

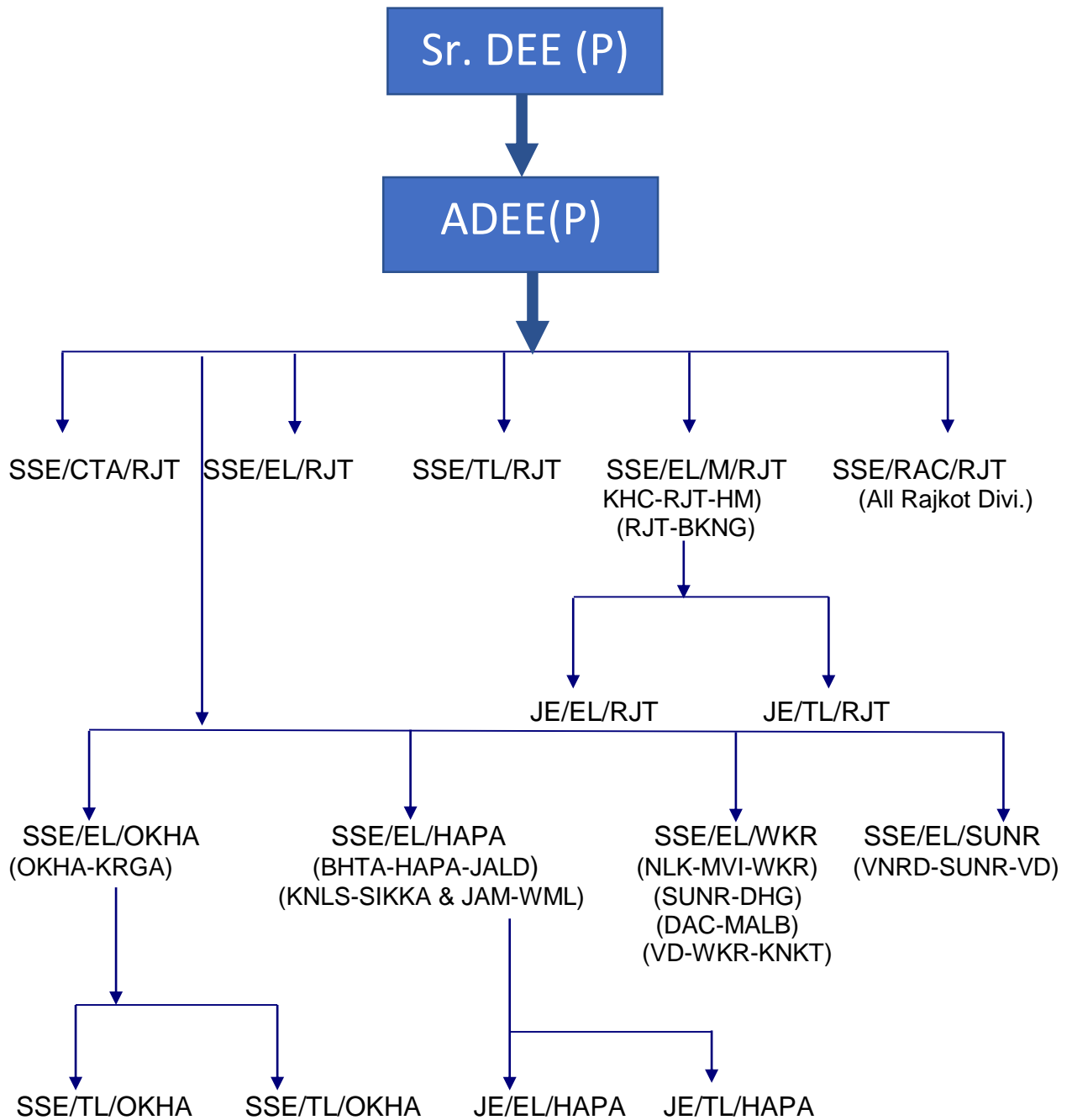
**Electrical Department (GS) – Rajkot Division**

**Information in Reference to Section 4 (B) of RTI Act 2005**

<b>Sub Section</b>	<b>Information Sought</b>	<b>Remarks</b>
<b>4 (b) (i)</b>	The particulars of its organization, Function and duties.	The Electrical Department is responsible for the safe maintenance of the entire Rajkot Division power supply system. This responsibility includes ensuring proper maintenance and safe operation of light fittings, ACs, water coolers, lifts, escalators, UPS, wiring and supply distribution in all office buildings, coaching depots, railway colonies and stations, and maintenance of all electrical assets. To ensure availability of necessary stores for maintenance and maintenance and escorting of train lighting & Air conditioning of coaches of various trains over the division and its include its related activities. See Annexure I for Divisional Electrical (GS) Organization Chart.
<b>4 (b) (ii)</b>	The powers and duties of its officers and employees.	<p><b><u>Duties of Electrical Officer :</u></b> The Sr. Divisional Electrical Engineer (Power) is responsible for the Power and coaching maintenance of the entire division and its related activities.</p> <p><b>Click here for schedule of Powers</b>  <a href="http://10.3.9.144/edpweb_144_rest/sop/scheduleofpower.html">http://10.3.9.144/edpweb_144_rest/sop/scheduleofpower.html</a></p> <p><b><u>Duties of Electrical (GS) Staff : Power &amp; Coaching</u></b>  All members of the Electrical (GS) Staff must make themselves thoroughly conversant with the relevant rules and regulations laid down in the various Codes, Indian Railway Manual and other manuals, books and circulars issued from time to time by the railway administration for the performance of the respective duties.</p>
<b>4 (b) (iii)</b>	The procedure followed in the decision- making process, including channels of supervision.	The procedure/norms set for discharge of function are as per the provisions contained in various codes/manuals. The general procedural instructions are also reiterated/ issued from time to time.
<b>4 (b) (iii)</b>	The norms set by it for the discharge of its function.	<a href="#">ClickRailwayBoard'ssitefor codes&amp;Manuals</a>
<b>4 (b) (iv)</b>	The rules, regulations instructions, manuals and records, held by it or under its control or used by its employees.	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. The instructions/policy issued by website. <a href="#">ClickRailwayBoardSite.</a>
<b>4 (b) (vi)</b>	A statement of the categories of the documents that are held by it or under its control.	The Railway Board policy Circulars, Important letters from the Board and departments, JPOs, Agreements, etc. <a href="#">ClickforRailwayBoardDirectorates.</a>
<b>4(b)(vii)</b>	The particulars of any arrangements that exists for consultation with, or representation by the members of the public in relation to the formulation of its policy or implementation.	Pertains to Commerce Deptt.
<b>4(b)(viii)</b>	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose office advice, and	Pertains to Commerce Deptt.

Sub Section	Information Sought	Remarks
	as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such	
4(b)(ix)	A directory of its officers and employees	Pertains to Signal & Telecom Department.
4(b)(x)	The 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 Railway to specified Grade of officers & staff. This item is dealt by Accounts & Personnel department.
4(b)(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made	Pertains to Engineering Department.
4(b)(xii)	The manner of execution of subsidy programmers, including the amounts allocated and the details of beneficiaries of such.	Does not pertain to Electrical (GS) Department.
4(b)(xiii)	Particulars of recipients of concessions, permit authorizations granted by it	Does not pertain to Electrical (GS) Department.
4(b)(xiv)	The 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 <a href="http://www.wr.indianrailways.gov.in">website:www.wr.indianrailways.gov.in</a> Code and manuals are available on Indian Railways: <a href="#">Click Railway Board Site.</a>
4(b)(xv)	The particulars of facilities available to citizens for obtaining information, including working hours of a library or reading room, if maintained for public use.	The information relating to the facilities available to the rail users are Disseminated through the Railway Time Tables, the Railway Websites and the Facilitation Centre. The library is basically for the use of railway.
4(b)(xvi)	The names, Designations and other particulars of the public information officers.	<p align="center"><b>Public Information Officer</b>  Rajni Yadav (Senior Divisional Electrical Engineer (P)  Contact : (094) – 44300</p> <p align="center"><b>Appellate Authority</b>  Shri Kaushal Kumar Chaubey (Additional Divisional Railway Manager )  Contact :(094)-44002 &amp; 0281-2476903</p>
4(b)(xvii)	Such other information as may be prescribed and there after update these publications every year	Information related to Tenders, press related, Important News etc. are also available on <a href="http://www.wr.indianrailways.gov.in">www.wr.indianrailways.gov.in</a> .

## ELECTRICAL (GS) ORGANISATION CHART



**Mobile Nos. – Electrical Supervisors****Rajkot Division**

SN.	Designation	Section	Power Coaching	Mob. No.
1	Sr. DEE/P/RJT	-	-	9724094300
2	ADEE/P/RJT	-	-	9724094314
6	SSE/EL/CTA/RJT	Division office	-	9724094306
7	SSE(EL)-M/RJT	Rajkot Jurisdiction	Power	9724094307
8	SSE/EL/RJT	Division office	-	9724094308
9	SSE/EL/SUNR	Surendranagar Jurisdiction	Coaching	9724094309
10	JE/RAC/RJT	Rajkot Jurisdiction	Coaching	9724094311
11	SSE/TL/RJT	Rajkot Jurisdiction	Power	9724094312
12	JE/EL/HAPA	HAPA Jurisdiction	Power	8819966335
13	JE/TL-RAC/HAPA	Hapa Jurisdiction	Coaching	9724094350
14	SSE/EL/WKR	Wankaner Jurisdiction	Power	9724094390
15	SSE/RAC/RJT	Rajkot Division	Power	9724094313
16	SSE/TL-AC/HAPA	Hapa Jurisdiction	Coaching	9724094389
17	SSE/EL/OKHA	Okha Jurisdiction	Power	9724094355
18	SSE/TL-AC/OKHA	Okha Jurisdiction	Coaching	9724094383
20	SSE/TL-RAC/OKHA	Okha Jurisdiction	Coaching	9727518352 9724094356