

Information under Section 4(1)(b) of Right to Information (RTI) Act in respect of Prime Minister's Office

<u>Sl. No.</u>	<u>Provision in the Act</u>	<u>Information in respect of PMO</u>
(i)	Particulars of its organization, functions and duties.	This information is already available in PMO' website.
(ii)	Powers and duties of its officers and employees.	A chart showing work allocation of all the officers of PMO is posted on the website.
(iii)	Procedure followed in its decision making process, including channels of supervision and accountability.	The information on the website broadly gives the procedure followed in decision making process. The work allocation chart would cover the accountability part in this provision.
(iv)	Norms set by it for the discharge of its functions.	There are no norms specific to PMO. General norms/ instructions applicable to Ministries/ Departments apply to PMO also.
(v)	Rules, regulations, instructions, manuals and records used by its employees for discharging its functions.	There are no rules, regulations, manuals, etc. specific to PMO. General rules/regulations etc. applicable in Ministries/ Departments apply to PMO also.
(vi)	Statement of the categories of the documents held by it or under its control.	PMO holds a numberof categories of documents such as those originating from various Ministries/ Departments, State Governments, Foreign Governments, multilateral agencies, public representatives such as MPs & MLAs, NGOs etc., and also documents relating to various funds under the discretion of PM.
(vii)	Particulars of any arrangement that exists for consultations with or representation by the members of the public, in relation to the formulation of policy or implementation thereof.	Since the policies are formulated and implemented by respective Ministries and Departments, there is no arrangement specific to PMO for consultation with members of public in regard to formulation or implementation of policy.

(viii)	Statement of the boards, councils, committees and other bodies consisting of two or more persons constituted by it. Additionally, information as to whether the meetings of these are open to the public, or the minutes' of such meetings are accessible to the public.	There are various committees / councils / bodies headed by PM. Many of these committees / councils are serviced by other Ministries / Departments. The details of Committees serviced by PMO are available on the website.
(ix)	Directory of its officers and employees.	The names along with designation of all the officers have already been posted on the website.
(x)	Monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	The pay scales of all the officers of PMO have already been provided on the website along with names and designation of officers.
(xi)	Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made.	PMO does not have budget allocation for any programme nor it has any agency under its direct control.
(xii)	Manner of execution of subsidy programmes, including the amounts allocated and the details and beneficiaries of such programmes.	There are no subsidy programmes executed by PMO.
(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	There are no concessions, permits or authorizations granted by this office. A brief write-up of Prime Minister's National Relief Fund and National Defence Fund which are operated from PMO is already available on the website.
(xiv)	Details of the information available to, or held by it, reduced in an electronic form.	All this information is being made available on the website of PMO which can be treated as information available in electronic form.
(xv)	Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.	There is no public library or reading room maintained by PMO.

(xvi)	Names, designations and other particulars of the Public Information Officers.	The name and designation of the Central Public Information Officer for PMO is already available on the website.
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