

## **MANUAL 15**

### **Particulars of facilities available to citizens for obtaining information**

{section 4 (1) (b) (xv)}

#### **Facilities available for obtaining information**

<b>Sl. No.</b>	<b>Facility available</b>	<b>Nature of Information available</b>	<b>Working hours</b>
1.	Public Relations Deptt.	All information pertaining to civic services	9.00 a.m. to 5.30 p.m. on all working days.
2.	Website	Detailed information about the procedures for availing civic services	ROUND-THE-CLOCK
3.	Library	News clippings and councils resolutions	10.30 a.m. to 7.00 p.m. on all working days.
4.	Notice Board	Current information/ circulars	9.00 a.m. to 5.30 p.m. on all working days.