



मुख्य चिकित्सा अधीक्षक कार्यालय,
मंडल रेल अस्पताल, राजकोट - ३६०००१

CMS Office,
Divisional Railway Hospital, Rajkot - 360001, Gujarat.



Medical Department

Information in reference to section 4 (b) of RTI Act - 2005.

Sub Section	Information Sought	Remarks
4(b)(i)	The particular of its organization functions and duties.	Divisional Railway Hospital, Rajkot functions under Western Railway, providing curative, preventive, and promotive health services to railway employees, dependents, and entitled beneficiaries.
4(b)(ii)	The power and duties of its officers and employees.	Officers and staff discharge clinical, administrative, and supportive duties as per Railway Board directives, IRHS rules, and hospital requirements.
4(b)(iii)	The procedure followed in the decision making process including channels of supervision and accountability.	Decisions are taken as per Railway Medical Manual and Railway Board orders, under the supervision of CMS/DRH Rajkot, with accountability at each level.
4(b)(iv)	The norms set by it for the discharge of this function.	Norms are as per Railway Medical Manual, NABH standards, and Railway Board guidelines.
4(b)(v)	The rules, regulations, instructions, manuals held by it or under its control or used by employees by discharging its functions.	Indian Railway Medical Manual, Railway Establishment Rules, BMW(bio-medical waste management)Guidelines, Fire Safety Rules, etc.
4(b)(vi)	A statement of the categories of documents that are held by it or under control.	Service records, medical records, purchase files, tender documents, administrative orders, and reports.
4(b) (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.	No direct arrangement; policies are formulated at Railway Board level.
4(b) (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, coming and other bodies are open to the minutes of such meetings are accessible for public	Administrative meetings regarding CME, Infection Control, Drug & Therapeutics, BMW, Morbidity & Mortality. Minutes are internal.
4(b)(ix)	A directory of its officer and employees	Maintained in hospital records and available in office. Click here (Annexure - II) to see directory.
4(b)(x)	The monthly remuneration	As per 7th CPC pay matrix and Railway rules.



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	received by each of its officers and the employees including the system of compensation as provided in its regulations.	
4(b)(xi)	The budget allocated to each of its agency, including the particulars of all plans proposed expenditure and reports on disbursement made.	Allocated annually by Railway Board/Headquarters. Expenditure as per financial rules.
4(b) (xii)	The manner of execution of amount allocated and the details of beneficiaries of each program.	Executed as per Railway health schemes; beneficiaries are Serving & Retired employees and their dependents.
4(b) (xiii)	The particulars of concessions, permits or authorizations granted by it.	No such concessions/permits granted by hospital.
4(b)(xiv)	The details in respect of the information available to or held by it reduced in an electronic form.	Such information is available on Western Railway website. https://wr.indianrailways.gov.in/index.jsp?lang=0
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.	Hospital reception and RTI cell provide information.
4(b)(xvi)	The names, designation and other particulars of the public information officers.	Public Information Officer: - Dr. Samudra Manne, Sr. DMO - RJT Contact No: (094) - 44918 Mo No: 97240 94509 Appellate Authority: - Shri B. K. Singh Additional Divisional Railway Manager Contact: (094) - 44002 & 0281-2476903
4(b)(xvi)	Such other information as may be prescribed and there after update this publication every years.	Information related to railways is updated and available on the website of Western Railway. https://wr.indianrailways.gov.in/index.jsp?lang=0

(No: MD/RTI/2025/04 Dated: 02-05-2026)

Dr. Raj Kumar
Chief Medical Superintendent
Divisional Railway Hospital,
Rajkot.

