

Right to Information Handbook, 2022-2023
of
Soil & Water Conservation Department
Chakma Autonomous District Council
Kamalanagar, Mizoram

Published by
Soil & Water Conservation Department
Chakma Autonomous District Council
Kamalanagar, Mizoram

SOIL AND WATER CONSERVATION DEPARTMENT **CHAKMA AUTONOMOUS DISTRICT COUNCIL**

After the enhancement of power by the government of Mizoram to Chakma Autonomous District Council in 1985 the Soil and Water Conservation Department is working actively in execution of different schemes as financial assistance, raising of seedlings of Champa & Coffee to the interested people under the supervision of departmental trained hand officials in time to time.

- i) **Particulars of its organisation functions and duties :**

= The implementation of projects and schemes are executed as per approval of the Executive Committee of Chakma Autonomous District Council.
- ii) **Powers and Functions of the Officers and the Employees;**

= The Soil Conservation Officer is the controlling officer of the department assigns duties and functions of the staffs.
- iii) **The procedure followed in the decision making process, including supervision and accountability :**

= The department execute the decision of the Executive Committee of Chakma Autonomous District Council.
- iv) **The norms set by it for the discharge of its functions;**

=Does not arise.
- v) **Rules, regulations, instructions, manual and records, held by it or under its control or used by its employees for discharging its function;**

= Does not arise.
- vi) **Statement of the categories of documents that are held by it or under its control;**

= The Soil Conservation is the custodian of all works orders, vouchers/bill, subsidiary cash book, stock & issue register, files.
- vii) **Particulars of any arrangement that exists for construction with or representation by, the member of the public in relation to the formation of its policy or implementation thereof;**

= Does not arise.

- viii) **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 other bodies are open to the public or the minutes of such meetings are accessible for the public;**

= No board, Councils, Committee up by the Soil Conservation Department or any other bodies are set.

A Directory of its Officers and Employees:-

Sl. No.	Name of Incumbent	Designation	Monthly Remuneration
1	Daya Moy Dhamei	DCSCO	Rs. 185588/-
2	Charjyo Kumar Tong	ARO	Rs. 107261/-
3	Sunil Baran Chakma,	ASWCO	Rs. 116357/-
4	Balabadra Chakma	Assistant	Rs. 94407/-
5	Suman Chakma	SRO	Rs. 62423/-
6	Paulash Chakma	SRO	Rs. 62423/-
7	Monankur Chakma	SRO	Rs. 62423/-
8	Hriday Kumar Chakma	Xerox Operator	Rs. 58616/-
9	Hasma Chakma	LDC	Rs.42683
10	Nebya Ranjan Chakma	SD	Rs. 43811/-
11	Shanti Bikash Chakma	SD	Rs. 43811/-
12	Miss Hojoly Chakma	SD	Rs. 43811/-
13	Dipen Kanti Tong	SD	Rs. 43811/-
14	Sundor Joy Tong.	SD	Rs. 43811/-
15	Sadhana Ranjan Chakma	SD	Rs. 56924/-
16	Subash Chandra Chakma	FW	Rs. 56924/-
17	Ashan Chakma	FW	Rs. 31688/-
18	L. Sunil Kanti Chakma	FW	Rs. 31688/-
19	Kusum Baran Chakma	FW	Rs. 31688/-
20	Anil Kumar Chakma	FW	Rs. 31688/-
21	Raboti Baran Chakma	FW	Rs. 31688/-
22	David Chakma	FW	Rs. 31688/-
23	Enjoy Chakma	FW	Rs. 31688/-
24	Palokkya Chakma	O/P	Rs. 15000/-
25	Borosha Tongchangya	LDC	Rs.10000/-
26	Homiyon Chakma	LDC	Rs. 17100/-

- ix) **Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursement made;**

= All budget allocation is made by Planning and Development department with the consultation of the Executive Committee of Chakma Autonomous District Council.

Name of schemes	B.E. 2022-23	1 st qtr. 2022-23	2 nd qtr. 2022-23	3 rd qtr 2022-23	4 th qtr 2022-23
1. Office Expenses	20000	5000	5000	5000	5000
2. Maint. of Computer	20000	5000	5000	5000	5000
Total	40000	10000	10000	10000	10000

x) **Manner of execution of subsidiary programme, including the amounts allocated and the details of beneficiaries of such programmes;**

= Does not arise.

xi) **Particulars of recipient's concessions, permits, or authorisations granted by it;**

= Does not arise.

xii) **Details in respect of the information, available to or held by it, reduced in an electronic form;**

= Does not arise.

xiii) **Particulars of facilities available to citizen for obtaining information including working hours of a library or reading room, if maintained for public use;**

= Does not arise.

xiv) **Names, designation and other particulars of the Public Information Officer;**

= Daya Moy Dhamei, DCSCO, Email: dayamoydhamei28@gmail.com.

xv) **Such other information as may be prescribed and thereafter update these publications every year;**

= Does not arise.

(DAYA MOY DHAMEI)
District Council Soil Conservation Officer
Chakma Autonomous District Council
Kamalanagar