

Right to Information Handbook, 2023-2024
Of
AH & VETY Department
Chakma Autonomous District Council
Kamalanagar, Mizoram

Published by
AH & VETY Department
Chakma Autonomous District Council
Kamalanagar, Mizoram

ANIMAL HUSBANDERY & VETY. 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	Jagadish Chkama, 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 AH & Vety. Department, Chakma Autonomous District Council as required under the section mentioned above

(JAGADISH CHAKMA) i/c, vety
State Public Information Officer
Agriculture Department
Chakma Autonomous District Council
Kamalanagar

ANIMAL HUSBANDERY & VETY. DEPARTMENT

About:

The department was entrusted to the Chakma Autonomous District Council in the year 1994 for implementation of various schemes. The Department do not have sufficient staffs for which the District Agriculture Officer, CADC is entrusted to implement the schemes with the help of 8(Eight) A.H & Vety staffs.

Function and Duties:

- Distribution of beneficiaries.
- Monitoring of beneficiary work.

Power and duties of officers and employees:

- The concern Executive Member for proper transaction of business and The Executive Member i/c A.H & Vety Department is responsible for disposal of business pertaining to department.

The District Agriculture Officer i/c A.H Vety Department is the head of the department. He advises proper observation of rule and regulation for consideration. Since the department does not have sufficient staffs, the department of Agriculture Department assists the Department of A.H & Vety for implementation of various schemes like Piggery& Poultry etc. sanctioned under grant-in-aid of Annual Plan.

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

- The Executive Committee of Chakma Autonomous District Council is consisting of one Chief Executive Member and seven Executive members. The executive committee is headed by Chief Executive Member. The District Agriculture Officer execute/implements the various schemes after prior approval from concern Executive Member. In any decision making process the concern Executive Member plays vital role for execution of schemes. For implementation of beneficiary schemes of farmers, a beneficiary selection committee has to be constituted by Chief Executive Member.
- The Executive Member i/c Vety etc. -----Chairman
- .The District Agriculture Officer, CADC-----Member/Secretary
- . The Agri Extension Officer, CADC -----Member
- . Member of District Council-----Member
- The function of the committee is to select beneficiaries after going through proper scrutiny of the deserving farmer on the need basis. The committee also monitor the beneficiary works for proper implementation.

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:

S/No.	Name	Designation	Monthly remuneration	Remarks
1	Usha Devi Chakma	UDC	70742	
2	F. Moshamee Chakma	LDC	43811	
3	Shanti Lal Chakma	AVI	76805	
4	B. San Chakma	AAH&VO	70742	
5	Moyna Moti Chakma	LDC	46067	
6	Bichitra Chakma	Chowkidar	31688	
7	Maratsaw Chakma	VFA	15000	
8	Jaspi Vanlalmachhuana	MR	13020	
9	Kolin Chakma	MR	13020	
10	Sobir Chakma	UDC	57065	
11	Doya Sur Chakma	V/S	57065	
12	Nirmal Chakma	LDC	10000	
13	B.P Kabidyanh Chakma	VFA	10000	
14	Sankhim Tongchangya	UDC	57065	
15	Kalinga Chakma	VFA	10000	
TOTAL=			582090	

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	20,000.00	20,000.00
2	Maintenance of Machineries	plan	20,000.00	20,000.00
3.	Financial Assistance To poultry & Piggery farming@ 15000 per beneficiary for 666 families	Plan	99,90,000.00	99,90,000.00
		Total	10,030,000.00	10,030,000.00

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
Jagadish Chakma	District Agriculture Officer, CADC & State Public Information Officer	8415050924	Jagadishchakma1967@gmail.com