



SOUTHERN RAILWAY**PLANNING BRANCH****G. 275 / WSSR- 601920 / 2020-21****WORK STUDY TO REVIEW
THE OPERATING STAFF STRENGTH OF
TI TBM/MKK-SKL SECTION
MAS DIVISION
SOUTHERN RAILWAY****STUDIED BY****WORK STUDY TEAM
OF
PLANNING BRANCH****DECEMBER 2020**

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(i)

ACKNOWLEDGEMENT

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(ii)

AUTHORITY

Annual programme of work studies, approved by SDGM for the year 2019-20.

(iii)

TERMS OF REFERENCE

To review the staff strength of TI/TBM MKK-SKL Section of Chennai Division/S.Rly.

(iv)

METHODOLOGY

The following methodology has been adopted while conducting the study:

- 1) Collection of data
- 2) Discussion and interaction with officers of the Division and supervisors and staff of the unit.
- 3) Observation at Field Unit.
- 4) Working out the requirements on need base duly considering SWR, need basis, quantum of outsourcing and modernization.



(V)

SUMMARY OF REVISED RECOMMENDATIONS

The following 5 posts are found excess to the requirement and the same may be surrendered and credited to the vacancy bank.

Sl.No.	Station	Category	Level	No of Posts
1	STM	Points Man 'A'	2	4
2	GI	Station Master	6	1
Total				5

Total Posts: 5



CHAPTER I**1.0 INTRODUCTION****1.1 OPERATING DEPARTMENT:**

Operating department of Railways is the lynchpin for Railway operations and is the Co-ordinating center of all other activities to provide the service of Transportation to the public. It is also the public interface of Railways and its functions are concentrated at the primary unit of Railways i.e. at the Railway Stations. Their core activity pertains to punctual and safe movement of trains, very often the activities of Operating staff extends to other areas and multi skilling is an essential pre-requisite for them.

1.2 At Railway Board level both Operating and Commercial Branches are coming under Traffic Department under Member Traffic. Even at stations the Commercial staff is under the control of Station Masters. This control extends over Loco Pilots inside the station limits and over some non-operative categories in the matter of cleanliness. The Co-ordination with other Govt. / Quasi Government Agencies / Authorities, Disaster Management Authorities, the Management of Station Consultative Committee, Official Language Implementation Committee, Colony Committee, co-ordination among the various departments at a particular station etc. are also normally coming under Operating Branch control. The Freight Operation and Yard Activities are also controlled by Operating staff. There is virtually no activity in Railways in which operating staff is not involved, though their role may be peripheral in many spheres, such actions on time at the spot is very vital for Railway Operations.

1.3 This study is to review operating staff strength at TI/TBM section of MKK-SKL stations of MAS division.



CHAPTER II**2.0 PRESENT SCENARIO**

2.1 Southern Railway has six (6) Divisions namely MAS, MDU, TPJ, PGT, TVC & SA. MAS Division is having highest number of employees among all the divisions of Southern Railway. TI/TBM Section from MKK-SKL Stations is in MAS division in a very busy route and catering to the sub-urban areas through EMU Service.

2.2 ORGNISATIONAL SETUP:

Sr.DOM/MAS
AOM/MAS
TI/TBM
SSs/SMs/CSMs/CYMs
Shunting Masters
Pointsmen/Gatemen

2.3 STAFF STRENGTH OF THIS SECTION:

According to the above scale check statement issued by APO/MAS dated 22.08.2019, there is a sanction of 209 and actual being 191 of various posts in this section. S.A.V.E. Statement is attached as Annexure I.

2.4 STATIONS IN THE SECTION OF TI/TBM's JURISDICTION:

There are Twelve (12) stations in this Section as listed below.

S.No.	Station Name	Station Code	At Km.
1	KODAMBAKKAM	MKK	9.68
2	MAMBALAM	MBM	11.29
3	SAIDAPET	SP	12.72
4	GUINDY	GDY	14.90
5	ST.THOMAS MOUNT	STM	17.03
6	MEENAMBAKKAM	MN	19.94
7	PALLAVARAM	PV	23.15
8	TAMBARAM	TBM	29.14
9	VANDALUR	VDR	34.44
10	GUDUVANCHERY	GI	40.41
11	KATTANGULATHUR	CTM	45.85
12	SINGAPERUMALKOIL	SKL	51.48

2.5 PRESENT SCENARIO OF OPERATING STAFF AND DETAILS OF THE STATIONS:

2.5.1 KODAMBAKKAM-MKK:

Kodambakkam is a Special class station, situated at a distance of 9.54 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2. All the points and signals are operated from RRI Control Panel at the station master's office.

Nearest Block Stations on Twin single Line:

UP direction - MS (5.22 Kms)

DOWN direction - STM (7.49 Kms)

Nearest Block Stations on Double Line:

UP direction - MS (5.22 Kms)

DOWN direction - PV (13.61 Kms)

Layout of the station:

There are 4 running lines and 1 loop line (Road 1) available at this station. There are 4 platforms, among them, PF 1&2 and 3&4 are high level island platforms. 1 foot over bridge available in the station premises.

System of Working:

Block instrument provided at this station is Automatic Block System. Multiple Aspect Colour Light (MACL) interlock signaling is provided to STD – II R (standards of interlocking). This station is supplied with TNEB power and AT supply.

All staff of this station are performing their duties in 3 shifts in Continuous Roster. There are 2 Station Masters manning the Panel and Platform round the clock.

Staff strength at MKK station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	4	2	2	0

2	Station Master	6	6	7	0	1
3	Points Man 'A'	2	6	4	2	0
4	Points Man 'B'	1	1	3	0	2
TOTAL			17	16	4	3

2.5.2 MAMBALAM - MBM:

Mambalam is a Non-Block 'D' class station categorized as NSG-III station, situated at a distance of 11.29 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2.

Nearest Block Stations on Twin single Line:

UP direction - MKK (1.75 Kms)

DOWN direction - STM (5.74 Kms)

Nearest Block Stations on Double Line:

UP direction - MKK (1.75 Kms)

DOWN direction - PV (11.86 Kms)

Layout of the station:

There are 4 running lines available at this station. There are 4 platforms, among them, PF 1&2 and 3&4 are high level island platforms. 1 discharge platform is being constructed. 2 FOBs and 2 RUBs available in the station premises.

System of Working:

No Block instrument provided at this station, as this is a Non-Block station. Multiple Aspect Colour Light (MACL) interlock signaling is provided. This station is supplied with TNEB power and AT supply.

All staff of this station are performing their duties in 3 shifts in Continuous Roster. Staff strength at MBM station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	4	1	3	0

2	Station Master	6	3	4	0	1
3	Points Man 'A'	2	0	2	0	2
4	Points Man 'B'	1	3	2	1	0
TOTAL			10	9	4	3

2.5.3 SAIDAPET – SP:

Saidapet station is a class 'D' station, situated at a distance of 12.72 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2. This is a non-block station.

Nearest Block Stations on Twin Single Line:

UP direction - MKK (3.18 Kms)

DOWN direction - STM (4.31 Kms)

Nearest Block Stations on Double Line:

UP direction - MKK (3.18 Kms)

DOWN direction - PV (10.43 Kms)

Layout of the station:

There are 4 running lines available at this station. There are 4 platforms, among them, PF 1&2 and 3&4 are high level island platforms. 1 FOB, 1 Sub-way available in the station premises.

System of Working:

No Block instrument provided at this station, as this is a Non-Block station. Multiple Aspect Colour Light (MACL) interlock signaling is provided. This station is supplied with TNEB power and AT supply.

All staff of this station are performing their duties in 3 shifts in Continuous Roster.

Staff strength at MKK station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
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1	Station Supdt.	7	1	1	0	0
2	Station Master	6	2	2	0	0
3	Points Man 'A'	2	4	1	3	0
4	Points Man 'B'	1	0	2	0	2
TOTAL			7	6	3	2

2.5.4 GUINDY – GDY:

This station is a non-block class 'D' station, situated at a distance of 14.90 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2.

Nearest Block Stations on Twin Single Line:

UP direction - MKK (5.36 Kms)

DOWN direction - STM (2.13 Kms)

Nearest Block Stations on Double Line:

UP direction - MKK (5.36 Kms)

DOWN direction - PV (8.25 Kms)

Layout of the station:

There are 4 running lines available at this station. There are 4 platforms, among them, PF 1 & 2 and 3 & 4 are high level island platforms. 1 foot over bridge is available in the station premises. A new discharge platform is being constructed on the other side of PF 1.

System of Working:

This is a Non-Block station. Multiple Aspect Colour Light (MACL) interlock signaling is provided. This station is supplied with TNEB power and AT supply.

All staff of this station are performing their duties in 3 shifts in Continuous Roster. RG/SM is provided from STM station.

Staff strength at GDY station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	1	2	0	1
2	Station Master	6	2	0	2	0
3	Points Man 'A'	2	3	4	0	1
4	Points Man 'B'	1	0	0	0	0
TOTAL			6	6	2	2

2.5.5 ST.THOMAS MOUNT – STM:

This station is a Special class station, situated at a distance of 17.03 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2. All the points and signals are operated from RRI Control Panel at the station master's office, for the single line. This is a non-block station for the Double Line.

Nearest Block Stations on Twin Single Line:

UP direction - MKK (7.49 Kms)

DOWN direction - PV (6.12 Kms)

Nearest Block Stations on Double Line:

UP direction - MKK (7.49 Kms)

DOWN direction - PV (8.25 Kms)

Layout of the station:

There are 5 lines in total available at this station, of which 4 are running lines and 1 is loop line (Road 5). There are 4 platforms, among them, PF 1 & 2 and 3 & 4 are high level island platforms. 1 FOB, 2 RUB and 1 ROB available in the station premises. This station is connected to Metro station of 'St.Thomas Mount'. There is a LC No.14 manned by traffic staff in 2 shifts 06-14 hrs, 14-22 hrs.

System of Working:

Block instrument provided at this station is Automatic Block System for single line and as far as the Double Line is concerned, this station is a non-block station. Multiple Aspect Colour Light (MACL) interlock signaling is provided to STD – II R (standards of interlocking). This station is supplied with TNEB power and AT supply.

All staff of this station are performing their duties in 3 shifts in Continuous Roster. 1 station supdt. and 1 station master on duty is manning this station.

Staff strength at STM station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	4	5	0	1
2	Station Master	6	7	2	5	0
3	Points Man 'A'	2	9	5	4	0
4	Points Man 'B'	1	3	3	0	0
TOTAL			23	15	9	1

2.5.6 MEENAMBAKKAM – MN:

Meenambakkam station is a class 'D' station, situated at a distance of 19.95 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2. This is a non-block station.

Nearest Block Stations on Twin Single Line:

UP direction - STM (2.91 Kms)

DOWN direction - PV (3.20 Kms)

Nearest Block Stations on Double Line:

UP direction - MKK (10.40 Kms)

DOWN direction - PV (3.20 Kms)

Layout of the station:

There are 4 lines in total available at this station, all of them being running lines. There are 4 platforms, among them, PF 1&2 and 3&4 are high level island platforms. 1 FOB, 1 RUB and 1 Sub-way available in the station premises.

System of Working:

This station is a non-block station. Automatic Multiple Aspect Colour Light (MACL) interlock signaling under the control of PV, STM stations. This station is supplied with TNEB power supply only.

Station Master and Station Porter/Group 'D' of this station are performing their duties in 3 shifts in Continuous Roster.

Staff strength at MN station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	1	3	0	2
2	Station Master	6	2	1	1	0
3	Points Man 'A'	2	4	4	0	0
4	Points Man 'B'	1	0	1	0	1
TOTAL			7	9	1	3

2.5.7 PALLAVARAM – PV:

Pallavaram station is a Special class station. It is at a distance of 23.15 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1 & 2. All the points and signals are operated from RRI Control Panel at the station master's office.

Nearest Block Stations on Twin Single Line:

UP direction - STM (6.12 Kms)

DOWN direction - TBM (5.99 Kms)

Nearest Block Stations on Double Line:

UP direction - MKK (6.11 Kms)

DOWN direction - TBM (13.60 Kms)

Layout of the station:

There are 5 lines in total available at this station, of which 4 are running lines and 1 is loop line (Road 1). There are 4 platforms, among them, PF 1&2 and 3&4 are high level island platforms. 1 FOB, 1 RUB and 2 ROBs available in the station premises.

System of Working:

Block instrument provided at this station is Automatic Block System. Multiple Aspect Colour Light (MACL) interlock signaling is provided to STD – II R (standards of interlocking). This station is supplied with TNEB power and AT supply. There is no provision of Generator.

All staff of this station are performing their duties in 3 shifts in Continuous Roster. There are 2 Station Masters manning the Panel and Platform round the clock and whenever there is an availability of spare SM, there are being utilized as SS.

Staff strength at PV station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	4	6	0	2
2	Station Master	6	7	3	4	0
3	Points Man 'A'	2	8	3	5	0
4	Points Man 'B'	1	0	2	0	2
TOTAL			19	14	9	4

2.5.8 TAMBARAM – TBM:

Along with MAS & MS, Tambaram station is a vital station, as far as operation of trains is concerned. This station is Special class station and situated at a distance of 29.14 Kms from MSB. All points and signals are operated, through Visual Display Unit type of panel, by Cabin SM in-charge at RRI Cabin situated at Road 7 & 8. Station Manager/TBM is in-charge of this station. Station Manager/TBM's Office is at the main entrance of the Station. Sub-urban PF Station Master's and Main Line Station Master's offices are situated at PF 1 & 2 and PF 6 & 7 respectively.

Nearest Block Stations on Twin Single Line:

UP direction - PV (5.99 Kms)

Nearest Block Stations on Double Line:

UP direction - PV (5.99 Kms)

DOWN direction - VDR (5.30 Kms)

Layout of the station:

There are 11 lines in total available at this station. Road No.11 is earmarked for Goods Trains Traffic alone. Road No.10 is a non-platform line.

There are 9 platforms, PF 1 to 9 are high level. A single side High Level platform (discharge platform) for Road 1 is available at the entrance of the station. Rail level platform available at Road No.11 which is meant for Goods Train Traffic. Car shed siding takes off from Road 1 at MS end, having access from Road 2 also. Tower Wagon siding takes off from Road 11 at CGL end. Non-Running Lines are towards Tower Wagon siding, shunting neck takes off from Rd.1 (A line) @ MS end, Main shunting neck, Auxiliary shunting neck and EMU car shed shunting neck.

1 FOB available in the station premises.

Trolley path is available at both sides connecting all the platforms.

System of Working:

Automatic Block System for Double line and Twin Single Line is provided at RRI Cabin. Multiple Aspect Colour Light (MACL) interlock signaling is provided to STD – II (standards of interlocking). This station is supplied with TNEB power and AT supply.

Staff strength at TBM station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	11	15	0	4
2	Station Master	6	12	8	4	0
3	Shunting Master – I	6	0	3	0	3

4	Shunting Maste – II	4	2	8	0	6
5	Points Man 'A'	2	25	21	4	0
6	Points Man 'B'	1	11	10	1	0
TOTAL			61	65	9	13

2.5.9 VANDALUR – VDR:

Vandalur station is a special class station, at a distance of 34.44 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1. All points and signals are operated from RRI Control Panel provided at the station master's office.

Nearest Block Stations on Double Line:

UP direction - TBM (5.30 Kms)

DOWN direction - GI (5.97 Kms)

Layout of the station:

There are 3 (Road 2,3 & 4) lines in total available at this station, road 3 being common loop line and non-PF line (note: Road No.1 is not in use). There are 2 platforms (PF 2 & 3) and 1 FOB is available in the station premises.

System of Working:

This station is provided with Automatic Block System for the Double Line. Multiple Aspect Colour Light (MACL) interlock signaling is provided to standards of STD – II R. This station is supplied with TNEB power and AT supply.

Station Master and Station Porter/Group 'D' of this station are performing their duties in 3 shifts in Continuous Roster. Station Masters are performing the activities of Ticketing between 22.00 hrs to 24.00 hrs and 00.00 hrs to 06.00 hrs.

Staff strength at VDR station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	1	3	0	2
2	Station Master	6	2	1	1	0
3	Points Man 'A'	2	4	4	0	0
4	Points Man 'B'	1	0	1	0	1
TOTAL			7	9	1	3

2.5.10 GUDUVANCHERI – GI:

Guduvancheri station is a special class station, situated at a distance of 40.41 Kms away from Chennai Beach (MSB) and the station building is on Platform No.1. All the points and signals are operated through Visual Display Unit type of control.

Nearest Block Stations on Double Line:

UP direction - VDR (5.97 Kms)

DOWN direction - CTM (5.44 Kms)

Layout of the station:

There are 5 lines in total available at this station, of them 3 are running lines and 2 are loop lines. There are 5 platforms, among them, PF 1 is high level platform, 2 & 3 and 4 & 5 are high level island platforms. 1 FOB, 1 ROB are available and 1 RUB is under construction (LUS- LC.No.41) Sub-way available in the station premises.

System of Working:

This station is provided with Automatic Block System for the Double Line and single line. Multiple Aspect Colour Light (MACL) interlock signaling is provided to standards of STD – II R. This station is supplied with TNEB power and AT supply.

Station Master and Station Porter/Group 'D' of this station are performing their duties in 3 shifts in Continuous Roster.

Staff strength at GI station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	1	1	0	0
2	Station Master	6	5	5	0	0
3	Points Man 'A'	2	3	2	1	0
4	Points Man 'B'	1	1	0	1	0
TOTAL			10	8	2	0

2.5.11 KATTANGALATHUR – CTM:

Kattangalathur station is a Special class station. It is at a distance of 45.89 Kms away from Chennai Beach (MSB) and the station building is on Platform No.2 & 3. All the points and signals are operated from RRI Control Panel at the station master's office.

Nearest Block Stations on Double Line:

UP direction - GI (5.44 Kms)

DOWN direction - SKL (5.59 Kms)

Layout of the station:

There are 4 lines in total available at this station, of which 3 are running lines and 1 is loop line (Road 1). There are 3 platforms, 4th platform is under construction. 1 FOB is available in the station premises.

LC No.44 at Km 45/9-10, Level Crossing Gate is manned by Traffic department.

System of Working:

Block instrument provided at this station is Automatic Block System. Multiple Aspect Colour Light (MACL) interlock signaling is provided to STD – II R (standards of interlocking). This station is supplied with TNEB power and AT supply. There is no provision of Generator.

All staff of this station are performing their duties in 3 shifts in Continuous Roster.

Staff strength at CTM station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	1	1	0	0
2	Station Master	6	5	3	2	0
3	Points Man 'A'	2	3	5	0	2
4	Points Man 'B'	1	4	1	3	0
TOTAL			13	10	5	2

2.5.12 SINGAPERUMAL KOIL – SKL:

Singaperumal Koil station is a special class station, situated at a distance of 51.48 Kms away from Chennai Beach (MSB) and the station building is on Platform No.2 & 3. All the points and signals are operated through Visual Display Unit type of control.

Nearest Block Stations on Double Line:

UP direction - CTM (5.63 Kms)

DOWN direction - CGL (8.36 Kms)

Layout of the station:

There are 5 lines in total available at this station, of them 3 are running lines and 2 are loop lines (Road 1 & 4). There are 5 platforms, among them, PF 1 is high level platform, 2 & 3 and 4 & 5 are high level island platforms. 1 FOB is available in the station premises.

LC No.47 at Km 51/8-10 – Special Class Gate and LC No.48 at Km 52/10-11 - 'C' class Level Crossing Gate are manned by Traffic department.

System of Working:

This station is provided with Automatic Block System for the Double Line and single line. Multiple Aspect Colour Light (MACL) interlock signaling is provided to standards of STD – II R. This station is supplied with TNEB power and AT supply.

Station Master, Points man/Group 'D' and Gate Keeper of this station are performing their duties in 3 shifts in Continuous Roster.

Staff strength at SKL station is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt.	7	1	2	0	1
2	Station Master	6	2	2	0	0
3	Points Man 'A'	2	7	5	2	0
4	Points Man 'B'	1	5	7	0	2
TOTAL			15	16	2	3

2.5.13 TRAFFIC INSPECTOR/TBM:

TI/TBM is the overall in-charge of this section's day to day activities. He conducts inspections regularly in his section and accompanies Officers visiting his section, in need. Office of the TI/TBM is situated at PF No.2 & 3.

The staff under his disposal for providing RG and LR in the section is enlisted as below:

S.No.	Category	Level	Sanction	Actual	Vacancy	Excess
1	Station Supdt. (TI/TBM)	7	1	1	0	0
2	Station Master	6	2	2	0	0
3	Points Man 'A'	2	8	5	3	0
4	Points Man 'B'	1	3	0	3	0
TOTAL			14	8	6	0

2.6 REGISTERS MAINTAINED:

Generally, the following registers are maintained at the stations.

- Power Block Register
- Line Block Register

- Caution Order Register
- Train signal register
- S & T NM (Normal Maintenance) Register
- Movement Register for Points man booked for shunting operations in Sidings.
- Signal failure message register.
- Inspection register/officers & TI
- Standing order Book (SOB)
- Accident register
- Station Working Rules (SWR)
- Patrol Beat Book
- Attendance register
- Leave/CR register
- Night Duty Allowance register
- Point cleaning register
- Safety meeting register
- Late train report (LTM)
- Signal Post Telephone register (SPT)
- Weather warning register
- Pass/PTO declaration/Issue register
- Guard`s order Book
- Private number exchange register (PN)

2.7 DUTIES OF THE OPERATING STAFF:

Duties of the staff involved in train operation are given below in a brief form.

2.7.1 STATION MANAGER/STATION SUPERINTENDENT IN-CHARGE:

His duties shall include: -

- a. Effective supervision of operating staff.
- b. Regular inspection of records, authorities and registers maintained at various locations with in that particular station, in connection with station working.
- c. Ensuring that staff are trained as required, that they are not over due for refresher course, safety camp and periodical medical examination etc., and that their declaration, block competency certificate, panel competency certificate and medical fitness certificates are current, before they are drafted for duties.
- d. Arranging staff and ensuring availability of all registers, forms and other required equipments at the required locations in perfect working order.

- e. Counselling the subordinate's staff in safe and efficient working at various locations like cabin, platform etc.
- f. Taking suitable corrective action against the erring staff.
- g. Maintaining effective co-ordination between various departments of Railways with a view to achieve best results in efficient transportation.
- h. General upkeep of the station.

2.7.2 DEPUTY STATION MANAGER:

The Deputy Station Manager is overall in-charge of train operation and is responsible for keeping strict vigil over the punctuality of train services, ensuring co-ordination of staff of different departments for better train operation at this station. He shall maintain Guard's Roster, Group C & Group D Rosters. He shall perform duties of Station Manager in his absence and also perform SM's duty any emergency arises.

2.7.3 STATION MASTER ON DUTY (PLATFORM):

- a. The Station Master on duty in each shift is overall in-charge of the station in the absence of SMR/SS and shall be responsible for all the operations in the station in connection with safe and punctual running of trains including ensuring complete arrival of all UP & DOWN trains.
- b. He is responsible for maintaining the Caution Order Register and Message Book ensuring that the Caution Order, if any are issued before trains are started.
- c. Assisting Panel SM on duty during failure of Points, Signals and Track Circuits etc., by way of cranking, clamping and padlocking.
- d. Monitoring stabling of coaches/vehicles & securing VG/BPC and other relevant documents from GLP.
- e. He shall promptly give all the required information to the control during the time of unusual occurrences and act according to the instructions received from the controller.
- f. Ensuring that proper announcements are made with regard to arrival and departure of trains through PA system.
- g. Ensuring that the essential equipments under his control are always kept clean and in good working order.

- h. He shall exchange all right signals with the GLP of trains and ensure complete arrival of train.
- i. Attending shunting in the yard during the absence of Guard to give instructions to pointsman.
- j. Attending suburban trains and maintaining the concerned registers.

2.7.4 STATION MASTER ON DUTY (PANEL):

His duties shall include: -

- a. Arranging reception and dispatch of trains at his station.
- b. Personally, operating the Block Instruments, Control Panel and other allied installations.
- c. Maintaining the required Registers, Authorities etc., promptly making the necessary entries therein.
- d. Furnishing control with train timings and other relevant information and carrying out control instructions with regard to train movements.
- e. Maintaining a close co-ordination with the other staff at the station with a view of ensuring safety and punctuality.
- f. Ensuring that the essential equipments under his control are always kept clean and in good working order.

2.7.5 POINTSMAN/ STATION PORTER/ GROUP 'D' STAFF:

- a. To assist Station Master in all train operation duties.
- b. Issue of Authority to the Loco Pilots during failures.
- c. Handing over Caution Orders, if any, to the GLP of trains.
- d. Regularly cleaning and oiling/graphiting of points, daily.
- e. To perform shunting as instructed by the Station Master on duty.
- f. To keep all the essential equipments supplied, in good working condition.
- g. Exchanging all right signals for all trains, passing through the station.
- h. He shall also call the attention of the SM on duty through Signal Post Telephone during the cleaning of Points daily.

- i. Obeying any other lawful duties instructed by Station Master on duty/ Station Manager etc.,

2.7.6 GATE MAN:

- a. Promptly operating the LC gates as and when necessary.
- b. Attending all trains passing through the LC and notifying to the Driver/Guard in case of train parting etc.,
- c. Promptly advising the SM on duty, if he notices a train passing through the LC without the LV Board/ Tail Lamp etc., or if he notices anything else unsafe to trains.
- d. Maintaining the LC, premises, gate lodge and installations therein well cleaned.
- e. Maintaining the essential equipments clean and in good working order.
- f. Maintaining the path for wheel flanges clear.
- g. Being alert while on duty, attending to telephone calls and carrying out the instructions from the SM and
- h. Taking prompt action, in case of failures at/ damages to the LC and reporting the details to the SM for further action.

2.7.7 CABIN STATION MASTER-IN-CHARGE (RRI CABIN):

His duties shall include: -

- a. He is responsible for all operations with reception and dispatch of trains and shunt movement in the interlocked portion of the yard.
- b. He shall personally operate the Control Panel, and other related equipments in the cabin.
- c. He is responsible for issuing Authorities, Pilot Memo etc., to the Loco Pilots of the trains during Signal/Block failures, maintenance of line block, power block registers.
- d. He is responsible for correct setting and padlocking of points within the jurisdiction of RRI Panel during failures through Assistant Cabin Station Master on duty and Pointsman/Group 'D' staff on duty.

- e. He shall give all the required information like timings, unusual occurrence etc., to the controls and act as per the instructions received from the section controllers.
- f. He is responsible for the upkeep of essential equipments at the cabin.
- g. Carrying out the duties of the Assistance Cabin Station Master during his absence, when warranted.

2.7.8 ASSISTANT CABIN STATION MASTER (RRI CABIN):

His duties shall include: -

- a. He shall assist the Cabin Station Master-in-charge in carrying out his duties.
- b. Maintenance of TSRs, granting & obtaining Line Clear with consent of CSM-in-charge (Panel).
- c. He shall attend to all phone calls, apprise the CSM in-charge (Panel) of all information promptly and help in maintaining due alertness on both safety and punctuality of train services.
- d. Ensuring complete arrival of trains whenever possible.
- e. Setting, clamping & padlocking of points during failures.

2.7.9 SHUNTING MASTER ON DUTY:

His duties shall include: -

- a. Formation and placement of train rakes as and when necessary.
- b. Removal of train rakes and placement in various stages as required.
- c. Performing shunting operations as per the instructions of the platform SM on duty and in construction with the CSM in-charge (Panel).
- d. Securing vehicles when detained on running lines/sidings so that they will not gain momentum and getting out of control.
- e. Ensuring proper display of correct hand signals during shunting operation.



CHAPTER III**3.0 CRITICAL ANALYSIS****3.1 GENERAL ANALYSIS:**

Operating department is the backbone of train operations. In fact, all other departments like Mechanical, Engineering, Electrical, S&T etc., works in co-ordination with operating department in achieving the goal. Now-a-days, the quantum of workload of operating department at stations has been changed to a great extent following the introduction of modern equipments like RRI, MACLS, electrically operated point motors, Automatic signaling, thereby hard manual operation of points and signals through levers are avoided and Wireless communication between Station masters and Loco pilots/Guards easing the station master to exchange the messages over wireless rather by his personal approach. This results in the study of the present workload vs Man power requirement.

The on duty SS/SM is the in-charge for the safe and efficient train operation as per the Station Working Rules (SWR) of the respective stations and the other Operating Group "D" staff are utilized for platform / station duties and for manning of LC Gates. Though the Group "D" staff is in different categories such as Points man, Cabin man, Gatekeeper, Safaiwala, Station Porter, Shunting staff, Sweeper-cum-Porter etc., they all are utilized for station and LC gate duties as mentioned in the Station Working Rules (SWR) of respective stations.

The duties of operating staff are generally round the clock on all days throughout the year. The staff requirement is worked out on the basis of work load. That is, the number of trains, shunting operation etc., so as to see that the punctuality and safety are not compromised.

Safety related issues:

1. Requirement of constant attention on panel indications especially at Junction / Busy station by panel SM.
2. Requirement to exchange All Right Signals with guard and loco pilot on both sides of run through trains as per GR / SR 4.42.
3. Sustained attention from the time of blocking to the time of reaching of trains at the block stations (To take instant action in case of rolling down, collision / obstruction in midsection etc).
4. Issue of visibility of hand signals by shunting staff in long formation especially on curves or factors impairing visibility.

5. Instant attention and action required for protection in case of accidents, breakdown, obstruction of adjacent lines, train out of control, rolling down of vehicles, OHE break down and reporting of the same to the authorities concerned without delay.
6. Assistance to injured / stranded passengers

These concerns are normally taken care of while prescribing the no. of staff in each shift in SWR. But the correction to SWR are required very often which are justified on account of

1. Doubling of lines
2. Electrification & requirements of power change.
3. Increase or decrease shunting operations
4. Change in system of working
5. Increase in number of Lines, Platforms etc.
6. Closure of stations, cabins, LC gates etc.
7. Attaching of coaches (Tourist, Inspection carriages, slip coaches during crowded seasons etc.).

So, variation from SWR provision can be suggested in work study provided it is justified to address these concerns but correction to SWR should proceed in the case of reduction.

3.2 **CALCULATION OF STAFF REQUIREMENT:**

The requirement of operating staff for each station on TI/TBM MKK-SKL section, is calculated in the ensuing sub-sections.

3.2.1 **KODAMBAKKAM:**

As per SWR No.95/MKK dated 23.5.2016, requirement of Operating staff at MKK, is as under.

- | | | |
|---|---|---|
| ○ Station Manager | - | 1 |
| ○ Station Master in Continuous roster | - | 1 |
| ○ Pointsman/Group 'D' staff in Continuous roster- | | 1 |

Whereas, this station being on the busy sub-urban and mainline route, it requires additional Station Master and Pointsman, to fulfill all the duties of the operating the trains at this station. One SM manning the Panel in Intensive Roster and other manning the platform duties. Hence, on need basis, this work study allows 1 more SM in addition to what is mentioned in the SWR.

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Supdt.	1	1	1
2	Station Master – PF	1	3	3
3	Station Master – Panel	1	4	4
4	RG/LR for SSs/SMs (16.66%+25%= 41.66%)			3
5	Points Man A & B	2	3	6
6	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			2
TOTAL				19

Sanction VS Requirement for MKK Station is as under:

[illegible]

Summary of Sanction vs Requirement for MKK:

Sanction	Requirement	Surplus	Short fall
17	19	0	*2

3.2.2 **MAMBALAM:**

As per SWR No.96/MBM dated 01.10.2015, requirement of Operating staff at MKK, is as under.

- Station Manager - 1
- Station Master in Continuous roster - 1
- Pointsman/Group 'D' staff in Continuous roster- 1

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Manager	1	1	1
2	Station Master on duty	1	3	3
3	RG/LR for SSs/SMs (16.66%+25% = 41.66 %)			1
4	Points Man A & B	1	3	3
5	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				9

Sanction VS Requirement for MBM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	4	1	2	2
2	Station Master	6	3	4	3	0

3	Points Man 'A'	2	0	2	1	*1
4	Points Man 'B'	1	3	2	3	0
TOTAL			10	9	9	2/*1
* Division may initiate for creation of posts						

Summary of Sanction vs Requirement for MBM:

Sanction	Requirement	Surplus	Short fall
10	9	2	*1

3.2.3 SAIDAPET:

As per SWR No.97/SP dated 28.9.2015, requirement of Operating staff at MKK, is as under.

- Station Master in Continuous roster - 1
- Pointsman/Group 'D' staff in Continuous roster- 1

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs (16.66%+25% = 41.66 %)			1
3	Points Man A & B	1	3	3
4	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				8

Sanction VS Requirement for SP Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	1	1	0
2	Station Master	6	2	2	3	*1
3	Points Man 'A'	2	4	1	4	0
4	Points Man 'B'	1	0	2	0	0
TOTAL			7	6	8	*1
* Division may initiate for creation of post						

Summary of Sanction vs Requirement for SP:

Sanction	Requirement	Surplus	Short fall
7	8	0	*1

3.2.4 GUINDY:

As per SWR No.97/SP dated 28.9.2015, requirement of Operating staff at MKK, is as under.

- Station Master in Continuous roster - 1
- Pointsman/Group 'D' staff in Continuous roster- 1

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs- provided by STM			
3	Points Man A & B	1	3	3
4	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				7

Sanction VS Requirement for GDY Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	2	1	0
2	Station Master	6	2	0	2	0
3	Points Man 'A'	2	3	4	3	0
4	Points Man 'B'	1	0	0	1	*1
TOTAL			6	6	7	*1
* Division may initiate for creation of post						

Summary of Sanction vs Requirement for GDY:

Sanction	Requirement	Surplus	Short fall
6	7	0	*1

3.2.5 ST.THOMAS MOUNT:

At this station, according to the SWR No. M 99/STM dated 06.02.2019, staff requirement is under.

- Station Supdt. - 1
- Station Master on duty - 1
- Pointsman/Station Porter - 2
- Gate Man for LC No.14 - 1

This station master of STM, providing RG/LR for Guindy station.

In addition to the above Station Master manning Panel is allowed, on need basis.

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Supdt.	1	1	1
2	Station Master - PF	1	3	3

3	Station Master – Panel	1	3	3
4	RG/LR for SSs/SMs (16.66%+25% = 41.66 %) + RG/LR of GDY			3 + 1
5	Points Man A & B	2	3	6
6	Gateman	1	2	2
7	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			3
TOTAL				22

Sanction VS Requirement for STM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	4	5	4	0
2	Station Master	6	7	2	7	0
3	Points Man 'A'	2	9	5	9	0
4	Points Man 'B'	1	3	3	2	1
TOTAL			23	15	22	1

Summary of Sanction vs Requirement for STM

Sanction	Requirement	Surplus	Short fall
23	22	1	0

3.2.6 MINAMBAKKAM:

As per SWR No. M.100/MN dated 03.10.2015, train working staff in shift is as under:

- Station Master - 1
- Station Porter/Group 'D' - 1

Accordingly, staff requirement of this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs- provided by PV	-	-	-
3	Points Man A & B	1	3	3
4	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				7

Sanction VS Requirement for MN Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	3	1	0
2	Station Master	6	2	1	2	0
3	Points Man 'A'	2	4	4	4	0
4	Points Man 'B'	1	0	1	0	0
TOTAL			7	9	7	0

Summary of Sanction vs Requirement for MN:

Sanction	Requirement	Surplus	Short fall
7	7	0	0

3.2.7 PALLAVARAM:

At Pallavaram, as per SWR No.M 101/PV .dated 23.01.2017, the following train working staff are available in each shift.

- Station Manager - 1
- Station Master on duty - 1
- Pointsman/Station Porter - 1

RG/LR is provided for MN station Masters from this station.

Whereas, on need basis, 2 Station Masters are allowed- one for PF and other for Panel Operations. 2 Pointsmen are allowed per shift, based on need basis, for shunting purpose.

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Supdt.	1	1	1
2	Station Master – PF	1	3	3
3	Station Master - Panel	1	3	3
4	RG/LR for SSs/SMs (16.66%+25% = 41.66 %) + RG/LR of MN			3 + 1
5	Points Man A & B	2	3	6
6	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			2
TOTAL				19

Sanction VS Requirement for PV Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	4	6	4	0
2	Station Master	6	7	3	7	0
3	Points Man 'A'	2	8	3	8	0
4	Points Man 'B'	1	0	2	0	0
TOTAL			19	14	19	0

Summary of Sanction vs Requirement for PV

Sanction	Requirement	Surplus	Short fall
19	19	0	0

3.2.8 **TAMBARAM:**

Tambaram station is the major station in this section of MKK-SKL.

As per SWR No.M.104/TBM dated.07.04.2014, train working staff available in each shift for train working duties is as below:

- Station Manager - 1
- Station Master on duty (Sub-urban) - 1
- Station Master on duty (Main Line) - 1
- Cabin Station Master in-charge - 1
- Asst. Cabin Station Master - 1
- Pointsman/station porter each assisting SM (Sub-urban), SM (Main Line) and Cabin SM - 3
- Shunting Master - 1
- Pointman/Station Porter assisting Shunting Master- (Sufficient)

Station Manager is the overall in-charge of this station. In addition to the shunting master provided in the SWR, 1 more shunting master is allowed, as shunting is done at 2 places (Tow Point and Bunk). On need basis, 4 and 3 Pointsmen are allowed respectively. (No. of shunting movements – EMUs 45/ day; Coaching: 20 / day.)

At yard, there is 1 CYM , 1 YM for each shift.

Accordingly, requirement of staff at TBM is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Manager (Genl.)	1	1	1
2	Station Master on duty (Sub-urban)	1	3	3
3	Station Master on duty (Main Line)	1	3	3
4	Cabin Station Master in-charge	1	3	3
5	Asst. Cabin Station Master	1	3	3

6	Chief Yard Master (Genl.)	1	1	1
7	Yard Master on duty	1	3	3
8	RG/LR for SSs/SMs (16.66 % + 25 % = 41.66 %)	-	-	6
9	Shunting Master	2	3	6
10	Points Man assisting sl.no.2 & 3	2	3	6
11	Point Man for shunting	4 + 3	3	21
12	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			12
TOTAL				68

Sanction VS Requirement for TBM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	11	15	11	0
2	Station Master	6	12	8	12	0
3	Shunting Master – I	6	0	3	3	*3
4	Shunting Master – II	4	2	8	3	*1
5	Points Man 'A'	2	25	21	25	0
6	Points Man 'B'	1	11	10	14	*3
TOTAL			61	65	68	*7
* Division may initiate for creation of the above-mentioned posts						

Summary of Sanction vs Requirement for TBM

Sanction	Requirement	Surplus	Short fall
61	68	0	*7

3.2.9 **VANDALUR:**

As per SWR No.M.105/VDR dated 24.08.2017, train operating staff at VDR, is as under.

- Station Master in Continuous roster - 1
- Pointsman/Group 'D' staff in Continuous roster- 1

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs- provided by GI			-
3	Points Man A & B	1	3	3
4	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				7

Sanction VS Requirement for VDR Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	3	1	0
2	Station Master	6	2	1	2	0
3	Points Man 'A'	2	4	4	4	0
4	Points Man 'B'	1	0	1	0	0
TOTAL			7	9	7	0

Summary of Sanction vs Requirement for VDR:

Sanction	Requirement	Surplus	Short fall
7	7	0	0

3.2.10 **GUDUVANCHERI:**

The following Train operating staff in each shift, according to SWR No.106/GI dated 17.11.2019, are

- Station Master on duty - 1
- Pointsman - 1

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs- (16.66%+25%= 41.66%) +RG/LR provided to VDR			1+1
3	Points Man A & B	1	3	3
4	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				9

Sanction VS Requirement for GI Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	1	1	0
2	Station Master	6	5	5	4	1
3	Points Man 'A'	2	3	2	3	0
4	Points Man 'B'	1	1	0	1	0
TOTAL			10	8	9	1

Summary of Sanction vs Requirement for GI:

Sanction	Requirement	Surplus	Short fall
10	9	1	0

3.2.11 **KATTANGULATHUR:**

The following Train operating staff in each shift at CTM, according to SWR No.107/CTM dated 07.11.2005, are

- Station Master on duty - 1
- Pointsman/Station Porter - 1
- Gateman for LC No.44 - 1

Accordingly, requirement of staff at this station is calculated as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs- (16.66%+25%= 41.66%)	-	-	1
3	Points Man A & B	1	3	3
4	Gateman for LC No.44	1	3	3
5	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			2
TOTAL				12

Sanction VS Requirement for CTM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	1	1	0
2	Station Master	6	5	3	3	2
3	Points Man 'A'	2	3	5	3	0
4	Points Man 'B'	1	4	1	5	*1
TOTAL			13	10	12	2/*1
* Division may initiate for creation of the above-mentioned post						

:

Sanction	Requirement	Surplus	Short fall
13	12	2	*1

3.2.12 SINGAPERUMAL KOIL:

As per SWR No.108/SKL dated 09.10.2019, the following train operating staff are available at this station:

- | | | |
|--------------------------|---|---|
| ○ Station Master on duty | - | 1 |
| ○ Pointsman | - | 1 |
| ○ Gateman for LC No.47 | - | 1 |
| ○ Gateman for LC No.48 | - | 1 |

Station Masters are looking after Ticketing duties between 22.00 hrs to 24.00 hrs and 00.00 hrs to 06.00 hrs.

Calculation of operating staff requirement at this station is as under:

SL. No.	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs- (16.66%+25%= 41.66%)	-	-	1
3	Points Man A & B	1	3	3
4	Gateman for LC No.47	1	3	3
5	Gateman for LC No.48	1	3	3
6	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			3
TOTAL				16

Sanction VS Requirement for SKL Station is as under:

[illegible]

Summary of Sanction vs Requirement for SKL:

Sanction	Requirement	Surplus	Short fall
15	16	0	*1

3.2.13 **TI/TBM:**

TI/TBM is having a sanction of 2 SS/SMs and 11 Pointsman at his disposal to manage the whole section. On need basis, TI/TBM's staff strength is allowed as it is.

Sanction VS Requirement for TI/TBM Unit is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	1	1	0
2	Station Master	6	2	2	2	0
3	Points Man 'A'	2	8	5	8	0
4	Points Man 'B'	1	3	0	3	0
TOTAL			14	8	14	0

Summary of Sanction vs Requirement for TI/TBM Unit:

Sanction	Requirement	Surplus	Short fall
14	14	0	0

3.3 RECOMMENDATIONS:

The following 6 posts are found excess to the requirement and the same may be surrendered and credited to the vacancy bank.

Sl.No.	Station	Category	Level	No of Posts
1	MBM	Station Supdt.	7	2
2	STM	P Man 'B'	1	1
3	GI	Station Master	6	1
4	CTM	Station Master	6	2
Total				6

Total Posts: 6



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

The Division has furnished the views on draft work study report vide letter No.M/T 260/Work Study dated 09.10.2020.

The copy of the letter is placed as Annexure II.

CO-ORDINATING OFFICER'S VIEWS:

With reference to the above, the following remarks are furnished.

CO-ORDINATING OFFICER'S VIEWS:		
SN	Work Study Recommendations	Remarks of the Optg.Dept.
1	MBM:- Surrender of 2 Posts of Station Superintendent in Level 7.	<p>At present MBM is feeding station for LR and RG SM to SP. The staffing pattern suggested by the work study report intends to provide self contained RG and LR at both MBM and SP. The suggested arrangement of staff will reduce the LR % to 14.28% which is abysmally below the prescribed 25% LR. Further the suggested staffing pattern will restrict the grant of leave to the extent of 3 days only in a week.</p> <p>[Note: Therefore, creation of 1 post of SM at SP for self contained RG & LR is not warranted]</p> <p>Stations are pinpointed Grade/Level wise, as per the importance of the Station and administrative convenience. This pinpointing exercise is carried in consultation with Recognized trade union. In view of the above fact and to maintain LR % at the prescribed level, the recommendations of draft work study report cannot be agreed upon.</p>
PLANNING BRANCH REMARKS:		
Work Study suggested for provision of Self-Contained RG and LR at both MBM and SP. But, Co-ordinating Officer has viewed that creation of 1 post of SM at SP for self-contained RG & LR is not warranted. Hence, agreeing upon the		

view, RG & LR for both MBM and SP, are now allowed to be headquartered at MBM.

Vide Para No.3.2.2 and 3.2.3, work study recommended for prescribed percentage of RG @ 16.66% and LR @ 25% at both MBM and SP.

Accordingly, revised calculation of staff requirement at MBM is recommended as below:

SL No	Category	No. of staff reqd per shift	No. of shifts per day	Staff required per day
1	Station Manager	1	1	1
2	Station Master on duty	1	3	3
3	RG/LR for SSs/SMs at MBM (4) & SP (3) (16.66% + 25% = 41.66% for SSs/SMs)			3
4	Points Man A & B	1	3	3
5	RG/LR for PM 'A' & 'B' (3) (16.66%+20%= 36.66%)			1
TOTAL				11

Revised Sanction VS Requirement for MBM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	4	1	4	0
2	Station Master	6	3	4	3	0
3	Points Man 'A'	2	0	2	1	*1
4	Points Man 'B'	1	3	2	3	0
TOTAL			10	9	11	0/*1

*** Division may initiate for creation of posts**

Accordingly, revised calculation of staff requirement at SP is recommended as below:

SL No	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SP from MBM			-
3	Points Man A & B	1	3	3
4	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			1
TOTAL				7

Revised Sanction VS Requirement for SP Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	1	1	0
2	Station Master	6	2	2	2	0
3	Points Man 'A'	2	4	1	4	0
4	Points Man 'B'	1	0	2	0	0
TOTAL			7	6	7	0

CO-ORDINATING OFFICER'S VIEWS:

2	STM: Surrender of 1 post of P.Man B	STM is a busy station with Double line Automatic for suburban train movements and TWIN single Line Automatic section. Rly.Board vide its Lr.No.2015/TT-I/76/Staff/13 dated 31.12.2019 has indicated the approval of MT for the yard stick of 1 pointsman/shift/line. Further STM is a passenger sensitive station and additional manpower is always required to cater to the passenger sensitivity as well as exchange All right signals as per G & SR 4.42. Therefore surrender of 1 post of P.Man cannot be agreed upon.
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PLANNING BRANCH REMARKS:

Not agreed to. Sufficient staff – 02 staff per shift have been already allowed for this activity vide Para No.3.2.5.

In addition to the above, it is found that LC No.14 for which 1 Gate Man has been allowed has been closed from 15.10.2019. Hence, there is no requirement for Gateman at SP.

Accordingly, revised calculation of staff requirement at STM is recommended as below:

SL No	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Supdt.	1	1	1
2	Station Master -PF	1	3	3
3	Station Master -Panel	1	3	3
4	RG/LR for SSs/SMs at STM(7) & GDY(3)= (16.66% + 25% = 41.66% for SSs/SMs) 3+1			4
5	Points Man A & B	2	3	6
6	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			2
TOTAL				19

Revised Sanction VS Requirement for STM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	4	5	4	0
2	Station Master	6	7	2	7	0
3	Points Man 'A'	2	9	5	5	4
4	Points Man 'B'	1	3	3	3	0
TOTAL			23	15	19	4
SURPLUS: Points Man 'A' – 04 posts.						

CO-ORDINATING OFFICER'S VIEWS:

3	GI: Surrender of 1 post of Station Master in Level 6	<p>At present GI is feeding station for LR and RG SM to VDR. The work study has not suggested creation of post at VDR has earmarked 1 post of SM as RG/LR for GI and 1 post of SM as RG/LR for VDR, both headquartered at GI. The staffing pattern suggested by the work study report will lead to reduction in LR % to 14.28% which is abysmally below the prescribed 25 % LR. Further the suggested staffing pattern will restrict the grant of leave to the extent of 3 days only in a week.</p> <p>In view of the above fact and to maintain LR % at the prescribed level, the recommendations of draft work study report cannot be agreed upon.</p>
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PLANNING BRANCH REMARKS:

Not agreed to. Sufficient staff strength as RG and LR for both GI and VDR has been already allowed vide Para No.3.2.10 – headquartered at GI, RG @ 16.66% and LR @25% separately.

CO-ORDINATING OFFICER'S VIEWS:

4	CTM: Surrender of 2 Posts of Station Master in Level 6	<p>At present CTM is a feeding station for RG and LR to SKL. The work study has further recommended creation of 1 post of SM at SKL for self contained RG and LR. The staffing pattern suggested by the work study report intends to provide self contained RG and LR at both CTM and SKL. The suggested arrangement of staff will reduce the LR % to 14.28% which is abysmally below the prescribed 25 LR. Further the suggested staffing pattern will restrict the grant of leave to the extent of 3 days only in a week.</p> <p>[Note:- Therefore, creation of 1 post of SM at SKL for self contained RG & LR is not warranted]</p> <p>In view of the above fact to maintain LR % at the prescribed level, the recommendations of the draft work study report cannot be agreed upon.</p>
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PLANNING BRANCH REMARKS:

Sufficient staff strength as RG and LR for both CTM and SKL has been already allowed vide Para No.3.2.11 and 3.2.12 – each separately, RG @ 16.66% and LR @25%. In view of the work load at SKL, self contained RG/LR for the SKL station itself is Justified.

Work Study suggested for provision of Self-Contained RG and LR at both CTM and GI. But, Co-ordinating Officer has viewed that creation of 1 post of SM at SKL for self-contained RG & LR is not warranted. Hence, agreeing upon the view, RG & LR for both CTM and SKL, are now allowed to be headquartered at CTM.

Vide Para No.3.2.11 and 3.2.12, work study already recommended for prescribed percentage of RG @ 16.66% and LR @ 25% at both CTM and SKL.

Accordingly, revised calculation of staff requirement at CTM is recommended as below:

SL No	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SSs/SMs at CTM(3) & SKL(3) (16.66% + 25% = 41.66% for SSs/SMs)			3
3	Points Man A & B	1	3	3
4	Gateman for LC No.44	1	3	3
5	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			2
TOTAL				14

Revised Sanction VS Requirement for CTM Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	1	1	0
2	Station Master	6	5	3	5	0
3	Points Man 'A'	2	3	5	3	0
4	Points Man 'B'	1	4	1	5	*1

TOTAL	13	10	14	0/*1
* Division may initiate for creation of posts				

Likewise, revised calculation of staff requirement at SKL is recommended as below:

SL No	Category	No. of staff reqd for shift	No. of shifts per day	Staff required per day
1	Station Master on duty	1	3	3
2	RG/LR for SP from CTM			-
3	Points Man A & B	1	3	3
4	Gateman for LC No.47	1	3	3
5	Gateman for LC No.48	1	3	3
6	RG/LR for PM 'A' & 'B' (16.66%+20%= 36.66%)			3
TOTAL				15

Revised Sanction VS Requirement for SP Station is as under:

S.No.	Category	Level	Sanction	Actual	Reqd	Surplus
1	Station Supdt.	7	1	2	1	0
2	Station Master	6	2	2	2	0
3	Points Man 'A'	2	7	5	7	0
4	Points Man 'B'	1	5	7	5	0
TOTAL			15	16	15	0

CO-ORDINATING OFFICER'S VIEWS:

WORK STUDY RECOMMENDATIONS FOR CREATION OF POSTs

1	MKK	Creation of 1 Post of SM and 1 post of P.MAN B as recommended by the work study is accepted.
2	MBM	Creation of 1 Post of P.MAN B as recommended by the work study is accepted.

3	GDY	Creation of 1 Post of P.MAN B as recommended by the work study is accepted.
4	TBM	Creation of 4 Shunting Master and 3 P.MAN B as recommended by the work study is accepted
5	CTM	Creation of 1 Post of P.MAN B as recommended by the work study is accepted.
PLANNING BRANCH REMARKS:		
No remarks.		

CO-ORDINATING OFFICER'S VIEWS:

Additional manpower requirements over and above the sanctioned strength which are normally to be factored in by the work study:-

1. At SKL, SM is performing the commercial duties from 2200 hrs to 0600. The movement of express and Goods trains is particularly very high during night hours. Further 3rd line has been provided and work for the 4th line is under progress. In view of the above, and to facilitate safe working and optimum operational efficiency, the post of 2nd SM to work as block SM, in 3 shifts is mandatory. The work study may factor this while considering the finalization of the work study report.

PLANNING BRANCH REMARKS:

The Division may make arrangements for creation of staff strength whenever required.

Sufficient man power has already been allowed. The above referred points of 3rd Line provision and SMs performing commercial duties during night hours have already been considered vide Para No. 2.5.12 and 3.2.12.

CO-ORDINATING OFFICER'S VIEWS:

2. The work study report has not recommended any changes in the required strength in respect of Station Masters at TBM. In this regard, following is submitted:

Total RG and LR recommended by the report-6

Utilization of RG is as under: Sub-0.5, M/L=0.5, RRI-1, Yard=0.5/ Total 2.5

Available LR after utilization for RG purpose:- $6-2.5=3.5$

LR available as per recommendation of the report = 3.5 LR for 17.5 working posts [15+2.5].

LR percentage available as per report=20%

Therefore 1 post of SM may be increased to raise LR % to prescribed 25 %.

PLANNING BRANCH REMARKS:

Not agreed to.

The requisite RG @ 16.66% for 15 SMs and LR @25% for 17 SSs+SMs has been allowed already, vide Para No.3.2.8.

CO-ORDINATING OFFICER'S VIEWS:

The following further requirements as placed for consideration before finalizing the work study report.

1. TBM is provided with 2 Supervisory SSs in level 7 with one exclusively for yard. TBM is a terminal station and a base depot for approximately 80 Guards. TBM is also a train starting station for Mail/Express trains and special trains are planned regularly from TBM. Apart from this, TBM is also catering to loading and unloading of Goods. The responsibilities of SS/Gen is briefly listed as under:

- General Supervision.
- Rostering of SMs, Guards, P.Man etc.
- Ensuring timely deputation of safety category of staff for RC and PME.
- Ensuring availability of essential equipments.
- Staff matters of Optg and Commercial department.
- Supervision of maintenance and restoration work to ensure safety.
- Conduct inspections as prescribed.
- Daily checking of TSR and Authorities.
- Liasoning with divisional / zonal and depot officers/officials.
- Monitoring of Goods loading and unloading etc.

Considering the quantum of traffic dealt and diverse responsibilities casted upon SS/[Gen], there is a need for additional post of Dy.SS to cater to staff matters and day to day monitoring traffic. Already 1 SS is being utilized for the purpose. It is requested that work study may reckon this requirement while finalizing the report.

PLANNING BRANCH REMARKS:

Vide Para No.3.2.8, one post of Station Manager has already been allowed. At TBM Station, there exists, Dy.SMR/Commercial, who is taking care of Commercial and Protocol activities among others. Hence extra Dy.SS post could not be allowed.

CO-ORDINATING OFFICER'S VIEWS:

2. As per G & SR 4.42, Station staffs are mandatorily required to exchange All right signals [ARS] with crew and Guard from both station as well as off side. The rule provides for SM to exchange ARS from Station side and P.Man from off side of the Station house. The Stations between MS- TBM have multiple lines and 3rd Line is commissioned between GI-SKL and entire stretch between TBM to SKL will be connected in near future. With a single P.Man in a shift, practical difficulties are experienced in adhering to G & SR 4.42 provisions. Further there is alarming increase in unsafe conditions being reporting in a running Train. Therefore, in the interest of safety, 2 P.Man in a shift may be considered at MKK,STM,PV,GI,CTM and SKL.

PLANNING BRANCH REMARKS:

Sufficient staff strength has already allowed based upon and SWR and need basis.

CO-ORDINATING OFFICER'S VIEWS:

3. Previously Securing of EMUs were the responsibility of MM/Gd. Post rolling back incident of MEMU at AJJ in 2016, this responsibility was entrusted upon traffic staff. No additional strength was allotted for this safety activity. At TBM, 3 to 4 EMUs are secured and un-secured on daily basis. Due to no additional manpower, there has been many instances of Skids not removed or properly placed. Therefore in view of safety it is suggested that post of 2 P.Man in two shifts may be created to cater to this activity. This requirement may be factored in while finalizing the work study report.

PLANNING BRANCH REMARKS:

Vide 3.2.8, sufficient staff have been allowed as per SWR and on need basis. Already provision has been given for additional 3 posts of Shunting Master – I, 1 post of Shunting Master – II and 3 posts of Points Man 'B', beyond already sanctioned staff strength at TBM, on need basis.

In addition to staff available at their particular station for utilization of RG/LR for this section, TI/TBM is having a sanctioned strength of 14 posts (3 SSs/SMs + 11 Points Man 'A' & 'B'). Considering the importance of the section, on need basis, that strength is allowed to continue as it is.

It is to be noted here that Railway Board vide Letter No.11-2019/SPMPS/Yardstick/2 dated 30.06.2020, it has been decided that the Yardstick/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.

+The above-mentioned reduced Yardstick/Norms have not been applied by the workstudy team while arriving at required staff strength in this section, since this section is heavily traffic being suburban.

Accordingly, revised recommendation is as below:

SUMMARY OF REVISED RECOMMENDATIONS

The following 5 posts are found excess to the requirement and the same may be surrendered and credited to the vacancy bank.

Sl.No.	Station	Category	Level	No of Posts
1	STM	Points Man 'A'	2	4
2	GI	Station Master	6	1
Total				5

Total Posts: 5



CHAPTER V**5.0 FINANCIAL SAVINGS:**

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

Sl.No.	Station	Category	Level	No of Posts	Mean Pay (Rs.)	Annual Financial Savings (Rs.)
1	STM	P Man 'A'	2	4	48614	23,33,472
2	GI	Station Master	6	1	86463	10,37,556
Total				5	-	33,71,028



SAVE STATEMNT

ANNEXURE – I

(8)

SR

VACANCY POSITION OF STATION MASTER CADRE AS ON 22.08.19												
STN	STATION SUPDT IN LEVEL 7 IN PAY MATRIX			STATION MASTER IN LEVEL 6 IN PAY MATRIX			TOTAL					
	S	A	V	S	A	V	S	A	V			
TI/TBM	1	1	0	0	0	0	1	1	0			
TI/O/ TBM	0	0	0	2	2	0	2	2	0			
MKK	4	2	2	6	7	-1	10	9	1			
MBM	4	4	0	3	1	2	7	5	2			
SP	1	1	0	2	2	0	3	3	0			
GDY	1	2	-1	2	0	2	3	2	1			
STM	4	5	-1	7	2	5	11	7	4			
MN	1	3	-2	2	1	1	3	4	-1			
PV	4	6	-2	7	3	4	11	9	2			
TBM	11	15	-4	12	8	4	23	23	0			
VDR	1	1	0	2	2	0	3	3	0			
GI	1	1	0	5	5	0	6	6	0			
CTM	1	1	0	5	3	2	6	4	2			
SKL	1	2	-1	2	2	0	3	4	-1			
TOTAL	35	44	-9	57	38	19	92	82	10			
VACANCY POSITION OF TRAIN CLERKS AS ON 22.08.19												
STATION	CTNC IN LEVEL 6			SRTNC IN LEVEL 4			TNC IN LEVEL 2			TOTAL		
	S	A	V	S	A	V	S	A	V	S	A	V
TBM	3	1	2	0	1	-1	0	0	0	3	2	1
CGL	0	1	-1	0	0	0	0	0	0	0	1	-1
TOTAL	3	2	1	0	1	-1	0	0	0	3	3	0
VACANCY POSITION OF SHG MASTERS AS ON 22.08.19												
STN	SHGMST I IN LEVEL 6			SHG MST II IN LEVEL 4			TOTAL					
	S	A	V	S	A	V	S	A	V			
TBM	0	3	-3	2	8	-6	2	11	-9			
CGL	0	2	-2	0	0	0	0	2	-2			
TOTAL	0	5	-5	2	8	-6	2	13	-11			

S. L. 22/8/19
Choshta

(8)

SR

VACANCY POSITION OF STATION MASTER CADRE AS ON 22.08.19												
STN	STATION SUPDT IN LEVEL 7 IN PAY MATRIX			STATION MASTER IN LEVEL 6 IN PAY MATRIX			TOTAL					
	S	A	V	S	A	V	S	A	V			
TI/TBM	1	1	0	0	0	0	1	1	0			
TI/O/ TBM	0	0	0	2	2	0	2	2	0			
MKK	4	2	2	6	7	-1	10	9	1			
MBM	4	4	0	3	1	2	7	5	2			
SP	1	1	0	2	2	0	3	3	0			
GDY	1	2	-1	2	0	2	3	2	1			
STM	4	5	-1	7	2	5	11	7	4			
MN	1	3	-2	2	1	1	3	4	-1			
PV	4	6	-2	7	3	4	11	9	2			
TBM	11	15	-4	12	8	4	23	23	0			
VDR	1	1	0	2	2	0	3	3	0			
GI	1	1	0	5	5	0	6	6	0			
CTM	1	1	0	5	3	2	6	4	2			
SKL	1	2	-1	2	2	0	3	4	-1			
TOTAL	35	44	-9	57	38	19	92	82	10			
VACANCY POSITION OF TRAIN CLERKS AS ON 22.08.19												
STATION	CTNC IN LEVEL 6			SRTNC IN LEVEL 4			TNC IN LEVEL 2			TOTAL		
	S	A	V	S	A	V	S	A	V	S	A	V
TBM	3	1	2	0	1	-1	0	0	0	3	2	1
CGL	0	1	-1	0	0	0	0	0	0	0	1	-1
TOTAL	3	2	1	0	1	-1	0	0	0	3	3	0
VACANCY POSITION OF SHG MASTERS AS ON 22.08.19												
STN	SHGMST I IN LEVEL 6			SHG MST II IN LEVEL 4			TOTAL					
	S	A	V	S	A	V	S	A	V			
TBM	0	3	-3	2	8	-6	2	11	-9			
CGL	0	2	-2	0	0	0	0	2	-2			
TOTAL	0	5	-5	2	8	-6	2	13	-11			

S. V. R.
22/8/19
Chosha

CO-ORDINATING OFFICER's VIEWS**ANNEXURE II****SOUTHERN RAILWAY**

Chennai Division

Divisional office
Transportation Branch
Chennai-600 003
Dt. 09.10.2020

No. M/T 260/Work Study

Dy.CPLO/HQ

Sub: Work study to review the Operating staff strength
at TI/TBM section - MAS Division - reg

Ref: Your Ir. No.G.275/WSSR-601920/2019-20 dated 17.07.20.

With reference to the above, the following remarks are furnished,

SN	Work Study Recommendations	Remarks of Optg Dept.
1	MBM:- Surrender of 2 Posts of Station Superintendent in Level 7.	<p>At present MBM is feeding station for LR and RG SM to SP. The staffing pattern suggested by the work study report intends to provide self contained RG and LR at both MBM and SP. The suggested arrangement of staff will reduce the LR % to 14.28% which is abysmally below the prescribed 25% LR. Further the suggested staffing pattern will restrict the grant of leave to the extent of 3 days only in a week.</p> <p>[Note:- Therefore, creation of 1 post of SM at SP for self contained RG & LR is not warranted]</p> <p>Stations are pinpointed Grade/Level wise, as per the importance of the Station and administrative convenience. This pinpointing exercise is carried in consultation with Recognized trade union. In view of the above fact and to maintain LR % at the prescribed level, the recommendations of draft work study report cannot be agreed upon.</p>
2	STM:- Surrender of 1 post of P.Man B	<p>STM is a busy station With Double line Automatic for suburban train movements and TWIN single Line Automatic section. Rly Board vide its Lr No. 2015/TT-I/76/Staff/13 dated 31.12.2019 has indicated the approval of MT for the yard stick of 1 pointsman/ shift / line. Further STM is a passenger sensitive station and additional manpower is always required to cater to the passenger sensitivity as well as to exchange All right signals as per G & SR 4.42. Therefore surrender of 1 post of P.Man cannot be agreed upon.</p>
3	GI:- Surrender of 1 post of Station Master in Level 6	<p>At present GI is feeding station for LR and RG SM to VDR. The work study has not suggested creation of post at VDR has earmarked 1 post of SM as RG/LR</p>

		<p>for GI and 1 post of SM as RG/LR for VDR, both headquartered at GI. The staffing pattern suggested by the work study report will lead to reduction in LR % to 14.28 % which is abysmally below the prescribed 25 % LR. Further the suggested staffing pattern will restrict the grant of leave to the extent of 3 days only in a week.</p> <p>In view of the above fact and to maintain LR % at the prescribed level, the recommendations of draft work study report cannot be agreed upon.</p>
4	CTM: - Surrender of 2 Post of Station Master in Level 6.	<p>At present CTM is a feeding station for RG and LR to SKL. The work study has further recommended creation of 1 post of SM at SKL for self contained RG and LR. The staffing pattern suggested by the work study report intends to provide self contained RG and LR at both CTM and SKL. The suggested arrangement of staff will reduce the LR % to 14.28% which is abysmally below the prescribed 25% LR. Further the suggested staffing pattern will restrict the grant of leave to the extent of 3 days only in a week.</p> <p>[Note:- Therefore, creation of 1 post of SM at SKL for self contained RG & LR is not warranted]</p> <p>In view of the above fact and to maintain LR % at the prescribed level, the recommendations of draft work study report cannot be agreed upon.</p>
WORK STUDY RECOMMENDATIONS FOR CREATTION OF POSTs		
1	MKK	Creation of 1 Post of SM and 1 post of P.MAN B as recommended by the work study is accepted.
2	MBM	Creation o f 1 Post of P.MAN B as recommended by the work study is accepted.
3	GDY	Creation o f 1 Post of P.MAN B as recommended by the work study is accepted.
4	TBM	Creation of 4 Shunting Master and 3 P.MAN B as recommended by the work study is accepted.
	CTM	Creation o f 1 Post of P.MAN B as recommended by the work study is accepted.

Additional manpower requirements over and above the sanctioned strength which are normally to be factored in by the work study:-

1. At SKL, SM is performing the commercial duties from 2200 hrs to 0600. The movement of express and Goods trains is particularly very high during night hours. Further 3rd Line has been provided and work for 4th line is under progress. In view of the above, and to facilitate safe working and optimum operational efficiency, the post of 2nd SM to work as block SM, in 3 shifts is mandatory. The work study may factor this while considering the finalization of the work study report.
2. The work study report has not recommended any changes in the required strength in respect of Station Masters at TBM. In this regard, following is submitted:
 Total RG and LR recommended by the report= 6
 Utilization of RG is as under:- Sub-0.5, M/L=0.5, RRI=1, Yard =0.5./ Total 2.5.
 Available LR after utilization for RG Purpose- 6-2.5= 3.5.
 LR available as per recommendation of the report = 3.5 LR for 17.5 working posts [15+2.5].
 LR percentage available as per report= 20%
 Therefore 1 post of SM may be increased to raise the LR % to prescribed 25 %.

The following further requirements are placed for consideration before finalizing the work study report.

1. TBM is provided with 2 Supervisory SSs in Level 7 with one exclusively for yard. TBM is a terminal station and a base depot for approximately 80 Guards. TBM is also a train starting station for Mail /Express trains and special trains are planned regularly from TBM. Apart from this, TBM is also catering to loading and unloading of Goods. The responsibilities of SS/Gen is briefly listed as under:
 - General Supervision.
 - Rostering of SMs, Guards, P.Man etc.
 - Ensuring timely deputation of safety category staff for RC and PME.
 - Ensuring availability of essential equipments.
 - Staff matters of Optg and Commercial department
 - Supervision of maintenance and restoration work to ensure safety.
 - Conduct inspections as prescribed.
 - Daily checking of TSR and Authorities.
 - Liasoning with divisional /zonal and depot officers/officials.
 - Monitoring of Goods loading and unloading etc.

Considering the quantum of traffic dealt and diverse responsibilities casted upon SS/[Gen], there is a need for additional post of Dy.SS to cater to staff matters & day to day monitoring of traffic. Already 1 SS is being utilized for the purpose. It is requested that work study may reckon this requirement while finalizing the report.

2. As per G & SR 4.42, Station staffs are mandatorily required to exchange All right signals [ARS] with Crew and Guard from both station as well as off side. The rule provides for SM to exchange ARS from Station Side and P.Man from off side of the Station house. The Stations between MS- TBM have multiple lines and 3rd Line is commissioned between GI-SKL and the entire stretch between TBM to SKL will be connected in near future. With a single P.Man in a shift, practical difficulties are experienced in adhering to G & SR 4.42 provisions. Further there is alarming increase in unsafe conditions being reported in a running Train. Therefore, in the interest of safety, 2 P.Man in a shift may be considered at MKK, STM, PV.GI, CTM and SKL.
3. Previously Securing of EMUs were the responsibility of MM/Gd. Post rolling back incident of MEMU at AJJ in 2016, this responsibility was entrusted upon traffic staff. No additional strength was allotted for this safety activity. At TBM, 3 to 4 EMUs are secured and un-secured on daily basis. Due to no additional manpower, there has been many instances of Skids not removed or properly placed. Therefore in view of safety it is suggested that post of 2 P.Man in two shifts may be created to cater to this activity. This requirement may be factored in while finalizing the work study report.

V. J. W. 09.10.2020
AOM/G/MAS