CENTRAL MUGA ERI RESEARCH AND TRAINING INSTITUTE
CENTRAL SILK BOARD
MINISTRY OF TEXTILES, GOVT. OF INDIA
LAHDOIGARH, JORHAT-785 700

RIGHT TO INFORMATION ACT – 2005

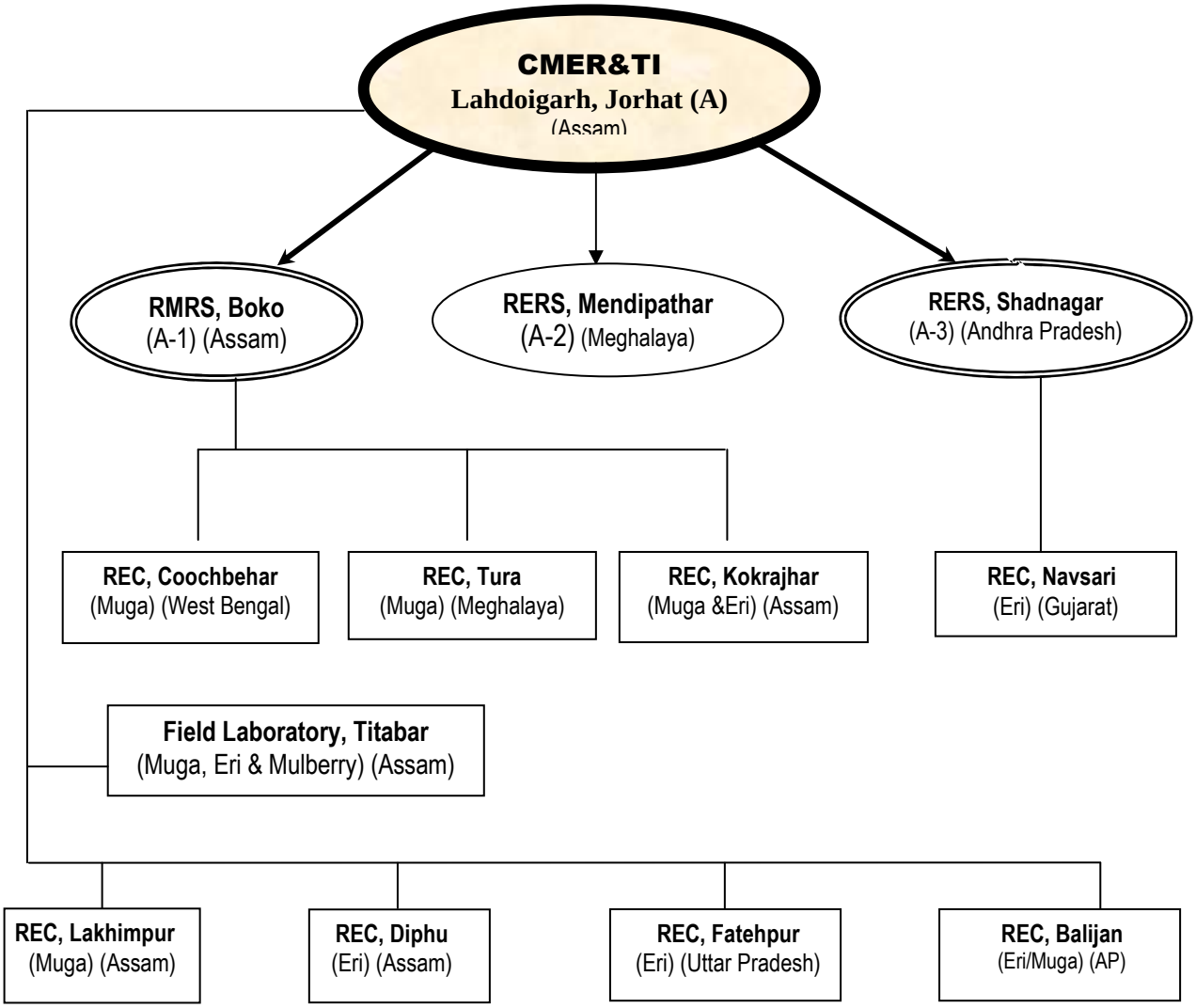
I. The particulars of its organization, functions and duties
II. Powers and duties of its officers and employees
III. The procedure followed in the decision making process, including channels of supervision and accountability
IV. The norms set by it for the discharge of its functions
V. The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its function
VI. A statement of the categories of documents that are held by it or under its control
VII. The 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
VIII. A 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 meeting of those boards, committees and other bodies are opened to the public or the minutes all such meetings are accessible to the public
IX. A directory of its officers and employees
X. The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulation
XI. The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursement made
XII. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes: Not applicable
XIII. The particulars of recipients of concessions, permits or authorization granted by it
XIV. Details in respect of the information, available to or held by it, reduced in an electronic form
XV. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use
XVI. The names, designations and other particulars of the Public Information Officers
XVII. Such other information as may be prescribed; and thereafter update these publications every year;

I) DETAILED INFORMATION OF ORGANIZATIONAL SET UP, FUNCTIONS AND DUTIES

a) ORGANIZATIONAL SET UP

Central Silk Board (CSB) established Central Muga Eri Research Station at Titabar, Assam in 1972 with a view to provide R&D support for upliftment of Muga & Eri Silk industry in North East India which was later bifurcated into Regional Sericultural Research Station, Titabar (later shifted to Jorhat during 1986) for Mulberry Research, Regional Eri Research Station at Mendipather, East

Garo Hills, (Meghalaya) for Eri Research and Regional Muga Research Station at Boko, Kamrup (Assam) during 1982 for research on Muga. Again during 1987, CSB established a Research and Training Institute named as Central Muga Research & Training Institute at Lahdoigarh, Jorhat. It came into being as a full-fledged Research & Training Institute in 1999 and during the same year, it was renamed as Central Muga Eri Research & Training Institute (CMER&TI) as the apex R&D institute for Muga and Eri and restructured with its nested Regional Research Stations along with Research Extension Centers for Muga and Eri..



b) **FUNCTIONS**

The Central Muga Eri Research & Training Institute functions under the direct control of the Member Secretary, Central Silk Board, Bangalore. This is the only institute in the country for providing research and developmental support for the growth of Muga and Eri industry. Muga is produced only in N E Region and about 73% of the total production of Eri of the country is produced in the NE Region. Like Mulberry and Tasar culture, a number of problems are associated with Muga & Eri culture also, which needs to be addressed time to time for increasing productivity. Therefore, developing of package of practices suitable for different climatic conditions for improvement of productivity is the primary function of the main Institute and the subordinate units attached to it.

c) **DUTIES**:

CMER&TI, Lahdoigarh Jorhat:

- To draw need based research project in Muga and Eri culture.
- To provide training to in-service officials of different State Governments, NGOs, Private Farmers, Reelers & Spinners.
- To provide administrative services to employees working in the main Institute and its nested units.
- To coordinate with the Director of Sericulture of North Eastern States and other states for development of sericulture industry.
- To coordinate with different Institutes/ Ministries for implementation of developmental programmes.
- To coordinate extension works.

RMRS, BOKO, KAMRUP:

- To formulate need based research projects in Muga culture.
- To impart training to in-service officials of different State Governments, NGOs, Private Farmers and Reelers & Spinners etc.
- To provide administrative services to employees working under RMRS and its nested units.
- Management of sectional activities pertaining to research and extension works.

RESEARCH EXTENNSION CENTRES:

- To provide extension services to the concerned State.
- To validate the technologies developed by the main institute.

II) POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES:

FINANCIAL POWERS

Head of Expenditure	Expenditure Limit	
	DIRECTOR, CMER&TI, Lahdoigarh, Jorhat	Scientist D, RMRS, Boko / RERS Shadnagar
Repairs & Maintenance of Buildings	Up to Rs.25,000/- per single work order and an over all ceiling of Rs.5 lakhs for the main Institute & all nested Units per annum.	Up to Rs.10,000/- per single work order per annum.
Maintenance, up keep and repairs of equipment, Vehicles, Computes, Furniture	Up to Rs.25,000/- per year per equipment.	Up to Rs.10,000/- per year per equipment.
Purchase of Stationary/Stores	Up to Rs.25,000/- per order	Up to Rs.10,000/- per order
Printing/Binding Publications and	Up to Rs.25,000/- per order	Up to Rs.10,000/- per order

other Publicity materials.		
Purchase of Chemicals, Pesticides and Disinfectants.	Up to Rs.50,000/- per order	Up to Rs.20,000/- per order
Purchase of Fertilizers and Manure.	Up to Rs.50,000/- per order	Up to Rs.20,000/- per order
Purchase of Library Books/ Journals.	Up to Rs.25,000/- per order	Up to Rs.10,000/- per order
Statutory Payments like Municipal rates and Taxes & Insurance.	Full Power for current payment.	Full Power for current payment.
Rent	Up to Rs.50,000/- per annum per case.	Nil

The financial power vested on the Deputy Director (A&A), CMER&TI, Lahdoigarh, Jorhat (Assam) by the Director of Main Institute is to incur expenditure not exceeding Rs.2000/- on Misc. items per item/case.

Two units viz. RMRS, Boko (Assam) and RERS, Shadnagar (Andhra Pradesh) are delegated and all other nested i.e. RERS / REC / Sub-Unit / Field Laboratory are non-delegated and headed by Scientists and STA etc. The Units are running with a lump-sum contingent advance on re-coupment basis to incur expenditure on petty purchases, maintenance of vehicles of the unit, payment of Rent, Electricity, Telephone Bill etc. The Salary & Wages pertaining to the non delegated units are released from CMER&TI, Lahdoigarh and its delegated Unit, RMRS, Boko and RERS, Shadnagar

However, the In-charges of above non-delegated units are allowed to incur expenditure up to Rs. 2,000/- per case on Misc. items.

ADMINISTRATIVE POWERS

Director, CMER&TI, Ladoigarh, Jorhat :

01. To be the Head of the Institute and to take the decision on all matters pertaining to the Institute and its nested units.
02. To be the Drawing & Disbursing officer of the Institute.
03. To grant leave and increment of all Officers and Staff working under his control.
04. To grant LTC to the officers and employees under his control.
05. To pass all salary & allowances bills, wage bills, parties bill etc.
06. To dispose off all the administrative, accounts, technical and research matters of the institute and its nested units.
07. He is having the power of transfer of group C and D employees within the units coming under his jurisdiction.

08. Grant of disability leave and special casual leave to officers and staff below his level as per rules.
09. Acceptance of resignation of officers/staff up to the level of Joint Director./ Scientist-D.
10. To grant advance increment to Jr. Stenographer for acquiring higher speed in shorthand as per rules.
11. To grant special pay to clerical staff working as telephone operators as per rules.
12. To grant special pay to group D staff as per rules for operating Franking Machine, Gestetner and Photostat Machine.
13. To grant personal pay equivalent to one increment to officer and staff under his control on adoption of family planning norms.
14. To grant paternity, maternity and Child care leave to the employees under his control.
15. To close the probationary period in respect of the officers and staff below his rank as per rule.
16. To obtain annual property returns from the officers below his rank in Group A & B every year and to retain the same in safe custody.
17. To grant approval for acquisition/disposal of immovable properties in respect of officers/officials up to the level of Deputy Director.
18. To issue no objection certificate for obtaining passport as per rules for officers and staff below his rank working under his control.
19. To issue no objection certificate for obtaining visa and grant of leave for going abroad to the officers / staff up to the level of Deputy Director working under his control.
20. To grant permission for extension of time limit up to six months in addition to the normal six months for completion of journey on LTC by the family of officers/staff working under his control, except himself.
21. To sign bond on behalf of the Member Secretary, Central Silk Board for the employees who are granted study leave/deputed for training abroad/scholarship/associate ship/fellowship etc.
22. Approval for change of Home Town in respect of officers/ staff working his control under intimation to Central Office as per rules.
23. Approval for change of surname in respect of officers/ staff working under his control as per rules under intimation to Central Office.
24. To dispose off pay anomaly requests of officers and staff working under his control within the Institute/Station.
25. To approve list of holidays for the units coming under his control with a copy to Central Office.

Deputy Director (A&A), CMER&TI, Lahdoigarh, Jorhat

01. To oversee the working of administrative division for its timely disposal.
02. He will monitor and supervise the work of Accounts and bill section.

Assistant Director (A & A), CMER&TI, Lahdoigarh.

01. He will look after all disciplinary cases, court cases, purchase of land matters, payment of tax for land etc. and its timely follow up action. He shall be responsible for keeping these records/files under his safe custody.

02. He will supervise and monitor all matters pertaining to establishment section and to see its timely disposal including the matter o f security, watch & ward duties of Group-D staff, engagement of manpower through contractor.
03. He will supervise and monitor the Laborer Cell, Civil Construction Works, Audit and RTI matters and see the settlement of credit medical bills of CSB recognized hospitals.
04. All the files pertaining to Reporter Cell (except confidential matters), Establishment, Labour Cell, Hindi Cell will be routed through him and he will put up the same to the Director through the Deputy Director (A&A) for final disposal.
05. He will act as Store & Vehicle In-charge and responsible for maintenance of records properly. All files pertaining to Store and Vehicle will be routed through him. He will also keep account of all store articles purchased/ procured by Storekeeper (UDC).
06. To attest the entries into the Service Book in respect of Non-Gazetted staff and SWs of the main institute and nested units.

III) THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTIBILITY:

CMER&TI, Lahdoigarh does not make any policy decision. However, it implements the policies / decisions adopted by Central Silk Board, Bangalore. Only some decisions are made like approval of research projects under the supervision of Research Advisory Committee (RAC) which is constituted by Central Silk Board. The RAC is headed by an eminent scientist outside Central Silk Board and comprised with scientists drawn from different Institutes / Universities for respective fields. The committee also consists of members from State sericulture department of NE region, Farmers, Reelers, and Weavers etc. The research projects approved by RAC are then forwarded to Central Silk Board for administrative approval.

Research:

All research projects are executed by the project leader / concerned scientists as envisaged in the project. However, Director coordinates all the research projects of the main Institute and its delegated units.

Extension:

Extension programmes as per the annual action plan is implemented by the Director through the Scientist-C (Extension) for the main Institute.

Scientist-D, Scientist-C and Unit-in-Charge are responsible for implementation of the extension programmes for the respective units.

Accounts & Administration:

Based on research finding on respective culture, detailed action plan is drawn known as annual action plan of the Institute at the beginning of the year. Considering the funds required for different projects, extension programmes etc. annual budget is prepared and sent to Central Silk Board. All expenditures are regulated as per the respective head of accounts. The salaries of the employees are disbursed as per the salary structure of different grade of employees. Expenditure for all other purposes is done as per the prescribed purchase procedure.

Accountability:

Director being the head of the Institute is accountable for implementation of projects and administrative works. For maintenance of funds, Director / unit head and administrative head of the units are jointly responsible.

IV) THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS:

a) Research & Development and Extension programme:

Need based research projects in Muga, Eri and Mulberry sericulture are initially formulated by respective scientists from different fields and placed for discussion in Research Council (RC). Once the Research Council approves such project, it is forwarded to the concerned referees of the respective field for obtaining their views. The views/suggestions of the referees incorporated in the final proposal of research projects are then placed before the Research Advisory Committee for discussion. Once the RAC approves the project, it is forwarded to Central Silk Board, Bangalore for final approval followed by implementation. Extension programmes are implemented as per approved Annual action plan.

b) **Administration**

Annual requirement of different stores, scientific equipments, furniture, tools plants, machinery etc. are procured as per budget estimate and as envisaged in the approved Research Projects by inviting tenders under limited tender system for the financial involvement up to Rs.25.00 Lakhs. The requirements beyond the financial involvement of Rs. 25.00 Lakhs are procured under the open tender system by releasing tender notices in National & Local Dailies, National Trade Journal and Departmental Website. On receipt of tenders, purchase committee constituted for the purpose evaluates the proposal and recommends it to Central Silk Board, Bangalore for administrative approval. After receipt of approval, the procurement is effected following normal procedures and guidelines.

V) THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTION

- Fundamental Rules and Supplementary Rules of Central Govt.
- CCS Leave Rule
- CCS LTC Rules
- CCS Conduct Rules
- CCS (CCA) Rules
- CS (MA) Rules
- CCS (CCA) Rules
- CCS General Financial Rule
- CCS Staff Car Rules
- Central Treasury Rules
- CCS TA Rules
- Central Silk Board Act & Rules

- ❖ Various meeting minutes, Circulars issued by Ministry/CSB from time to time, Research project reports, Reports of the concluded research project, Minutes of RAC held half yearly, Minutes of RC held quarterly, minutes of extension officers meeting held quarterly.

VI) A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL:

- Annual Report
- Annual action plan & Annual Budget
- Minutes of Research Council meeting
- Minutes of Research Advisory Committee meeting
- Minutes of Extension Officers' Meeting
- Quarterly News Bulletin
- Service Books
- Asset Register and Dead Stock Register
- Stock Registers (Consumables & non consumables)
- Stock Registers of Books and Journals
- Logbook of Vehicles, Motorcycles etc.

VII) THE 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:

The Institute organizes the following public interactive events for the benefits of the public.

- ***Krishi Mela***: This is an interactive occasion where farmers, reelers, weavers etc. gathers and discuss with the scientists of Institute about the development technologies for increasing productivity, about specific problems associated within the culture, adoption of new technologies etc.
- ***Workshop***: It is held to discuss the prevalent field problems among the scientists and farmers. Refinement of the packages is made on the basis of feedback received from the farmers.
- ***Field day***: It is held locally in potential sericulture areas. Dissemination of technology is made in consultation with departmental staff and farmers for solving the field problems.
- ***Exhibition***: It is held to exhibit the technological finding/output such as improved varieties of food plants, improved silkworm races, improved reeling & spinning machines and diversified end products etc. among the public. The aim of exhibition is to create awareness among the rearers, reelers, spinners and weavers.

VIII) A 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 MEETING OF THOSE BOARDS, COMMITTEES AND OTHER BODIES ARE OPENED TO THE PUBLIC OR THE MINUTES ALL SUCH MEETINGS ARE ACCESSIBLE TO THE PUBLIC:

Central Silk Board / Institute constitute the following committees for the purpose of Research and Extension Programmes:

- ***Research Advisory Committee (RAC)*** constituted by Central Silk Board is headed by an eminent scientist outside Central Silk Board and comprised with 14 members and 4 invitees drawn from different Institutes/Universities for respective fields including State sericulture department of NE region, farmers, reelers, weavers etc.
- ***Research Council (RC)*** is headed by the Director of the institute and participated by all the scientists of main institute and nested research stations for periodical review of on-going, new as well as concluded projects.
- ***Extension Officers Meeting (EOM)*** is headed by the Director of the institute and participated by all the officer in-charges of the research extension centers to review the follow-up action of extension activities of respective units.
- ***Regional Research Advisory Committee (RRAC)*** is headed by the Director of State Sericulture Department to discuss the local adaptive research problems and to formulate research & development strategies to overcome the problems in the respective State. Director of the institute is the convener of the committee.
- Minutes of all such meetings are accessible to the public except the findings of on -going research projects.

IX) DIRECTORY OF ITS OFFICERS AND EMPLOYEES:

CENTRAL MUGA ERI RESREARCH & TRAINING INSTITUTE (CMER&TI), LAHDOIGARH, JORHAT (ASSAM):

Sl.No	Name	Designation	Phone No.
01	Dr. B.K. Singh	Director	0376 2335513 (O) 0376 235026 (PBX) 09435192242 (M) 0376 2335528 (FAX)
02	Sri Dulal Goswami	Scientist-D	09435514976
03	Dr (Mrs) Ranjana Das	-do-	09435357210
04	Mrs. Ranuma Das	-do-	08811026848
05	Sri G. Rajkhowa	-do-	09435524334
06	Shri Diganta Mech	-do-	09435249022
07	Dr. Kartik Neog	-do-	09435357211
08	Dr. Mridul C. Sarmah	-do-	09435713514
09	Dr. (Mrs) U. Hazarika	-do-	09435090691
10	Mrs Mamoni Das Senapati	Scientist-C	09435316849
11	Dr. Birendra Nath Sarkar	-do-	09435916605
12	Dr. Mahananda Chutia	-do-	09435631034
13	Dr. Dip Kumar Gogoi	-do-	09854050433
14	Dr. Rajesh Kumar	-do-	08011066645
15	Dr. Siddique Ali Ahmed	-do-	09957176388
16	Mr. D.K. Jigyasu	Scientist-B	09452813613
17	Dr. Kh. Subadas Singh	-do-	09999484353
18	Dr. G. Subrahmanyam	-do-	08884011546
19	Mr. Rajal Debnath	-do-	09508620505
20	Dr. Vinodakumar S. Naik	-do-	08147138663
21	Dr. Ranjini. M. S	-do-	07086097147
22	Dr. Prashanth Sangannavar	-do-	09845670823
23	Mr. Jeevan B	-do-	09990465014
24	Mr. Vijay N	-do-	08052512469
	Administrative, Accounts , Stores and Purchase & General Section		
01	Shri Roden Lepcha	Deputy Director(A&A)	07086387551
02	Sri H. Shyam Singh	Assistant Director (A&A)	09954072429
03	Sri Debasish Das	Assistant Director (Comp.)	09435016466
04	Md. NM Rahman	Assistant Director (A&A)	
05	Sri Keshab Kalita	Superintendent	09860075894
06	Sri SK Hazarika	Assistant Superintendent	09954312994
07	Mrs. Mamoni Das Hazarika	-do-	09435353857

08	Sri Akanman Gogoi	-do-	
09	Sri Binod Saikia	-do-	09435525089
10	Sri Gojen Taye	Jr. Hindi Translator	09435803243
11	Ms Jerifa Islam Hazarika	Jr. Stenographer Gr III	09435230077
12	Sri Dhirendra Nath Neog	UDC	09531026038
	Sri S. Patgiri	-do-	09954497859
13	Sri Pradip Das	-do-	09435248884
14	Sri Uma Sankar Bhatta	-do-	09435738691
15	Mrs Bulumoni Saikia	-do-	09435353858
16	Mrs Smrita Dutta Kalita	LDC (Hindi Typist)	09707115741
17	Sri L. Rabha	Driver (Grade-I)	09854264427
18	Sri Rajen Saikia	Driver (Grade – II)	
19	Sri Rubul Chetia	-do-	09957201125
20	Sri Sunit Kr. Borah	-do-	09864788892
Technical & Field Staff of Farm No.-1, Farm No.-2, Farm No.-3 & Chenijan Farm of CMER&TI, Lahdoigarh			
01	Nogen Saikia	Technical Asstt.	
02	Sri HP Gogoi	-do-	
03	Sri Nibaron Saikia	-do-	
04	Tofiqul Hussain	-do-	09435765477
05	Mrs. Nilima Dutta Bhuyan	-do-	09613880233
06	Sri Tepuram Das	-do-	09859355628
07	Mrs. Rumi Dutta (Deka)	-do-	09957684713
08	Mrs. Niru Prova Gogoi	-do-	09957874591
09	Mrs. Dipali Gogoi	-do-	09435053172
10	Mrs. Nilakshi Nath	-do-	09435677952
11	Mr. Mushtaq Ahmed	Field Asstt.	09678819647
12	Mr. Simanta Saikia	-do-	09401128133
13	Mr. Palash Dutta	-do-	09954171636
Technical & Administrative Support Staff			
01	Sri Ajit Roy	Asst. Technician	09435753232
02	Sri Shyam Das	-do-	09954552534
03	Sri Hema Kanta Das	Asst. Technician	
04	Sri Anandaram Saikia	-do-	
05	Sri Dharmeshwar Borah	MTS	09401093204
06	Sri Royal Ali	-do-	09613335593
07	Sri Tankeswar Gogoi	-do-	
08	Mrs Anjali Das	-do-	
09	Sri Krishna Kanta Doley	-do-	09707292851
10	Sri Mohan Das	-do-	
11	Sri Bhupen Saikia	-do-	09854835830
12	Sri Budu Ram Sonowal	-do-	09435611916

13	Sri Prafulla Gogoi	-do-	-
14	Sri Sarbeswar Boruah	-do-	
15	Sri Ghana Kanta Sarma	-do-	08473864278
16	Mst Sumitra Sangtam	-do-	

Delegated Unit under CMER&TI, Lahdoigarh

[A] REGIONAL MUGA RESEARCH STATION (RMRS), BOKO (ASSAM)

Sl.No	Name	Designation	Phone No.
01	Dr. Somesh Paliwal	Scientist-D	03623 282231(O) 03623 282231(FAX)
02	Sri A.K. Gogoi	Scientist-D	09854734380
03	Sri Lohit Sonowal	Scientist-B	
	Administrative, Accounts, Stores Purchase & General Section		
01	Sri Phanidhar Nath	Assistant Supdt.	
02	Sri Anil Kr. Talukdar	-do-	
03	Sri Abani Kr. Das	-do-	
04	Mrs. Garima Rabha	U.D.C.	
05	Sri Laba Kr. Boro	-do-	
06	Sri Kumud Ch. Das	-do-	
07	Sri Dijen Basumatary	Driver(Grade-I)	
08	Sri B. C. Das	-do-	
	Technical & Field Staff		
01	Sri Dimbeswar Neog	Sr. Technical Asstt.	
02	Sri Anil Kumar Kalita	Technical Asst.	
03	Sri Arna Singh Deori	-do-	
04	Sri Bhumidhar Baishya	-do-	
05	Sri Nabajyoti Sarmah	Field Asst.	
06	Sri Shamim Hussain	-do-	
	Technical / Administrative Support staff		
01	Sri Brikhya Dhar Rabha	Asstt.Technician.	
02	Sri Chabin Ch. Talukdar	-do-	
03	Sri Bhupen Ch. Boro	MTS	
04	Sri Haren Das	-do-	
05	Sri Uma Kanta Rabha	-do-	
06	Sri Kamala Baruah	-do-	
07	Sri Paresh Kalita	-do-	
08	Sri Bijulil Basfore	-do-	

Non-delegated Units of RMRS, Boko

[A-1] RESEARCH EXTENSION CENTRE, TURA (-MEGHALAYA)

Sl.No	Name	Designation	Phone No.
01	Sri G.K. Bharali	Tech. Assistant	
02	Sri Jogesh Ch. Baishya	-do-	
03	Sri Gajen Taw	Field Assistant	
04	Sri Dorjee	MTS	
05	Sri Tashi	-do-	
06	Sri Subash Das	-do-	

[A-2] RESEARCH EXTENSION CENTRE, COOCHBEHAR (WEST BENGAL)

Sl.No	Name	Designation	Phone No.
01	Dr. S.N. Bagchii	Scientist-D	03582 241350(O)
02	Dr. Narayan Biswas	Scientist-D	
03	Sri Subrata Kr. Sarkar	Tech. Asstt.	
04	Smt. Binapani Adhikary	-do-	

[A-3] RESEARCH EXTENSION CENTRE, SUB-UNIT, KOKRAJHAR, B.T.C. (ASSAM)

Sl.No	Name	Designation	Phone No.
01	Sri RR Basumatary	Scientist-C	
02	Sri Jadumoni Hazarika	Field Assistant	

[B] REGIONAL ERI RESEARCH STATION, SHADNAGAR (ANDHRA PRADESH)

Sl.No	Name	Designation	Phone No.
01	Dr. Pravin Kumar	Scientist-D	09425531962
02	Sri J.R. Venkata Ramana	Assistant Supdt.	
04	Ramanna Gowda	Technical Asstt.	
05	N.K. Tuyamani	-do-	
06	Sri P. Buchaiah	Asstt. Technician	

Non-delegated Units of RERS, Shadnagar

[B-1] RESEARCH EXTENSION CENTRE, NAVASARI (GUJRAT)

Sl.No	Name	Designation	Phone No.
01	Sri R. Nilkanthrai Vyas	Technical Assistant	
02	Smt Patel H. Maheshbhai	-do-	
03	Sri J. L. Parmar	Asst. Technician	

04	Sri D.K. Babubhai Patel	MTS	
05	Sri P.A. Bhalabhai	-do-	
06	Sri Kantilal Chunilal Surti	-do-	

Non-delegated Units functioning under direct control of CMER&TI, Lahdoigarh

REGIONAL ERI RESEARCH STATION, MENDIPATHAR (MEGHALAYA)

Sl.No	Name	Designation	Phone No.
01	Sri P.N. Borgohain	Scientist-C	03659 222239 (O)
02	Dr. Himangshu Barman	Scientist-B	
03	Sri Davinson Marak	Tech. Asstt.	
04	Sri Ratan Bora	-do-	
05	Sri Chandra K. Bora	-do-	
06	Sri Jefferson Marak	Driver Gr-II	
07	Shri Probin Sangma	MTS	

FIELD LABORATORY, TITABOR (ASSAM)

Sl.No	Name	Designation	Phone No.
01	Ms Nilifa Begum	Technical Asstt.	
02	Mr. N.M. Goney	MTS	
03	Bistu Ram Borah	-do-	

RESEARCH EXTENSION CENTER, DIPHU (ASSAM)

Sl.No	Name	Designation	Phone No.
01	Sri Jiten Kakoti	Tech. Asstt.	03671 274146 (O)
02	Sri Dilip Khanikor	-do-	
03	Sri Akrom Ali	MTS	

RESEARCH EXTENSION CENTER, LAKHIMPUR (ASSAM)

Sl.No	Name	Designation	Phone No.
01	Sri Sarat Kumar Saikia	Scientist-D	03752 230768 (O)
02	Mrs. Bimola Gogoi	Technical Asstt.	
03	Mrs. Popy B. Mahanta	-do-	
04	Sri Budheswar Das	Asstt. Tech.	
05	Sri Dimbeswar Payeng	MTS	
06	Sri Netrodhar Bora	-do-	

RESEARCH EXTENSION CENTRE, FATEHPUR (UTTAR PRADESH)

Sl.No	Name	Designation	Phone No.
01	Suraj Pal	Scientist-D	
02	Sri Bijoy Kumar	Technical Assistant	
03	Sri Dinesh Kumar Verma	-do-	

RESEARCH EXTENSION CENTRE, BALIJAN (ARUNACHAL PRADESH)

Sl.No	Name	Designation	Phone No.
01	Subeder Pertin	Technical Assistant	
02	Taram Litin	Asst. Tech.	
03	Takar Bitin	MTS	
04	Prabin Dutta	Field Assistant	
05	Hemchandra Singh	Field Assistant	

X) THE MONTHLY RENUMERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATION:

CENTRAL MUGA ERI RESEARCH & TRAINING INSTITUTE (CMER&TI), LAHDOIGARH, JORHAT

As on 30TH June, 2016

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Dr. B.K. Singh	Director	37400-67000	8700/-
02	Sri Dulal Goswami	Scientist -D	15600-39100	7600/-
03	Dr. (Mrs.) Ranjana Das	-do-	15600-39100	7600/-
04	Smt. Ranuma Das	-do-	15600-39100	7600/-
05	Shri Girin Rajkhowa	-do-	15600-39100	7600/-
06	Sri Diganta Mech	-do-	15600-39100	7600/-
07	Dr. Kartik Neog	-do-	15600-39100	7600/-
08	Dr. M.C. Sarmah	-do-	15600-39100	7600/-
09	Dr (Mrs.) U. Hazarika	-do-	15600-39100	7600/-
10	Mrs. M. Das Senapati	Scientist-C	15600-39100	6600/-
11	Dr. B.N. Sarkar	-do-	15600-39100	6600/-
12	Dr. Mahananda Chutia	-do-	15600-39100	6600/-
13	Dr. D.K. Gogoi	-do-	15600-39100	6600/-
14	Dr. Rajesh Kumar	-do-	15600-39100	6600/-
15	Dr. S.A. Ahmed	-do-	15600-39100	6600/-
16	Mr. D.K. Jigyasu	Scientist-B	15600-39100	5400/-
17	Dr. Kh. Subadas Singh	-do-	15600-39100	5400/-
18	Dr. G. Subrahmanyam	-do-	15600-39100	5400/-
19	Mr. Rajal Debnath	-do-	15600-39100	5400/-
20	Dr. Vinodakumar S. Naik	-do-	15600-39100	5400/-
21	Dr. Ranjini. M. S	-do-	15600-39100	5400/-
22	Dr. Prashanth Sangannavar	-do-	15600-39100	5400/-

23	Mr. Jeevan B	-do-	15600-39100	5400/-
24	Mr. Vijay N	-do-	15600-39100	5400/-
Administrative and other staff				
19.	Shri Roden Lapcha	Deputy Director (A&A)	15600-39100	6600/-
20.	Sri Debasis Das	Asst Director (Comp)	15600-39100	6600/-
21.	H. Shyam Singh	Assistant Director (A&A)	15600-39100	5400/-
22.	Sri NM Rahman	Assistant Director (A&A)	15600-39100	5400/-
23.	Sri Keshab Kalita	Superintendent	9300-34800	4800/-
24.	Sri S.K. Hazarika	Assistant Superintendent	9300-34800	4600/-
25.	Mrs. M. Das Hazarika	-do-	9300-34800	4600/-
26.	Sri Gojen Taye	Jr. Hindi Translator	9300-34800	4600/-
27.	Ms J. Islam Hazarika	Jr. Stenographer	9300-34800	4600/-
28.	Sri Binod Saikia	Assistant Supdt.	9300-34800	4200/-
29.	Sri Akanman Gogoi	-do-	9300-34800	4200/-
30.	Sri Pradip Das	-do-	9300-34800	4200/-
31.	Sri Surendra Patgiri	-do-	9300-34800	4200/-
32.	Nogen Saikia	Technical Asstt.	9300-34800	4600/-
33.	Sri Hariprasad Gogoi	-do-	9300-34800	4600/-
34.	Tofiqul Hussain	-do-	9300-34800	4600/-
35.	Mrs. N.D. Bhuyan	-do-	9300-34800	4600/-
36.	Sri Tepuram Das	-do-	9300-34800	4600/-
37.	Mrs. Rumi Dutta (Deka)	-do-	9300-34800	4600/-
38.	Mrs. Dipali Gogoi	-do-	9300-34800	4600/-
39.	Mrs. Niru Prova Gogoi	-do-	9300-34800	4600/-
40.	Mrs. Nilakshi Nath	-do-	9300-34800	4600/-
41.	Sri D.N. Neog	UDC	9300-34800	4200/-
42.	Sri Uma Sankar Bhatta	-do-	5200-20200	2800/-
43.	Ms Bulumoni Saikia	UDC	5200-20200	2800/-
44.	Lakheswar Rabha	Driver (Grade-I)	9300-34800	4200/-
45.	Sri Rajen Saikia	Driver (Grade-II)	5200-20200	2800/-
46.	Sri Sunit Kr. Borah	-do-	5200-20200	2800/-
47.	Sri Rubul Chetia	-do-	5200-20200	2800/-
48.	Ms Smrita Dutta	LDC (Hindi Typist)	5200-20200	1900/-
49.	Mr. Mushtaq Ahmed	Field Assistant.	5200-20200	2000/-
50.	Simanta Saikia	-do-.	5200-20200	2000/-
51.	Palash Dutta	-do-.	5200-20200	2000/-
52.	Sri Ajit Roy	Asstt. Tech.	5200-20200	2800/-
53.	Sri Shyam Das	-do-	5200-20200	2000/-
54.	Sri Hemakanta Das	-do-	5200-20200	2000/-
55.	Sri Anandaram Saikia	-do-	5200-20200	2000/-
56.	Sri Dharmeshwar Borah	MTC	5200-20200	2400/-
57.	Sri Royal Ali	-do-	5200-20200	2400/-

58.	Sri Tankeswar Gogoi	-do-	5200-20200	2000/-
59.	Ms Anjali Das	-do-	5200-20200	1900/-
60.	Smt. Sumitra Sangtam	-do-	5200-20200	1800/-
61.	Sri K.K. Doley	-do-	5200-20200	2000/-
62.	Sri Bhupen Saikia	-do-	5200-20200	2000/-
63.	Sri Sarbeswar Baruah	-do-	5200-20200	2000/-
64.	Sri B.R. Sonowal	-do-	5200-20200	2000/-
65.	Sri Mohan Das	-do-	5200-20200	2000/-
66.	Sri Ghana Kanta Sarma	-do-	5200-20200	2000/-
67.	Sri Prafulla Gogoi	-do-	5200-20200	1900/-

FIELD LABORATORY, TITABOR (ASSAM)

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Ms Nilifa Begum	Technical Asstt.	9300-34800	4600/-
02	Mr. N.M.Goney	MTC	5200-20200	2000/-
03	Bistu Ram Borah	MTC	5200-20200	2000/-

REGIONAL ERI RESEARCH STATION, MENDIPATHAR

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Sri P. Borgohain	Scientist - C	15600-39100	6600/-
02	Dr. H. Barman	Scientist-B	15600-39100	5400/-
03	Sri Davinson Marak	Tech. Asstt.	9300-34800	4600/-
04	Sri Ratan Bora	-do-	9300-34800	4600/-
05	Sri Chandra K. Bora	-do-	9300-34800	4600/-
06	Sri Jefferson Marak	Driver Gr-II	5200-20200	2800/-
07	Shri Probin Sangma	MTC	5200-20200	2000/-

RESEARCH EXTENSION CENTER, DIPHU (ASSAM)

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Sri Jiten Kakoti	Tech. Asstt.	9300-34800	4600/-
02	Sri Dilip Khanikor	-do-	9300-34800	4600/-
03	Mrs. Monai Tissopi	MTC	5200-20200	NA
04	Sri Akrom Ali	-do-	5200-20200	2400/-

RESEARCH EXTENSION CENTER, LAKHIMPUR

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Sri Sarat Kumar Saikia	Scientist-D	15600-39100	7600/-
02	Mrs. Bimola Gogoi	Technical Asstt.	9300-34800	4600/-
03	Mrs. Popy B.Mahanta	-do-	9300-34800	4200/-
04	Sri Budheswar Das	Asstt. Tech.	5200-20200	2000/-
05	Mrs. Ajo Ratan	Asst. Tech	5200-20200	2000/-
06	Sri Dimbeswar Payeng	MTC	5200-20200	2000/-

07	Sri Netrodhar Bora	MTC	5200-20200	2000/-

RESEARCH EXTENSION CENTRE, FATEHPUR (UTTAR PRADESH)

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Sri Vijay Kumar	Technical Assistant	9300-34800	4600/-
02	Sri Dinesh Kumar Verma	-do-	9300-34800	4600/-

RESEARCH EXTENSION CENTRE, BALIJAN (ARUNACHAL PRADESH)

Sl.No	Name	Designation	Scale of pay	Grade pay
01	Subeder Pertin	Technical Assistant	9300-34800	4600/-
02	Taram Litin	Asst. Tech.	5200-20200	2000/-
03	Takar Bitin	MTC	5200-20200	2000/-

XI) THE BUDGET ALLOCATED TO EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS

Grants Received and Expenditure for 2015-2016

Sl. No.	Budget Head		Amount (Rs in lakh)
1	Non Plan		1125.53
2	Plan	General	21.47
		Capital	6.80
3	NE Plan	General	342.61
		Capital	756.30
	TOTAL		**2252.70**

Approved Budget for 2016-17 (Rs. in Lakhs)

Year	Non-Plan	Plan		NE Plan		Total
		Gen	Cap	Gen	Cap	
2016-17	1259.45	210.50	518.10	0.00	0.00	1988.05

XII) **THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES**: Not applicable

XIII) **THE PARTICULARS OF RECEIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATION GRANTED BY IT**:

Under assessment of technology package programme (MOE-5828), trials of technologies developed by the institute are tested in field conditions and provided incentives like supply of castor seeds, fertilizers, manures and dfls to the selected farmers for validation of technology.

XIV) **DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM:**

It is under development.

XV): **THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM, IF MAINTAINED FOR PUBLIC USE**:

Library with reading room is available during working hours from 9A.M. to 4.30 P.M. However, prior permission of the Director is necessary for using library facilities by public.

XVI) **THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS**:

List of officers / officials designated as APIOs under CMER&TI, Lahdoigarh,

01. Sri D. Goswami, Scientist-D (APIO)
02. Dr. Somesh Paliwal, Scientist-D, RMRS, Boko (APIO)
03. Mr. G.K. Bharali, REC Tura (APIO)
04. Shri PN Borgohain, Scientist-C, RERS Mendipathar (APIO)
05. Dr. S.N. Bagchi, Scientist-D, REC Coochbehar (APIO)
06. Sri Suraj Pal, Scientist-D, REC Fatehpur (APIO)
07. Dr. Prabin Kumar, Scientist-D, RERS, Shadnagar (APIO)
08. Shri S.K. Saikia, Scientist-D, REC Lakhimpur (APIO)
09. Shri R.R. Basumatary, Scientist-C, REC Kokrajhar (APIO)

XVII) **SUCH OTHER INFORMATION AS MAY BE PRESCRIBED AND THEREAFTER UPDATE THESE PUBLICATIONS EVERY YEAR** :

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