

## INFORMATION IN REFERENCE TO SECTION - 4(1)(b) OF RTI ACT 2005

Updated as on 28.03.2024

Section No.	Particulars	Status
4(1)(b)(i)	The particulars of its organization	<p>Carriage Repair Workshop, Bhavnagar Para is engaged in activities like Periodic Overhaul (POH) of Non-AC ICF coaches, Scheduled Maintenance of Non-AC LHB Coaches and Intermediate Overhaul (IOH) of trolleys. The Chief Workshop Manager (CWM) is the officer In-charge of the workshop. All the officers posted in the workshop are under his direct administrative control.</p> <p><a href="#">Organization Chart</a></p>
	Functions of organization	
	Organization Chart	
4(1)(b)(ii)	The powers and duties of its officers and employees.	<ul style="list-style-type: none"> <li>Power of Officers are as per Schedule of Power issued by Railway Board.</li> <li><a href="#">Schedule of Power</a></li> <li>Duties of officers and procedure followed as per Rolling Stock Code.</li> <li><a href="#">IRRSC</a></li> </ul>
4(1)(b)(iii)	The procedure followed in the decision making process, including channels of supervision and accountability.	
4(1)(b)(iv)	The norms set by it for the discharge of its functions.	<ul style="list-style-type: none"> <li>The procedures/norms established for the discharge of functions by adhering to the provisions outlined in various codes/manuals.</li> <li>General procedural instructions are periodically reiterated/issued.</li> </ul>
4(1)(b)(v)	Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.	<ul style="list-style-type: none"> <li>Manuals, instructions etc. used by employees for discharging functions can be accessed through following links:</li> <li><a href="#">Mechanical Manuals</a></li> <li><a href="#">Codes And Manuals</a></li> </ul>
4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control.	Various records pertaining to the routine POH (Periodic Overhaul) of Non-AC ICF coaches, Scheduled Maintenance of Non-AC LHB Coaches been maintained in accordance with the policies and guidelines issued by the Railway Board and HQ office through various circulars/instructions.
4(1)(b)(vii)	Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof.	Not applicable. The assigned work is executed as per rules laid down in codes.
4(1)(b)(viii)	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.	
4(1)(b)(ix)	A directory of its officers and employees.	<a href="#">Directory of Officers</a>

4(1)(b)(x)	Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	It is decided by Ministry of Finance and Ministry of Railways to specified grade of Officers & Staff as per notified pay structure.
4(1)(b)(xi)	Budget allocated to each of its agency indicating the particulars of all pans, proposed expenditures and reports on disbursements made.	Budget grant is received from Railway Board and Actual expenditure for all Heads are dealt by Accounts department of the Workshop.
4(1)(b)(xii)	The manner of execution of subsidy programme, including the amounts allocated and the details of beneficiaries of such programme.	Not Applicable. No subsidiary programmes are executed.
4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	Not applicable. Offering any concessions, Permits or authorizations are not a part of organization functions/duties.
4(1)(b)(xiv)	Details in respect of the information, available to or held by it, reduced in an electronic form.	<ul style="list-style-type: none"> <li>Information related to Tenders, Press, Important News etc. are available on <a href="https://www.ireps.gov.in">https://www.ireps.gov.in</a>, <a href="https://wr.indianrailways.gov.in">https://wr.indianrailways.gov.in</a> and <a href="https://gem.gov.in">https://gem.gov.in</a>.</li> <li>Code and manuals are available on Indian Railways web site at <a href="https://indianrailways.gov.in/railwayboard/">https://indianrailways.gov.in/railwayboard/</a></li> </ul>
4(1)(b)(xv)	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.	Not applicable. The Workshop is not maintaining any library or reading room for public use.
4(1)(b)(xvi)	The names, designations and other particulars of the Public Information Officers.	<p><b>Appellate Authority:</b>  Shri Krishan Lal, Chief Workshop Manager, Carriage Repair Workshop, Bhavnagar Para  Rly. Auto No.: 44550  Office Ph. No.: 0278-2445609  Email: cwm@bvp.railnet.gov.in</p> <p><b>CPIO:</b>  Shri Gaurav Saraswat, Deputy Chief Mechanical Engineer, Office of CWM/BVP, Bhavnagar Para – 364003  Rly. Auto No.: 44560  Email: dycmews@bvp.railnet.gov.in</p> <p><b>APIO:</b>  Shri Dina Nath Verma, Assistant Personnel Officer, Office of CWM/BVP, Bhavnagar Para – 364003  Rly. Auto No.: 44552  CUG Mobile No.: +91 9724097453  Email: apobvpw@gmail.com</p>
4(1)(b)(xvii)	Such other information as may be prescribed and thereafter updated these publications every year	Information related to Tenders, Press, Important News etc. are also available on <a href="https://www.ireps.gov.in">https://www.ireps.gov.in</a> , <a href="https://wr.indianrailways.gov.in">https://wr.indianrailways.gov.in</a> and <a href="https://gem.gov.in">https://gem.gov.in</a> .