

Last updated on:- 06/03/2024

Western Railway Zone

Personnel Department of Vadodara

Division Disclosure Under Section 4(1)(b) of Right To Information Act, 2005

<u>Section 4(1)(b)</u>	<u>Information to be disclosed</u>	<u>Remarks</u>
(i)	The particulars of its organization, functions and duties;	Senior Divisional Personnel Officer is the head of the Personnel department of Vadodara division. He is assisted by Assistant Personnel Officers. The Personnel Department is responsible for the recruitment, training, promotions, reversion, transfer, DAR, retirement, and grievances of railway employees, welfare solved of non gazetted railway employees.
(ii)	The powers and duties of its officers and employees;	The Personnel Department functions/duties like recruitment, training, promotion, reversion, transfer, retirement, grievance solved of non gazetted employees, welfare activities, and the issues related to court cases of Railway employee etc.
(iii)	The procedure followed in the decision making process, including channels of supervision and accountability;	As per policy/rules, guidelines, circular SOP etc. issued by Railway Board from time to time.
(iv)	The norms set by it for the discharge of its functions;	As per policy/rules, guidelines, circular SOP etc. issued by Railway Board from time to time.
(v)	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;	Click here for Establishment policy, guidelines, circular, instruction etc. https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&id=0,1,388
(vi)	A statement of the categories of documents that are held by it or under its control;	Click here for Establishment policy, guidelines, circular, instruction etc. https://indianrailways.gov.in/railwayboard/view_section.jsp?lang=0&id=0,1,388
(vii)	The 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;	N.A.

(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;	N.A.
(ix)	A 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 Railways
(x)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	N.A.
(xi)	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;	N.A.
(xii)	Particulars of recipients of concessions, permits or authorizations granted by it;	N.A.
(xiii)	Details in respect of the information, available to or held by it, reduced in an electronic form;	N.A.
(xiv)	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;	N.A.
(xv)	The name, designation and other particulars of the Public Information Officer ;	Shri Sunil Bishnoi, Sr.DPO & CPIO - Vadodara Division Mob.No.- 9724091600
(xvi)	Such other information as may be prescribed; and there after update these publications every year;	Click here for western railway site: https://www.wr.indianrailways.gov.in

NOTE

**SUB: INFORMATION OF SECTION – 4(1)(b) OF RTI ACT 2005 PERSONNEL DEPARTMENT –
VADODARA DIVISION**

In connection with the above subject, the INFORMATION of SECTION – 4(1)(b) OF RTI ACT 2005 pertain to PERSONNEL DEPARTMENT – VADODARA DIVISION in given format is to be uploaded on Western Railway site is enclosed here with for information and necessary action.

E/POL/RTI/2024 dated 07.03.2024.


**Sr.Divisional Personnel Officer
& CPIO Vadodara**

Sr. Divisional Personnel Officer
Vadodara, Western Railway
वरि. मंडल कार्मिक अधिकारी
वडोदरा, पश्चिम रेल्वे