

# **EAST CENTRAL RAILWAY**



## **WORK STUDY REPORT ON**

**To assess the utility of staff strength of  
Parcel Porter (Hamal) of Commercial Department of  
Sonpur Division**

## **EFFICIENCY CELL**

## **EAST CENTRAL RAILWAY**

## **HAJIPUR**

**STUDY NO. ECR/EFF./WSR/SEE/20-21/14**

**REVIEW**  
**OF**  
**STAFF STRENGTH**  
**OF PARCEL PORTER (Hamal) WORKING**  
**IN**  
**SONPUR DIVISION**  
**ECR/ Effi /WSR/SEE/20-21/14**

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**WORK-STUDY CELL**  
**East Central Railway**  
**HAJIPUR**

## EXECUTIVE SUMMARY

Study No.	ECR/Eff./WSR/SEE/20-21/14
Subject	Review of staff strength of Parcel Porter (Hamal) of Commercial Department of Sonepur Division.
Area	Hamal of Sonepur Division.
Division	SEE
Department	Commercial
Terms of Reference	Assessment of Man Power requirement
Total No. of Recommendations	1
Post recommended for surrender.	62
Financial Implication	325.99 Lac per annum
Month of Circulation	September, 2020

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## Chapter-I

### INTRODUCTION

Indian Railways is one of the biggest Government Organization in the country whose prime motto is to provide the cheap and best transportation services to their users at a desired level of safety, security and punctuality. Being a large organization it plays a vital role in the Indian economy. Now-a-days, Indian economy is facing tough times so it is the moral responsibility of every government organization to keep close watch and check on its expenditure.

SEE Division is one of the important Divisions amongst Five Divisions of East Central Railway, having at peculiar status in East Central Railway map. Some major stations like BJU, KGG, MNE, SMO, CRR, THB, NNA, MSK, BGS, IORS, BCA, DSS, UJP, MNO, KPGM, DUBH, KRBP, DOL, GRL, SAI, HJP & SEE are situated on Delhi-GHY route.

Railway carries passenger, Goods & parcel traffic. For the time being, due to COVID19 passenger traffic is affected. But day by day new passenger/M/Exp. trains are being introduced. Thus traffic density tends to increase. In view of the increase in number of passenger trains, the volume of parcel traffic has also increased a lot.

A Parcel porter (Hamal) loads & unloads packages in passenger/M/Exp Trains within allowed time. Hence a Parcel porter plays a vital role in keeping punctuality of trains.

SDGM has approved a Work Study on "Review of Hamal (Parcel Porter) of Commercial department over SEE Division with a view to assess the staff requirement as per the existing workload.

## **METHODOLOGY**

The following techniques of method study as well as work measurement have been applied to conduct the study:-

- A. Assessment of work load.
- B. Arriving at staff requirement.
- C. Discussion with DCI, HJP, MFP, SEE etc.

## CHAPTER - II

### **PRESENT SCENERIO:**

Parcel Porter (Hamal) of Commercial Department is working under the control of Station Superintendent/ Commercial Superintendent. To arrive at a factual conclusion on requirement of staff of SEE Division, the team collected the workload of all activities. For calculation of manpower required, the team applied on spot observation and discussion at various levels.

### **STAFF POSITION AT DIFFERENT POINTS AND LOCATIONS:**

Parcel Porter (Hamal) load/unload parcel traffic in limited time (allowed time) in passenger/M/Exp. Trains. Hence Parcel Porter plays a vital role in keeping Punctuality of Trains. The requirements of the staff at different points are as below:-

Si. No	Category	Scale	Grade Pay	Sanctioned Strength	Men on roll	Vacancy
1	Hamal SMO	5200-20200	1800	01	00	01
2	Hamal CRR	5200-20200	1800	01	00	01
3	Hamal KUE	5200-20200	1800	01	00	01
4	Hamal NNA	5200-20200	1800	05	04	01
5	Hamal MSK	5200-20200	1800	01	00	01
6	Hamal MNE	5200-20200	1800	01	00	01
7	Hamal KGG	5200-20200	1800	16	10	06
8	Hamal BGS	5200-20200	1800	04	04	00
9	Hamal BJU	5200-20200	1800	64	26	38
10	Hamal IORS	5200-20200	1800	01	00	01
11	Hamal BCA	5200-20200	1800	02	02	00
12	Hamal SPP	5200-20200	1800	02	01	01
13	Hamal DSS	5200-20200	1800	04	02	02
14	Hamal HJP	5200-20200	1800	30	16	14
15	Hamal DGA	5200-20200	1800	01	02	+01
16	Hamal ATNR	5200-20200	1800	01	00	01
17	Hamal KPGM	5200-20200	1800	01	01	00
18	Hamal KRBP	5200-20200	1800	02	00	02
19	Hamal GRL	5200-20200	1800	01	01	00
20	Hamal SAI	5200-20200	1800	02	01	01
21	Hamal SEE	5200-20200	1800	20	16	04
22	Hamal MFP	5200-20200	1800	13	25	+12

### **CHAPTER – III**

#### **CRITICAL ANALYSIS, REQUIREMENT OF STAFF VIS-A-VIS WORKLOAD:**

##### **3.0 STAFF POSITION**

<b>Si. No</b>	<b>Category</b>	<b>Scale</b>	<b>Gra de Pay</b>	<b>Sanctioned Strength</b>	<b>Men on roll</b>	<b>Vacancy</b>	<b>Require ment</b>
<b>1</b>	Hamal SMO	5200-20200	1800	01	00	01	00
<b>2</b>	Hamal CRR	5200-20200	1800	01	00	01	00
<b>3</b>	Hamal KUE	5200-20200	1800	01	00	01	00
<b>4</b>	Hamal NNA	5200-20200	1800	05	04	01	04
<b>5</b>	Hamal MSK	5200-20200	1800	01	00	01	00
<b>6</b>	Hamal MNE	5200-20200	1800	01	00	01	00
<b>7</b>	Hamal KGG	5200-20200	1800	16	10	06	10
<b>8</b>	Hamal BGS	5200-20200	1800	04	04	00	04
<b>9</b>	Hamal BJU	5200-20200	1800	64	26	38	26
<b>10</b>	Hamal IORS	5200-20200	1800	01	00	01	00
<b>11</b>	Hamal BCA	5200-20200	1800	02	02	00	02
<b>12</b>	Hamal SPP	5200-20200	1800	02	01	01	01
<b>13</b>	Hamal DSS	5200-20200	1800	04	02	02	02
<b>14</b>	Hamal HJP	5200-20200	1800	30	16	14	16
<b>15</b>	Hamal DGA	5200-20200	1800	01	02	+01	02
<b>16</b>	Hamal ATNR	5200-20200	1800	01	00	01	00
<b>17</b>	Hamal KPGM	5200-20200	1800	01	01	00	01
<b>18</b>	Hamal KRBP	5200-20200	1800	02	00	02	00
<b>19</b>	Hamal GRL	5200-20200	1800	01	01	00	01
<b>20</b>	Hamal SAI	5200-20200	1800	02	01	01	01
<b>21</b>	Hamal SEE	5200-20200	1800	20	16	04	16
<b>22</b>	Hamal MFP	5200-20200	1800	13	25	+12	25
<b>TOTAL</b>				174	112	62	112

3.01 The main duty of Parcel Porter of Commercial Department is to load/unload parcel packages.

3.02 As per explanatory note of IRCA Parcel Rate Table, Coaching Tariff No. 25 part -III para 12 -"Booking of parcels To & From intermediate stations of a train is permitted only if that particular train stops at those intermediate stations for 5 (five) minutes or more. However, this restriction is not applicable to Ordinary Passenger trains & Luggage traffic.

There are many road side stations which have stoppage of passenger trains less than five minutes and after introduction of MEMU/DEMU rakes, parcel loading/unloading has ended.

A few stations like BJU, MFP, HJP etc., Have stoppage of passenger trains of five minute and more.

Now a days outsourcing are being adopted.

3.03 Since manpower is the biggest component of the expenditure of Indian

Railway, rightsizing of manpower to reduce unit costs is an effective way to increase efficiency of Indian Railway.

3.04 There are 112 men on roll against the sanctioned strength of 174 in SEE Division. In view of above, the 62 vacant posts of Parcel Porter (Hamal) of Sonpur division may be recommended for surrender.

## CHAPTER - IV

### **RECOMMENDATION:**

The main duty of Parcel Porter (Hamal) of Commercial Department is to load/unload parcel packages in luggage/Parcel vans of Mail/Express/Passenger trains.

There are 112 men on roll against the sanctioned strength of 174 in SEE Division. The 62 vacant posts of Parcel Porter (Hamal) of Sonpur division are recommended for surrender.

Total Sanction Strength = 174

Total Men on Roll = 112

Total Staff required = 112

**Excess Staff = 174-112 = 62 Staff**

After going through the requirement of staff, the work study team observed that the 62 vacant posts of Parcel Porter (Hamal) of Commercial Department, recommended for surrender and financial saving will be Rs 325.99 Lac per annum.

## **CHAPTER – V**

### **FINANCIAL IMPLICATIONS**

#### **FINANCIAL IMPLICATIONS**

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

<b>Si. No</b>	<b>Category</b>	<b>Scale</b>	<b>Level</b>	<b>Mean Pay</b>	<b>DA 100%</b>	<b>No. Of Posts</b>	<b>Total Saving (Rs.)in Lakh</b>
<b>1</b>	Parcel Porter(Hamal)	18000-59900	<b>L-1</b>	37450	6367	62	32599848 ie325.99

## CHAPTER VI

### Summary:-

After critically examining the work load of Parcel Porter (Hamal) of Commercial Department Sonpur Divison, the work study team proposes as below:-

S.No	Designation	BO S	Man on Roll	Requirement as per WS	Proposed surrender	Remark
1.	Parcel Porter (Hamal)	174	112	112	62	62 vacant posts of Parcel Porter (Hamal) recommended for surrender
Total		174	112	112	62	

Total vacant posts proposed for surrender = 62

**Annexure -I**

Sanction Strength of Parcel Porter (Hamal) of commercial department of Sonpur Division as on 08.09.2020.

Si. No	Category	Scale	Gra de Pay	Sanctioned Strength	Men on roll	Vacancy
1	Hamal SMO	5200-20200	1800	01	00	01
2	Hamal CRR	5200-20200	1800	01	00	01
3	Hamal KUE	5200-20200	1800	01	00	01
4	Hamal NNA	5200-20200	1800	05	04	01
5	Hamal MSK	5200-20200	1800	01	00	01
6	Hamal MNE	5200-20200	1800	01	00	01
7	Hamal KGG	5200-20200	1800	16	10	06
8	Hamal BGS	5200-20200	1800	04	04	00
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13	Hamal DSS	5200-20200	1800	04	02	02
14	Hamal HJP	5200-20200	1800	30	16	14
15	Hamal DGA	5200-20200	1800	01	02	-01
16	Hamal ATNR	5200-20200	1800	01	00	01
17	Hamal KPGM	5200-20200	1800	01	01	00
18	Hamal KRBP	5200-20200	1800	02	00	02
19	Hamal GRL	5200-20200	1800	01	01	00
20	Hamal SAI	5200-20200	1800	02	01	01
21	Hamal SEE	5200-20200	1800	20	16	04
22	Hamal MFP	5200-20200	1800	13	25	-12