



EAST CENTRAL RAILWAY

WORK STUDY REPORT  
ON

To assess the utility of Carpenter and Painter of Mechanical  
(C&W) Department of Dhanbad Division

EFFICIENCY CELL

EAST CENTRAL RAILWAY

HAJIPUR

STUDY NO. ECR/EFF./WSR/DHN/20-21/23

**REVIEW  
OF  
STAFF STRENGTH  
OF  
CARPENTER & PAINTER**

**OF  
MECHANICAL(C&W) DEPARTMENT  
OF  
DHANBAD DIVISION**

**(ECR/Effi/WSR/DHN/20-21/23)**

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**WORK STUDY CELL  
East Central Railway HAJIPUR**

## EXECUTIVE SUMMARY

<b>Study No.</b>	<b>ECR/Eff/WSR/DHN/20-21/23</b>
<b>Subject</b>	REVIEW OF STAFF STRENGTH OF ARPENTER & PAINTER OF MECHANICAL (C&W) DEPARTMENT OF DHANBAD DIVISION
<b>Area</b>	DHANBAD
<b>Division</b>	DHANBAD
<b>Department</b>	MECHANICAL
<b>Terms of Reference</b>	Assessment of Man Power requirement
<b>Total No. of Recommendations</b>	01
<b>No. of posts recommended for surrender</b>	06
<b>Financial Implication</b>	43.30 LAC
<b>Month of Circulation</b>	December 2020

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## **TERMS OF REFERENCE**

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

- a. To review staff strength of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division with a view to identify the surplus manpower in different units.
- b. To assess the effective utilization of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division .

## **METHODOLOGY ADOPTED**

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

- Discussion with Sr. DME/C&W
- Discussion with CDO/DHN
- Discussion with SSE/C&W/DHN, GMO 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 organization among all other transport organization 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 Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division with a view to assess the staff requirement as per the existing workload.
4. Mechanical 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. Mechanical Department plays a vital role in maintaining safety & punctuality of trains. Actually Mechanical Department is the backbone of railway system.
- 1.2 Special emphasis is being given by the Ministry of Railways on safety & punctuality.
- 1.3 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 Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division is done by Carpenter and Painter, in particular this work study has been conducted to review the staff strength of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division .

## CHAPTER –II

### **Existing Setup:-**

The actual staff strength of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division is 22 against the sanctioned strength of 41 with vacancy of 19.

There are many offices under Sr. DME (C&W):-

Sl. No.	Section
1.	DRM office DHN
2.	C&W Depot DHN
3.	C&W Depot GMO
4.	C&W Depot PEH
5.	C&W Depot SGRL
6.	C&W Depot PTRU
7.	C&W Depot KTH
8.	C&W Depot CPU
9.	C&W Depot BRWD
10.	C&W Depot HZBN
11.	C&W Depot BRKA

**Duties of** Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division :-

1. Carpentry work as like repairing berths, doors, window shutters etc.
2. Painting work as like board painting, indication board, destination board, laboratory painting etc.



## **CHAPTER-III**

**BOS-41**

**MOR-22**

**Vacancy-19**

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

2.1.0 Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division is working under the control of Sr.DME/C&W/DHN. To arrive at a factual conclusion on requirement of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad 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 Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division . It is very difficult to assess the efficiency of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad 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.

Staff strength of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division is given below:-

Sl. N o.	Section	Post	Level	Sanction Strength	Men on Roll	Vacancy
01	Mechanical C&W	MCM (Carpenter)	L-6	06	06	00
02		Carpenter-I	L-5	12	03	09
03		Carpenter-II	L-4	02	01	01
04		Carpenter-III	L-II	04	01	03
05		MCM (Painter)	L-6	04	04	00
06		Painter -I	L-5	09	00	09
07		Painter -II	L-4	01	02	+01
08		Painter -III	L-II	03	05	+02
Total				41	22	19

On the above position work study team observed that, the 35 Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division are required for present work load. Hence, work study team observed and discussion with concerning authority, that 06 posts of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division may be recommended for surrender.

## CHAPTER -IV

### **Recommendation :-**

As there is no yardstick for calculation of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division. Work study team made its assessment on need base, it is observed that the 06 posts of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division is excess than requirement.

Total Sanction Strength	= 41
Total Men on Roll	= 22
Total Staff required	= 35
<b>Excess Staff</b>	<b>=41-35 = 06 Staff</b>

After going through the requirement of staff, the work study team observed that the 06 posts of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division are recommended for surrender and financial saving will be Rs 43.30 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.	Carpenter-II	L-4	53300	9061	62361	02	1996664
2.	Carpenter-III	L-2	41550	7064	48614	01	583368
3.	Painter -III	L-2	41550	7064	48614	03	1750104
Total Total							4330136 ie.43.30 Lakh only

## CHAPTER VI

### Summary:-

After critically examining the work load of Carpenter and Painter of Mechanical(C&W) Department of Dhanbad Division the work study team proposes as below:-

S.No.	Designation	BOS	Man on Roll	Requirement as per WS	Proposed surrender	Remark
1.	Carpenter-II	02	01	00	02	02 posts of Carpenter-II 01 post of Carpenter-III and 03 posts of Painter -III may recommended for surrender
2.	Carpenter-III	04	01	03	01	
3.	Painter -III	03	05	00	03	
Total		09	07	03	06	

Total posts proposed for surrender = 06

**Annexure -I**

Sanction Strength of Carpenter and Painter of Mechanical(C&W)  
Department of Dhanbad Division as on 15.12.2020.

Sl. No	Section	Post	Level	Sanction Strength	Men on Roll	Vacancy
01	Mechanical C&W	MCM (Carpenter)	L-6	06	06	00
02		Carpenter-I	L-5	12	03	09
03		Carpenter-II	L-4	02	01	01
04		Carpenter-III	L-II	04	01	03
05		MCM (Painter)	L-6	04	04	00
06		Painter -I	L-5	09	00	09
07		Painter -II	L-4	01	02	+01
08		Painter -III	L-II	03	05	+02
	Total			41	22	19