

INFORMATION MANUAL
DIRECTORATE OF HANDLOOM & TEXTILES
GOVERNMENT OF ASSAM
(Under Section 4 (1) (B) of the Right to Information Act 2005)

CHAPTER – I

PARTICULARS OF THE ORGANIZATION, FUNCTIONS AND DUTIES:-

The Directorate of Handloom & Textiles, Assam is headed by a Senior ACS officer as Director, Handloom & Textiles. The Additional Director, Joint Director and Deputy Directors including the post of Chief Textile Officers are technically qualified officers in the field of Handloom and Textile Technology. The others officers like Research Officers, Asstt. Research Officer, Exhibition Officers, Public Relation Officer, Planning Officer and Statistical Officer are Non-Technical Officers. Similarly the Assistant Executive Engineer (C), Assistant Engineer (C), Assistant Engineer (M) as Technical Officers of Civil and Mechanical field and are assisted by Jr. Engineers, Architect and by tracers etc. Apart from these, the Deputy Registrar of Cooperative Societies is supported by a group of officers like Assistant Registrar of Co-operative Societies and several Sr. Inspector / Auditor & Jr. Inspector / Auditor to smooth administration of the Handloom Co-operative sector.

The officers are-

1. Shri Parag Moni Mahanta, ACS, Director, Handloom & Textiles, Assam
2. Mizanur Rahman, Additional Director, Handloom & Textiles, Assam
3. Shri Giren Sarkar, Joint Director, Handloom & Textiles, Assam.
4. Shri Ranjeet Kr. Deka, Joint Director, Handloom & Textiles, Assam
5. Shri Dibya Jyoti Mazumder, Joint Director, Handloom & Textiles, Assam
6. Shri Jayanta Deva Sarma, Deputy Director, Handloom & Textiles, Assam.
7. Sri Kulen Ch. Deka, Deputy Director, Handloom & Textiles, Assam.
8. Shri Maheswar Kalita, Deputy Director, Handloom & Textiles, Assam.
9. Shri Bidyut Dutta, Deputy Director, Handloom & Textiles, Assam.
10. Shri Bipul Kalita, Deputy Director, Handloom & Textiles, Assam.
11. Smti Rita Devi, Chief Textile Officer, Directorate of Handloom & Textile, Assam.
12. Shri Pranjal Barua, Research Officer, Directorate of Handloom & Textiles, Assam.
13. Shri Diganta Bordoloi, Asstt. Research Officer, Directorate of Handloom & Textiles
14. Shri Arun Ch. Deka, Asstt. Executive Engineer (C), Directorate of Handloom & Textiles, Assam.
15. Sri Ashok Das, I/c. Assistant Engineer, Directorate of Handloom & Textiles, Assam.
16. Sri Rana Bora, I/c. DRCS, Directorate of Handloom & Textiles, Assam.
17. Sri Jiten Kalita, Registrar, Directorate of Handloom & Textiles, Assam.

The above officers are also assisted by the respective Branch Superintendent as well as Sr. Administrative Asstt., Junior Administrative Asstt. (Including Typist), Grade-IV employees and Drivers of the Directorate.

CHAPTER – 2&3

POWER, DUTIES OF ITS OFFICERS AND EMPLOYEES PROCEDURES, CHANNELS OF SUPERVISION AND ACCOUNT ABILITY

Sl. No	Name and Designation	Power & Duties
1.	Shri Parag Mani Mahanta, ACS, Director, Handloom & Textiles, Assam.	Head of the Directorate
2.	Md. M. Rahman Additional Director, Handloom & Textiles, Assam	He will be the overall In-charge of Planning Branch, General Branch & Accounts Branch, Engineering & Monitoring cell along with the following works: <ol style="list-style-type: none"> a. All matters related to the meeting of the Board of Directors of ARTFED, AGMC, Khadi Board. NEC, NHDC etc. b. Supervision of all Court Cases. c. Matter related to the State Assembly, Parliament and their Committees, Sub-Committees etc. d. Preparation of Finance Minister's Budget Speech, Governor Address etc. e. Matter related to NABARD and other Financial Institutions, Arrangement of Credit linkage with Banks, Financial Institution for Handloom & Power Loom sectors. f. Matter relating to organization of Expo and Exhibition. g. Assembly and Parliament matters.. h. Approved of Tour programme of all Gazetted & Non- Gazetted staff. i. E.L. & Commuted Leave. j. Submission of Pension Papers of employee & GPF proposal of Gazetted officials to Govt. k. Supervision of all works of Dist./Sub-divisional officers. l. Any other matters to be entrusted by the DHT.
3.	Shri Giren Sarkar Joint Director, Handloom & Textiles, Assam	<ol style="list-style-type: none"> a) Matter relating to Planning & General Branch b) World Bank Project, APART, Yarn Bank scheme c) All other State Plan Schemes d) Inspection of all departmental officers, Centers, Units including the scheme under implementation in Nagaon, Morigaon and Kamrup district. e) Any other matters to be entrusted by the DHT. f) He will endorse files to the Director through the Addl. Director, H&T.
4.	Shri D. Mazumdar Joint Director, Handloom & Textiles, Assam	<ol style="list-style-type: none"> a) He will be in-charge of Accounts Branch b) Drawing & Disbursing officer c) Inspection and supervision of all Departmental offices, Centers, Units including the schemes under implementation in Nalbari, Udalguri, Baksa and Chirang districts. d) Any other matters to be entrusted by the Director. <p>He will endorse files through Additional Director other than the files to be endorsed as DDO.</p>
5.	Shri Jayanta Deva Sarma Deputy Director, Handloom & Textiles, Assam	<ol style="list-style-type: none"> a) He will act as SPIO of the office of the Director, Handloom & Textiles, Assam b) Matters relating to General Branch excluding Cooperative matters. c) Inspection & supervision of all departmental offices, Centres, Units including the schemes under implementation in Barak Valley and Hill districts. d) Any other matters to be entrusted by the Director.

6.	Shri Kulen Ch. Deka Deputy Director, Handloom & Textiles, Assam	<ul style="list-style-type: none"> a. All matters relating to APART as Coordinating Officer. b. Inspection and supervision of all departmental offices, Centers, Units including the schemes under implementation in Tinsukia, Dibrugarh, Sivsagar, Jorhat and Golaghat districts c. Any other matter as entrusted by the Director.
7.	Shri Maheswar Kalita Deputy Director, Handloom & Textiles, Assam	<ul style="list-style-type: none"> a) Matter relating to Planning Branch. b) All matters of State Plan. c) Matters relating to Clusters. d) Inspection and supervision of all Departmental Officers, Centers, Units including the schemes under implementation in North Lakhimpur, Dhemaji, Sonitpur and Darrang District e) Any others matters to be entrusted by the Director. He will endorse files through Jt. Director concerned.
8.	Shri Bidyut Dutta Deputy Director, Handloom & Textiles, Assam	<ul style="list-style-type: none"> a) Matters of establish Branch relating to Non-technical officers and staff. b) Inspection & supervision of all departmental offices, Centres, Units including the schemes under implementation in Barpeta, Dhubri, Goalpara districts. c) Any other matter as entrusted by the Director. He will endorse files directly to the Director.
9.	Shri Bipul Kalita, Deputy Director, Handloom & Textiles, Assam	<ul style="list-style-type: none"> a) Matter relating to Loan and Audit Branch. b) Matter relating to registration of MSME, Handloom Mark, Silk Mark, GI, Sustainable Development Goals and information of Handloom Production company c) Nodal Officer of State Disaster Manegment. He will endorse file through Joint Director of Accounts, Loan Branch.
10.	Smti Rita Devi Chief Textile Officer, DHT	<ul style="list-style-type: none"> a) Matters relating to Handloom (Reservation of Articles for Production)Act, 1985 b) Matters relating to training of officers and staff. c) All power loom related matters. She will endorse files through Deputy Director concerned.
11.	Shri Pranjal Baruah Research Officer, Directorate of Handloom & Textiles, Assam	<ul style="list-style-type: none"> a) Matter relating to Central Sector Schemes other than BLC/Clusters. b) Matter relating to SAMARTH Schemes as Asstt. Nodal Officer c) Matter relating to submission of periodic report on the performance of Handloom Sector. d) Preparation of reports for various meeting, seminar, workshop, etc. e) Matter relating to Website Management. f) Preparation of Finance Ministers Budget Speech & Governor Address, etc. g) Preparation of Administrative Report. h) All matters relating to statistics of the Directorate. i) Other Misc, matters to be entrusted by the DHT. He will endorse files through the Deputy Director, H&T concerned.
12.	ShriDigantaBardaloi Asstt. Research Officer, Directorate of Handloom & Textiles, Assam	<ul style="list-style-type: none"> a) Matters relating to all Court cases. b) Matter relating to General TSP & SCSP and scheme of Economic Up-liftmen. c) Matter relating to arrangements of meeting, seminar, workshop and other programmes of Expos / Exhibitions. d) Matters relating to Monitoring and compilation of data regarding implementation of all the schemes, 20 point programme, distribution of target on 20 point programme. e) Any other Misc. matters entrusted by the DHT. <p>He will endorse files through Deputy Director concerned.</p>

CHAPTER – 4

NORMS FOR DISCHARGE OF DUTES AND FUNCTIONS:

All cases of grant- in- aid proposal/ sanction proposals of schemes/ Financial Assistant Proposals etc. are processed expeditiously on receipt of necessary proposals/reports from Assistant Director/Superintendent, Handloom & Textiles/ AGMC Ltd/ ARTFED and Assam Khadi & Village Industries Board and forwarded to Govt. for sanctions. On receiving sanctions, proposals moved to Govt. for release of ceiling against sanctions.

CHATER – 5

RULES, REGULATIONS, INSTRUCTION, MANUAL RECORDS HELD BY ITS EMPLOYEES FOR DISCHARGING FUNCTIONS OF HANDLOOM TEXTILES AND SERICULTURE DEPARTMENT ARE AS FOLLOWS.

1. The Assam Cooperative Societies Act, 1949 (ACT.- 1 of 1950)
2. The Assam Cooperative Societies Rules, 1953.
3. The Bye-laws of Assam Apex Weaver and Artisans Cooperative Federation Ltd.
4. The Assam Khadi & Village Industries Board Act, 1955.
5. Assam Financial Rules.
6. Fundamental Rules and Subsidiary Rules.
7. Assam Services (Discipline & Appeal) Rules, 1964.
8. Assam Civil Service Conduct Rules, 1965.
9. Ministerial Service Rules, 1973.

Apart from these, there are some office Memo/Notification/Circular which are followed in disposal of certain cases.

CHAPTER – 6

CATEGORIES OF DOCUMENTS UNDER ITS CONTROL:

1. Category wise Roster Register for maintaining record of promotional post under reserved categories.
2. Annual Budget.
3. Ceiling Register.
4. Incumbency Register of Officials under its control.

CHAPTER – 7

PARTICULARS OF ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH THE REPRESENTATION OF THE MEMBERS OF THE PUBLIC IN RELATION WITH THE FORMALATION OF IMPLEMENTATION THEREOF:

1. No. such arrangement exist.

CHAPTER – 8

BOARDS, COUNCIL, COMMITTEES, OTHER BODIES CONTRIBUTION FOR THE PURPOSE ADVISING WHETHER THE MEETING OF THESE COUNCILS, BODIES ARE OPEN TO OR ACCESSIBLE FOR PUBLIC:

The Boards and councils under its control are as follows:

- (i) Assam Khadi and Village Industries Board (AKVIB).
- (ii) Assam Apex Weavers & Artisans Cooperative Federation Ltd. (ARTFED).
- (iii) Assam Govt. Marketing Corporation Ltd. (AGMC).

CHAPTER - 9

DIRECTORY OF ITS OFFICERS AND EMPLOYEES:

Sl. No.	Name of Officers / Staff	Designation	Phone Numbers
1	2	3	4
1	Shri Parag Moni Mahanta, ACS	Director, Handloom & Textiles, Assam	0361-2736550
2	Shri Mizanur Rahman	Additional Director, Handloom & Textiles	9435726206
3	ShriGirenSarkar	Joint Director, Handloom & Textiles, Assam	9435367831
4	ShriDibyajyotiMazumdar	Joint Director, Handloom & Textiles, Assam	8724947381
5	ShriJayanta Deva Sarma	Deputy Director, Handloom & Textiles, Assam	9435041684
6	Sri Kulen Ch. Deka	Deputy Director, Handloom & Textiles, Assam	700215882
7	ShriMaheshwarKalita	Deputy Director, Handloom & Textiles, Assam	9854970772
8	ShriBidyutDutta	Deputy Director, Handloom & Textiles, Assam	9864365864
9	Shri Bipul Kalita	Deputy Director, Handloom & Textiles, Assam	8486479769
10	Smti Rita Devi	Chief Textile Officer, Directorate of Handloom & Textiles, Assam	8638317114
11	ShriPranjalBarua	Research Officer	9706066842
12	ShriDigantaBordoloi	Assistant Research Officer	9864038242
13	Shri Arun Ch. Deka	Asstt. Executive Engineer	9435199550
14	Shri Ashok Das	I/c. Assistant Engineer	9101408549
15	Sri Rana Bora	I/c. DRCS, Directorate of H&T, Assam	9435060566
16	Shri Ashraf H. Bhuyan	Junior Engineer (E)	9854165740
17	SmtiMalabikarChoudhury	Architect	9864217115
18	Sri Jiten Kalita	Registrar	9613193982
19	ShriGopalDeka	Office Superintendent	9435402506
20	SmtiSitala Das	Loan Superintendent	9435301143
21	Shri Bijay Kr. Borthakur	Senior Inspector / Auditor (Coop)	0361-2736550
22	Shri Paresh Kakoti	Senior Inspector / Auditor (Coop)	9954037069
23	Nur Mahammad Ali	Senior Inspector / Auditor (Coop)	8134924161
24	Shri Abdul Karim	Senior Inspector / Auditor (Coop)	0361-2736550
25	ShriGunindraSarma	Senior Inspector / Auditor (Coop)	0361-2736550
26	ShriUddhab Ch. Mali	Senior Inspector / Auditor (Coop)	8011939161
27	ShriChinmoy Das	Senior Inspector / Auditor (Coop)	9864054874
28	Shri Naba Thakuria	Senior Inspector / Auditor (Coop)	7002409741
29	Shri Tarun Deuri	Upper Division Assistant	9859086314
30	ShriParulPatowari	Upper Division Assistant	9954621190
31	ShriSurenNeog	Upper Division Assistant	9864780408
32	ShriDilipTalukdar	Upper Division Assistant	9864269168
33	SmtiSewali Das	Upper Division Assistant	9954149401
34	SmtiKabita Das Bhuyan	Upper Division Assistant	9435191533
35	Shri Kamal Ch. Das	Upper Division Assistant	9864267189
36	ShriKhanindraThakuria	Upper Division Assistant	9854610404
37	SmtiMafida Ahmed	Upper Division Assistant	9435933818
38	ShriMokhtar Ali	Upper Division Assistant	9864186478
39	ShriMridul Kr. Sarma	Upper Division Assistant	9859103695
40	ShriPurusuttamMedhi	Upper Division Assistant	8011187594
41	ShriDebaramPatir	Accountant	9859451871
42	ShriSumvanjemHrangkhoh	Upper Division Assistant	7399830672
43	ShriThanuramSaikia	Upper Division Assistant	9706109424
44	ShriRinaTalukdarBaruah	Upper Division Assistant	8876861744
45	ShriNakul Ch. Daimary	Upper Division Assistant	8011402015

46	ShriDilip Kr. Das	Upper Division Assistant	9864412749
47	Smti Malaya Deka	Publicity Officer	9678915441
48	SmtiGopaBasak	Upper Division Assistant	9864761629
49	ShriManoj Das	Upper Division Assistant	9954360228
50	ShriPadmanava Barman	Upper Division Assistant	9435314502
51	ShriLachitThakuria	Lower Division Assistant	9706566309
52	ShriDebajit Barman	Lower Division Assistant	9864726062
53	SmtiGeetanjaliDutta	Lower Division Assistant	9864052676
54	SmtiSmritiGogoi	Lower Division Assistant	8723875525
55	SmtiTutumaniBaruah	Lower Division Assistant	9864274033
56	ShriDipak Das	Lower Division Assistant	0361-2736550
57	Shri Dennis L. Channate	Lower Division Assistant	9954399485
58	Smti Krishna Basumatary	Lower Division Assistant	8136026513
59	Shri Ganesh Ch. Deka	Driver	9864846289
60	ShriPabitra Kr. Das	Driver	9864489266
61	ShriPhanidharKalita	Driver	9954621190
62	ShriProsenDeka	Driver	9854583305
63	ShriBapukanDeka	Driver	9854489266
64	ShriGopi Ram Das	Driver	9957182657
65	Md. Khorshed Ali	Driver	8723050830
66	Md. Rahim Ali	Driver	9864492654
67	ShriShefalSarkar	Driver	9613845264
68	ShriBenudhar Das	Driver	9508788302
69	Shri Babul Kalita	Driver	8876975742
70	ShriManiramBharali	Duftry	9707136549
71	Shri Anil Ch. Das	Peon	9957469094
72	Shri Dinesh Ch. Deka	Peon	8486711463
73	SmtiBabitaDeka	Peon	9854063287
74	ShriGirindraNathTalukdar	Peon	9508709621
75	ShriJogen Das	Peon	0361-2736550
76	ShriKulenBordoloi	Peon	0361-2736550
77	Smti. Lily Bora	Peon	9613841061
78	ShriSanatan Barman	Peon	0361-2736550
79	ShriSashiTalukdar	Peon	9859832781
80	ShriAbhijit Kumar	Peon	7636809091
81	SmtiAmilaBasumatary	Peon	9954120944
82	Smti Anita Talukdar	Peon	9577727080
83	ShriBidyut Kr. Deka	Peon	9854686296
84	ShriChabin Barman	Peon	9577169021
85	ShriGopalBaishya	Peon	9864275868
86	ShriGopiNathTalukdar	Peon	8751977260
87	ShriHimangshu Barman	Peon	0361-2736550
88	ShriPankajSarmah	Peon	9085548723
89	ShriSanjibBaishya	Peon	0361-2736550
90	SmtiSaradaBaruah	Peon	9954820681
91	ShriBirenKalita	Peon	9864134280
92	SmtiPakhila Barman	Peon	9864328448
93	SmtiSumitra Singh	Sweeper	0361-2736550
94	Shri Nabajyoti Deka	Peon	98640-16160

CHAPTER-10

MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS EMPLOYEES INCLUDING SYSTEM OF COMPENSETION PROVIDED IN ITS REGULATION; MONTHLY REMUNERATION IS CONVERED EACH OF ITS OFFICERS /STAFFMEMBER AS PER THE PAY SCALE SHOWN AGAINST THEIR NAME:

SL. No.	Name of Officers/Staff	Pay Per Month
1	ParagmoniMahanta,Director	Rs.126159
2	GirenSarkar,JDHT	Rs. 99980
3	DibyajyotiMazumdar,JDHT	Rs. 108980
4	RanjeetDeka	Rs. 102874
5	Arun Ch. Deka, AE	Rs. 97856
6	PranjalBaruah, R.O.	Rs. 120456
7	Jayanta Deva Sarma, DDHT	Rs. 111197
8	Bidyut Dutta, DDHT	Rs. 85594
9	DigantaBordoloi, ARO	Rs. 102939
10	BipulKalita,DDHT	Rs. 85594
11	MaheswarKalita	Rs.108000
12	Rita Devi ,CTO	Rs. 74060
13	Sitala Das, L. Supdt. / <i>Registrar</i>	Rs. 86293
14	GopalDeka, Supdt.	Rs. 86293
15	Dilip Kr. Talukdar, Supdt.	Rs. 79035
16	Deba Ram Patir, Supdt.	Rs. 76846
17	Malabika Choudhury, Archr.	Rs. 95920
18	Ashraf HussainBhuyan, JE	Rs.78092
19	Ranjit Kr. Barman,Sr. Insp/Auditor	Rs.101442
20	DipenBoiragi ,Sr. Insp/Auditor	Rs.101442
21	Ramen Das ,Sr. Insp/Auditor	Rs.77826
22	PareshKakati, Sr.Insp/Auditor	Rs.101312
23	Naba Kr. Thakuria,Sr. Insp/Auditor	Rs.56643
24	SmtiPatrulpatowari ,P. Officer	Rs. 86106
25	MridulSarmah, UDA	Rs. 71353
26	Sewali Das, UDA	Rs. 64902
27	Mokhtar Ali, UDA	Rs. 64902
28	PurusottamMedhi, UDA	Rs. 64902
29	Mafida Ahmed, UDA	Rs. 64902
30	SurenNeog, UDA	Rs. 64902
31	KhanindraThakuria, UDA	Rs. 64902
32	Kabita Das Bhuyan, UDA	Rs. 61374
33	ThanuramSaikia, LDA	Rs. 61288
34	SumbhanjemHrangkhol, UDA	Rs. 46585
35	RinaTalukdarBaruah, UDA	Rs. 48961
36	Nakul Ch. Daimary, UDA	Rs. 46340
37	Dilip Kr. Das, UDA	Rs. 46340
38	Malaya Deka, UDA	Rs. 46254
39	GopaBasak, UDA	Rs. 46254
40	Manoj Kr. Das, UDA	Rs. 47182
41	Padmanava Barman, UDA	Rs. 46182
42	LachitThakuria,UDA	Rs. 41372
43	DebajitBarman,UDA	Rs. 41372
44	GeetanjaliDutta,LDA	Rs. 37672
45	SmritiGogoi LDA	Rs. 37672
46	TutumoniBaruah, LDA	Rs. 37672
47	Dipak Das, LDA	Rs. 37672
48	Krishna Basumatary,LDA	Rs. 37672
49	Denis L. Changte, LDA	Rs. 37672
50	PrasenDeka, Driver	Rs58868
51	PhanidharKalita, Driver	Rs.54215
52	Ganesh Ch. Deka, Driver	Rs.50848
53	Pabitra Das, Driver	Rs.52660
54	Prabhat Ch. Deka, Driver	Rs.52360
55	Gopiram Das, Driver	Rs.68171
56	Sefal Sarkar, Driver	Rs. 59168
57	BapukanDeka, Driver	Rs. 57169

D. Goswami

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58	Khursed Ali, Driver	Rs. 57169
59	Babul Kalita, Driver	Rs. 49379
60	Benudhar Das, Driver	Rs. 52660
61	MoniramBharali, Drafty	Rs. 50409
62	SashiTalukdar, Drafty	Rs. 46838
63	Girindra N. Talukdar, Peon	Rs. 50351
64	Dinesh Deka, Peon	Rs. 46118
65	Jogen Das, Peon	Rs. 44793
66	BabitaDeka, Peon	Rs. 44793
67	KulenBordoloi, Peon	Rs. 46118
68	SanataBarman, Peon	Rs. 41034
69	Prtadip Bora	Rs. 44793
70	SaradaBaruah, Peon	Rs.47486
71	Pakhila Barman, Peon	Rs.46118
72	BirenKalita, Peon	Rs.44793
73	Bidyut Kr. Deka, Peon	Rs. 34446
74	PankajSarmah, Peon	Rs. 37513
75	GopinathTalukdar, Peon	Rs. 36513
76	AbhijiKumar, Peon	Rs. 28089
77	AmilaBasumatary, Peon	Rs. 28089
78	Anita Talukdar, Peon	Rs. 28089
79	ChabinBarman, Peon	Rs. 28089
80	GopalBaishya, Peon	Rs. 28089
81	Himangshu Barman, Peon	Rs. 28089
82	SanjitBaishya, Peon	Rs. 28089
83	NabaJyotiDeka, Peon	Rs. 25742
84	Sumitra Singh, Sweeper	Rs. 46903

CHAPTER 11

Budget allocated to each of its agency indicating particulars of all Plans, proposed expenditure and reports on disbursement made

A. SOPD-G Budget of the Directorate for 2021-22 and expenditure made :

Sl. No.	Head of expenditure	Allocation- (SOPD-G)	Expenditure	Remarks
1	001-Direction & Administration	60.10	12.00	
2	003-Training-1814-HTC/HTI	122.24	18.22979	
3	004-H.R.D.C.	4.60	0.00	
4	103-Handloom Industries-13-DDS	11369.60	680.00	
5	103-Handloom Industries-3018-HPC/Unit	934.40	931.3425	
6	4511-Schemes under Scheduled Caste Component Plan	48.00	0.00	
7	105-Khadi & Village Inds.Board	447.17	0.00	
8	4851-Capital Outlay on Vill. & Small Inds.103-Handloom Industries-13-Major Works	774.24	297.8865	
9	4851-Capital Outlay on N.E. Areas-237-HTS Deptt.	168.966	36.51789	
	Total	13929.316	1975.97668	

CHAPTER 11

Budget allocated to each of its agency indicating particulars of all Establishment Expenditure proposed expenditure and reports on disbursement made

B. The Establishment Expenditure Budget Allocation and Expenditure Made during 2021-2022 (Head Quarter and Dist/Sub Division) Salary and Non Salary)

(Rs. In Lakhs)

Sl. No.	Head of Account	Allocation (E.E.)	Expenditure Amount	Remarks
1	2	3	5	
1	001-Direction & Administrative - 1810 - Directorate of Handloom & Textiles	764.28000	534.82633	
2	003-Trainig - 1814 - Handloom Training Institute & Centre	1646.89000	1441.66964	
3	004 - HRDC	225.10000	192.92670	
4	0011 - Regional Development Scheme	124.84000	111.28336	
5	0013 - District Development Scheme	2427.02000	2216.16019	
6	3018 - HPC & UNIT	2238.28000	2047.68080	
7	3019 - SDHO	1236.90000	916.24159	
8	108 - Powerloom	59.23000	49.93205	
9	105 - AKVIB - General, Karbi-Anglong, N. C. Hills and B.T.C.	2931.30000	2198.01456	
10	3496 - AGMC	14.82000	14.82000	
	Grand Total	11668.66000	9723.55522	

CHAPTER – 12

MANNER OF EXECUTION OF THE SUBSIDY PROGRAMME INCLUDING THE AMOUNT ALLOCATED AND DETAILS OF THE BENEFICIARIES OF SUCH PROGRAMME:

On receipt of Re-imbusement grant from Govt. of India, sanction are issued to the Director, Handloom & Textiles after observing all formalities and rebate is also accorded as per guidelines given by Govt. of India to certain selected schemes for the benefit of weavers societies.

CHAPTER – 13

PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS & AUTHORIZATION GRANTED BY IT:

No concessions, permits or authorization are issued.

CHAPTER – 14

DETAILS TO INFORMATION REDUCED IN AN ELECTRONIC FORM;

No such information is available.

CHAPTER – 15

PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR ATTAINING INFORMATION INCLUDING THE WORKING HOURS OF LIBRARY AND READING ROOM IF MAINTAINED FOR THE PUBLIC;

No such facility is available.

CHAPTER – 16

NAME DESIGNATION AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS UNDER RTI ACT, 2005:

Sl. No.	Name & Designation	Duty performed as
1.	Shri Parag Moni Mahanta ,ACS Director, Handloom & Textiles, Assam	Appellant Authority for Handloom & Textiles Directorate
2.	Sri Jayanta Deva Sarma, Dy. Director, Handloom & Textiles, Assam	State Public Information Officer, Handloom & Textiles Directorate

CHAPTER – 17

SOME USEFUL INFORMATION:

The State Public Information Officer (SPIO) of the Department will maintain a register on the number of application received from the members of the public. The register will be maintained date wise. Applications submitted will be maintained chronologically by the State Information Officer and for each application will open one file which will be noted on the receipt handed over to the applicant for making future reference.