AHMEDABAD DIVISION - ACCOUNT 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 organisation, functions and duties.	As detailed in Accounts code Part-I Chapter-I Para 101 to 103
4(1)(b)(ii)	The power and duties of its officer and employees.	As detailed in Accounts code Part-I Chapter-I Para 104 to 108
4(1)(b)(iii)	The procedure followed in the decision making process including channels of supervision and accountability.	As detailed in Accounts code Part-I Chapter-I Para 117 to 130
4(1)(b)(iv)	The norms set by it for the discharge of its functions.	FA&CAO's Manuals for the various Accounts Section's working and Policy circulars, Guideline/Instruction issued by Railway Board and HQ's office for the particular subjects/sections.
4(1)(b)(v)	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.	*Accounts Code Part – I Chapter-II para 201 to 222*
4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control.	*Accounts Code Part-I Chapter-VII para 701 to 753*
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 defined by Railway Board as per Pay/Structurer/Scales of 7th CPC for Accounts Department.
4(1)(b)(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.	As per Budget orders circulated by Railway Board for each Financial Year.
4(1)(b)(xii)	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.	It is dealt by Personnel department as per Railway Board guidelines.
4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorisations granted by it	It is dealt by Commercial department as per Railway Board guidelines.
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.	Alex Lawrence Lobo ADFM & CPIO
4(1)(b)(xvii)	Such other information as may be prescribed and thereafter update these publications every year.	*Click here* for Western Railway Website.