

RTI Act, 2005

Information about the Consulate General of India, Munich required under Section 4(1)(B) of the Right to Information Act, 2005

(i)	The particulars of its organization, functions and duties;	<p>The Consulate General of India, Munich (Widenmayerstraße 15, 80538 Munich, Germany) is headed by Consul General of India and has following Wings: (i) Consular & Indian Community Affairs (ii) Commerce, Information & Education (iii) Chancery (including Administration) & Political (iv) Culture (vi) International Relations</p> <p>Each Wing is headed by a First Secretary/Second Secretary rank officer.</p> <p>Consulate General of India functions within the purview of business allocated to the Ministry of External Affairs under the Government of India Allocation of Business Rules and Transaction of Business Rules. The functions of the Consulate <i>inter alia</i> include political and economic cooperation, trade and investment promotion, scientific & technological cooperation, cultural interaction, press and media liaison, and consular operations including PIOs/NRIs, in bilateral and multilateral contexts.</p>
(ii)	the powers and duties of its officers and employees;	<p>General Administrative powers are derived from IFS (PLCA)Rules, as amended from time to time.</p> <p>Financial powers of the Officers of the Consulate General of India have been detailed in the Delegated Financial powers of the Government of India Representatives Abroad.</p>

		Other powers are derived from the Passport Act of India. The Officers of the Consulate function under the guidance and supervision of the Consul General.
(iii)	the procedure followed in the decision making process, including channels of supervision and accountability;	Decisions are taken as per extant rules and guidelines, where applicable and under the instruction and supervision of the Consul General
(iv)	the norms set by it for the discharge of its functions;	Norms are set under the instruction and supervision of the Consul General
(v)	the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;	IFS PLCA rules and annexures Delegated Financial Powers of Government of India Representatives abroad Rules Passport Act Manuals of Office Procedures Other Central Government Rules and manuals published by Central Government.
(vi)	a statement of the categories of documents that are held by it or under its control;	Classified documents/files relating to India's external relations Unclassified documents/files including joint statements, declarations, agreements and MoUs. Passport and consular services application forms Service documents of officials
(vii)	The particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;	The Consulate General of India, Munich functions within the norms of India's foreign policy formulated by the Ministry of External Affairs. The policy is implemented by the Consulate under the guidance and supervision of the Consul General.
(viii)	A statement of the board, councils, committees and other bodies consisting of two or more persons constituted as its	A statement of the board, councils, committees and other bodies consisting of two or more persons constituted as its advice, and as to whether meetings of those boards, councils, committees

	advice, and as to whether meetings of those boards, councils, committees and other the minutes of such meetings are accessible for public;	and other the minutes of such meetings are accessible for public;
(ix)	A directory of its officers and employees;	List of Officers is given at Annexure-I
(x)	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;	A statement of monthly remuneration is at Annexure-II
(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	The Budget figures for the current financial year are given in the statement at Annexure-III
(xii)	The matter of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;	Consulate General of India, Munich does not have any subsidy programme.
(xiii)	Particulars of recipients of concession, permits or authorizations granted by it;	No concessions/permits are granted by Consulate General of India, Munich
(xiv)	Details in respect of the information , available to or held by it, reduce in an electronic form;	The Consulate's website has the required information. https://www.cgimunich.gov.in/
(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;	The Consulate is open from 0900 hrs to 1730 hrs from Monday to Friday. The holidays observed by the Consulate are given on the website https://www.cgimunich.gov.in/
(xvi)	The names, designations and other particulars of the Public Information Officers;	Central Public Information Officer Mr. Abhinav Kumar,

		<p>Consul (CPV & PIO) Consulate General of India Widenmayerstraße 15, 80538 München, Germany Email: conscpv.munich@mea.gov.in</p> <p>Appellate Authority</p> <p>Mr. Mohit Yadav, Consul General Consulate General of India Widenmayerstraße 15, 80538 München, Germany Email: cg.munich@mea.gov.in</p>
(xvii)	Such other information as may be prescribed and thereafter update these publications every year;	The Consulate website has information which is updated on a regular basis.