

Andaman and Nicobar Administration

Directorate of Industries

INFORMATION HANDBOOK

(As per provisions contained in the Right to Information Act, 2005)

2013-14

Udyog Parishar,

Middle Point, Port Blair

Telephone No. 03192-232395, 232771, Fax No.: 03192-230449

Email; dirind@and.nic.in

Web Site : <http://ls1.and.nic.in/Industry>

INTRODUCTION

The Directorate of Industries is the Nodal Department for formulation and implementation of various policy initiatives for promotion of Small & Medium Enterprise's (SME's) in the Union Territory.

This Hand-Book has been prepared for information of the general public, as required under the Right to Information Act, 2005 passed in the Parliament of India, which provides for setting out the practical regime of Right to Information for citizens to secure access to information under the control of public authorities.

The main objective of this handbook is to provide information as desired in Section 4 of the Right to Information Act, 2005.

As required under Act, the officers who have been designated as Public Information Officer and Assistant Public Information Officer of the Department appointed by the Lt. Governor (Administrator), A & N Administration vide A & N Gazette notification No. 219/2011/ F.No. 11-43/2008/09-AR dated 05.10.2011 who can be contacted as per the particulars of the PIO & APIO are given in the details at chapter-17.

CHAPTER 1

PARTICULARS OF ORGANISATION, FUNCTION AND DUTIES

1. INTRODUCTION

The Department of Industries was established in the year 1959 with the objective of promotion and development of industrial sector within the Islands and to create a formidable workforce. The Cottage Industries Officer was the Head of the Office. The department gradually expanded over the year by setting up of training centers in Car Nicobar, Rangat, Diglipur and Little Andaman. Besides imparting the training in the trades of Carpentry, Cane & Bamboo, Tailoring & Garment making, General Engineering the department undertook the work of promotion of SME's in a bigger way by implementing the Central Government Schemes initially. The department was upgraded as Directorate of Industries in the year 1976 and Director of Industries assumed charges from 1976.

In the year 1993, the Government of India at the instance of Planning Commission set up a High Powered Committee under the Chairmanship of Shri Prabhat Kumar, Additional Secretary, SSI to study the prospects of SME's in the Islands and submit the report. The report of the committee was submitted to Government of India in the year 1995 and most of the recommendation made by the committee was translated in to package of incentives by the UT Administration and implemented w.e.f 1.4.1995.

In the year 2002 Hon'ble Supreme Court imposed ban on further extraction of timer logs from the forests of A & N Islands. This has resulted in short supply of raw materials for the three major Ply wood industries Viz., Andaman Timber Industries, Bambooflat, Jayashree Timber Products, Bakultala and Kitply Industries, Long Island resulting in closure of all the three ply wood industries.

1. OUR MISSION

To facilitate balanced and sustainable Industrialization in the entire region of Andaman & Nicobar Islands.

2. OUR VISION

To create self employment opportunities for the unemployed youths of Andaman & Nicobar Islands through various developmental programs.

3. ACTIVITIES

The Department offers various package of incentives to the SME's, Training facilities for the school dropouts and entrepreneurs, Marketing Assistance to Artisan's and Handicrafts Industries, Infrastructure Assistance by way of allotting Industrial Plot and Sheds in subsidized license fee. The details of the programmes are published in the Departments website <http://ls1.and.nic.in/Industry>.

CHAPTER 2

POWER AND DUTIES OF OFFICERS AND EMPLOYEES

The Sanctioned Strength of Officers and Employees of Directorate of Industries as on 1.04.2013 is given below:

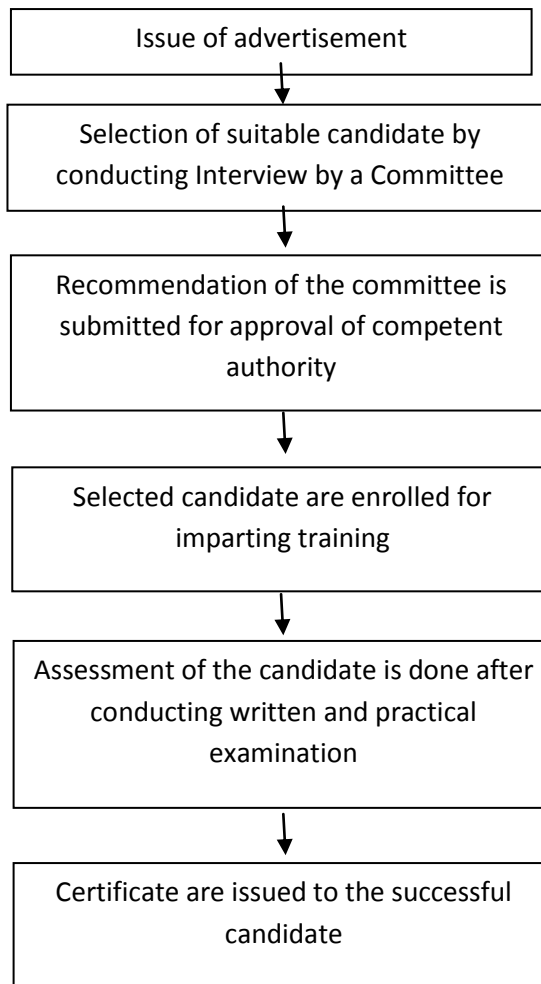
S.N	Description of post	Sanctioned Strength
1	Director of Industries	1
2	Assistant Director (Admn.)	1
3	Assistant Director (Tech.)	3
4	Account Officer	1
5	Office Superintendent	1
6	Industries Promotion Officer/Extension Officer	15
7	Head Clerk	6
8	Higher Grade Clerk	10
9	Lower Grade Clerk	12
10	Hindi Translator	1
11	Hindi Typist.	1
12	Assistant Instructor (C & B)	2
13	Attendant	5
14	Attendant cum Chowkidar	2
15	Auto Mobile Mechanic	1
16	BS cum TS "A" Grade	4
17	BS cum TS "B" Grade	3
18	Carpenter "A" Grade	12
19	Chargeman (Black Smith)	1
20	Craft Instructor (Black Smith)	1
21	Craft Instructor (Carpenter)	1
22	Craft Instructor (Wood)	1
23	Craft Man (Handicraft)	1
24	Daftari	1
25	Draftsman	1
26	Mechanic/Electrician/Lab Technician	1
26	Electrician	1
27	Electroplater	1
28	Gestetner Operator	1
29	Hammerman	2
30	Helper	1
31	Instructor (Black Smith)	1
32	Instructor (C & B)	1

33	Instructor(Carpenter)	1
34	Instructor (Shell Craft)	1
35	Instructor (Wood Craft)	1
36	Instructor-cum-Black Smith	1
37	Instructor-cum-Highly Skilled Carp.	2
38	Instructress (Tailoring)	3
39	Lab-in-charge (Food Processing)	1
40	Librarian	1
41	Mechanic Maintenance	1
42	Manager	1
43	Mate Carpenter	17
44	Operator	1
45	Peon	10
46	Peon-cum-Chowkidar	4
47	Personal Assistant	2
48	Pilot Plant-in-charge (Food Processing)	1
49	Polisher	1
50	Sales Assistant	4
51	Sheet Metal Assistant	3
52	Skilled Machinist (Carpenter)	5
53	Skilled Machinist (SSM)	5
54	Skilled Worker ((Carpenter)	5
55	Skilled Worker (Coir)	12
56	Skilled Worker ((SSM)	5
57	Senior Manager	1
58	Senior Sales Assistant	1
59	Staff Car Driver (Ordinary Grade)	2
60	Staff Car Driver Grade-II	2
61	Staff Car Driver Grade-I	2
62	Store Assistant	1
63	Store Keeper	1
64	Supdt-cum-Foreman (Handicraft)	1
65	Supdt-cum-Foreman (Carpenter)	3
66	Supdt-cum-Foreman (Design)	1
67	Supdt-cum-Foreman (Black Smith)	1
68	Supdt-cum-Foreman (SSM)	1
69	Supervisor (Coir)	2
70	Sweeper-cum-Chowkidar	10
71	Technical Assistant (Coir)	2
72	Welder "A" Grade	1
73	Welder "B" Grade	1
	Total	218

CHAPTER 3

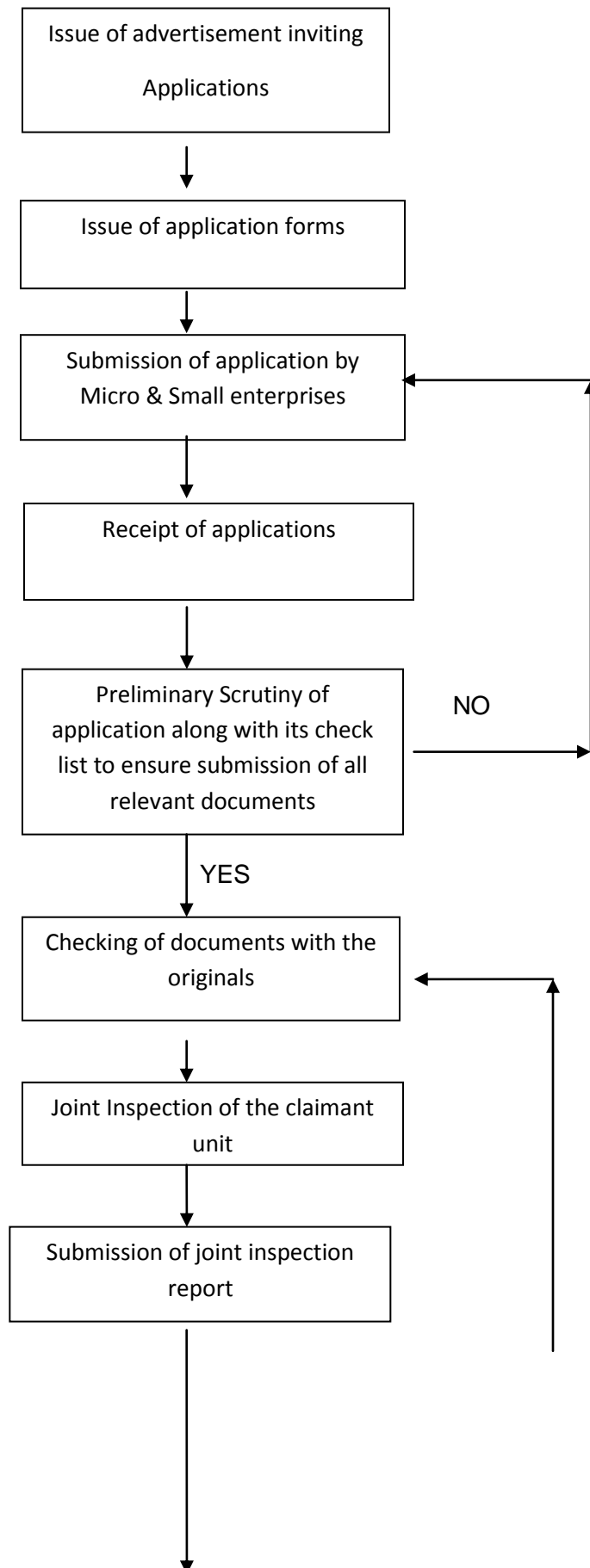
PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

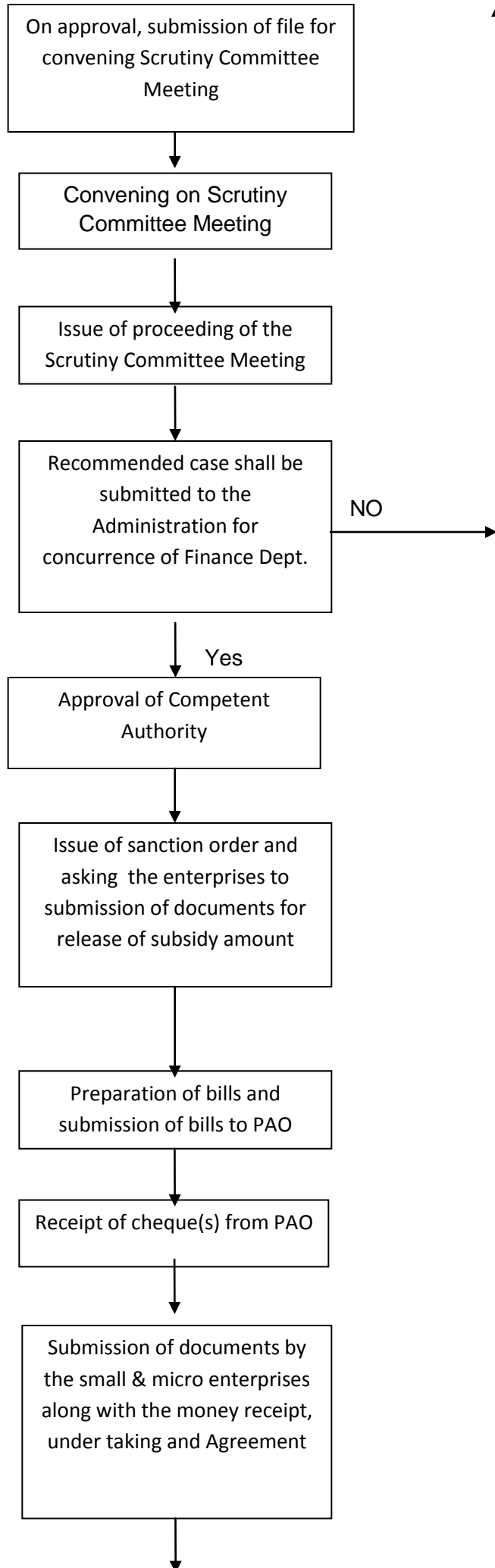
Training Activities:

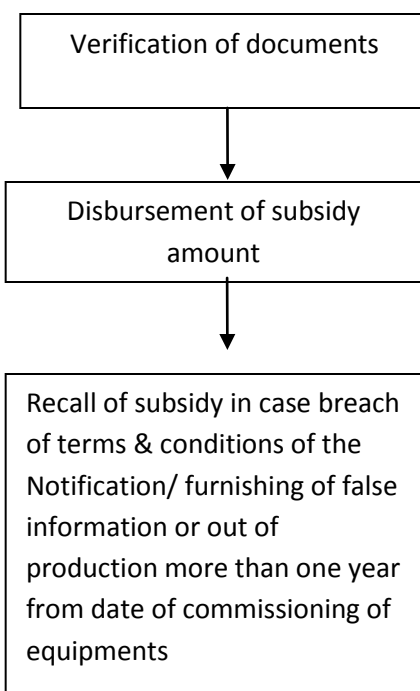


Package of Incentives

Flow Chart of Activities related to implementation of “50% Subsidy for procurement of Pollution Control Equipments or Captive Power Generation Sets or Solar Power or Wind Power or Bio Mass or Hydro Power for Micro & Small Enterprises set up in Andaman & Nicobar Islands”







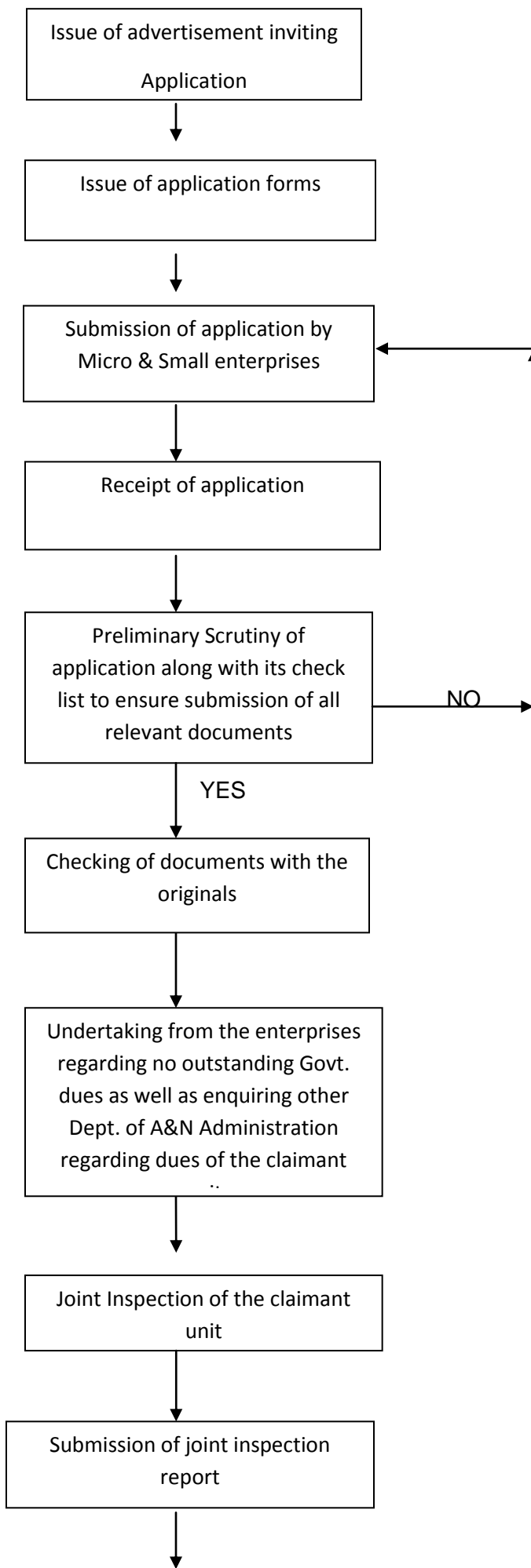
Standard Operating Procedure Activities related to implementation of **“50% Subsidy for procurement of Pollution Control Equipments or Captive Power Generation Sets or Solar Power or Wind Power or Bio Mass or Hydro Power for Micro & Small Enterprises set up in Andaman & Nicobar Islands”**

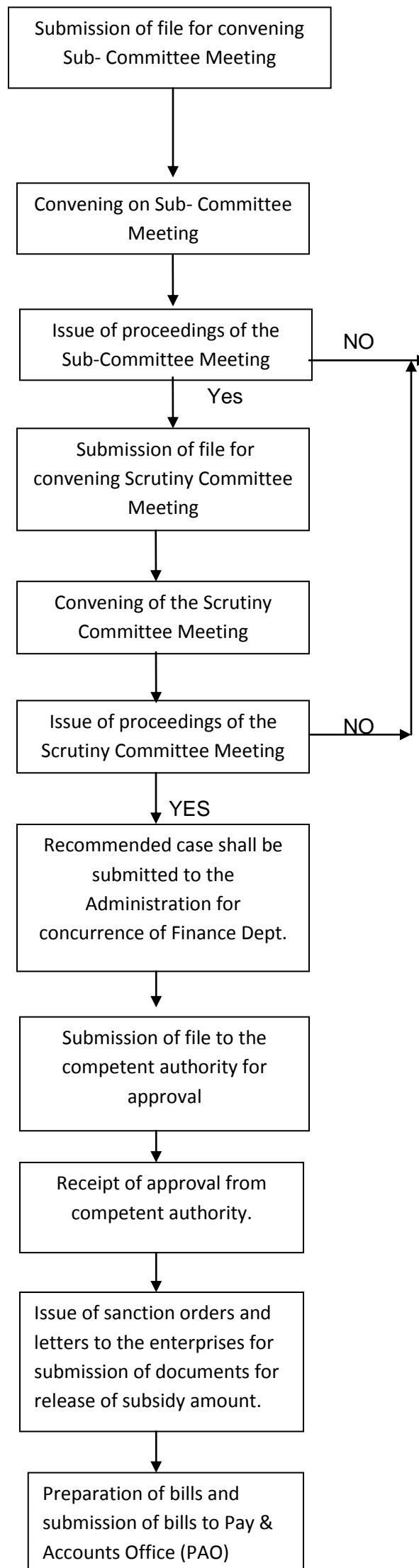
SL NO	Activity	Responsibility	Time frame
1	Issue of advertisement inviting Applications	Programme Implementing Officer	April & August every year
2	Issue of application forms	In charge Issue & Receipt Section	<ul style="list-style-type: none"> • Can be down loaded by the entrepreneur from Website • Can be collected by the entrepreneur from the Programme Implementing Officer
3	Submission of applications by Micro & Small enterprises	Entrepreneur	As & when becomes eligible
4	Receipt of applications	Diary Clerk, Central Diary	As & when basis
5	Preliminary Scrutiny of applications along with its check list to ensure submission of all relevant documents	Programme Implementing Officer	Within 5 days on receipt of claims

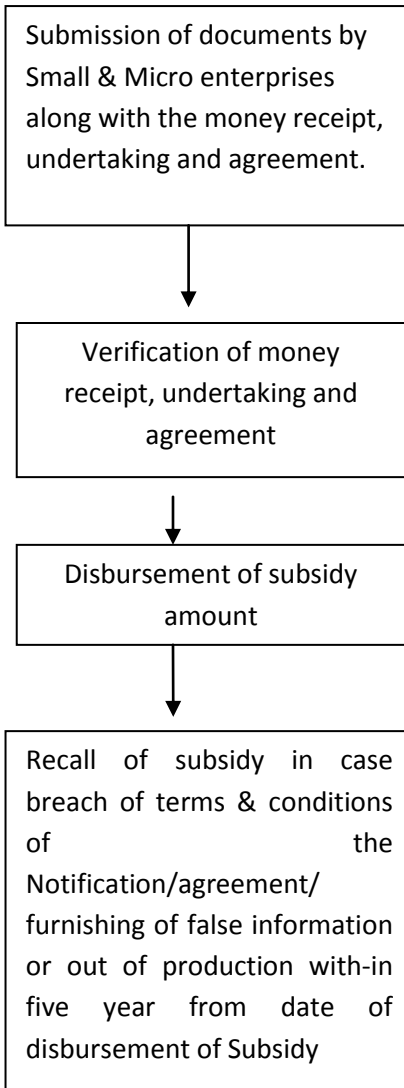
6	Checking of documents with the originals	Programme Implementing Officer	Within 10days on receipt of claims with complete documents
7	Joint Inspection of the claimant's unit	Programme Implementing Officer	Within 30 days on receipt of claims with complete documents
8	submission of file for placing the Claim before the Scrutiny Committee Meeting	Programme Implementing Officer	Within 45 days on receipt of claims with complete documents
9	Convening of Scrutiny Committee Meeting	Member Secretary, Scrutiny Committee	65 days from the receipt of applications or Second week of July or December every year whichever is earlier
10	Issue of proceedings of the Scrutiny Committee Meeting	Member Secretary, Scrutiny Committee	Within 7days of Scrutiny Committee Meeting
11	Recommended case shall be submitted to the Administration for concurrence of Finance Dept	Programme Implementing Officer	Within 10days of Scrutiny Committee Meeting
12	Submission of file for Approval of the Competent Authority	Programme Implementing Officer	Within 5days of concurrence of Finance Dept
13	Issue of sanction order and letter to the enterprise to submit documents for release of subsidy amount	Programme Implementing Officer	On receipt of Approval from the Competent Authority

14	Preparation of bill and submission of bill to Pay and Accounts Officer(PAO)	Account Section	Within 5 working days on receipt of Approval of Sanctioning Authority
15	Receipt of cheque from PAO	Cashier	on receipt of cheque from PAO
16	Submission of documents by the small & micro enterprises along with the money receipt, under taking and Agreement	Entrepreneur	submission by the entrepreneur
17	Verification of documents	Programme Implementing Officer	Within 3 days on receipt of Documents in full shape
18	Disbursement of subsidy amount	Cashier	Within 5 days on receipt of Document in full shape
19	Recall of subsidy in case breach of terms & condition of the Notification/ furnishing of false information or out of production more than three year from date of commissioning of equipment	Programme Implementing Officer	Monitoring of enterprise continuously for three years

Flow Chart of Activities related to Implementation of “Andaman & Nicobar Island Capital Investment Subsidy Scheme for Micro & Small Enterprises”







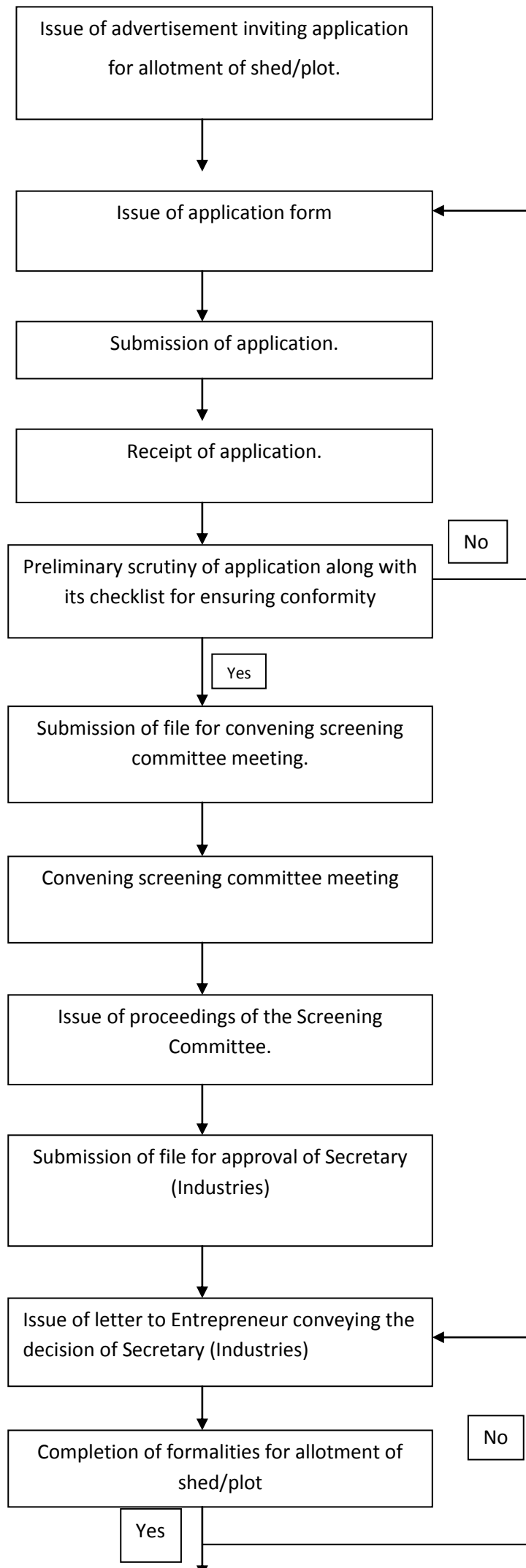
Standard operating procedure adopted for Implementation of “Andaman & Nicobar Island Capital Investment Subsidy Scheme for Micro & Small Enterprises”

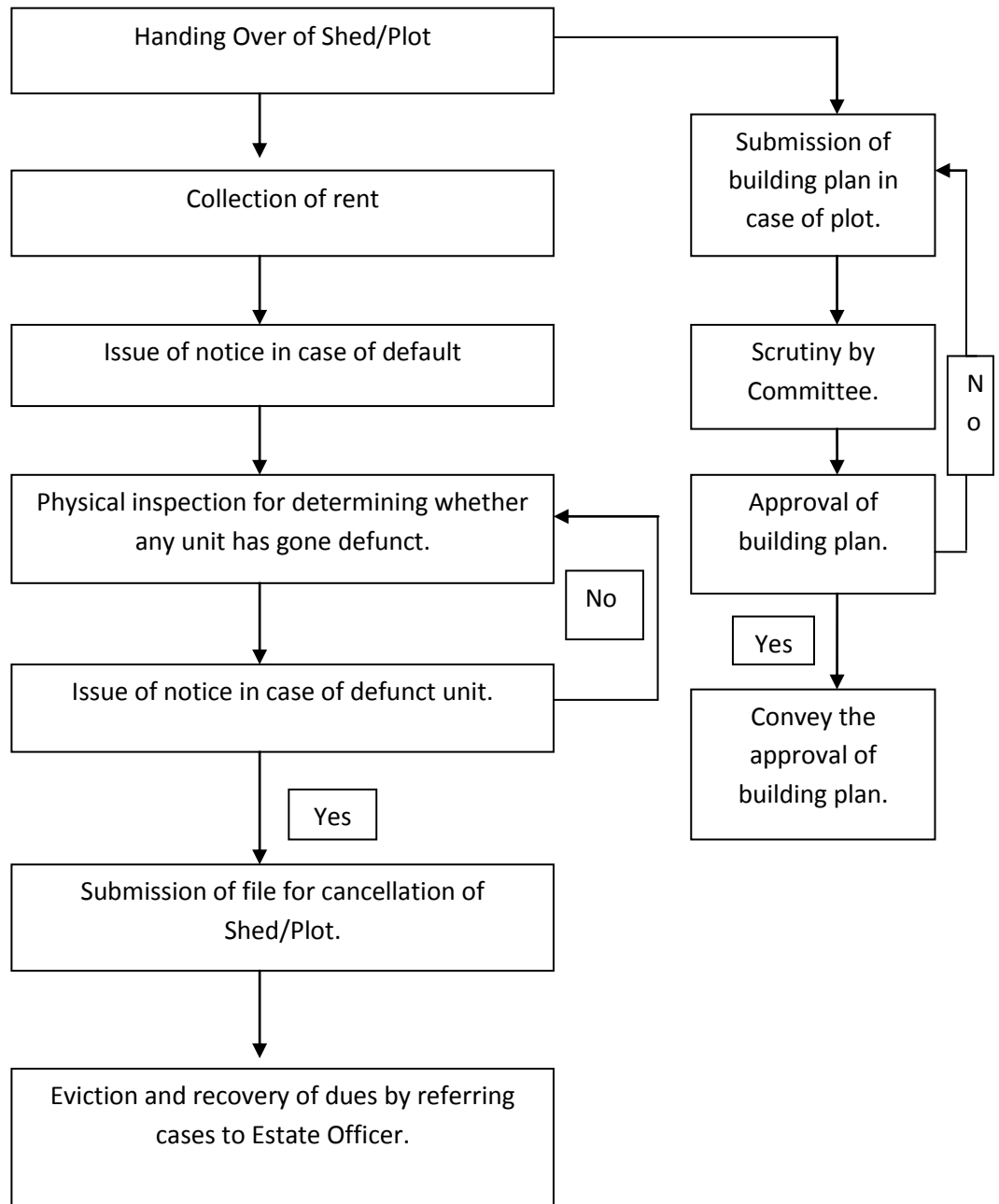
SL NO	Activity	Responsibility	Time frame
1	Issue of advertisement inviting Application	Programme Implementing Officer	April & August every year
2	Issue of application forms	In charge Issue & Receipt Section	<ul style="list-style-type: none"> • Can be down loaded by the entrepreneur from Website • Can be collected by the entrepreneur from the Programme Implementing Officer
3	Submission of application by Micro & Small enterprises	Entrepreneur	As & when becomes eligible as per the Notification
4	Receipt of application(s)	Diary Clerk, Central Diary	On submission of Claims by the eligible enterprises
5	Preliminary Scrutiny of application(s) along with check list to ensure submission of all relevant documents. If incomplete, Shall be returned to the Claimant Unit.	Programme Implementing Officer	Within 5 days on receipt of claims
6	Checking of documents with the original(s)	Programme Implementing Officer	Within 10 days on receipt of claims with relevant document(s)
7	Joint Inspection of the claimant unit	Programme Implementing Officer along with the representative(s) of concerned functional Deptt.	Within 30 days on receipt of claims in all respect
8	submission of file for placing the Claims before the Sub-Committee Meeting	Programme Implementing Officer	Within 45days on receipt of claims in all respect
9	Convening on Sub-Committee Meeting	Member Secretary, Sub-Committee	65 days from the date of receipt of Complete document or Second week of July or Second week of December every year whichever is earlier

10	Issue of proceeding of the Sub-Committee Meeting	Member Secretary, Sub-Committee	Within 7days of Sub-Committee Meeting
11	Submission of file for placing the recommended Claims of Sub- Committee before the Scrutiny Committee Meeting	Member Secretary, Scrutiny Committee	Within 10 days of Sub-Committee Meeting
12	Convening on Scrutiny Committee Meeting	Member Secretary, Scrutiny Committee	Within 15 days of Sub-Committee Meeting
13	Issue of proceeding of the Scrutiny Committee Meeting	Member Secretary, Scrutiny Committee	Within 10 days of Scrutiny Committee Meeting
14	Recommended case shall be submitted to the Administration for concurrence of Finance Dept	Programme Implementing Officer	Within 10 working days of Scrutiny Committee Meeting
15	Approval of Competent Authority	Programme Implementing Officer	Within 5 working days of concurrence of Finance Dept
16	Issue of sanction order and letter to the enterprise to submit documents for release of subsidy amount	Programme Implementing Officer	Within two working days on receipt of Approval from the Competent Authority
14	Preparation of bills and submission of bills to Pay and Accounts Officer(PAO)	Accounts Section	Within 5 working days on receipt of Approval of Competent Authority
15	Receipt of cheque from PAO	Cashier	on receipt of cheque from PAO
16	Submission of documents by the small & micro enterprises along with the money receipt, undertaking and Agreement	Entrepreneur	On submission by the entrepreneur
17	Verification of documents	Programme Implementing Officer	Within 3 working days on receipt of Documents in full shape

18	Disbursement of subsidy amount	Cashier	Within 5 working days on receipt of Documents in full shape
19	Recall of subsidy in case breach of terms & conditions of the Notification/agreement/ furnishing of false information or out of production with in five year from date of disbursement of Subsidy	Programme Implementing Officer	Monitoring of enterprise continuously for three years

Allotment of Plot / Shed at Industrial Estate:





CHAPTER 4

NORMS FOR DISCHARGE OF FUNCTION OF DEPARTMENT

1. Training:

S.No	Departmental Training	Duration of Training	Norms
1.	Cane & Bamboo	12 Months	<ul style="list-style-type: none"> • Candidate should be a resident of Andaman & Nicobar Islands. • Entry qualification 8th Standard pass. • Age limit 18 to 30 years for male & 18 to 35 years for female.
2.	General Engineering	12 Months	<ul style="list-style-type: none"> • Candidate should be a resident of Andaman & Nicobar Islands. • Entry qualification 5th standard pass. • Age limit 18 to 30 years for male & 18 to 35 years for female.
3.	Carpentry Training	12 Months	<ul style="list-style-type: none"> • Candidate should be a resident of Andaman & Nicobar Islands. • Entry qualification 5th standard pass. • Age limit 18 to 30 years for male & 18 to 35 years for female.
4.	Tailoring and Garment making	12 Months	<ul style="list-style-type: none"> • Candidate should be a resident of Andaman & Nicobar Islands. • Entry qualification 8th Standard pass. • Age limit 18 to 30 years for male & 18 to 35 years for female.
5.	Coir Training	03 Months	<ul style="list-style-type: none"> • Candidate should be a resident of Andaman & Nicobar Islands. • Entry qualification 5th standard pass. • Age limit 18 to 30 years for male & 18 to 35 years for female.
6.	Coir Spinning Yarn	03 Months	<ul style="list-style-type: none"> • Candidate should be a resident of Andaman & Nicobar Islands. • Entry qualification 5th standard pass. • Age limit 18 to 30 years for male & 18 to 35 years for female.

2. Package of Incentives: *Pattern of Assistance for each scheme provided.*

- a) Inter Island Transport Subsidy**
- b) Island Transport Subsidy**
- c) Island Capital Investment Subsidy Scheme**
- d) DG Subsidy**
- e) 90% Subsidy to Tribal.**
- f) Freight Subsidy Scheme.**

CHAPTER 5

RULES, REGULATIONS, INSTRUCTIONS, MANUAL AND RECORDS

FOR DISCHARGING FUNCTIONS

S.No	Details of Rules, Regulations etc.
1.	Manual of Office Procedure
2.	General Financial Rules,2005 and its amendment
3.	Delegation of Financial Power Rules
4.	Central Civil Service (Pension) Rules
5.	Central Civil Service (Leave) Rules
6.	Central Civil Service (Leave Travel Concession) Rules
7.	Central Civil Service (Conduct) Rules... and its amendment
8.	Central Civil Service (Classification, Control and Appeal) Rules
9.	Central Civil Service (Revised Pay) Rules
10.	Instructions relating to Government Accounts and Audit
11.	Instructions issued by the various Ministry endorsed by the A & N Administration
12.	Fundamental Rules and Supplementary Rules
13.	General Provident Funds Rules
14.	Receipt and Payment Rules
15.	Major and Minor Heads of Accounts & Civil Account Manual
16.	Staff Car Rules
17.	Other training materials such as handouts, exercise etc
18.	Others Central Civil Service Rules & Regulations as followed by A & N Administration.
19.	Notified Recruitments Rules
20.	Pattern of Assistance for <ol style="list-style-type: none"> 1. IITS 2. ITS 3. ICIS 4. DG Subsidy 5. 90% Subsidy to Tribals. 6. Industrial Estate (copy of rules)

CHAPTER 6

A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY PUBLIC AUTHORITY OR UNDER ITS CONTROL

S.No	Description of Record
1.	Section Diary
2.	Issue Diary
3.	Dispatch Register
4.	Messenger book
5.	Stamps Account Register
6.	File Register
7.	File Movement Register
8.	Attendance Details (Computerized)
9.	Casual Leave Register
10.	Store Index Register
11.	Dead Stock Register (separately for perishable consumer articles and nonperishable articles)
12.	Telephone Register
13.	Log Book of Government Vehicle
14.	Register of Advance
15.	Pay Bill Register
16.	Travelling Allowance Register
17.	LTC Register
18.	Contingent Register
19.	Acquaintance Rolls
20.	Bill Register
21.	Cash book
22.	Expenditure Control Register (Computerized)
23.	Service Book with leave account of relevant Govt. Servants
24.	Un-disbursement Register
25.	Cheque Register
26.	Admission Register
27.	Departmental Advance Register
28.	GPF ledger upgraded Gr. 'C' staff
29.	Bill Verification Register
30.	Stock register for Consumable/Non Consumable
31.	Accession Registers for books
32.	Borrowers Register

CHAPTER 7

PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION

As and when or when a need is felt by the department, external agencies are engaged for conducting study and provide consultation in specific subjects with the approval of competent authority as per the instruction issued by GOI/ A & N Administration from time to time in this regards.

CHAPTER 8

**LIST OF 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
OPEN TO THE PUBLIC OR THE MINUTES OF SUCH MEETINGS ARE
ACCESSIBLE FOR PUBLIC**

Not Applicable

CHAPTER 9

DIRECTORY OF OFFICERS AND EMPLOYEES

Name of the Office: Directorate of Industries, Middle Point

Port Blair - 744101

Sl No	Name and Designation	Phone No
1	Shri M.N.Murali, Joint Secretary & Director of Industries	232395 Fax- 232499
2	Shri Ajit Anand Assistant Director (Technical)	231517
3	Shri Subashish Bagchi Assistant Director (Technical)	232771
4	Shri A.James Assistant Director (Technical)	232820
5	Smti. Omnaamma Assistant Director (Admn)	232771
6	Smti. K. Chintamani Accounts Officer	232771
7	Shri. Abdul Haneef Industries Promotion Officer, Diglipur	272287
8	Smti. Sunita Kumari Industries Promotion Officer Bakultala	277807
9	Shri. S. K. Biswas Industries Promotion Officer Hut Bay	284445
10	Shri. Rathinder Nath Industries Promotion Officer Car Nicobar	265220
11	Shri. T. Alvi Kutty Industries Promotion Officer Campbell Bay	264105

CHAPTER 10

**THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS
OFFICIALS AND EMPLOYEES INCLUDING THE SYSTEM OF
COMPENSATION AS ON 01st April 2013.**

SL. NO.	NAME OF THE OFFICERS/STAFF	DESIGNATION	PAY BAND	GRADE PAY
1	Shri. M.N.Murali	Dir. Of Ind.	PB-3	7600
2	Smti. K. Chintamani	AO	PB-2	5400
3	Shri. Ajit Anand	AD (Tech)	PB-2	4800
4	Shri. A.James	AD (Tech)	PB-2	4800
5	Shri. Subhasish Bagchi	AD (Tech)	PB-2	4800
6	Smti. Omanamma	AD (Admn.)	PB-2	4600
7	Shri. Tanmoy Ganguly	IPO	PB-2	4600
8	Shri. Prosen Mallick	IPO	PB-2	4600
9	Shri. Joga Rao	IPO	PB-2	4600
10	Shri. Abdul Hanif	IPO	PB-2	4600
11	Shri. Mohammed Ishaque	IPO	PB-2	4600
12	Smti. Roma Das	IPO	PB-2	4600
13	Shri. Abdul Rasheed	IPO	PB-2	4600
14	Shri. Sindhupathi Raja	IPO	PB-2	4600
15	Smti. Sunita Kumari	IPO	PB-2	4600
16	Shri. T.Alvi Kutty	IPO	PB-2	4600
17	Shri. S.S.Chandrashekhar	OS	PB-2	4600
18	Smti. Ram Dei	HC	PB-2	4600
19	Smti. S.Prasanna	HC	PB-2	4600
20	Shri. Johny	HC	PB-2	4600
21	Shri. S.Biju	Hindi Translator	PB-2	4600
22	Shri. Shahid Khan	IPO	PB-2	4200
23	Shri. Rathinder Nath	IPO	PB-2	4200
24	Shri. S.K.Biswas	IPO	PB-2	4600
26	Smti. Meena Kumari	PA	PB-2	4200
27	Shri.S.K.Karmakar	HC	PB-2	4200
28	Smti. Manoranjini Nelson	HC	PB-2	4200
29	Smti. Sabari	HC	PB-2	4200
30	Smti. M.Purnima	Sr.Man. (Emp.)	PB-2	4200
31	Shri. Janak Rao	Lab-in-Charge	Pb-2	4200
32	Shri. K.K.Sasidharan	Tech. Asstt.(Coir)	PB-2	4200
33	Shri. Thakur Mondal	Librarian	PB-2	4200
34	Shri. Kenedis Toppo	Draftman	PB-2	4200
36	Shri. Elaizer	SCF	PB-2	4200
37	Shri. M.Jaganath	SCF	PB-2	4200
38	Shri. S.S.Biswas	SCF	PB-2	4200
39	Kumari. Suchitra Devi	HGC	PB-1	2800
40	Smti. Usha Kumari.	HGC	PB-1	2800
41	Smti. Mary Amose	HGC	PB-1	2800
42	Shri. Farzand Ali	HGC	PB-1	2800
43	Shri. Venkat Satya Narayan	HGC	PB-1	2800
44	Smti. Swapna Basu	HGC	PB-1	2800
45	Shri. Subir Kumar Sil	HGC	PB-1	2800
46	Shri. Philip Amose	Driver Gr-II	PB-1	2800
47	Shri. Abdul Rasheed	Driver	PB-1	2800
48	Shri. Timon Charles	Driver	PB-1	2800
49	Shri. K.Hamza	Manager (Emp.)	PB-1	2800
50	Shri. Swapan Kr. Mallick	Pilot Plant Incharge	PB-1	2800
51	Shri. Pratap Golder	Tech. Asstt.(Coir)	PB-1	2800
52	Shri. V.S.Senthil	Inst. (B/Smith)	PB-1	2800
53	Smti. Isha Hameed	Instructress (Tailo.)	PB-1	2800
54	Shri. Matin Toppo	Craft. Ins. (B/Smith)	PB-1	2800

55	Smti. Lucy Stephan	Sr. Sales Asstt.	PB-1	2800
56	Smti. M.A.Fathima	Sales Asstt.	PB-1	2800
57	Smti. V.Valsala Devi	Sales Asstt.	PB-1	2800
58	Shri. Manoharan	Craftman	PB-1	2800
60	Shri. Ram Shankar	SCF	PB-1	2800
61	Shri. Janak Ram	SCF	PB-1	2800
62	Shri. G.Prasannan	SCF	PB-1	2800
63	Shri. T.Shajan	Automobile Mech.	PB-1	2800
64	Smti. Rekha Sil	HGC	PB-1	2400
65	Smti. Dupaul Cain	HGC	PB-1	2400
66	Shri. Ranjit Mridha	HGC	PB-1	2400
67	Shri. C.Yousuf	Driver	PB-1	2400
68	Shri. R.Chandran	Ges. Operator	PB-1	2400
69	Shri. Suresh Narayan	Daftari	PB-1	2400
70	Shri. M.Satya Narayan	PCC	PB-1	2400
72	Shri. B.K.Pillai	Attendent	PB-1	2400
73	Shri. Manuel Samuel	Supervisor (Coir)	PB-1	2400
74	Shri. Jacob Paul	Supervisor (Coir)	PB-1	2400
75	Shri. G.Veerawamy	Inst-cum-H/S Carp.	PB-1	2400
76	Shri. Uday Narayan	Inst. (B/Smith)	PB-1	2400
77	Shri. K.Mohammed	Inst. (B/Smith)	PB-1	2400
78	Shri. D.Hari Narayan	Inst. (Shell Craft)	PB-1	2400
79	Shri. T.Aboobacker	Inst. (Carpentry)	PB-1	2400
80	Smti. Promila Bepari	Instructress (Tailo.)	PB-1	2400
81	Shri. Alingham	Craft. Ins. (Wood)	PB-1	2400
82	Shri. M.Ibrahim	Craft. Ins. (Wood)	PB-1	2400
83	Shri. D.N.Mondal	Craft. Ins. (C&B)	PB-1	2400
84	Shri. Kartata Rao	Electroplator	PB-1	2400
85	Shri. Ram Satya Narayan	Sheet Metal Asstt.	PB-1	2400
86	Shri. Vijay Chand	Sheet Metal Asstt.	PB-1	2400
87	Shri. C.Karuppaiah	Sheet Metal Asstt.	PB-1	2400
88	Shri. Radha Kishen	Skilled Machinist	PB-1	2400
89	Shri. U.K.Bardhan	Skilled Machinist	PB-1	2400
90	Shri. Lalit Mondal	Skilled Machinist	PB-1	2400
91	Shri. D.Shekhar Rao	Skilled Machinist	PB-1	2400
92	Shri. Atkinson Robert	Skilled Machinist	PB-1	2400
93	Shri. Benjamin Barla	Skilled Machinist	PB-1	2400
94	Shri. Nabi Bux	Skilled Machinist	PB-1	2400
95	Shri. K.Meyyappan	Skilled Machinist	PB-1	2400
96	Shri. Madiaghghan	Skilled Machinist	PB-1	2400
97	Shri. N.P.Tiwari	Skilled Machinist	PB-1	2400
98	Shri. G.Prasad Rao	Driver	PB-1	2000
99	Shri. K.K.Ummer	Driver	PB-1	2000
100	Shri. M.V.A.Surin	Peon	PB-1	2000
101	Shri. M.Dharma Rao	PCC	PB-1	2000
102	Shri. Wellington Philip	PCC	PB-1	2000
103	Shri. G.Peddanna	SCC	PB-1	2000
104	Shri. Gopichand	SCC	PB-1	2000
105	Shri. Abraham	Attendant	PB-1	2000
106	Shri. Wellington Nathaniel	Attendent	PB-1	2000
107	Smti. D.L.Deepa	Instructress (Tailo.)	PB-1	2000
108	Shri. Bijoy Ganguly	Asstt. Craft. Ins.	PB-1	2000
109	Shri. Mohd. Hanifa	Carpenter. A.Gr.	PB-1	2000
110	Shri. Ananda Howladar	Carpenter. A.Gr.	PB-1	2000
111	Shri. M.Hamid	Electrician	PB-1	2000
112	Shri. Zebedee Paul	Skilled Worker	PB-1	2000
113	Shri. Moses Donald	Skilled Worker	PB-1	2000
114	Shri. Jacob Harrisson	Skilled Worker	PB-1	2000
115	Shri. Federick mathew	Skilled Worker	PB-1	2000
116	Smti. T.Hemlatha	LGC	PB-1	1900
117	Shri. B.Rajesh	LGC	PB-1	1900
118	Miss Maimoona	LGC	PB-1	1900

119	Smti. K.Rajani	LGC	PB-1	1900
120	Smti. Salma Bibi	LGC	PB-1	1900
121	Smti. Seema	LGC	PB-1	1900
122	Smti. Promila Devi	LGC	PB-1	1900
123	Smti. Swapna Subhash	LGC	PB-1	1900
124	Smti. C.H.Zeenath Bibi	LGC	PB-1	1900
125	Kumari Rachna Rani	LGC	PB-1	1900
126	Smti. Elizabeth	LGC	PB-1	1900
127	Smti. T.Hemawathi	Peon	PB-1	1900
128	Shri. Abdul Khalid	Peon	PB-1	1900
129	Shri. Herman Kujur	Peon	PB-1	1900
130	Smti. Aysha	Peon	PB-1	1900
131	Smti. D.Padmawati	Peon	PB-1	1900
132	Smti. Geeta Rani Biswas	Peon	PB-1	1900
	Smti. Indu Kumari	Peon	PB-1	1800
133	Shri. Ibrahim Khan	SCC	PB-1	1900
134	Shri. Budhan Indiar	SCC	PB-1	1900
135	Shri. Y.Papa Rao	SCC	PB-1	1900
136	Shri. Shankar Nath	Attendent	PB-1	1900
137	Shri. M.Sameer	Attend-cum-C/dar	PB-1	1900
138	Shri. Parikshit Mondal	AsstCraft.Ins (C&B).	PB-1	1900
139	Shri. Anil Kumar	Sales Asstt.	PB-1	1900
140	Shri. Vijay Wilson	Sales Asstt.	PB-1	1900
141	Shri. Niranjan Mondal	Operator	PB-1	1900
142	Shri. Ranjan Howladar	Store Asstt.	PB-1	1900
143	Shri. Jogeshwar Lall	Carpenter. A.Gr.	PB-1	1900
144	Shri. Sanjay Kumar	Carpenter. A.Gr.	PB-1	1900
145	Shri. Liakat Ali	Carpenter. A.Gr.	PB-1	1900
146	Shri. Jyotish Mistry	Carpenter. A.Gr.	PB-1	1900
147	Shri. Bibekananda Biswas	Carpenter. A.Gr.	PB-1	1900
148	Shri. S.Murugesan	Carpenter. A.Gr.	PB-1	1900
149	Shri Jashonandan Mallick	Carpenter. A.Gr.	PB-1	1900
150	Shri. K.P.Veeran	Carpenter. A.Gr.	PB-1	1900
151	Shri. Pradip Kumar Das	Carpenter. A.Gr.	PB-1	1900
152	Shri. Abdul Sattar	Carpenter. A.Gr.	PB-1	1900
153	Shri. Thatius Lakra	Mate Carpenter	PB-1	1900
154	Shri. Abdul Rehman	Mate Carpenter	PB-1	1900
155	Shri. T.Chiranjeevulu	BS-cum-TS 'A'Gr	PB-1	1900
156	Shri. Nikhil Samadder	BS-cum-TS 'A'Gr	PB-1	1900
157	Shri. Norin Prasad	BS-cum-TS 'A'Gr	PB-1	1900
158	Shri. Sanjeev Lall	BS-cum-TS 'A'Gr	PB-1	1900
159	Shri. Wahid Bux	BS-cum-TS 'B'Gr	PB-1	1900
160	Shri. Robin	Hammerman	PB-1	1900
161	Shri. P.Ashraf	Polisher	PB-1	1900
162	Smti. G.Hemawathi	Skilled Worker	PB-1	1900
163	Smti. Sukila Shanti	Skilled Worker	PB-1	1900
164	Shri. Edward George	Skilled Worker	PB-1	1900
165	Smti. S.Julina	SCC	PB-1	1800
166	Shri. Johnson Kujur	Mate Carpenter	PB-1	1800
167	Shri. Samar Paramanya	Mate Carpenter	PB-1	1800
168	Shri. E. M.Abdul Majeed	Mate Carpenter	PB-1	1800
169	Shri. N.Usman	Mate Carpenter	PB-1	1800
170	Shri. Jai Prakash Narayan	Mate Carpenter	PB-1	1800
171	Shri. Tarak Ch. Baroi	Mate Carpenter	PB-1	1800
172	Shri. N.Siddique	Mate Carpenter	PB-1	1800
173	Shri. Babul Ch. Bala	Mate Carpenter	PB-1	1800
174	Shri. T.Mustafa	Mate Carpenter	PB-1	1800
175	Shri. Sunder Pandian	Welder 'B' Gr.	PB-1	1800
176	Shri. Yogeshwar Rao	BS-cum-TS 'B'Gr	PB-1	1800
177	Shri. Biswajit Ghose	Hammerman	PB-1	1800
178	Shri. Ashael	Skilled Worker	PB-1	1800
179	Shri. Ch.Prakash Rao	Skilled Worker	PB-1	1800

180	Shri. Manabendra Pandey	Skilled Worker	PB-1	1800
181	Shri. Pradip Halder	Skilled Worker	PB-1	1800
182	Shri. Sahadev Ram	Skilled Worker	PB-1	1800
183	Shri. P.Hassan	Skilled Worker	PB-1	1800
184	Shri. Shivraj Pradhan	S/Worker (Carp.)	PB-1	1800
185	Shri. Suryanath Prasad	S/Worker (Carp.)	PB-1	1800
186	Shri. Abdul Nasir	S/Worker (Carp.)	PB-1	1800
187	Shri. P.Abdul Jabbar	S/Worker (Carp.)	PB-1	1800
188	Shri. Mohd. Haneefa	Helper	PB-1	1800

CHAPTER 11

**DIRECTORATE OF INDUSTRIES
EXPENDITURE STATEMENT FOR THE YEAR 2012-13**

Major Head -

(In thousands of rupees)

PLAN

NON PLAN

Sl.No.	Detailed Head of accounts	Actual 2012-13	Actual 2012-13
1	SALARIES	14996	53848
2	WAGES	0	0
3	O.T.A.	7	15
4	MEDICAL TREATMENT	340	350
5	DOMESTIC TRAVEL EXP.	2652	436
6	OFFICE EXPENSES	10744	688
7	OTHER ADMINISTRATIVE EXPENSES	1239	0
8	PROFESSIONAL SERVICES	0	0
9	GRANT IN AID	8824	0
10	STIPEND/SCHOLARSHIP	0	0
11	OTHER CHARGES	916	0
12	MACHINERY & EQUIPMENTS	850	0
13	MAJOR WORKS	15981	0
	TOTAL GROSS	56549	55337

DIRECTORATE OF INDUSTRIES
BUDGET ALLOCATION STATEMENT FOR THE YEAR 2013-14

Major Head -

(In thousands of rupees)

Sl. No.	Detailed Head of accounts	PLAN	NON PLAN
		Sanctioned Budget Estimates 2013-2014	Sanctioned Budget Estimates 2013-2014
1	01 SALARIES	10275	65653
2	02 WAGES	0	0
3	03 O.T.A.	70	60
4	06 MEDICAL TREATMENT	346	352
5	11 DOMESTIC TRAVEL EXP.	800	445
6	13 OFFICE EXPENSES	15335	690
7	20 OTHER ADMINISTRATIVE EXPENSES	12559	0
8	28 PROFESSIONAL SERVICES	0	0
9	31 GRANT IN AID	6950	0
10	34 STIPEND/SCHOLARSHIP	0	0
11	50 OTHER CHARGES	1050	0
12	52 MACHINERY & EQUIPMENTS	1000	0
13	53 MAJOR WORKS	0	0
	TOTAL GROSS	48385	67200

CHAPTER 12 & 13

MANNER OF EXECUTION OF SUBSIDY PROGRAMME ETC

The department implements following subsidy programmes:

1. ITS [Pattern of Assistance](#) [Previous Sanction Orders](#)
2. IITS [Pattern of Assistance](#) [Previous Sanction Orders](#)
3. ICIS [Pattern of Assistance](#) [Previous Sanction Orders](#)
4. DG Subsidy [Pattern of Assistance](#) [Previous Sanction Orders](#)
5. 90% Subsidy to Tribal [Pattern of Assistance](#)
6. Freight Subsidy Scheme [Pattern of Assistance](#)

CHAPTER 14

DETAILS OF INFORMATION AVAILABLE IN ELECTRONIC FORM

The department has its own website <http://ls1.and.nic.in/Industry> which is informative in nature. The static information about the department, its functions, schemes, applications forms etc. are available in the website.

CHAPTER 15

PARTICULARS OF FACILITIES AVAILABLE FOR OBTAINING INFORMATION

The website of the department at <http://ls1.and.nic.in/Industry> provides relevant information in the matter of various activities being undertaken by the department and also the information as defined in section 4 of the Right to Information.

The information can also be collected by approaching the PIO/APIO designated under RTI Act, 2005 by Notification No. 11-43/2008/09-AR dated 05.10.2011

CHAPTER 16

THE NAME, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS

Copy of notification

(List Public Information Officers , Industries Department)

The above information has been displayed in the Notice Board of the Institute which is located near the entrance of the Directorate of Industries, Middle Point Port Blair.

CHAPTER 17

SUCH OTHER INFORMATION AS MAY BE PRESCRIBED