

Sanctioned Strength of RMC Mumbai (excluding DWR) after restructuring of Gr-B staff

Designation	Old Sanctioned Strength	Revised Sanctioned Strength after Restructuring	Actual Posted as on Date	Vacancy as on date	Justification
AM-I	13	12	19	07	RMC Mumbai is divided into AS, HS, IS, RCC, AAS, ONGC, PMO, OBSY, SEISMO, RS, TS, ACWC, APT, RMSU, RIMC, IT, observatory sections & old staff strength was given accordingly. The ACWC, RCC units are working round the clock.
AM-II	15	17	12	-05	
SA	31	41	55	14	
SO	49				

Proposed staff Strength of RMC Mumbai (excluding DWR) after restructuring of Gr-B staff

Desgn.	Revised Sanctioned Strength after Restructuring	Additional Proposed staff for RMC Mumbai*										Total Staff required	Justification*
		R	IS	H	O	R	R	IT	A	R	H		
		I		S	N	W	S		A	M	P		
		M			G	F			U	S	C		
		C			C	C				U	S		
AM-I	12	2	1	1	0	0	1	0	0	1	0	18	@
AM-II	17	0	2	4	1	4	1	1	1	0	0	31	@
SA	41	16	4	6	2	4	0	2	1	0	2	78	@

Analysis of distribution of post given and Proposals -

1. Sanctioned staff strength after restructuring is not given section-wise & total staff strength for station is given. Thus it is difficult to point out exact staff requirement section-wise as per workload.
2. Section-wise staff strength for stations like RMC, MC, MWO must have been given to access workload.
3. It is unjustified to simply indicate total staff strength of the station which totally contradicts earlier distribution of section-wise sanctioned staff strength.
4. **Provision of additional staff for phase-III of National Hydrology Project under HS.**
5. **Additional staff proposed for RIMC considering future expansion of AWS, ARG network, earth station & maintenance of AWS/ARG.**
6. **Additional staff proposed for IS considering future requirements of PMO, Airports and Part-time observatories.**
7. **Need for additional staff to provide routine forecast to external agencies like ONGC.**

@ Justification for RIMC staff requirements:-

I) Present status of RIMC Mumbai

	AWS	ARG	Proposed
RIMC Mumbai	37	49	20 (ARG)
SIMC Ahmedabad	38	66	-
SIMC Goa	3	5	-

II) Present staff posted under RIMC Mumbai:

	Designation	Sanctioned Staff strength	Staff posted
RIMC Mumbai	AM-I	0	2
	AM-II	3	0
	SA	6	2
	Radio Mechanic	0	NIL (Utilized from another section for tour)
	SCD	0	NIL (Utilized from another section for tour)
	MTS	0	1
SIMC Ahmedabad	No staff posted	0	Managed by IS Ahmedabad
SIMC Goa	No staff posted	0	Managed by trained staff

III) Work distribution in RIMC Section

Administrative	Technical work in lab	Field work
<ul style="list-style-type: none"> • General • Technical correspondence 	<ul style="list-style-type: none"> • Testing /calibration of sensor • Practical for OJT (Intermediate/Advance Trainees) • Daily monitoring status and data quality. 	<ul style="list-style-type: none"> • Tours (Outdoor) for preventive & corrective maintenance of 33 AWS & 49 ARG stations.

IV) Purpose of AWS/ARG Project:

- To obtain more yield (surface) data with minimum staff (as AWS are the unmanned stations there is no need to post the staff at respective AWS stations).
- To obtain the Quality data : (with respect to above points –HQ gives the guidelines to maintained the quality of data .Guidelines as follows

- a) Preventative maintenance should be done three times in a year.
- b) Corrective maintenance should be done as and when required.

V) Workload at RIMC & staff requirements :

- As per above guidelines, three visit per year per AWS stations for P.M. and C.M., continuous tours have to be arranged. Hence 5 teams (2staff/ per team) require i.e. 10 staff are required only for tour.
- Being as a Regional Instrument Centre, general correspondence will increase for RIMC Mumbai, SIMC Ahmedabad, SIMC Goa in all respect of 3 Separate staff will require to handle the above work.
- RIMC is demanding In House structure like earth stations at Pune to monitor and control day and night status of AWS data, all stations under RC MUMBAI from Regional level. Hence two staff per batch will be required. i.e. 8 staff for roster duty. Thus 16 additional SA's are required apart from sanctioned strength.
- One or Two R.M. (if available) in Lab for testing or repairing the Sensors / spares.
- One AM-I and Three AM-II shall be required for supervising /inspection work to give information to visit/site selection.
- One AM-I/One SA required as store in charge for AWS Sensors as they are very costly and delicate. Thus two additional AM-I are required for smooth working of RIMC.

@ Justification for IS staff requirements:-

I) Present staff strength in I. S. including P.M.O

Designation	Sanctioned staff strength (IS)	Sanctioned staff strength (PMO)	Total Staff sanctioned	Staff posted
AM-I	1	1	4	3
AM-II	4	0	4	3
SA	8	2	10	4
MTS	2	1	3	2

II) Nature of work in I. S. (with merger of P.M.O)

I.S. is an important section under the R.M.C. which caters to the supply and upkeep of all official work/observatories/quarters/met instruments/maintenance and all necessities of the R.M.C as well as outstations under it.

The works done in I.S. are as follows :

a) Duties of S.A./A.M.II's is as follows:

1. All the Dak entry as well as distribution of dak to concerned seat.
2. Checking email and taking copies and entering in dak register.
3. Water bills, property tax, leave license fee matters of outstations as well as R.M.C.,

A.M.O's etc.

4. Construction matters pertaining to all o/s in Gujarat, Maharashtra, Goa (including R.M.C.)
5. Comparison and calibration of all Met. Instruments of Ships (Naval/CoastGuard /Merchant Navy /Air Force)
6. Supply of required Met.instruments at all outstations in Gujarat, Maharashtra, Goa (including R.M.C.)
7. Supply of required Met. Instruments/training at all Part Time Observatories in Gujarat, Maharashtra, Goa
8. Drawal of Met. Allowance to P.T.O's of Gujarat, Maharashtra, Goa and scrutiny of O.T.A of Maharashtra/A.E.T. Stations.
9. Sanction and disbursal of monthly Contingency amount to all outstations.
10. Preparing annual budget/modernization /work-plan projection / report sought by H.Q. from time to time.
11. Keeping leaves records of all outstations of Maharashtra-Goa, Gujarat.
12. All technical as well as administrative work related to outstations, including tour deputations to manage work of outstations.
13. Pre-monsoon/Post Monsoon annual inspection tours to all observatories/P.T.O's of Maharashtra.
14. Putting up and redressal of all R.T.I. related queries of R.M.C.
15. Follow-up action of inspection tours (any work required for the smooth functioning of the observatories under R.M.C.
16. Some tours under H.S. section covered by this section, as and when required.
17. Any other work allotted by section-incharge/office
18. Approval and sanction of Inspection tours conducted by M.C. Ahmedabad of Gujarat region.
19. Revival of defunct Part Time Observatories.
20. Updating of Handbook pages and Observational organization/Met Data.
21. Aviation matters, verification of aviation forecast, etc and all new airport opening work.
22. Correspondence related to opening of new observatories/AWS etc.

Considering the future expansion plans and modernization of department, opening of new airport/met offices, the current strength in I.S. is insufficient.

b) Duties of A.M. I :-

In-charge of section management, Annual Inspection tour of M.C. Goa & dealing with all matters of section & reporting the same to DDGM / Section In-charge

c) Duties of MTS :-

1. To assist inspectors on tour and pre and post preparation of tour.
2. Maintenance of Barometer room.
3. Any other work allotted by the In-charge in addition to routine works.

@ Justification for HS staff requirements:-

Present staff strength of HS :-

Desig.	Sanctioned post	Present strength	Future requirement
AM-I	1	2	1
AM-II	2	1	4
SA	4	2	6
MTS	0	1	2

In view of the present scenario, staff strength HS is working mainly in following areas:

- Daily collection of r/f data from all over Maharashtra and Goa states, with this, monitoring and scrutinizing all these data daily (around 250 R/G stations). This is done manually. Then statistical analysis and preparation of various reports of Maharashtra and Goa States and sending these reports and R/F maps daily to various department and Non-dept agencies .Also preparation of daily weekly, fortnightly, monthly, seasonal, subdivision-wise reports as per the requirement being done time to time. This is all time bound work required to be done daily, and as per the need at any time.
- Inspection of state R/G and other R/G's from where this section receives daily data .This is all being done at tehsil level under area of Mumbai Region (except Vidarbha).
- Preparation of inspection reports and summeries.to the collector offices and Tahsildars of the respective inspected stations.
- Daily issue of QPF.
- Any work allotted by Superiors as per their need.
- File work and correspondence regarding,
 - a)DRMS stations of Maharashtra (excluding Vidarbha)and Goa states
 - b) DRMS stations of Gujarat states
 - c) Tour matters of DRMS stations of Maharashtra (excluding vidarbha)and Goa states d) Tour matters of FMO stations coming under Fmo Ahmedabad, of Maharashtra and Gujarat states.
 - e)Correspondence with IMD,State and other agencies.
 - f)Correspondence regarding Leave,circulars and staff matter of the section.
 - g)Preparation and sending of Met allowances for DRMS Stations in Maharashtra (excluding Vidarbha),FMO stations under FMO Ahmedabad and DRMS stations of Gujarat state.

In view of the present staff,present workload is not manageable satisfactorily, also

- a) Inspectionof DRMS stations in Gujarat state is not being done annually.
- b) Addition of R/G stations of remaining tahsils will increase the work of inspection and Met allowance and data handling etc.
- c)In immediate futureincrease of R/G network by State Govt. upto circle level will increase (10 fold) the work of inspection and Met allowance and data handling etc.
- d) Data management,archiving the old R/F data is not being done properly due to shortage of staff.
- e) Site selection and Inspection work of R/G stations under irrigation and other projects of Maharashtra state govt.could not be fulfilled in the past due to shortage of staff.

In addition to all above points, National Hydrology Project –phase-III is likely to be implemented soon all over the country. Though IMD have said that temporary staff will be provided for this purpose on daily wages basis(particularly retired person from IMD)additional regular staff shall be required to monitor the whole project.

@ Justification for ONGC staff requirements:-

I) Present staff strength in ONGC.

Designation	Sanctioned staffstrength	Proposed Staff strength
AM-II	0	1
SA	2	2
MTS	1	1

ONGC was one of the unit in RMC Mumbai & was closed in 2005. Main work of this unit was to give routine forecast to ONGC near Bombay High. Section staff expenditure was funded by ONGC. Now it is understood that ONGC has approached IMD for continuation of weather forecast facilities. Hence provision of staff must be made for operational requirement of staff for ONGC.

@ Justification for RWFC staff requirements:-

Presently RWFC is working round the clock as well as in general shift to carry out operational work and provide various services pertaining to weather forecasting. RWFC has a responsibility of collection of weather data, analysis of weather charts, issue of weather forecast and reports; dissemination of various weather warning during adverse weather especially cyclone, coordination and interaction with state as well as other agencies in the state, preparation of various reports for submission to inter departmental and intra departmental exchanges. Officers are deputed on tour for assessment of damages occurred due to adverse weather in the region as well as to conduct workshop with state government under disaster management.

In addition to above work, the vision document published by IMD emphasize on decentralization of weather forecasting to cater weather related services on various time and space scale which will increased forecasting and allied activities at regional level significantly. The weather observations and other related products will be available in large quantity with least possible time intervals which need to be analyzed. The present system of forecasting will drastically change and demand based specialized forecasting system with spatial and temporal accuracy will be need of the hour.

On the verge of revival of IMD, the restructuring of scientific staff has been accorded by Government of India. It is ourresponsibility to assess the ground reality and future projections before finalize the distribution of the newly created as well as present strength of the officers and staff. (In the

past, RMC Mumbai had been culpable to sanction inadequate staff at the outstation as well as some of the sections at RMC/MC.)

Proposal

In the near future, RWFC which is presently working under the guidance of HQ, need to develop its own capabilities for collection of weather data and related products, processing of NWP model outputs for smaller domain, analyzed the vast amount of data and issue of forecast and warnings on different time and space scale as per the demand of specific community. If we sanction the staff strength keeping in view the present arrangement in RWFC, it will be a great misinterpretation of future setup of RWFC (which will be implemented within couple of years.)

In view of the above circumstances, RWFC need to be reorganized by merging of all the forecasting activities such as regional, local, nowcast, agromet, NWP, hydrometeorology, marine, adverse weather warning, air quality, maga city specific forecast. This arrangement will streamline the basic data collection and develop a common platform for a forecasting guidance. To have a consistency in the forecast issue by RMC for different users, RWFC should be made centralized hub. Area and time specific forecast is the mainrequirement of maga city like Mumbai.

Planning and implementation:

As mentioned the workload of forecasting at different scale will be increasing at regional level manifold but the available staff will be reduced, therefore a comprehensive planning of human resource development is required and should be implemented keeping in view the future projections and responsibilities. The flexible and appropriate work force will be requiring to carry out different specialized work in forecasting.

Proposed officer and staff strength and their duties

A. Director I/C:-

1. Overall supervision of the section.
2. Issue guidelines and instructions for smooth functioning of the section.
3. Participate in Video Conferencing and other meeting regarding forecasting.
4. Coordination with media and state govt. authorities.
5. Approve duties of the officers and staff of the section.
6. Approve correspondence and reports generated by the section.

B. Class I Officers: -(Total 4 working in operational duty, each attached to one batch)

1. Issue of various forecast as per duty (Regional, City, Local, Nowcast, Sea area)
2. Issue of various warnings as and when required (Port, fishermen, temperature, heavy rainfall, cyclone)

3. Supervision over the batch.
4. Answer the queries of media in absence of Director I/c.
5. Participate in video conferencing.
6. Any other work allotted by Director I/c
7. Briefing to DDGM, Director I/c and other Class I officers for weather conditions and forecast.

C. Asst Met I :- (Total 5 = 4 in operational and 1 in general duty)

I) Operational duty:-

1. Analysis of weather charts.
2. Preparation of various bulletins under guidance of Class I officer. (Sea area bulletin, coastal bulletin, fleet forecast, regional forecast and inference, city forecast, nowcast, local forecast)
3. Preparation of various warnings under guidance of Class I officer (Port, fishermen, temperature, heavy rainfall, cyclone).
4. Preparation of Part IV for sea area bulletin
5. Entry in the Action A, B and C
6. Assist Class I officer in forecasting related work.
7. Updating weather data and forecast on Meteo factory

II) General duty :-

1. Overall supervision of general duty.
2. Checking of dak and allotment of general duty work
3. Checking and signing inter section correspondence under the guidance of Director I/c.
4. Preparation of weather reports and RTI query,
5. Duty arrangement of the officer and staff.
6. Routine general duty work.

D. Asst Met II :- (Total 4 working in operational duty)

1. Provide assistance to Asst Met I in preparation of forecast bulletins.
2. Perform Asst Met I duty during his leave.
3. Preparation of weekly weather report.
4. Checking of daily weather report and AIR bulletins.
5. Checking of departmental website.
6. Preparation of reports on significant weather events in the region.
7. Collection of weather data for weather reports, VIP forecast, media briefing.
8. Monitoring of SAFAR Mumbai and answering query of general public
9. Preparation of Local forecast and warnings for Mumbai city under METRO City Project
10. Analysis of Upper air charts i.e. Pilot and CP of 00 & 12 UTC

E. Scientific. Asst. (Total 19 :- 16 in operational, 1 in MDWR seat, 2 in general duty)

I) Operational duty: -(4 in 1 batch)

1. Collection of weather observations and data for preparation of forecast.
2. Collection of rainfall data from various authorities.
3. Preparation of weather bulletins in the prescribed formats for onward transmission.

4. Preparation of weather warnings in the prescribed format for fax and email.
5. Preparation of weather bulletins, warning for uploading on the website.
6. Preparation of weather bulletins for Doordarshan and various AIR stations.
7. Downloading of weather charts through ftp
8. Uploading of weather data on IVRS.
9. Uploading data on city forecast portal.
10. Uploading local forecast for Mumbai, Panjim and Ahmedabad four times a day
11. Uploading of weather data in MDWR format.
12. Uploading of weather bulletins and warnings on RMC Mumbai website.
13. Uploading of bulletins and warnings on RSMC portal.
14. Answering general queries about weather data on telephone.
15. Providing weather data and forecast to Disaster management Cell of BMC on telephone
16. Providing weather data, forecast and warning to AIR Mumbai on telephone.
17. Perform MDWR duty during leave period
18. Sending forecast and warning to various users through SMS
19. Entry in Action Book A, B and C.
20. Saving of satellite images, weather model outputs on Synergie Platform.
21. Maintenance, rectification pertaining Synergie, Internet, IVRS, VPN and Website
22. Website development and maintenance under the guidance of NIC
23. Transferring of files from synergie to other computer for users.
24. Maintenance of computer network in RWFC

II) MDWR seat (Total 1 working 0900 hrs to 1600 hrs)

1. Collection of weather observation for preparation of MDWR sheet
2. Collection of rainfall recorded at various rain gauge stations
3. Entry of Maximum / minimum temperature with change and departure from normal
4. Entry of IDWR data in prescribed format
5. Preparation of weather bulletins for AIR stations
6. Preparation of MDWR page.
7. Sending rainfall data with distribution to other IMD offices

III) General duty (Total 2 working in general shift)

1. Receipt of Dak.
2. Entry of extra (overtime) duties, CL, RH and Comp off in the register.
3. Checking of duty roster.
4. Collection and forwarding of leave to Admin section.
5. General file work along with correspondence.
6. Requisition to Stores and distribution of items.
7. General work related to officers and staff.
8. Preparation of disaster weather events and extreme weather events report
9. Uploading of monthly extreme weather data
10. Uploading of weekly weather report on website.
11. Correspondence related to pre cyclone exercise
12. Correspondence related to departmental meetings (ACR, AMR, ATR)
13. Correspondence related to meeting with State Govt pertaining to monsoon and weather.

14. Assistance to Asst Met I working in general duty.
15. Performing MDWR duty in case of shortage.

F. MTS (Total 6 = 4 in operational and 2 in general duty)

1. Preparation of various books/ registers (Local forecast, regional forecast, sea area, fleet, city, MDWR data sheet, temperature, rainfall on monthly basis)
2. Sending Fax to BMC regarding weather data and forecast.
3. Sending fax to various Port offices regarding port and fishermen warning
4. Stamping of weather charts.
5. Giving bulletins, warnings to RCC for onward transmission
6. Bringing weather data from RCC
7. Sending fax to various state govt offices
8. Sending fax to AIR Mumbai
9. Keeping section clean and tidy.
10. Taking and bringing files to other sections
11. Taking letters, requisition, staff correspondence to other section.
12. Keeping records in proper place.
13. Keeping stores material in proper place.
14. Sticking of required bulletins & data in Action A, B, C.
15. Sending fax of warning to various users.
16. Collection of rainfall data from hydrology section for Weekly weather report.
17. Giving weekly weather report to RCC
18. Record keeping of monthly reports.
19. Sticking of disaster events published in newspaper in register.
20. Any other work given by officers and staff pertaining to office

@ Justification for IT staff requirements:-

I) Present staff strength in IT section.

Designation	Sanctioned staffstrength	Proposed Staff strength
AM-II	0	1
SA	0	2
MTS	0	1

- IT section is new section & doesn't have officially sanctioned strength.
- Section was created during the launch of new website imdmumbai.gov.in in June-2010.
- Initially work allotted was for maintenance of IMD RMC Mumbai website only.
- In-2011 Autographic chart data extraction project of Pune office and Hand Held Data Logger for Observatory was brought in IT Section for pilot project.
- Since the beginning only Two Staff (Two S.A's were posted here) directly under Director (SC-D)
- Later on recently in 2013 one AM-I was posted here (for both IT Section and RS/AAS Section)

- There is need for official creation of this section considering modernization of IMD & real time data services.

@ Justification for RS staff requirements:-

I. Present staff strength in RS section.

Designation	Sanctioned staff strength	Proposed Staff strength
AM-I	0	1
AM-II	0	1
SA	2	1
MTS	0	1

- RS section is old section & needs to be upgraded in view of modernisation of IMD.
- Section is looking after library requirements, training, official functions organisations & research related all activities.
- In the given scenario & considering future expansion of IMD, there is need for strengthening of this section considering future projects of IMD & real time data services.
- Additional responsibility of support to research projects within region & mandate of research may be given in future.

@ Justification for AAS staff requirements:-

- AAS section is new section & doesn't have officially sanctioned strength.
- Initially one AM-II & one SA may be posted to generate AAS services.
- Section was created to provide agricultural forecast to farmers under new project.
- Now work is managed by RS staff.
- The district level AAS are planned by IMD in future & hence there is need of full -fledged AAS unit at regional HQ.
- Responsibility of district coordination & AAS requirements of farmers may be given.
- There is need for official creation of this section considering modernization of IMD & real time data services.

@ Justification for RMSU staff requirements:-

I) Present staff strength in RMSU section.

Designation	Sanctioned staff strength	Proposed Staff strength
AM-I	0	1
AM-II	2	0
SA	3	0

MTS	2	0
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- RMSU section is old section & needs to be strengthened in view of modernisation of IMD.
- Section is looking after all consumable & non-consumable items of regional office & all field offices in region.
- In the present scenario & considering future expansion of IMD, there is need for strengthening of this section to cater additional requirements of office.
- Additional responsibility of inventory management within region may be given in future.

@ Justification for HPCS unit staff requirements:-

- HPCS section is new section & doesn't have officially sanctioned strength.
- Initially two SA's may be posted to run models & generate output.
- Section needs to be created to run NWP regional models & generate products for users.
- Now work is managed by RS/RWFC staff.
- The regional/district level forecasting is planned by IMD in future & hence there is need of continuous data processing/generation from models & ultimately issue of district level forecast.
- Responsibility of district coordination & forecasting requirements of users may be given.
- There is need for official creation of this section considering modernization of IMD & real time data services.