

Name of the Office: Additional Tahsildar Kurla – 1 (N.A.)

Right to information and Obligation of Public Authorities Information
about section 4(i) (b) I to XVII.

Sr. No.	Para	Remark
I	Particulars of its organization, function and duties	To search of unauthorized N.A. and recover arrears of land revenue taking penal action u/s 45 and 114 of Maharashtra Land Revenue Code – 1966.
II	The powers and duties of its officers and employees.	Exerciese of powers delegated under Maharashtra Land Revenue Code 1966 and Rules farmed there under as well as standing Orders/Circulars issued by Government.
III	The procedure followed in decision making process including channels of supervision and accountability.	<p>The procedure followed in the decision making process including channels of supervision and accountability is as under.</p> <p style="text-align: center;">↓ Additional Tahsildar ↓ Avai Karkun</p> <p>Measurement Sureveyer/Clerk-Typist working staff (every staff member) including the supervisory Officers are responsible for decision making process.</p>
IV	The norms set by it for the discharge of its functions.	The Govt. in Revenue and Forest Dept. Resolution No. NAA/1070/36670/L-1 dt. 29.5.78 and M.L.R.C. 1966.
V	The Rules, Regulations, instructions, manuals and records held by it or under its control or used gy its employees for discharging it functions.	The work is discharged exclusively under Maharashtra Land Revenue Code 1966 and as per the guidelines received from Govt. under various Resolutions and Circulars.
VI	The statement of the categories of documents that are held by it or under its control.	Not applicable.

VII	The particulars of any arrangement that exists for consultation with, or representation by the members of the public in relation to the formation of its policy or implementation there of.	Not applicable
VIII	A statement of the boards, councils, committees and other bodies consisting of two or more person constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies, are open to the public or the minutes of such meetings are accessible for public.	The matter is related to the policy decision and is required to be referred to the Government in Revenue and Forests Department through the Divisional Commissioner, Kokan Division.
XI	A directory of its officers and employees.	<p>Office phone No. 25602386</p> <ol style="list-style-type: none"> 1) Smt. H.H.Bhabad , Additional Tahasildar. 2) Shri P.G.Patil Awal Karkun. 3) Shri A.B. Chavan, Measurement Surveyer. 4) Shri J.G. Pawar, Measurement Surveyer. 5) Smt. A.R.Padhya, Clerk-Typist. 6) Shri.B.B.Pawar, Peon

X	The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations.	<p>As per the Government norms and rules each officer and employee is drawing the salaries in scale prescribed by the Government.</p> <p>Details of their salaries is as under :</p> <p>(Name/Designation Pay Scale).</p> <p>1) Smt.H.H.Bhabad, Additional Tahasildar. 15600-39100 Grade pay 5000/-</p> <p>2) Shr.P.G.Patil. Awal Karkum. 5200-20200 Grade pay 2800/-</p> <p>3) Shri A. B. Chavan. Measurement Surveyer. 5200-20200 Grade pay 2400/-</p> <p>4) Shri J G Pawar. Measurement Surveyer. 5200-20200 Grade pay 2400/-</p> <p>5) Smt.A.R.Padhye. Clerk-Typist. 5200-20200 Grade pay 1900/-</p> <p>There are no provisions to pay the compensation to the Government Servant.</p>
XI	The budget allocated to cash of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.	Not applicable
XII	The manner of execution of subsidy programmers, including the amounts allocated and the details of beneficiaries of such programmes.	Not applicable
XIII	Particulars of recipients of concession, permits or authorizations granted by it.	Not applicable
XIV	Details in respect of their information, available to or held by it, reduced in an electronic form	Not applicable

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.	Not applicable
XVI	The names, designations and other particulars of the Public Information Officers.	1) Smt. H.H.Bhabad, Additional Tahsildar (H.A) Kurla –I Appellate Authority. 2) Shri.P.G.Patil Public Information Officer. 3) Smt.A.R.Padhye Asstt.Public Information Officer
XVII	Such other information as may be prescribed.	Nil

Place: Kurla (Mulund)

Date:

**ADDITIONAL TAHASILDAR KURLA-1 (N.A.)
(MULUND)**

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