

AHMEDABAD DIVISION-MECHANICAL DEPARTMENT

Information under section 4(1)(b) of Right to Information Act, 2005

Section	Information to be disclosed	Remarks
4(1)(b)(i)	The particular of its organization, functions and duties.	Senior Divisional Mechanical Officer is the head of the Mechanical department of Ahmedabad division. He is assisted by a Divisional Mechanical Officer and Assistant Mechanical Officers. Mechanical Department is primarily assigned with the responsibility for Design, Manufacture, deploy and maintain the Rolling Stock of Indian Railways. For certain specific areas of Rolling Stock maintenance, this responsibility is assigned to the Electrical Department also. The mission areas for this activity are: - a) Evolving optimal designs Coaches and freight wagons, choosing the most economical option on a "life cycle basis." b) Manufacture of the rolling stock Production units or external Manufacturing Units to stringent standards in a cost-effective manner c) Maintaining the moving assets ensuring that they give optimal operational efficiency and safety throughout their full codal life. d) Planning, procurement, and maintenance of Machinery & Plant. e) Ensuring realization of the full potential of the assets. f) Adopting and maintaining the best practices in the industry with excellence in all areas of operation. g) Arranging relief and rescue in any unlikely event of Railway disasters.
4(1)(b)(ii)	The power and duties of its officer 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 equipment's under Mech. Department. Grievances of Railway employees, welfare activities and the issues related to court cases of Railway employee etc.
4(1)(b)(iii)	The procedure followed in the decision Making process including channels of supervision and accountability.	Click here for Railway board's policy guidelines ,circulars, codes, manuals.
4(1)(b)(iv)	The norms set by it for the discharge of its Functions.	
4(1)(b)(v)	The rules, regulations, instructions, manual send records held by it or under Its control or used by its employees for discharging its functions.	Click here for policy, Establishment circulars, codes, manuals.
4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control.	
4(1)(b)(vii)	The particular of any arrangement that exists for consultation with or representation by, the member of 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 meeting 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.	Click here for directory
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)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and report on Disbursements made.	It is dealt by Account department as per Railway Board guidelines
4(1)(b)(xii)	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of Such programmes.	As per railway board's guideline, it is dealt by Personal department.
4(1)(b)(xiii)	Particulars of recipients of concessions, Permits or authorizations granted by it.	As per Railway Board guideline it is dealt by Personal department.
4(1)(b)(xiv)	Details in respect of the information, available to or held by it reduced in an electronic form.	Click here for Western Railway website.
4(1)(b)(xv)	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.	Click here for Western Railway website.
4(1)(b)(xvi)	The name, designation and other particulars of the public information officer.	Shri Deepak Ahirwar Div. Mech Engineer (F&O) & DME - Ahmedabad Telephone No. 079-22205111
4(1)(b)(xvii)	Such other information as may be prescribed and thereafter update these publications every year.	Click here for Western Railway website.

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सहायक जन सूचना अधिकारी (यांत्रिक)