

## पश्चिम रेलवे

NO. M. 542/RTI/2024

मंडल कार्यालय  
यांत्रिक विभाग  
दिनांक. 29.02.2024

सेवा मे,

**Sr. DSTE/RJT**

विषय –Third Party audit exercise for the year 2023-24

\*\*\*\*\*

उपरोक्त विषयांकित पत्र की अनुपलना मे लेख है कि राजकोट मण्डल के यांत्रिक विभाग से मांगी गई RTI Act-2005 की धारा 4 की उपधारा 1(b) के तहत जानकारी इस पत्र के साथ संलग्न कर आपके कार्यालय को आवश्यक अग्रिम कार्यवाही हेतु सादर प्रेषित है।

संलग्न :- उपरोक्तानुसार

व. मंडल यांत्रिक इंजीनियर  
राजकोट

**Western Railway**  
**Mechanical Department of Rajkot Division**  
**Information under section 4(1)(b) of Right to Information Act-2005**  
**Last updated on**

Section	Information	Designation
4(1) b (i)	The Particulars of its organization, functions and duties	<p>Sr. Divisional Mechanical Engineer is the head of the Mechanical department of Rajkot division (Western Railway). He is assisted by two Assistant Divisional Mechanical Engineer, Rajkot. There are total 03 Carriage &amp; Wagon Depots, 02 RCDs , 02 TXR points &amp; 02 sidings in the division.</p> <p><u>See Annexure - A</u> for Organization Chart of Mechanical department / Rajkot division.</p> <p><u>See Annexure - B</u> for details of cadre position of Mechanical department / Rajkot division.</p> <p>Functions and duties of Mechanical department's officers &amp; staff are available on :-</p> <p><a href="https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792">https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792</a></p>
4(1) b (ii)	The powers and duties of its officers and employees	<p>The duties performed by the Officers are the same as that of supervisory and decision making.</p> <p><u>Click on Power and duties List :-</u></p> <p><a href="https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792">https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792</a></p>
4(1) b (iii)	The procedure followed in the decision-making process ,including channels of supervision and accountability	<p>The procedure/norms set for discharge of functions are as per the provisions contained in various codes/ manuals.</p> <p>The general procedural instructions are also reiterated/ issued from time to time.</p> <p><u>Click Rly Board's site for codes &amp; manuals :-</u></p> <p><a href="https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792">https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792</a></p>
4(1) b (iv)	The norms set by it for the discharge of its function	<p>A number of rules, regulations, instructions, codes, manuals, Acts, etc. have already been published and in use by the railway employees for discharging their functions.</p> <p>The instructions/policy issued by Railway Board is published on the Railway Board website.</p>

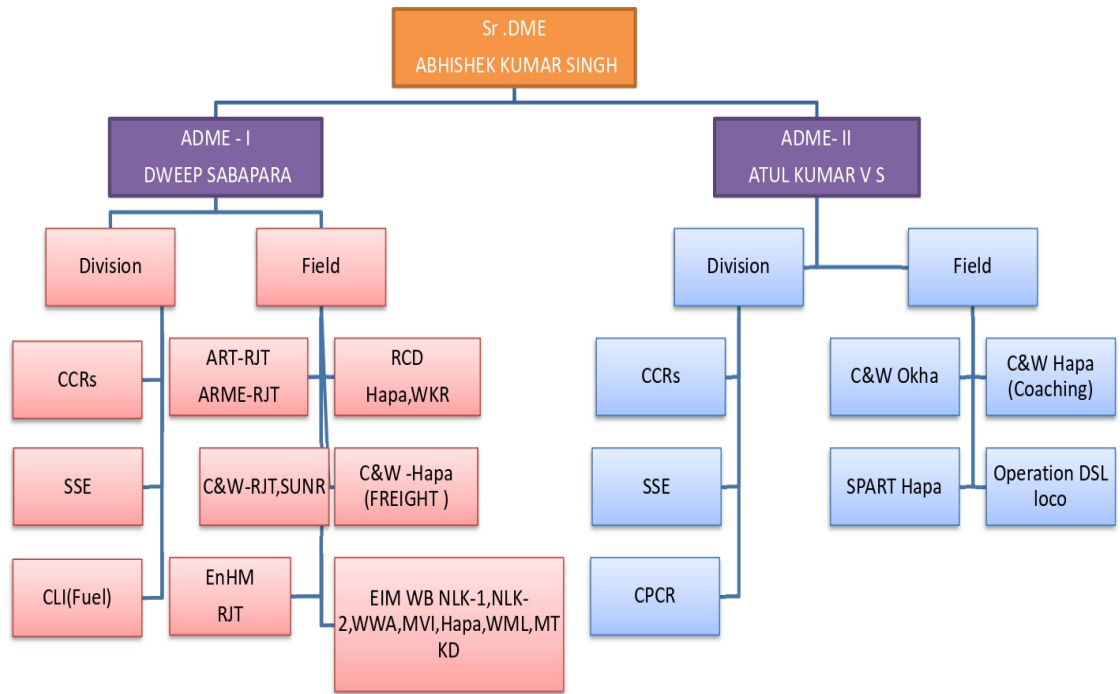
4(1) b (v)	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;	Mechanical Department's rules, regulations, instructions, Codes :- <a href="https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792">https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541,1791,1792</a>
4(1) b (vi)	A statement of the categories of documents that are held by it or under its control	The Rly. Board Policy Circulars, Important letters from the Board and other departments, JPOs, Agreements, etc.  Click Rly Board site :- <a href="https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541">https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&amp;id=0,1,304,366,541</a>
4(1) b (vii)	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation or its policy or implementation thereof.	No specific consultant existing for Mechanical department. The public interference is covered by Commercial department though Railway User's Consultative Committee.
4(1) b (vii)	A statements of the boards, councils,	No such committee specific to Mechanical department exists.

	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	See Annexure – C for List of Officers & staff with Telephone number.
4(1) b (x)	The monthly remuneration received by each of its officers and employee, including the system of compensation as provided in its	It is decide by Ministry of Finance and Ministry of Railway to specified grade of officers & staff. This item is dealt by Accounts department.

	regulations	
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	Does not pertain to Mechanical department.
4(1) b (xii)	The manner of executions of subsidy programs, including the amounts allocated and the details of beneficiaries of such programs	Does not pertain to Mechanical department.
4(1) b (xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	Does not pertain to Mechanical department.
4(1) b (xiv)	Details in respect of the information available to or held by it reduced in an electronic form	Information relating to organization, its evolution, budget speech, budget highlights, tourist facilities, passenger information, train information, availability of accommodation, status of tickets, internet booking of tickets, a number of codes/manuals, etc. have already been made available on Western Railway website, <a href="http://www.wr.indianrailways.gov.in">www.wr.indianrailways.gov.in</a> Code and manuals are available on Indian Railways web site at:- <a href="https://indianrailways.gov.in/railwayboard">https://indianrailways.gov.in/railwayboard</a>

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	All issues related to information of Railway Passenger are dealt by Commercial department.
4(1) b (xvi)	The names, designations and other particulars of the public information officers;	Shri Abhishek Kumar Singh CPIO & Sr. Divisional Mechanical Engineer, Rajkot, Email- srdmerjt@gmail.com Phone No. 9724094400
4(1) b (xvii)	Such other information as may be prescribed; and there after update these publications every year;	Other information are available on : <a href="http://www.wr.indianrailways.gov.in">www.wr.indianrailways.gov.in</a>

ANNEXURE - A



## ANNEXURE - B

**CADRE POSSITION OF MECHINICAL DEPARTMENT**  
**RAJKOT DIVISION**

Designation	Sanction Strength	Present Strength	Vacancy
SSE/SE	41	38	3
CCR(C&W)	3	3	0
DCWI(S)	5	4	1
S/Counsellor	1	1	0
S/instructor	1	0	1
JE/CCR/DDE	40	20	20
CMS/CMA	1	1	0
Senior Tech.(FTR)	60	44	16
Tech. Gr. I (FTR)	115	45	70
Tech. Gr. II (FTR)	22	42	-20
Tech. Gr. III (FTR)	49	55	-6
Senior Tech. (Welder)	5	1	4
Tech. Gr. I (Welder)	9	2	7
Tech. Gr. II (Welder)	1	6	-5
Tech. Gr. III (Welder)	6	1	5
DSL (Elc)FTR GR-I	2	1	1
DSL (Mech) FTR Fr-I	3	0	3
DSL (ELC) MCF	2	0	2
DSL (MECH) MCF	1	0	1
VEHICLE DR MCF	1	2	-1
VEHICLE DR Gr-I	1	0	1
CRANE MCF	1	2	-1
CRANE Dr. Gr-I	3	0	3
CRANE Dr. Gr-II	1	0	1
CRANE Dr. Gr-III	1	0	1
Assistant	205	158	47
Total	580	426	154



## ANNEXURE - C

**LIST OF MECHANICAL OFFICERS & STAFF WITH PHONE NUMBER OF  
MECHANICAL DEPARTMENT RAJKOT DIVISION**

STATION	NAME	DESIGNATION	RLY PHONE	CUG MOBILE NUMBER
Div. Office, RAJKOT	ABHISHEK KUMAR SINGH	Sr.DME	44500	9724094400
Div. Office, RAJKOT	DWEEP SABAPARA	ADME . I	44502	9724094401
Div. Office, RAJKOT	ATULKUMAR V. S.	ADME . II	44504	9724094402
CONTROL OFFICE (MECH.), RAJKOT	P.R. RATHOD	CCR	44514	9724094426
C&W DEPOT, RAJKOT	DHIRENDRA PRASAD	SSE (C&W)	44516	9724094495
ART, RAJKOT	MANIK RAJ	SSE (ART)	44520	9328904399
ARMV, RAJKOT	TULSIDHARAN	SSE (ARMV)	44516	9724094411
SURENDRANAGAR	MUNAVAR KHALIFA	SSE (C&W)	41257	9328904367
WANKANER	JITENDRA KATHWADIA	CLI (F)	42343	9724094011
C&W DEPOT, HAPA	RAM AWTAR	SSE (C&W)	46252	9724094024
SPART, HAPA	MAHIPALSINH JADEJA	SSE (SPART)	46259	9724041250
RCD, HAPA	RAMESH D. RATHOD	CLI (F)	46258	9724094044
JAMNAGAR	JITENDRA KUMAR	SSE (C&W)	46257	9724094056
C&W DEPOT, OKHA	PRADIP KUMAR	SSE (C&W)	48208	9328904402