

THE RIGHT TO INFORMATION
RAJASTHAN POLICE ACADEMY
NEHRU NAGAR, JAIPUR – 302016
TEL. NO. 0141-2302131
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- Information under Section 4(1)(b) of the Act
- Particulars of Public Information Officers
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- Telephone Directory of RPA
- Format of Application

Information under Section 4(1)(b) of the Act

- (i) The particulars of its organisation, functions and duties
- (ii) The powers and duties of its officers and employees
- (iii) The procedure followed in the decision making process, including channels of supervision and accountability;
- (iv) The norms set by it for the discharge of its functions;
- (v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;
- (vi) A statement of the categories of documents that are held by it or under its control;
- (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;
- (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 and other bodies are open to the public, or the minutes of such meetings are accessible for public;
- (ix) A directory of its officers and employees;
- (x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;
- (xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;
- (xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;
- (xiii) Particulars of recipients of concessions, permits or authorisations granted by it;
- (xiv) Details in respect of the information, available to or held by it, reduced in an electronic form;
- (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;
- (xvi) The details of the names, designation and other particulars of public information officers are available on R.P.A.s website under the caption "The Right to information".
- (xvii) Such other information as may be prescribed and thereafter update these publications every year;

(i)The particulars of its organisation, functions and duties:

The Basic Function of Rajasthan Police Academy is to provide Training to Police personnel. It provides Basic Training to IPS (prob.), RPS (prob.), SI(prob.), SI (Cadre Change), SI(ex-army), ASI(prob.), Constable(Recruits), Lady Constable (Recruits). It organise refresher courses, promotion Cadre courses for constable to SI and specialised courses for various ranks.

(ii) The powers and duties of its officers and employees

RPA has different wings to execute its powers and duties.

- Administration Wings – is responsible for administrative matters.
- Indoor Wings – Deals with indoor training and related matters.
- Outdoor Wings – Deals with outdoor training.
- Centre for excellence – Deals with the training programme to enhance investigation skills.
- Centre for development of Police Science and Management (CDPSM) – Deals with Professional training Courses

(iii) The procedure followed in the decision making process, including channels of supervision and accountability;

To take various decision the Cases are generally processed at the section/ desk level and than submitted to Assistant Director (Admn.) / Assistant Director(Outdoor) / Assistant Director (Indoor) / Assistant Director (COE) / Assistant Director (CDPSM) / Deputy Director/Director as per the requirement.

(iv) The norms set by it for the discharge of its functions;

RPA conducts basic courses, refresher courses, promotion cadre courses,, Special Courses in accordance the rules, regulations and other instructions issued from time to time.

(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;

R.P.A. Discharge its functions in accordance with the rules regulation instructions, manuals etc. issued by the Police Headquarter.

(vi) A statement of the categories of documents that are held by it or under its control;

The documents held by R.P.A. include relevant files on subjects dealt with in the R.P.A. and service documents of its officials.

(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;

There is no public involvement in policy formulation and implementation.

(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 and other bodies are open to the public, or the minutes of such meetings are accessible for public;

1. According to Order no. 7954-59 dated 26.09.2008 a standing inspection committee is constituted to purchase goods and equipments in which the members are:
 1. Assistant Director Administration / Indoor / Outdoor RPA Jaipur.
 2. Junior Accountant RPA Jaipur.
 3. In charge Store
 4. Technical Member
2. According to Order no. 3504-07 dated 23.04.2008 a standing purchasing committee is Constituted in which the members are :
 - (A) for open tenders :
 1. Dy. Director, R.P.A. Jaipur.
 2. Assistant Director Administration/Indoor/Outdoor.
 3. Accounts Officer / Assistant Accounts Officer
 4. Technical Member
 - (B) for Limited tenders :
 1. Dy.S.P. Administration RPA Jaipur

2. Accounts Officer RPA Jaipur
3. Related Incharge

(ix) A directory of its officers and employees;

Sr. No.	Name	Designation	Telephone No.
1.	Shri Rajeev Sharma	Director	0141 - 2303222 (501)
2.	Shri Kailash Chandra Jaat	Addl. Director	0141 - 2304991 (503)
3.	Shri Manish Agarwal	Deputy Director & Principal	0141 - 2307433 (548)
4.	Shri Karan Sharma	Assistant Director - Administration	0141 - 2302633 (504)
5.	Shri Jeev Prakash Joshi	Assistant Director - Outdoor	0141 - 2301878 (506)
6.	Shri Rewant Dan	Assistant Director - Indoor	0141 - 2302131 (505)
7.	Shri Sourabh Kothari	Assistant Director - COE	0141 - 2302131 (550)
8.	Smt. Suman Choudhary	Assistant Director - CDPSM	0141 - 2302131 (539)

Other officers and various sections / Branches are available on EPABX No.

(x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;

The officers and the employees in RPA are being paid monthly Remuneration in their respective scale of pay as mentioned below and the allowances as applicable:

Sr. No.	Name of the Post	Scale of Pay
1	Director /Additional Director	L-15/L-13A
2	Superintendent of Police Assistant Director / Dy.S.P.	L-13/L-14
3	Inspector / Sub Inspector/ Assistant Sub Inspector	L-11/L-13
4	Office Superintendent / Office Assistant / P.A.	L-12/L-13
5	Head Constable / Constable	LP-5/L-10

6	UDC / LDC	LP-5/L-10
7	IVth Class	L-1/L-11

(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

Allocated budget year 2020-2021

Sr.	Budget Head	Total Allocation (Rs.)
1	Salary	270000000
2	Travelling expenditure	3300000
3	Medical expenditure	1200000
4	Office expenditure	16000000
5	P.O.L.	800000
6	Advertisement	50000
7	Machinery & Equipment	300000
8	Repair & Maintenance	3700000
9	Miscellaneous expenditure	2000000
10	Library	300000
11	Uniform & Others	320000
12	Contract expenditure	2649000
13	Medicine	400000

(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form;

As in the R.P.A.s website: www.home.rajasthan.gov.in/rpa

(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;

(xvi) The names, designations and other particulars of the Public Information Officers.

The details of the names, designation and other particulars of public information officers are available on R.P.A.s website under the caption "The Right to information".

(xvii) Such other information as may be prescribed and thereafter update these publications every year;

as in the R.P.A.s website: www.home.rajasthan.gov.in/rpa

Particulars of Public Information Officers

In terms of section 5(1) of the Right to Information Act, 2005, the following Officers of the **Rajasthan Police Academy** are hereby designated as **Public Information Officer and Assistant Public Information Officer**

	Name & Designation of the officer Shri/Smt.	Telephone number/ E-mail
Public Information Officer	Shri Karan Sharma, Assistant Director (Administration)	0141-2302633 karansharmarpa@gmail.com E-mail- adadmnrpa@gmail.com
Assistant Public Information Officer	Shri Sourabh Kothari Assistant Director (CoE)	0141-2302131 E-mail - adcoerpa@rajpolice.gov.in

Particulars of Appellate Authority

In terms of Section 19 (1) of the Right to Information Act, 2005, the following officer of the **Rajasthan Police Academy** is hereby designated as **Appellate Authority**

	Name & Designation of the officer Sh/Shri/Smt.	Telephone number/ E-mail
Appellate Authority	Shri Manish Agarwal Deputy Director	0141-2302131 E-mail : dd.rpa@rajpolice.gov.in

Format of Application

There is no prescribed form of application for seeking information. The application can be made on plain paper. The application should, however, have the name and complete postal address of the applicant. Even in cases where the information is sought electronically, the application should contain name and postal address of the applicant.