

**Right to Information Handbook, 2022-2023**  
**of**  
**Relief & Rehabilitation Department**  
**Chakma Autonomous District Council**  
**Kamalanagar, Mizoram**

**Published by**  
**Relief & Rehabilitation 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 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.

SI NO.	Name	Designation as RTI Officers
1.	Pronit Bikash Chakma, Executive Secretary	Appellate Authority
2.	Shanti Kumar Chakma, Relief & Rehabilitation 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 endeavor towards this end. It shall provide information in respect to Relief & Rehabilitation Department, Chakma Autonomous District Council as required under the section mentioned above.

(SHANTI KUMAR CHAKMA)  
State Public Information Officer  
Relief & Rehabilitation Department  
Chakma Autonomous District Council  
Kamalanagar

## **RELIF AND REHABILITATION DEPARTMENT**

About: Relief and rehabilitation department is one of the department of Chakma Autonomous District Council. The main purpose of this department is to provide reconstruction and rehabilitation of infrastructure damaged due to rain, flood and other natural and manmade disaster.

### **Functions and Duties:**

- **To provide assistance to victims affected due to natural or manmade disaster.**
- **Maintaining records of the victims affected due natural or manmade disaster.**
- **To provide immediate support to minimize suffering and to provide basic human needs.**
- **The main aims of this department is to help victims by recovering or restoring the quality of life post- disaster.**

### **Power and duties of Officers and employees:**

The officer executes the decisions of the Executive Committee of Chakma Autonomous District Council on any matter with the assistance of its subordinate 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 it control or used by its employees for discharging of its function:**

NIL

### **Categories of documents that 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 formation of its policy or implementation thereof:**

NIL

A. Directory of its officers and employees:

Sl. No.	Name	Designation	Monthly Remuneration(in Rs)	Remarks
1.	Shanti Kumar Chakma	RRO	1,16,357	
2.	B.Sonkar Chakma	Head/Asstt.	1,01,480	
3.	Ayozhi Chakma	Asstt.	62,423	
4.	Bakul Chakma	UDC	67,076	
5.	Jhanath Jhanath Chakma	UDC	55,514	
6.	Sabnom Chakma	UDC	55,514	
7.	Tarun Moy Chakma	LDC	49,674	
8.	Sneha Dini Chakma	LDC	46,067	
9.	Jagadish Chakma	LDC	42,683	
10.	Romit Chandra Chakma	LDC	42,683	
11.	D. H. Sahadev Chakma	LDC	41,555	
12.	Jyotish Kumar Chakama	O/P	53,540	
13.	Robina Chakma	Peon	31,028	
14.	Uma Sankar Chakma	UDC(Fixed)	20,000	
15.	Mineka Chakma	LDC( Fixed)	10,000	
16.	Sukro Charjyo Chakma	LDC(Fixed)	10,000	
17.	Sonati Chakma	LDC(Fixed)	6,750	
18.	Nripendra Chakma	LDC (MR)	@570 Per day	
19.	Tanak Chakma	LDC(MR)	@570 Per day	
20.	Krishna Chakma	LDC(MR)	@570 per day	
21.	Joy Moti Chakma	O/P(MR)	@420 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	5,000	5,000
2.	Purchase and maintenance of machineries	Plan	15,000	15,000

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

NIL

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

NIL

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

- CADC website: [www.cadc.gov.in](http://www.cadc.gov.in)

**Names, Designation 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
Shanti Kumar Chakma	Relief & Rehabilitation Officer	7085930671	Reliefandrehabilitationcadc@gmail.com

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