

**4.2. When was the information Manual/Handbook last updated?**

[F No. 1/6/2011-IR dt 15.4.2013]

❖ Last date of Annual updation:-

<b>Sr. No.</b>	<b>Sections</b>	<b>Information / Subject</b>	<b>Date of Updation in the website</b>
1.	4 (1) (b) (i)	The particulars of its organization, function and duties	07/05/2021
2.	4 (1) (b) (ii)	The powers and duties of its officers and employees	02/06/2021
3.	4 (1) (b) (iii)	The procedure followed in the decision making process, including channels of supervision and accountability	02/06/2021
4.	4 (1) (b) (iv)	Norms set by the Textiles Committee for discharge of its functions	02/06/2021
5.	4 (1) (b) (v)	The rules, regulations, instructions, manual and records, held by it or under its control or used by its employees for discharging its functions.	02/06/2021
6.	4 (1) (b) (vi)	statement of categories of documents that are held by Textiles Committee under its control	02/06/2021
7.	4 (1) (b) (vii)	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.	02/06/2021
8.	4 (1) (b) (viii)	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 meetings of those boards, councils, committees are other bodies are open to the public, or the minutes of such meetings are accessible for public.	02/06/2021
9.	4(1)(b)(ix)	A directory of its officers and employees.	02/06/2021
10.	4(1)(b)(x)	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	02/06/2021
11.	4(1)(b)(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made.	02/06/2021
12.	4(1)(b)(xii)	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.	----
13.	4(1)(b)(xiii)	Particulars of recipients of concessions, permits or authorizations granted by it.	02/06/2021
14.	4(1)(b)(xiv)	details in respect of information, available to or hold by it, reduced in electronic form.	02/06/2021
15.	4(1)(b)(xv)	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	02/06/2021
16.	4(1)(b)(xvi)	The names, designations and other particulars of the Public Information Officer	02/06/2021
17.	4(1)(b)(xvii)	such other information as may be prescribed and thereafter update these publication every year	02/06/2021