

Right to Information Handbook, 2022-2023

Of

Public Health Engineering Department

Chakma Autonomous District Council

Kamalanagar, Mizoram.

Published by

Public Health Engineering 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 the 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	Appellate Authority
2.	Shanti Kumar Chakma, Executive Engineer	Executive Engineer

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 Public Health Engineering department, Chakma Autonomous District Council as required under the section mentioned above.



(SHANTI KUMAR CHAKMA)
Executive Engineer, PHED
Chakma Autonomous District Council
Kamalanagar.

PUBLIC HEALTH ENGINEERING DEPARTMENT

About:

Public Health Engineering Department is one of the various departments of Chakma Autonomous District Council whose purpose is basically for water supply and sanitary scheme. It serves through various means of Schemes like construction of water reservoir in remote areas, construction of public toilet where it is necessary, construction of ring well, and rain water harvesting tank etc.

It is headed by the Executive Engineer of Public Health Engineering Department. He is supported by an Assistant Engineer, Sectional Assistant and some clerks.

Function & Duties:

- Construction of Water reservoir.
- Construction of Public Toilet.
- Construction of ring well.
- Improvement of village spring sources.
- Construction of urinals.
- Construction of rain water harvesting tank.

Power & duties of Officers and employees:

The Executive Engineer/officer executes the decision of the Executive Committee of CADC on any matters with the assistance of its subordinate staff.

Procedures followed in decision making 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 Executive Committee, CADC. Supervision of execution of any tasks is maintained by the Executive Engineer (PHED) or by any staff delegated for the purpose.

Accountability of execution for any works rest on the Executive Engineer (PHED)

Rules, Regulations, Instructions, Manuals and Records, held by it or under its controls or used by its employees for discharging of its function:

-Nil

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

- Measurement Book.
- Bill/Register of works.
- Stock register.

Particulars of any arrangement that exist for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof:

-Nil

Statements of the boards, Councils, Committees and other bodies consisting of two or more persons constituted as its parts and 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	Contact No.	monthly Remuneration (in Rs.)	Remarks.
1.	Shanti Kumar Chakma, EE.	9612322185	208007.00	
2.	Ganeswar Barman, AE.	8730811665	208757.00	
3.	Shanti Moy Chakma, UDC.	8415987755	96686.00	
4.	Sona Rattan Tong, UDC.	8118935452	83432.00	
5.	Alajala Chakma, UDC	9366365423	55514.00	
6.	Junu Chakma, LDC.	9366268567	43811.00	
7.	Joydeep Chakma, LDC.	8974114861	46067.00	
8.	Bikramanek Chakma, plumber.	9863003426	63551.00	
9.	Nigiramuni Chakma, plumber.	9862018501	61859.00	
10.	Ajoy Santi Chakma, S/A (M/R).	6909592115	@Rs.570/day	
11.	Kabil Chakma, LDC (M/R)	9366050053	@Rs.570/day	
12.	Sukendra Chakma, LDC	7085934115	41555.00	
13.	Kuku Chakma, LDC	8974525293	41555.00	
14.	Lalramthlana, LDC	9612328474	41555.00	
15.	Adar Mela Tongchangya, LDC	9233293217	41555.00	
16.	Rakeshor Tongchangya, LDC	7042127386	41555.00	
17.	Rupasi Chakma, LDC (Fixed)	9862327814	10000.00	
19.	Sushil Baran Chakma, LDC (Fixed)	8132994462	10000.00	
20.	Satyo Priyo Chakma, O/P.	8731964147	33272.00	
21.	Anil Chakma, C/L (fixed).		4500.00	
22.	D.Dipangkar Chakma, O/P (Fixed)	6909290570	8000.00	
23.	Ujana Chakma, HHS of EE.		Rs. 420/day	
24.	Renuka, HHS of EE.		Rs. 420/day	
25.	Ripunjoy, HHS of AE.		Rs. 420/day	
26.	Champa, HHS of AE.		Rs. 420/day	

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

Sl. No	Name of schemes	Sector	Proposed amount (in Rs.)	Amount sanctioned as on2021-2022
1.	Office expenses	plan	25,000.00	25,000.00
2.	Maintenance of computer	plan	25,000.00	25,000.00

The manner of execution of subsidy programmes, including the amount 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



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