

# ARTIFICIAL LIMB CENTRE

## INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

### 1. Section 4(1)(b)(i) : Particulars of organization, function and duties

(a) Particulars of organization -- Artificial Limbs Centre, Pune

(b) Function and duties :-

(i) Artificial Limb Centre, Pune is a premier medical institute of Indian Armed Forces acknowledged as a Centre of excellence for making and providing artificial limbs to soldiers of Indian Armed Forces, ESM, their families and civilians.

### 2. Section 4(1)(b)(ii) : Powers and duties of its officers and employees

The powers and duties of the key appointment holders are as under :-

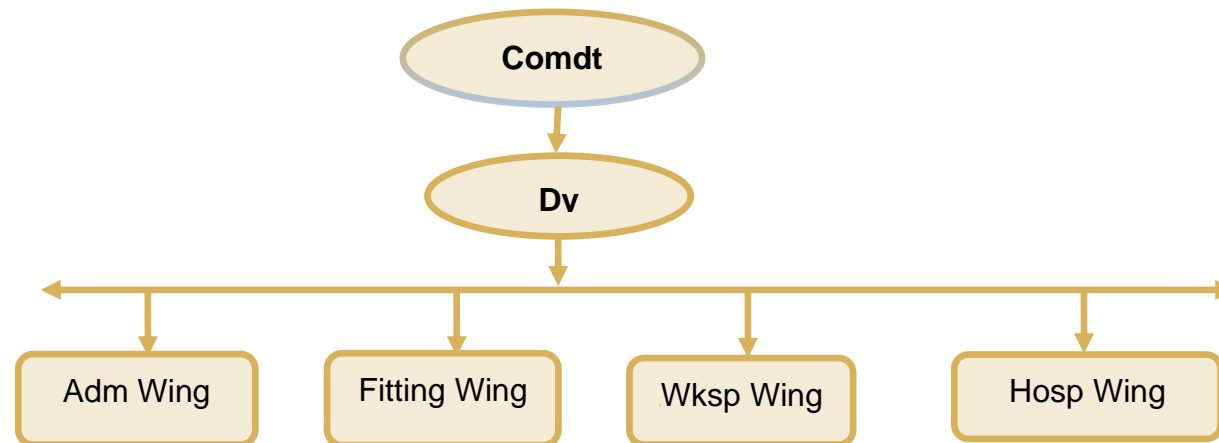
Ser No	Appointment	Responsibilities
(a)	Commandant	Overall responsibilities of Administration of Artificial Limbs Centre
(b)	Deputy Commandant	Incharge of Fitting Wing
(c)	Administrative Officer	Officer Incharge of Civilian employees and Principal Information Officer (PIO)

# ARTIFICIAL LIMB CENTRE

INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

### 3. Section 4 (1)(b)(iii) : Procedure followed in the decision making process including channels of supervision and accountability.

The following organogram illustrates the decision making process including channel of supervision and accountability.



### 4. Section 4 (1)(b)(iv) : Norms for the discharge of functions

The discharge of functions is carried out as per the norms mentioned in various Army Orders (AO), Special Army Order (SAO), Army Act (AA), Special Army Instructions (SAI), Defence Service Regulation (DSR) and

# ARTIFICIAL LIMB CENTRE

## INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

RAMSAF for combatants. Central Civil Services Rules are followed for civilians.

**5. Section 4 (1)(b)(v) : Rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.**

The rules, regulations, instructions as norms mentioned in various Army Orders (AO), Special Army Order (SAO), Army Act (AA), Special Army Instructions (SAI), Defence Service Regulation (DSR), RAMSAF for combatants. Central Civil Services Rules are followed for civilians for discharging the functions.

**6. Section 4 (1)(b)(vi) : Statement of categories of documents that are held by it or under its control.**

General administration related documents and patient related documents are held.

**7. Section 4 (1)(b)(vii) : Particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to formulation of its policy or implementation thereof. – Nil**

# ARTIFICIAL LIMB CENTRE

## INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

8. Section 4 (1)(b)(viii) : A statement of boards, councils, committees and other bodies consisting of two or more persons constituted as its part od 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.

Some of the committees, councils, boards etc at Artificial Limbs Centre, Pune are as under :-

(a)	Various boards detailed for particular process
(b)	Quartering committee
(c)	Joint Consultative Machinery (JCM) IVth Level
(d)	Quarterly Works Committee
(e)	Family Welfare Centre
(f)	Vishakha Committee

# ARTIFICIAL LIMB CENTRE

INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

## 9. Section 4 (1)(b)(ix) : Directory of Officers and employees

Ser No	Appointment	Address & Contact Number
(a)	Commandant	Artificial LIMB Centre Wanwarie Road, Pune Maharashtra – 411040 Phone : 6351 E-Mail : <a href="mailto:sansin.63230@gov.in">sansin.63230@gov.in</a>
(b)	Administrative Officer & PIO	Artificial LIMB Centre Wanwarie Road, Pune Maharashtra – 411040 Phone : 6191 E-Mail : <a href="mailto:sansin.63230@gov.in">sansin.63230@gov.in</a>

# ARTIFICIAL LIMB CENTRE

## INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

- 10. Section 4 (1)(b)(x) : Monthly remuneration received by officers and employees**  
Officer's and employee's remuneration are as per the existing Armed Forces Pay Scales.
- 11. Section 4 (1)(b)(xi) : Budget allocated to each agency, including the particulars of all plans, proposed expenditures and reports on disbursement made.**  
Refer to Para 8 (1) of the Right To Information Act, 2005.
- 12. Section 4 (1)(b)(xii) : Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.**  
Nil.
- 13. Section 4 (1)(b)(xiii) : Particulars of recipients of concessions, permits or authorization granted by it.**  
Nil.
- 14. Section 4 (1)(b)(xiv) : Details in respect of the information, available to or held by it. Reduced in an electronic form.**

As available on ALC Page of the website URL <https://www.afmc.nic.in/>

# ARTIFICIAL LIMB CENTRE

INFORMATION UNDER SECTION 4(1) OF THE RTI ACT, 2005

**15. Section 4 (1)(b)(xv) : The particulars of facilities available to citizens for obtaining information. Including the working hours of library or reading Room, if maintained for public use.**

- (a) ALC Page of AFMC website - <https://www.afmc.nic.in/>
- (b) Principal Information Officer (PIO) : details as per Para 16 below.
- (c) No public library or reading room is maintained for public use.

**16. Section 4 (1)(b)(xvi) : The names, designation and other particulars of the Public Information Officers**

Artificial LIMB Centre  
Wanwarie Road, Pune  
Maharashtra – 411040  
Telephone No – 6191  
E-Mail : [sansin.63230@gov.in](mailto:sansin.63230@gov.in)

**17. Section 4 (1)(b)(xvii) : Such other information as may be prescribed.**

Nil