

दक्षिण पूर्व मध्य रेलवे
SOUTH EAST CENTRAL RAILWAY

कार्यालय
वरिष्ठ उपमहाप्रबंधक, बिलासपुर



Office of the
Sr. Dy. General Manager, Bilaspur.
Tel.No. 64006(Rly), 07752-414229

पत्र सं. No. WS/Rly. Sch.-NIR/NGP/ 1832

दिनांक Dated: 30.12.2020

The Divisional Railway Manager,
S.E.C. Railway,
Nagpur.

Sub: Finalisation of Work Study report on "Review of existing cadre strength vis-a-vis workload of Railway School/Nainpur of Education Department in Nagpur Division".

- Ref.: [1] This office letter no. WS/ Rly. Sch.-NIR/NGP/890 dated 02.11.2020 (Study No.-SEC/12/2020-21).
[2] This office letter no. WS/ Rly. Sch.-NIR/NGP/1001 dated 14.12.2020 .

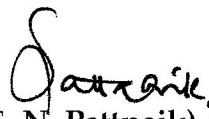
The work study of Railway School/Nainpur (RMHSS/NIR & Mixed Primary School/NIR) of Education Department in Nagpur Division has been conducted to review the existing cadre vis-a-vis workload in view of student strength (declining strength of Railway wards in Railway Schools), norms, improve efficiency by implementing the multi skilling/MTS concept and in order to savings in manpower costs.

Draft study report vide letter under reference[1] was sent to the Office of DRM/NGP & PCPO/SECR followed by one reminder, vide letter under reference [2], addressed to Sr. DPO/NGP to furnish the remarks on the report. But no remarks have been received by this office so far. Hence, the above draft Study report is finalised without any change in recommendations made in the report.

The study report contains recommendation for surrender of 17 surplus vacant posts [PGT-03 (vac), TGT-07 (vac), PST-04 (vac), CT-01 (vac), PET-01 (vac), Waterman-01) in First Phase and remaining 18 live posts after closure of school in 2nd phase (out of total sanctioned 35 posts).

Therefore in view of above, it is requested that suitable instructions may be given to concerned officers for implementation of the work Study report and copy of surrender memorandum may be sent to this office so that progress of implementation of work study can be advised to Railway Board accordingly.

This has the approval of SDGM.


(S. N. Pattnaik) 30/12/2020

Asst. Work Study Officer
For SR. DY. GENERAL MANAGER

Encl: 01 Work Study Report.

Copy along with one copy of work study report is forwarded to:-

- 1) The Executive Director, E&R (ME), Railway Board for kind information.
- 2) Secretary/SECR for kind information of GM.
- 3) PCPO/SECR/BSP for kind information and necessary action.
- 4) Sr. DPO/Nagpur for kind information and necessary action.



SOUTH EAST CENTRAL RAILWAY

WORK STUDY CELL

Work study report on

Review of Existing Work load vis-à-vis Cadre strength of Railway School, Nainpur of Education Department in Nagpur Division

OVER S.E.C. RAILWAY



**WORK STUDY CELL
S. E C. RAILWAY
BILASPUR**

STUDY NO.

SEC/ 12/2020-21

SOUTH EAST CENTRAL RAILWAY

WORK STUDY REPORT

ON

**Review of Existing Cadre strength vis-à-vis Work load of
Railway School, Nainpur of Education Department
in Nagpur Division**

OVER S.E.C. RAILWAY

GUIDED BY

SRI AMIT KUMAR SINGH
SR.DY. GENERAL MANAGER

LED BY

SRI S. N. PATTNAIK
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CONDUCTED BY

SRI S. K. MISHRA
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SRI V. K. SINHA
CH. WORK STUDY INSPECTOR

**WORK STUDY CELL
S. E. C. RAILWAY, BILASPUR**

**STUDY No.
SEC/12/2020-21**

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SUMMARY OF RECOMMENDATION & SUGGESTION

S. #	Description	Para ref.
	On the basis of observations and critical analysis, following recommendation and suggestions are made:	
	<u>RECOMMENDATION:-</u>	
1.	<p>In view of less strength of Railway employee's wards in Rly. Mixed Higher Sec. School/NIR (i.e. 15% Railway wards of Total students), availability of 05 non-Railway schools within 03 KM, considering non-core activity and in order to savings in manpower cost, it is recommended to close down the Railway School/NIR after completion of academic session 2021-22. The admission in class IX & XI may be closed from 2021-22 and so also no fresh admission in any class from academic session 2021-22. In this regard, the provision laid down in MC-18 and other extant rules may be followed.</p> <p>Thus, all 17 posts [PGT-03 (vac), TGT-07 (vac), PST-04 (vac), CT-01 (vac), PET-01 (vac), Waterman-01) out of total sanctioned of 35 posts are found surplus and should be surrendered in First Phase. And remaining 18 live posts should be surrendered in Second Phase after closure of school.</p> <p>After closure of Railway School/NIR, live men(Teaching & Non-Teaching staff) may be redeployed in suitable category in Personnel or other department as per need subject to fulfillment of other terms and conditions (as per extant rules).</p>	3.5.1
2.	The money value of surrendered posts can be utilised for creation of safety & essential posts as per need.	3.5.2
	<u>SUGGESTION:-</u>	
1.	The existing utilization of Contract Teachers on contract basis for Primary, High, Higher section & computer class may be continued till closure of school, if required.	3.5.3

CHAPTER-I

INTRODUCTION

1.0 RAILWAY SCHOOL /NAINPUR/ NAGPUR DIVISION :

- 1.1** Indian Railways has set up Railway schools at various locations across the country primarily with a view to provide better educational facilities to the wards of railway employees.

Earlier, Railway Mixed Higher Secondary School/NIR was affiliated with M.P. Education Board with Hindi medium, further in the year 2014 this school has been affiliated to CBSE. At present the classes from 1 to 12 in English medium are operated in this school.

The study of Railway School/Nainpur (RMHSS/NIR & Mixed Primary School/NIR) in Nagpur Division has been undertaken to review the existing workload and requirement of Teaching and Non-Teaching staff in view of student strength (declining strength of Railway wards in Railway Schools), norms, improve efficiency by implementing the multi skilling/MTS concept and outsourcing/eliminating of non-core activities.

- 1.2** The operating/working expenses are increasing year after year. It is therefore imperative that to keep the working expenses within financially viable limits, the Railways have no alternative but to reduce the expenses from all the corners. The major portion of expenses being staff expenses all out efforts have to be made to curtail it.

Manpower is the most costly and precious resource over Indian Railway and rightsizing is the need of the hour.

Vide Railway Board's L. No. E(MPP)2016/1/59 dated 10.01.2017 regarding "Effecting savings in manpower costs", wherein it has been stated that more non-core activities which are not directly related with train operations and safety can be outsourced.

- 1.3** At present only 02 Railway schools in Nagpur Division are running at Nainpur & Dongargarh under the control of Sr. DPO/NGP. The Railway School/NIR has two separate buildings i.e one for Primary section & other for Middle to Higher Secondary section which is headed by Principal/RMHSS/NIR. The existing status of Railway school/NIR is given below:

Name of School	Location	Estd. Year	Student strength	Std. From -To	Affiliation/ Recognition	Med.	School Timing
Railway Mixed Higher Secondary School, Nainpur.	Near Rly. station, Nainpur	1928	483	VI to XII	CBSE	English	8:20 – 14:30 hrs.
Mixed Primary School/Nainpur		1908		I to V			

1.4 Methodology:

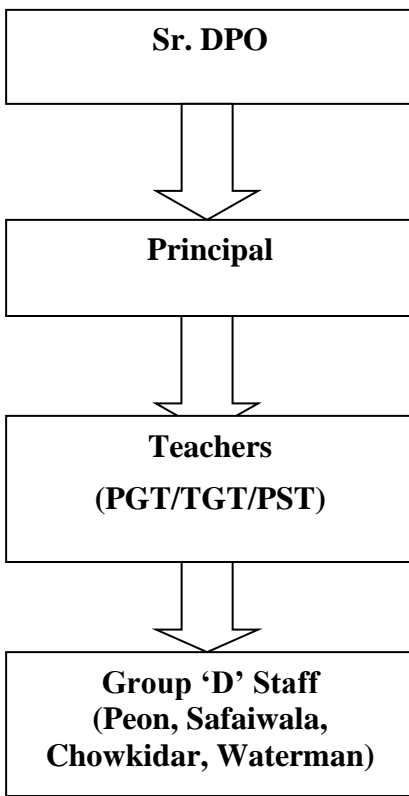
The following methodology has been adopted for conducting the work study:

- (i) Collection of relevant data,
- (ii) Examination of records,
- (iii) Interaction with officers and staff ,
- (iv) Critical Analysis,

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 (v) Outcomes of core activity,
 (vi) Applied norms.

1.5 **Functional Organizational Chart:**

Functional Organization Chart of Railway School/NIR is as under:



CHAPTER-II**2.0 OBSERVATIONS :**

2.1 Staff Position: The cadre strength of Railway School/Nainpur in Nagpur Division vide Sr. DPO/NGP's letter No. P/CAI/EDU/2016/09 dated 22.06.2020 and as per data collected is as under:

Rly. Mixed Higher Sec. School/NIR:						
S#	Category	Level	G.P.	Sanc.	Actual	Vac
1.	Teacher-I (PGT)	8	4800	06	03	03
2.	Teacher-II(Sr. TGT)	8	4800	06	03	03
3.	PTI	8	4800	01	00	01
4.	Craft Teacher	8	4800	01	00	01
5.	Asstt. Teacher (TGT)	7	4600	06	02	04
6.	Jr. Clerk	2	1900	01	01	00
7.	Peon cum Lab Attendant	1	1800	02	00	02
8.	Waterman	1	1800	01	02	-01
9.	Chowkidar	1	1800	01	01	00
10.	Peon	1	1800	01	03	-02
11.	HKA/Safaiwala	1	1800	01	01	00
Total				27	16	11
Rly. Mixed Primary School/NIR:						
S#	Category	Level	G.P.	Sanc.	Actual	Vac
1.	Asstt. Teacher Sr. Grade (PST)	7	4600	04	00	04
2.	Asst. Teacher IV(PST)	6	4200	01	01	00
3.	Peon	1	1800	01	01	00
4.	Waterman	1	1800	01	01	00
5.	HKA/Safaiwala	1	1800	01	01	00
Total				08	04	04
Grand Total				35	20	15
Note: As per discussion with Principal, there were 13 contract teachers working during 2019-20 session. But, this year no contract teachers have been appointed as on date i.e. 08.09.2020.						

100633/2020-08/PSC/MH/SECR Comparative Position of Student strength of Rly. Mixed Higher Secondary School/ Nainpur (including Primary Section) during 2018-19, 2019-20 & 2020-21:

As per data provided vide Sr. DPO/NGP's letter No. P/NGP/Wel/School/2020/02 dated 03.09.2020, the comparative figure of student strength in last 03 years at Railway School/NIR of Nagpur division is given below:

Class		2018-19		2019-20		2020-21	
		Rly.	Non-Rly.	Rly.	Non-Rly.	Rly.	Non-Rly.
Primary Section	I	01	22	01	32	05	10
	II	04	36	01	27	06	37
	III	05	35	04	35	02	28
	IV	08	37	05	36	04	40
	V	09	66	06	36	07	39
Sub Total		27	196	17	166	24	154
Middle	VI	12	31	08	69	08	42
	VII	07	37	11	30	08	67
	VIII	08	38	06	38	12	33
H.S.	IX	10	31	08	41	08	42
	X	08	31	08	22	07	33
Sub Total		45	168	41	200	43	217
H.S.S	XI (Sc. & Comm.)	02	17	02	12	09	22
	XII (SC. & Comm.)	03	14	03	14	02	12
Sub Total		05	31	05	26	11	34
Total		77	395	63	392	78	405
Grand Total		472		455		483	

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2.3 Performance of Rly. Mixed Higher Secondary School/NIR:

Class	2017-18	2018-19	2019-20
I	100%	100%	100%
II	100%	100%	100%
III	100%	100%	100%
IV	100%	100%	100%
V	100%	100%	100%
VI	100%	100%	100%
VII	100%	100%	100%
VIII	100%	100%	100%
IX	74%	73%	83%
X	70%	59%	86%
XI	94%	94%	100%
XII	75%	59%	76%

2.4 Fee Collection particulars of Railway School/NIR in last 03 years:-

Year	Class	No. of student	Fee structure (Yearly)	Fee collected(approx)
2018-19	I-V	223	2300	512900
	VI-VIII	133	3000	399000
	IX-X	80	3600	288000
	XI-XII	36	4500	162000
	Total	472		1361900
2019-20	I-V	183	2300	420900
	VI-VIII	162	3000	486000
	IX-X	79	3600	284400
	X-XII	31	4500	139500
	Total	455		1330800
2020-21	I-V	178	2300	409400
	VI-VIII	170	3000	510000
	IX-X	90	3600	324000
	X-XII	45	4500	202500
	Total	483		1445900

2.5 Infrastructure/Facilities available in Rly. Mixed Higher secondary School (RMHSS)/NIR:

Total Area=25621 Sq. Mts.

Total class - I to XII

Medium of teaching – English/Hindi

Principal of School - N. K. Shukla (In-charge)

No. of Teaching staff = 09 (PGT = 03, Sr. TGT =03, TGT=02, PST=01)

No. of Non-teaching staff (Gr. D)=11

Total no. of students= 483 (Rly.= 78, Non-Rly.= 405)

Streams available- Science & Commerce.

School Time= 8:20 – 14:30 hrs. (For Teachers =8:20 – 15:30 hrs)

Lab facility – Available.

Library facility – Available.

Playground – Available.

Art & Craft Room – Not available

Biometric Attendance System – Available for staff.

CCTV – Available

Smart Class – Available

2.6 Existing Deployment of Teaching & Non-Teaching Staff at Railway School/NIR:

S#	Name	Design.	Activities dealt
Teaching Staff:			
1.	Shri N. K. Shukla	Acting Principal (PGT)	Overall in-charge of school. He also takes class.
2.	Shri Santosh Kr. Yadav	PGT	Teaching to class X to class XII. Examination In-charge of school, CBSE related work.
3.	Shri R. K. Sharma	PGT	Teaching to class X to class XII. Academic & Co-curricular activity related work.
4.	Shri Kameshwar Ram	Sr. TGT	Teaching to class VI to class XII. Sports In-charge of school.
5.	Ku. Sarala Baghel	Sr. TGT	Teaching to class VI to class XII. Cultural activity In-charge of school.
6.	Abid Ahmad	Sr. TGT	Teaching to class VI to class XII. Physics Lab In-charge. Robotics In charge.
7.	Smt. Vinita A. Singh	TGT	Teaching to class VI to class XII. Biology Lab In-charge.
8.	Shri R. R. P. Singh	TGT	Teaching to class VI to class XII. Chemistry Lab In-charge.

100633/2020/06	Shri Vinod Kr. Yadav	PST	Teaching to class I to class VI. Assistant Scout-Guide In-charge.
Non-Teaching Staff:			
10.	Shri Pradeep Kr. Dongre	Jr. Clerk	Carries out the office work, Preparation of Pass/PTO, correspondence work.
11.	Smt. Rita Devi	Peon	Movement of file/register, notice circulation, dispatching letters/documents, attending Principal/Teacher's call, ringing bell & utilized in Lab room during 08:00-14:30 hours.
12.	Smt. Asha Yadav	Peon	
13.	Mateshwari	Peon	
14.	Shri Sukhlal	Peon	
15.	Archana Singh Rathore	Waterman	Serves water to staff & carryout other Gr. 'D' work.
16.	Shri Vinod Kr. Yadav	Waterman	Utilised in light work due to paralyzed.
17.	Sandhya Shukla	Waterman	Assist in office work.
18.	Sanjay Yadav	HKA	Utilised for cleaning of Primary school building & campus.
19.	Rajaram Parte	HKA	Utilised for cleaning of Higher secondary school building & campus.
20.	Shri S. K. Markam	Chowkidar	Utilised as Chowkidar from 18.00-06.00 Hrs.

2.7 Availability of Non-Railway Schools:-

Following Non-Railway schools are situated within 2-3 km. of Railway School/NIR :-

1. Gyan Jyoti Higher Secondary School, Nainpur
2. Govt. Model School, Nainpur
3. Saraswati Higher Secondary School, Nainpur.
4. Govt. Girls Higher Secondary School, Nainpur.
5. Vivekanand Higher Secondary School, Nainpur.

CHAPTER-III**3.0 CRITICAL ANALYSIS & RECOMMENDATIONS :-**

Work Study Team has critically analyzed the requirement of Teaching & Non-Teaching staff based on the existing work load, student strength (declining strength of Railway wards in Railway Schools), outsourcing/eliminating of non-core activities and applied norms. As many Private schools have come up in the surrounding of the Railway areas within 3 km radius, most of the Railway staff are lured by them & due to provision of Children Education Allowance, they approach to admit their wards to these Private schools for better educational facilities. The patronage of Railway schools which were in demand is decreasing day by day.

As per provision of Children Education Allowance, Railway employees get a reimbursement of Rs. 2250/- per child per month i.e. Rs. 27000/- per academic year and Rs. 6750/- per child per month i.e. Rs. 81000/- per academic year in case the child is admitted to Boarding school which encourage the employees to admit their wards in Private schools.

In view of above facts, the assessment of need based requirement of staff for Railway School/Nainpur has been carried out as under:

3.1 First Method [Based on Cost Benefit Analysis]:**3.1.1 Reduction of Student strength:**

The total student strength of Railway school/NIR is 483 out of which only 78 students belong to Railway employee's wards and 405 students belong to non-Railway. The percentage of Railway employee's wards to total student strength is about 15%.

Comparative Particulars of Railway & Non-Railway students:

The student strength of Railway Mixed Higher Secondary school/NIR including Primary section during the year 2018 to 2020 are as under;

Year	Railway employee's children	Non-Railway employees' children	Total	% of Railway children to total students
2018-19	77	395	472	16%
2019-20	63	392	455	14%
2020-21	78	405	483	16%

The above table implies that participation of children of Railway employees in this school is bare minimum i.e. 15%, whereas Railway has to bear the establishment cost of staff of this school which is very high. The public outside Railway are mainly being benefitted out of this school.

Due to the declining strength of Railway wards, there is no justification for the continuance of Railway school/NIR.

3.1.2 Existing Deployment of Teaching & Non-Teaching staff :

At present one Principal is working as overall in-charge of this school. Besides this 09 Teachers (03 PGT, 05 TGT, 01 PST) and 11 non-teaching staff are working in this school. There are 15 posts in different categories lying vacant.

3.1.3 Railway Board's Reference:

Vide Railway Board's letter No. E(W)2000/SC2/Master Circular/18, dated 31.05.2001 wherein it is stated that effort should be made to progressively close down the existing Railway Schools matching the expansion of Kendriya

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Vidyalayas & other non-Railway schools.

In Railway areas where there is a concentration of Railway employees and the educational facilities made available by the State/Central Govt. and local/private agencies are found absent or inadequate to meet the needs of the children/wards of Railway employees, the Ministry of Railways have decided, as a matter of policy, to get established Kendriya Vidyalayas preferably in civil sector in Railway colonies which will, while meeting the needs of the employees reduce our financial burden on the administration of the schools.

There are 05 non-Railway schools available within 2-3 km. of Railway School/Nainpur (Refer Para 2.8).

3.1.4 Analysis of Expenditure and Earning of Railway School/Nainpur:

- I. The existing sanctioned strength of staff in Railway School/NIR is 35 and on roll staff is 20 (20 Departmental + 00 Contract).
- II. Average Yearly Expenditure on Establishment of School staff comes to Rs. 176 Lacs approx plus maintenance cost of Railway School. (details given in Para 4.0).
- III. Average Yearly Income (Fee collected from students) of Railway School/NIR in the year 2019-20 is Rs. 1330800. (details given in Para-2.5)
- IV. Thus, there is huge amount of difference (1,76,38,116 -1330800 =16307316) say **One Sixty Three Lakhs per annum** between expenditure and earning of Railway School/NIR which indicates that presently this school is being run on the huge loss.
- V. Considering the above facts in present scenario, there is need to close down the Railway School/NIR in order to savings in manpower costs.

3.1.5 Vide Railway Board's L. No. E(MPP)2016/1/59 dated 10.01.2017 regarding "Effecting savings in manpower costs", wherein it has been stated that more non-core activities which are not directly related with train operations and safety can be outsourced.

As school activity is a non-core activity in Railway, this activity should be reduced. Hence in view of above, it is recommended to close down the Railway School/NIR after completion of academic session 2021-22. The admission in class IX & XI may be closed from academic session 2021-22 and so also no fresh admission in any class from academic session 2021-22. The present students of this school who are studying in class IX & XI may be continued till academic session 2021-22 so that they can complete their class X & XIIth Board from this school. Moreover, parents of children/students who are studying in class I-VIII may be informed regarding closure of this school well in advance (i.e before commencement of academic session 2021-22) by the school administration so that they can admit their wards in other schools accordingly. However, the existing students of class I-VIII may continue their study in this school till the end of academic session 2020-21.

In this regard, the existing provision envisaged in Master Circular-18 and other extant rules may be followed scrupulously.

After closure of Railway School/NIR, live men (Teaching & Non-Teaching staff) may be redeployed in suitable category in Personnel or other department as per need subject to fulfillment of other terms and conditions (as per extant rules).

Hence, it is recommended that 17 posts (PGT-03 vac, TGT-07 vac, PST-04 vac, CT-01 vac, PET-01 vac, Waterman-01) out of total sanctioned of 35 posts should be surrendered in First Phase. And remaining 18 live posts should be surrendered in Second Phase after closure of school.

3.2.1 **Assessment of Requirement of Teaching staff :**

As per CBSE circular No. 03/10 dated 18.10.2010, the pupil teacher ratio should not exceed 30:1 and section teacher ratio must be 1:1.5.

As per norms of Right of Children to free and Compulsory Education Act, 2009 Part-II Section-I (Section-19 and 25). Existing yard stick for deployment of teaching staff is given below:

“Number of Teachers for class I to V for student between 01-60 is 2, 61-90=03, 91-120=04, 121-200 = 05 and above 200 students, Teacher and Student ratio should be 1:40. And for class VI to VIII, (a) at least one teacher per class so that there shall be at least one Teacher for Science and Mathematics, Social Studies and Language subject, (b) Teacher and Student ratio should be 1:35, (c)One head teacher, one Physical Education Teacher and one Craft teacher for more than 100 student.”

However, a positive attitude has been applied in evolving the requirement of teaching staff vis-à-vis quantum of work of individual employee by taking their work in total and followed a feasible solution to the administration as well as to the employees.

The assessment of Teaching staff is worked out as per norms of CBSE as under:

Total No. of Students=483

Student-Teacher Ratio= 30:1

Requirement of Teachers = Total No. of Students / 30
= 483/30 = 16

Total No. of Teaching Staff required = 16+01 Principal +01 PET+01 CT
=19

Sanctioned cadre of Teaching Staff = 25.

Actual staff = 09

Staff requirement = 19

Identified Surplus Post = 25 – 19 = 06 (vacant).

Thus, the requirement of Teaching staff (PST/TGT/PGT/PET/CT/HM)) at Rly. Mixed Higher Sec. School /NIR comes to 19 against sanctioned of 25. Hence, 06 vacant posts of TGT/PST (TGT-04, PST-02) are found surplus and should be surrendered.

3.2.2 Subject-wise Present & Proposed Requirement of Teaching staff:

S#	Subject	Existing No. of Teacher	Proposed No. of Teacher
1.	Mathematics	03	02
2.	Physics		01
3.	Chemistry		01
4.	Biology		01
5.	Arts	02	03
6.	Commerce	01	01
7.	Economics	00	01
8.	Hindi	01	01
9.	English	01	01
10.	Sanskrit	00	01
11.	PST	01	03
Total		09	16
Note: As per discussion with Principal, there were 13 contract teachers working during 2019-20 session. But, this year (2020-21) no contract teachers have been appointed as on date i.e. 08.09.2020.			

3.2.3 Present & Proposed Requirement of Non- Teaching staff:

At present 10 Gr. D staff (04 Peon, 03 W/Man, 01 Chowkidar & 02 Safaiwala) are working in this school against sanctioned of 09. The Work study team assessed that deployment of 03 water man is not justifiable in modern days as there are so many water equipment like Aqua guard, Water cooler, Water purifier available in market which can be easily procured/installed through SDF (School Development Fund) to meet the requirement and the remaining activities being carried out by deployed waterman can be managed effectively by utilizing other staff as MTS. So out of 02 sanctioned post of Waterman, 01 waterman is justified as per existing work load and the remaining live posts of Waterman being found surplus should be redeployed as per need elsewhere and thus 01 post of waterman should be surrendered.

Present deployment of 04 Peons/ Peon cum Lab Attendant are sufficient to carry out the required activities viz. office work such as movement of file/register, notice circulation, dispatching letters/documents, attending Principal/Teacher's call and ringing bell, as Lab. Attendant, cleaning work & other misc. work. The present deployment of 01 Chowkidar is justified.

Thus applying concept of MTS, requirement of Gr. D staff would be 06 (04 Peons+01 W/man+01 Chowkidar) instead of existing 10 Gr. D staff. They all should be utilized as MTS for multi-task job in school.

100633/2020/O/o. SDGM/HQ/SECR Considering the existing workload, the present deployment of 01 Jr. Clerk is justified

Therefore, 03 post of Non- Teaching staff (Waterman-01 & Safaiwala-02) are found surplus and should be surrendered.

3.2.4 Summary:

Total Sanctioned strength = 35

On Roll strength = 20

Vacancy = 15

Staff requirement = 26

Identified Surplus Post = 35 - 26 = 09 (06 vac).

Thus, the requirement of staff (Teaching/Non-teaching) for Railway School/Nainpur comes to 26 against sanctioned of 35.

Hence, 09 posts (TGT-04 vac, PST-02 vac, Waterman-01 & Safaiwala-02) are found surplus and should be surrendered.

3.3 Conclusion:

Work Study team has adopted two methods for assessment of requirement of staff for Railway School/Nainpur which are as under:

First Method [Based on Cost Benefit Analysis]:

As per details given in Para 3.1, 17 posts (PGT-03 vac, TGT-07 vac, PST-04 vac, CT-01 vac, PET-01 vac, Waterman-01) out of total sanctioned of 35 posts should be surrendered in First Phase. And remaining 18 live posts should be surrendered in Second Phase after closure of school.

Second Method (In view of existing work load & applying norms):

As per details given in Para 3.2, the requirement of Teaching/Non-teaching staff for Railway School/Nainpur comes to 26 against sanctioned of 35. Thus, 09 posts (TGT-04 vac, PST-02 vac, Waterman-01 & Safaiwala-02) are found surplus and should be surrendered.

Comparatively in view of declining strength of Railway wards in Rly. School/NIR and savings in manpower costs, Work study team has considered First Method for calculation of staff required for RMHSS/NIR in Nagpur Division.

3.4 Summary of Sanction, Present & Proposed staff strength of Railway School/Nainpur in Nagpur Division:

100633/2020/O/o.SDEMHQ/SECR

S#	Category	Sanct.	On Roll	No. of Surplus vacant posts to be surrendered in 1 st phase.	No of Surplus posts to be surrendered after closure of the school.
Teaching Staff:					
1.	Principal	00	00	00	00
2.	PGT	06	03	03	03
3.	TGT	12	05	07	05
4.	PST	05	01	04	01
5.	CT	01	00	01	00
6.	PET	01	00	01	00
Total		25	09	16	09
Non-Teaching Staff:					
7.	Jr. Clerk	01	01	00	01
8.	Peon cum Lab Attendant	02	00	00	02
9.	Chowkidar	01	01	00	01
10.	Waterman	02	03	01	01
11.	Peon	02	04	00	02
12.	HKA/Safaiwala	02	02	00	02
13.	MTS	00	00	00	00
		10	11	01	09
Grand Total		35	20	17	18

3.5 RECOMMENDATION & SUGGESTION :

On the basis of above observation and critical analysis, the following recommendations & suggestions are made as under:

- 3.5.1 In view of less strength of Railway employee's wards in Rly. Mixed Higher Sec. School/NIR, availability of 05 non-Railway schools within 03 KM and considering non-core activity & in order to savings in manpower cost, it is recommended to close down the Railway School/NIR after completion of academic session 2021-22. The admission in class IX & XI may be closed from 2021-22 and so also no fresh admission in any class from academic session 2021-22. In this regard, the provision laid down in MC-18 and other extant rules may be followed.

Thus, all 17 posts [PGT-03 (vac), TGT-07 (vac), PST-04 (vac), CT-01 (vac), PET-01 (vac), Waterman-01] out of total sanctioned of 35 posts are found surplus and should be surrendered in First Phase. And remaining 18 live posts should be surrendered in Second Phase after closure of school.

After closure of Railway School/NIR, live men(Teaching & Non-Teaching staff) may be redeployed in suitable category in Personnel or other department as per need subject to fulfillment of other terms and conditions (as per extant rules).

- 3.5.2 The money value of surrendered posts can be utilised for creation of safety & essential posts as per need.

Suggestions:

- 3.5.3 The utilization of Contract Teachers on contract basis for Primary, High, Higher section & computer class may be continued till closure of school, if required.

CHAPTER-IV

4.0 FINANCIAL EVALUATION & RESULTS :**4.1 First Phase: Savings due to surrender of 17 identified surplus posts:-**

Design.	Level (7 th CPC)	G.P. (6 th CPC)	Pay Structu re (7 th CPC)	No. of Post to be surren dered	Mean pay of the level	Cost per Month per staff (Mean Basic pay+ D.A. @ 17%)	Total cost per month (in Rs.)	Total cost per year (in Rs.)
PGT	Level- 8	4800	47600- 151100	03	99350	116240	348720	4184640
TGT	Level- 7	4600	44900- 142400	07	93650	109570	766990	9203880
PST	Level- 6	4200	35400- 112400	04	73900	86463	345852	4150224
Craft Teacher	Level- 6	4200	35400- 112400	01	73900	86463	86463	1037556
PET	Level- 6	4200	35400- 112400	01	73900	86463	86463	1037556
Waterman	Level- 1	1800	18000- 56900	01	37450	43820	43820	525840
TOTAL				17				20139696

Thus, recurring savings to the tune of **Rs. 2,01,39,696** say **Rs. 201 lakhs** Per annum can be achieved due to surrender of 17 posts of PGT/TGT/PST/CT/PET/Waterman from Railway School/Nainpur of Personnel Department/Nagpur Div. and surrender memorandum to be issued by Sr. DPO/NGP.

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surrender of 18 surplus posts after closure

Design.	Level (7 th CPC)	G.P. (6 th CPC)	Pay Structure (7 th CPC)	No. of Post to be surrendered	Mean pay of the level	Cost per Month per staff (Mean Basic pay+ D.A. @17%)	Total cost per month (in Rs.)	Total cost per year (in Rs.)
PGT	Level-8	4800	47600-151100	03	99350	116240	348720	4184640
TGT	Level-7	4600	44900-142400	05	93650	109570	547850	6574200
PST	Level-6	4200	35400-112400	01	73900	86463	86463	1037556
Jr. Clerk	L-2	1900		01		48610	48610	583320
Peon	Level-1	1800	18000-56900	04	37450	43820	175280	2103360
Chowkidar	Level-1	1800	18000-56900	01	37450	43820	43820	525840
Waterman	L-1	1800	18000-56900	01	37450	43820	87640	525840
Safaiwala	Level-1	1800	18000-56900	02	37450	43820	87640	1051680
TOTAL				18				16586436

of School:-

Thus, recurring savings to the tune of **Rs. 165,86,436** say **Rs. 166 lakhs** Per annum can be achieved due to surrender of 18 posts of PGT/TGT/PST/Chowkidar/Safaiwala/Peon/Waterman from Railway School/NIR of Personnel Department/Nagpur Div. and surrender memorandum to be issued by Sr. DPO/NGP.

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