

## AHMEDABAD DIVISION – CIVIL ENGINEERING DEPARTMENT

### Information under section 4(1)(b) of Right to Information Act, 2005

Section	Information to be disclosed	Remarks
4(1)(b)(i)	The particular of its organisation, functions and duties.	Sr. Divisional Engineer (Co.) is the head of the Civil Engineering Department of Ahmedabad Division. He is assisted to Sr. Divisional Engineer (South), Sr. Divisional Engineer (West), Divisional Engineer (North), Divisional Engineer (NW) & Assistant Divisional Engineer (Track) The Civil Engineering Department is responsible for Maintenance of track, Service buildings & ancillary assets etc.
4(1)(b)(ii)	The power and duties of its officer and employees.	Maintenance of track, Service buildings & ancillary assets etc.
4(1)(b)(iii)	The procedure followed in the decision making process including channels of supervision and accountability.	As per policy/rules, guidelines, circulars, SOP etc issued by Railway Board/Zonal Railway
4(1)(b)(iv)	The norms set by it for the discharge of its functions.	
4(1)(b)(v)	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.	Civil Engineering circular, codes and manuals available on <a href="#">Railway Website</a> .
4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control.	
4(1)(b)(vii)	The particular of any arrangement that exists for consultation with or representation by, the member of public in relation to the formulation of its policy or implementation thereof.	It is dealt by Commercial / General department as per Railway Board guidelines.
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 meeting 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="#">Click here for telephone Directory</a>
4(1)(b)(x)	A monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	It is dealt by Personnel department as per Railway Board guidelines
4(1)(b)(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.	It is dealt by Account department as per Railway Board guidelines
4(1)(b)(xii)	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.	It is dealt by Personnel department as per Railway Board guidelines

4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorisations granted by it.	It is dealt by Commercial department as per Railway Board guidelines
4(1)(b)(xiv)	Details in respect of the information, available to or held by it reduced in an electronic form.	Information available on <a href="#">Western Railway</a> website
4(1)(b)(xv)	The particular of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.	
4(1)(b)(xvi)	The name, designation and other particulars of the public information officer.	Shri Mohan lal Meena ADEN (Track) & CPIO
4(1)(b)(xvii)	Such other information as may be prescribed and thereafter update these publications every year.	Information available on <a href="#">Western Railway</a> website

To

DRM(E)ADI

Sub: fixation of NG- Misnistrall staff(OS) BWSM Level -6.

Ref: DRM(E)ADI's Memorandum no ED/NG/894/4/(BWSM)(Comp No- 329862)dated  
30.12.2024

Respected sir,

I the undersigned beg to state that the option for fixation for pay under rule 1313(1) of the IRCE vol-II to get next pay fixed in higher grade pay either from the date of up gradation from the date of my next increment 1<sup>st</sup> January.

I earnest hope that my option will be given consideration please.

Thanking you

Your Faithfully

Vipin Kumar Varshney  
OS/Eng/ADI