

Information as per Clause 4.1 (b) of RTI Act

S.No.	Item	Details of Disclosure	REMARKS
1	Particulars of its organization, functions and duties [Section 4(1)(b)(i)]	I.Name and address of the organization.	COFMOW, Railway offices Complex, Tilak Bridge, New Delhi-110002
		II.Head of the organization	Principle Chief Administrative Officer
		III.Vision, Mission and Key objectives	To be an organization for cost effective and efficient procurement of state of the art Machinery and Equipment, World Class Technology and Turnkey Solutions.
		IV. Functions & Duties	Procurement of Machines and implementation of projects
		V.Organization Structure	May please see at https://cofmow.indianrailways.gov.in
2	Power and duties of its officers and employees [Section 4(1)(b)(ii)]	As per Modal SOP (MSOP) & IREM	
3	Procedure followed in decision making process[Section 4(1)(b)(iii)]	MSOP, IREM & Railway Board Guidelines	
4	Norms for discharge of functions [Section 4(1)(b)(iv)]	MSOP & IREM	
5	Rules, regulations, instruction manual and records for discharging function [Section 4(1)(b)(v)]	As per manuals/Codes/ Circulars , available on Railway Board website	
6	Categories of documents held by the authority under its control [Section 4(1)(b)(vi)]	Documents are hold by individual sections and requested as per requirements.	
7	Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)(vii)]	Help desk available at COFMOW office and may also consult through contacts given at website.	
8	Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)]	N.A	

9	Directory of officers and employees [Section 4(1)(b)(ix)]	Available at COFMOW website (https://cofmow.indianrailways.gov.in)	
10	Monthly Remuneration received by officers & employees including system of compensation [Section 4(1)(b)(x)]	I. List of employees with Gross monthly remuneration	Employees can access their own details through IPAS. All payments are done through NEFT. https://aims.indianrailways.gov.in/IPAS
		II. System of compensation as provided in its regulations	As per Rly. Board. Guide Lines
11	Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)]	COFMOW is a work charged organization and does not have budget of its own. Railway Board allocates Budget to various Zonal Railways and COFMOW work on behalf of Zonal Railway. Hence for Budget may please visit Zonal Railway websites.	
12	Manner of execution of subsidy programme [Section 4(i)(b)(xii)]	N.A	
13	Particulars of recipients of concessions [Section 4(i)(b)(xiii)]	N.A	
14	Information available in electronic form [Section 4(1)(b)(xiv)]	Information is available on COFMOW website .(https://cofmow.indianrailways.gov.in)	
15	Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)]	Contacts details available at COFMOW website. (https://cofmow.indianrailways.gov.in)	
16	Name, designation and other particulars of public information officers [Section 4(1)(b)(xvi)]	I. Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority	Available at COFMOW website (https://cofmow.indianrailways.gov.in)
		II. Address, telephone numbers and email ID of each designated official	-DO-
17	Other information [Section 4(1)(b)(xvi)]	-Nil-	