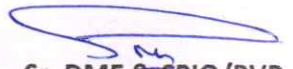


BHAVNAGAR DIVISION-MECHANICAL DEPARTMENT**Information under section 4(1)(b) of Right to Information Act - 2005**

Section No.	Particulars	Status
4(1)(b)(i)	The particulars of its organization, functions and duties	Sr. Divisional Mechanical Engineer is the head of the Mechanical department of Bhavnagar division (Western Railway). He is assisted by two Assistant Divisional Mechanical Engineers, Bhavnagar. Organization Chart of Mechanical Department of Bhavnagar Division is attached as Annexure – A. Mechanical Department is primarily assigned with the responsibility maintaining the Rolling Stock on Indian Railways. Responsibility of certain specific areas of Rolling Stock is assigned to the Electrical Department also. The mission areas for this activity are:- - Maintaining the moving assets ensuring that they give optimal operational efficiency and safety throughout their full codal life. - Planning, procurement, and maintenance of Machinery & Plant. - Ensuring realization of the full potential of the assets. - Adopting and maintaining the best practices in the industry with excellence in all areas of operation. Arranging relief and rescue in any unlikely event of Railway disasters on Bhavnagar Division. Besides this, Office Orders are also issued from time to time whenever any changes in the duty list of Officers/Branch are undertaken.
4(1)(b)(ii)	The powers and duties of its officers and employees.	The Mechanical Department functions like Overall management and coordination of all activities pertaining to Mechanical (C&W) department, units, co-ordination with Divisional headquarter for smooth functioning of field units, dealing of D&A cases, Trade test activities, test checking of contractual works, exercising of financial powers for procurement of vital items, engaging contractors for works and maintenance contracts operated under Mechanical (C&W) department, coordination with HQ and other department in the division. Monitoring installation, maintenance smooth functioning of vital assets and equipments under Mechanical Department. Grievances of Railway employees, welfare activities.
4(1)(b)(iii)	The procedure followed in the decision making process, including channels of supervision and accountability.	As per Railway board's policy guide lines, circulars, codes, manuals.
4(1)(b)(iv)	The norms set by it for the discharge of its functions.	
4(1)(b)(v)	Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.	
4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control.	As per policy, Establishment circulars, codes, manuals.
4(1)(b)(vii)	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.	It is dealt by Commercial 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 meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.	It is dealt by Commercial Department as per Railway Board Guidelines.

4(1)(b)(ix)	A directory of its officers and employees.	Senior Divisional Mechanical Engineer, Bhavnagar Division. Contact: Rly. Auto No. : (099)-44500 & 0278-2448290
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)	Budget allocated to each of its agency indicating the particulars of all pans, proposed expenditures and reports on disbursements made.	Details of Budget/Actual expenditure for Mechanical department of Bhavnagar Division for all Heads are dealt by Accounts department.
4(1)(b)(xii)	Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.	Mechanical department does not grant any type of subsidy for any category.
4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	Mechanical department does not grant any type of concessions, permits or authorizations.
4(1)(b)(xiv)	Details in respect of the information, available to or held by it, reduced in an electronic form.	Information related to Tenders, Press related, Important News etc are also available on https://wr.indianrailways.gov.in or https://www.ireps.gov.in
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.	Mechanical department does not have any public library or reading room.
4(1)(b)(xvi)	The names, designations and other particulars of the Public Information Officers.	Chief Public Information Officer Shri Santosh Kumar Mishra, Senior Divisional Mechanical Engineer, Bhavnagar Division. Contact: Rly. Auto No. : (099)-44500 & 0278-2448290 Appellate Authority – Shri Ritwik Sharma, Additional Divisional Railway Manager, Bhavnagar Para Contact: Rly. Auto No. : (099)-44002 & 0278-2445506
4(1)(b)(xvii)	Such other information as may be prescribed and thereafter updated these publications every year.	Information related to Tenders, Press related, Important News etc are also available on https://wr.indianrailways.gov.in


Sr. DME & CPIO/BVP

Organization chart for Mechanical department BVP division

