

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

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

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 Feb, 2024 is as follows:-

	Name (Shri/Smt./Ms.)	Designation	Monthly Remuneration
1	Praveen Mahto	Principal Economic Adviser	348750
2	Agrim Kaushal	Economic Adviser	337280
3	Vishal V Nair	Economic Adviser	309320
4	Puja Rustagi	Addl. Economic Adviser	234580
5	Pooja	Director	245740
6	Kamini Tandekar	Joint Director	170445
7	Mira Sethi	Deputy Director	129270
8	Apeksha Agarwal Jain	Deputy Director	156385
9	Bikash Kumar Malik	Deputy Director	129270
10	Kuldeep Kumar	Assistant Director	115010
11	Niharika Khatana	Assistant Director	124565
12	Banwari Lal Meena	Section Officer	150650
13	Kulwant Singh	Section Officer	131410
14	Aasim	Section Officer	159160
15	Ajit Kumar	Economic Officer	101780
16	Aditya Singh Kushwaha	Economic Officer	86180
17	Sushant Kumar Bajaj	Economic Officer	99005
18	Greeshma T P	Economic Officer	93640
19	Vaibhav Ankush Ugale	Economic Officer	88645
20	Piyush Mishra	Economic Officer	79360
21	Jai Kumar	Jr. Statistical Officer	75140

22	Jitender Kumar	Private Secretary	138810
23	Usha	Private Secretary	131410
24	Jal Singh Meena	Private Secretary	93775
25	Tara Chand	Assistant Section Officer	93640
26	Safeer Ahmed Usmani	Sr. Statistical Officer	120650
27	Rajendra Kumar Meena	Assistant Section Officer	91050
28	Bhedjeet Singh	Junior Statistical Officer	77175
29	Sanjay Kumar Rout	Assistant Section Officer	91050
30	Dinesh Mehto	Junior Investigator	135160
31	Akshita Bhatia	Junior Investigator	78255
32	Priyank Agrawal	Junior Investigator	91050
33	Suraj Kumar	Junior Investigator	75140
34	Rajendra Kumar	Junior Statistical Assistant	63240
35	Mohammad Saved	Steno D	88645
36	Hemaraj Meena	Steno D	51460
37	Mohammad Anwar	Stenographer Grade D	54235
38	Rahul Bijnaul	Steno D	54235
39	Birender Singh	JSA	86055
40	Brahm Singh	Multi Tasking Staff	73005
41	Jagdish Chand	Multi Tasking Staff	73005
42	Mohammad Ahmed	Multi Tasking Staff	70990
43	Vipin Kumar	Multi Tasking Staff	53785
44	Rattan Kaur	Multi Tasking Staff	45880
45	Basant Sharma	Multi Tasking Staff	37433
46	Monika (D/o Shri Rajesh)	Multi Tasking Staff	39775

47	Monika(D/o Shri Krishan Kumar)	Multi Tasking Staff	41868
48	Manjeet	Multi Tasking Staff	35418
49	Ekta Rauthan	Multi Tasking Staff	39648
50	Mamta	Multi Tasking Staff	38538
51	Ramesh Chand Meena	Multi Tasking Staff	32628

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 2025-26

Major Head : 3451

Demand no. : 11

(Rs.In Crore)

Sl. No.	Description as shown in the Exp.Bud.Vol.2	Total Budget Estimate
A	14.01-Establishment (EA)	
1	14.01.01 - Salaries	4.18
2	14.01.02 - Wages	0.003
3	14.01.05 – Rewards	0.05
4	14.01.06 - Medical Treatment	0.08
5	14.01.07 - Allowances	3.46
6	14.01.08 - Leave Travel Concession (LTC)	0.07
7	14.01.09 - Training Expenses	0.03
8	14.01.11 - Domestic Travel Expenses	0.12
9	14.01.12 - Foreign Travel Expenses	0.12
10	14.01.13 - Office Expenses	0.20
11	14.01.16 - Printing and Publication	0.01
12	14.01.18 - Rent for Others	0.35
13	14.01.19 - Digital Equipment	0.08
14	14.01.26 – Advertising & Publicity	0.01
15	14.01.27 - Minor Civil and Electric Works	0.01
16	14.01.28 - Professional Services	0.15
17	14.01.29 – Repair and Maintenance	0.13
18	14.01.49 – Other Revenue Expenditure	0.04

B	14.96 – Swachhta Action Plan	
1	14.96.13 -Office Expenses	0.25
	Total others	9.343

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. 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.	Ms. Reema Jain, Joint Director, Room No. 358-A, Udyog Bhawan, New Delhi-110011 Tele No. 23062384 I/C. No. 3427	For Administration matters	Sh. V.V. Nair, Economic Adviser, Room No.238, Udyog Bhawan, New Delhi-110011 Tele No. 23063932 I/C. No. 3348
2.	Ms. Kamini Tandekar, Joint Director Room No. 522-A, Udyog Bhawan, New Delhi-110011 Tele No. 23062379 I/C. No. 3385	For WPI/IPRD/BSPI matters	Sh. Dilip Kumar Sinha, DDG, RoomNo.236, Udyog Bhawan, New Delhi-110011 Tele No. 23063571 I/C. No. 2200

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).
