

Question.1 The particulars of its organisation, functions and duties.

Reply. The Office is an apex institutional Advisory body for holistic industrial development in general and manufacturing in particular.
It renders economic advice to formulate suitable policies for all round industrial development in the country, maintaining relevant statistics and generating select statistical indices and reports.

Objectives

1. To maintain a sound information base of macroeconomic indicators of industrial production and prepare analysis of industrial growth;
2. To generate and release the Wholesale Price Index (WPI) ;
3. To undertake periodic revision in base year and commodity basket for WPI.
4. To generate the Business Service Price Index (BSPI) for select services
5. Assisting the Department of Industrial Policy and Promotion (DIPP) in formulation of all aspects of planning, policy, and procedures.
6. To carry out research studies on important issues having relevance to industry sector.

Functions

1. Assisting the Department of Industrial Policy and Promotion (DIPP) in formulation of all aspects of Industrial Policy.
2. Compilation and release of Wholesale Price Index every month.
3. Compilation and release of Index of Production for Core Industries every month.
4. Monitoring industrial growth in general and manufacturing in particular.
5. Compilation and creation of a sound data base of macro economic indicators.
6. Assisting in working of the Working Group on WPI and of the Expert Committee for BSPI.
7. Analyzing tax and subsidy proposals from the industry and help in formulating views of DIPP thereon.
8. Analyzing foreign trade related proposals from the industry and help in formulating views of DIPP thereon, including reports of the Directorate General of Anti-dumping and Safeguards and matters referred by Director General of Foreign Trade.
9. Assisting in formulation of the Annual Plan of DIPP
10. Assisting in the RFD exercise of DIPP Secretariat and coordination for RFD vis a vis other Responsibility Centres.

Question.2 The power and duties of its officers and employees.

Reply. The power and duties of the officers and employees of the Office of Economic Adviser is defined in chapter III of the Central Secretariat Manual of Office Procedure brought out by the Department of Administrative Reforms and Public Grievances available online at [http://darpg.gov.in/darpgwebsite cms/Document/file/CSMOP.pdf](http://darpg.gov.in/darpgwebsite/cms/Document/file/CSMOP.pdf).

Question.3 The procedure followed in the decision making process, including channels of supervision and accountability.

Reply. The Office of the Economic Adviser follows the procedure indicated in Manual of Office Procedure for decision making. The Economic Officer/ Section Officer/ Statistical Officer proposes action with the help of staff (Assistant, Junior Investigator, Statistical Investigator, UDC and LDC) posted in the section in accordance with the departmental instructions prescribing the level of final disposal and channel of submission for each category of cases.

The Economic Officer/ Section officer usually submits the file to Assistant Director who in turn submits the file to Deputy Director/ Deputy Economic Adviser/Director/Additional Economic Adviser. Additional Economic Adviser in turn submits the file to Economic Adviser. Economic Adviser in turn submits the file to Senior Economic Adviser/ Principal Economic Adviser who submits the file to the Secretary of the department.

Question.4 The norms set by it for the discharge of its functions.

Reply.

The Office of the Economic Adviser discharges its functions as per the Government of India (Allocation of Business Rules), 1961. The norms for discharge of functions are as per the procedure evolved in Central Government. The time limits and necessary checks prescribed in the [Central Secretariat Manual of Office Procedure](#) are also followed.

Question.5 The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

Reply.

The Office is vested with the responsibility of compiling the Wholesale Price Index which is released on a monthly basis on the 14th of every month (next working day if the 14th is a holiday).

Detailed disaggregated data on Wholesale Price Index since 1981-82 base is available in a website of the Office of the Economic Adviser (www.eaindustry.nic.in)

Question.6 A statement of the categories of documents that are held by it or under its control.

Reply.

Detailed disaggregated data on Wholesale Price Index since 1981-82 base is available in a website of the Office of the Economic Adviser (www.eaindustry.nic.in).

Question.7 The 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.

Reply.

Particulars of all senior officers (Contact numbers and Email) is available on the website of the Office of the Economic Adviser (www.eaindustry.nic.in) for members of general public for consultation/ representation/ clarification.

Question.8 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 meeting of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

Reply.

Not applicable

Question. 9 A directory of its officers and employees.

Reply.

A directory of the officers and employees of the Office of Economic Adviser is given below:

S.No.	Name	Designation	Room No	Telephone Fax	EPABX Number 23063322
1.	Smt. Aditi S Ray	Principal Adviser	126-E	23062721 23063502 (FAX)	3301
2.	Dr. Nagesh Singh	Economic Adviser	358-A	23062384 23063683 (FAX)	3427
3.	Shri Shakti Singh Negi	Economic Adviser	238	23063932 23063634 (FAX)	3348
4.	Dr. Vinita Aggarwal (On Leave)	Economic Adviser			
5.	Dr. Mohan Chutani	Economic Adviser	246	23063441 23063630 (FAX)	3290
6.	Shri Ram Anuj Dwivedi	Director	520	23061112	3379
7.	Shri Sudhansu Sekhar Das	Addl. Economic Adviser	522-A	23062379	3385
8.	Shri Anupam Mitra	Deputy Economic Adviser	547-A	23061942	3214
9.	Shri Jitender Singh	Deputy Director	518-A	23061249	3395
10.	Shri S. Sasikumar	Deputy Director	522-D	23061465	2409
11.	Smt. Puja Rustagi	Deputy Director	522-D	23061465	2409
12.	Shri Santosh Kumar Tiwari	Assistant Director	522-E	23061532	3397
13.	Shri Rajesh Panwar	Assistant Director	522-E	23061532	3397
14.	Shri Dharmendra Kumar	Assistant Director	522-B	23062697	3365
15.	Ms. Shalini Gupta	Assistant Director	522-B	23062697	3365
16.	Shri Mohan Singh	Principal Private Secretary	238-A	23063932	3275
17.	Smt. Kitty	Principal Private Secretary	524	23061112	3387
18.	Shri Rajan Sood	Section Officer	444-A	23061087	3296
19.	Shri Kham Khan Suan	Section Officer	526-A	23063162	3434
20.	Shri Jagdish Kumar	Section Officer	526-A	23063162	3434
21.	Shri Anil Kumar Khosla	Private Secretary	126-D-1	23062721	3305
22.	Shri Rajesh Joshi	Private Secretary	238-A	23063441	3275
23.	Shri Sube Singh	Economic Officer	526	23063162 23063335 (FAX)	3237
24.	Shri Raj Kumar	Economic Officer	526	23063162 23063335 (FAX)	3393
25.	Shri Ashish Banerjee	Economic Officer	524	23061273	3387
26.	Shri Santosh Kumar Sinha	Economic Officer	524	23061273	3387

27.	Shri K Appa Rao	Economic Officer	523	23061020	3389
28.	Shri Ningthoujam Ajit Singh	Economic Officer	524	23061273	3387
29.	Shri Rajendra Kumar	Senior Statistical Officer	331	23061786	3288
30.	Shri Ram Singh Panwar	Senior Statistical Officer	524	23061273	3387
31.	Shri Ajay Jain	Assistant	444-A	23061087	3292
32.	Shri Dhani Ram	Assistant	126-D-1	23062721	3305
33.	Smt Promila Pathak	Assistant	444-A	23061087	3292
34.	Smt. Suraksha Butta	Personal Assistant	523	23061465	2389
35.	Smt. Gursharan Nishikar	Personal Assistant	238-A	23063441	3275
36.	Shri Dinesh Mahto	Junior Investigator	524	23061273	3387
37.	Shri Amarjeet Singh	Junior Investigator	526	23063162 23063335 (FAX)	3393
38.	Shri Sushant Kumar Bajaj	Junior Investigator	526	23063162 23063335 (FAX)	3393
39.	Shri Vikram Singh Haritwal	Junior Investigator	524	23061273	3387
40.	Shri Bhola Kumar	Junior Statistical Officer	523	23061020	3389
41.	Shri Gyanod Kumar	Junior Statistical Officer	523	23061020	2389
42.	Shri Hitesh Kumar	Junior Hindi Translator	444-A	23061087	3292
43.	Smt. Usha	Steno Grade 'D'	524	23062379	3387
44.	Shri Manish Gaur	Steno Grade 'D'	523	23061020	3389
45.	Shri Chander Singh	UDC	526-A	23063162	3434
46.	Shri Ramesh Prasad	UDC	444-A	23061087	3292
47.	Shri Lalit Mohan Pandey	UDC	526	23063162 23063335 (FAX)	3237
48.	Shri Rajeshwar Manjhi	UDC	526-A	23063162	3434
49.	Shri Arvind Kumar	LDC	524	23061273	3387
50.	Shri Rajender Mahto	MTS	444-A	23061087	3292
51.	Shri Shishpal Singh	MTS	126-D-1	23062721	3305
52.	Shri Brahm Singh	MTS	523	23062697	2389
53.	Shri Gambhir Singh	MTS	526	23063162 23063335 (FAX)	3393
54.	Smt. Meena Massey	MTS	524	23061273	3387
55.	Shri Sehdev Singh	MTS	526	23063162	3393
56.	Shri Mohammed Ahmed	MTS	524	23061273	3387
57.	Shri Birender Singh	MTS	126-D1	23062721	3305
58.	Shri Jagdish Chand	MTS	444-A	23061087	3292
59.	Shri Vijay Pal Singh	MTS	526-A	23063162	3434
60.	Shri Vipin Kumar	MTS	523	23062697	3389

61.	Smt Rattan Kaur	MTS	523	23061465	2389
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Question.10 The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.

Reply. The monthly remuneration record of each of the Officers and employees of Office of the Economic Adviser as on March 1, 2015 are as follows:-

Details of remuneration drawn by Officers/Employees as on 1st March, 2015			
Sl.No	Name	Designation	Monthly Remuneration (Rs.)
1.	Smt. Aditi S Ray	Principal Adviser	1,65,600
2.	Dr. Nagesh Singh	Economic Adviser	1,70,899/-
3.	Shri Shakti Singh Negi	Economic Adviser	1,48,569
4.	Dr. Vinita Aggarwal	Economic Adviser	1,38,028
5.	Dr. Mohan Chutani	Economic Adviser	1,38,028
6.	Shri Ram Anuj Dwivedi	Director	1,60,743
7.	Shri Sudhansu Sekhar Das	Addl. Economic Adviser	1,30,201
8.	Shri Anupam Mitra	Deputy Economic Adviser	73,112
9.	Shri Jitender Singh	Deputy Director	69,002
10.	Shri S. Sasikumar	Deputy Director	69,002
11.	Smt. Puja Rustagi	Deputy Director	59,513
12.	Shri Santosh Kr. Tiwari	Assistant Director	59,428
13.	Shri Rajesh Panwar	Assistant Director	59,428
14.	Shri Dharmendra Kumar	Assistant Director	59,428
15.	Ms. Shalini Gupta	Assistant Director	57,887
16.	Shri Mohan Singh	Principal Private Secretary	87,512
17.	Smt. Kitty	Principal Private Secretary	74,169/-
18.	Shri Rajan Sood	Section Officer	63,239
19.	Shri Kham Khan Suan	Section Officer	58,501

Details of remuneration drawn by Officers/Employees as on 1st March, 2015			
Sl.No	Name	Designation	Monthly Remuneration (Rs.)
20.	Shri Jagdish Kumar	Section Officer	69,473
21.	Shri Anil Kumar Khosla	Private Secretary	70,496
22.	Shri Rajesh Joshi	Private Secretary	67,462
23.	Shri Sube Singh	Economic Officer	57,587
24.	Shri Raj Kumar	Economic Officer	69,927
25.	Shri. Ashish Banerjee	Economic Officer	74,643
26.	Shri Santosh Kumar Sinha	Economic Officer	54,860
27.	Shri. K Appa Rao	Economic Officer	54,386
28.	Shri Ningthoujam Ajit Singh	Economic Officer	43,934
29.	Shri Rajendra Kumar	Sr. Statistical Officer	60,453
30.	Shri Ram Singh Panwar	Sr. Statistical Officer	46,554
31.	Shri Ajay Jain	Assistant	59,155
32.	Shri Dhani Ram	Assistant	48,997
33.	Smt. Promila Pathak	Assistant	46,043
34.	Shri. Dinesh Mahto	Junior Investigator	50,467
35.	Shri. Amarjeet Singh	Junior Investigator	54,551
36.	Shri Sushant Kumar Bajaj	Junior Investigator	36,279
37.	Shri Vikram Singh Haritwal	Junior Investigator	36,279
38.	Shri Gyanod Kumar	Junior Statistical Officer	37,274
39.	Shri Bhola Kumar	Junior Statistical Officer	37,274
40.	Shri Hitesh Kumar	Junior Hindi Translator	36,279
41.	Smt. Suraksha Butta	Personal Assistant	69,145
42.	Smt. Gursharan Nishikar	Personal Assistant	58,841
43.	Smt. Usha	Steno 'D'	36,279
44.	Shri Manish Gaur	Steno 'D'	26,799

Details of remuneration drawn by Officers/Employees as on 1st March, 2015			
Sl.No	Name	Designation	Monthly Remuneration (Rs.)
45.	Shri Chander Singh	Upper Division Clerk	34,362
46.	Shri Ramesh Prasad	Upper Division Clerk	28,463
47.	Shri Lalit Mohan Pandey	Upper Division Clerk	28,463
48.	Shri Rajeshwar Manjhi	Upper Division Clerk	31,071
49.	Shri Arvind Kumar	Lower Division Clerk	30,181
50.	Shri Rajendra Mahto	MTS	31,844
51.	Shri Shishpal Singh	MTS	34,141
52.	Shri Vijay Pal Singh	MTS	27,890
53.	Shri Sehdev Singh	MTS	30,965
54.	Smt Meena Massey	MTS	27,455
55.	Shri Birender Singh	MTS	30,586
56.	Shri Mohammed Ahmed	MTS	27,476
57.	Shri Gambhir Singh	MTS	27,665
58.	Shri Jagdish Chand	MTS	27,455
59.	Shri Brahm Singh	MTS	27,455
60.	Shri. Vipin Kumar	MTS	18,161
61.	Smt Rattan Kaur	MTS	18,420

Question.11 The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Reply. **ALLOCATION OF FUNDS DURING THE FINANCIAL YEAR 2014-15**

MAJOR HEAD : 3475
DEMAND NO. : 12

		(Rs. in lakhs)
		BUDGET ESTIMATE
	Non - Plan	
00.800	Other Expenditure (Minor Head)	
02	Economic Adviser	
02.01	Establishment	
02.01.01	Salaries	425.00
02.01.02	Wages	0.10
02.01.03	Over Time Allowance	0.20
02.01.06	Medical Treatment	11.00
02.01.11	Domestic Travel Expenses	7.00
02.01.12	Foreign Travel Expenses	9.00
02.01.13	Office Expenses	67.00
02.01.16	Publications	4.00
02.01.27	Minor Works	2.00
02.01.28	Professional Services	10.00
02.02	Computerisation and Research Studies	
02.02.13	Office Expenses	8.00
02.02.28	Professional Services	2.00
02.04	Development of Business Services Price Index	
02.04.28	Professional Services	4.00
02.99	Information Technology	
02.99.13	Office Expenses	4.70
	Total	554.00
	PLAN	
02.04	Development of Business Services Price Index	
02.04.28	Professional Services	450.00
	Total	450.00
	Total (Non-Plan + Plan)	1004.00

Question.12 The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

Reply. N.A

Question.13 Particulars of recipients of concessions, permits or authorisations granted by it.

Reply. N.A

Question.14 Details in respect of the information, available to or held by it, reduced in electronic form.

Reply. Detailed disaggregated data on Wholesale Price Index since 1981-82 base is available in a website of the Office of Economic Adviser (www.eaindustry.nic.in).

Question.15 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.

Reply. Detailed disaggregated data on Wholesale Price Index since 1981-82 base is available in the website of Office of Economic Adviser (www.eaindustry.nic.in) for free public access.

Question.16 The names, designations and other particulars of the Public Information Officers.

Reply. (i) Mr. Anupam Mitra
Deputy Economic Adviser & CPIO.
Room No. 547A Udyog Bhawan
(ii) Shri Sudhanshu Sekhar Das
Additional Economic Adviser
Appellate Authority.
Room No. 522A Udyog Bhawan

Question.17 Such other information as may be prescribed and thereafter update these publications every year.

Reply. Updates are available on the website of the Office of Economic Adviser(www.eaindustry.nic.in).

Details of Foreign Visits undertaken by JSs and above level Officers of the Office of the Economic Adviser during the period April, 2014 to February, 2015

Name of the Officer	Period of deputation	Purpose of visit	Expenditure incurred Booked/expenses
Dr. Mohan Chutani, Economic Adviser	22 nd Sept 2014 to 26 th September, 2014	To attend the 24 th meeting of the Working Group on Services Statistics at Dublin, Ireland	Rs.1,71,735