

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

Reply. The Office of the Economic Adviser, is an attached office of the Department for Promotion of Industry and Internal Trade, Ministry of Commerce and Industry. 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 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 for Promotion of Industry and Internal Trade (DPIIT) 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 for Promotion of Industry and Internal Trade (DPIIT) 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 DPIIT thereon.
8. Analyzing foreign trade related proposals from the industry and help in formulating views of DPIIT 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 DPIIT

**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 [https://darpg.gov.in/sites/default/files/CSMOP\\_0\\_0.pdf](https://darpg.gov.in/sites/default/files/CSMOP_0_0.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 14<sup>th</sup> of every month (next working day if the 14<sup>th</sup> 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](http://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](http://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](http://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 Shri/Smt./Ms.	Designation	Room No	Telephone No.	EPABX No.
1	Anand Singh Bhal	Senior Economic Adviser	126-E	23062721-O 23063502-Fax	3301
2	Rajesh Joshi	PPS to Sr. Economic Adviser	126-D-1	23062721-O	3305
3	Meenaxi Rawat	Economic Adviser	358-A	23062384 – O	3427
4	Pooja Duggal	PPS to EA(MR)	358-B	23062384 – O	3258

5	Sudhansu Sekhar Das	Economic Adviser	238	23063932-O 27858244-R	3348
6	Usha	PA to EA(S.S DAS)	238-A	23063932-O	3275
7	Harmeet M. Kumar	Director	520	23061112-O 23061112-Fax	3379
8	Jal Singh Meena	PA to Dir(HMK)	524	23061112-O	3387
9	Anupam Mitra	Addl.Economic Adviser	547-A	23061942-O	3214
10	Indu Sood	PS to Addl. EA(AM)	524	23061942-O	3387
11	Kailash Chandra	Joint Director	522-A	23062379-O	3385
12	Mohammad Saved	Steno to JD(KC)	522-A	23062379	3385
13	Jagdish Kumar	Deputy Director	534-B	23063680-O	2263
14	Kote Sandip Ravindra	Deputy Director	522-B	23062697-O	3365
15	Puja Rustagi	Deputy Director	On CCL		
16	Kokila Jayaram	Deputy Director	518-A	23061465-O	2409
17	Abu Huzaifa	Deputy Director	522-B	23062697-O	3365
18	Supirya Malik	Assistant Director	522-E	23061532-O	3397
19	Ram Singh	Assistant Director	522-E	23061532-O	3397
20	Brijesh Kumar Patel	Assistant Director	518-A	23061465-O	2409
21	Kitty	PPS	238-A		3275
22	Kamal Jit singh	Section officer (Adm-II/Cash)	444-A	23061087-O	3296
23	Ajay Jain	Section Officer (Cash)	444-A	23061087-O	3292
24	Raj Singh Rathi	Section Officer (Admn.-I/ Library)	526-A	23063162-O	3434
25	Naresh Bali	Section Officer (Admn.-I)	526-A	23063162-O	3434
26	Banwari Lal Meena	Assistant Section Officer	444-A	23061087-O	3296
27	Bhagwat Shiv Hari Ranga	ASO, Stationery-in-charge	444-A	23061087-O	3292
28	Hitesh Kumar	Jr. Translation Officer	444-A	23061087-O	3296 3292
29	Amit Dalal	Scientist 'C' NIC	518	23061249-O	3232
30	Ankush Chug	Economic Officer (IPRD)	524	230626650-O	3387

31	Rajendra Kumar	Senior Statistical Officer Industrial Statistical Unit	331	23061786-O	3288
32	Safeer Ahmed Usmani	Senior Statistical Officer BSPI Division	523	23061020-O	2389
33	Wholesale Price Index Division	Wholesale Price Index Division	526	23063162-O 23063335-FAX	3393 3237
34	Amarjeet singh	Junior Investigator	526	23063162-O 23063335-FAX	3393 3237
35	Piyush Mishra	Junior Investigator	526	23063162-O 23063335-FAX	3393 3237
36	Priyank Agrawal	Junior Investigator	526	23063162-O 23063335-FAX	3393 3237
37	Dinesh Mehto	Junior Investigator	524	23061273-O	3387
38	Greeshma T.P	Junior Investigator	524	23061273-O	3387
39	Greeshma Nair	Junior statistical Officer	524	23061273-O	3387
40	Heena Gulati	Junior statistical Officer	523	23061020-O	2389
41	Akshita Bhatia	Junior Investigator	524	23061273-O	3387
42	Arvind Kumar	Sr. Secretariat Assistant	524	23061273-O	3387
43	Shishpal Singh	Jr.Secretariat Assistant	444-A	23061087-O	3296
44	Vijay Pal Singh	Jr.Secretariat Assistant	523	23061020-O	2389
45	Jagdish Chand	MTS	444-A	23061087-O	3296
46	Birender Singh	MTS	126D-1	23062721-O	3305
47	Brahm Singh	MTS	238A	23063932-O	3275
48	Sehdev Singh	MTS	526	23063162-O 23063335-FAX	3393 3237
49	Meena Messy	MTS	524	23061273-O	3387
50	Mohd.Ahmed	MTS	523	23061020-O	2389
51	Ratan Kaur	MTS	523	23061020-O 23061465-O	2389
52	Vipin Kumar	MTS	126D-1	23062721-O	3305
53	Basant Sharma	MTS	126D-1	23062721-O	3305
54	Ms. Monika	MTS	524	23061273-O	3387
55	Ms. Monika	MTS	444-A	23061087-O	3292
56	Shri Manjeet	MTS	523	23061020-O	3387

57	Shri Chandan Kumar	MTS	526-A	23063162-O	3434
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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 for the month of June, 2019 is as follows: -

S. No.	Name	Designation	Monthly Remuneration
	Shri/Smt./Ms.		
1	Anand Singh Bhal	Sr. Economic Adviser	229712
2	Gopal Singh Negi	Economic Adviser	229712
3	Meenaxi Rawat	Economic Adviser	192864
4	S.S.Das	Economic Adviser	245032
5	Anupam Mitra	Addl Economic Adviser	158704
6	Harmeet M.Kumar	Director	196424
7	Kailash Chandra	Joint Director	139848
8	Kokila Jayaram	Deputy Director	90944
9	Kote S. Ravindra	Deputy Director	105712
10	Pooja Rustogi	Deputy Director	75824
11	Jagdish Kumar	Deputy Director	102856
12	Abu Huzaifa	Deputy Director	91952
14	Rajesh Joshi	Principal Private Secretary	118088
15	Kitty	Principal Private Secretary	121352
16	Pooja Duggal	Principal Private Secretary	101360
17	Supriya Malik	Assistant Director	88984

18	Ram Singh	Assistant Director	88984
19	Brijesh Kumar Patel	Assistant Director	86672
20	Rajendera Kumar	Sr Statistical Officer	102088
21	Kamal Jit Singh	Section Officer	96512
22	Ajay Jain	Section Officer	100544
23	Safeer Ahmed Usmani	Sr. Statistical Officer	74752
24	Banwari Lal Meena	Assistant Section Officer	81416
25	Bhagwat Shiv Hari Ranga	Assistant Section Officer	67760
26	Naresh Bali	Assistant Section Officer	71680
27	R.S. Rathi	Assistant Section Officer	67760
28	Amarjit Singh	Junior Investigator	91208
29	Dinesh Mehto	Junior Investigator	77952
30	Greeshma T.P.	Junior Investigator	56664
31	Greeshma Nair	Junior Statistical Officer	5160
32	Piyush Mishra	Junior Investigator	47376
33	Priyank Agrawal	Junior Investigator	56664
34	Heena Gulati	Junior Statistical Officer	56664
35	Akshita Bhatia	Junior Investigator	55168
36	Usha	Personal Assistant	70672
37	Hitesh Kumar	Jr. Translation Officer	59928
38	Jal Singh Meena	PA	54320
39	Mohammad Saved	Steno 'D'	40888
40	Arvind Kumar	Sr Secretariat Assistant	47264
41	Shispal Singh	Jr Secretariat Assistant	56528

42	Vijay Pal Singh	Jr Secretariat Assistant	44800
43	Birender Singh	MTS	50272
44	Jagdish Chand	MTS	42112
45	Brahm Singh	MTS	42112
46	Sehdev Singh	MTS	52040
47	Meena Massey	MTS	42112
48	Mohd Ahmed	MTS	43568
49	Rattan Kaur	MTS	30320
50	Vipin Kumar	MTS	31136
51	Basant Sharma	MTS	28304
52	Monika (D/o Shri Krishan Kumar)	MTS	27072
53	Monika (D/o Shri Rajesh)	MTS	27072
54	Chandan Kumar	MTS	27072
55	Manjeet	MTS	27072

**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 2019-20**

MAJOR HEAD : 3451

DEMAND NO. : 12

(Thousands of Rupees)

Sr. No.	Description as shown in the Exp.Bud.Vol.2	Amt.
<b>1.</b>	<b>14.01 Establishment</b>	
i)	14.01.01 Salaries	75000
ii)	14.01.02 Wages	30
iii)	14.01.06 Medical Treatment	1000
iv)	14.01.11 Domestic Travel Expenses	1970
v)	14.01.12 Foreign Travel Expenses	1300
vi)	14.01.13 Office Expenses	11400
vii)	14.01.16 Publication	200
viii)	14.01.20 Other Administrative Expenses	700
ix)	14.01.27 Minor Works	700
x)	14.01.28 Professional Services	2000
<b>2.</b>	<b>14.96-Swachhta Action Plan</b>	
i)	14.96.20 Other Administrative Services	4500
<b>3</b>	<b>14.02 Computerisation and Research Studies</b>	
i)	14.02.13 Office Expenses	700
ii)	14.02.28 Professional Services	200
	<b>TOTAL OTHERS:</b>	<b>99700</b>



**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](http://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](http://www.eaindustry.nic.in)) for free public access.

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

Reply. The contact details of the officers are as under:-

S. No	Name of Central Public Information Officer with Designation and Telephone No.	Subject Matter	Name of the Appellate Authority with Designation and Telephone No.
1.	Shri Anupam Mitra, Additional Economic Adviser, Room No. 547-A, Udyog Bhawan, New Delhi-110011 Tele No. 23061942 I/C. No. 3214	For Technical information/matters	Ms. Meenaxi Rawat, Economic Adviser, Room No. 358-A, Udyog Bhawan, New Delhi-110011 Tele No. 23062384 I/C. No. 3427
2.	Ms. Kokila Jayaram, Deputy Director, Room No. 518-A, Udyog Bhawan, New Delhi-110011 Tele No. 23061465 I/C. No. 2409	For queries related to Make in India	Ms. Meenaxi Rawat, Economic Adviser, Room No. 358-A, Udyog Bhawan, New Delhi-110011 Tele No. 23062384 I/C. No. 3427
3.	Shri Jagdish Kumar, Deputy Director Room No. 534-B, Udyog Bhawan, New Delhi-110011 Tele No. 23063680 I/C. No. 2263	For Administration information/matters	Ms. Meenaxi Rawat, Economic Adviser, Room No. 358-A, Udyog Bhawan, New Delhi-110011 Tele No. 23062384 I/C. No. 3427

**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](http://www.eaindustry.nic.in)).

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