



EAST CENTRAL RAILWAY

WORK STUDY REPORT

ON

To assess the utility of Tech-FCD and Tech-Fitter of
Electrical (TRD) Department of Samastipur Division.

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

STUDY NO. ECR/EFF./WSR/SPJ/20-21/11

**REVIEW
OF
STAFF STRENGTH
OF
TECH-FCD AND TECH-FITTER
OF
ELECTRICAL(TRD) DEPARTMENT
OF
SAMASTIPUR DIVISION
(ECR/Effi/WSR/SPJ/20-21/11)**

**GUIDANCE BY
Neeraj Agrawal
SDGM**

**A. Khalifa
E.O.**

STUDY

**N.Kumar
A.Kumar
N.K.Singh
K.N.Sahay
Els**

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

EXECUTIVE SUMMARY

| | |
|---|---|
| Study No. | ECR/Effi/WSR/SPJ/20-21/11 |
| Subject | REVIEW OF STAFF STRENGTH OF TECH-FCD AND TECH-FITTER OF ELECTRICAL (TRD) DEPARTMENT OF SAMASTIPUR DIVISION |
| Area | SAMASTIPUR |
| Division | SAMASTIPUR |
| Department | ELECTRICAL/TRD |
| Terms of Reference | Assessment of Man Power requirement |
| Total No. of Recommendations | 01 |
| No. of posts recommended for surrender | 07 |
| Financial Implication | 59.70 LAC |
| Month of Circulation | NOVEMBER 2020 |

INDEX

| Sr. No. | Content | Reference | |
|---------|--|-----------|---|
| | | Page No. | |
| 1 | Terms of Reference and Methodology Adopted | 1 | |
| 2 | Synopsis | 2 | |
| 3 | <u>Chapter I</u> – Introduction | 3 | |
| 4 | <u>Chapter II</u> – Present Status | 4 | 5 |
| 5 | <u>Chapter III</u> - Critical Analysis | 6 | 7 |
| 6 | <u>Chapter IV</u> – Recommendation | 8 | |
| 7 | <u>Chapter V</u> – Financial Implication | 9 | |
| 8 | <u>Chapter VI</u> – Summary | 10 | |
| 9 | Annexure | 11 | |

TERMS OF REFERENCE

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

- a. To review staff strength of Tech-FCD and Tech-/Mech./Fitter of Electrical (TRD) Department of Samastipur Division ,with a view to identify the surplus manpower in different units .
- b. To assess the effective utilization of Tech-FCD and Tech-/Mech./Fitter of Electrical (TRD) Department of Samastipur Division.

METHODOLOGY ADOPTED

The work study team applied the following techniques for conducting the study :

- Discussion with Sr. DEE/TRD
- Discussion with AEE/TRD
- Discussion with SSE/TRD/SPJ, DBG, JYG etc.
- Data collection and its analysis the factual status & existing work load.
- Reassessment of manpower requirement by applying need base.

SYNOPSIS

1. Indian Railways is one of the biggest transportation organisation among all other transport organisation in the country. In fact the Railway is backbone of the country's transportation system. In the recent times, Railway is facing tremendous competition from road and air. In the time of competition ,transport system should not only be agile, prompt and amenable but also financially viable. In order to bring economy in expenditure the optimum utilization of man, machine and material will have to be ensured.

2. Indian Railways prime motto is to provide 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. These days, Indian economy is facing tough time, so it is the collective responsibility of every government organization to keep close watch on their expenditure and check the expenditure accordingly.

3. The work study cell was assigned to conduct work study of Tech-FCD and Tech-/Mech./Fitter of Electrical (TRD) Department of Samastipur Division with a view to assess the staff requirement as per the existing workload.

4. Electrical (TRD) Department also plays a vital role in Indian Railways and leads in performance of any zonal Railway.

5. In Railways, the absorption of modernization has been started and still in progress in every sphere of the system. These technological up gradation have shown considerable improvement in the efficiency and man power productivity in Railways.

Chapter-I

INTRODUCTION

- 1.1 Railway is one of the biggest transport organizations whose services are utilized by a large number of floating populations. Electrical Department plays a vital role in maintaining safety & punctuality of trains. Actually Electrical Department is the backbone of railway system. Samastipur Division is a major division of E.C.Rly. It is electrified and non electrified Division. It has many crew changing point where driver, asstt. driver and Guard of mail/express, passenger and Goods trains are changed. The Electric(TRD) staff of SPJ Division is maintain the electric OHE work . It maintain OHE work of all station premise area of Division.
- 1.2 Keeping the above objects in mind and also giving priority to the Railway main motto is safety, security, punctuality, cleanliness and all the work of Tech-FCD and Tech-Fitter is modernised in particular this work study has been conducted to review the staff strength of Tech-FCD and Tech-Fitter of Electrical (TRD) Department of Samastipur Division.

CHAPTER -II

Existing Setup:-

The actual staff strength of Tech-FCD and Tech-Fitter of Electrical (TRD) Department of Samastipur Division is 20 against the sanctioned strength of 30 with vacancy of 10.

There are many offices under Sr. DEE (TRD):-

| Sl. No. | Section |
|---------|----------------|
| 1. | DRM office SPJ |
| 2. | TRD Depot SPJ |
| 3. | TRD Depot DBG |
| 4. | TRD Depot JYG |
| 5. | TRD Depot SHC |
| 6. | TRD Depot RXL |
| 7. | TRD Depot NKE |
| 8. | TRD Depot HPO |
| 9. | TRD Depot SGL |

Duties of Tech-FCD and Tech-Fitter Electrical (TRD) Department:-

- Servicing and repairing the electric and diesel multiple units and traction units that pull trains.
- Servicing and repairing carriages and other rolling stock.
- Looking after machinery and plant used in stations, such as cranes and lifts.
- Installing and maintaining electricity supply wiring.
- Constructing new traction units and carriages in railway workshops.
- Replacing parts, and checking, oiling and cleaning machinery as part of a maintenance programme.
- Checking and calibrating instruments to make sure they are accurate.
- To maintain Generator.

Fitters and electricians may be involved in constructing new railway rolling stock or new electrification systems.

They may follow instructions from a senior technician or engineer, and may also have to refer to technical drawings and manuals. They use a range of hand and power tools and need to learn and observe all the safety regulations for track working.

Railway fitters and electricians may work with other craftspeople such as carpenters, painters, upholsterers and sheet metal workers, as well as senior technical staff and engineers.

CHAPTER-III

BOS-30

MOR-20

Vacancy-10

2.0.0 CRITICAL ANALYSIS, REQUIREMENT OF STAFF VIS-À-VIS WORK LOAD AND RECOMMENDATIONS:

2.1.0 Tech-FCD and Tech-Fitter staff of Electrical (TRD) Department Samasipur Division is working under the control of Sr.DEE/TRD/SPJ. To arrive at a factual conclusion on requirement of Tech-FCD and Tech-Fitter staff Electrical (TRD) Department at Samastipur Division. The work study team collected the workload of all activities. For calculation of manpower required, the team applied on spot observations and discussions at various levels and applied on the basis of need base.

2.2.0 APPLYING BENCH MARKING NORMS:-

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.

There is no specific yardstick for measuring the workload of Tech-FCD and Tech-Fitter staff of Electrical (TRD) department of Samastipur Division. It is very difficult to assess the efficiency of Tech-FCD and Tech-Fitter staff of Electrical (TRD) department of Samastipur Division as quantum of work, and different sections are places in different important place. At present infrastructure is not more developed. The working culture of staff is old pattern. Hence, it is impossible to apply the bench mark.

5

Staff strength of Tech-FCD and Tech-Fitter staff of Electrical (TRD) department is given below:-

| Sl. No. | Section | Post | Level | Sanction Strength | Men on Roll | Vacancy |
|---------|---|-----------------|-------|-------------------|-------------|---------|
| 01 | Tech-FCD and Tech-Mech./Fitter Electrical (TRD) | Sr.Tech./FCD | L-6 | 05 | 03 | 02 |
| 02 | | Tech-I/FCD | L-5 | 06 | 02 | 04 |
| 03 | | Tech-II/FCD | L-4 | 02 | 05 | +03 |
| 04 | | Tech-II/FCD | L-2 | 02 | 00 | 02 |
| 05 | | Sr.Tech-Fitter | L-6 | 05 | 03 | 02 |
| 06 | | Tech-I/Fitter | L-5 | 06 | 03 | 03 |
| 07 | | Tech-II/Fitter | L-4 | 01 | 04 | +03 |
| 08 | | Tech-III/Fitter | L-2 | 03 | 00 | 03 |
| | Total | | | 30 | 20 | 10 |

On the above position work study team observed that, the 23 Tech-FCD and Tech- Mech.Fitter are required for present work load. Hence, work study team observed and discussion with concerning authority, that 04 posts Tech-I/FCD and 03 posts of Tech-I/Mech./Fitter, total 07 posts may be recommended for surrender.

CHAPTER -IV

Recommendation :-

As there is no yardstick for calculation of Tech-FCD and Tech-Fitter staff of Electrical (TRD). The work study team has made its assessment of staff on the need base, it is observed that 04 posts of Tech-I/FCD and 03 posts of Tech-I/Mech./Fitter may be recommended for surrender. These 04 posts of Tech-I/FCD and 03 posts of Tech-I/Mech./Fitter, total 07 posts are excess than requirement.

Total Sanction Strength = 30

Total Men on Roll = 20

Total Staff required = 23

Excess Staff = 30-23 = 07 Staff

After going through the requirement of staff, the work study team observed that the 04 posts of Tech-I/FCD and 03 posts of Tech-I/Mech./Fitter are recommended for surrender and financial saving will be Rs 59.70 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.N o. | Category | Level | Mean pay per month | DA @ 17 % | Total pay per month per staff (Rs.) | No. of post | Annual financial savings (Rs.) |
|-------------|-----------------|-------|-----------------------|--------------|--|-------------------|--|
| 1 | Tech- I/FCD | L-5 | 60750 | 10328 | 71078 | 04 | 3411744 |
| 2. | Tech- Fitter | L-5 | 60750 | 10328 | 71078 | 03 | 2558808 |
| Total Total | | | | | | 07 | 5970552 i.e 59.70 Lakh only |

CHAPTER VI

Summary:-

After critically examining the work load of Tech-FCD and Tech-Fitter of Electrical (TRD) Department of Samastipur Divison, the work study team proposes as below:-

| S.No. | Designation | BOS | Man on Roll | Requirement as per WS | Proposed surrender | Remark |
|-------|-------------|-----|-------------|-----------------------|--------------------|---|
| 1. | Tech-FCD | 06 | 02 | 02 | 04 | 04 vacant posts of Tech-FCD and 03 vacant posts of Tech-Fitter may be recommended for surrender |
| 2. | Tech-Fitter | 03 | 00 | 00 | 03 | |
| Total | | 09 | 02 | 02 | 07 | |

Total posts proposed for surrender = 07

(11)

Annexure -I

Sanction Strength of Tech-FCD and Tech-Fitter of Electrical (TRD)
Department of Samastipur Division as on 10.11..2020.

| Sl NO. | Category | Level | Sanctioned Strength | Men on Roll | vacancy |
|--------|-----------------|-------|---------------------|-------------|---------|
| 1. | Sr.Tech./FCD | L-6 | 05 | 03 | 02 |
| 2. | Tech-I/FCD | L-5 | 06 | 02 | 04 |
| 3. | Tech-II/FCD | L-4 | 02 | 05 | +03 |
| 4. | Tech-II/FCD | L-2 | 02 | 00 | 02 |
| 5. | Sr.Tech-Fitter | L-6 | 05 | 03 | 02 |
| 6. | Tech-I/Fitter | L-5 | 06 | 03 | 03 |
| 7. | Tech-II/Fitter | L-4 | 01 | 04 | +03 |
| 8. | Tech-III/Fitter | L-2 | 03 | 00 | 03 |
| | Total | | 30 | 20 | 10 |