

Traction Operation Department – Rajkot Division
Information in reference to section 4(b) of RTI act 2005

Sub section	Information sought	Remarks
4(b)(i)	The particulars of its organization, function and duties.	Traction operation department is responsible for upkeep of Running staff, TRO assets like Running rooms, Lobbies, Maintenance of Locomotives. Overall head of Traction Operation is Sr.DEE/TRO. Organization chart is enclosed as annexure "A".
4(b)(ii)	The powers and duties of its officers and employees.	Running staff operate trains while maintaining safety, security, and punctuality. Also manage the running room, loco lobby, and locomotive trip shed
4(b)(iii)	The procedure followed in the decision-making process including channels of supervision.	As per various codes/manuals and guidelines issued by Railway board/HQ office and ACTM parameters.
4(b)(iv)	The norms set by it for the discharge of its function.	As per various codes/manuals and guidelines issued by Railway board/HQ office.
4(b)(v)	The rules, regulation, instructions, manuals and records held by it or under its control of used by its employees.	As per policies/guidelines set by Railway board/HQ office.
4(b)(vi)	A statement of the categories of the documents that are held by it or under its control.	As per policies set by Railway board/HQ office, JPOs, agreements etc.
4(b)(vii)	The particulars of any arrangements that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.	NA.
4(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.	NA.
4(b)(ix)	A directory of its officers and employees.	Details of telephone numbers of TRO officers, supervisors furnished as annexure 'A'.
4(b)(x)	The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulation.	NA.
4(b)(xi)	The budget allocated to each of its agency indicating the particulars of all plans, proposed expenditure and reports on disbursement made.	NA.
4(b)(xii)	The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such.	NA.
4(b)(xiii)	Particulars of recipients of concessions, permits or authorization granted by it.	NA.
4(b)(xiv)	The details in respect of the information available to or held by it, reduced in an electronic form.	NA.
4(b)(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.	NA.

Sub section	Information sought	Remarks
4(b)(xvi)	The names designations and other particulars of the public information officers.	Shri Manoj Kumar Rao, CPIO & Sr.DEE/Traction Operation /RJT. Shri Brijesh Kumar Singh, AA & ADRM/RJT.
4(b)(xvii)	Such other information as may be prescribed and thereafter update these publications every year.	Information available on Click here for Western Railway website.

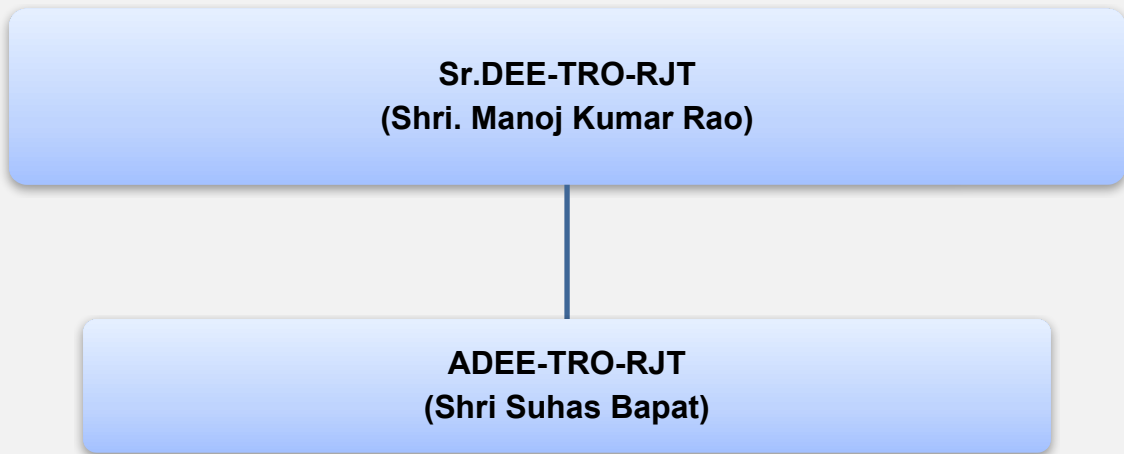


TRACTION OPERATION DEPARTMENT



**Rajkot Division
Western Railway**

Organization Chart



Telephone numbers of officers TRO – RJT division.

Sr. No	Designation	Station/HQ	Mobile No.
1	Sr. DEE/TRO	RJT	+91 97240 94085
3	ADEE/TRO	RJT	+91 97240 94328