

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

Sub Section	Information Sought	Remarks
4(1)(b) (i)	The particulars of functions and duties its organization,	Safety Department Vijayawada Division, Divisional Railway Manager Office, Vijayawada-520001. The department of Safety acts as a catalyst for improving Safety in the Indian Railways at division level. Safety organization is headed by the Senior Divisional Safety Officer, who directly reports to the Divisional Railway Manager, Vijayawada. Senior Divisional Safety Officer is assisted by Seven Safety Counsellors, i.e. SFC(Traffic), SFC(Loco), SFC(Engineering), SC (C&W), SC(S&T), SFC (TRSO) and Traffic Inspector (Safety).

4(1)(b) (ii)	The powers and duties of officers and employees	Duties of Safety Department officials are as under: Maintaining Train Accident Statistics, carrying out safety inspections/audits, Accident enquiry, Conducting Safety drives, Processing Awards to Railway Staff for ensuring Safety, Organising Safety Campaign to sensitize Rail Users and general Public to reduce accident cases on Unmanned level crossing, Reply to RTI applications/ Parliament questions. Safety department deals with safety issues related to train operation and Safety department is assisted by Branch Officers of various technical departments and other departments of the Division. The duties of Safety Officials are mentioned in Accident Manual and it's amendments issued time to time.
4(1)(b) (iii)	The Procedure followed in the decision making process including channels of supervision	As detailed in Accident Manual & Disaster Management Plan issued by South Central Railway.
4(1)(b) (iv)	The norms set by it for the discharge of its function	The norms set for discharge of its functions are as per the provision contained in various codes and manuals including Accident Manual & Disaster Management Plan. The general procedural instructions are also reiterated/issued 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 detailed in Accident Manual & Disaster Management Plan issued by South Central Railway.
4(1)(b)(vi)	A statement of the categories of documents that are held by it or under its control.	As per the policies and guidelines issued by Railway Board, HQ office & Divisional Office through various circulars/instructions.
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.	

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 and Ministry of Railway to specify grade of Officers & staff.
4(1)(b)(xi)	Budget allocated to each of its agency indicating the particulars of all pans, proposed expenditures and reports on disbursements made.	Not pertaining to Safety Department.
4(1)(b)(xii)	Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.	Not pertaining to Safety Department.
4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	Not pertaining to Safety Department.
4(1)(b)(xiv)	Details in respect of the information, available to or held by it, reduced in an electronic form.	For details of train accidents, Click here http://www.safety.indianrail.gov.in/sims/sims.htm

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.	Not pertaining to Safety Department.
4(1)(b)(xvi)	The names, designations and other particulars of the Public Information Officers.	Appellate Authority – Rly. Auto No. : Office Ph.No. : APIO - Rly. Auto No. : Office Ph.No. :
4(1)(b)(xvii)	Such other information as may be prescribed and thereafter updated these publications every year	No such other information prescribed for Safety Department.
4(1)(b)(xviii)	Incumbency position in Department of Revenue	