

**INFORMATION IN REFERENCE TO SECTION 4 (b) of RTI ACT 2005**

| <b>Sub Section</b> | <b>Information Sought</b>                                 | <b>Remarks</b>  |  |  |  |
|--------------------|---|---|--|--|--|
| 4(1)(b) (i)        | The particulars of functions and duties its organization, | <p>Electrical TRS Organisation (Electric Loco Shed) is situated in the jurisdiction of Vijayawada Division, South Central Railway.</p> <p>Function &amp; duties:<br/>Electrical Loco Shed is involved in Maintenance and repair facility for the Electric Locomotives.<br/>Maintenance of WAP4, WAG5, WAG7 &amp; WAP7 type locomotives to ensure the safe and reliable operation by carrying out the following activities;</p> <p>Preventive maintenance schedules include:<br/>(i) Major Schedules: AOH, TOH &amp; IOH<br/>(ii) Minor Schedules: IA, IB &amp; IC</p> <p>Breakdown maintenance schedules include:<br/>(i) Repairs to Locomotives of ELS/BZA and other homing sheds running in the vicinity of ELS/BZA.<br/>Apart from locomotive maintenance, Shed also carries out Major schedules like AOH, IOH of OHE Tower cars of Vijayawada, Guntur and Guntakal Divisions.<br/>Information related to Organisation chart is available on the website of South Central Railway <a href="http://www.scr.indianrailways.gov.in">www.scr.indianrailways.gov.in</a></p> |  |  |  |

|               |   |   |  |  |  |
|---------------|---|---|--|--|--|
| 4(1)(b) (ii)  | The powers and duties of officers and employees   | <p><b>Officers:</b> Act as per the schedule of powers delegated by Railway Board &amp; carrying out all maintenance works related to Electric Locomotives.</p> <p><b>Staff:</b> All TRS staff have to perform duties in maintenance of locomotive schedules, repairs as laid down under the various rules &amp; regulations specified in the Manuals, Rule books, technical circulars, etc. from time to time</p> |  |  |  |
| 4(1)(b) (iii) | The Procedure followed in the decision making process including channels of supervision                             | Procedure followed as per General & Subsidiary Rules, Maintenance Manuals, Accident Manuals, Schedule of Powers, Policy Circulars / letters / Instructions / Joint Procedure orders, etc., issued from Railway Board, Zonal & Divisional office from time to time   |  |  |  |
| 4(1)(b) (iv)  | The norms set by it for the discharge of its function   | Procedure followed as per General & Subsidiary Rules, Maintenance Manuals, Accident Manuals, Schedule of Powers, Policy Circulars / letters / Instructions / Joint Procedure orders, RDSO SMI's modifications, Technical Circulars etc., issued from Railway Board, Zonal , Divisional office and RDSO from time to time.   |  |  |  |
| 4(1)(b) (v)   | The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees | As per general & subsidiary rules, Maintenance manual, accident manual. In addition, policy Circulars / important letters / Instructions / Joint Procedure orders, etc., issued from Railway Board / Zonal Railway / Divisional office from time to time.   |  |  |  |
| 4(1)(b)(vi)   | A statement of the categories of documents that are held by it or under its control.                                | General & Subsidiary Rules, Maintenance Manuals, Accident Manuals, Schedule of Powers, Technical circulars, Policy Circulars / letters / Instructions / Joint Procedure orders, etc., issued from Railway Board, Zonal & Divisional office from time to time.   |  |  |  |

|               |   |   |  |  |  |
|---------------|---|---|--|--|--|
| 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  | There is no provision for consultation, representation by the members of the public in relation to the formulation of its policy or implementation thereof.           |  |  |  |
| 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. | No such provision exists.   |  |  |  |
| 4(1)(b)(ix)   | A directory of its officers and employees.  | Directory of TRS organization is enclosed as <b>ANNEXURE-A</b>  |  |  |  |
| 4(1)(b)(x)    | Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.   | It is decided by Ministry of Finance & Ministry of Railway to the specified grade of officers & staff. The item is under purview of Accounts & Personnel Departments. |  |  |  |

|               |  |  |  |  |  |
|---------------|--|--|--|--|--|
| 4(1)(b)(xi)   | Budget allocated to each of its agency indicating the particulars of all pans, proposed expenditures and reports on disbursements made.                                | The budget is not a permanent one and keeps changing as per priorities and needs each year. Expenditure is done in various works. Budget is allotted depending upon the importance and urgency of works. Reviews are made periodically and accordingly changes are made as per the requirement                                   |  |  |  |
| 4(1)(b)(xii)  | Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.  | Not applicable   |  |  |  |
| 4(1)(b)(xiii) | Particulars of recipients of concessions, permits or authorizations granted by it.   | Not applicable   |  |  |  |
| 4(1)(b)(xiv)  | Details in respect of the information, available to or held by it, reduced in an electronic form.  | Information relating to organization, its evolution, objectives, plan, strength etc. have already been made available on SCRLy website - <a href="http://www.scr.indianrailways.gov.in">http://www.scr.indianrailways.gov.in</a>   |  |  |  |
| 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. | TRS orgnisation does not maintain any Public Library. However, citizens wishing to avail of information under Right to Information Act may forward queries to PIOs or general information on S.C.Rly could be obtained from the website- <a href="http://www.scr.indianrailways.gov.in">http://www.scr.indianrailways.gov.in</a> |  |  |  |

|                |  |  |  |  |  |
|----------------|--|--|--|--|--|
| 4(1)(b)(xvi)   | The names, designations and other particulars of the Public Information Officers.                | Appellate Authority – ADRM/BZA(Infra)<br>Office Ph.No. : 0866-2573302<br>APIO – Sr.Divisional Electrical Engineer (TRS)<br>Rly. Auto No. : 62550<br>Office Ph.No. : 0866-2561799 |  |  |  |
| 4(1)(b)(xvii)  | Such other information as may be prescribed and thereafter updated these publications every year | NIL  |  |  |  |
| 4(1)(b)(xviii) | Incumbency position in Department of Revenue   | Not applicable   |  |  |  |

**ANNEXURE-A**

| Sl. No. | Name of the Officer | Designation | Railway Phone Number | CUG Phone Number | Mail ID                    |
|---------|---------------------|-------------|----------------------|------------------|----------------------------|
| 1       | Ch.Dinesh Reddy     | SR.DEE      | 62550                | 9701373302       | srdeetr@bza.railnet.gov.in |
| 2       | K.Sudarsan Reddy    | DEE         | 62530                | 9701373303       | srdeetr@bza.railnet.gov.in |
| 3       | Y.Ravi Kumar        | ADEE-I      | 62557                | 9701373311       | srdeetr@bza.railnet.gov.in |
| 4       | R.Nageswara Rao     | ADEE-II     | 62541                | 9701373310       | srdeetr@bza.railnet.gov.in |