

Right to Information Handbook, 2022-2023
Of
Rural Development Department
Chakma Autonomous District Council
Kamalanagar, Mizoram

Published by
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Kamalanagar, Mizoram

Rural Development Department

1. Introduction, function and duties:-

The Chakma Autonomous District Council has been created under the provision of the six scheduled of the Indian constitution on the 2nd April, 1972 vide administration of Mizoram Notification No.CCMP/3/72-77 of dt. 01/04/1972 (Mizoram Gazette Publication). At the time of creation of District Council, the government of Mizoram delegated more subject/departments to function the District Council smoothly viz! Legislative, General Administration, Finance & Accounts, Land & Revenue Settlement , Forest & Environment, Law & Judicial etc.

Again in 1993 & 2011, the government entrusted few subject under notification No.B.17012/3/92-DCA, dt. 22/09/1993 and C.13011/3/2010-DCA, dt. 29/08/2011 and as a result now the Chakma Autonomous District Council has 28 Departments.

The Rural Development Department has been also delegated to the Chakma Autonomous District Council in 1993 along with 28 (twenty-eight) department as notified above. Since then, the Rural Development Department is empowered with the following functions and duties:-

- i) Implementation of Community Development scheme in the rural areas viz:-
 - (a) Construction of community hall.
 - (b) Financial assistance to the poor families for construction of dwelling house.
 - (c) Purchase and distribution of commodities/materials on subsidy basis to the rural people for their uses like G.C.I. sheets, silpaulin etc. or any other materials approved by the Executive Committee of Chakma Autonomous District Council.
 - (d) Construction of market shed, waiting shed and masonry step approach to the river bank.
 - (e) Construction of recreation centre.
- ii) Other Scheme/Works of the department.
 - (a) Construction of fair whether road (Kaccha road, inter village path (IVP), retaining wall/Guard wall, side drain or any other scheme from the state/C.SS etc.

2. Power and duties of Officers and employees:-

- (a) The Rural Development Officer is represented as a Head of the Department to execute any scheme or any decision which is done as per instruction/decision of the Executive Committee.
- (b) The Assistant Engineer Rural Development Department deals which all the developmental works including supervision whenever directed for by the authority of the Chakma Autonomous District Council/Head of the Department.

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

All decisions regarding finance etc are made by the Executive Committee of Chakma Autonomous District Council which is duly represented by the Executive Member (Rural Development).

The Controlling Officer (Executive Secretary). The D.D.O (Senior Finance Accounts Officer) and the Head of the Department are collectively accountable for execution of scheme/projects etc.

4. Rules, regulation, Instruction, Manuals and records held by it or under its control or used by its employees for discharging of its function:-

The service of the employees of Rural Development Department are regulated by CCS Rules 1972 as amended from time to time just like other employees of the Chakma Autonomous District Council.

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

- (a) Rural housing scheme under NEDP.
(b) Utilization certificate.

1. Particulars of any arrangements 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

2. Statements 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 meeting of those boards, Councils committee and other bodies are open to the public or the minutes of such meetings are accessible for public:-

Nil

8 A directory of its officers and employees:-

Sl. No.	Name	Designation	Monthly Salary/Remuneration (in Rs.) 2022-2023	Remarks
1.	Chandra Bikash Chakma	RDO	169780	
2.	Rosendra singha	AE	190946	
3.	Karuna Moy Chakma	Assistant	96686	
4.	Rexinova Chakma	Assistant	75395	
5.	Ramel Chakma	Compt. Optr.	67640	
6.	Gyana Priyo Chakma	UDC	63551	
7.	Binoy Kumar Chakma	UDC	67076	
8.	Anjalika Chakma	LDC	52553	
9.	Dibbotoru Chakma	LDC	44939	
10.	Prity Kumar Chakma	O/P	58475	
11.	Badi Mila Chakma	O/P	43388	
12.	Gyana Dhan Chakma	O/P	33272	
13.	Chekkya Chakma	O/P	33272	
14.	Nika Chakma	O/P	32480	
15.	Gyana Rattan Chakma	O/P	31688	
16.	Nabayan Chakma	LDC	42683	
17.	Aestar Chakma	LDC	42683	
18.	Jeedoy Chakma	LDC	41555	
19.	Bijoy Chakma	O/P	31028	
20.	Arsona Chakma	LDC	41555	
21.	Eathoth Chakma	LDC (Fixed)	15000	
22.	Joy Kishan Chakma	O/P (Fixed)	11000	
23.	Mina Rani Chakma	Sweeper	30368	
24.	Binod Kusum Chakma	LDC (Fixed)	10000	
25.	Rupa Chakma	Chawkidar (Fixed)	8000	
26.	Gyana Chandra Chakma	LDC (Fixed)	10000	
27.	Sanjoy Lal Chakma	LDC (Fixed)	10000	
28.	Suprabha Chakma	LDC (M/R)	17100	
29.	Bijoy Kanti Tongchangya	LDC (M/R)	17100	
30.	Lokhi Devi Chakma	LDC (M/R)	17100	
31.	Rangabi Chakma	LDC (M/R)	17100	
32.	Subhadra Singha	HHS to AE	12600	
33.	Babu Singha	HHS to AE	12600	

9. Budget allocated, plans, proposed expenditures and reports disbursement made:-

Sl.No.	Name of Scheme	Sector	Proposed Amount (in Rs.). 2022-2023	Amount sanctioned as on 01/04/2022 to 31/03/2023
1.	Office Expenses	As GIA- General	40,000.00	40,000.00
2.	Maintenance of Machineries	As GIA- General	45,000.00	45,000.00
Total=			85,000.00	85,000.00

10. The manner of execution of subsidy programmes, including the amounts allocated and its details of beneficiaries of such programme :-
Nil
11. Particulars of recipients of concessions, permits or authorizations granted by it :-
Nil
12. Details respects of the information, available to or held by it, reduced in an electronic form:-
Nil
13. Facilities available to citizen for obtaining information, including the working hours of a library or reading room:.
14. Name, of designation and other particulars of the public information officers:-
Ans:- Chandra Bikash Chakma,
RDO,CADC
State Public Information Officer
Contact No.8413830974
Email : rdo.cadc.gov@gmail.com
15. Such other information as may be prescribed:-
Nil

Name	Designation	Contact Number	Email
Pronit Bikash chakma	Executive Secretary , CADC & Department Appellate Authority	7085948784	pronitbikashchakma@gmail.com
Chandra Bikash Chakma	Rural Development Officer, CADC & State Public Information Officer	8413830974	rdo.cadc.gov@gmail.com

(SHANTI KUMAR CHAKMA)
Rural Development Officer
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