

Mumbai Central Division Medical Department
Information in reference to section 4(b) of RTI ACT-2005

Section 4 (1) (b)	Information sought	Remarks
(i)	The particular of its organization, functions and duties.	<p>The Medical department is concerned with the medical Duties and Responsibilities-</p> <p>Introduction. -The following list of duties provides broad guidelines of the activities to be undertaken by the different categories of staff. However, all activities directly or indirectly related to the delivery of health care to the beneficiaries including multi-skilling and multipurpose activities with due approval of the competent authority, whenever needed, will constitute legitimate duty even though not specified in the list. This list is not exhaustive. All staff should carry out duties assigned to them by their superiors even though such duties do not find place in this Section.</p> <p>Click here for organization chart Click here for IRHS of Mumbai Division</p> <p>The details of the duties and responsibilities of the various categories of staff: - The duties and Responsibilities of the various categories of staff are given. Functions & duties is as per MSOP 2018 & IRMM 2000</p> <p>Click here for IRMM 2000</p>
(ii)	The power and duties of its Officers & employees.	<p>Officers: Act as per the schedule of powers delegated by Railway Board and carrying out all works related to train Medical.</p> <p>Staff: All Medical staffs have to perform duties as laid down under the various rules and regulations specified in the in the Manuals, Rules books, Circulars etc. from time to time.</p> <p>As per MSOP 2018. Duties of officer are as per IRMM 2000 CHAPTER V Paras 503 to 508.</p> <p>https://indianrailways.gov.in/railwayboard/view_section.jsp?id=0,1,304,366,519,759</p>
(iii)	The procedure followed in the decision-making process including channels of supervision and accountability.	<p>Procedure followed as per general and subsidiary rule, medical manuals, Accident manuals, station EMR working rule.</p> <p>In addition, policy circulars/important letters/instruction/Joint procedure orders etc. issued from Rly Board, Zonal Rly & Divisional office from time to time.</p>
(iv)	The norms set by it for for the discharge of its function.	<p>Click here for policy/rules, guidelines, circulars, SOP etc. issued by Railway Board/Zonal Railway.</p>
(v)	The rules, regulations, instructions, manuals held by it or under its control or used by his employees by discharging its Functions.	<p>As per general and subsidiary rule, medical manuals, Accident manuals, station EMR working rules. In addition, policy circulars/important letters/instruction/Joint procedure orders etc. issued from Rly Board, Zonal Rly & Divisional office from time to time.</p>
(vi)	A statement of the categories of documents that are held by by it or under control.	<p>As per general and subsidiary rule, medical manuals, Accident manuals, station EMR working rules. In addition, policy circulars/important letters/instruction/Joint procedure orders etc. issued from Rly Board, Zonal Rly & Divisional office from time to time.</p> <p>https://indianrailways.gov.in/railwayboard/view_section.jsp?id=0,1,304,366,519,759</p>
(vii)	The particulars of any arrangement that exists for consultation with or representation by members of the public in relation to the formulation of its policy or implementation thereof.	<p>Not applicable</p>

(viii)	A statement of the boards,councils committees and other bodies consisting of two or more persons constituted as it part or for the purpose of its advise,and as to whether meeting of those boards,councils,commiing and other bodies are open to the minutes of such meetings are accessible for public.	Not applicable
(ix)	A directory of its officers and employees.	Click here (Annexure-II) to see directory https://wr.indianrailways.gov.in/view_section.jsp?fontColor=black&backgroundcolor=LIGHTSTEELBLUE&lang=0&id=0,7,275
(x)	The monthly remuneration received by each of its officers and the employees, including the system of compensation as provided in its regulations.	It is decided by ministry of finance and ministry of railway to the specify grade of officers and staff. The item is under purview of accounts and personnel department.
(xi)	The budget allocated to each of its agency, including the particulara of all plans, proposed expenditure and reports on disbrsment made.	Not applicable
(xii)	The manner of execution of amount allocated and the details of beneficiaries of each program.	Not applicable
(xiii)	The particulars of concessions, permits or authorizations granted by it.	Not applicable
(xiv)	The details in respect of the information, available to or held by it,reduced in an electronic from .	Public Time Table
(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.	Information available on- https://wr.indianrailways.gov.in/index.jsp?lang=0
(xvi)	The names, Designation and other particulars of the public information officers.	Public information officer Dr. Sonali Ghumre (Addl. Chief Medical Superintendent(A) Mumbai Central) Contact No-022-67644281 Email: srdmoadmnbct@gmail.com Appellate Authority Shri. Sheel Bhadra (Additional Divisional Railway Manager – INFRA-II) Email: adrmnsmctwr@gmail.com Contact: (090)-44544 & (022)-67644544
4(b)(xvi i)	Such other information as may be prescribed, and there after update this publications every year.	Information related to Tenders, press related, Important News etc are also available on https://wr.indianrailways.gov.in/index.jsp?lang=0