

Application under RTI act 2005

Dear sir,

Please provide me point wise reply to the following questions under RTI act 2005.

1. What's the definition of a "supervisor" within your organisation?
2. How are designations/ranks categorised as Supervisors?
3. Are there clearly defined roles and responsibilities for supervisors in your company? If available, could I review a copy?
4. What are the working hours for a supervisor? Can they be compelled to work outside these hours? If so, under what conditions can they be exempted?
5. How is overtime or additional work beyond duty hours compensated for supervisors?
6. As a Maharatna company, how do you ensure an employee's personal life isn't affected by the job's demands?
7. What's the standard operating procedure (SoP) for an employee facing intentional disrespect or abuse from their superior?
8. How long can a superior hold attendance, reimbursement, or tour claims of an employee without approval or rejection?
9. If a superior bypasses the reporting officer to give instructions, can an employee also bypass the reporting officer to follow those instructions?
10. Is it typical for an electrical engineer to be assigned civil works and paperwork in your company?
11. Does an employee's marital status affect their workload or responsibilities?
12. What are the minimum personal entitlements (desk, computer, stationery, etc.) for a supervisor to effectively perform their duties?
13. Are supervisors expected to work in e-office and SAP?