

SOUTH WESTERN RAILWAY



Work Study

on

“ Review of Staff strength of SSE/P.Way Units in UBL Division ”

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The Work-Study team is also thankful to all the supervisory staff of SSE/P.Way Units of UBL Division for their co-operation in carrying out the work-study effectively.

SYNOPSIS

A Work- Study on Review of staff strength in SSE/P.Way Units of UBL Division was conducted in March- 2020. During the study it was noticed that the present sanctioned strength in SSE/P.WAY of UBL Division are **3473 posts** of which **3208** incumbents are available against these sanctioned posts with **265** vacant posts as per the vacancy statement as on 04.05.2020 of Sr.DPO/O/UBL.

As per Dy.CE(G)/UBL office statement dated June -2020 total ETKM of UBL division is – 2941, the same is taken for manpower calculation.

The data collected was evaluated as per Indian Railway Benchmarking current IR average. After critical examination with the existing pattern of work, work study team opines that the requirement of staff under SSE/P.way is **3706** duly applying Railway Board Benchmarking report of Jan -2020 i.e 1.26 men per ETKM (Divisions having more than 2250 ETKM).

It is to ensure judicious assignment of workload to gang staff, uniformity of manpower provision commensurate with work load, optimisation of manpower, improvement of work culture, uniform degree of track maintenance.

However the surrenders are proposed based on the Railway board guidelines as under:

1. Railway Board letter dated; 02.15.07.2020 of Para 6 stating that more non-core activities, which are not directly related with train operations and safety can be outsourced.
2. Railway Board letter dated; 02. 07.2020 of Para 1.(c) stating that 50% of posts of existing vacancies to be surrendered in Non safety.

Optimisation of manpower results in improvement of work culture, and increase in productivity.

TERMS OF REFERENCE

As per the instructions of AGM/SWR, a study on Review of work load of SSE/P.Way units of UBL Divisions was conducted.

The goal was to bring in perceptible changes in day to management from the point of view of improved processes, effective tools/ technology, reduce lead time for entire process and bring in safety & ease to workers.

METHODOLOGY

- Collection of data.
- Railway Boards Benchmarking report.

SUMMARY OF RECOMMENDATIONS

The work-study team collected the details of staff strength of SSE/P.Way Units of UBL Division statement from the office of Sr.DPO/O/UBL and ETKM details from Sr.DEN/Co-ord//O/UBL. The requirement of staff for SSE/P.Way Units of UBL Division was calculated based on the Railway Board Benchmarking report of Jan -2020.

Staff strength of SSE/P.Way Units of UBL Division – 2823 posts as per vacancy position statement of Sr.DPO/O/UBL as on 04.05.2020. Enclosed as (Annexure – I).

ETKM of SSE/P.Way Units of UBL Division - **2941** as per statement of Dy.CE(G)/UBL office statement dated June -2020 Enclosed as (Annexure – II).

The Work Study Team analyzed the Manpower requirement for SSE/P.Way Units of UBL Division based on the Railway Board Benchmarking report of Jan-2020 i.e **1.26** men per ETKM (Divisions having more than 2250 ETKM)
Enclosed as (Annexure – III).

Total sanctioned posts in SSE/P.Way Units of UBL Division (as per vacancy statement of Sr. DPO/UBL)	Actual requirement of staff as per current IR average of JAN-2020
3473	Total ETKM = 2941 2941 x 1.26 = 3705.66 Total requirement = 3706 men

During the study it was noticed that out of **265** vacant posts in SSE/P.Way Units of UBL Sr. DEN/Co-ord/UBL has proposed to surrender **120** vacant posts in SSE/P.Way Units of UBL Division.

CHAPTER - I

Existing Manpower

Sanctioned Staff strength of Track Maintainers in SSE/P.WAY units of UBL Division are as per Sr.DPO/O/UBL vacancy statement as on 04.05.2020 is shown below:-

SL. No.	DESIGNATION	S	A	V
01.	SE/JE P.way/UBL	152	135	17
02.	Track Maintainer Gr-I-IV	3229	3016	213
03.	P.Way Helpers	92	57	35
	Total	3473	3208	265

CHAPTER - II

Work Load

(A) PRIMARY MAINTENANCE:

These are directly related to P.Way maintenance, needing manpower based on continuous length of track, further classified as follows:

(i) Activities T (Affected by Traffic Density: These are aimed at achieving safety and acceptable running quality, commensurate with the loads and speeds carried.

(ii) Activities R (Routine: Unaffected by Traffic Density): These are for maintaining track, formation and other integrated assets, which are of routine nature, but quite important for train operation and for achieving reliability and long life of assets.

B) AUXILIARY MAINTENANCE ACTIVITIES:

These are related to upkeep of P.Way section as a whole, needing manpower based on localised problems, special features and geographical nature of P.Way section, further classifies as follows:

(i) Activities M (Miscellaneous): For these activities, the quantum of work arising in the P.Way section can be assessed on a universally adoptable basis and the yardstick relating mandays requirement to output is rationally stipulated for each subactivity.

(ii) Activities S (Site-specific): For these activities, the quantum of work arising varies from location to location depending on site-specific features of the P.Way section and the yardstick is stipulated generally based on past experience.

Each of the activity T, R, M & S may be further broke down into sub-activities.

As regards Activity T and R, the subactivities will be as follows:

ACTIVITY –T

AFFECTED BY TRAFFIC DENSITY

Machine packed track (non-suburban)

(1) Slack attention to

- a. Bad spots
- b. Low joints, (FP or welded), Glued joints
- c. SEJ (1 No. per km.)
- d. Minor curve realignment

(2) For tie tamper working

- a. Pretamping operations
- b. Along with tamper
- c. Post tamping operations

(3) Casual Renewal of

- a. Rails
- b. Sleepers
- c. Fasteners (along with regauging)

(4) Repair Welding

ACTIVITY- R

UNAFFECTED BY TRAFFIC DENSITY Machine packed track (non-suburban)

- (1). Lubrication of ERCs
- (2). Shallow Screening (1/5 length)
- (3). Loading, leading, unloading
- (4). Overhauling of level crossing
- (5). Watching caution spots & Miscellaneous
- (6). Tree cutting for visibility
- (7). Lubrication of rails in curves
- (8). Accident relief and carcass removal in runover cases
- (9). Bridge sleeper attention & renewal
- (10). Pre monsoon attention, such as clearing of drains and waterways, cess repairs, deweeding of track and attention to cuttings and trolley refuges.
- (11). Creep pulling (approaches of bridge, turnout)
- (12). Rectifying damage to L/C posts and gates

As regards Activity M, the subactivities will be as follows and these are common for any of the three types of track.

- (1). Monsoon patrolling
- (2). Hot weather patrolling for LWR track
- (3). Cold weather patrolling for LWR track
- (4). Watching of vulnerable locations
- (5). Gate keeping at Engineering level crossings
- (6). Rest giving for keymen
- (7). Waterman duty (to serve the gang)
- (8). Store watchman duty (at isolated locations of P.Way material store)

As regards Activity S, the subactivities will be as follows and these are common for any of the three types of track.

- (1). Tunnel maintenance
- (2). Bridge substructure maintenance
- (3). Long girder bridge maintenance
- (4). Extra workload due to very sharp curves, deep cuttings and steep gradients.
- (5). Maintenance of track on extremely bad formation.
- (6). Look-out man duty (for the safety of gang)
- (7). Fog signal man duty (to assist Traffic Department)
- (8). Filth removal from track (within city limits)
- (9). Security patrolling
- (10). Watching of water level in suburban section during monsoon and stopping of trains as soon as found necessary.

CHAPTER – III

CONCLUSION:

SSE/P.Way units of UBL division is having total sanctioned posts for track maintenances is **3473** posts to man the UBL Division for **2941** ETKM.

Work study team concluded with surrender of **120** vacant posts from **265** vacant posts under SSE/P.Way Units of UBL Division and the money value obtained from these surrenders may be utilised for the creation of posts for the new assets and safety category.

CHAPTER – IV

FINANCIAL IMPLICATIONS:

Implementation of work study recommendations, SWR can save **Rs. 63095760.00/-** per annum is shown below:-

SL. No.	Category	S	A	V	No. of vacant posts recommended for surrender	Emoluments per month in Rs.	Total Emoluments per annum in Rs.
1.	SE/JE P.Way/UBL	152	135	17	Nil	-----	-----
2.	Track Maintainer Gr-I-IV	3229	3016	213	120	5257980.00	63095760.00
3.	P.Way Helpers	92	57	35	Nil	-----	-----
	Total	3473	3208	265	120	-----	63095760.00

ANNEXURES

Sl. No.	Description	Annexure
1.	Vacancy statement as on 01.05.2020 of SSE/P.Way Units of UBL Division as per Sr.DPO/O/UBL.	I
2.	ETKM details as per Dy.CE(G)/O/UBL	II
3.	Railway Board Benchmarking report of Jan -2020	III