

Right to Information Handbook, 2021-2022

Of

Sericulture Department

Chakma Autonomous District Council

Kamalanagar, Mizoram

Published by

Sericulture Department

Chakma Autonomous District Council

Kamalanagar, Mizoram

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	Designation as RTI officers
1.	Pronit Bikash Chakma, Executive Secretary, CADC	Appellate Authority
2.	Binita Chakma, District Sericulture Officer, CADC	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 endeavour towards this end. It shall provide information in respect of Sericulture Department, Chakma Autonomous District Council as required under the section mentioned above.

(BINITA CHAKMA)
State Public Information Officer
Sericulture Department
Chakma Autonomous District Council
Kamalanagar

SERICULTURE DEPARTMENT

About: Sericulture Department is an argo based industry in Chakma Autonomous District Council. Its main purpose is production of silk industry which are important to weaving and making clothes for various purposes for the greater benefit for the general public and upliftment of fooding and lodging, etc.

Function and Duties:

- Establishment of food plantation for various types of silkworms.
- Production of raw silk industry.
- Rearing of silkworm.
- Financial assistance for marketing/selling of cocoons.
- Grant-in-aid to promote rearer under promotion schemes/projects.

Power and duties of officers and employees:

The officer executes the decision of the Executive Committee of CADC on any matters with the assistance of its subordinate staff. It is especially technical department and should maintain all the task by the technical staff.

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

NIL

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:

NIL

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 (in Rs.)	Remarks
1.	Binita Chakma	DSO	1,08,180	
2.	Sumoy Chakma	Asstt	96,020	
3.	Anandal Chakma	SI	81,224	
4.	Lalduhzuali	Asstt	86,567	
5.	Dhana kumar Chakma	S/D	67,113	
6.	Milon Chakma	Supervisor	57,112	
7.	Puko Ranjan Chakma	Supervisor	57,112	
8.	Sumati Lal Chakma	O/P	53,961	
9.	Jeshmine Chakma	LDC	43,823	
10.	Subir Chakma	O/P	36,699	
11.	B. Nejeny Chakma (Fixed)	S/D	15,000	
12.	Jyoti Chakma	HHSS to DSO	@380 per day	
13.	D. Aaba Chakma	HHSS to DSO	@380 per day	

Budget allocated, plans, proposed expenditures and reports on disbursement made:

Sl. No.	Name of scheme	Sector	Proposed Amount (in Rs.)	Amount sanctioned
1.	Office expenses	Plan	20,000.00	20,000.00
2.	Maintenance of computer	Plan	20,000.00	20,000.00

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 citizens for obtaining information, including the working hours of a library or reading room:

- CADC website: www.cadc.gov.in

Names, 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

Binita Chakma	District Sericulture Officer, CADC	8974687283	binitachakma0@gmail.com
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(BINITA CHAKMA)
District Sericulture Officer
Chakma Autonomous District Council
Kamalanagar.