4
2.	GOC/GO	1	1	3	1	-	-	1	1	5	3	2
3.	ALU/BO&GO	2	1	1	1	2	1	1	1	6	4	2
4.	VRI/PO&GO	1	1	2	2	-	-	-	-	3	3	-
5.	TJ/GO	-	-	1	1	-	-	-	-	1	1	-
6.	KMU/PO&GO	1	1	2	2	1	1	1	1	5	5	-
7.	MV/PO&GO	1	1	2	2	1	1	-	-	4	4	-
8.	CUPJ/PO&GO	-	-	2	1	1	1	-	-	3	2	1
9.	TNM/GO	-	-	1	-	-	-	-	-	1	-	1
10.	TVR/PO&GO	-	-	1	1	1	-	-	-	2	1	1
11.	NGT/PO&GO	1	1	2	2	-	-	-	-	3	3	-
12.	TRK/BO&GO	1	1	1	1	-	-	-	-	2	2	-
13.	ICG/GO&BO	-	-	1	1	1	1	-	-	2	2	-
Total		10	8	24	18	9	6	3	3	46	35	11

SIDINGS												
		CS / GP Rs.4600		CCC / GP Rs.4200		Sr.Clerk /GP Rs.2800		CC/GP Rs.2000		Total		
Sl. No	Station	S	A	S	A	S	A	S	A	S	A	V
14.	BHEL(GOC)	1	1	-	-	-	-	-	-	1	1	-
15	PUCS	-	-	2	1	-	-	-	-	2	1	1
16	KIKP	1	1	2	2	-	-	-	-	3	3	-
17	ALUS	-	-	1	1	-	-	-	-	1	1	-
18	SLTC	-	-	1	1	-	-	-	-	1	1	-
19	ALUM	-	-	1	1	-	-	-	-	1	1	-
20	UMG	-	-	-	-	1	1	-	-	1	1	-
21	VLX	1	-	2	2	1	-	-	-	4	2	2
22	KKPS	-	-	2	2	-	-	1	1	3	3	-
23	GOC/W	1	1	-	-	-	-	-	-	1	1	-
Total		4	3	11	10	2	1	1	1	18	15	3
Grand Total		14	11	35	28	11	7	4	4	64	50	14

2.12 The Sanction and Actual strength of Group 'D' staff working at Stations/Sidings over TPJ Division are given below:

Sl.No	Goods Shed/ sidings	Designation	Sanction	Actuals	Vacancy
1	TPGY	GSP/Marker	3	2	1
2	PDY	GSP	1	-	1
3	TVR	GSP	3	1	2
4	NGT	GSP	1	-	1
5	TNM	GSP	1	1	-
6	MV	GSP	1	1	-
7	CUPJ	GSP	1	1	-
8	TJ	GSP	1	1	-
Total			12	7	5

2.13 As per the siding agreement reached between Railway Administration and the Siding Authorities, the siding owner has to pay the staff cost of one staff per shift. The staff cost bill is being raised by the Divisional Office/TPJ.

- 2.14 The commercial activities pertaining to Freight traffic are not exclusively managed by the Goods Supervisors / Clerks but by the common pool of Commercial clerks. Station Manager at certain stations deals with the commercial duties connected with goods traffic. Similarly, the operating department Group D staffs are performing shunting duties to place the wagons for loading/unloading at Good Sheds and sidings.
- 2.15 Freight traffic requires proper planning, co-ordination and co-operation from the operating department in dealing with the activities connected to it right from the time of reception of the freight train, placement of wagons, forming the rake after release, till the dispatch of the train. Details regarding the movement of goods trains can be had from the Divisional control office.
- 2.16 Successful freight operation requires meticulous planning in time and in place placement of incoming wagons, entering the particulars in the relevant registers such as Vehicle Register, Number Book, Control message register, vehicle guidance (VG), placement advice register, seal broken register etc. These registers are available in the office of SS/SMR and maintained at certain stations by Station Managers.

Working hours of Good shed/Sidings over TPJ division: Over TPJ division, the only goods shed- TPGY and all sidings working round the clock and the remaining good sheds working hours are 6.00hrs – 22.00hrs. On Normal days, staff posted at this good shed is working from 06.00hrs to 18.00hrs. Sometimes, as and when the necessity arises, they are performing duties beyond 18.00 hrs.

2.17 **DETAILS OF THE GOODS SHEDS OVER TPJ DIVISION:**

TPGY Good shed is situated near TPJ junction. This Goods Shed office is working round the clock. There is no outward goods traffic except RMC traffic. The main traffic is Inward goods such as Food grains, Cement & Fertilizers. Railway electronic In-motion Weigh Bridge is erected but not functioning from 10.01.2015 onwards. FOIS was installed and is in working condition.

The details of Inward and Outward traffic dealt at Goods Sheds/Sidings over TPJ division for the year April 2019 – March 2020 is as follows:

TPGY Goods							
Traffic Details	Inward Traffic			Outward Traffic			
	2019 – 20			2019 – 20			
	No. of rakes	No. of wagons	Wt in Tonnes.	No. of rakes	No. of wagons	Wt in Tonnes.	Earnings in (Rs.)
Total/year	209	8,798	5,51,714	1	26	1,657	8,38,206
Average/ Month	17.4	734	45,976.16	-	2.1	138.08	69,851
GOC/Goods							
Total/year	-	3	274	-	5	320	2,85,673
Average/ Month	-	0.25	22.8	-	0.41	26.6	23,806
GOC/BHEL Siding							
Total/year	9	509	34,208	-	-	-	-
Average/ Month	0.75	42.41	2850.66	-	-	-	-
GOC/Works Siding							
Total/year	-	33	2603	-	192	664	1,03,28,136
Average/ Month	-	2.75	216.91	-	16	55.3	860678
ALU/Goods							
Total/year	8	336	21,245	-	276	15,542	21,96,304
Average/ Month	0.6	28	1770.41	-	23	1295.16	1,83,026
ALUS Siding							
Total/year	23	1347	93,009	-	-	-	-
Average/ Month	1.9	112.25	7750.75	-	-	-	-
ALUM Siding							
Total/year	107	6323	2,66,841	90.5	3849	2,38,193	16,10,52,225
Average/ Month	8.91	526.91	22,236.75	7.54	320.75	19,849	1,34,21,019
SLTC Siding- Nil							
VRI Goods							
Total/year	31	1292	83,179	4	309	17,283	28,60,170
Average/ Month	2.58	107.66	6931.58	0.3	25.75	1440.25	2,38,348

VLX Siding							
Traffic Details	Inward Traffic			Outward Traffic			
	2019 – 20			2019 – 20			
	No. of rakes	No. of wagons	Wt in Tonnes.	No. of rakes	No. of wagons	Wt in Tonnes.	Earnings in (Rs.)
Total/year	-	-	-	696	31,873	20,07,990	43,37,71,127
Average/ Month	-	-	-	58	2656	1,67,332.5	3,61,47,594
UME Siding							
Total/year	696	31873	20,07,990	-	-	-	-
Average/ Month	58	2656.08	1,67,332.5	-	-	-	-
CUPJ Goods							
Total/year	12	517	32,362	0.5	21	1326	4,28,630
Average/ Month	1	43.08	2696.83	-	1.75	110.5	35,720
ISCI Siding							
Total/year	-	-	-	9	377	24,132	1,50,50,915
Average/ Month	-	-	-	0.75	31.41	2011	12,54,243
ICM Siding							
Total/year	40	2331	1,50,300	19.5	819	52,467	8,91,46,,328
Average/ Month	3.3	194.25	12,525	1.6	68.25	4372.25	74,28,861
MV Goods							
Total/year	14.5	605	38,357	40.5	1757	1,09,972	5,32,55,703
Average/ Month	1.2	50.41	3196.41	3.3	146.41	9164.33	44,37,976
KMU Goods							
Total/year	21	868	55,260	33.5	1392	87,354	4,00,61,721
Average/ Month	1.75	72.33	4605	2.7	116	7279.5	33,38,477
TJ Goods							
Total/year	87	3655	2,10,968	75	3478	2,16,522	10,03,87,767
Average/ Month	7.25	304.58	17,580.6	6.25	289.83	18043.5	83,65,648

TVR Goods							
Traffic Details	Inward Traffic			Outward Traffic			
	2019 – 20			2019 – 20			
	No. of rakes	No. of wagons	Wt in Tonnes.	No. of rakes	No. of wagons	Wt in Tonnes.	Earnings in (Rs.)
Total/year	3	128	7680	59.5	2530	159,,087	7,44,71,556
Average/ Month	0.2	10.6	640	4.9	210.83	13,257.25	62,05,963
NMJ Goods							
Total/year	-	-	-	76.5	3259	2,04397	9,,7120,,913
Average/ Month	-	-	-	6.3	271.58	17,033.08	80,93,410
NGT Goods							
Total/year	-	-	-	33.5	1415	89,010	4,10,87,928
Average/ Month	-	-	-	2.7	117.91	7417.5	34,23,,994
KIKP Siding							
Total/year	-	-	-	1944	1,10,948	73,51,818	4,42,83,70660
Average/ Month	-	-	-	162	9245.66	6,12,651.5	36,90,30,889
KKPS Siding							
Total/year	56	2486	87,253	63	2527	155359	6,23,58,026
Average/ Month	4.6	207.16	7271.08	5.2	210.5	12,946.5	51,96,503
TNM Goods							
Total/year	74	2866	1,81,849	-	-	-	-
Average/ Month	6.1	238.8	15,154.08	-	-	-	-
PUCS Siding							
Total/year	1111	64,623	41,94,135	-	-	-	-
Average/ Month	92.5	5385.25	3,49,511.25	-	-	-	-



3.0 CRITICAL ANALYSIS

3.1 A goods transaction at a station/siding involves both

a) Operating

(b) Commercial activities.

In the operating side, the activities include reception & placement of loads/empties for release/load and despatch of empties/load after loading. Securing of vehicles and planning for shunting operations and movements are also included in the operating side. The shunting operation is being supervised by the SMs with the help of Guards, loco pilots and other operating staff duly advising the traffic control.

3.2 The Commercial activities includes registration of wagon demand, booking, loading /unloading, delivery, marking, sealing, refund, maintenance of records, transmission of necessary information through FOIS, remittance of cash etc. The commercial activities are managed by the Commercial clerks, duly supervised by Commercial Supervisors.

3.3 The Booking clerks, Parcel Clerks and Goods Clerks are in a single common cadre of Commercial clerks, so that the commercial clerk can be assigned to perform duties at any one the area according to the place of posting.

3.4 **YARD STICK:**

As per the existing yardstick, at goods sheds, a Commercial Clerk is required to issue 40 invoices (Local & Foreign) in a shift of 8 Hrs and to handle 75 Quintals per porter in a shift of 8 hours' duty. Due to introduction of FOIS & RBS systems in the goods traffic, generation of RRs through FOIS, registration of wagon demand and other allied activities in the system are computerized.

The yardstick fixed by the railway board can be applied in manual bookings. Since all the Good sheds and Sidings are working through FOIS, the requirement of staff for the Goods sheds and sidings is calculated on need base.

Also Railway board has issued instructions vide letter No. 11-2019/SPMPS/Yardstick/2 dt. 30.06.2020 that the Yardsticks/Norms of various O & M activities across all departments on the Railways stand reduced by 15% on as is where basis as an interim measure w.e.f 01.07.2020. This will however not to be applicable to Electrical, Mechanical and Accounts Department where the revised yardstick has already been issued in September 2019.

Since no Good shed /Siding is generating 40 invoices per shift, the yardstick is not applied in this work study. The required manpower is calculated on need basis.

- 3.5 The duties at booking point are more and requires more time when compare to the activities at the destination point. Wherever, the freight traffic density is less, it is suggested to post Commercial Clerks in split shifts as 6 to 14, 14 to 22 hours or in general shifts, instead of round the clock duties, as most of the Goods sheds and siding office are functioning in the above said timings only. As and when necessary arise, the functioning of goods/siding office beyond 22 hours may be extended as per the requirement of ground situation. This can avoid the idling of staff at night hours and claiming of night duty allowance as well as requirement of night off for the staff.
- 3.6 At present, the forecast of arrival of load/empties can easily be assessed from the FOIS. The distance and other freight calculations are being done in the system himself. It eases the work load of commercial clerks when compare to the previous manual work load. On direct observations, no goods sheds/sidings have been issued with 40 invoices/RRs in shift of 8 hours. The free time allowed for unloading/loading of 21 and above wagons are normally 7 to 10 hours. During this free time, the Commercial clerk on duty can able to maintain the records. Except some goods sheds one or two clerks per shift are sufficient.
- 3.7 The abolition of smalls, wagon loads, computerization, compulsory prepayment of freight, reduction in number of classes etc. have considerably reduced the work load of Goods Shed Clerks. The improved communication facilities like

CUG phone, Auto-phone, BSNL land line etc. have made the communication easier. Information systems such as Freight Operation Information System (FOIS), Rake management system (RMS), Terminal management system (TMS) and RBS (Rate Branch System) etc. have enabled easier freight handling system and forecasts.

- 3.8 The Group D staff posted at Goods Sheds is of the cadre of Goods Shed Porter (GSP), Marker and Sealer. Their duties confined to fixing of seal cards, side cards, sealing, collection of incoming seal cards etc. The sealing of wagons is done at the loading points only. At the sidings, the above work is being done by the siding authorities. Hence, posting of Group 'D' staff at the unloading goods shed is not necessary.
- 3.9 Apart from that, as per the Agreement reached between the Railway and the siding owners, the salary of the commercial staff posted at Private sidings are borne by the siding authorities. Hence, reduction of staff strength at the sidings is unwarranted.

It is observed from the statistics, in some goods sheds, the freight traffic is considerably less than 5 rakes per month. In that goods sheds, the Commercial clerks posted at the Booking office has to manage the goods shed duties also. Likewise, wherever the work load of goods shed are in increasing trend, some more commercial clerks have to be posted/created. Now-a-days, the forecast of arrival load/empties can be easily assessable through FOIS. All the Commercial Inspectors at the sections have been provided with LRCCs (Leave reliving commercial clerks). The LRCCs can be utilized at the time of arrival of rakes and it can avoid the posting of commercial clerks exclusively for the goods sheds. In almost all the stations, the SMs are available and they are trained in commercial duties. The SM/SMRs of such stations can manage the Commercial duties till the arrival of LRCCs.

Keeping the above facts, the requirement of man power for goods sheds/siding over TPJ division is analyzed and allowed on need basis as follows:

1. TPGY Goods: It is a major good shed opened for Outward/Inwards goods traffic functioning round the clock. TPGY goods dealt with an average of 18 Inward rakes of food grains, cements and fertilizers (including BCN, BCNHL & departmental wagons) per month. Presently 5 commercial clerks are available including 1 – CBS (Supervisory) & 4 Commercial clerks in shift duties against sanction of 9.

CBS – General shift – 1

Round the clock shift – 3

LR/RG - 1

Total 5

Based on the existing work load, the work study team allows 5 commercial staff to manage the TPGY good shed and the remaining 4 vacant post of commercial clerk is found excess to the requirement.

2. GOC/GO & BO: GOC is dealt with RMC goods (departmental) it is managed by the commercial staff working in Booking office/GOC. GOC goods is dealt with an average of 8 wagons per year (both Inward & Outward) and GOC/BO is functioning in EI roster – Day & Night shift i.e. (12 hours shift). Presently 3 commercial clerks are available against the sanction of 5. For managing both Booking office & Goods, 4 commercial clerk is sufficient.

Round the clock – 2 (BO)

GOC goods/CBS – 1

LR/RG - 1

Total 4

Hence the remaining 1 vacant post of commercial clerk is found excess to the requirement.

3. ALU/BO & GO: ALU goods is dealt with half rake per month (outward & inward) and the same managed by commercial clerk working in booking office. At ALU 1 IUTS (Integrated Unreserved Ticketing System) counter is available in round the clock shift, presently 4 commercial clerks are available against the sanction of 6. For managing both booking office & good shed work study team allows 5 commercial clerk.

Round the clock – 3 (BO)

CBS/ALU goods - 1

LR/RG 1

Total 5

Hence the remaining 1 vacant post of commercial clerk is found excess to the requirement.

4. KMU/PO & GO: KMU goods is dealt with an average of 5 rakes per month (both outward & inward) and the same managed by commercial clerks working in parcel office, in KMU the parcel transaction is very less, per day an average 20 parcel dealt (both outward & inward parcels). Presently 3 commercial clerks are available against the sanction of 5. Hence the work study team allows 4 commercial clerks for managing PO & GO and for LR/RG 1 commercial clerk to be deputed from BO/KMU.

Round the clock – 3 (PO)

CPS/Goods - 1

Total 4 + 1 LR/RG from KMU/BO to be deputed.

Hence the remaining 1 vacant post of commercial clerk is found excess to the requirement.

5. VLX Siding: The siding is dealing with 58 outward rakes of coal & coke per month, presently 2 commercial clerks are managing the siding round the clock against the sanction of 4. The work study team allows 3 commercial clerks and for LR/RG 1 commercial clerk to be deputed from Commercial Inspector LRCC of this section and the remaining 1 vacant post of commercial clerk is found excess to the requirement.
6. TPGY goods: TPGY goods dealt with only inward rakes. Presently 2 GSP (Good shed porter) is available against the sanction of 2 GSP. Also, 1 marker vacant post is available against sanction of 1. The duty of the Marker is to mark seal and bracket cards for the wagons booked from TPGY (Outward), but it is ascertained that no outward traffic is dealt for more

than 3 years. Hence the duty of the marker is not required at TPGY goods and the vacant post of 1 marker is found excess to the requirement.

7. PDY goods: At PDY 1 GSP vacant post is available against sanction of 1. At PDY no goods transaction for the more than 3 years. So there is no requirement of GSP post at PDY and the 1 vacant post of GSP is found excess to the requirement.
8. TVR goods: TVR good shed is dealt with less than 5 rakes per month (both inward and outward), presently 1 GSP is available against the sanction of 3. The work study team is allowed 1 GSP as it is and the remaining 2 vacant post found excess to the requirement.
9. Other good shed and sidings such as VRI/PO & GO, TJ/GO, MV/PO & GO, CUPJ/GO & PO, TNM/GO, TVR/PO & GO, NGT/PO & GO TRK/BO & GO, ICG/GO, BHEL/GOC, PUCS Siding, KIKP Siding, ALUS Siding, SLTC Siding, ALUM Siding, UMG Siding, VLX Siding, KKPS Siding, GOC/Works Siding, the existing sanction is allowed on need basis.

SUMMARY OF COMMERCIAL CLERKS SANCTIONED, ACTUALS AND REQUIREMENT
FOR GOODS SHED/SIDINGS OVER TPJ DIVISION
GOODS SHED CUM SIDINGS

Sl. No	Station	CS / GP Rs.4600			CCC / GP Rs.4200			Sr.Clerk /GP Rs.2800			CC/GP Rs.2000			Total			SUR PLUS
		S	A	R	S	A	R	S	A	R	S	A	R	S	A	R	
1	TPGY	2	1	1	5	3	3	2	1	1	-	-	-	9	5	5	4
2	GOC/GO & BO	1	1	1	3	1	2	-	-	-	1	1	1	5	3	4	1
3	ALU/BO & GO	2	1	2	1	1	1	2	1	1	1	1	1	6	4	5	1
4	VRI/PO & GO	1	1	1	2	2	2	-	-	-	-	-	-	3	3	3	-
5	TJ/GO	-	-	-	1	1	1	-	-	-	-	-	-	1	1	1	-
6	KMU/PO & GO	1	1	1	2	2	1	1	1	1	1	1	1	5	5	4	1
7	MV/PO & GO	1	1	1	2	2	2	1	1	1	-	-	-	4	4	4	-
8	CUPJ/PO & GO	-	-	-	2	1	2	1	1	1	-	-	-	3	2	3	-
9	TNM/GO	-	-	-	1	-	1	-	-	-	-	-	-	1	-	1	-
10	TVR/PO & GO	-	-	-	1	1	1	1	-	1	-	-	-	2	1	2	-
11	NGT/PO & GO	1	1	1	2	2	2	-	-	-	-	-	-	3	3	3	-
12	TRK/BO & GO	1	1	1	1	1	1	-	-	-	-	-	-	2	2	2	-
13	ICG/GO	-	-	-	1	1	1	1	1	1	-	-	-	2	2	2	-
14	BHEL/GOC	1	1	1	-	-	-	-	-	-	-	-	-	1	1	1	-
15	PUCS	-	-	-	2	1	2	-	-	-	-	-	-	2	1	2	-
16	KIKP	1	1	1	2	2	2	-	-	-	-	-	-	3	3	3	-
17	ALUS	-	-	-	1	1	1	-	-	-	-	-	-	1	1	1	-
18	SLTC	-	-	-	1	1	1	-	-	-	-	-	-	1	1	1	-
19	ALUM	-	-	-	1	1	1	-	-	-	-	-	-	1	1	1	-
20	UMG	-	-	-	-	-	-	1	1	1	-	-	-	1	1	1	-
21	VLX	1	-	-	2	2	2	1	-	1	-	-	-	4	2	3	1
22	KKPS	-	-	-	2	2	2	-	-	-	1	1	1	3	3	3	-
23	GOC/W	1	1	1	-	-	-	-	-	-	-	-	-	1	1	1	-
Total		14	11	12	35	28	31	11	7	9	4	4	4	64	50	56	8

SUMMARY OF GROUP 'D' STAFF SANCTIONED, ACTUALS AND REQUIREMENT
FOR GOODS SHED/SIDINGS OVER TPJ DIVISION

Sl.No.	Goods Shed/ sidings	Designation	Sanction	Actuals	Requirement	Surplus
1	TPGY	GSP/Marker	3	2	2	1
2	PDY	GSP	1	-	-	1
3	TVR	GSP	3	1	1	2
4	NGT	GSP	1	-	1	-
5	TNM	GSP	1	1	1	-
6	MV	GSP	1	1	1	-
7	CUPJ	GSP	1	1	1	-
8	TJ	GSP	1	1	1	-
Total			12	7	8	4

Recommendations

The following 12 posts is found excess to the requirement, the same may be surrendered and credited to the vacancy bank.

SI No	Designation	Grade Pay (Rs)	Surplus post
1	Commercial Supervisor	4600	2
2	Chief Commercial Clerk	4200	4
3	Sr. Commercial Clerk	2800	2
4	Good Shed Porter	1800	4
Total			12

JK JK

CHAPTER - IV**4.0 PLANNING BRANCH'S REMARKS ON CO-ORDINATING OFFICER'S VIEWS.**

The draft work study report for this study was send through e-office to ACM/I/TPJ Co-ordinating Officer on 16/12/2020 to offer his remarks. A remainder letter was also sent on 08/01/21 for remarks on or before 20/01/2021 though e-office. Normally a period of 15 days is allowed to offer Co – ordinating officer remarks. In this case even after 42 days the remarks have not been received. Hence the work study report is released without the remarks of Co – ordinating officer.



CHAPTER – V**5.0 FINANCIAL SAVINGS:**

5.1 If the recommendations in the study report are implemented the annual recurring financial savings will be as under:

Sl. No.	Category	Grade Pay Rs.	No. of post	Money value Rs.	Annual Financial savings (Rs.)
1	Commercial Supervisor	4600	2	109571	2629704
2	Chief Commercial Clerk	4200	4	86463	4150224
3	Sr.CC	2800	2	71078	1705872
4	Goods shed porter	1800	4	43817	2103216
TOTAL				12 Posts	10589016



ANNEXURE - I**Sanction & Actual strength of Commercial staff working at Goods Sheds/Sidings over TPJ division**

Sl. No	Station	CS / GP Rs.4600		CCC / GP Rs.4200		Sr.Clerk /GP Rs.2800		CC/GP Rs.2000		Total		
		S	A	S	A	S	A	S	A	S	A	V
GOOD SHEDS												
1.	TPGY	2	1	5	3	2	1	-	-	9	5	4
2.	GOC/GO	1	1	3	1	-	-	1	1	5	3	2
3.	ALU/BO&GO	2	1	1	1	2	1	1	1	6	4	2
4.	VRI/PO&GO	1	1	2	2	-	-	-	-	3	3	-
5.	TJ/GO	-	-	1	1	-	-	-	-	1	1	-
6.	KMU/PO&GO	1	1	2	2	1	1	1	1	5	5	-
7.	MV/PO&GO	1	1	2	2	1	1	-	-	4	4	-
8.	CUPJ/PO&GO	-	-	2	1	1	1	-	-	3	2	1
9.	TNM/GO	-	-	1	-	-	-	-	-	1	-	1
10.	TVR/PO&GO	-	-	1	1	1	-	-	-	2	1	1
11.	NGT/PO&GO	1	1	2	2	-	-	-	-	3	3	-
12.	TRK/BO&GO	1	1	1	1	-	-	-	-	2	2	-
13.	ICG/GO&BO	-	-	1	1	1	1	-	-	2	2	-
Total		10	8	24	18	9	6	3	3	46	35	11
SIDINGS												
14.	BHEL(GOC)	1	1	-	-	-	-	-	-	1	1	-
15	PUCS	-	-	2	1	-	-	-	-	2	1	1
16	KIKP	1	1	2	2	-	-	-	-	3	3	-
17	ALUS	-	-	1	1	-	-	-	-	1	1	-
18	SLTC	-	-	1	1	-	-	-	-	1	1	-
19	ALUM	-	-	1	1	-	-	-	-	1	1	-
20	UMG	-	-	-	-	1	1	-	-	1	1	-
21	VLX	1	-	2	2	1	-	-	-	4	2	2
22	KKPS	-	-	2	2	-	-	1	1	3	3	-
23	GOC/W	1	1	-	-	-	-	-	-	1	1	-
Total		4	3	11	10	2	1	1	1	18	15	3
Grand Total		14	11	35	28	11	7	4	4	64	50	14

The Sanction strength of Group 'D' staff working at Stations/Sidings over TPJ Division

Sl.No.	Goods Shed/ sidings	Designation	Sanction	Actuals	Vacancy
1	TPGY	GSP/Marker	3	2	1
2	PDY	GSP	1	-	1
3	TVR	GSP	3	1	2
4	NGT	GSP	1	-	1
5	TNM	GSP	1	1	-
6	MV	GSP	1	1	-
7	CUPJ	GSP	1	1	-
8	TJ	GSP	1	1	-
Total			12	7	5

