

MANUAL – 15

SEC 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

At present the library is meant for reference purpose for the officials of this organization. It do have technical books, administrative books, periodicals, and other reference books and manuals for internal use.

The organization has already launched its web site, <http://www.txcindia.gov.in>, where all basic information is available. The public has free access to this information including downloading of required information.

The public can call on senior officers of this organization as well as Officer-in-charge of Regional Offices and Integrated Textile & Apparel Development Center (ITADC) during office hours for any information / guidance. They are also free to meet Joint Textile Commissioner, Addl. Textile Commissioners and Textile Commissioners on prior appointment, if their problems are not resolved at senior officer level.

Press Note is issued from time to time for public awareness and guidance on various matters and wide coverage is given to such press information.

Public grievances officers are appointed at Headquarters and Regional Offices, who are approachable during specified timings or by letter or telephone etc.