



WORK STUDY REPORT
ON
REVIEW OF LEVEL-I STAFF WORKING
IN
RAIL COACH FACTORY,
KAPURTHALA
2023-24

WORK STUDY TEAM

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Central Planning Cell,
Northern Railway,
Headquarters Office,
Baroda House, New Delhi.

EXECUTIVE SUMMARY

This study was allotted to Central Planning Cell, HQ Office on the directives of ED/E&R, Railway Board to review the Level-I category for the optimum requirement considering all the relevant factors viz. change in work load conditions, computerization of various activities, introduction of new technologies, change in policies, outsourcing etc. and suggest ways to improve manpower production and to achieve economy by improved methods of working in Rail Coach Factory, Kapurthala.

STAFF POSITION:

The total sanctioned and on roll strength of Level-I staff working in RCF/KXH is detailed below:-

S.N.	Units	S/S	O/R	Variation
1	Production	543	324	219
2	Non-Production	499	205	294
Total		1042	529	513

No. posts identified as surplus and recommended for surrender: -

Group 'C' = Nil posts

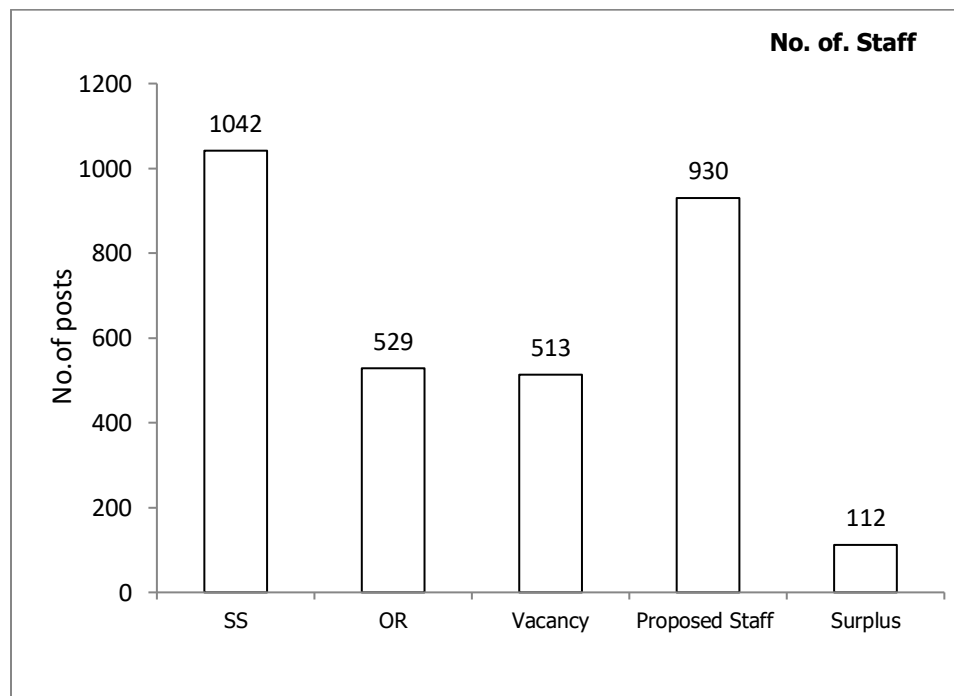
Group 'D' = 112 posts

Total = 112 posts

Anticipated recurring saving = ₹ 396.00 lakh per annum

Capital saving = Nil

Total saving = ₹ 396.00 lakh per annum



I N D E X

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SYNOPSIS

Modernization is an ongoing and continuous process in the Indian Railways. A number of steps have been taken up by the Indian Railways to develop infrastructure, modernize the system and improve the operational efficiency. This has been done by way of increasing Capital Expenditure, introduction of technology etc. Indian Railways has made a fascinating journey and transformations spanning decades and generations, from the days of steam and coal engines to Vande Bharat. Indian Railways plays a vital role in the development of nation by transporting passenger and freight traffic with safety and reliability. Indian Railways has the fourth largest network with over 22593 operating trains out of which 13169 are passenger trains and transporting 24 million passengers daily. To cater such a large volume of passengers traffic, railways needs a huge fleet of coaching stock which are fed by three production units viz. ICF, Chennai, MCF, Rae Bareilly and RCF, Kapurthala.

Indian Railways have been transporting passenger traffic mainly through coaches of ICF design. These coaches were being manufactured at ICF, Chennai and RCF, KXH. A limited number of these coaches were being manufactured at BEML/Bangalore also. These type of coaches were having limitations in terms of i) Speed potential; ii) Heavy corrosion; iii) Poor riding comfort; iv) Wearing of parts in the under gear; To overcome these limitations, Indian Railways entered into supply and technology transfer contracts with M/s. ALSTOM LHB/Germany to initially supply 24 coaches consisting of 19 AC chair cars, 2 AC Executive Class Chair cars and 3 Generator cum Brake vans. Accordingly, their introduction and mass production in Indian Railways started in 2002 and their numbers is growing day by day.

The foundation stone of Rail Coach Factory, Kapurthala was laid down in 1985. The objective to enhance the production capacity of passenger coaches for the ever increasing demand of Indian Railways (IR). The production at RCF commenced after two years from the inception of the project and the first coach was rolled out in 1988. RCF started manufacturing ICF design coaches made of corten steel, however after transfer of technology from Linke Hofmann Busch (LHB) of Germany in 1998, it started manufacturing modern stainless steel coaches having speed potential upto 160 kmph. These are extensively being used in premium trains like, Rajdhani and Shatabdi Express etc. The ICF coaches are being replaced to LHB coaches progressively in the other premium trains also. The Rail Coach Factory, Kapurthala the premier Production Unit of Indian Railways and manufacturing LHB and Vistadome coaches

Due to globalization and liberalization of Indian economy, it has now become essential to increase productivity by optimum utilization of existing resources, assets and infrastructure. The up gradation/advancement in technologies is very essential to meet the changes of time and to achieve higher productivity and efficiency with minimum input. Consequently, the Railway Administration conduct review of its assets and manpower from time to time to explore the productivities of improved working methods and to eliminate the redundant activities vis-à-vis workload by economical utilization of manpower.

The Production Units in Indian Railways have seen many changes in the past some years viz. change in work load conditions, computerization of various activities, introduction of new technologies, change in policies, outsourcing and off loading of workload etc. which has affected the utilization of man power.

This study was allotted to Central Planning Cell, HQ Office on the directives of ED/E&R, Railway Board to review the Level-I staff for the optimum requirement working in Rail Coach Factory, Kapurthala. The work study team conducted the review and identified 112 posts as surplus for surrender. The implementation of the recommendations contained in the report will yield recurring saving to the tune of Rs. 396.00 lakh per annum, if implemented in toto.

SUMMARY OF RECOMMENDATIONS

S. N.	Recommendations	Refer para No.	Accepting/ implementing authority.												
1	<p>It is proposed that 286 posts of Level-I staff in Gr. ₹ 5200-20200-1800 are identified as surplus from non production. The existing strength of 543 in Production and M&P has been enhanced to 717 due to increase in workload by redistributing additional 174 manpower amounting to Rs. 61522920.00 from non-production and the balance 112 out of 286 amounting to Rs. 39600960.00 have been recommended for surrender from RCF/KXH.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">S. N.</th> <th style="text-align: center;">Category</th> <th style="text-align: center;">Pay scale + Grade pay ₹</th> <th style="text-align: center;">No. of posts</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td style="text-align: center;">Level-I staff</td> <td style="text-align: center;">5200-20200-1800</td> <td style="text-align: center;">112</td> </tr> <tr> <td colspan="3" style="text-align: center;">Total</td> <td style="text-align: center;">112</td> </tr> </tbody> </table>	S. N.	Category	Pay scale + Grade pay ₹	No. of posts	1.	Level-I staff	5200-20200-1800	112	Total			112	2.6.3	GM/RCF, CPLE/RCF ED/E&R/Railway Board.
S. N.	Category	Pay scale + Grade pay ₹	No. of posts												
1.	Level-I staff	5200-20200-1800	112												
Total			112												

ACKNOWLEDGEMENT

The work study team is highly grateful to Shri Bhupeshwar Attri, CPLE, Sh. R.S. Gupta, Dy. CPLE-I, and other functionaries for providing relevant data/information and for giving valuable guidance, co-operation to the team during the conduct of study.

1.0.0 INTRODUCTION

1.0.1 Established in 1985, RCF is a premier coach manufacturing unit of Indian Railways. After turning out its first coach in March 1988, RCF has moved on to become the largest and most modern coach manufacturing unit of Indian Railways. The RCF rolled out Indian Railway's first LHB design Shatabdi coach in December 2002. At present more than 39,000 RCF built coaches are traversing the length and breadth of our nation. Every year RCF is adding more than 1500 coaches to this huge fleet, which includes AC and Non-AC coaches.

1.0.2 RCF is equipped with a state-of-the art Computer Aided Design(CAD) centre and Computer Numerical Control(CNC) machines to undertake design and manufacture of bogies, shells (both with stainless steel and corten steel). At present the RCF has state of the art machinery, which includes Wheel and Axle Turning centers, CNC Under water Plasma Cutting Machine, CNC Laser Cutting and Welding Machine, CNE 3-D Measuring Machine, CNC Laser Profile Cutting Machines, Robotic Spot Welding Machine, Robotic Welding Manipulator, Conveyorised Painting booth, 160 to 1000 Ton Press Brakes. The state-of-the-art manufacturing facilities and processes have enabled RCF to achieve excellence in Design, Development, Manufacture and Installation and after sales service of Railway Coaches with a view to ensure enhanced satisfaction of the Rail customer.

1.0.3 RCF rolled out High Capacity Parcel Van to carry high volumetric load at high speed, a prototype of Double Decker of 160 kmph speed potential. RCF had another jewel in its crown, when it rolled out Indian Railway's first Air Conditioned Economy Class coach with enhanced speed and berth capacity. Later first rake of MEMU coaches with 3 Phase Electrics were rolled out on 27.11.2021.

1.0.4 Over the last 38 years, the RCF has witnessed a lot of changes. RCF started manufacturing ICF design coaches made of corten steel, however after transfer of technology from Linke Hofmann Busch (LHB) of Germany in 1998, it started manufacturing modern stainless steel coaches having speed potential upto 160 kmph. These are extensively being used in premium trains. The ICF coaches are being replaced with LHB coaches progressively in other trains also. The Rail Coach Factory, Kapurthala the premier Production Unit of Indian Railways and manufacturing LHB and Vistadome coaches.

1.1.0 Keeping in view the frequent changes, Railway Administration therefore conducts timely review of its manpower, material and assets to keep the expenditure under control. The Review of Level-I staff working in RCF was entrusted by ED/E&R to the Central Planning Cell considering optimum utilization of Level-I staff.

1.2.0 TERMS OF REFERENCE:

The work study has been conducted under the following terms of references-

- i. To review staff strength vis-à-vis workload.
- ii. To suggest ways and means to identify redundant/unproductive activities to eliminate wasteful expenditure.
- iii. To consider all relevant factors viz: change in working conditions, computerization, technological advancement and outsourcing.
- iv. To suggest ways and means to improve the system economically in view of modernization and system development

1.3.0 METHODOLOGY ADOPTED:

The following method study and work measurement techniques were adopted to conduct the study:-

- i. Data collection and its critical analysis
- ii. Work sampling, analytical estimation, spot observation, physical checks and yardstick in vogue, if any to assess the performance of staff.
- iii. Held discussions at various levels.

2.1.1 BRIEF DESCRIPTION, STAFF POSITION, WORKLOAD, CRITICAL ANALYSIS AND REQUIREMENT OF STAFF:

2.1.1 Brief description

2.1.2 Rail Coach Factory, Kapurthala was established in 1985 with the objective to enhance the production capacity of passenger coaches for the ever increasing demand of Indian Railways. RCF is a coach manufacturing unit of Indian Railways. RCF has already carved a niche in the industrial scenario of the country at large and Indian Railways, in particular. After turning out its first coach in March 1988, RCF has moved on to become the largest and most modern coach manufacturing unit of Indian Railways. At present more than 39,000 RCF built coaches are traversing the length and breadth of the nation. Every year RCF is adding more than 1500 coaches to this fleet, which includes AC and Non-AC coaches.

2.1.3 This Production unit is functioning under the administrative control of General Manager, RCF.

2.2.0 STAFF POSITION

During the course of study, the team collected the staff position from Progress Planning Department, which is placed as Annexure-I in the report and the summarized position of Level-I staff working in RCF is tabulated as under:-

S. No.	Unit	Category	S/S	O/R	Variation
Production					
1	Mechanical	Asstt. Workshop	499	320	179
2	Electrical	Asstt. TL&AC	44	04	40
Sub total			543	324	219
Non- Production					
3	Design Office (Mechanical)	Office Asstt.	09	07	02
		General Asstt.	-	01	+01
	Sub Total		09	08	01
4	Mechanical	Office Asstt.	37	27	10
		TADK	22	18	04
		General Asstt.	01	01	-
	Sub Total		60	46	14
5	M&C Lab.	Office Asstt.	05	03	02
		General Asstt.	03	03	-
	Sub Total		08	06	02
6	IT Department	Office Asstt.	09	08	01
		TADK	06	03	03
	Sub Total		15	11	04
7	Time Office	Office Asstt.	01	02	+01
	Sub total		01	02	+01
8	Tech. Training Centre	Office Asstt.	05	01	04
		General Asstt.	02	02	-
	Sub Total		07	03	04
9	Staff Canteen	General Asstt.	05	-	05
	Sub total		05	-	05
10	Electrical Power Supply	Asstt. TL&AC	-	02	+04
	Sub Total		-	02	+04
11	Design Office (Electrical)	Office Asstt.	03	01	02
	Sub total		03	01	02

12	Electrical	Office Asstt.	03	01	02
		TADK	06	05	01
	Sub total		09	06	03
13	Civil Engineering Deptt.	Track Maintainer-IV	06	-	06
		Office Asstt.	04	01	03
		Asstt. Works	100	-	100
		General Asstt.	05	01	04
		Asstt. Horticulture	08	02	06
		TADK	02	01	01
	Sanitary Jamadar	02	-	02	
Sub total		127	05	122	
14	Medical Deptt.	Office Asstt.	05	01	04
		General Asstt.	08	-	08
		Hospital Asstt.	51	23	28
		X-Ray Attendant	02	-	02
		TADK	03	05	+02
	Sanitary Jamadar	04	01	03	
Sub total		73	30	43	
15	General Deptt.	General Asstt.	08	-	08
		Office Asstt.	23	13	10
		Asstt. Depot	-	03	+03
	TADK	07	06	01	
Sub total		38	22	16	
16	Personnel Deptt.	General Asstt.	03	-	03
		Office Asstt.	09	06	03
	TADK	01	01	-	
Sub total		13	07	06	
17	Signal & Telecom	Asstt. S&T	07	06	01
	Sub total		07	06	01
18	Store Deptt.	Office Asstt.	01	04	+03
		Asstt. Depot	104	33	71
	TADK	12	08	04	
Sub total		117	45	72	
19	Account Deptt.	Office Asstt.	-	02	+02
		TADK	04	02	02
Sub total		04	04	-	
20	Hindi Cell	General Asstt.	01	01	-
	Sub total		01	01	-
21	RPF	Office Asstt.	01	02	+01
		Safaiwala	01	-	01
Sub total		02	02	-	
Grand Total		1042	529	513	

The above table reveals that on roll strength of Level-I staff working RCF is 529 against the sanctioned strength of 1042 and 513 posts are lying vacant.

2.3.0. Group wise work load in terms of GS Unit (GSU) during 2022-23. The basic unit GSU is manufacturing of 1000 General Coaches per year.

S. No.	Name of Group	Gross GSU	Off loading	Net GSU	Off loading (in %)
1	Group-I	3155.72	1848.62	1307.10	58.58
2	Group-II	1751.10	81.42	1669.68	4.65
3	Group-III	1704.27	488.27	1216.00	28.65
4	Group-IV	5171.16	2420.10	2751.06	46.80
5	Group-V	3727.30	2123.81	1609.49	56.98

2.4.0 CRITICAL ANALYSIS:

2.4.1 Human resources are very valuable to Indian Railways. Since manpower is the biggest component of the expenditure of Indian Railways, rightsizing of manpower to reduce unit costs is an effective way to increase efficiency of the system. This is specially so during present times when 67% expenditure is towards man power and is showing an increasing trend which in the long term seems unsustainable for the Organization. It is imperative that the man power be utilized effectively, efficiently and wherever essentially required. Therefore there is a need to rationalize man power utilization to improve Organizational agility. The one of biggest advantage of outsourcing is cost savings. The lower cost of labour provided by outsourcing is very economical to the system.

2.4.2 The changes due to adaptation of improved procedures, technological inventions, computerization, outsourcing and offloading of workload etc. are progressively improving the working of RCF by eliminating the wastages. As per the guidelines issued by Railway Board's letter no. E(MPP)/2022/1/1 dt. 18/04/2022, the activities of non essential categories like Bearer, Asstt. Cook, Typist, Sanitary helper, Mali, Daftari, Gardner, Asstt. Catering/sales man etc. may be outsourced.

2.5.0. YARDSTICK

There is no specific yard stick in vogue for assessing the requirement of Level-I category. This work study is based on the norms setup by the M/s RITES in 1995 when the RCF was manufacturing ICF Design coaches. Over the last 38 years, the RCF has witnessed a lot of changes. RCF started manufacturing ICF design coaches made of corten steel but now it is manufacturing modern stainless steel LHB coaches having speed potential upto 160 kmph. So there have been significant changes in the working environment in the Production unit.

2.6.0 REQUIREMENT OF STAFF AND RECOMMENDATIONS

The level-I staff is deployed in two wings i.e. Production, Machine & Plant and Non-Production. During the conduct of study, the work study team collected the workload and examined it critically. There is no specific yard stick in vogue for level-I staff working in RCF. The team considered spot observation, deployment of staff, change in working pattern, offloading of work and analytical estimation while proposing the requirement of staff. The team has assessed the requirement of Level-I on the basis of achieved out turn during 2022-23 i.e. 1551 coaches, kept the local working conditions into consideration and exercised physical observations along with discussions at various levels to economize the system after reducing all wastages and streamlining the activities.

2.6.1 (i) Production:

The production of coaches in RCF has been divided into five groups which are depicted as under:

Name of Group	Activities
Group-I (Fabrication)	Fabrication of side wall, end wall, roof, under frame, sheet metal shop etc.
Group-II (Shell Assembly)	Stage-I: Zig assembly, Stage-II: different types of welding, Stage-III: Different types of brackets, pivoting, skin tensioning etc. Stage-IV: Partition frame, sliding door(SLR), water tank, ceiling construction etc.
Group-III (Shell Painting)	Exterior writing stencil work.
Group-IV (Furnishing)	Flooring, PVC pasting, frame window ceiling panel, lavatory, plumbing, molding seats and berths, airbrake, carpentry work, FRP, Electrical work, lowering bogies etc.
Group-V (Bogie fabrication assembly)	Fabrication assembly, Fabrication of bogies, Bolster fabrication and machining, component manufacturing, air spray, putty, complete final assembly etc.

Proposed requirement of Level-I staff for Production is as under:

Prod. Group	load	Cat.	Fix	Var.	Total MP After Notional variable	New manpower for LOAD	MP for load >1500 GS	Total Manpower
					$(A*4/4.5)+B$	$C*L/1000$	$[A*(L/1500-1)*0.3]$	
	L		A	B	C	M1	M2	M(M1+M2)
I	1307.1	L-1	44	65	104	136	0	136
II	1669.68		30	30	57	95	1	96
III	1216.00		10	0	9	11	0	11
IV	2751.06		29	114	140	385	7	392
V	1609.49		16	11	25	40	0	40
Total								675

(ii) Proposed requirement of Level-I staff for **M&P** is as under:

Shop	Annual load	Category	MP for 750 to 1500 GSU	MP for load > 1500 GSU	Total man power
			Fix	$[A*(L/1500-1)*0.15]$	
	L		A	B	C=A+B
Mech./Maintenance	1865.95	Unskilled (Level-I)	12	0.00	12.00
Electrical/Maintenance			10	0.00	10.00
Material handling			5	0.00	5.00
Transport			9	0.00	9.00
Tool Room			3	0.00	3.00
Machine			3	0.00	3.00
MRS			0	0.00	0.00
Total			42		42.00

2.6.2. Proposed requirement of Level-I (General Asstt/ Office Asstt) in **Non production**:

I. Mechanical (Design Office):

S No	Officer/Section	Proposed Strength	Remarks
1.	CDE	01	
2.	Dy. CME/D/S	01	
3.	Dy. CME/DP	01	
4.	Dy. CME/Design (S&B)	01	
5.	OS/Design ADE/SME	01	
6.	Record Section	01	
7.	Logistic & Filing	01	
Total		07	

II. PCME Office:

S No	Officer/Section	Proposed Strength	Remarks
1.	Attached with PCME	02	
2.	PS to PCME	01	
3.	Dy. CME/co-ord	01	
4.	Office	01	
Total		05	

III. Machine & Plant

S No	Officer/Section	Proposed Strength	Remarks
1.	CPE	01	
2.	Dy. CPE-I	01	
3.	Dy. CPE-II	01	
4.	Office	02	
Total		05	

IV. Progress & Planning

S No	Officer/Section	Proposed Strength	Remarks
1.	CPL	01	
2.	Dy. CPL-I	01	
3.	Dy. CPL-II	01	
4.	Dy. CPL-III	01	
5.	Office	03	
Total		07	

V. Furnishing (Admin. Block)

S No	Officer/Section	Proposed Strength	Remarks
1.	CWE(Furnishing)	01	
2.	Dy. CEE/Production	01	
3.	Dy. CME-I(Furnishing)	01	
4.	Dy. CME-II(Furnishing)	01	
5.	Sr. Scale/Jr. Scale officers and supervisors	03	
Total		07	

VI. Shell (Admin. Block)

S No	Officer/Section	Proposed Strength	Remarks
1.	CWE(Shell)	01	
2.	Dy. CME(Shell)	01	
3.	Dy. CME/B	01	
4.	Sr. Scale/Jr. Scale officers and supervisors	02	
Total		05	

VII. Accounts

S No	Officer/Section	Proposed Strength	Remarks
1.	PFA	02	
2.	Dy. FA & CAO I & II	02	
3.	Sr. AFA/AFA/Office	04	
Total		08	

VIII. Quality Control

S No	Officer/Section	Proposed Strength	Remarks
1.	CQM-I	01	
2.	CQM-II	01	
3.	Dy. CQM-I & II	02	
4.	Office	02	
5.	Workshop (Lab Asstt.)	02	
6.	M&C Lab (Lab. Asstt.)	02	
Total		10	

IX. IT Centre

S No	Officer/Section	Proposed Strength	Remarks
1.	PCAO/IT	01	
2.	Sr. EDPM/PMS & Sr. EDPM/Sys	02	
3.	With Net work group	01	
4.	03 Jr. Scale/ Sr. Scale officers and supervisors (II floor)	02	
5.	With Hardware Group	01	
6.	04 Jr. Scale/ Sr. Scale officers and supervisors (I floor)	02	
7.	With Power supply & system group	01	
Total		10	

X. Time office

S No	Officer/Section	Proposed Strength	Remarks
1.	Time office	02	
Total		02	

XI. Technical Training Centre (TTC)

No man power has been proposed in TTC as the activities of General Asstt/Office Asstt. have been outsourced.

XII. Staff canteen

No man power has been proposed in Staff canteen as the activities of Canteen Asstt/General Asstt have been outsourced.

XIII. Power Supply:

S No	Officer/Section	Proposed Strength	Remarks
1.	General Asstt.	02	
Total		02	

XIV. Electrical Design

S No	Officer/Section	Proposed Strength	Remarks
1.	CEDE	02	
2.	Dy. CEE/D&D and Dy. CEE DP	02	
3.	Sr. Scale officers/Jr. Scale & Office	03	
Total		07	

XV. Electrical Deptt

S No	Officer/Section	Proposed Strength	Remarks
1.	PCEE	02	
2.	CESE	01	
3.	Dy. CEE/PS	01	
4.	Sr. Scale Officer /Jr. Scale Officer & office	04	
Total		08	

XVI. Civil Engg:

S No	Category	Proposed Strength	Remarks
1.	Track Maintainer-IV	06	Feeding cadre of track maintainer staff for maintenance of track in dispatch yard.
2.	Office Asstt/ Gen Asstt	06	PCE-02 Dy. CE- 01 Sr. Scale officer/Jr Scale Office & Office -03
3.	Asstt Horticulture	--	Activity already outsourced
4.	Sanitary Jamadar	--	
5.	Asstt works	--	
Total		12	

XVII. Medical

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/ Gen Asstt	08	PCMO-02 ACMOs-04 DMOs/ADMOs/ office-02
2.	Hospital Attendant	--	At present activity is partially outsourced for two years from 08.08.22 with cost of Rs. 12366994/-. The activities may be outsourced completely.
3.	X-Ray Attendant	02	Activity already outsourced
4.	Sanitary Jamadar	--	
Total		10	

XVIII. General Deptt:

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/ Gen Asstt	12	CVO-01 Dy. CVO-01 DY. GM/G-01 PS to GM-01 GM Lounge-05 Office-01 PRO Office-01 Janitor- 01
2.	Office Asstt/ Gen Asstt	--	Activities of care taker/attendant in ORH, Transit camp & Holiday Homes may be outsourced on the pattern of Subordinate Rest House. Similarly the activities of Gen Asstt to work as helper in School buses may be outsourced.
Total		12	

XIX. Personnel:

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/ Gen Asstt	07	PCPO-01 Dy.CPO-01 Sr. Scale/Jr. Scale officers and Office-04 Record-01
Total		07	

XX. Signal & Telecom

S No	Category	Proposed Strength	Remarks
1.	Asstt. S&T	06	PA System-01 SSE/Tele/Hq-01 SSE/Tele/TKJ-01 CCTV maintenance-01 Complaint & battery-01 Office-01
Total		06	

XXI. Store:

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/Asstt Depot	17	PCMM-01 CMM/HSQ-01 CMM/G-01 CMM/E-01 CMM/M-01 CMM/TKJ-01 DY. CMMs-08 Sr. Scale/Jr. Scale officers and Office-04
2.	Asstt Depot	--	Activities of Asstt Depot staff in shell depot/furnishing Depot /purchase office HSQ for 81 unskilled labour has been outsourced as per GEM contract No. GEMC511687797242380 dt 16.8.22, GEMC511687757837911 dt 25.01.23, GEMC511687731726194 dt 08.07.2022.
Total		17	

XXII. Project

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/ Gen Asstt	01	CAO/Project-01
Total		01	

XXII RPF :

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/ Gen Asstt	03	CSC -01 Sr. Security Commissioner -01 Jr. Scale officers and Office-01
Total		03	

XXIII RajBhasha :

S No	Category	Proposed Strength	Remarks
1.	Office Asstt/ Gen Asstt	01	-
Total		01	

XXIV TADK:

S No	Category	Proposed Strength	Remarks
1.	TADK	61	The existing strength of TADK is sufficient enough for the officers JAG and above.
Total		61	

2.6.3. Category wise summary of existing and proposed requirement of Level-I staff working in RCF

S. No.	Category	Sanctioned strength	Proposed strength	Identified surplus
Production				
1	Asstt. Work shop	499	717	-174 (The existing strength of 543 has been proposed to 717 by providing additional manpower from non-production)
2	Asstt. TL&AC(Work shop)	44		
Sub total		543		
Non Production				
3	Asstt. Lab.(Mechanical)	05	04	01
4	Asstt. S&T	07	06	01
5	Asstt. Works	100	-	100
6	Asstt. Horticulture	08	-	08
7	Track Maintainer-IV	06	06	-
8	Hospital Asstt.	51	-	51
9	x-Ray Attendant	02	02	-
10	Asstt. Depot	104	16	88
11	General Asstt. /Office Asstt.	143	118	25
12	Asstt. Cook/General Asstt.	05	-	05
13	Safaiwala/Sanitary Jamadar	07	-	07
14	TADK	61	61	-
	Sub Total	499	213	286
G. Total		1042	930	112

The proposed requirement of Level-I staff comes to 930 against the sanction strength of 1042 and **112** posts are identified as surplus and recommended for surrender from RCF/KXH

RECOMMENDATION NO.1

It is proposed that **286 posts** of Level-I staff in Gr. ₹ 5200-20200-1800 are identified as surplus from non production. The existing strength of 543 in **Production and M&P** has been enhanced to 717 due to increase in workload by redistributing additional 174 manpower amounting to Rs. 61522920.00 from non-production and the balance 112 out of 286 amounting to Rs. 39600960.00 have been recommended for surrender from RCF/KXH.

3.00 FINANCIAL IMPLICATIONS

3.1.0 The annual expenditure as per 7th CPC on Level-I Staff working in RCF is as under:-

S. No.	Category	Grade Rs.	Monthly value per post in ₹	S/S	Annual expenditure
1	Asstt. Workshop/Asstt. TL& AC	5200-20200-1800	29465.00	543	191993940.00
2	Asstt. Lab/Asstt. S&T/Asstt. Works/Asstt. Horticulture/Track Maintainer-IV/Hospital Attendant/X-Ray Attendant/Asstt. Depot/General Asstt./Office Asstt./Asstt. Cook/Safaiwala/Sanitary Jamadar/TADK	5200-20200-1800	29465.00	499	176436420.00
Total				1042	368430360.00

The above table reveals that the annual expenditure being incurred on 1042 sanctioned strength of Level-I staff working in RCF is ₹ 368430360.00

3.2.0 Proposed strength: The annual expenditure on the proposed strength of Level-I staff working in RCF is as under:-

S. No.	Category	Grade Rs.	Monthly value per post in ₹	P/S	Annual expenditure
1	Asstt. Workshop/Asstt. TL& AC	5200-20200-1800	29465.00	717	253516860.00
2	Asstt. Lab/Asstt. S&T/Track Maintainer-IV/X-Ray Attendant/Asstt. Depot/General Asstt./Office Asstt./TADK	5200-20200-1800	29465.00	213	75312540.00
Total				930	328829400.00

The above table reveals that total annual expenditure on 930 proposed strength of Level-I staff for RCF will be reduced to ₹ 328829400.00 instead of ₹ 368430360.00 and net recurring saving will be of ₹ 39600960.00 per annum.

3.3.0 Recurring Saving:

S N	Category	Pay scale + Grade pay ₹	No. of posts	Monthly value per post ₹	Total recurring saving ₹	annual saving
1	Level-I	5200-20200-1800	112	29465.00	39600960.00	
Total			112		39600960.00	

No. of posts identified as surplus: -

Group 'C' = Nil posts

Group 'D' = 112 posts

Total = 112 posts

Anticipated recurring saving = ₹ 396.00 lakh per annum

Capital saving = Nil

Total saving = ₹ 396.00 lakh per annum

LIST OF ANNEXURES

S.N.	Description	Annex. No.
1.	Statement showing category wise, the sanctioned strength, on roll and vacancy position of Level-I staff working in RCF/KXH	I
2.	Authority Letter to conduct the work study report No. 16-CP/08/WS/2022-23 dt. 01.06.2023	II

WORK STUDY REPORT DETAILED CHART

Department : - Mechanical

Name of study: - Review of Level-I Staff working in RCF/KXH

Activity centre: - RCF/KXH

S N	Sub activity	Brief description of workload	Actual staff deployed	Work Study recommendations	Representative workload
1	Rail Coach Factory/KXH manufactures LHB Coaches for Indian Railways.	The RCF manufactures LHB based different types of coaches, vista dome coaches.	Level-staff SS=1042 OR=529 Vac=513	The work study team identified 112 posts of Level-I staff as surplus and recommended for surrender	About 50% workload has been off loaded.

Statement showing category wise the sanctioned strength, on roll and vacancy position of Level-I staff working in RCF/KXH.

S. No.	Unit	Category	S/S	O/R	Variation
Production					
1	Mechanical	Asstt. Workshop	499	320	179
2	Electrical	Asstt. TL&AC	44	04	40
Sub total			543	324	219
Non- Production					
3	Design Office (Mechanical)	Office Asstt.	09	07	02
		General Asstt.	-	01	+01
	Sub Total		09	08	01
4	Mechanical	Office Asstt.	37	27	10
		TADK	22	18	04
		General Asstt.	01	01	-
	Sub Total		60	46	14
5	M&C Lab.	Office Asstt.	05	03	02
		General Asstt.	03	03	-
	Sub Total		08	06	02
6	IT Department	Office Asstt.	09	08	01
		TADK	06	03	03
	Sub Total		15	11	04
7	Time Office	Office Asstt.	01	02	+01
	Sub total		01	02	+01
8	Tech. Training Centre	Office Asstt.	05	01	04
		General Asstt.	02	02	-
	Sub Total		07	03	04
9	Staff Canteen	General Asstt.	05	-	05
	Sub total		05	-	05
10	Electrical Power Supply	Asstt. TL&AC	-	02	+04
	Sub Total		-	02	+04
11	Design Office (Electrical)	Office Asstt.	03	01	02
	Sub total		03	01	02
12	Electrical	Office Asstt.	03	01	02
		TADK	06	05	01
	Sub total		09	06	03
13	Civil Engineering Deptt.	Track Maintainer-IV	06	-	06
		Office Asstt.	04	01	03
		Asstt. Works	100	-	100
		General Asstt.	05	01	04
		Asstt. Horticulture	08	02	06
		TADK	02	01	01
		Sanitary Jamadar	02	-	02
Sub total		127	05	122	
14	Medical Deptt.	Office Asstt.	05	01	04
		General Asstt.	08	-	08
		Hospital Asstt.	51	23	28
		X-Ray Attendant	02	-	02
		TADK	03	05	+02

		Sanitary Jamadar	04	01	03
		Sub total	73	30	43
15	General Deptt.	General Asstt.	08	-	08
		Office Asstt.	23	13	10
		Asstt. Depot	-	03	+03
		TADK	07	06	01
		Sub total	38	22	16
16	Personnel Deptt.	General Asstt.	03	-	03
		Office Asstt.	09	06	03
		TADK	01	01	-
		Sub total	13	07	06
17	Signal & Telecom	Asstt. S&T	07	06	01
		Sub total	07	06	01
18	Store Deptt.	Office Asstt.	01	04	+03
		Asstt. Depot	104	33	71
		TADK	12	08	04
		Sub total	117	45	72
19	Account Deptt.	Office Asstt.	-	02	+02
		TADK	04	02	02
		Sub total	04	04	-
20	Hindi Cell	General Asstt.	01	01	-
		Sub total	01	01	-
21	RPF	Office Asstt.	01	02	+01
		Safaiwala	01	-	01
		Sub total	02	02	-
Grand Total			1042	529	513