



EAST CENTRAL RAILWAY

WORK STUDY REPORT

**To assess the utility of Ferro Printer, Trolleyman and Cipher
Operator of S&T Department of
Sonpur Division**

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

Study No. ECR/Eff./WSR/SEE/21-22/04

REVIEW
OF
STAFF STRENGTH
OF
FERRO PRINTER, TROLLEYMAN & CIPHER OPERATOR
OF
S&T DEPARTMENT
WORKING
AT
SONPUR DIVISION
(ECR/Effi/WSR/SEE/21-22/04)

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EXECUTIVE SUMMARY

Study No.	ECR/Effi/WSR/SEE/21-22/04
Subject	REVIEW OF STAFF STRENGTH OF FERRO OPERATOR, TROLLEYMAN & CIPHER OPERATOR OF S&T DEPARTMENT WORKING AT SONPUR DIVISION .
Area	SONPUR DIVISION
Division	SEE
Department	S&T
Terms of Reference	Assessment of Man Power requirement
Total No. of Recommendations	01
No. of posts recommended for surrender	11
Financial Implication	62.95 lack
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The team is grateful to Sr.DSTE/SEE, DSTE/W/SEE, ASTE/BJU and all SSE/SEE, MFP, BJU, KGG & THB of S&T Department of Sonpur Division the staff working with him for rendering their full co-operation during the course of study.

TERMS OF REFERENCE

The study has been conducted under the following terms of references:

- a) To review staff strength vis-à-vis workload of Ferro Printer, Trolleyman and Cipher Operator of S&T Department of Sonpur Division with a view to identify the surplus manpower in different section.
- b) To assess the effective utilization of staff working in S&T Department of Sonpur Division .
- c) To suggest ways and means to improve working of staff in S&T Department of Sonpur Division.

METHODOLOGY ADOPTED:-

- (i) Discussion with Sr. DSTE/ SEE
- (ii) Discussion with ASTE/BJU
- (iii) Discussion with SSE/S&T/SEE, MFP, SPP, BJU, KGG & THB
- (vi) Assessment of work load
- (vii) Arriving at staff requirement

SYNOPSIS

1. In Railways, the process of absorption of modernization has been started and still in progress in every sphere of the system. These technological up gradations have shown considerable improvement in the efficiency and manpower productivity in Railways.
2. Keeping in view, all these constraints, the Work Study Cell was assigned to conduct work study of staff strength of Ferro Printer, Trolleyman and Cipher Operator of S&T Department of Sonpur Division with a view to assess the staff requirement as per the existing workload .
3. Ferro Printer, Trolleyman and Cipher Operator of S&T Department also plays a vital role in Indian Railways and leads in performance of any Zonal Railway. At present 16 posts of Trolleyman and 01 post of Cipher Operator are working against Sanction Strength 19 in S&T Department of Sonpur Division as per DSTE/SEE letter no- S&T/SEE/work study/ dated 15.06.21

CHAPTER I

Introduction

- 1.1 S&T system plays a vital role in the operational system of the Railways. It is like nervous system, which supplies information and compliance of order is done through telecommunication system of the Railways.
- 1.2 Great improvement have been made in this field of S&T with the advent of rail net. In this era of information technology, the S&T department of Indian Railways offers great service to the nation with the opening of Telecom section, a large scale of interlocking system is provided to railway. Maintain the all equipment of signal in line and also equipment maintain in signal control.
- 1.3 With the advent of interlocking system, there is a great scope for the review of staff strength in Ferro Printer, Trolley Man and Cipher Operator of S&T department in Sonpur Division has reduced to a great extent.
- 1.4 In pursuance of Railway Board's order Efficiency Cell HJP, has taken into consideration the review of staff strength of Ferro Printer, Trolley Man and Cipher Operator of S&T department in Sonpur Division under the guidance of Sr.DSTE/SEE.

CHAPTER II

Present scenario:-

BOS=19 MOR=17 Vacancy=02

1. In the safety point of view, the duty of Trolley man is most essential. The work of Trolleyman is to push and pull the trolley as per directive of trolley incharge. Trolley is essential to reach at earliest at the site of work in time.

But now the number and need of trolleys has almost decreased and in place of trolleys, vehicles have been provided to reach the site.

Now, the available trolleyman are engaged in the work of Helper and Khalasi.

2. Ferro Printer work has become redundant where as the work of Cipher Operator is done by TCM as per discussion with the Competent Authority.

At present Trolley man posted in 06 vital station of Sonpur Division .

which are following :-

Sl. No.	Station	Trolley man posted
1	SEE	06
2	MFP	01
3	SPP	01
4	BJU	04
5	KGG	02
6	THB	02

CHAPTER III

Critical Examination:-

BOS=19

MOR=17

Vacancy=02

Work study team has examined the work load of Ferro Printer which has become redundant, and the work load of Trolley Man and Cipher Operator is performed by Helper/Khalasi and TCM respectively. So, all the 09 posts of trolleyman, 01 post of Ferro printer and 01 post of Cipher Operator may be recommended for surrender.

There are 06 vital station of S&T department in Sonpur Division. Work study team observed that the work of trolley man depend on the status of maintenance work of signal department but all the trolleyman is engaged as Helper/Khalasi.

Work study team observed that all the 09 posts of trolleyman, 01 post of Ferro printer and 01 post of Cipher Operator may be surrendered.

CHAPTER IV

RECOMMENDATION

As there is no yardstick for calculation of staff, the work study team has made its assessment of staff on the need base, it is observed that at present all the 09 posts of trolleyman, 01 post of Ferro printer and 01 post of Cipher Operator is excess than requirement.

Total Sanction Strength = $19-08=11$ (08 posts of Trolleyman has already surrendered)

Total Staff required = 00

Exceeds post = $11-00= 11$ Staff

After going through the requirement of staff, the work study team observed that all the 09 posts of trolleyman, 01 post of Ferro printer and 01 post of Cipher Operator may be recommended for surrender and financial saving will be Rs. 62.95 Lac per annum. The work is going on without any hindrance.

CHAPTER - V

FINANCIAL SAVINGS:-

If the recommendation of the study report is implemented, the annual recurring financial savings will be as under:

S. No.	Category	Scale of pay (Rs.)	Mean pay per month	DA @ 17 %	Total pay per month per staff (Rs.)	No. of post	Annual financial savings (Rs.)
1	Trolleyman	18000-56900	37450	6367	43817	09	4732236
2	Ferroprinter	18000-56900	37450	6367	43817	01	525804
3	Cipher Operator	35400-112400	73900	12563	86463	01	1037556
Total						11	6295224 =62.95 lac.

CHAPTER VI

Summary:-

After critically examining the work load of Ferro Printer, Trolleyman and Cipher Operator working in S&T Department of Sonpur Division, the work study team proposes as below:-

S.No.	Designation	BOS	Requirement as per WS	Proposed surrender	Remark
01	Trolleyman	17	00	09	08 posts already surrender
02	Ferro Printer	01	00	01	
03	Cipher Operator	01	00	01	
Total		19	00	11	

Annexure -I

Staff position of Ferro Printer, Trolleyman and Cipher Operator in S&T Department of Sonpur Division. Data given by DSTE/SEE letter no-S&T/SEE/work study dated 15.06.21

Sl NO.	Category	Scale	Sanctioned Strength	Men on Roll	Vacancy
1	Trolleyman	18000-56900	17	16	01
2	Ferroprinter	18000-56900	01	00	01
3	Cipher Operator	35400-112400	01	01	00
	Total		19	17	02