

CHAPTER 1

INTRODUCTION

1.1. Please throw light on the background of this Handbook (Right to Information Act, 2005).

This handbook is prepared in compliance with section 4 (1) (b) of RTI Act 2005.

1.2. Objective / purpose of this hand-book?

This handbook is meant to provide General information to the public about the organisation and functions of HQ South Western Air Command.

1.3. Who are the intended users of this handbook?

General public including the service personnel.

1.4. Organisation of the information in this hand-book?

The information is organised under 17 chapters as provided in the Act. Since Headquarters South Western Air Command comprises of three branches namely Air, Maintenance and Administration under the Air Officer Commanding-in-Chief, the information is also organized branch wise.

1.5. Definitions (Please provide definitions of various terms used in the handbook).

The definition of various terms, abbreviations and acronyms pertaining to Air Force are placed at Appendix 'A' to this handbook.

1.6. Contact person in case somebody wants to get more information on topics covered in the handbook as well as other information also.

Central Public Information Officer/ Assistant Public Information Officer, HQ South Western Air Command, Indian Air Force, Lekawada, Chiloda, Gandhinagar, Gujarat-382042.

1.7. Procedure and Fee Structure for getting information not available in the handbook.

This handbook is available for the perusal/reference of a bonafide citizen of India on proving his identity with Central Public Information Officer or Assistant Public Information Officer.

CHAPTER 2**PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES**

2.1. Objective/purpose of the public authority

The Primary objective / purpose of South Western Air Command is to provide Air Defence of the South Western Region of India comprising the states of Gujarat, Rajasthan, Madhya Pradesh and Maharashtra. South Western Air Command is also responsible for the conduct of all Air operations in this region. The secondary purpose is to assist Civil Authorities during natural calamities and internal disturbances.

2.2. Mission/Vision Statement of the public authority

Same as 2.1. above

2.3. Brief history of the public authority and context of its formation

South Western Air Command (erstwhile No 1 Operational Group) is one of the five operational Commands of the Indian Air Force. No 1 Operational Group was formed on 21 Sep 72 and was later redesignated as South Western Air Command on 23 Jul 80. The area of South Western Air Command was carved out of Western Air Command, which included most of Rajasthan, southward through Gujarat to Saurashtra and the Kutch Area. In mid 85, in a major expansion of area of responsibility of South Western Air Command, the units located at Pune and Bombay were transferred from Central Air Command to South Western Air Command. Thus the entire South Western area of the country including Goa came under this Air Command. This Command covers about 1450 kms of land border and 2400 km of coast line.

In the formative years of the Indian Air Force, the command and control of the Air Force in the Border States of Rajasthan and Gujarat presented a problem for effective direction of the air operation. They fell within the area of responsibility of the Western Air Command, but directions to the Army Units emanated from the Southern Army Command at Pune, Southern Command being responsible for their defence plans on ground. Thus, the Air Officer Commanding-in-Chief, Western Air Command had to deal with two Army commanders. Western Command for the states of Kashmir and Punjab and Southern Command for Rajasthan and Gujarat States. Since the area of prime importance in any war was likely to be that of the Western Command, it was natural for the Air Officer Commanding-in-Chief Western Air Command to devote most of his attention to that part of the border with a Deputy looking after Rajasthan and Gujarat. An AOC Rajasthan was, therefore, appointed with his Headquarters at Jaipur alongside the Advance Headquarters of the Southern Army Command. He was made responsible for both Air Defence and joint operations with the Army. In this manner, while Air Officer Commanding-in-Chief Western Air Command held overall charge of the entire Western

border, detailed control of operational activity in Rajasthan and Gujarat Sectors was delegated to an AOC subordinate to him.

In 1969, there was reorganization in the higher command and control. The entire border was divided into three parts for the purpose of operational control and an operational Air Command was put in charge of each area. Thus the Air Force had three operational Air Commands - the Western, the Central and the Eastern Air Command. In addition, an independent operational group was formed at Jaipur for the control of South Western sector which was to work in conjunction with the Southern Command of the Army. On 21 Sep 72, No. 1 Operational Group was formed at Jodhpur and on 23 Jul 80, it was redesignated as South Western Air Command.

2.4. Duties of the public authority:

HQ South Western Air Command has four Principal Staff Officers assisting the Air Officer Commanding-in-Chief in various functions. Duties of their branches are attached as Appendix 'B'

2.5. Main functions of the public authority

(a) The main function of South Western Air Command is to ensure Air Defence of the South Western Region of India comprising the states of Gujarat, Rajasthan, Madhya Pradesh and Maharashtra. South Western Air Command is also responsible for the conduct of Air Operations in this region. The secondary purpose is to assist civil authorities during natural calamities and internal disturbances.

(b) To achieve this objective, HQ South Western Air Command formulates, issues and reviews policies on various matters pertaining to the functioning of the Command and exercises command and control through Commanders of the Stations/ units under South Western Air Command.

(c) HQ South Western Air Command also interacts and maintains liaison with the Army & the Navy.

2.6. List of services being provided by the public authority with a brief write-up on them.

Except for its primary and secondary functions as mentioned above, no services are provided to the public.

2.7. Organisational Structure Diagram at various levels namely State, directorate, region, district, block etc (whichever is applicable).

Attached as Appendix 'C'.

2.8. Expectation of the public authority from the public for enhancing its effectiveness and efficiency.

Nil

2.9. Arrangements and methods made for seeking public participation/ contribution.

Not applicable since the policies of Indian Air Force pertain only to Air Force personnel and are not concerned with or affecting the public.

2.10. Mechanism available for monitoring the service delivery and public grievance resolution.

Not applicable since the policies of Indian Air Force pertain only to Air Force personnel and are not concerned with or affecting the public.

2.11. Address/ Addresses of the main office and other officers at different levels.

Attached as Appendix 'D'

2.12. Working hours

The working hours of Headquarters South Western Air Command are as follows except for the Operations Room which is manned 24 Hrs a day 7 days a week:-

Working hours of the office:

0730 to 1430 hrs - Monday, Wednesday & Friday

**0730 to 1430 hrs - Tuesday & Thursday
1500 to 1730 hrs**

Saturday & Sunday closed holidays

CHAPTER 3**POWERS AND DUTIES OF OFFICERS AND EMPLOYEES**

1. Details of duties have been given in Appendix 'B' to this Hand Book.
2. Powers of Air Officer Commanding-in-Chief and other Principal Staff Officers at Headquarters South Western Air Command are as follows:-

APPOINTMENT	ADMINISTRATIVE	FINANCIAL
<i>Air Officer Commanding-in-Chief (AOC-in-C)</i>	Command and control of all Units under South Western Air Command	As laid down by Govt. of India
Senior Air Staff Officer (SASO)	All matters relating to Air Operations	- do-
Air Defence Commander (AD Cdr)	All matters relating to Air Defence	-do-
Senior Maintenance Staff Officer (SMSO)	All matters relating to Maintenance activities	-do-
Senior Officer-in-charge Administration (S O A)	All matters relating to Administrative activities	-do-

CHAPTER – 4**RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS,
FOR DISCHARGING FUNCTIONS**

Name/Title	Type of Document	Brief Write up	Source
Indian Air Publications (IAP)	Instructions	Detailed instructions governing various matters pertaining to Indian Air Force personnel.	Air Headquarters
Air HQ Air Staff Instructions	Instructions	Standard Operating Procedure for various Operational, Maintenance and Administrative tasks.	Air Headquarters
Air Force Orders (AFO)	Orders	Orders issued by the CAS on various matters for general administration of the IAF.	Air Headquarters
Air Force Instructions (AFI)	Instructions	Various instructions issued by GOI, having financial implications.	Air Headquarters
Air Force Act	Act	Statute governing all personnel of Air Force.	Air Headquarters
Air Force Rules	Rules	Rules and procedures for implementation of the provisions of Air Force Act 1950.	Air Headquarters
Regulations for the Air Force	Regulations	Exhaustive guidelines governing various matters pertaining to IAF.	Air Headquarters
Command Air Staff Instructions (CASI)	Instructions	Standard Operating Procedure for Various Operational, Maintenance and Administrative tasks.	AOC-in-C of Command Headquarters.

Note : Rules/Regulations/Instructions/Manuals relating to any particular subject/topic/issue will be provided to an applicant on a case to case basis.

CHAPTER 5**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****Formulation of Policy**

5.1. Whether there is any provision to seek consultation/ participation of public or its representatives for formulation of policies? If there is, please provide details of such policy in following format.

Not applicable since the policies of Indian Air Force pertain to only Air Force personnel subject to Air Force Act, 1950 and are not concerned with general public.

Implementation of Policy

5.2. Whether there is any provision to seek consultation/ participation of public or its representatives for implementation of policies? If there is, please provide details of provisions in following format.

Not applicable since the policies of Indian Air Force pertain to only Air Force personnel subject to Air Force Act, 1950 and are not concerned with general public.

CHAPTER 6**A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL**

All Branches of South Western Air Command maintain Files for the subject matter handled by them. For every subject, a policy file, a general correspondence file and separate files for individual cases are maintained. This is in addition to the information provided under Chapter four of this Hand Book.

<u>Sl. No</u>	<u>Category of the document</u>	<u>Name of the Document and its introduction in one line</u>	<u>Procedure to obtain the document</u>	<u>Held by/ under control of</u>
1.	Files	Policy, Correspondence and Individual Cases	<p>1. A citizen can request or the specific Information document required by him under Section 6 of the RTI Act by an application made on plain paper addressed to Central Public Information Officer/ Central Assistant Public Information Officer, South Western Air Command.</p> <p>2. Rs: 10/- (Rupees Ten Only) should be paid alongwith application, by way of Demand Draft/Local Cheque payable to 'Air Force Public Fund Account' ,Headquarters South Western Air Command (Unit) or Cash Against receipt from Accounts Section, HQ SWAC(U).</p> <p>3. He should also write his correspondence details along with telephone number, if any, so that he can be contacted for payment of additional fees and providing the information without delay</p>	Concerned Branch

CHAPTER 7

**A STATEMENT OF BOARDS, COUNCILS, COMMITTEES AND OTHER
BODIES CONSTITUTED AS ITS PART**

No board/ council / committee have been formed as part of Headquarters South Western Air Command which pertain to the general public.

CHAPTER 8**THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS**

8.1. Please provide contact information about the Public Information Officers, Assistant Public Information Officers and Departmental Appellate Authority of the Public authority in the following format:

<u>DESIGNATION</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE/ FAX/ EMAIL</u>
Central Assistant Public Information Officer	Sqn Ldr Soniya Sharma	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042	Office: 079-23242600 Extn: 7610 Mob: 9980701379
Central Public Information Officer	Sqn Ldr Anand Kumar	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042	Office: 079-23242600 Extn: 7573 Fax: 079-23200204 Mob: 8987827155
Appellate Authority Senior Officer-in-charge Administration (SOA)	Air Vice Marshal Umesh Kumar	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042	Office: 079.-23242600, Extn- 7500 Home Extn: 6500 Fax: 079-23200237 Email : Not Available

CHAPTER 9

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

9.1. What is the procedure followed to take a decision for various matters?

(a) In all matters, notes are put up on file in the following chain of hierarchy depending on the organizational set up for decision.

Concerned Section Commander > Concerned PSO > AOC-in-C.

(b) In policy matters, the decision of AOC-in-C would be obtained through the PSO. In certain cases concurrence of Air HQ is also obtained.

9.2. What are the documented procedures/ laid down procedures/ Defined Criteria /Rules to arrive at a particular decision for important matters? What are different levels through which a decision process moves?

Same as in para 9.1

9.3. What are the arrangements to communicate the decision to the public?

Wherever applicable, letter(s) communicating the decision would be sent directly to the concerned persons by concerned officers.

9.4. Who are the officers at various levels whose opinions are sought for the process of decision making?

Same as in para 9.1

9.5. Who is the final authority that vets the decision?

(a) In policy matters: AOC-in-C

(b) In other matters: Concerned PSO

9.6. Please provide information separately in the following format for the important matters on which the decision is taken by the public authority.

Subject on which the decision is to be taken	Any subject
Guideline/Direction, if any	Existing Policies
Process of Execution	As given above (9.1)
Designation of the officers involved in decision making	As given above (9.1)
Contact information of above mentioned officers	As given in directory
If not satisfied by the decision, where and how to appeal.	Not applicable

CHAPTER 10**DIRECTORY OF OFFICERS AND EMPLOYEES**

Headquarters South Western Air Command being a sensitive Organisation, the details of Officers and other employees employed is considered to be sensitive information which in the hands of anti-national elements may jeopardize the security of the nation. Therefore the directory of officers and employees is not published in this handbook in the interests of the security of the nation. However, relevant details can be made available to a genuine citizen of India with bonafide interest on a case to case basis in accordance with the RTI Act, 2005.

CHAPTER 11**THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS
OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF
COMPENSATION AS PROVIDED IN REGULATIONS**

Air Force Central Accounts Office (AFCAO) maintains the records pertaining to monthly remunerations of all employees of Indian Air Force. The records are variable, huge and sensitive in nature. Therefore it will not be feasible to catalogue and index such individual records of pay and allowances. However, any information requested by public in any particular case can be provided by AFCAO as per records.

CHAPTER 12

**THE BUDGET ALLOCATED TO EACH AGENCY
(PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND
REPORTS ON DISBURSEMENT MADE)**

**For Public Authorities responsible for developmental, construction,
technical works**

1. Not applicable since no developmental, construction, technical works concerning public are undertaken by South Western Air Command.
2. However, information related to infrastructure development and technical works pertaining to the Indian Air Force, can be provided on a request submitted under RTI Act, subject to the provisions of Section 8 of the Act.

CHAPTER – 13

THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES

Not Applicable since no subsidy programmes are undertaken in South Western Air Command.

CHAPTER -14

**PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR
AUTHORIZATION GRANTED BY IT**

Not applicable since no concessions, permits or authorizations are granted to the public by South Western Air Command.

CHAPTER 15

NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS

Highest possible norms and standards are set for execution.

CHAPTER 16

INFORMATION AVAILABLE IN AN ELECTRONIC FORM

1. All rules and Regulations governing administration of the Indian Air Force viz, Air Force Act, 1950, Air Force Rules, 1969, Regulations for the Air Force, 1964 (Revised) and all current policy letters/ Air Force Orders/ and Indian Air Publications are available in electronic form with the Indian Air Force website: www.iaf.nic.in'.
2. Some of the information related to records and other documents pertaining to various files are also available in electronic form with concerned Sections.
3. Old records/ documents are made available in electronic form by scanning or reproducing certified true copies of the relevant document, as and when need arises.

CHAPTER 17**PARTICULARS OF THE FACILITIES AVAILABLE TO CITIZENS FOR
OBTAINING INFORMATION**

1. Facility is available as mandated by RTI Act 2005. Citizens can approach Central Public Information Officer/ Central Assistant Public Information Officer for information under the provisions of the RTI Act and the same shall be made available within the specified time frame. Particulars of the Central Public Information Officer/ Central Assistant Public Information Officer of Headquarters South Western Air Command are given below.

(a) **Central Public Information Officer (CPIO), SWAC, IAF**

Sqn Ldr Anand Kumar
HQ SWAC, IAF,
Lekawada, Chiloda,
Gandhinagar,
Gujarat-382042
Tele: - 079-23242600, Extn: 7573

(b) **Central Assistant Public Information Officer (CAPIO), HQ SWAC(U), AF**

Sqn Ldr Soniya Sharma
CAPIO
HQ SWAC (U), IAF,
Lekawada, Chiloda,
Gandhinagar,
Gujarat-382042
Tele:- 079-23242600, Extn: 7610

CHAPTER 18**OTHER USEFUL INFORMATION**

18.1. Frequently Asked Questions and their Answers by Public:

Nil

18.2. Related to seeking Information

- Application form (a copy of filled application form for reference) :

No Standard Application forms are available. Applications can be made on plain paper addressed to Central Public Information Officer/ Central Assistant Public Information Officer.

- **Fee :**

(a) Rs 10/- (Rupees Ten Only) should be paid alongwith application, by way of Demand Draft/Local Cheque payable to 'Air Force Public Fund Account', South Western Air Command (Unit) or Cash against receipt from Accounts Section, South Western Air Command (Unit) Air Force.

(b) Additional fees for providing the required information shall be charged as per Right to Information (Regulation of fee and cost) Rules, 2005 which are as follows:-

- (i) Rs.2/- per page(A4/A3 size paper) created or copied.**
- (ii) Actual charge or cost price of a copy in larger size papers.**
- (iii) Actual cost/price for samples or models.**
- (iv) For inspection of records, no fee for the first hour and a fee of Rs. 5/- for each hour (or fractions) thereafter.**
- (v) Rs. 50 per Diskette/ Floppy.**
- (vi) In case of publications/ books, the actual cost of such publication/book.**

- How to write a precise information request.

A citizen is expected to specify the details of exact information /document required by him. He should not generalize. He should also write his correspondence details alongwith telephone number if any so that he can be contacted for payment of fees and providing the information without delay.

- Right of the Citizen in case of denial of information and procedure to appeal

In case of denial of information or if the applicant is not satisfied with the information provided by Central Public Information Officer, he/she may submit an appeal, within 30 days from the date of receipt of the reply from Central Public Information Officer, to the first Appellate Authority at the address provided below:-

**Air Vice Marshal Umesh Kumar
Senior Officer-in-charge Administration (SOA)
Headquarters South Western Air Command, Indian Air Force,
Lekawada, Chiloda
Gandhinagar (Gujarat) Pin – 382 042
Phone No. Office 079-23242600 Extn: 7500
Res 079-23242600 Extn: 6500
Fax 079-23200237
Email: Not Available**

18.3. With relation to training imparted to public by Public Authority:

NOT APPLICABLE

18.4. With relation to Certificate, No objection certificate etc issued by the Public authority not included in Manual - 13:

NOT APPLICABLE

18.5. With relation to registration process:

NOT APPLICABLE

18.6. With relation to collection of tax by Public Authority ((Municipal Corporation, Trade Tax, Entertainment Tax etc):

NOT APPLICABLE

18.7. With relation to issuing new connection electricity / water supply, temporary and permanent disconnection etc. (This will be applicable to local bodies like Municipal Corporation/ Municipalities / UPCL):

NOT APPLICABLE

18.8. Details of any other public services provided by the Public Authority:

NOT APPLICABLE

Appendix 'A'
(Refers to Para 1.5, Chapter 1
of Hand Book for SWAC)

GLOSSARY OF TERMS

ABBREVIATION RANKS	FULL FORM	ABBREVIATION RANKS	FULL FORM
OFFICERS		AIRMEN	
Air Chief Mshl	Air Chief Marshal	HFL	Honorary Flight Lieutenant
Air Mshl	Air Marshal	HFO	Honorary Flying Officer
AVM	Air Vice Marshal	MWO	Master Warrant Officer
Air Cmde	Air Commodore	WO	Warrant Officer
Gp Capt	Group Captain	JWO	Junior Warrant Officer
Wg Cdr	Wing Commander	Sgt	Sergeant
Sqn Ldr	Squadron Leader	Cpl	Corporal
Flt Lt	Flight Lieutenant	LAC	Leading Aircraftsman
Fg Offr	Flying Officer	AC	Aircraftsman
<u>APPOINTMENTS</u>			
AOC-in-C	Air Officer Commanding in Chief	C Met O	Command Metrological Officer
SASO	Senior Air Staff Officer	C Eng O	Command Engineering Officer
SMSO	Senior Maintenance Staff Officer	CLMO	Command Logistics Management Officer
SOA	Senior Officer In-Charge Administration	C Sys O	Command Systems Officer
AD Cdr	Air Defence Commander	PMO	Principal Medical Officer
CSO(Air)	Command Signal Officer (Air)	CPSO	Chief Personnel Staff Officer
CAS&IO	Command Aerospace Safety & Inspection Officer	C Wks O	Command Works Officer
C Int O	Command Intelligence Officer	C Org O	Command Organisation Officer
CADO	Command Air Defence Officer	C Accts O	Command Accounts Officer
CATCO	Command Air Traffic Control Officer	CJA	Command Judge Advocate

Appendix 'B'
(Refers to Para 2.4, Chapter 2
Of Hand Book for SWAC)

CHARTER OF DUTIES : AIR BRANCH

DUTIES AND RESPONSIBILITIES OF AIR-I

Air-I is responsible to SASO for all operational aspects.

DUTIES AND RESPONSIBILITIES OF AIR-II

Air-II is responsible to SASO for all air transport aspects.

DUTIES OF COMMAND METEOROLOGICAL OFFICER (C MET O)

Command Met Officer is responsible to SASO through Air-1 for rendering specialist advice on Met matters to AOC-in-C, SASO and Air branch officers during calamity like cyclonic storm, floods, which are likely to affect the geographical area of this Command.

DUTIES OF COMMAND AIR TRAFFIC CONTROL OFFICER (CATCO)

Command Air Traffic Control Officer is responsible to SASO through Air-I for direction and control of ATS facilities and airfield safety services and with reports on breaches of flying discipline.

DUTIES OF COMMAND SIGNAL OFFICER (CSO (Air))

CSO (Air) is responsible to SASO, HQ SWAC for ensuring reliable and uninterrupted communication and IT services in SWAC region.

DUTIES OF COMMAND AEROSPACE SAFETY AND INSPECTION OFFICER (CAS&IO)

To advise AOC-in-C through SASO on Aerospace Safety policy and other matters on Aerospace Safety aspects.

CHARTER OF DUTIES : AD BRANCH

DUTIES OF COMMAND AIR DEFENCE OFFICER (C AD O)

He is responsible to the Air Defence Commander in all activities pertaining to the Air Defence Units under HQ SWAC.

CHARTER OF DUTIES : MAINT BRANCH

DUTIES AND RESPONSIBILITIES OF COMMAND ENGINEERING OFFICER (C ENG O)

He is responsible for overall supervision, planning and coordination of all engineering activities related to aircraft, role eqpt, ground eqpt and support services and maintenance of armament/explosives in SWAC.

DUTIES OF COMMAND SYSTEM OFFICER (C SYS O)

The C Sys O is responsible to SMSO for maintenance activities in respect of Ground Electronics, Electrical and Instruments systems, General Engineering Services, Photography and SAGW system under SWAC.

DUTIES AND RESPONSIBILITIES OF COMMAND LOGISTIC MANAGEMENT OFFICER (CLMO)

CLMO is responsible to SMSO for overall supervision, planning, and co-ordination of all logistics activities within the Command.

CHARTER OF DUTIES : ADMIN BRANCH

DUTIES OF PRINCIPAL MEDICAL OFFICER (P M O)

The PMO is the Medical Adviser to the AOC-in-C on all matters affecting health of the personnel of all units under HQ SWAC.

DUTIES OF CHIEF PERSONNEL STAFF OFFICER (CPSO)

The Chief Personnel Staff Officer is responsible to the SOA for effective execution of all matters pertaining to personnel, and in addition matters relating to Security, Ground Defence and Passive Air Defence.

DUTIES OF COMMAND ACCOUNTS OFFICER (C ACCTS O)

Command Accounts Officer is responsible to AOC-in-C through SOA for the efficient management of all accounting services.

DUTIES OF COMMAND ORGANIZATION OFFICER (C ORG O)

C Org O is advisor to the SOA in matters pertaining to Organisational policies laid down by Air HQ from time to time.

DUTIES OF COMMAND EDUCATION OFFICER (C EDN O)

Command Education Officer is responsible to SOA for management of Educational activities.

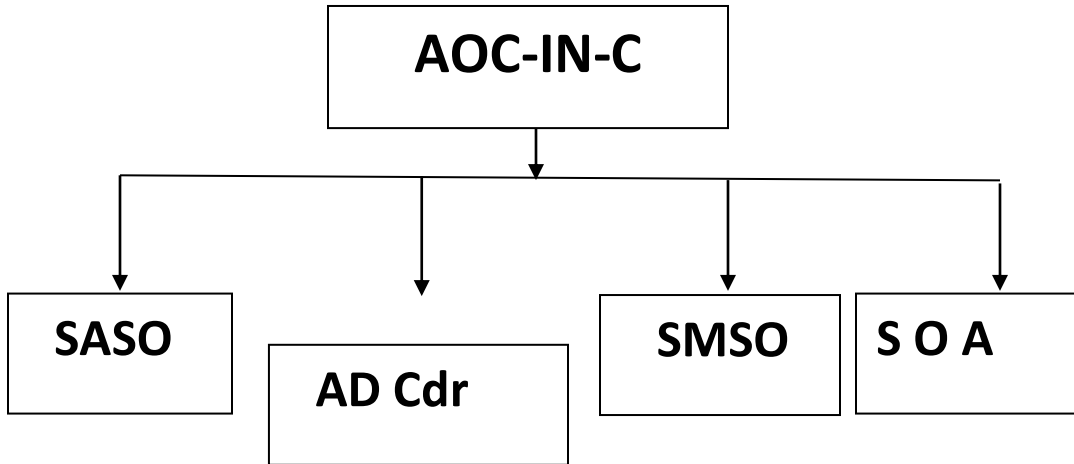
DUTIES OF COMMAND WORKS OFFICER (C Wks O)

The responsibility for efficient management of works services and allied activities is vested in Command Works Officer.

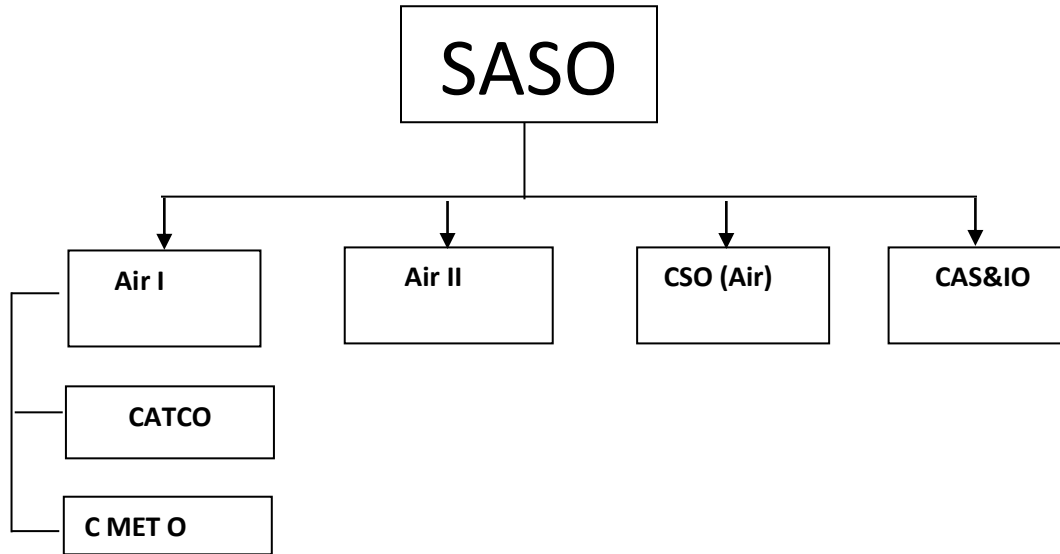
DUTIES OF COMMAND JUDGE ADVOCATE (CJA)

Command Judge Advocate is responsible to render legal advice on all matters pertaining to Air Force Law.

ORGANISATION CHART OF HQ SWAC

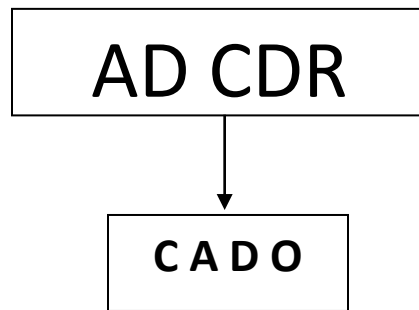


ORGANISATION CHART OF AIR BRANCH



Appendix "C"
Refers to Para 2.4 Chapter 2
of Hand Book for SWAC

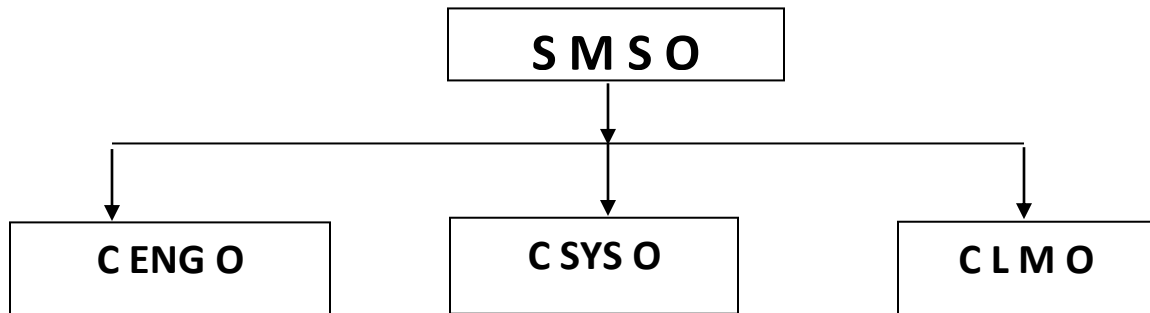
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Appendix "C"

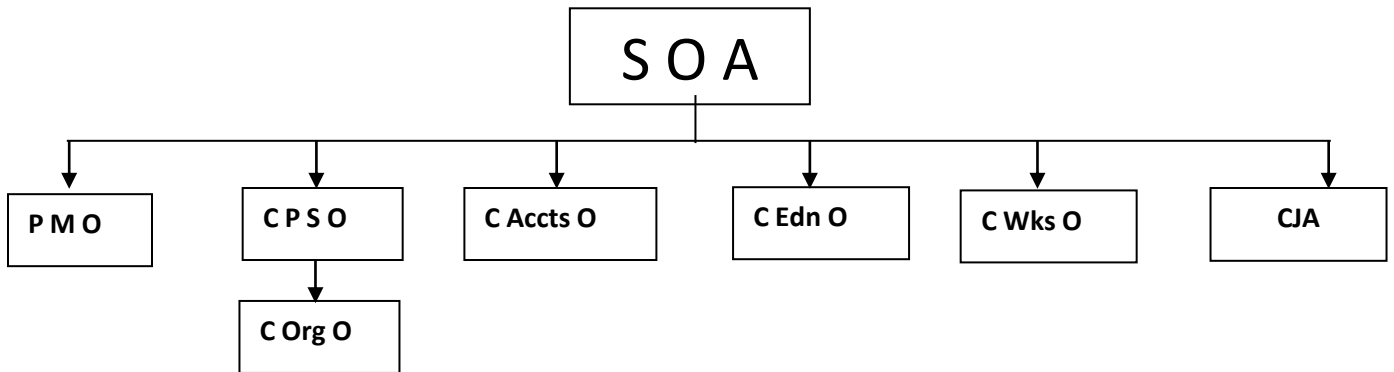
Refers to Para 2.4 Chapter 2 of
Hand Book for SWAC

ORGANISATION CHART OF MAINTENANCE BRANCH



Appendix "C"
Refers to Para 2.4 Chapter 2
of Hand Book for SWAC

ORGANISATION CHART OF ADMIN BRANCH



ADDRESSES

Addresses of offices of HQ SWAC are given below Branch wise:

<u>BRANCH</u>	<u>DIRECTORATE</u>	<u>ADDRESS</u>
Air Branch	Air- I, Air- II, CSO (Air), CATCO, C Met O, CAS&IO	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042
AD Branch	C A D O	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042
Maint Branch	C Eng O, CLMO, C Sys O	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042
Admin Branch	PMO, CPSO, C Accts O, C Wks O, CJA, C Edn O, C Org O	HQ SWAC, IAF, Lekawada, Chiloda, Gandhinagar, Gujarat-382042