

**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

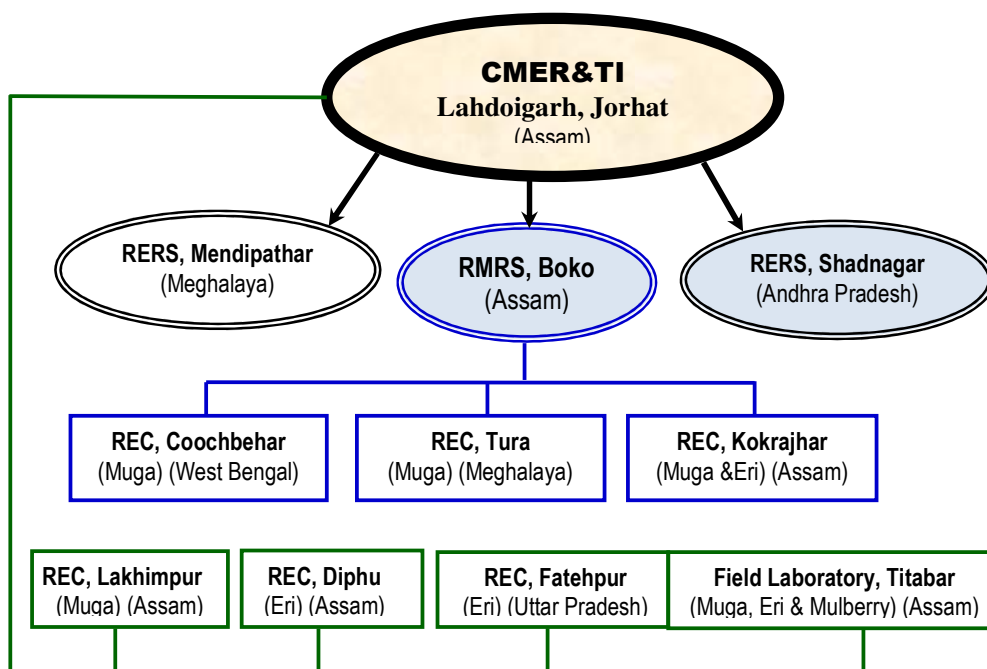
- I. The particulars of its organization, functions and duties
- II. Powers and duties of its officers and employees
- III. The procedure followed in the decision making process, including channels of supervision and accountability
- IV. The norms set by it for the discharge of its functions
- V. The 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 Mendipathar, 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 EXTENSION 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.5.00 lakhs per single work order	Up to Rs.1.00 lakh per single work order per annum.
Maintenance, up keep and repairs of equipment, Vehicles, Computes, Furniture	Up to Rs. 1.00 lakh per year per equipment and 0.50 lakh for Vehicles, Computes, Furniture.	Up to Rs. 0.20 lakh per year per equipment.
Purchase of Stationary/Stores	Up to Rs. 0.50 per order	Up to Rs. 0.20 lakh per order
Printing/Binding Publications and other Publicity materials.	Up to Rs.1.00 lakh per order	Up to Rs. 0.20 lakh per order
Purchase of Chemicals, Pesticides and Disinfectants.	Up to Rs. 2.00 lakhs per order	Up to Rs. 0.50 lakh per order
Purchase of Fertilizers and Manure.	Up to Rs. 2.00 lakhs per order	Up to Rs. 0.50 lakh per order
Purchase of Library Books/ Journals.	Up to Rs. 1.00 lakh per order	Up to Rs. 0.20 lakh per order
Statutory Payments like Municipal rates and Taxes & Insurance.	Full Power for current payment.	Full Power for current payment.

Rent	Up to Rs. 3.00 lakhs per annum per case.	Nil
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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-coupmnt 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 of 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	Sri D. Goswami	Director (i/C)	0376 2335513 (O) 0376 235026 (PBX) 09435052535 (M) 0376 2335528 (FAX)
02	Dr (Mrs) Ranjana Das	Scientist-D	09435357210
03	Dr. Kartik Neog	-do-	09435357211
04	Dr. (Mrs) Urmimala Hazarika	-do-	09435316849
05	Dr. Mridul C. Sarmah	-do-	09435713514
06	Dr. Mamoni Das Senapati	Scientist-C	09435090691
07	Dr. T. J. Keisa	-do-	
08	Dr. Birendra Nath Sarkar	-do-	09435916605
09	Dr. Mahananda Chutia	-do-	09435631034
10	Dr. Dip Kumar Gogoi	-do-	09854050433
11	Dr. Rajesh Kumar	-do-	08011066645
12	Dr. Siddique Ali Ahmed	-do-	09957176388
13	Mr. Dharmendra Kumar Jigyasu	Scientist-B	09452813613
14	Dr. Kh. Subadas Singh	-do-	09999484353
15	Dr. G. Subrahmanyam	-do-	08884011546
16	Mr. Rajal Debnath	-do-	09508620505
17	Dr. Vinodakumar S. Naik	-do-	08147138663
18	Dr. Prashanth Sangannavar	-do-	09845670823
19	Mr. Jeevan B	-do-	09990465014
20	Mr. Vijay N	-do-	08052512469
21	Sri Veeranna B.	-do-	
Administrative, Accounts , Stores and Purchase & General Section			
01	Sri R. Lepcha	Deputy Director (A&A)	
02	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	Superintendent	09954312994
07	Mrs. Mamoni Das Hazarika	Assistant Superintendent	09435353857
08	Sri Akanman Gogoi	Assistant Superintendent	
09	Sri Gojen Teye	Jr. Hindi Translator	09435803243
10	Ms Jerifa Islam Hazarika	Stenographer	09435230077
11	Sri Dharendra Nath Neog	Assistant Superintendent	09531026038
12	Sri S. Patgiri	Assistant Superintendent	09954497859
13	Sri Pradip Das	UDC	09435248884
14	Sri Uma Sankar Bhatta	-do-	09435738691
15	Mrs Bulumoni Saikia	-do-	09435353858
16	Mrs Smrita Dutta Kalita	-do-	09707115741
17	Sri Rajen Saikia	Driver	

18	Sri Rubul Chetia	-do-	09957201125
	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	Tofique Hussain	Technical Assistant	09435765477
02	Mrs. Nilima Dutta Bhuyan	-do-	09613880233
03	Sri Tepuram Das	-do-	09859355628
04	Mrs. Rumi Dutta (Deka)	-do-	09957684713
05	Mrs. Niru Prova Gogoi	-do-	09957874591
06	Mrs. Dipali Gogoi	-do-	09435053172
07	Mrs. Nilakshi Nath	-do-	09435677952
08	Mr. Mushtaq Ahmed	Senior Field Asstt.	09678819647
09	Mr. Simanta Saikia	-do-	09401128133
10	Mr. Palash Dutta	-do-	09954171636
11	Ms. Mitali Saikia	-do-	
Technical & Administrative Support Staff			
01	Sri Ajit Roy	Asst. Technician	09435753232
02	Sri Shyam Das	-do-	09954552534
03	Sri Hema Kanta Das	-do-	
04	Sri Royal Ali	MTS	09613335593
05	Mrs Anjali Das	-do-	
06	Sri Krishna Kanta Doley	-do-	09707292851
07	Sri Mohan Das	-do-	
08	Sri Bhupen Saikia	-do-	09854835830
09	Sri Budu Ram Sonowal	-do-	09435611916
10	Sri Prafulla Gogoi	-do-	-
11	Sri Sarbeswar Boruah	-do-	
12	Sri Ghana Kanta Sarma	-do-	08473864278
13	Sri Ravolhu Phesao	-do-	
14	Mrs Tanuja Bharali	Trainee	

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	MTS	

Delegated Unit under CMER&TI, Lahdoigarh

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 SAS Rahman	Scientist-D	
03	Dr. M. Deka	Scientist-C	
04	Sri Lohit Sonowal	Scientist-C	

Administrative, Accounts, Stores Purchase & General Section			
	Sri J. Vanu	Superintendent	
01	Sri Phanidhar Nath	Asst. Superintendent	
02	Sri Anil Kr. Talukdar	-do-	
03	Mrs. Garima Rabha	UDC	
04	Sri Laba Kr. Boro	UDC	
05	Sri Kumud Ch. Das	UDC	
06	Sri Dijen Basumatary	Driver	
07	Sri B. C. Das	-do-	
08			
Technical & Field Staff			
01	Sri Anil Kumar Kalita	Technical Asst.	
02	Sri Bhumidhar Baishya	-do-	
03	Sri Dambarudhar Bora	-do-	
04	Sri G.K. Bharali	-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 Kumud Chandra Rabha	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 Arna Singh Deori	Tech. Asstt.	
02	Sri Gajen Taw	Field Asst.	
03	Sri Dorjee	MTS	
04	Sri Tashi	-do-	
05	Sri Subash Das	-do-	

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

Sl.No	Name	Designation	Phone No.
01	Dr. Narayan Biswas	Scientist-D	03582 241350(O)
02	Sri Subrata Kr. Sarkar	Tech. Asstt.	
03	Sri Lawrence Gurung	Field Assistant	
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 M. Sankar	Scientist-D	
02	Sri Jadumoni Hazarika	Sr. Field Assistant	
03	Sri Thanuram Gogoi	Field Assistant	

REGIONAL ERI RESEARCH STATION, SHADNAGAR (ANDHRA PRADESH)

Sl.No	Name	Designation	Phone No.
01	Dr. P.K. Kala	Scientist-D	
02	Ramanna Gowda	Technical Asstt.	
03	N.K. Tuyamani	-do-	
04	Sr G. Chalapathi	-do-	
05	Sri P. Buchaiah	Asstt. Technician	

Non-delegated Units functioning under direct control of CMER&TI, Lahdoigarh**REGIONAL ERI RESEARCH STATION, MENDIPATHAR (MEGHALAYA)**

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

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	Manai Tissopi	MTS	
04	Sri Akrom Ali	MTS	

RESEARCH EXTENSION CENTER, LAKHIMPUR (ASSAM)

Sl.No	Name	Designation	Phone No.
01	Shri Diganta Mech	Scientist-D	09435249022
02	Mrs. Bimola Gogoi	Technical Asstt.	
03	Mrs. Popy B.Mahanta	-do-	
04	Sri Umesh Nath	Field Assistant	
05	Sri Budheswar Das	Asstt. Tech.	
06	Mrs. Ajo Ratan	-do-	
07	Sri Dimbeswar Payeng	MTS	
08	Sri Netrodhar Bora	MTS	

RESEARCH EXTENSION CENTRE, FATEHPUR (UTTAR PRADESH)

Sl.No	Name	Designation	Phone No.
01	Dr. S. Pal	Scientist-D	
02	Sri Vijoy Kumar	Technical Assistant	
03	Sri Suresh Kumar Singh	-do-	
04	Suresh	Asst. Technician	

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

As on 31st July, 2017

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

Sl No	Employee No	Name of the Employee	Designation	Pay Level	Basic Pay
01	544	DULAL GOSWAMI	SCIENTIST-D	12	Rs. 1,09,100.00
02	3002	RANJANA DAS (DR.)	SCIENTIST-D	12	Rs. 1,05,900.00
03	5356	KARTIK NEOG (DR.)	SCIENTIST-D	12	Rs. 94,100.00
04	3005	M.C. SHARMAH (DR.)	SCIENTIST-D	12	Rs. 1,05,900.00
05	5357	URMIMALA HAZARIKA (DR.)	SCIENTIST-D	12	Rs.94,100.00
06	1294	RODEN LEPCHA	DY.DIRECTOR(A&A)	11	Rs.80,900.00
07	3017	MAMONI DAS SENAPATI	SCIENTIST-C	11	Rs.99,500.00
08	5191	JAMES KEISA, T (DR.)	SCIENTIST-C	11	Rs. 88,400.00
09	5350	BIRENDRA NATH SARKAR	SCIENTIST-C	11	Rs.88,400.00
10	5636	MAHANANDA CHUTIA (DR.)	SCIENTIST-C	11	Rs. 74,000.00
11	5639	DIP KUMAR GOGOI (DR.)	SCIENTIST-C	11	Rs.74,000.00
12	5674	RAJESH KUMAR (DR.)	SCIENTIST-C	11	Rs.72,600.00
13	5671	SIDDIQUE ALI AHMED	SCIENTIST-C	11	Rs.71,800.00
14	5332	DEBASISH DAS	ASST.DIRECTOR(COMP)	11	Rs.78,500.00
15	1310	NAWAB MUHIBUR RAHMAN	ASST.DIRECTOR (A&A)	10	Rs.77,700.00
16	1262	SHYAM SINGH HEIKRUJAM	ASST.DIRECTOR (A&A)	10	Rs.75,400.00
17	5957	VEERANNA DARAVATH	SCIENTIST-B	10	Rs.56,100.00
18	5798	G. SUBRAHMANYAM (DR.)	SCIENTIST-B	10	Rs.59,500.00
19	5794	P. SANGANNAVAR (DR.)	SCIENTIST-B	10	Rs.59,500.00
20	5800	D. K..JIGYASU	SCIENTIST-B	10	Rs. 59,500.00
21	5797	RAJAL DEBNATH	SCIENTIST-B	10	Rs. 59,500.00
22	5799	K. SUBDAS SINGH (DR.)	SCIENTIST-B	10	Rs. 59,500.00
23	5829	JEEVAN, B	SCIENTIST-B	10	Rs. 59,500.00
24	5830	VIJAY, N	SCIENTIST-B	10	Rs. 59,500.00
25	5795	V.K.S. NAIK (DR.)	SCIENTIST-B	10	Rs. 59,500.00
26	1266	KESHAB KALITA	SUPDT. (ADMN)	8	Rs.70,000.00
27	1843	S. K. HAZARIKA	SUPDT. (ADMN)	7	Rs.66,000.00
28	3064	MAMONI DAS	ASST. SUPDT (ADMN.)	7	Rs.58,600.00
29	3066	AKANMAN GOGOI	ASST. SUPDT (ADMN.)	6	Rs.50,500.00
30	3538	SURENDRA PATGIRI	ASST. SUPDT (ADMN.)	6	Rs.47,600.00
31	2917	D. N. NEOG	ASST. SUPDT (ADMN.)	6	Rs.47,600.00

32	5330	GOJEN TAYE	JR. TRANSLATOR (HINDI)	8	Rs.74,300.00
33	2943	MD. TOFIQUL HUSSAIN	TECHNICAL ASSISTANT	7	Rs.56,900.00
34	4089	NILIMA DUTTA BHUYAN	TECHNICAL ASSISTANT	7	Rs.53,600.00
35	4091	TEPU RAM DAS	TECHNICAL ASSISTANT	7	Rs. 53,600.00
36	4283	DIPALI GOGOI BORUAH	TECHNICAL ASSISTANT	7	Rs. 53,600.00
37	4280	NIRU PRABHA GOGOI (HANDIQUE)	TECHNICAL ASSISTANT	7	Rs. 53,600.00
38	4275	RUMI DUTTA (DEKA)	TECHNICAL ASSISTANT	7	Rs. 53,600.00
39	4619	NILAKSHI NATH SAIKIA	TECHNICAL ASSISTANT	7	Rs. 53,600.00
40	2242	RAJEN SAIKIA	STAFF CAR DRIVER GRADE-I	5	Rs.42,800.00
41	4861	SUNIT KUMAR BORAH	STAFF CAR DRIVER GRADE-I	5	Rs.42,800.00
42	5699	MUSHTAQ AHMED	SR. FIELD ASSISTANT	4	Rs.28,700.00
43	5703	MITALI SAIKIA	SR. FIELD ASSISTANT	4	Rs.27,900.00
44	5706	SIMANTA SAIKIA	SR. FIELD ASSISTANT	4	Rs.27,900.00
45	5709	PALASH DUTTA	SR. FIELD ASSISTANT	4	Rs.27,900.00
46	5199	JERIFA ISLAM HAZARIKA	STENOGRAPHER- GRADE-II	7	Rs.53,600.00
47	3359	PRODIP DAS	U.D.C	5	Rs.46,800.00
48	4466	UMASHANKAR BHATTA	U.D.C	5	Rs.40,400.00
49	5200	BULUMONI SAIKIA BORUAH	U.D.C	5	Rs.39,200.00
50	5591	SMRITA DUTTA (KALITA)	U.D.C	4	Rs.29,600.00
51	4092	RUBUL CHETIA	STAFF CAR DRIVER GRADE-II	5	Rs.41,600.00
52	2255	AJIT ROY	ASSISTANT TECHNICIAN	3	Rs.35,000.00
53	3665	HEMKANTA DAS	ASSISTANT TECHNICIAN	3	Rs.34,000.00
54	3844	SHYAM DAS	ASSISTANT TECHNICIAN	3	Rs.34,000.00
55	2327	RAVOLHU PHESAO	MULTI TASKING STAFF	4	Rs.37,500.00
56	2817	ROYAL ALI	MULTI TASKING STAFF	4	Rs.37,500.00
57	2909	KRISHNA KANTA DOLEY	MULTI TASKING STAFF	3	Rs.34,000.00
58	2910	BHUPEN SAIKIA	MULTI TASKING STAFF	3	Rs.33,000.00
59	3341	SARBASWAR BORUAH	MULTI TASKING STAFF	3	Rs.33,000.00
60	5534	ANJALI DAS	MULTI TASKING STAFF	2	Rs.27,600.00
61	3690	BUDURAM SONOWAL	MULTI TASKING STAFF	3	Rs.34,000.00
62	4795	MOHAN DAS	MULTI TASKING STAFF	3	Rs.33,000.00
63	5217	GHANA KANTA SARMA	MULTI TASKING STAFF	3	Rs.32,000.00
64	5425	PRAFULLA GOGOI	MULTI TASKING STAFF	2	Rs.30,200.00
65	5962	TANUJA BHARALI	TRAINEE		Rs.4,440.00

Field Lab, Titabor

Sl No	Employee No	Name of the Employee	Designation	Pay Level	Basic Pay
01	2772	NILIFA BEGUM	TECHNICAL ASSISTANT	7	Rs.53,600.00
02	3209	N. M. GONEY	MULTI TASKING STAFF	3	Rs.33,000.00
03	5216	BISTURAM BORAH	MULTI TASKING STAFF	3	Rs.32,000.00

Eri REC, Diphu

Sl No	Employee No	Name of the Employee	Designation	Pay Level	Basic Pay
01	4012	DILIP KHANIKAR	TECHNICAL ASSISTANT	7	Rs.53,600.00
02	3311	JITEN KAKOTI	TECHNICAL ASSISTANT	7	Rs.53,600.00
03	2493	AKROM ALI	MULTI TASKING STAFF	4	Rs.39,800.00
04	5728	MANAI TISSOPI	MULTI TASKING STAFF	1	Rs.18,000.00

REC, Lakhimpur

Sl No	Employee No	Name of the Employee	Designation	Pay Level	Basic Pay
01	5206	DIGANTA MECH	SCIENTIST-D	12	Rs.94,100.00
02	3934	BIMALA GOGOI	TECHNICAL ASSISTANT	7	Rs.53,600.00
03	5558	POPY BORDOLOI MAHANTA	TECHNICAL ASSISTANT	6	Rs.43,600.00
04	5684	UMESH NATH	FIELD ASSISTANT	2	Rs.22,400.00
05	3207	BUDHESWAR DAS	ASSISTANT TECHNICIAN	3	Rs.34,000.00
06	3563	AJO RATAN	ASSISTANT TECHNICIAN	3	Rs.34,000.00
07	2801	DIMBESWAR PAYENG	MULTI TASKING STAFF	3	Rs.34,000.00
08	2877	BORA NETRADHAR	MULTI TASKING STAFF	4	Rs.32,300.00

Eri REC, Fatehpur

Sl No	Employee No	Name of the Employee	Designation	Pay Level	Basic Pay
01	4885	SURAJ PAL	SCIENTIST-D	12	Rs.1,02,800.00
02	1126	VIJAY KUMAR	TECHNICAL ASSISTANT	7	Rs.68,000.00
03	3624	SURESH KUMAR SINGH	TECHNICAL ASSISTANT	7	Rs.56,900.00
04	5686	SURESH	ASSISTANT TECHNICIAN	1	Rs.21,500.00

RERS, Mendipathar

Sl No	Employee No	Name of the Employee	Designation	Pay Level	Basic Pay
01	5638	H. BARMAN (DR.)	SCIENTIST-C	11	Rs.74,000.00
02	1203	DIMBESWAR NEOG	SR. TECH. ASSISTANT (SG)	7	Rs.72,100.00
03	3487	RATTAN BORAH	TECHNICAL ASSISTANT	7	Rs.56,900.00
04	3991	CHANDRA KANTA BORAH	TECHNICAL ASSISTANT	7	Rs.53,600.00
05	3204	DEVINSON MARAK	TECHNICAL ASSISTANT	7	Rs.53,600.00
06	3349	JEFFERSON MARAK	STAFF CAR DRIVER GRADE-I	5	Rs.42,800.00
07	3342	PROBIN SANGMA	MULTI TASKING STAFF	3	Rs.33,000.00

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

Grants Received and Expenditure for 2016-2017

Sl. No.	BUDGET HEAD		Amount (RS IN LAKH)
1	Non Plan		1356.48
2	Plan	General	22.41
		Capital	0.23
3	NE Plan	General	258.72
		Capital	319.99
TOTAL			1957.83

APPROVED BUDGET for 2017-18 (Rs. in Lakhs)

Year	Plan (S)	Plan		NE Plan		Total
		Gen	Cap	Gen	Cap	
2017-18	1492.15	24.65	0.25	280.60	292.00	2089.65

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. Dr. R. Lepcha, Deputy Director (APIO)
02. Dr. Somesh Paliwal, Scientist-D, RMRS, Boko (APIO)
03. Mr. Arna Sigh Deori, TA, REC, Tura (APIO)
04. Dr. H. Barman, Scientist-C, RERS, Mendipathar (APIO)
05. Dr. N. Biswas, Scientist-D, REC, Coochbehar (APIO)
06. Shri S. Pal, Scientist-D, REC, Fatehpur (APIO)
07. Dr. P.K. Kala, Scientist-D, RERS, Shadnagar (APIO)
08. Shri D. Mech, Scientist-D, REC, Lakhimpur (APIO)
09. Shri M. Sankar, Scientist-D, REC Kokrajhar (APIO)
10. Sri D. Khanikor, TA, REC Diphu (APIO)

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