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.-BSP/BSP/ 515

दिनांक Dated: 30.06.2021

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

Sub: Work Study on "Review of existing cadre strength vis-a-vis workload of Railway Schools/Bilaspur of Education Department in Bilaspur Division".

Ref.: This office letter No. WS/ Rly. Sch.-BSP/283, dated 23.03.2021.

The work study of Railway Schools/Bilaspur (RMHSS No.1/BSP, RMHSS No.2/BSP, RMPS/Budhwari Bazar/BSP & RMPS/Loco Colony/BSP) of Education Department in Bilaspur Division has been conducted to review the existing cadre strength vis-a-vis workload in view of student strength (declining strength of Railway wards in Railway Schools), norms/yardstick, need based requirement of Teaching and Non-Teaching staff, outsourcing/eliminating of non-core activities and cost benefit analysis. Draft work study report vide this office letter dated 23.03.2021 was sent to DRM/BSP & PCPO for offering remarks. Further, a reminder addressed to Sr. DPO/BSP vide this office letter dated 17.05.2021 & 22.06.2021 was also sent to furnish the remarks. But no remarks have been received so far. Hence, the draft study report is finalised.

The work study report contains recommendation for surrender of 24 surplus vacant posts (HM-04, TGT-03, PST-07, PET-01, Demonstator-03, Game Attendant-01, Waterman-01, Chowkidar-01 & Safaiwala-03) out of total sanctioned of 174 posts in First Phase. And after closure of Railway Mixed Primary School/Loco Colony/BSP, 12 posts (HM-01, PST-07, Peon-01, Safaiwala-01, Waterman-01, Chowkidar-01) should be surrendered in Phase-II from Education Department of Bilaspur Division.

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.

Pattnaik
(S. N. Pattnaik) 30/6/2021
Asst. Work Study Officer
For SR. DY. GENERAL MANAGER

Encl: 1 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 please.
4) Sr. DPO/BSP for information and necessary action please.

SOUTH EAST CENTRAL RAILWAY

WORK STUDY CELL

Work study report on

Review of Existing Work load vis-à-vis Cadre strength of Railway Schools/Bilaspur of Education Department in Bilaspur Division

Over S. E. C. *Railway*

WORK STUDY CELL
S. E C. RAILWAY
BILASPUR

STUDY NO.

SECR/05/2021-22

SOUTH EAST CENTRAL RAILWAY

A

WORK STUDY REPORT

ON

Review of Existing Cadre strength vis-à-vis Work load of Railway Schools/Bilaspur of Education Department in Bilaspur Division

OVER S.E.C. RAILWAY

GUIDED BY
SRI AJAY SINGH
SR.DY. GENERAL MANAGER

LED BY
SRI S. N. PATTNAIK
ASST. WORK STUDY OFFICER

CONDUCTED BY

SRI S. K. MISHRA
WORK STUDY INSPECTOR

SRI V. K. SINHA
CH. WORK STUDY INSPECTOR

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

STUDY No.
SEC/05/2021-22

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SUMMARY OF RECOMMENDATIONS & SUGGESTIONS

S. No.	Description	Para ref.
On the basis of observations and critical analysis, following recommendation and suggestions are made:		
RECOMMENDATIONS:-		
1	**Railway Higher Secondary School No.-01/BSP:** As per details given in Para 3.1.1, total requirement of Teaching & Non-Teaching staff for Railway Higher Sec. School –No.1/BSP comes to 73 against sanctioned of 86. Hence, 13 vacant posts (HM-02, TGT-03, PST-04, PET-01, Demonstrator-01, Safaiwala-02) are found surplus and should be surrendered.	3.4.1
2	**Railway Higher Secondary School No.-02/BSP:** As per details given in Para 3.1.2, total requirement of Teaching & Non-Teaching staff for Railway Higher Sec. School –No.2/BSP comes to 49 against sanctioned of 54. Hence, 05 vacant posts (HM-01, Demonstrator-02, Safaiwala-01, Game Attendant-01) are found surplus and should be surrendered.	3.4.2
3	**Railway Mixed Primary School, Loco Colony/BSP:** In view of less strength of Railway wards in Railway Mixed Primary School/Loco Colony/BSP (i.e. 20% Railway wards of Total students), availability of 10 non-Railway schools including Kendriya Vidyalaya & 02 Railway Schools within 04 KM, considering non-core activity and in order to savings in manpower cost, it is recommended to close down the Railway Mixed Primary School/Loco Colony/BSP after completion of academic session 2021-22. The admission in class V 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, 03 vacant posts of PST out of total sanctioned of 15 posts are found surplus and should be surrendered in First Phase. And remaining 12 posts (HM-01, PST-07, Peon-01, Safaiwala-01, Waterman-01, Chowkidar-01) should be surrendered in Second Phase after closure of school. After closure of Railway Mixed Primary School/Loco Colony/BSP, live men (Teaching & Non-Teaching staff) may be redeployed in Railway Higher Secondary School/BSP against vacancies as per need and extant rules.	3.4.3
4.	**Railway Mixed Primary School, Budhwari Bazar/BSP:** As per details given in Para 3.1.4, total requirement of Teaching & Non-Teaching staff for Railway Mixed Primary School/Budhwari Bazar/BSP comes to 16 against sanctioned of 19. Hence, 03 vacant posts (HM-01, Waterman-01, Chowkidar-01) are found surplus and should be surrendered.	3.4.4
	Therefore keeping in view of existing workload, declining strength of Railway wards in Railway schools, availability of Kendriya Vidyalaya & other non-Railway schools, outsourcing activities and cost benefit analysis, total requirement of Teaching/Non-teaching staff for Railway Schools/Bilaspur comes to 150 against sanctioned of 174. Hence, 24 vacant posts (HM-04, TGT-03, PST-07, PET-01, Demonstator-03, Game Attendant-01, Waterman-01, Chowkidar-01 & Safaiwala-03) identified as surplus should be surrendered in phase- I. And after closure of Railway Mixed Primary School/Loco Colony/BSP, 12 posts (HM-01, PST-07, Peon-01, Safaiwala-01, Waterman-01, Chowkidar-01) should be surrendered in Phase-II from Education Department of Bilaspur Division.	

5.	The money value of surrendered posts can be utilised for creation of safety & essential posts as per need and extant rules.	3.4.5
6.	It is recommended that all the existing Gr. D categories (Peon, Water man, Lab Attendant, Safaiwala, Chowkidar, Mali) should be categorized as MTS (Multi-Tasking Staff) so that their services can be utilized efficiently for multi-task activities.	3.4.6
SUGGESTIONS:-		
1.	The existing utilization of Contractual Teachers and Group "D" staff on contract basis in RHSS No.1, 2 & MPS/Budhwari/BSP should be continued since it is cost effective and managed through Personnel Deptt. or School Development Fund.	3.4.7
2.	There should be a uniform academic calendar i.e. Syllabus, Examination date, working culture for all Railway Schools over SECR for better planning and achievement of objectives which may be planned by PCPO office.	3.4.8
3.	Considering present scenario, Fees structure of Railway Schools/BSP can be increased for the development of infrastructure of the schools which may be planned by Division.	3.4.9
4.	Teachers should be trained by the NCERT from time to time to improve their professional competency.	3.4.10
5.	There should be periodical transfer of Teaching staff in all Railway schools.	3.4.11

CHAPTER-I
INTRODUCTION

1.0 RAILWAY SCHOOLS /BILASPUR/ BILASPUR DIVISION :

1.1 Indian Railways have 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.

The study of Railway Schools/Bilaspur (RMHSS No.1/BSP, RMHSS No.2/BSP, RMPS/Budhwari Bazar/BSP & RMPS/Loco Colony/BSP) in Bilaspur Division has been undertaken to review the existing workload and need based requirement of Teaching and Non-Teaching staff in view of student strength (declining strength of Railway wards in Railway Schools), norms/yardstick, 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, 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.

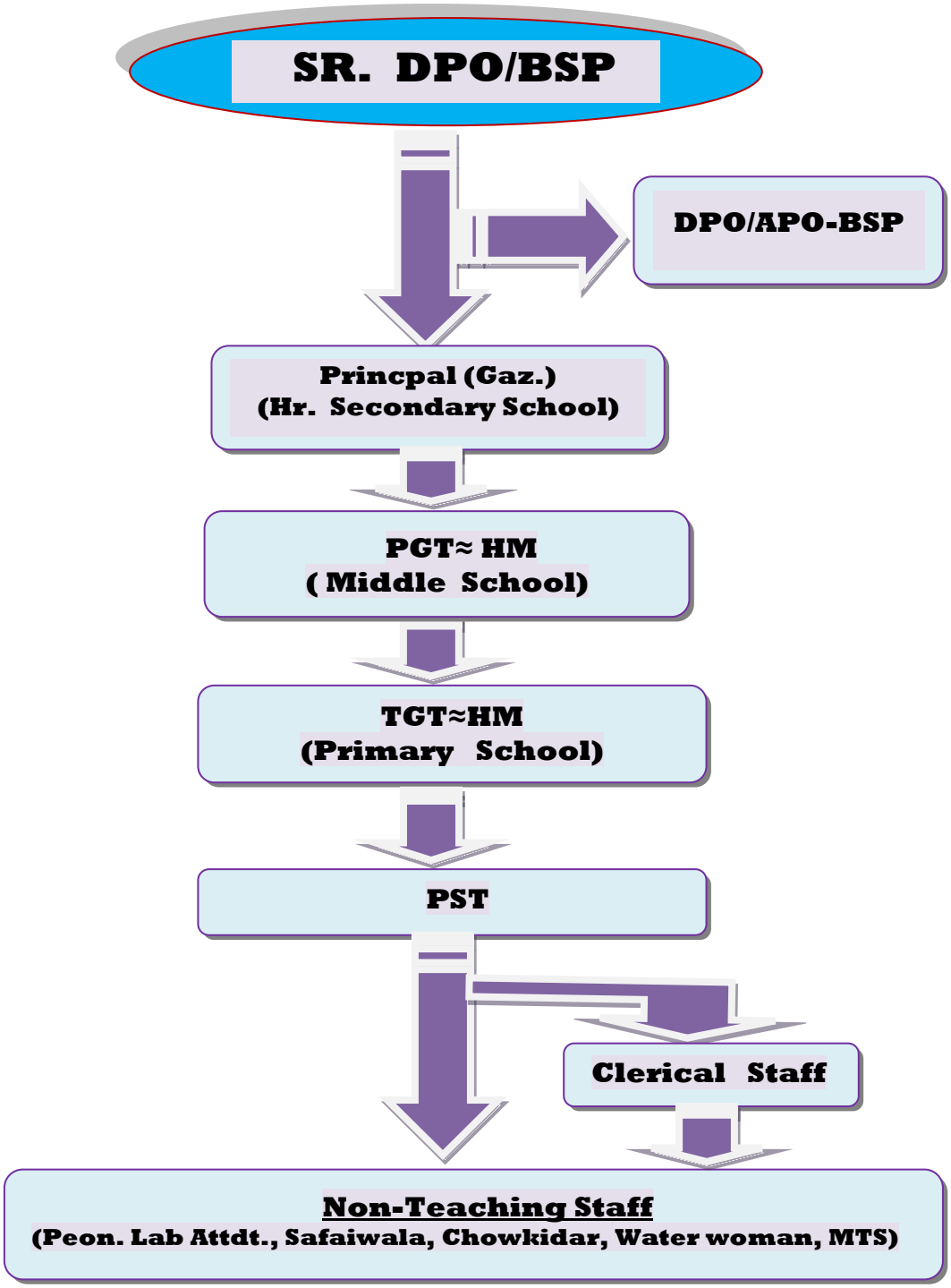
Vide Railway Board's L. No. E(MPP)2016/1/59 dated 10.01.2017 regarding "Effecting savings in manpower costs", wherein it has been stated that more non-core activities which are not directly related with train operations and safety can be outsourced.

1.3 At present 04 Railway schools are running in Bilaspur under the control of Sr. DPO/BSP. The Railway Schools are headed by Principal/Head Master. The existing status of Railway schools in Bilaspur is given below:

S#	Name of School	Location	Estd. Year	Student strength	Standard From-To	Affiliation/ Recognition	Medium
1.	Railway Higher Secondary School **No.1**/Bilaspur	BSP	1903	1474	I to XII	CBSE	English
2.	Railway Higher Secondary School - **No.2**/BSP	BSP	1902	771	VI to XII	CBSE	English
3.	Railway Mixed Primary School, **Budhwari Bazaar**/BSP.	BSP	1919	578	I to V	CBSE	English
4.	Railway Mixed Primary School, **Loco Colony**/ BSP	BSP	1957	201	I to V	CBSE	English

1.4 Functional Organizational Chart:

Functional Organization Chart of Railway Schools/BSP is as under:



1.5 Methodology:

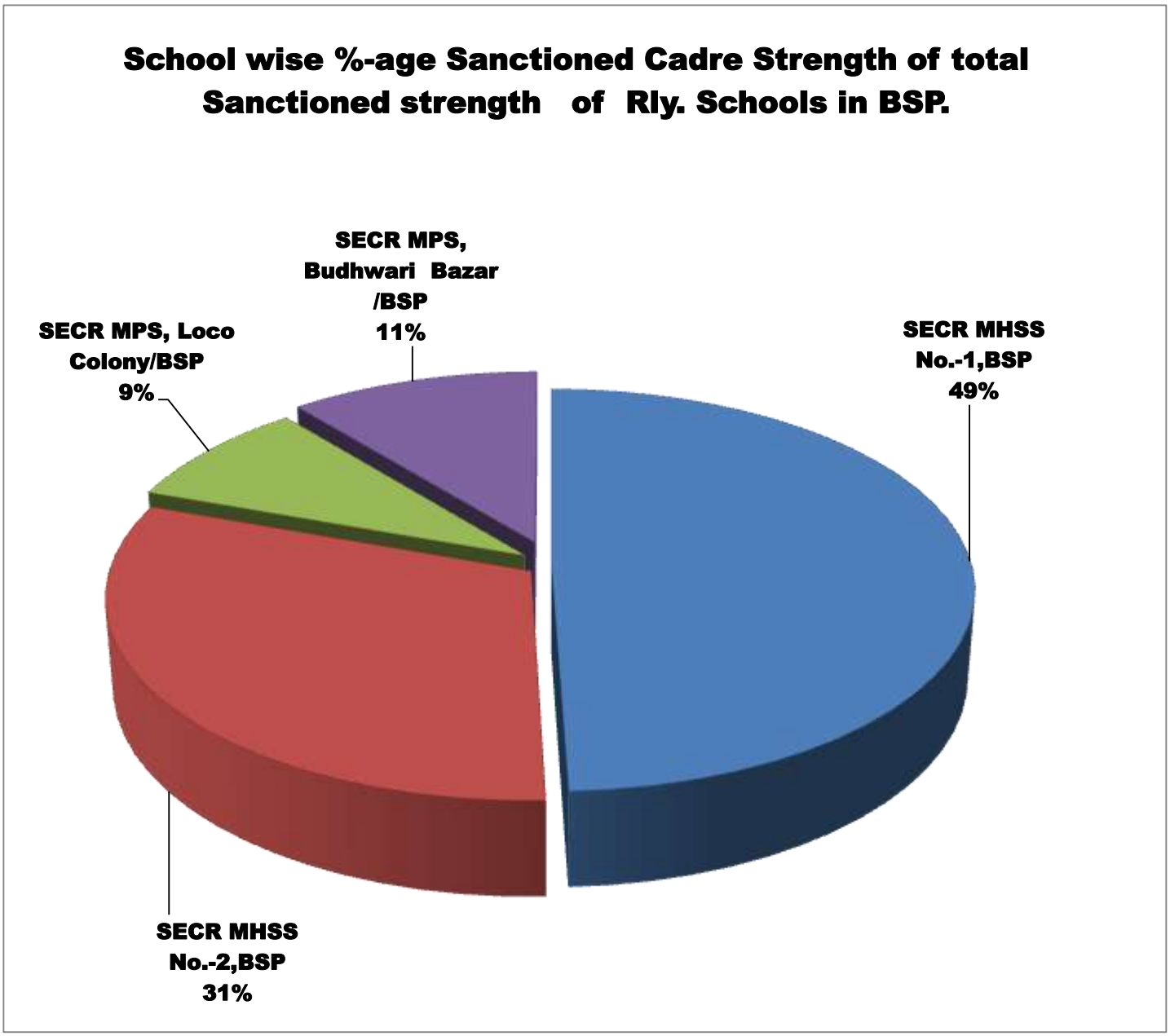
The following methodology has been adopted for conducting the work study:

(i) Collection of relevant data,
(ii) Examination of records,
(iii) Interaction with officers and staff, ,
(iv) Critical Analysis,
(v) Outsourcing of non-core activity,
(vi) Applied norms/Yardstick.
(vii) Assessment of Need based requirement of staff.

CHAPTER-II

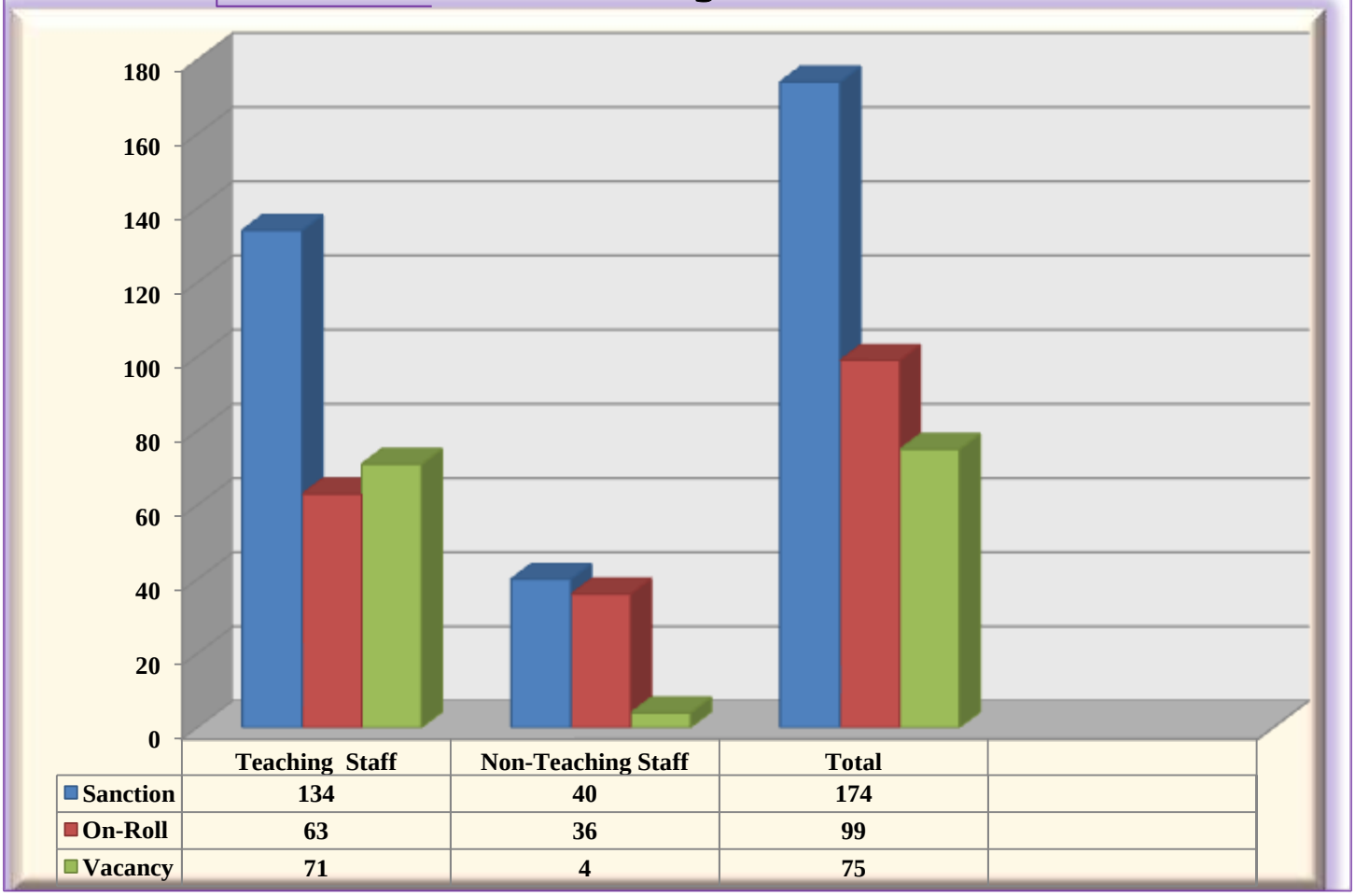
2.0	**OBSERVATIONS :**
2.1	**Cadre Position:** The cadre strength of Railway Schools/Bilaspur vide Sr. DPO/BSP's Letter No. E/SA/Edu./Misc./Pt.-III dated 24.11.2020 and as per data collected is as under:
	Overall Cadre strength of Railway Schools existing in Bilaspur area:

School's Name	Sanction	Actual	Vacancy	%-age of total School's cadre strength
SECR Higher Sec. School No.-1/ BSP	86	44	42	**49 %**
SECR Higher Sec. School No.-2/BSP	54	39	15	**31 %**
SECR Mixed Primary School, Loco colony/BSP	15	08	07	**9 %**
SECR Mixed Primary School, Budhwari Bazar /BSP	19	08	11	**11 %**
TOTAL	**174**	**99**	**75**	



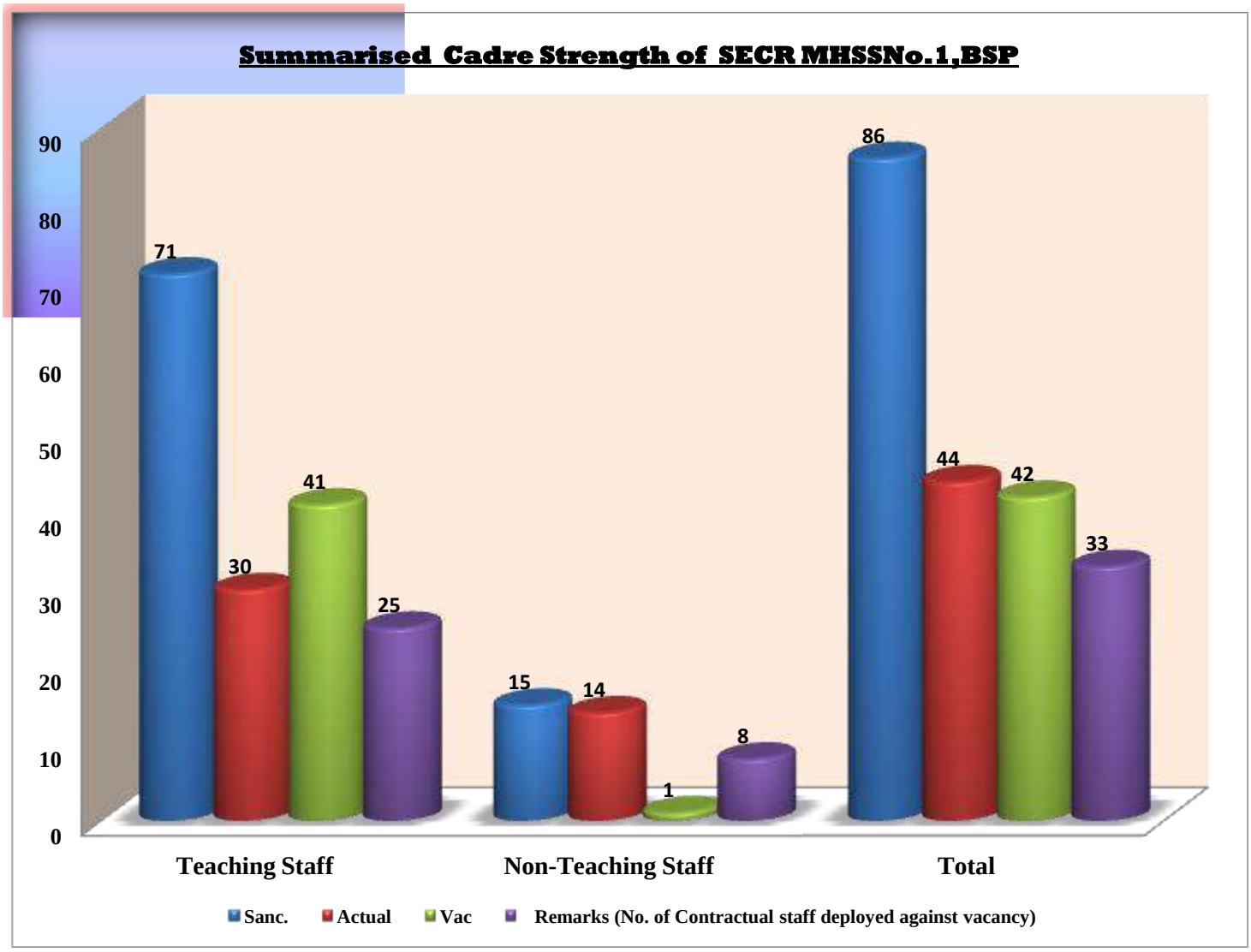
2.1.1	**Consolidated Cadre Position of all the existing Railway Schools/BSP under Education Department/Bilaspur Division (Excluding Railway School/SDL):**				
S#	**Category**	**Level**	**Sanction**	**On Roll**	**Vacancy**
Teaching Staff :					
1.	Principal	12	02	02	00
2.	HM	7,8	06	02	04
3.	PGT	8	23	15	08
4.	TGT	7,8	47	27	20
5.	PST	6,7	48	13	35
6.	CT	7	02	02	00
7.	PET	7	03	02	01
8.	Demonstrator	7	03	00	03
Sub-Total			**134**	**63**	**71**
Non-Teaching Staff:					
8.	Librarian	6	02	02	00
9.	OS/Sr. Clerk	6	02	02	00
10.	Lab/Game Attendant	1	07	06	01
11.	Chowkidar	1	07	05	02
12.	Waterman	1	06	06	00
13.	Peon/Gen. Asstt.	1	08	09	-01
14.	HKA/Safaiwala	1	06	04	02
15.	Mali	1	02	02	00
Sub-Total			**40**	**36**	**04**
Grand Total			**174**	**99**	**75**

Consolidate Cadre srength of all RLY. Schools in Bilaspur area at a glance :-

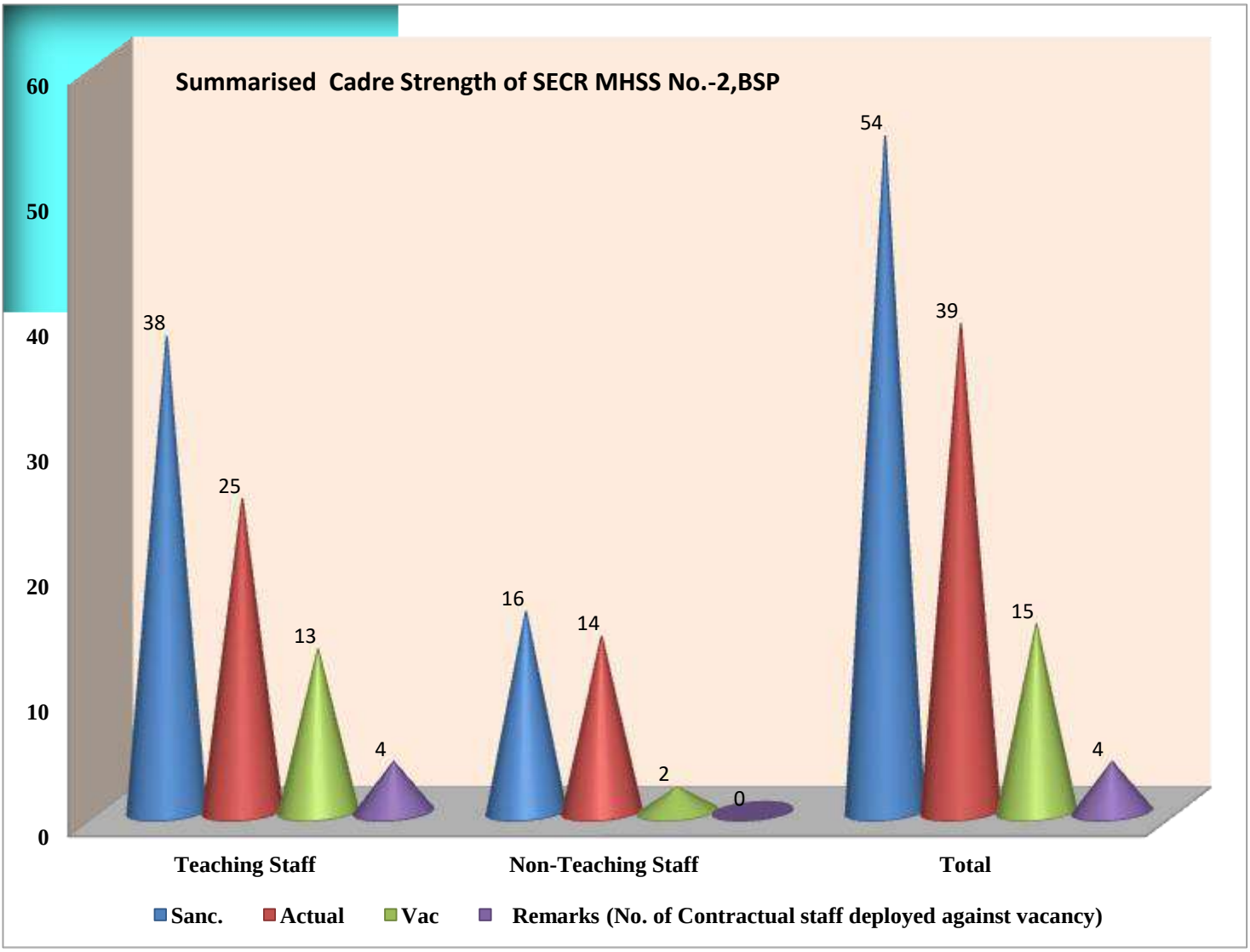


2.1.2 School-wise Cadre Position of Railway Schools in Bilaspur :

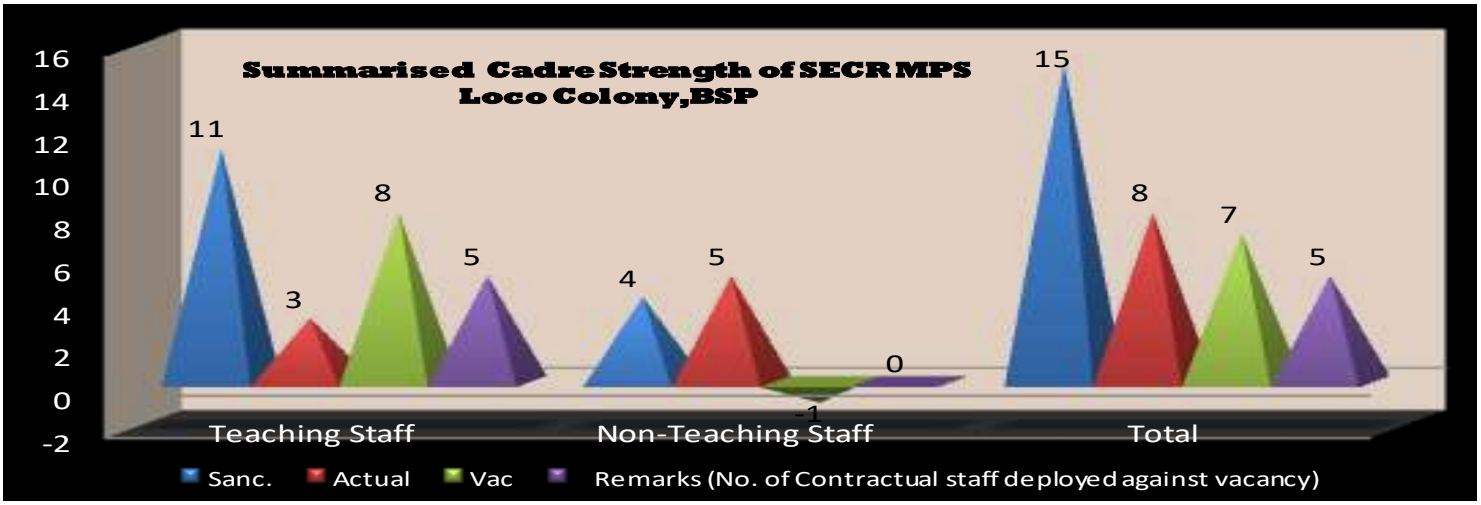
S#	Category	P.B.	G.P.	Sanc.	Actual	Vac	Remarks (No. of Contractual staff deployed against vacancy)
A. SEC Railway Higher Sec. School, No.1/BSP :							
Teaching Staff :							
1.	Principal	9300-34800	5400	01	01	00	00
2.	HM	9300-34800	4600	02	00	02	00
3.	PGT	9300-34800	4800	12	06	06	06
4.	TGT	9300-34800	4600	26	14	12	07
5.	PST	9300-34800	4200	26	07	19	12
6.	Craft Teacher	9300-34800	4200	01	01	00	00
7.	PET	9300-34800	4200	02	01	01	00
8.	Demonstrator	9300-34800	4600	01	00	01	00
Sub Total				**71**	**30**	**41**	**25**
Non-Teaching Staff :							
1.	Librarian	9300-34800	4600	01	01	00	00
2.	Sr. Clerk	5200-20200	2800	01	01	00	00
3.	Gen.Asst./Peon	5200-20200	1800	03	04	-01	01
4.	Lab. Attendant	5200-20200	1800	03	03	00	00
5.	HKA/Safaiwala	5200-20200	1800	02	01	01	05
6.	Waterman	5200-20200	1800	02	03	-01	00
7.	Chowkidar	5200-20200	1800	03	01	02	02
Sub Total				**15**	**14**	**01**	**08**
Total				**86**	**44**	**42**	**33**



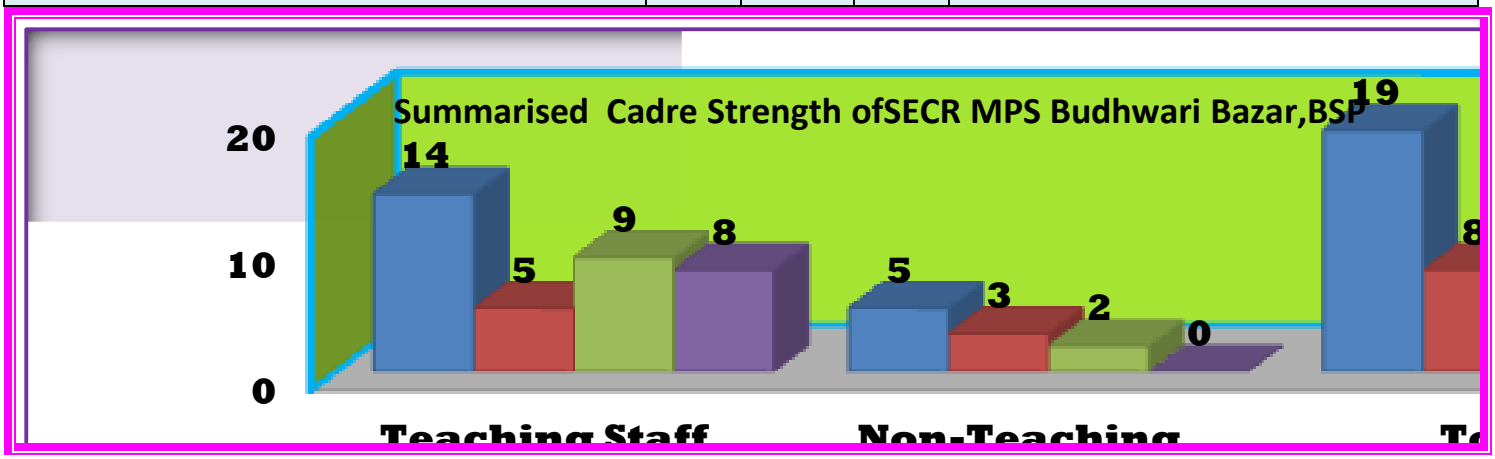
S#	Category	P.B.	G.P.	Sanc.	Actual	Vac	Remarks (No. of Contractual staff deployed against vacancy)
B. SEC Railway Higher Sec. School (No.2)/BSP:							
Teaching Staff :							
1.	Principal	9300-34800	5400	01	01	00	00
2.	HM	9300-34800	4800	01	00	01	00
3.	PGT	9300-34800	4800	11	09	02	02
4.	TGT	9300-34800	4600	21	13	08	02
5.	PET	9300-34800	4200	01	01	00	00
6.	Craft Teacher	9300-34800	4200	01	01	00	00
7.	Demonstrator	9300-34800	4600	02	00	02	00
Sub Total				**38**	**25**	**13**	**04**
Non-Teaching Staff :							
1.	Librarian	9300-34800	4600	01	01	00	00
2.	OS	9300-34800	4200	01	01	00	00
3.	Gen. Asst./Peon	5200-20200	1800	03	03	00	00
4.	Lab./Game Attendant	5200-20200	1800	04	03	01	00
5.	HKA/Safaiwala	5200-20200	1800	02	01	01	00
6.	Waterman	5200-20200	1800	02	02	00	00
7.	Chowkidar	5200-20200	1800	02	02	00	00
8	Mali	5200-20200	1800	01	01	00	00
Sub Total				**16**	**14**	**02**	**00**
Total				**54**	**39**	**15**	**04**



S#	Category	P.B.	G.P.	Sanc.	Actual	Vac	Remarks (No. of Contractual staff deployed against vacancy)
C. Railway Mixed Primary School, Loco Colony/BSP:							
Teaching Staff:							
1.	Head Master	9300-34800	4800	01	01	00	00
2.	PST	9300-34800	4800	10	02	08	05
Sub Total				**11**	**03**	**08**	**05**
Non-Teaching Staff:							
1.	Gen. Asst./Peon	5200-20200	1800	01	01	00	00
2.	HKA/Safaiwala	5200-20200	1800	01	01	00	00
3.	Waterman	5200-20200	1800	01	01	00	00
4.	Chowkidar	5200-20200	1800	01	02	-01	00
Sub Total				**04**	**05**	**-01**	**00**
Total				**15**	**08**	**07**	**05**



S#	Category	P.B.	G.P.	Sanc.	Actual	Vac	Remarks (No. of Contractual staff deployed against vacancy)
D. Railway Mixed Primary School, Budhwari Bazar/BSP:							
Teaching Staff:							
1.	Head Master	9300-34800	4600	02	01	01	00
2.	PST	9300-34800	4200	12	04	08	08
Sub Total				**14**	**05**	**09**	**08**
Non-Teaching Staff:							
1.	Gen. Asst./Peon	5200-20200	1800	01	01	00	00
2.	HKA/Safaiwala	5200-20200	1800	01	01	00	00
3.	Waterman	5200-20200	1800	01	00	01	00
4.	Chowkidar	5200-20200	1800	01	00	01	00
5.	Mali	5200-20200	1800	01	01	00	00
Sub Total				**05**	**03**	**02**	**00**
Total				**19**	**08**	**11**	**08**



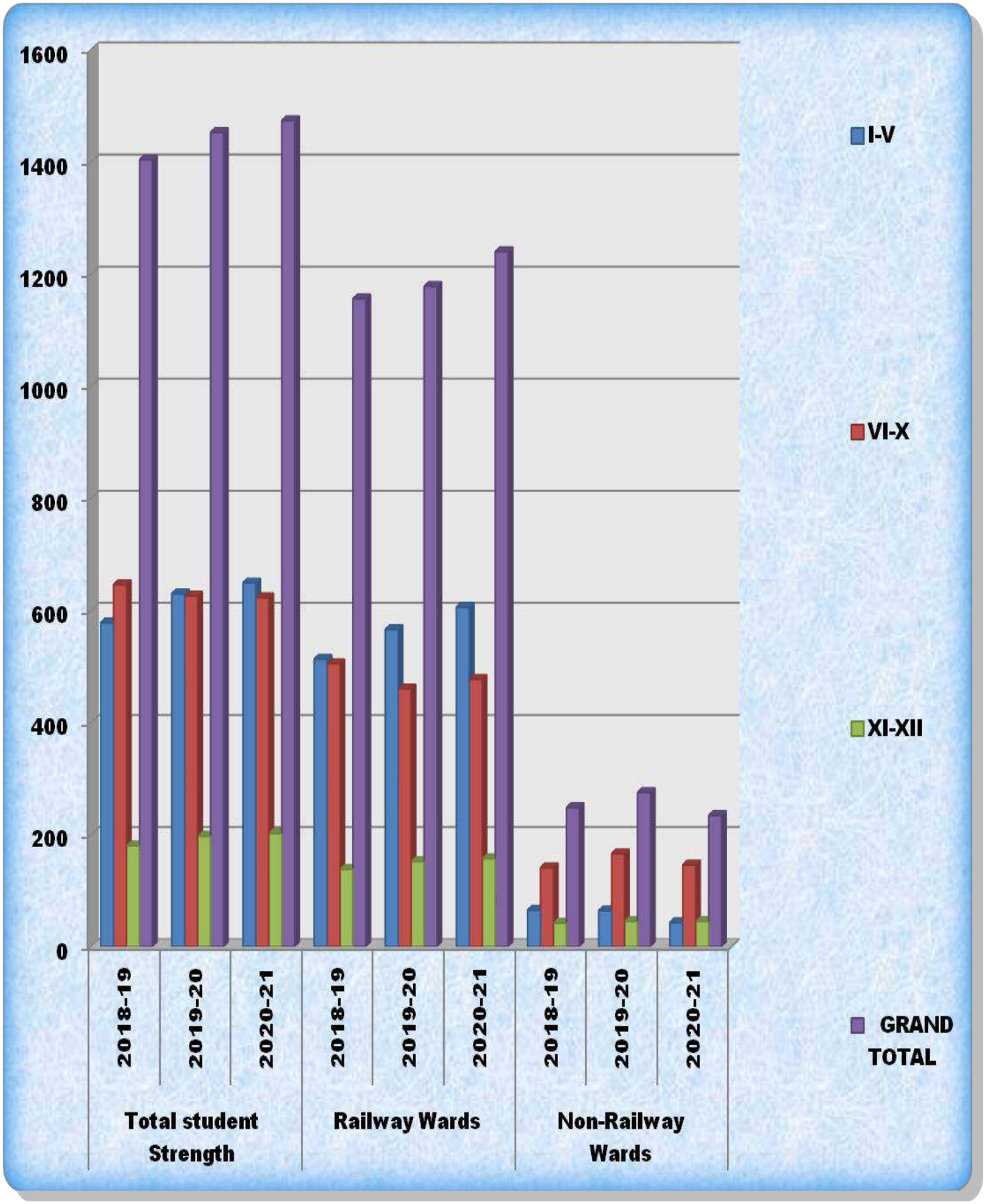
2.2 Comparative Position of Student strength of Railway Schools/Bilaspur during 2018-19, 2019-20 & 2020-21:

As per data provided vide Sr. DPO/BSP's letter dated 24.11.2020, the comparative position of student strength in last 03 years at Railway Schools/BSP of Bilaspur Division is given below:

I. SECR Higher Sec. School No.-1, BSP :

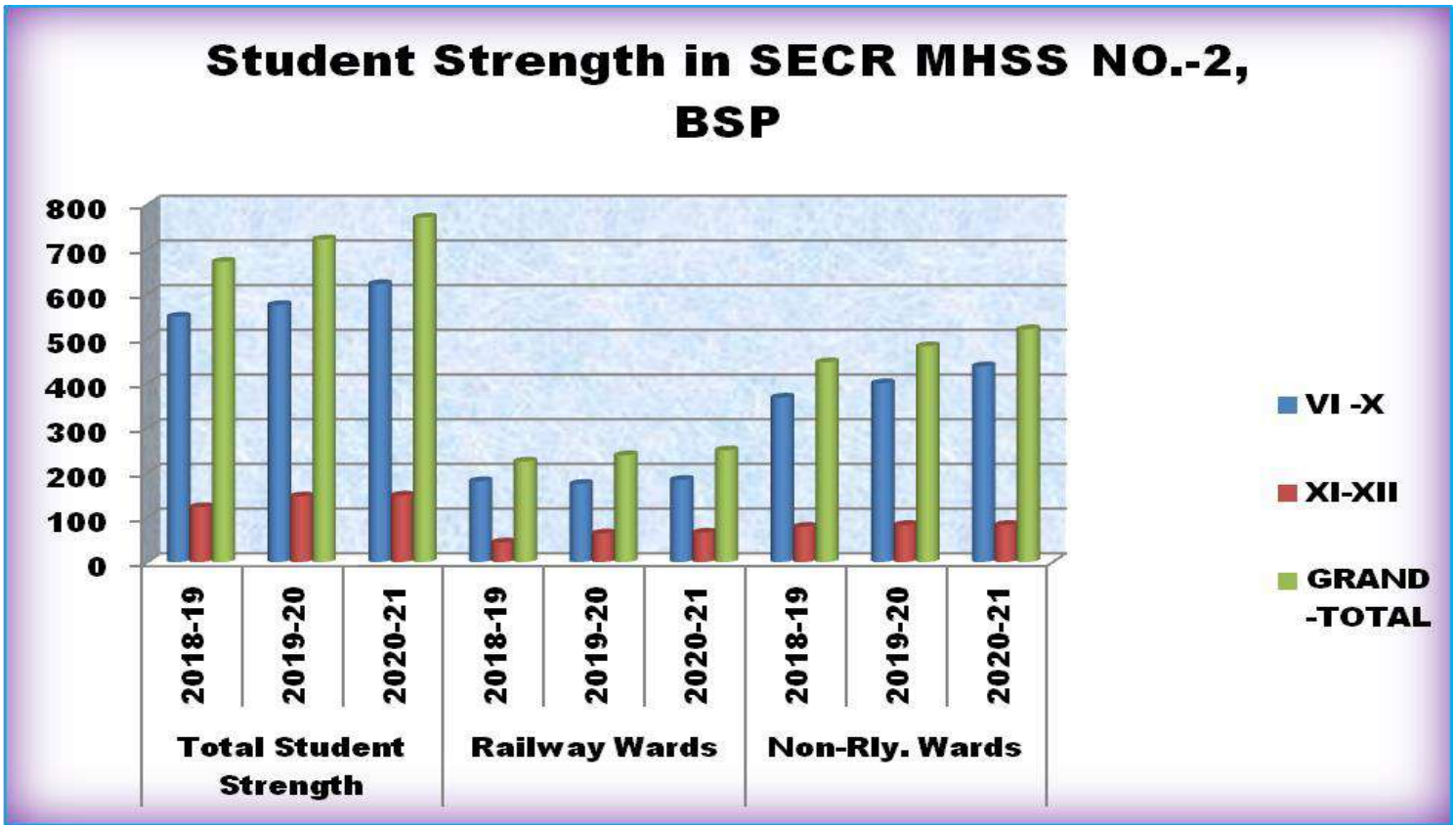
Class	Section	Student Strength			Railway Wards			Non-Rly. Wards		
		2018-19	2019-20	2020-21	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
I	A	43	35	39	42	34	39	01	01	00
	B	42	35	39	40	34	39	02	01	00
	C	30	35	39	30	34	39	00	01	00
	D	00	35	39	00	32	26	00	03	13
II	A	42	41	34	42	38	33	00	03	01
	B	42	41	32	39	40	31	03	01	01
	C	30	40	35	30	38	34	00	02	01
	D	00	00	34	00	00	32	00	00	02
III	A	41	40	39	35	39	37	06	01	02
	B	42	41	41	38	39	40	04	02	01
	C	29	40	41	24	38	39	05	02	02
IV	A	45	39	38	43	33	38	02	06	00
	B	42	42	41	39	34	39	03	08	02
	C	31	38	39	12	35	37	19	03	02
V	A	39	43	38	33	41	32	06	02	06
	B	40	43	41	32	38	34	08	05	07
	C	40	42	40	34	19	37	06	23	03
Sub-Total		**578**	**630**	**649**	**513**	**566**	**606**	**65**	**64**	**43**
VI	A	47	42	42	37	36	40	10	06	02
	B	46	43	43	34	34	38	12	09	05
	C	48	42	43	42	35	20	06	07	23
VII	A	42	48	42	28	37	36	14	11	06
	B	41	47	41	33	30	36	08	17	07
	C	41	48	41	35	37	34	06	11	07
VIII	A	41	38	48	27	25	37	14	13	11
	B	45	39	44	32	28	30	13	11	14
	C	44	38	49	38	32	38	06	06	11
IX	A	49	40	37	38	28	25	11	12	12
	B	45	41	37	31	30	26	14	11	11
	C	44	41	36	31	33	30	13	08	06
X	A	40	39	40	38	27	28	02	12	12
	B	37	40	40	31	24	29	06	16	11
	C	36	40	40	30	24	30	06	16	08
Sub-Total		**646**	**626**	**623**	**505**	**460**	**477**	**141**	**166**	**146**
XI	A	35	31	34	30	25	24	05	06	10
	B	35	34	39	31	32	24	04	02	15
	C	36	32	35	28	30	23	08	02	12
XII	A	15	33	29	11	20	25	04	13	04
	B	27	33	33	14	22	31	13	11	02
	C	32	34	32	24	23	30	08	11	02
Sub-Total		**180**	**197**	**202**	**138**	**152**	**157**	**42**	**45**	**45**
GRAND-TOTAL		**1404**	**1453**	**1474**	**1156**	**1178**	**1240**	**248**	**275**	**234**

2.2-IA	Graphical view of overall Student strength of SECR MHSS No.-I/BSP:



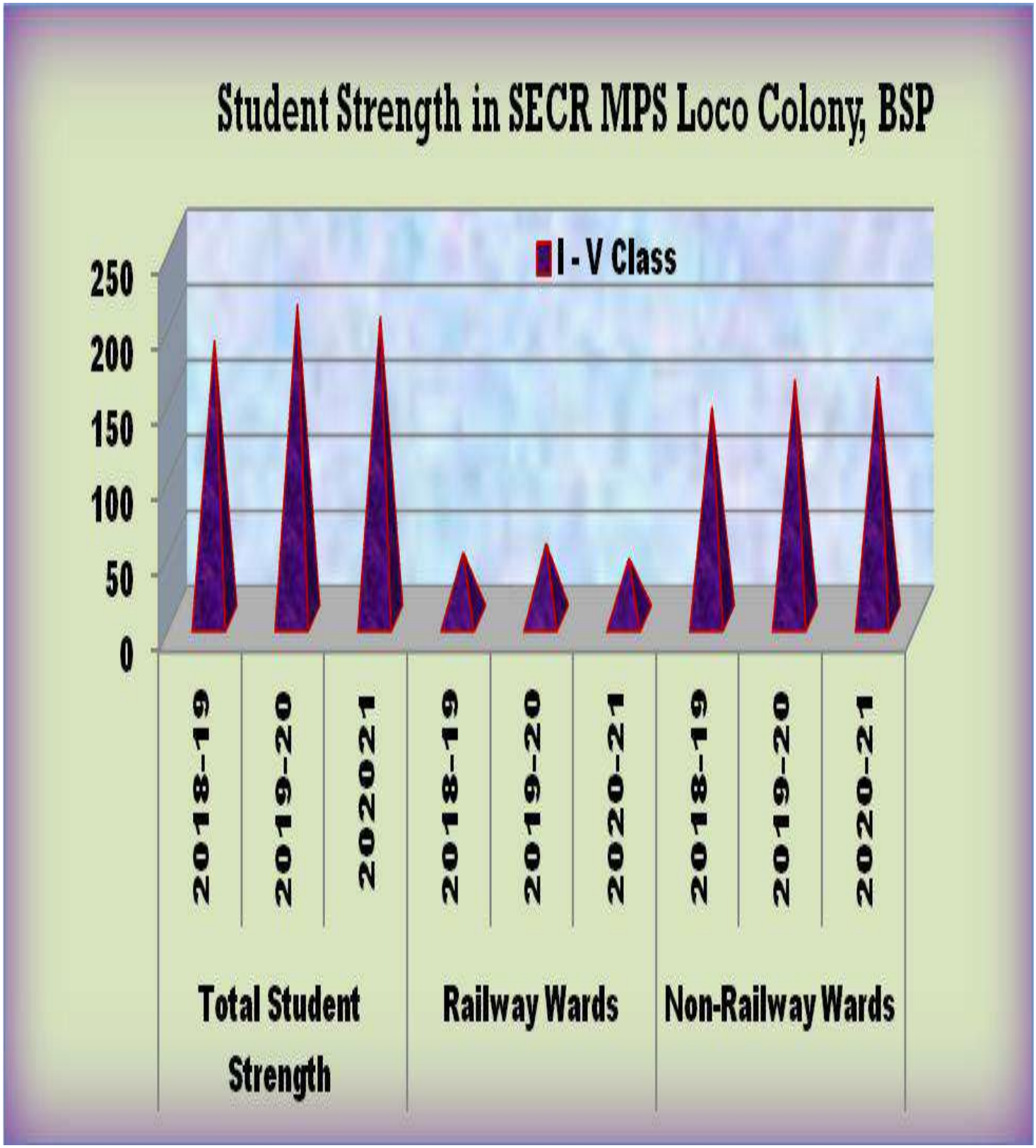
II. SECR Higher Sec. School No.-2/BSP :

Class	Section	Student Strength			Railway Wards			Non-Rly. Wards		
		2018-19	2019-20	2020-21	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
VI	A	31	43	40	07	09	12	24	34	28
	B	33	41	39	12	13	20	21	28	19
	C	33	41	37	07	11	09	26	30	28
	D	00	00	28	00	00	03	00	00	25
VII	A	52	31	40	14	07	13	38	24	27
	B	50	34	43	14	15	09	36	19	34
	C		31	41	00	06	11	00	25	30
VIII	A	45	34	35	13	09	08	32	25	27
	B	42	34	35	18	09	14	24	25	21
	C	41	33	35	11	12	09	30	21	26
IX	A	46	36	35	19	10	09	27	26	26
	B	38	37	34	12	11	10	26	26	24
	C	40	38	36	14	14	14	26	24	22
	D	00	36	00	00	09	00	00	27	00
X	A	32	36	35	14	16	11	18	20	24
	B	34	34	35	10	11	10	24	23	25
	C	32	36	38	16	13	14	16	23	24
	D	00	00	36	00	00	08	00	00	28
Sub-Total		**549**	**575**	**622**	**181**	**175**	**184**	**368**	**400**	**438**
XI	A	14	25	10	07	12	04	07	13	06
	B	28	33	25	11	12	13	17	21	12
	C	21	30	28	10	13	15	11	17	13
XII	A	13	14	23	04	07	10	09	07	13
	B	21	27	33	05	10	12	16	17	21
	C	26	18	30	07	10	12	19	08	18
Sub-Total		**123**	**147**	**149**	**44**	**64**	**66**	**79**	**83**	**83**
GRAND-TOTAL		**672**	**722**	**771**	**225**	**239**	**250**	**447**	**483**	**521**

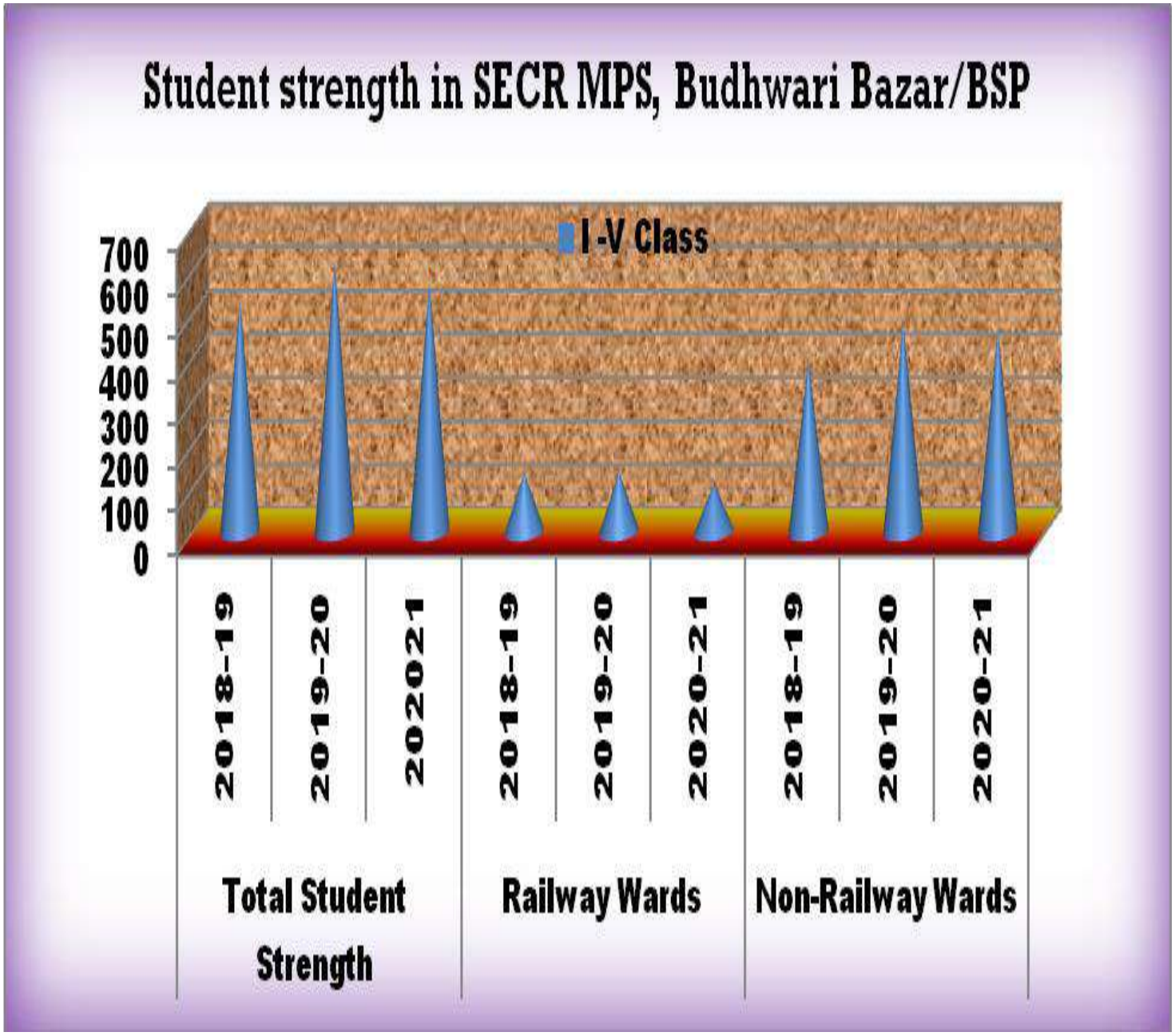


III. SECR Mixed Primary School, Loco Colony/BSP :

Class	Section	Total Student Strength			Railway Wards			Non-Rly. Wards		
		2018-19	2019-20	202021	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
I	A	42	45	30	05	12	02	37	33	28
II	A	38	45	44	08	05	11	30	40	33
III	A	39	42	46	14	10	06	25	32	40
IV	A	34	39	41	09	11	10	25	28	31
V	A	32	38	40	08	12	11	24	26	29
Total		**185**	**209**	**201**	**44**	**50**	**40**	**141**	**159**	**161**



IV. SECR Mixed Primary School, Budhwari Bazar/BSP :										
Class	Section	Student Strength			Railway Wards			Non-Rly. Wards		
		2018-19	2019-20	202021	2018-19	2019-20	2020-21	2018-19	2019-20	2020-21
I	A	51	40	37	13	04	12	38	36	31
	B	50	40	37	08	03	00	42	37	31
	C	49	40	00	09	09	00	40	31	00
	D	00	00	00	00	00	00	00	00	00
II	A	49	49	42	11	09	06	38	40	36
	B	48	50	42	09	08	04	39	42	38
	C	00	51	41	00	09	10	00	42	31
	D	00	00	00	00	00	07	00	00	00
III	A	48	63	49	14	13	09	34	50	42
	B	48	63	50	14	09	07	34	54	41
	C	00	00	48	00	00	00	00	00	41
IV	A	45	55	63	14	16	13	31	39	50
	B	46	54	62	15	13	15	31	41	47
	C	00	00	00	00	00	00	00	00	00
V	A	50	64	55	18	26	16	32	38	39
	B	50	55	52	12	20	13	38	35	39
	C	00	00	00	00	00	00	00	00	00
Total		**534**	**624**	**578**	**137**	**139**	**112**	**397**	**485**	**466**



2.3 Workload/Infrastructure existing in Railway Schools/Bilaspur:

2.3.1	**Railway Mixed Higher Sec. School (No.-01)/BSP:** (i) Total class - I to XII [Total No. of Class with section - 38] (ii) Affiliation & Medium of teaching – CBSE & English (iii) Principal of School - Shri K. K. Mishra (iv) No. of Teaching staff = Departmental Teacher -30 [PGT = 06, TGT =14, PST=08, PET=01, Craft Teacher=01) & Contract Teacher =25 (PGT-06, TGT-07, PST-12) (v) No. of Non-Teaching staff = 14 [Librarian-01, Sr. Clerk-01, Peon-04, Lab Attd.-03, Safaiwala-01, waterman-03, Chowkidar-01] & Contract staff= [Safaiwala-05, Peon-01] (vi) Total no. of students= 1474 (Rly.= 1240, Non-Rly.= 234) (vii) Streams available - Arts, Science & Commerce. (viii) School Time= From Class I – VI : 6.40 – 11.30 A.M. & From Class VII – XII : 11.40-17.50 (ix) Laboratory facility – Available. (x) Library facility – Available. (xi) Smart Class from Classs I-XII- Available (xii) Playground – Available. (xiii) Art & Craft Room - Available. (xiv) CCTV – Available. (xv) Biometric Attendance System – Available for staff & students. (xvi) SMS system for communicating important informations. (xvii) LCD Projector – Available (xviii) Wi-Fi facility-Available (xix) Water Cooler -Available (xx) Outsourcing Activities – (a) Computer class is running on contract basis. For Computer education 04 Contract Teachers are appointed. Computer class is managed through SDF. (b) Cleaning activity of School is outsourced. 05 Contract Safaiwala are utilised and managed through SDF.
2.3.2	**Railway Mixed Higher Sec. School (No.-2), Budhwari Bazaar /BSP:** (i) Total class - VI-XII [Total No. of Class with section - 23] (ii) Affiliation & Medium of teaching – CBSE & English (iii) Principal of School - Shri Mahesh Babu. (iv) No. of Teaching staff = 25 Departmental (PGT=09, TGT=13, PET=01, Craft Teacher=01 & Contract Teacher =04 (PGT-02, TGT-02) (v) No. of Non-teaching staff = 14 [Librarian-01, OS-01, Peon-03, Lab Attd.-03, Safaiwala-01, waterman-02, Chowkidar-02, Mali-01] (vi) Total no. of students= 771 (Rly.= 250, Non-Rly.= 521) (vii) School Time= 07:30 – 15:00 hrs. (viii) Library facility – Available. (ix) Laboratory facility – Available. (x) Playground – Available. (xi) Auditorium – Available. (xii) CCTV – Available. (xiii) Biometric Attendance System – Available for staff. (xiv) Outsourcing Activities – Computer class is running on contract basis. For Computer education 02 Contract Teachers are appointed. 01 contract Teacher for Dance class is

	appointed. Computer/Dance class is managed through School Development Fund collected from students.

2.3.3	**<u>Railway Mixed Primary School , Loco Colony/BSP:</u>** (i) Total class - I to V [Total No. of Class with section - 05] (ii) Affiliation & Medium of teaching – CBSE & English (iii) Headmaster of School - Shri Lahiri K. A. (iv) No. of Teaching staff = PST = 07 [02 Regular , 05 Contract] (v) No. of Non-Teaching staff = 05 [Peon-01, Safaiwala-01, waterman-01, Chowkidar-02] (vi) Total no. of students= 201 (Rly.= 40, Non-Rly.= 161) (vii) School Time= 07:30 – 13:40 hrs. (viii) Library facility – Available. (x) Playground – Available. (xi) CCTV – Available (xii) Smart Class – Available (xiii) Computer Lab- Available (xiv) Outsourcing Activities – Computer class is running on contract basis and paid from SDF. For Computer education 01 Contractual Teacher is appointed.

2.3.4	**<u>Railway Mixed Primary School, Budhwari Bazaar/BSP:</u>** (i) Total class - Class I - V [Total No. of Class with section - 11] (ii) Affiliation & Medium of teaching – CBSE & English (iii) HM of School - Sri K. Das (iv) No. of Teaching staff = 12 PST [04 Regular , 08 Contract] . (v) No. of Non-Teaching staff = 03 [Peon-01, Safaiwala-01, Mali-01] (vi) Total no. of students= 578 (Rly.= 112, Non-Rly.= 466) (vii) School Time= 07:30 – 15:00 hrs. (viii) Library facility – Available. (ix) Computer Lab- Available (x) Playground – Available. (xi) Outsourcing Activities – Computer class is running on contract basis. For Computer education, 02 Contract Teachers are appointed. 01 contract Teacher for Dance class is appointed. For management of Computer/Dance class, fees is collected from students.

2.4 Existing Deployment of Teaching & Non-Teaching Staff at Railway Schools/BSP:

I. SECR Higher Sec. School No.-1/ BSP			
S#	**Name of Staff (Sri/Smt./Miss)**	**Designation**	**Workload/Activities**
Teaching Staff :			
A. Regular Teachers :			
1	K. K. Mishra	Principal	Overall in-charge of school
2	Umesh Kumar	Sr. PGT	Teaching English in Class XI-XII.
3	A. K. Bhatacharya	Sr. PGT	Mathematics Class XI-XII.
4	Sunil Kumar Suman	Sr. PGT	Mathematics Class XI-XII.
5	Nirupama Tirkey	PGT	Biology Class XI-XII.
6	Anand Mishra	PGT	Physics Class XI-XII.
7	S. P. Diwedi	PGT	Chemistry Class XI-XII.
8	Rajeev Kumar Tripathi	TGT	Science in Class VI-X.
9	Manoj Kumar Singh		Science in Class VI-X.
10	Uttam Kumar Gupta		Science in Class VI-X.
11	Smita Gupta		Science in Class VI-X.
12	Y. R. Singh		Hindi in Class VI-X.
13	H. K. Sahu		Hindi in Class VI-X.
14	C. L. Markam		Hindi in Class VI-X.
15	Anju Dubey		Mathematics in Class VI-X.
16	R. S. Dewangan		Mathematics in Class VI-X.
17	P. Venkatesh		Mathematics in Class VI-X.
18	Vikas Kumar Sahu		Mathematics in Class VI-X.
19	S. C. Behera		English in Class VI-X.
20	B. C. Baghel		Social Study in Class VI-X.
21	Surashree Moitra		Social Study in Class VI-X.
22	G. C. Hicken	Sr. PST	All Subject in Class I-V.
23	Priti Seth		
24	Baljeet Kumar Vohra	PST	
25	Gouri Singh		
26	Raj Kumar Sharma		
27	Akhilesh Shukla		
28	D. P. Nayak		
29	Madan Mohan Patel		
30	D. N. Chatterjee	PET	Physical Exercise & Sport Activities
31	Kalpana Kaushik	Craft Teacher	Craft Activities & Creative work
32	Manisha Dixit	Librarian	Handling & Maintaining Books, issuing Of Books to students/teachers & Library management.
B. Contractual Teachers :			
1	Miss. Pooja Yadav	TGT	Appointed to teach respective Subjects as per assignment.
2	Smt. Swarna Sen		
3	Miss. Swarnima John		
4	Miss. Neeta Yadav		
5	Smt. Abha Mitra		
6	Miss. Rajni Sahu		
7	Smt. Netra P. Meshram		
8	Smt. Geeta Das	PST	
9	Miss. Durga Behra		
10	Miss. Ishwari Chouhan		
11	Miss. Renu Giddh		
12	Smt. Annu Soni		
13	Smt. Vijay Laxmi Thakur		

14	Miss. Neha Singh		
15	Smt. B. Madhubala		
16	Miss. Suman Routiya		
17	Smt. B. Sujata Rao		
18	Smt. Anju Tiwari		
19	Miss. Lata Kumari		
C. Guest Teachers :			
1	Mr. N. Sanyal	PGT	Appointed to teach respective Subjects as per assignment.
2	Mrs. Shilpi Tiwari	PGT	
3	Miss. K. A. Palley	TGT	
4	Mr. Santosh Yadav	TGT	
5	Mrs. Talvindar Kaur	TGT	
6	Miss K. Netam	TGT	
Non-Teaching Staff :			
1	Dhirendra Kumar Singh	Sr. Clerk	Dealing with Establishment related work and correspondence work.
2	Ramlal	House Keeping Astt.	Cleaning work (Long Absentee)
3	K. Ganga Bhawani	Genl. Astt./Peon	Dealing with file movement, ringing bell, notice circulation, dispatching letters/documents, attending Principal/Teacher's call etc.
4	Nand Kishore Gurung		
5	Shiv Prasad Patel		
6	Someshwar Lal Narmada		
7	Seema Sharma	Waterman	
8	Ganesh Ram Sahu		
9	V. Nageshwar Rao		
10	Sant Ram Yadav	Chowkidar	Deployed for Watchman Duties
11	Moti Ram Sahu	Lab Attendant	Carrying out Lab. Activities.
12	Anjani Kumar Mishra		
13	Pawan Kumar		
14	Bhagwati Bai		

II. SECR Higher Sec. School No.-2/BSP :			
S#	**Name of Staff (Sri/Smt./Miss)**	**Designation**	**Workload/Activities/ Teaching Subject**
Teaching Staff			
A. Regular :			
1	Mahesh Babu	PRINCIPAL	Overall in-charge of school
2	U. R. L. Rao	Sr. PGT	Economics
3	M. N. P. Singh	Sr. PGT	Physics
4	Devanand Prasad	PGT	History
5	A. K. Mishra	PGT	Chemistry
6	B. L. Rathore	PGT	Geography
7	Chhaya Swain	PGT	Commerce
8	Y. Meena	PGT	English
9	Ashok	PGT	Political Science
10	Madhulika Verma	PGT	Biology
11	Ester Khalko	TGT	Science
12	Kalpana Gupta		Biology
13	Subel Siddiqui		Science
14	Raj Kumar Baya		Hindi
15	M. Lalita		
16	S. K. Khunte		
17	Poonam Gondane		Math
18	S. K. S Yadav		
19	Alka Thakur		

20	Surya Ketu		English
21	Alka Nathnial		Social Study
22	Rasmi Singh		
23	R. R. David		
24	Asha Pandey		Sanskrit
25	Rakesh Kumar		Sanskrit
26	Smt. Lata Jadoan	Liberian	Handling & Maintaining Books, issuing of Books to students/teachers& Library management.
27	M. K. Chaturvedi	Craft Teacher	Craft Activities & Creative work
28	Sanjay Tirkey	PET	Physical Exercise & Sport Activities
B. Contractual :			
1	Om Prakash Jaiswal	PGT	Teaching in Class XI & XII
2	Puja Mishra	PGT	,,
3	Jahanara Osmania	TGT	,,
4	Suman Das	TGT	,,
C. Guest Teacher :,,			
5	P. Radhika	PGT	,,
6	Mahender Bokde	TGT	,,
7	Puja Sharma	TGT	,,
Non-Teaching Staff			
1	Pinki Hazari	House Keeping Astt.	Cleaning work
2	Uchit Kumar	Genl. Astt.	Dealing with file movement, ringing bell, notice circulation, dispatching letters/documents, attending Principal/Teacher's call etc.
3	Rajesh Kumar		
4	Rakesh Kumar Meena		
5	Meena Sharad	Waterman	Dealing with miscellaneous work along with serving Water.
6	Rukmani Bai		
7	Devendra Kumar Parche	Game Attnd.	Carrying out activities related to Sport & Game.
8	Keshaw Pd. Yadav	Mali	Maintaining school gardens
9	Chhote Kumar	Chowkidar	Carrying out Watchman Duties
10	Rahul Pandey		
11	Kameshwar Jaiswal	Lab Attnd.	Carrying out Lab. Activities
12	Jyoti		
13	S. K. Das	Ch. OS	Dealing with Establishment matters and correspondence work.

III.	**Raillway Mixed Primary School/Loco Colony/BSP**

S#	Name	Design.	Activities dealt
Teaching Staff:			
1.	Shri Lahiri K. A.	Head Master	Overall in-charge of school. Teaching class I to class V.
2.	Shri S. K. Chaurasia	PST	Teaching class I to class V. Conducting co-curricular activities, maintaining academic records and stock of sports items.
3.	Shri D. Bhowmik	PST	Teaching class I to class V. Conducting co-curricular activities, maintaining academic records
4.	Smt. Ruchi Rao	Contract Teacher	Teaching class I to class V.
5.	Sri Rupeshwar Dewangan	Contract Teacher	Teaching class I to class V.
6.	Sri Pankaj Kr. Singh	Contract Teacher	Teaching class I to class V.
7.	Sri Dharam Raj Singh	Contract Teacher	Teaching class I to class V.

8.	Sri Devanand	Contract Teacher	Teaching class I to class V.
Non-Teaching Staff:			
9.	Sri Durga Chauhan	Safaiwala	Utilised for cleaning of Primary school building & campus.
10	Sri Upendra Prasad Singh	Chowkidar	Utilised as Chowkidar
11	Sri Parshuram Bhaskar	Peon	Movement of file/register, notice circulation, dispatching letters/documents, attending Principal/Teacher's call, ringing bell.
12	Sri K. K. Rathia	Waterman	Serves water to staff & carryout other Gr. 'D' work.
13	Sri Vijay Kumar	Chowkidar	Utilised as Chowkidar from 18.00-06.00 Hrs.

IV. SECR Mixed Primary School, Budhwari Bazar , BSP			
S#	**Name of Staff (Sri/Smt./Miss)**	**Designation**	**Workload/Activities/ Teaching Subject**
Teaching Staff :			
A. Regular :			
1	Kalyan Das	Head Master	Overall in-charge of school
2	Neeta Barde	Sr. PST	Teaching all Subjects in Class I-V
3	Sarita Sharma		
4	J. K. Gendare		
5	Anurag Pandey	PST	
6	Raj Kumari Saxena		
B. Contractual :			
1	Smt. Tulsi Tiwari	PST	Teaching all Subjects in Class I-V
2	Sri Sukhdev Prasad		
3	Sri Vijay Kumar Hirwani		
4	Smt. Daljeat Kour		
5	Smt. Kamini Tiwari		
6	Smt. Rashmit Kour		
7	Sri Parmeshwar Nag		
8	Smt. N. G. Hafij		
Non-Teaching Staff			
1	Paroo Bai	HKA	Cleaning work
2	G. Simhachalam	Peon	Movement of file/register, notice circulation, dispatching letters/documents, attending Principal/Teacher's call, ringing bell.
3	C. S. Bharti	Mali	Maintaining Garden Trees & Plants.

2.5 Performance of Railway Schools/BSP:-

I. SECR HSS No.-1, BSP :

Class	Sec.	Student Strength			Pass			Fail			Suppl.			Pass in %-age		
		2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20
I	A	42	43	35	42	43	35	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	43	42	35	43	42	35	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	30	30	35	30	30	35	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	D	-	-	35	-	-	35	-	-	Nil	-	-	Nil	-	-	100
II	A	42	42	41	42	42	41	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	41	42	41	41	42	41	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	30	30	40	30	30	40	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
III	A	43	41	40	43	41	40	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	43	42	41	43	42	41	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	29	29	40	29	29	40	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
IV	A	44	45	39	44	45	39	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	43	42	42	43	42	42	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	30	31	38	30	31	38	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
V	A	43	39	43	43	39	43	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	44	40	43	44	40	43	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	43	40	42	43	40	42	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
VI	A	43	47	42	43	47	42	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	42	46	43	42	46	43	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	39	48	42	39	48	42	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
VII	A	45	42	48	45	42	48	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	45	41	47	45	41	47	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	45	41	48	45	41	48	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
VIII	A	46	41	38	46	41	38	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	B	43	45	39	43	45	39	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	C	42	44	38	42	44	38	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
IX	A	46	49	40	40	43	40	Nil	06	Nil	Nil	Nil	Nil	86.9	87.75	100
	B	44	45	41	37	38	41	Nil	07	Nil	Nil	Nil	Nil	84	84.40	100
	C	38	44	41	36	42	41	Nil	02	Nil	Nil	Nil	Nil	94.7	95.45	100
X	A B C	128	113	119	127	113	119	01	Nil	Nil	Nil	Nil	Nil	99.2	100	100
XI	Arts	16	35	31	15	33	31	01	02	Nil	Nil	Nil	Nil	93.7	94.20	100
	Sc.	32	35	34	29	33	34	03	02	Nil	Nil	Nil	Nil	90.6	94.20	100
	Com.	32	36	32	32	35	32	Nil	01	Nil	Nil	Nil	Nil	100	97.20	100
XII	Arts	12	15	33	11	14	30	01	01	02	Nil	Nil	01	92	93.30	90.9
	Sc.	32	27	33	32	27	33	Nil	Nil	Nil	Nil	Nil	Nil	100	100	100
	Com.	34	32	34	34	31	34	Nil	01	Nil	Nil	Nil	Nil	100	97	100
Total		**1279**	**1289**	**1453**	**1258**	**1267**	**1450**	**7996**	**22**	**02**	**Nil**	**Nil**	**01**	**98**	**95**	**98**

II. SECR HSS No.-2, BSP :

Class	Sec.	Student Strength			Appear			Pass			Fail			Pass in %-age		
		2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20
VI	A	36	31	43	35	31	43	35	31	43	Nil	Nil	Nil	100	100	100
	B	30	33	41	30	33	41	30	33	41	Nil	Nil	Nil	100	100	100
	C	30	33	41	30	33	41	30	33	41	Nil	Nil	Nil	100	100	100
VII	A	33	52	31	33	52	31	33	52	31	Nil	Nil	Nil	100	100	100
	B	37	50	34	35	50	34	35	50	34	Nil	Nil	Nil	100	100	100
	C	33	00	31	33	00	31	33	00	31	Nil	Nil	Nil	100	100	100
	D	39	00	00	39	00	00	39	00	00	Nil	Nil	Nil	100	100	100
VIII	A	44	45	34	44	45	34	44	45	34	Nil	Nil	Nil	100	100	100
	B	44	42	34	42	42	34	42	42	34	Nil	Nil	Nil	100	100	100

	C	43	41	33	41	41	33	41	41	33	Nil	Nil	Nil	100	100	100
IX	A	48	46	36	47	46	36	30	38	35	17	08	01	63.8	82.3	97.20
	B	46	38	37	46	38	37	34	32	36	12	06	01	73.9	84.2	97.20
	C	47	40	38	45	40	38	37	37	38	08	03	Nil	82.2	92.5	100
	D	00	00	36	00	00	36	00	00	36	Nil	00	Nil	-	-	100
X	A	88	32	36	87	32	36	62	29	17	25	03	4/15	71.2%	90.6	47.2
	B		34	34		34	34		30	17		04	2/15		88.2	50.0
	C		32	36		32	36		29	17		03	4/15		90.6	47.2
XI	A	15	14	25	14	14	25	14	14	25	Nil	Nil	Nil	100	100	100
	B	22	28	33	22	28	33	21	27	33	01	01	Nil	95	96.4	100
	C	33	21	30	33	21	30	27	19	30	06	02	Nil	81.8	90	100
XII	A	00	13	14	00	13	14	00	10	14	Nil	03	Nil	-	76.9	100
	B	12	21	27	12	21	27	12	16	27	Nil	05	Nil	100	76.2	100
	C	18	26	18	18	26	18	14	23	18	Nil	03	Nil	77.7	88.5	100
Total		**698**	**672**	**722**	**686**	**672**	**722**	**613**	**631**	**665**	**73**	**41**	**12/15**	**89.3**	**93.8**	**93**

III. SECR MPS Budhwari Bazar, BSP :

Class	Sec.	Student Strength			Appear			Pass			Fail			Pass in %-age		
		2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20
I	A	42	51	40	42	51	40	42	51	40	Nil	Nil	Nil	100	100	100
	B	41	50	40	41	50	40	41	50	40						
	C	00	49	40	00	49	40	00	49	40						
II	A	41	49	49	41	49	49	41	49	49						
	B	40	48	50	40	48	50	40	48	50						
	C	00	00	51	00	00	51	00	00	51						
III	A	41	48	63	41	48	63	41	48	63						
	B	43	48	63	43	48	63	43	48	63						
IV	A	40	45	55	40	45	55	40	45	55						
	B	41	46	54	41	46	54	41	46	54						
V	A	31	50	54	31	50	54	31	50	54						
	B	32	50	52	32	50	52	32	50	52						
Total		**392**	**534**	**611**	**392**	**534**	**611**	**392**	**534**	**611**	**Nil**	**Nil**	Nil	**Nil**	**Nil**	Nil

IV. SECR MPS Loco Colony, BSP

Class	Sec.	Student Strength			Appear			Pass			Fail			Pass in %-age		
		2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20	2017-18	2018-19	2019-20
I	A	39	42	45	39	42	45	39	42	45	Nil	Nil	Nil	100	100	100
II	A	36	38	45	36	38	45	36	38	45						
III	A	32	39	42	32	39	42	32	39	42						
IV	A	37	34	39	37	34	39	37	34	39						
V	A	38	32	98	38	32	38	38	32	38						
Total		**182**	**185**	**269**	**182**	**185**	**209**	**182**	**185**	**209**	**Nil**	**Nil**	Nil	**Nil**	**Nil**	Nil

2.6	**Fee Structure of Railway Schools/BSP :-**

S#	Name of School	Class	Fee Structure for	
			Rly. Wards	Non-Rly. Wards
1	SECR Higher Sec. School, **No.-1**/ BSP	I to V	9000	12000
		VI to VIII	11000	14000
		IX to XII	14500	17500
2	SECR Higher Sec. School, **No.-2**/BSP	VI to VIII	8300	10300
		IX to XII	10300	12300
3	SECR Mixed Primary School, **Budhwari Bazar**/BSP	I to V	8300	10300
4	SECR Mixed Primary School, **Loco Colony**/BSP	I to V	8300	10300

Fee Collection particulars of Railway School/Loco Colony/BSP during year 2019-20

Class	Railway Ward			Non-Railway Ward		
	Fee Structure	No. of Students	Total Fees	Fee Structure	No. of Students	Total Fees
I-V	8300	50	415000	10300	159	1637700

Thus, Total no. of Students= 209
Total Fees Collections=20,52,700 [4,15,000 +16,37,700]

2.7 Availability of Non-Railway Schools :-

2.7.1 Following Non-Railway schools are situated within radius of 3-4 km. of Railway School/Loco Colony/BSP :-

1. Sardar Santosh Singh Memorial School, Sirgitti, Bilaspur.
2. Govt. High School, Sirgitti, Bilaspur.
3. Adarsh Convent School, Chuchuhiyapara, Bilaspur.
4. V. M. Academy, Bannak Chowk, Sirgitti, Bilaspur.
5. St. Xavier High School, Sirgitti, Bilaspur
6. Kendriya Vidyalaya, Torwa, Bilaspur.
7. Bharat Mata School, Tarbahar, Bilaspur
8. Andhra Samaj High School, Budhwari Bazar, Bilaspur.
9. Amar Jyoti Shishu Vidyalaya, Sirgitti, Bilaspur.
10. Vivekanand Indian Public School, Sirgitti, Bilaspur.

2.7.2 Following Non-Railway schools are situated within radius of 3-4 km. of Railway School No.1 & 2/BSP :-

1. Kendriya Vidyalaya, Torwa, Bilaspur.
2. Bharat Mata School, Tarbahar, Bilaspur.
3. Oriya Upper Primary School, Budhwari Bazar, Bilaspur.
4. Andhra Samaj High School, Budhwari, Bilaspur.
5. Bengali Higher Sec. School, Budhwari, Bilaspur.
6. M. S. M. Global Public School, Dayalband, Bilaspur.
7. Kalchuri Vidya Mandir, Hemu Nagar, Bilaspur.
8. Paramount School, Power House Road, Bilaspur.
9. Learners English Medium School, Shom Gali, Bilaspur.
10. Guru Nanak Higher Secondary School, Dayalband, Bilaspur.
11. St. Joseph Convent School, Link Road, Bilaspur.

CHAPTER-III

3.0	**CRITICAL ANALYSIS & RECOMMENDATIONS :-** The actual staff strength of Railway Schools/Bilaspur under Education Department in Bilaspur Div. is 149 (99 Departmental + 50 Contractual) against the sanctioned strength of 174 as on 01.11.2020 and thus 25 posts are lying vacant since long. 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/yardstick. As many Private schools have come up in the surrounding of the Railway areas within 3-4 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.
3.1	**Railway Board's Reference:** Some of the important Board's Guidelines are mentioned below: **I.** 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 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. **II.** 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. **III.** Vide Railway Board's L. No. E(MPP)2018/1/1 dated 02.07.2020 regarding "Review of Policy on creation of posts", wherein it has been stated that Surrendering 50% of existing vacancies, in other than Safety category. ***There are 10 non-Railway schools including one Kendriya Vidyalaya functioning within 3-4 km. of Railway Schools/BSP (Refer Para 2.8). During the course of work study, it is revealed that there is a proposal for opening of Kendriya Vidyalayas in Railway settlements at Loco Colony/Bilaspur & Railway Colony/Shahdol in Bilaspur Division.*** Railway schools, being continued as a legacy of the past, are not well patronized by the railway employees wards in present scenario and such schools can be closed down to achieve financial efficiency. As maintaining establishment of a Railway school comes under the non-core activity, it should be reduced. In this regard, the existing provision envisaged in **Master Circular-18** and other extant rules may be followed scrupulously. In view of above facts, the assessment of need based requirement of staff for Railway Schools/Bilaspur has been carried out as under:

3.1 **School - wise Assessment of Requirement of staff for Railway Schools in Bilaspur:**

Work Study team has adopted methods for assessment of staff for Railway Schools/BSP based on the existing workload, cost benefit analysis, applying norms/yardstick & discussions held with Principals/HMs which is as under:

3.1.1 **Railway Higher Secondary School NO.-1/BSP:**

Comparative Position of Railway & Non-Railway students strength:
The total student strength of Railway Higher Sec. school No.-01/BSP in the year 2020-21 is 1474 out of which 1240 students belong to Railway employee's wards and 234 students belong to non-Railway. The percentage of Railway employee's wards to total student strength is about 84%.

The student strength of Railway Mixed Higher Secondary school No.-01/BSP during the year 2018 to 2020 are as under;

Year	Railway wards	Non-Railway wards	Total student	% of Railway wards to total students
2018-19	1156	248	1404	82%
2019-20	1178	275	1453	81%
2020-21	1240	234	1474	84%

The above table implies that participation of Railway wards in this school is average 82%, whereas Railway has to bear the establishment cost of staff of this school which is very high.

Existing Deployment of Teaching & Non-Teaching staff :
At present one Principal (Gazetted) is working as overall in-charge of this school. Besides this 30 Regular Teacher (06 PGT, 14 TGT, 08 PST, 01 PET, 01 CT) + 25 Contractual Teachers (06 PGT, 07 TGT, 12 PST) and 14 non-teaching staff are working in this school. These contractual teachers are engaged against vacancies of teachers in Railway schools. There are 16 posts (HM-02, TGT-05, PST-07, PET-01 & Demonstrator-01) lying vacant since long time.

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:

Principal: At present, 01 Principal (Gazetted) is working as overall in-charge of school which is justified.

Head Master (HM): At present, there is no HM deployed in this school. There are 02 sanctioned post of HM in this school which are lying vacant since long time. Work study team has assessed that there is no requirement of HM for this school as 01

Principal is already posted. Thus, 02 vacant posts of HM are found surplus.

Primary School Teacher (PST): Considering the total no. of students (i.e. 649) in Class I-V and student teacher ratio in Primary section (Class I – V), the requirement of Teacher will be 22 PST (Total no. of students ÷ 30 = 649/30 = 22). At present 20 PST (08 Regular + 12 Contractual) are deployed for teaching subjects & other related activities for Primary section. Hence, Work study team proposed for 02 more no. of PST for better education and monitoring of students. Therefore, total 22 PST are required and justified against the sanctioned of 26. Thus, 04 vacant posts of PST are found surplus.

Trained Graduate Teacher (TGT): Considering the total no. of students (i.e. 623) in Class VI – X and student teacher ratio in Middle & High section (Class VI – X), the requirement of Teacher will be 21 TGT (Total no. of students ÷ 30 = 623/30 = 21). At present 21 TGT (14 Regular + 07 Contractual) are deployed for teaching & other related activities for Middle & High section.

Requirement of Special Educator:

Special Education Teachers work with students who have a range of Learning, Mental, Emotional and Physical disabilities. They adept general education lessons and teaches various subjects, such as reading, writing and Maths. to the students with mild moderate disabilities. They also teach basic skills such as literacy and communication techniques to the students with severe disabilities.

Duties of Special Educator :- *Special Education Teachers need to perform following duties:-*

- ***I.*** *Assess Students Skills to determine their needs*
- ***II.*** *Adapt general lessons/techniques to meet the needs of students.*
- ***III.*** *Develop Individualized Education Programs (IEPs) for each student.*
- ***IV.*** *Plan, Organize and assign activities that are specific to each student's abilities.*
- ***V.*** *Teach and mentor students as a class, in small groups and one.*
- ***VI.*** *Implement IEPs, assess student's performance and track their progress.*
- ***VII.*** *Discuss student's with parents, other Teachers, Counselors and administrators.*

CBSE's guidelines regarding Special Educator:

CBSE, vide its letter no. CBSE/ACAD/JS & IC (A & T)/2015 & CBSE/AFF/Circular 13/2017 dated 25th June 2015 & 13.06.2017 respectively, have made it mandatory to appoint "Special Educators" in all the affiliated schools to ensure effective and meaningful inclusion of Children with disabilities in schools.

Therefore considering the existing CBSE norms, Work Study Team propose for 01 TGT as Special Educator and 01 TGT as Counsellor for better education and monitoring of students.

Thus, total 23 TGT are required and justified against the sanctioned of 26. Thus, 03 vacant posts of TGT are found surplus.

Post Graduate Teacher (PGT): Considering the total no. of students (i.e. 202) in class XI-XII, no. of periods per day/class, no. of periods per Teacher dealt per day and subject-wise teaching faculty available in Higher secondary section (Class XI – XII), the requirement of Teacher will be 12 PGT. At present 12 PGT (06 Regular + 06 Contractual) are utilized for teaching subjects & other related activities for Higher section. Hence, present deployment of 12 PGT are required and justified.

Physical Edu. Teacher (PET): Considering the work load of Physical Education Teacher viz. to train students in various sports, organize sports events/ competitions, teach students about sports, health, physical development and nutrition., the existing deployment of 01 PET is justified against the sanctioned of 02. Thus, 01 vacant post of PET is found surplus.

Craft Teacher (CT): Considering the work load of Craft Teacher viz. to teach students about drawing, painting, music etc., the existing deployment of 01 CT is justified.

Demonstrator: At present, there is no Demonstrator deployed in this school. There is 01 sanctioned post of Demonstrator in this school which is lying vacant since long time (about 10 years). The existing utilization of Teachers & Lab Attendant for Lab activity viz. to demonstrate use of practical equipment, conduct experiments, exercises, workshops and to answer questions related to those demonstrations is sufficient. Work study team has assessed that there is no requirement of Demonstrator for this school. Thus, 01 vacant post of Demonstrator is found surplus.

Contract Computer Teacher: The existing utilization of 04 Contract Teachers for computer class should be continued since it is managed through School Development Fund collected from students.

Thus, the requirement of Teaching staff (Principal/HM/PST/TGT/PGT/PET/CT /Demonstrator) for Railway Higher Sec. School –No.1/BSP comes to 60 against sanctioned of 71. Hence, 11 vacant posts (HM-02, TGT-03, PST-04, PET-01, Demonstrator-01) are found surplus and should be surrendered.

Assessment of Requirement of Non-Teaching Staff:

At present 14 Non-Teaching staff (01 Librarian, 01 Sr. Clerk, Lab Attendant-03, 04 Peon, 03 W/Man, 01 Chowkidar & 01 Safaiwala) are working in this school against sanctioned of 15. In addition to this, 08 contractual staff (05 Safaiwala, 02 Chowkidar & 01 Peon) are working and it is managed through School Development Fund.

Librarian: There is one well equipped Library existing in this school. Considering the work load of Library management, selecting & providing books to teachers/students, the existing utilization of 01 Librarian is justified.

Sr. Clerk: At present, 01 Clerk is utilized for dealing with establishment related work, preparation of periodical reports, correspondence work etc. which is justified.

Gen. Asstt./Peon: Present deployment of 05 Peons (04 Regular+01 Contractual) 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 & other misc. work.

Lab Attendant: Considering the work load of Laboratory equipment maintenance and assist the students in Physics, Chemistry & Biology Lab, the existing utilization of 03 Lab. Attendant are required and justified against sanctioned of 03.

HKA/Safaiwala: At present, 01 Safaiwala is deployed against sanctioned of 02. It is observed that existing Safaiwala is absent since long time (about 04 years). Presently, cleaning activity of School is outsourced and 05 contractual Safaiwala are utilized for cleaning related work of school which is paid from School Development Fund and it should be continued. Considering Safaiwala activity carried out through outsourcing and monetary beneficial, 02 posts of Safaiwala are found surplus.

Waterman: At present, 03 Waterman are deployed against sanctioned of 02 post. The deployment of 03 water man is not justifiable in modern days as there are many water equipment like Water cooler, water tap available in school 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, 02 waterman are justified as per existing work load and the remaining 01 Waterman as excess operated is found surplus and should be redeployed as per need elsewhere.

Chowkidar: At present, 03 Chowkidar (01 Regular+02 Contractual) are deployed against sanctioned of 03 post. There are three buildings of this Railway school. Considering the work load of Chowkidar, the existing utilization of 03 Chowkidar is justified.

However applying concept of Multi-skilled/Multi-tasking, these Gr. D staff should be utilized as MTS for various works in school.

Thus, the requirement of Non-Teaching staff ((Librarian, Sr. Clerk, Lab Attendant, Peon, Waterman, Chowkidar & Safaiwala)) for Railway Higher Sec. School – No.1/BSP comes to 13 against sanctioned of 15. Hence, 02 vacant posts of Safaiwala are found surplus and should be surrendered. However, existing utilisation of 08 contractual staff (05 Safaiwala, 02 Chowkidar & 01 Peon) can be continued as it is managed through School Development Fund.

Thus, total requirement of Teaching & Non-Teaching staff for Railway Higher Sec. School –No.1/BSP comes to 73 against sanctioned of 86. Hence, 13 vacant posts (HM-02, TGT-03, PST-04, PET-01, Demonstrator-01, Safaiwala-02) are found surplus and should be surrendered.

3.1.2 **Railway Higher Secondary School NO.-2/BSP:**

Comparative Position of Railway & Non-Railway students strength:
The total student strength of Railway Higher Sec. school-02/BSP in the year 2020-21 is 771 out of which 250 students belong to Railway employee's wards and 521 students belong to non-Railway. The percentage of Railway wards to total student strength is about 32%.

The student strength of Railway Mixed Higher Secondary school No.-02/BSP during the year 2018 to 2020 are as under;

Year	Railway wards	Non-Railway wards	Total student	% of Railway wards to total students
2018-19	225	447	672	33%
2019-20	239	483	722	33%
2020-21	250	521	771	32%

The above table implies that participation of Railway wards in this school is 33%, whereas Railway has to bear the establishment cost of staff of this school which is very high.

Existing Deployment of Teaching & Non-Teaching staff :
At present one Principal (Gazetted) is working as overall in-charge of this school. Besides this 24 Regular Teacher (09 PGT, 13 TGT, 01 PET, 01 CT) + 04 Contractual Teachers (02 PGT, 02 TGT) and 14 non-teaching staff are working in this school. These contractual teachers are engaged against vacancies of teachers in Railway schools. There are 11 posts (HM-01, TGT-06, Demonstrator-02, Safaiwala-01, Game Attendant-01) lying vacant since long time.

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:

Principal: At present, 01 Principal (Gazetted) is working as overall in-charge of school which is justified.

Head Master (HM): At present, there is no HM deployed in this school. There is 01 sanctioned post of HM in this school and lying vacant since long time. Work study team has assessed that there is no requirement of HM for this school as 01 Principal is already posted. Thus, 01 vacant posts of HM is found surplus.

Trained Graduate Teacher (TGT): Considering the total no. of students (i.e. 622)in Class VI-X and student teacher ratio in Middle & High section (Class VI – X), the requirement of Teacher will be 21 TGT (Total no. of students ÷ 30 = 622/30 = 21). At present 15 TGT (13 Regular + 02 Contractual) are deployed for teaching & other related activities for Middle & High section.

Requirement of Special Educator:

Special Education Teachers work with students who have a range of Learning, Mental, Emotional and Physical disabilities. They adept general education lessons and teaches various subjects, such as reading, writing and Maths. to the students with mild moderate disabilities. They also teach basic skills such as literacy and communication techniques to the students with severe disabilities.

Duties of Special Educator :- *Special Education Teachers need to perform following duties:-*

- ***I.*** *Assess Students Skills to determine their needs*
- ***II.*** *Adapt general lessons/techniques to meet the needs of students.*
- ***III.*** *Develop Individualized Education Programs (IEPs) for each student.*
- ***IV.*** *Plan, Organize and assign activities that are specific to each student's abilities.*
- ***V.*** *Teach and mentor students as a class, in small groups and one.*
- ***VI.*** *Implement IEPs, assess student's performance and track their progress.*
- ***VII.*** *Discuss student's with parents, other Teachers, Counselors and administrators.*

CBSE's guidelines regarding Special Educator:

CBSE, vide its letter no. CBSE/ACAD/JS & IC (A & T)/2015 & CBSE/AFF/Circular 13/2017 dated 25th June 2015 & 13.06.2017 respectively , have made it mandatory to appoint "Special Educators" in all the affiliated schools to ensure effective and meaningful inclusion of Children with disabilities in schools.

However considering CBSE norms, Work study team proposed for 01 TGT as Special Educator and 01 TGT as Counselor for better education and monitoring of students. Therefore, total 21 TGT including Special Educator/Counselor are required and justified against the sanctioned of 21.

Post Graduate Teacher (PGT): Considering the total no. of students (i.e. 149) in class XI-XII, no. of periods per day/class, no. of periods per Teacher dealt per day and subject-wise teaching faculty available in Higher secondary section (Class XI – XII), the requirement of Teacher will be 11 PGT. At present 11 PGT (09 Regular + 02 Contractual) are utilized for teaching & other related activities for Higher section. Hence, present deployment of 11 PGT is required and justified.

Physical Edu. Teacher (PET): Considering the work load of Physical Education Teacher viz. to train students in various sports, organize sports events/ competitions, teach students about sports, health, physical development and nutrition, the existing

	deployment of 01 PET is justified. **Craft Teacher (CT):** Considering the work load of Craft Teacher viz. teach students about drawing, painting, music, the existing utilization of 01 CT is justified. **Demonstrator:** At present, there is no Demonstrator deployed in this school. There are 02 sanctioned post of Demonstrator in this school and lying vacant since long time (about 10 years). The existing utilization of Teachers & Lab Attendant for Lab activity viz. to demonstrate use of practical equipment, conduct experiments, exercises, workshops and to answer questions related to those demonstrations is sufficient. Work study team has assessed that there is no requirement of Demonstrator for this school. Thus, 02 vacant posts of Demonstrator are found surplus. **Contract Computer Teacher:** The existing utilization of 02 Contract Teachers for computer class should be continued since it is managed through School Development Fund collected from students. **Thus, the requirement of Teaching staff (Principal/HM/TGT/PGT/PET/CT) for Railway Higher Sec. School –No.2/BSP comes to 35 against sanctioned of 38. Hence, 03 vacant posts (HM-01, Demonstrator-02) are found surplus and should be surrendered.**
	Assessment of Requirement of Non-Teaching Staff: At present 14 Non-Teaching staff (01 Librarian, 01 OS, Lab Attendant-03, 03 Peon, 02 Waterman, 02 Chowkidar, 01 Safaiwala & 01 Mali) are working in this school against sanctioned of 16. In addition to this, 08 contractual staff (05 Safaiwala, 02 Chowkidar & 01 Peon) are working and it is managed through School Development Fund. **Librarian:** There is one well equipped Library existing in this school. Considering the work load of Library management, selecting & providing books to teachers/students, the existing utilization of 01 Librarian is justified. **OS:** At present, 01 OS is utilized for dealing with establishment related work, preparation of periodical reports, correspondence work etc. which is justified. **Gen. Asstt./Peon:** Present deployment of 03 Peon 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 & other misc. work. **Lab Attendant:** Considering the work load of Laboratory equipment maintenance and assist the students in Physics, Chemistry & Biology Lab, the existing utilization of 03 Lab. Attendant are justified. **Game Attendant:** At present, there is no Game Attendant deployed in this school. There is 01 sanctioned post of Game Attendant in this school which is lying vacant since long time. Work study team has assessed that there is no requirement of Game Attendant for this school as 01 Physical Education Teacher is already posted. Thus, 01 vacant post of Game Attendant is found surplus. **HKA/Safaiwala:** At present, 01 Safaiwala is deployed against sanctioned of 02 post. Presently, cleaning activity of School is outsourced and 04 contractual Safaiwala are utilized for cleaning related work of school and it is paid from School Development Fund which should be continued. Considering Safaiwala activity carried out through outsourcing and monetary beneficial, 01 vacant post of Safaiwala is found surplus. **Waterman:** At present, 02 Waterman are deployed against sanctioned of 02 post. Considering existing workload of Waterman and availability of water cooler & drinking water tap, the existing utilization of 02 waterman are justified.

Chowkidar: At present, 02 Chowkidar are deployed against sanctioned of 03 post. Considering the work load of Chowkidar, the existing utilization of 02 Chowkidar is justified.

Mali: At present 01 Mali is utilised for maintenance of garden, jungle cutting and horticulture work in school. However, garden maintenance & horticulture work can be outsourced.

However, these Gr. D staff should be utilized as MTS for various works in school.

Thus, the requirement of Non-Teaching staff ((Librarian, OS, Lab Attendant, Peon, Waterman, Chowkidar, Mali & Safaiwala)) for Railway Higher Sec. School – No.2/BSP comes to 14 against sanctioned of 16. Hence, 02 vacant posts (Safaiwala-01, Game Attendant-01) are found surplus and should be surrendered. However, existing utilisation of 04 contractual Safaiwala can be continued as it is managed through School Development Fund.

Thus, total requirement of Teaching & Non-Teaching staff for Railway Higher Sec. School –No.2/BSP comes to 49 against sanctioned of 54. Hence, 05 vacant posts (HM-01, Demonstrator-02, Safaiwala-01, Game Attendant-01) are found surplus and should be surrendered.

3.1.3 Railway Mixed Primary School/Loco Colony/BSP:

3.1.3A Comparative Position of Railway & Non-Railway students:

The total student strength of Railway school/Loco Colony/BSP is 201 in the year 2020-21 out of which only 40 students belong to Railway employee's wards and 161 students belong to non-Railway. The percentage of Railway wards to total student strength is about 20%.

The student strength of Railway Mixed Primary school/Loco Colony/BSP during last 03 years from 2018 to 2020 are as under:

Year	Railway wards	Non-Railway wards	Total Students	% of Railway wards to total students
2018-19	44	141	185	24%
2019-20	50	159	209	24%
2020-21	40	161	201	20%

The above table implies that participation of Railway wards in this school is bare minimum i.e. 22%, 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 from this school.

There are 10 non-Railway schools functioning within 3-4 km. of Railway School/Loco Colony/BSP (*Refer Para 2.7*). During the course of work study, it is revealed that there is a proposal for opening of Kendriya Vidyalayas in Railway settlements at Loco Colony/Bilaspur & Railway Colony/Shahdol in Bilaspur Division.

Due to the declining strength of Railway wards in this school and availability of Kendriya Vidyalaya & other non-Railway schools, there is no justification for the continuance of Railway Mixed Primary School/Loco Colony/BSP.

3.1.3B Existing Deployment of Teaching & Non-Teaching staff :

At present one Head Master is working as overall in-charge of this school. Besides this 07 Teachers (02 PST & 05 Contractual) and 05 non-teaching staff are working in this school. There are 03 posts of PST lying vacant since long.

3.1.3C	**<u>Analysis of Expenditure and Earning of Railway Mixed Primary School/Loco Colony/BSP:</u>** I. The existing sanctioned strength of staff in Railway School/Loco Colony/BSP is 15 and on roll staff is 13 (08 Departmental + 05 Contractual). II. Average Yearly Expenditure on Establishment of School staff comes to Rs. 74 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/Loco Colony/BSP in the year 2019-20 is Rs. 20 Lacs. (details given in Para-2.6) IV. Thus, there is huge amount of difference (73,74,192 -1990300=) 5383892 say ***<u>Fifty Four Lakhs per annum</u>*** between expenditure and earning of Railway School/Loco Colony/BSP 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 Mixed Primary School/Loco Colony/BSP in order to savings in manpower costs.
3.1.3D	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 Mixed Primary School/Loco Colony/BSP after completion of academic session 2021-22. The admission in class I-V may be closed from academic session 2021-22 and so also no fresh admission in any class from academic session 2021-22. Moreover, parents of students who are studying in class I-V 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-V may continue their study in this school till the end of academic session 2021-22. In this regard, the existing provision envisaged in Master Circular-18 and other extant rules may be followed scrupulously. **Hence, it is recommended that 03 surplus vacant posts of PST out of total sanctioned of 15 posts should be surrendered in First Phase. And after closure of school remaining 12 live posts should be surrendered in Second Phase.** After closure of Railway Mixed Primary School/Loco Colony/BSP, live men (Teaching & Non-Teaching staff) may be redeployed in Railway Higher Secondary School/BSP against vacancies as per need and extant rules.
3.1.3E	**<u>Assessment of Requirement of Teaching & Non-Teaching staff:</u>** **<u>Head Master (HM):</u>** At present, 01 HM is working as overall in-charge of this school against sanctioned of 01 post which is found justified. **<u>Primary School Teacher (PST):</u>** Considering the total no. of students (i.e. 201) and student teacher ratio in Primary section (Class I – V), the requirement of Teacher will be 07 PST (Total no. of students ÷ 30 = 201/30 = 07). At present 07 PST (02 Regular + 05 Contractual) are deployed for teaching & other related activities for Primary section. Therefore, total 07 PST are required and justified against the sanctioned of 10. Thus 03 posts of PST are found surplus. **<u>Contract Computer Teacher:</u>** The existing utilization of 01 Contract Teacher for computer class should be continued since it is managed through School Development Fund collected from students. **<u>Gen. Asstt./Peon:</u>** Present deployment of 01 Peon is 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 & other misc. work.

HKA/Safaiwala: At present, 01 Safaiwala is deployed against sanctioned of 01 post. Presently, 01 contractual Safaiwala is also utilized for cleaning related work of school and it is paid from School Development Fund which should be continued.

Waterman: At present, 01 Waterman is deployed against sanctioned of 01 post. The deployment of Waterman 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 through School Development Fund to meet the requirement and the related activities can be managed effectively by utilizing other staff as MTS. Hence, 01 vacant post of Waterman is found surplus.

Chowkidar: At present, 01 Contractual Chowkidar is deployed against sanctioned of 01 post. Considering the work load of Chowkidar, the existing utilization of 01 Chowkidar is justified.

Thus, the requirement of Teaching & Non-teaching staff for Railway Mixed Primary School/Loco Colony/BSP comes to 12 against sanctioned of 15. Hence, 03 vacant posts of PST are found surplus and should be surrendered.

3.1.4 Railway Mixed Primary School/Budhwari Bazar/BSP:

3.1.4A Comparative Position of Railway & Non-Railway students strength:

The total student strength of Railway Mixed Primary school/Budhwari Bazar/BSP in the year 2020-21 is 578 out of which 112 students belong to Railway employee's wards and 466 students belong to non-Railway. The percentage of Railway wards to total student strength is about 20%.

The student strength of Railway Mixed Primary school/Budhwari Bazar/BSP during the year 2018 to 2020 are as under;

Year	Railway wards	Non-Railway wards	Total student	% of Railway wards to total students
2018-19	137	397	534	25%
2019-20	126	485	611	21%
2020-21	112	466	578	20%

The above table implies that participation of Railway wards in this school is 22% only whereas Railway has to bear the establishment cost of staff of this school which is very high.

3.1.4B Existing Deployment of Teaching & Non-Teaching staff :

At present one Head Master is working as overall in-charge of this school. Besides this 12 PST (04 Regular Teacher + 08 Contractual Teachers and 03 non-teaching staff are working in this school. These contractual teachers are engaged against vacancies of teachers in Railway schools. There are 03 posts (HM-01, Waterman-01, Chowkidar-01) lying vacant since long time.

3.1.4C 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: **Head Master (HM):** At present, 01 HM is working as overall in-charge of this school against sanctioned of 02 post. Work study team has assessed that existing 01 HM is sufficient for this school. Thus, 01 vacant posts of HM is found surplus. **Primary School Teacher (PST):** Considering the total no. of students (i.e. 578) and student teacher ratio in Primary section (Class I – V), the requirement of Teacher will be 22 PST (Total no. of students ÷ 30 = 578/30 = 19). At present 12 PST (04 Regular + 08 Contractual) are deployed for teaching & other related activities for Primary section. Hence, Work study team proposed for 07 more no. of Guest Teachers for better education & monitoring of students and payment of these Guest teachers can be made through School Devolvement Fund as per existing practice. Therefore, total 12 PST are required and justified against the sanctioned of 12. **Contract Computer Teacher:** The existing utilization of 01 Contract Teacher for computer class should be continued since it is managed through School Development Fund collected from students. **Thus, the requirement of Teaching staff (HM/PST) for Railway Mixed Primary School/Budhwari Bazar/BSP comes to 13 against sanctioned of 14. Hence, 01 vacant post of HM is found surplus and should be surrendered.**
3.1.4D	**Assessment of Requirement of Non-Teaching Staff:** At present 03 Non-Teaching staff (01 Peon, 01 Safaiwala & 01 Mali) are working in this school against sanctioned of 05. In addition to this, 04 contractual staff (03 Safaiwala, 01 Chowkidar) are utilsed and it is managed through School Development Fund. **Gen. Asstt./Peon:** Present deployment of 01 Peon is 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 & other misc. work. **HKA/Safaiwala:** At present, 01 Safaiwala is deployed against sanctioned of 01 post. Presently, cleaning activity of School is outsourced and 03 contractual Safaiwala are utilized for cleaning related work of school and it is paid from School Development Fund which should be continued. **Waterman:** At present, no Waterman is deployed against sanctioned of 01 post. The deployment of Waterman 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 through School Development Fund to meet the requirement and the related activities can be managed effectively by utilizing other staff as MTS. Hence, 01 vacant post of Waterman is found surplus. **Chowkidar:** At present, 01 Contractual Chowkidar is deployed against sanctioned of 01 post. Considering the work load of Chowkidar, the existing utilization of 01 Chowkidar is justified. **Mali:** At present 01 Mali is utilised for maintenance of garden in school, jungle cutting and horticulture work. Considering the work load of Mali, the existing utilization of 01 Mali is justified. However, garden maintenance & horticulture work can be outsourced. However, these Gr. D staff should be utilized as MTS for various works in school. **Thus, the requirement of Non-Teaching staff (Peon, Waterman, Chowkidar, Mali & Safaiwala)) for Railway Mixed Primary School/Budhwari Bazar/BSP comes to 03 against sanctioned of 05. Hence, 02 vacant posts (Waterman-01, Chowkidar-01) are found surplus and should be surrendered. However, existing utilisation of 04 contractual Safaiwala/Chowkidar can be continued as it is managed through**

	School Development Fund.
	Thus, total requirement of Teaching & Non-Teaching staff for Railway Mixed Primary School/Budhwari Bazar/BSP comes to 16 against sanctioned of 19. Hence, 03 vacant posts (HM-01, Waterman-01, Chowkidar-01) are found surplus and should be surrendered.

3.2 Summary of Sanction, Actual & Proposed staff strength of Railway Schools/BSP in Bilaspur Division:

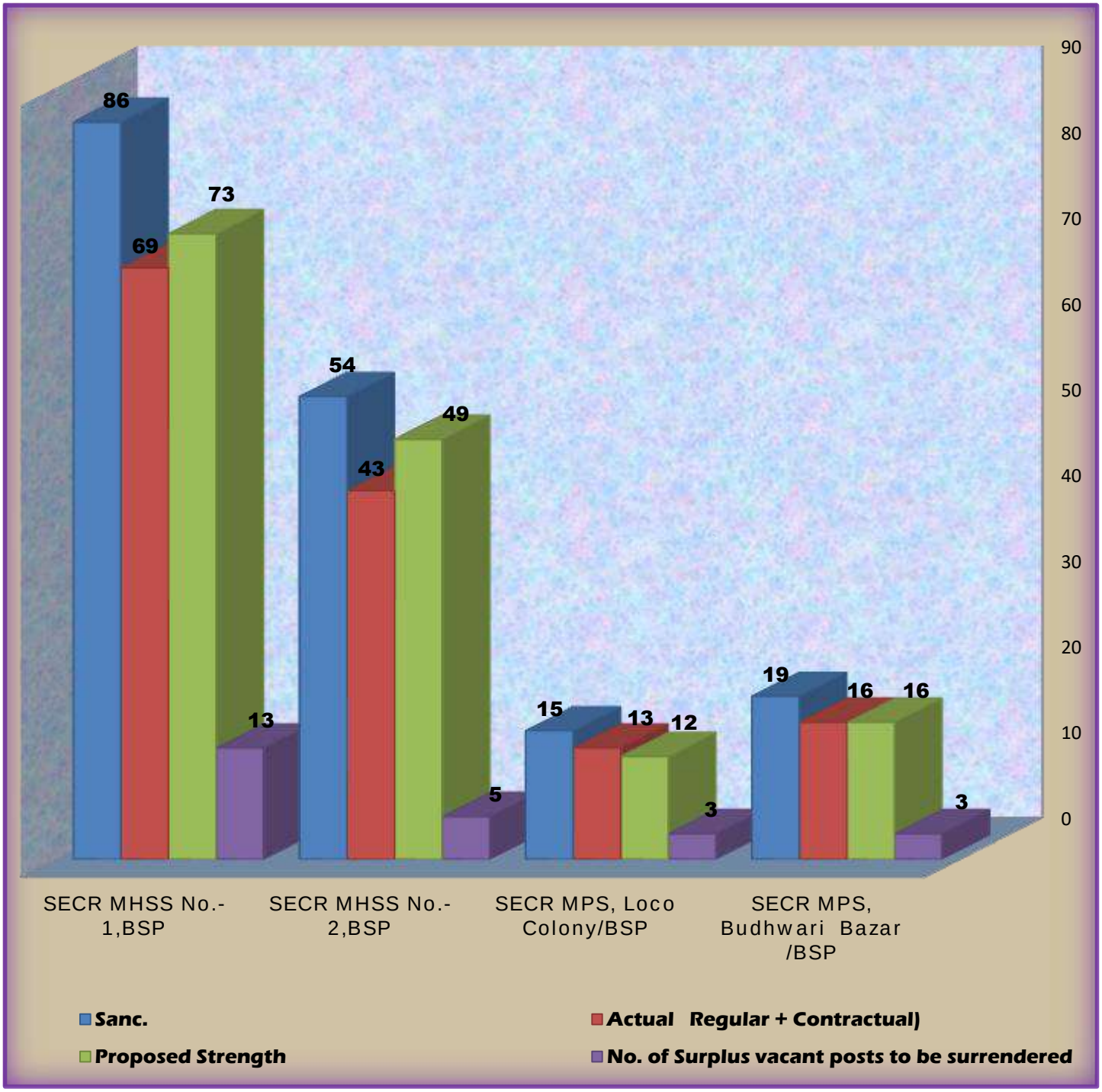
S#	Category	Sanc.	Actual (Regular+Contractual)	Proposed Strength	No. of Surplus vacant posts to be surrendered
I. Railway Higher Secondary School –No.1/BSP:					
Teaching Staff:					
1.	Principal	01	01	01	00
2.	HM	02	00	00	02
3.	PGT	12	12	12	00
4.	TGT	26	21	23	03
5.	PST	26	19	22	04
6.	Craft Teacher	01	01	01	00
7.	PET	02	01	01	01
8.	Demonstrator	01	00	00	01
	Sub Total	**71**	**55**	**60**	**11**
Non-Teaching Staff:					
1.	Librarian	01	01	01	00
2.	Sr. Clerk	01	01	01	00
3.	Peon	03	04	03	00
4.	Lab. Attendant	03	03	03	00
5.	Safaiwala	02	01	02	02
6.	Waterman	02	03	03	00
7.	Chowkidar	03	01	02	00
	Sub Total	**15**	**14**	**13**	**02**
	Total	**86**	**69**	**73**	**13**
II. Railway Higher Secondary School –No.2/BSP:					
Teaching Staff:					
1.	Principal	01	01	01	00
2.	HM	01	00	00	01
3.	PGT	11	11	11	00
4.	TGT	21	15	21	00
5.	PET	01	01	01	00
6.	Craft Teacher	01	01	01	00
7.	Demonstrator	02	00	00	02
	Sub-Total	**38**	**29**	**35**	**03**
Non-Teaching Staff:					
1.	Librarian	01	01	01	00
2.	OS	01	01	01	00
3.	Peon	03	03	03	00
4.	Lab. Attendant	03	03	03	00
5.	Game Attendant	01	00	00	01
6.	Safaiwala	02	01	01	01
7.	Waterman	02	02	02	00
8.	Chowkidar	02	02	02	00
9.	Mali	01	01	01	00
	Sub Total	**16**	**14**	**14**	**02**
	Total	**54**	**43**	**49**	**05**

III. Railway Mixed Primary School, Loco Colony/BSP :					
Teaching Staff:					
1.	Head Master	01	01	01	00
2.	PST	10	07	07	03
Sub Total		**11**	**08**	**08**	**03**
Non-Teaching Staff:					
1.	Peon	01	01	01	00
2.	Safaiwala	01	01	01	00
3.	Waterman	01	01	01	00
4.	Chowkidar	01	02	01	00
Sub Total		**04**	**05**	**04**	00
Total		**15**	**13**	**12**	**03**
IV. Railway Mixed Primary School/ Budhwari Bazar/BSP:					
Teaching Staff:					
1.	Head Master	02	01	01	01
2.	PST	12	12	12	00
Sub Total		**14**	**13**	**13**	**01**
Non-Teaching Staff:					
1.	Peon	01	01	01	00
2.	Safaiwala	01	01	01	00
3.	Waterman	01	00	00	01
4.	Chowkidar	01	00	00	01
5.	Mali	01	01	01	00
Sub Total		**05**	**03**	**03**	**02**
Total		**19**	**16**	**16**	**03**
Grand Total		**174**	**141**	**150**	**24**

3.3 Summarized position of identified 24 surplus vacant posts of Teaching & Non-Teaching Staff from Railway Schools/Bilaspur in BSP Div.:

S#	Category	Level	Sanc.	Actual (Regular + Contractual)	Proposed	Surplus vacant posts identified for surrender
Teaching Staff:						
1.	Principal	9	02	02	02	00
2.	HM	7,8	06	02	02	04
3.	PGT	8	23	23	23	00
4.	TGT	7,8	47	36	44	03
5.	PST	6,7	48	38	41	07
6.	CT	7	02	02	02	00
7.	PET	7	03	02	02	01
8.	Demonstrator	7	03	00	00	03
Total			**134**	**105**	**116**	**18**
Non-Teaching Staff:						
9.	Librarian	6	02	02	02	00
10.	OS/Sr. Clerk	6	02	02	02	00
11.	Lab Attendant	1	06	06	06	00
12.	Game Attendant	1	01	00	00	01
13.	Chowkidar	1	07	05	05	02
14.	Waterman	1	06	06	05	01
15.	Peon/ Gen. Asstt.	1	08	09	08	00
16.	HKA/Safaiwala	1	06	04	04	02
17.	Mali	1	02	02	02	00
Total			**40**	**36**	**34**	**06**
Grand Total			**174**	**141**	**150**	**24**

3.4	School-wise Summary of existing & proposed Cadre Strength :			
School's Name	**Sanc.**	**Actual (Regular Contractual)**	**Proposed Strength**	**No. of Surplus vacant posts to be surrendered**
SEC Railway Higher Sec. School No.-1, BSP	86	69	73	13
Railway Higher Sec. School No.-2, BSP	54	43	49	05
SEC Railway Mixed Primary School, Loco Colony/BSP	15	13	12	03
SEC Railway Mixed Primary School, Budhwari Bazar BSP	19	16	16	03
Total	**174**	**141**	**150**	**24**



3.5	**RECOMMENDATIONs & SUGGESTIONs :** On the basis of above observations and critical analysis, following recommendations & suggestions are made as under:
RECOMMENDATIONs :	
1.	**Railway Higher Secondary School No.-01/BSP:** As per details given in Para 3.1.1, total requirement of Teaching & Non-Teaching staff for Railway Higher Sec. School –No.1/BSP comes to 73 against sanctioned of 86. Hence, 13 vacant posts (HM-02, TGT-03, PST-04, PET-01, Demonstrator-01, Safaiwala-02) are found surplus and should be surrendered.
2.	**Railway Higher Secondary School No.-02/BSP:** As per details given in Para 3.1.2, total requirement of Teaching & Non-Teaching staff for Railway Higher Sec. School –No.2/BSP comes to 49 against sanctioned of 54. Hence, 05 vacant posts (HM-01, Demonstrator-02, Safaiwala-01, Game Attendant-01) are found surplus and should be surrendered.
3.	**Railway Mixed Primary School, Loco Colony/BSP:** In view of less strength of Railway wards in Railway Mixed Primary School/Loco Colony/BSP (i.e. 20% Railway wards of Total students), availability of 10 non-Railway schools including Kendriya Vidyalaya & 02 Railway Schools within 04 KM, considering non-core activity and in order to savings in manpower cost, it is recommended to close down the Railway Mixed Primary School/Loco Colony/BSP after completion of academic session 2021-22. The admission in class V 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, 03 vacant posts of PST out of total sanctioned of 15 posts are found surplus and should be surrendered in First Phase. And remaining 12 posts (HM-01, PST-07, Peon-01, Safaiwala-01, Waterman-01, Chowkidar-01) should be surrendered in Second Phase after closure of school. After closure of Railway Mixed Primary School/Loco Colony/BSP, live men (Teaching & Non-Teaching staff) may be redeployed in Railway Higher Secondary School/BSP against vacancies as per need and extant rules.
4.	**Railway Mixed Primary School, Budhwari Bazar/BSP:** As per details given in Para 3.1.4, total requirement of Teaching & Non-Teaching staff for Railway Mixed Primary School/Budhwari Bazar/BSP comes to 16 against sanctioned of 19. Hence, 03 vacant posts (HM-01, Waterman-01, Chowkidar-01) are found surplus and should be surrendered.
Therefore keeping in view of existing workload, declining strength of Railway wards in Railway schools, availability of Kendriya Vidyalaya & other non-Railway schools, outsourcing activities and cost benefit analysis, total requirement of Teaching/Non-teaching staff for Railway Schools/Bilaspur comes to 150 against sanctioned of 174. Hence, 24 vacant posts (HM-04, TGT-03, PST-07, PET-01, Demonstator-03, Game Attendant-01, Waterman-01, Chowkidar-01 & Safaiwala-03) identified as surplus should be surrendered in phase- I. And after closure of Railway Mixed Primary School/Loco Colony/BSP, 12 posts (HM-01, PST-07, Peon-01, Safaiwala-01, Waterman-01, Chowkidar-01) should be surrendered in Phase-II from Education Department of Bilaspur Division.	
5.	The money value of surrendered posts can be utilised for creation of safety & essential posts as per need and extant rules.
6.	It is recommended that all the existing Gr. D categories (Peon, Water man, Lab Attendant, Safaiwala, Chowkidar, Mali) should be categorized as MTS (Multi-Tasking Staff) so that their services can be utilized efficiently for multi-task activities.

SUGGESTIONs :	
1.	The existing utilization of Contractual Teachers and Group "D" staff on contract basis in RHSS No.1, 2 & MPS/Budhwari/BSP should be continued since it is cost effective and managed through Personnel Deptt. or School Development Fund.
2.	There should be a uniform academic calendar i.e. Syllabus, Examination date, working culture for all Railway Schools over SECR for better planning and achievement of objectives which may be planned by PCPO office.
3.	Considering present scenario, Fees structure of Railway Schools/BSP can be increased for the development of infrastructure of the schools which may be planned by Division.
4.	Teachers should be trained by the NCERT from time to time to improve their professional competency.
5.	There should be periodical transfer of Teaching staff in all Railway schools.

CHAPTER-IV

4.0 FINANCIAL EVALUATION & RESULTS :

4.1	First Phase: Savings due to surrender of 24 surplus vacant posts:-							
Design.	**Level (7th CPC)**	**G.P. (6th CPC)**	**Pay Structure (7th 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.)**
HM	L-7	4600	44900-142400	04	93650	109570	438280	5259360
TGT	L-7	4600	44900-142400	03	93650	109570	328710	3944520
PST	L-6	4200	35400-112400	07	73900	86463	605241	7262892
PET	L-6	4200	35400-112400	01	73900	86463	86463	1037556
Demonstra -tor	L-7	4600	44900-142400	03	93650	109570	328710	3944520
Waterman	L-1	1800	18000-56900	01	37450	43820	43820	525840
Safaiwala	L-1	1800	18000-56900	03	37450	43820	131460	1577520
Game Attendant	L-1	1800	18000-56900	01	37450	43820	43820	525840
Chowkidar	L-1	1800	18000-56900	01	37450	43820	43820	525840
TOTAL				**24**				**24603888**

Thus, recurring savings to the tune of Rs. 2,46,03,888 say Rs. 246 lakhs Per annum can be achieved due to surrender of 24 vacant posts of HM/TGT/PST/PET/Demonstrator/Waterman/ /Safaiwala /Chowkidar from Railway Schools/Bilaspur of Personnel Department/BSP Div. and surrender memorandum to be issued by Sr. DPO/BSP.

4.2	Second Phase: Savings due to surrender of 12 surplus posts after closure of Railway School/Loco Colony/BSP :-							
Design.	**Level (7th CPC)**	**G.P. (6th CPC)**	**Pay Structure (7th 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.)**
HM	Level-8	4800	47600-151100	01	99350	116240	116240	1394880
PST	Level-6	4200	35400-112400	07	73900	86463	605241	7262892
Peon	Level-1	1800	18000-56900	01	37450	43820	43820	525840
Chowkidar	Level-1	1800	18000-56900	01	37450	43820	43820	525840
Waterman	Level-1	1800	18000-56900	01	37450	43820	43820	525840
Safaiwala	Level-1	1800	18000-56900	01	37450	43820	43820	525840
TOTAL				**12**				**10761132**

Thus, recurring savings to the tune of Rs. 107,61,132 say Rs. 108 lakhs Per annum can be achieved due to surrender of 12 posts of HM/PST/Chowkidar/Safaiwala/Peon/Waterman from Railway School/Loco Colony/BSP of Personnel Department/Bilaspur Div. and surrender memorandum to be issued by Sr. DPO/BSP.

4.3 Net Savings :

S#	Description	Total cost per year (in Rs.)
1	24 vacant posts in First Phase (A)	**24603888**
2	12 posts in Second Phase (B)	**10761132**
3	Fee deducted of Rly. School/Loco Colony/BSP (C)	**20,52,700**
Net Savings [(A+B)-C]		**35365020**