

Entertainment Branch, Collector, Mumbai Suburban District Entertainment Branch

**Right to information and Obligations of Public Authorities Information about section 4(b)
I to XVII**

S.No.	Para	Ramarks
I.	The particulars of its organization, functions and duties	Entertainment Duty Officer (Entertainment Branch) Administrative Bldg., 9 th Flr., Govt. Colony, Bandra (E.), Mumbai-51. Implementation of Bombay Entertainment Duty Act 1923, and rules thereunder
II.	The powers and duties of its officers and employees	1) Process applications for grant of permission to the Entertainment programme under sec.4(2)(b) of Bombay Entertainment Duty Act 1923. 2) Levy of Entertainment Duty 3) Detection of unauthorized entertainment items / programmes. 4) Recovery of Entertainment Duty 5) Verification of service charges collected by the theatres and the expenditure thereon 6) Processing application for Renewals of Permissions under section 4(2)(b) permission / registration certificate.
III.	The procedure followed in decision making process including channels of supervision and accountability	1) Receipt of application. 2) Enquiry through Entertainment Duty Inspector & Assistant Entertainment Duty Officer. 3) Scrutiny of applications. 4) Issue permission or an order imposing, penalty, Levy. 5) Recovery of the Entertainment Duty .
IV.	The norms set by it for the discharge of its functions	Yearly target for recovery of Entertainment Duty is fixed by the Govt.

V.	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.	<ol style="list-style-type: none"> 1) Bombay Entertainment Duty Act 1923 and rules thereunder 2) The Maharashtra Advertisement Tax-1967 and rules thereunder 3) The Bombay Betting Tax Act. 4) The Bombay Race Courses licensing Act. 5) Resolutions and Circulars issued by the Govt. time to time.
VI.	The statement of the categories of documents that are held by it or under its control	Cash Book , Receipt Book, Register of permissions under section 4(2)(b) permission & files, Registers of Audit Reports / Paras.
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 there of	<ol style="list-style-type: none"> 1) Video Piracy Committee is established as per Government Orders. 2) Monthly Lokshahi din is organized at Collectorate and decisions for implementation if necessary are arrived at in the meeting.
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 meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public	<ol style="list-style-type: none"> 1) Video Piracy (Prevention) Committee This Committee consists of 10 members. The meeting of the committee is held regularly on quarterly basis & the minutes of the meetings are kept & these minutes are assessable to public. 2) Monthly Lokshahi din is organized at Collectorate and decisions for implementation if necessary are arrived at in the meeting.
IX.	A directory of its officers and employees	<ol style="list-style-type: none"> 1) Smt. Vaishali Lambhate, Entertainment Duty Officer 2) Shri C.M.Bhosale, Assistant Entertainment Duty Officer 3) - Assistant Entertainment Duty Officer 4) Shri S.R.Mulekar, Awal Karkun 5) - Awal Karkun 6) Shri U.B.Panchras, Clerk 7) Shri D.R.More, Clerk 7) Smt.R.R. Sawant Clerk cum Typist

X.	The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulations	E.D.O. (Tahsildar) - Class I 15600-39100+GP 5000 A.E.D.O. (Naib Tahsildar) –Class II 9300-34800-GP 4300 Awal Karkun –Class-III 5200-20200+GP 2800 Clerk cum Typist - Class-III 5200-20200-GP 1900
XI.	The budget allocated to each 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 programmes, 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 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:	Necessary information is provided during the office working hours. library or reading room are not available.
XVI.	The names, designations and other particulars of the Public Information Officers:	1) Shri S.R. Mulekar, Awal Karkoon/ Public Information Officer 2) Shri U.B.Panchras, Clerk / Asstt.Public Information Officer. Phone Nos. 26556799, 26557807 Ext.No.722,743
XVII.	Such other information as may be prescribed	Nil

**Entertainment Duty Officer
Mumbai Suburban District**