

AGRICULTURE DEPARTMENT

Preface

In an effort to promote transparency and accountability in the working of the Public Authorities the Right to Information Act, 2005 was enacted by the Parliament of India. The Act provides the citizens, the right to access information held by Public Authorities.

For democracy to be successful it is accepted that citizens must be informed. An informed citizen is important in the functioning of democracy to contain practices of corruption and to hold the government accountable.

To carry out the provision of the RTI Act, 2005 as mandated under section 28 of the Act, Chakma Autonomous District Council enacted its own RTI rule "Chakma Autonomous District Council Right to Information Rule, 2006" on May 14, 2009.

Sl.No	Name	Designated as RTI Officers
1	Pronit Bikash Chakma, Executive Secretary,	Appellate Authority
2	Hara Prasad Chakma, District Agriculture Officer	State Public information Officer.

Section 4 of the RTI Act, 2005 makes it mandatory for public authorities to disclose information held by them on suo motu initiative. This Handbook is an endeavor towards this end. It shall provide information in respect of Agriculture Department, Chakma Autonomous District Council as required under the section mentioned above

(HARA PRASAD CHAKMA)
State Public Information Officer
Agriculture Department
Chakma Autonomous District Council
Kamalanagar

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About:

Agriculture Department of Chakma Autonomous District Council was established in the year 1988

The main occupation of the people of Chakma Autonomous District Council is Agriculture having Rice as staple food. The Chakma Autonomous District Council has also taken various Steps for the development of Agriculture to increase the production and productivity and it has experienced substantial change and appreciable development in the level of productivity and yield. The main objective of this sector is to attain self sufficiency in food. However, due to financial constraint the Council could not take desirable steps for the success of its objective in the past years. But, fortunately Central scheme RKVY has been implemented since 2012 in the CADC area, which is badly helping out in taking up various schemes in a larger scale, resulting in substantial change and development in the sector.

Function and Duties:

- The Department implements and monitor various schemes taken up under centrally sponsor schemes and fund received under normal grant-in-aid

Power and duties of officers and employees:

- : The Executive Member i/c Agriculture Department is responsible for disposal of business pertaining to department.

The District Agriculture Officer is the head of the department. He advises the concern Executive Member for proper transaction of business and proper observation of rule and regulation for consideration.

The Agri Extension Officer, he discharge his duties like field visit and verify the work on the advice of the District Agriculture Officer.

The Assistant Engineer, he prepare the Plan & Estimate and supervise the technical works on field. He also make proper measurement of any work assigned to the execution agencies after completion of works and submit the same to the department.

The Assistant, he perform his function like file works, compute typing any letter, work order etc. on the advice of DAO.

The Lower Divisional Clerk, he assists the assistant and also perform his duties entrusted with work of routine nature like receipt & despatch and simple drafts etc.

Procedure followed in decision making process including channels of supervision and accountability:

Any matters of financial implication or of serious nature decisions are taken by the concerned Executive Member, CADC in the name of the Executive Committee, CADC. Supervision of execution of any task is maintained by the DAO by any staffs Delegated for the purpose.

Rules, Regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging of its function:

Nil

Categories of documents that are held by it or under its control:

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:

Nil

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 meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public:

Nil

A directory of its officers and employees:

Sl. No.	Name	Designation	Monthly Remuneration	Remarks
1	Hara Prasad Chakma	DAO	2,14,218.00	
2	Abhijit Dey	Asstt. Engineer	1,21,471.00	
3	Lakshmi Nath Chakma	AEO	1,23,563.00	
4	Suroti Chakma	Head Asstt.	1,01,500.00	
5	Shanti Moy Chakma	Head Asstt.	90,814.00	
6	Hema Chandra Chakma	AI	1,07,391.00	
7	Kiron Jyoti Tong.	Asstt.	89,033.00	
8	Sangeeta Chakma	Asstt.	86,967.00	
9	Indumoti Dewan	Asstt.	81,909.00	
10	Sujit Chakma	UDC	73,415.00	
11	Kina Dhan Chakma	UDC	83,553.00	
12	Arun Bikash Chakma	V/S	71,497.00	
13	Rajen Chakma	Asstt.	71,497.00	
14	Mola Dhan Chakma	Comp. Optr.	68,894.00	
15	Subal Chandra Chakma	A/D	74,785.00	
16	T. Sadarak Chakma	LDC	41,631.00	
17	Pottya Kumar Chakma	O/P	31,720.00	
18	Jarma Joy Chakma	O/P	31,720.00	
19	Byson Chakma	A/D	40,535.00	

20	Sonet Chakma	A/D	40,535.00	
21	Sishir Bindu Chakma	A/D	40,535.00	
22	Sukkro Kumar Chakma	A/D	40,535.00	
23	Jhon Son Chakma	LDC(MR)@ 520/-	16,120.00	

Budget allocated Plans, proposed expenditure and reports on disbursement made:

Sl.No	Name of Scheme	Sector	Proposed Amount (in Rs.)	Amount Sanctioned
1	Office expenses	plan	40,000.00	40,000.00
2	Maintenance of Machineries	plan	40,000.00	40,000.00
		TOTAL	80,000.00	80,000.00

The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programme:

NIL

Particulars of recipients of concessions, permits or authorizations granted by it:

NIL

Details in respect of the information, available to or held by it, reduced in an electronic form:

NIL

Facilities available to citizen for obtaining information, including the working hours of a library or reading room:

CADC website:www.cadc.gov.in

Name, designations and other particulars of the Public Information Officers:

Name	Designation	Contact Number	Email
Pronit Bikash Chakma	Executive Secretary, CADC & Departmental Appellate Authority	7085948784	pronitbikashchakma@gmail.com
Hara Prasad Chakma	District Agriculture Officer, CADC & SPIO	8730918613	haraprasadchakma@gmail.com