

THE RIGHT TO INFORMATION ACT, 2005

OBLIGATIONS OF PUBLIC AUTHORITIES

INFORMATION HAND BOOK (Refer to Chapter II Section 4(1) (b) of RTI Act, 2005

**COMMISSIONARATE OF TOURISM
Secretariat Road, Near Tank Bund, Government of A.P.
Hyderabad – 500 063.**

**GOVERNMENT OF ANDHRA PRADESH
COMMISSIONARATE OF TOURISM, HYDERABAD**

THE RIGHT TO INFORMATION ACT, 2005

Chapter-1

INTRODUCTION

In democracy citizens are to be informed about the policies, programmes, acts, rules, procedures followed in Government organizations. The instruments of Government are accountable to the Governed and the corrupt malpractices are curbed unless there is accurate information available to the public in general.

With the above object in view, Government of India have enacted an Act to provide for setting out the practical regime of the Right to Information for citizens to secure access to information under the control of public authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a Central Information Commission and State Information Commissions and for matters connected with are incidental thereto.

The right to information Bill, 2005 was passed by the House of Parliament and received the assent of the President of India on 15.06.2005. It was published as "***Right to Information Act, 2005***" in the Gazette of India vide no:25 on 21.06.2005 and it has come into force w.e.f. from 15.06.2005.

As per the Act, each public authority has to fulfill certain obligations before expiry of 100/120 days from the commencement of the Act i.e., by 23.09.2005/12.10.2005.

Section 4(1) (a) of the Act casts an obligation on each public authority to maintain records. This section reads as follows: -

"Maintain all its records duly cataloged and indexed in manner and the form which facilitates the right to information under this Act and ensure that all records that are appropriate to be computerized are, within a reasonable time and subject to availability of resources, computerized and connected through a network all over the country on different systems so that access to such records is facilitated".

Section 4(1)(b) of the Act casts an obligation on each public authority to publish within expiry of 120 days from the commencement of the Act, to publish manuals on 17 items contained in Chapters 2 to 17 herein for easy access and understanding by Citizens, City Society Organizations, Public representatives, Officers and employees of public authorities including Central and State Information Commissions, Public Information Officers and Asst. Public Information Officers and Appellate Officers etc.

This information handbook is so far as Tourism department deals with the following chapters: -

1. Introduction
2. Organization, Functions and Duties
3. Powers and Duties of Officers and Employees
4. Procedure followed in Decision Making Process
5. Norms set for the discharge of functions
6. Rules, Regulations, Instructions, Manual and Records for discharging functions.
7. Categories of documents held by the public authority under its control.
8. Arrangement for consultation with or representation by, the members of the public in relation to the formulation of policy or implementation thereof.
9. Boards, Councils, Committees and other bodies constituted as part of Public Authority.
10. Directory of Officers & Employees.
11. Monthly remuneration received by officers and employees including the system of compensation as provided in regulations.
12. Budget Allotted to each Agency including plans etc.,
13. Information available in Electronic form.
14. Particulars of facilities available to citizens for obtaining information .
15. Names, Designations and other particulars of Public Information Officers.

RIGHT TO INFORMATION ACT, 2005

CHAPTER – 2

ORGANISATION, FUNCTIONS & DUTIES

{Sec.4(1)(b)(i) of RTI Act, 2005}

1. Name of the Organization : Commissionarate of Tourism
Government of Andhra Pradesh
Hyderabad.
2. Address : Secretariat Road, Near Tank Bund
Hyderabad – 500 063.
Andhra Pradesh, India.
3. Functions : The business transacted by the
department is as specified in the District
Office Manual and Government orders
issued from time to time.
4. Duties : Duties as specified in the District Office
Manual and as per office orders issued
by the Department.

RIGHT TO INFORMATION ACT, 2005

CHAPTER - 3

POWERS & DUTIES OF OFFICERS & EMPLOYEES

{Sec.4(1)(b)(ii) of RTI Act, 2005}

Commissioner:

1. Field functions:-

- a. Inspection of Tourist Information Centers & Tourist Spots.
- b. Attend meetings of the Public Accounts Committee; Assurances Committee Departmental Clearance Committee; Departmental Review Committee; Projects and Programmes Approval Committee; Departmental Promotion / Screening Committee besides attending the meetings convened by the Government at various levels. He is the Convenor for the State Tourism Promotion Committee headed by the Chief Secretary as Chairman.

2. Administrative Functions:

- a. He is the head of the Department and has to ensure that all his subordinate officers and staff at Commissionarate and also in the other field should function properly in order to achieve the object for which the department was created.
- b. He appoints the initial gazetted officers and second level gazetted officers viz., Asst. Directors and all Non-Gazetted Staff vide G.O. Ms. No:275 GA (Serv.I) Deptt., dated 21.06.1999 besides Class – IV employees.
- c. Transfers and postings of first level & second level gazetted officers viz., Tourist Information Officers & Asst. Directors.
- d. Sanctions C.L. to all officers of the Commissionarate and all leaves to all the gazetted officer and Non gazetted officers of the department.
- e. Sanctions increments to all gazetted officers and staff of Commissionarate and Tourist Information Officers.
- f. Pension sanctioning authority for all gazetted and Non-gazeted officers including class – IV employees of the department.
- g. Reviews performance of all Tourist Information Officers / District Tourism Officers.

- h. He is the disciplinary authority and appellate authority under the AP CCA Rules in respect of first level and second level gazetted officers, besides class – IV employees at the Head quarters respectively.
- i. He looks after the administrative matters, including Stores & Accounts.
- j. He nominates enquiry officers in the departmental enquiries and the Government will appoint the vigilance officers on his recommendation.
- k. He initiates annual confidential reports in respect of Joint Director and Counter signs the ACRs of the other officers and staff of the Head quarters.
- l. He exercise financial powers of the Head of the Department in terms of Article 6 of chapter 2 of the AP Financial Code, Volume – I.
- m. He is the budget controlling authority of the department, Preparation of Budget estimates, Number statements; Scrutiny of Revenue and expenditure statements and all related financial matters as approved by him.
- n. Sanctions loans to the employees such as House Building Advance, Motor Cycle Advance, Marriage Advance, GPF Advance and Reimbursement of Medical expenditure to the employees.
- o. Formulates plans, schemes of the department.

3. Financial Powers:

- a. He exercise financial powers under various codes and manuals of the Government of AP like A.P. Financial code, Volumes I&II, Andhra Pradesh Budget Manual, AP GPF Rules etc., as is being exercised by other heads of departments.
- b. He has been delegated financial powers by the Government vide G.O. Ms. No:77 GA (IPR&T) Deptt., dated 09.02.1977 to purchase the following items subject to the limits prescribed therein:
 - i. Purchase of furniture
 - ii. Crockery, Cutlery and Utensils
 - iii. Rent.
 - iv. Advertisement charges
 - v. Entertainment for Journalists; VIPs and any other persons at the Director's discretion, including token presents.
 - vi. Distribution of priced tourist publications on complimentary basis to VIPs, Institutions, Foreign Tourists, Delegates etc.
 - vii. Preparation of Sign Boards

- viii. Celebration of Tourist Week etc.
 - ix. Local purchase of Stationary.
- c. The Government vide their orders G.O. Ms.No:309 GA (AR&T) Deptt., dated 04.09.1996 read with G.O. Ms. No:148 Fin&Plg (Admn T&R) Deptt., dated 21.10.2000, delegated larger financial powers to all the heads of the department in respect of many items viz., maintenance of vehicles, office buildings etc. These are general orders in respect of all heads of departments and the Director of Tourism exercises the same on par with other Heads of department.
- d. He will watch progress of expenditure in respect of plan schemes and submits monthly statement of progressive expenditure to the Government.
- e. Ensures proper maintenance of all registers by the Accounts wing of the department.

SPECIALISED FUNCTIONS:

1. To plan Tourism development as part of overall area development strategy.
2. To under take research, prepare master plans and facilitate formulation of marketing strategies.
3. To organize overseas promotion and marketing jointly with the Andhra Pradesh Tourism Development Corporation.
4. Tourism policy registration of Tourism units, grant of subsidies and other concessions under Tourism Policy.
5. Coordination with Government of India in sanctioning of Centrally sponsored schemes in the State.
6. Budgets (Plan & Non Plan), Release of funds to Tourism and other departments, sending of proposals to Government etc.,
7. Collection and compilation of Tourist Statistics.
8. Arranging tourist guide services.
9. Approval of excursion agents and Hotel projects.
10. Coverage of VIP visits of high dignitaries and delegates, arranging of their site seeing etc.
11. He is the Head of the department and has over all supervision and control over the entire department including field offices.

JOINT DIRECTOR:

1. Projects (both central and state), Planning, Preparation of budget, performance budget, Annual plans, Leases, Assets, Special Tourism Areas, STPC, STPB, Urban Haats, A.P. Culture & Heritage Trust.
2. Assurances, LAQs, LCQs, R.S.Qs, L.S.Qs.
3. To function as State Public Information Officer under RTI Act.
4. Tourist Police functioning.
5. Guide services, Visits, Heritage walks.
6. Payment of Rents, Water, Electricity, Telephone and other statutory payment of DOT office.
7. Maintenance of Motor Vehicles of DOT office.
8. Maintenance of DOT office building.
9. Maintenance of APTICs, RTIBs.
10. Loans and advances.
11. Any other works as assigned by the Commissioner.

DEPUTY DIRECTOR:

Will look after the matters on:

1. Maintenance of Motor Vehicles and hiring of vehicles for official purpose.
2. Tourist Police Functioning
3. Guides service, Visits, Heritage Walks & Site guides-cum-watch & ward functioning.
4. Payment of Rents, Water, Electricity, Telephones and other statutory bills of Directorate of Tourism.
5. Any other works as assigned by the Commissioner.

Assistant Director (Publicity):

Will look after the matters on:

1. Fairs & Festivals, participation in exhibitions & Marts etc.
2. Tourism Policy, Hotel Industry, Paying Guest accommodation, Classification related matters.
3. Illumination of Heritage Buildings.
4. Membership of TAAI & Advertisements.
5. Maintenance and distribution of Tourist literature, Tourist Statistics.
6. Maintenance of Tourist Information Counters, RTIBs and Gnapika Souvenir Shops.
7. Any other works as assigned by the Commissioner.

Assistant Director (Admn):

Will look after the matters on:

1. All Gazetted, Non Gazetted and contract establishment matters.
2. Pension cases.
3. Disciplinary & Court Cases of employees
4. Six point formula, HRD related matters
5. Implementation of office procedures.

6. Maintenance of Attendance Registers and leave account of employees.
7. To act as APIO under RTI Act.
8. Maintenance of ACRs.
9. Watch & Ward of COT office.
10. Any other work as assigned by the Commissioner.

Assistant Director (Plg):

Will look after the matters on:

1. Projects (both central and state), Planning, Preparation of budget, performance budget, Annual plans, Leases, Assets, Special Tourism Areas, STPC, STPB, Urban Haats, A.P. Culture & Heritage Trust.
2. Assurances, LAQs, LCQs, R.S.Qs, L.S.Qs.
3. Any other works as assigned by the Commissioner.

Assistant Director (General):

Will look after the matters on:

1. Computerization and maintenance of computers.
2. Maintenance of Record Room, Xerox machine and office library, telugu official language, inward and dispatch.
3. Payment of Rents, Water, Electricity, Telephones and other statutory bills of Directorate of Tourism.
4. Loans and Advances and Stores & Stationary.
5. Maintenance of office building and maintenance of inventory of stock and furniture.
6. Any other works as assigned by the Commissioner.

Tourist Information Officer (Promotion & Publicity):

Will look after the matters on:

1. Fairs & Festivals, participation in exhibitions & Marts etc.
2. Tourism Policy, Hotel Industry, Paying Guest accommodation, Classification related matters.
3. Illumination of Heritage Buildings.
4. Membership of TAAI & Advertisements.
5. Maintenance and distribution of Tourist literature, Tourist Statistics.
6. Maintenance of Tourist Information Counters, RTIBs and Gnapika Souvenir Shops and its accountability.
7. Any other works as assigned and shall report to A.D (Pub).

Tourist Information Officer (Genl):

Will look after the matters on:

1. Computerization and maintenance of computers.
2. Maintenance of Record Room, Xerox machine and office library, telugu official language, inward and dispatch.
3. Payment of Rents, Water, Electricity, Telephones and other statutory bills of Directorate of Tourism.
4. Loans and Advances and Stores & Stationary.
5. Maintenance of office building and maintenance of inventory of stock and furniture.
6. Any other works as assigned and shall report to A.D (Genl).

Tourist Information Officer (P.S to Commissioner)

1. Commissioner's Peshi related matters.
2. Any other works as assigned by the Commissioner and shall report to Commissioner.

Asst. Tourist Information Officer (A1)

- a. All Gazetted establishment related matters including maintenance of Service Registers and A.C.Rs
- b. Pension Cases, Disciplinary and Court Cases of all Categories of employees including Tourist Rest House Staff.
- c. Six Points Formula and Revision of Manuals.
- d. HRD related matters and File disposal reports to Government.
- e. Implementation of the provisions of RTI Act, 2005.
- f. Implementation of Rule of Reservation & Maintenance of Roasters.
- g. Any other works as assigned
- h. Seat related fair copying work

Senior Assistant (A2)

- a. All Non Gazetted and last grade establishment related matters including maintenance of Service Registers.
- b. Tourist Rest Houses related staff establishment matters.
- c. Implementation of office procedures.
- d. Contract Establishment matters
- e. Seat related fair copying work.

Senior Assistant (G1)

- a. Maintenance of Inward Register
- b. Telugu Official Language
- c. Maintenance of Office library, maintenance of attendance registers & CL A/c registers.

Record Assistant (G6)

- a. Maintenance and up keeping of records in record room.

Roneo Operator, (G4)

- a. Dispatch related work.
- b. Maintenance of dispatch stamps account and related registers.
- c. To ensure prompt dispatch of official letters

Mate (I/c Xerox Machine Operation) (G5)

- a. In charge of Xerox Machine operation and Maintenance of connected registers.

Junior Assistant (G6):

- a. Operation of Telephone Board of COT office

Typist (C1)

- a. Tourist Statistics
- b. Maintenance and distribution of tourist literature and its accountability
- c. Maintenance of Tourist information counters, RTIBx
- d. Membership of TAAI

Asst.Tourist Information Officer (C2):

- a. Tourism Policy, Hotel Industry, Paying Guest Accommodation and Hotel Classification related matters.
- b. Fairs and Festivals, Advertisements, Participations in Exhibitions and Marts etc.
- c. Illumination of Heritage Buildings.
- d. Seat related fair copying work.

Junior Assistant, (G3):

- a. Stores and Stationery.
- b. Maintenance of office building and stock registers of COT office, furniture etc.
- c. Seat related fair copying work

Receptionist (C3):

- a. Dissemination of information to Tourist and supply and sale of Tourist Literature to Tourists visiting STIB.

Receptionist (C4):

- a. Dissemination of information to Tourist and supply and sale of Tourist Literature to Tourists visiting STIB.

Receptionist (G2):

- a. Payment of Rent, Water, Electricity, Telephone bills of Commissionarate Office
- b. Maintenance of Computers and Internet Service.
- c. Watch & Ward of office.
- d. Maintenance of Xerox machine.
- e. Loans and Advances
- f. Seat related fair copying work.

Superintendent (B1):

- a. Maintenance of Motor Vehicles of Office and related matters.
- b. Maintenance of Tourist Information Counters & RTIBx and Touch screens.
- c. Tourist Police functioning
- d. Guide Service, Visits, Heritage Walks and Site Guides-cum-watch and ward functioning
- e. Fair copying work of Seat related work.

Asst. Tourist Information Officer (P1):

- a. All major projects related matters including preparation of DPRs, proposed in the DTPC meetings, consultants.
- b. Planning including preparation of prospective plans for Central Financial Assistance Projects,
- c. Review meeting on CFA Projects and submission of U.C's, Periodical reports to Govt.
- d. Lok Sabha questions and Rajya Sabha Questions , Assurances.
- e. Central Financial Assistance Projects.
- f. Urban Haats.
- g. Any other matters assigned.

Asst. Tourist Information Officer (P2):

- a. Planning including preparation of budget, sending monthly expenditure particulars to Govt. (Planning Dept.) note on activities of COT to Govt., Preparation of Performance Budget and Note on demand Annual Plans, Perspective Plans of both State and Centre etc., Leases of Assets of Dept., Special Tourism Areas, STPC & STPB, Urban Haats, A.P. Culture and Heritage Trust.
- b. Projects of Districts.
- c. Assurances, LCQs and LAQs.
- d. Seat related fair copying work.
- e. All miscellaneous matters related to State/Districts concerned to Planning Section.

Junior Assistant (P3)

- a. Preparation of meetings material.
- b. Arranging of Power Point presentation.
- c. Any other work as assigned

UD Steno:

He will function as PA to Commissioner.

PRO:

He will assist the Commissioner in Public Relations related matters.

FIELD ASSISTANT:

Publicity related matters.

Accounts Section:

The following are the Functions / Duties of the Accounts Branch in the Commissionarate of Tourism:

Assistant Accounts Officer:

1. Over all supervision of Accounts Section.
2. He will discharge the Drawing & Disbursing officer's duties.
3. He should maintain accounts records as per Treasuries & Accounts Departmental Manual.
4. Inspection of Accounts of Field offices of the Deptt.
5. Should attend A.G. inspection reports and to send replies to Audit Paras.
6. Preparation of Budget proposals to Government.
7. Scrutiny of pension cases of employees.
8. Preparation of contingent bills, maintenance of Budget registers, Plan bill registers, Pay bill registers & TA bills, etc.
9. Preparation and submission of reconciliation submission of Gazetted & Non-gazetted Salary bills etc.
10. Budget under Plan & Non-plan proposals & releases etc., maintenance of ca book & Bank transactions and preparation of bills.

Junior Accounts Officer:

- a. Maintenance of attendance register.
- b. Overall supervision in the accounts section for sending Plan / Non-plan bills, Salaries, etc., from time to time, replace to the concerned according to the currents received.

Senior Accountant:

Budget under Plan & Non-plan proposals & releases etc., maintenance of cash book & Bank transactions and preparation of bills.

Junior Accountant:

Preparation and submission of reconciliation submission of Gazetted & Non-gazetted Salary bills etc.

Accountant:

Preparation of contingent bills, maintenance of Budget registers, Plan bill registers, Pay bill registers & TA bills, etc.

FIELD OFFICES**Assistant Director APTIC New Delhi:**

1. To maintain and to run the AP Tourist Information Center.
2. Providing of information to the visiting tourists.
3. To liaison with the other Government departments and officials of the Minister Tourism, Government of India for getting the clearance of the Government of India Tourism Schemes.

Tourist Information Officer/ District Tourism Officer/ Assistant Tourism Officer:

1. Preparation of District Tourism master plan for development of Tourist places in the districts.
2. Convening of DTPC meetings and follow up action on decisions taken by the DTPC.
3. Collection of Tourist statistics.
4. To under take inspections to various Tourist places in the districts and to submit proposals to the Commissioner of Tourism in proper shape through concerned district Collectors for over all development of the respective tourist places in the districts.
5. To ensure to maintain proper accountability of funds released by the Government to districts.

- 6.To safe guard the Tourism assets in the districts and to maintain assets register.
- 7.To liaison with the district officers of various departments in the districts for executing the various Tourism projects in the district.
- 8.To run the District Tourism Circuits as per the guidelines issued by the Government etc.
- 9.Coverage of Visits of VIPs / Delegations / Committees within their Jurisdiction.
10. Providing of Tourist information to the visiting Tourists.

Asst. Tourist Information Officer:

1. He will attend the functions of TIO/DTO in the absence of TIO/DTO.
2. He will cover the visits of VIPs / Delegations / Committees within his jurisdiction.
3. Supervise the functions of other Non Gazetted staff working in the office.

Senior Assistant/Junior Assistant/Typist/Junior Assistant cum Typist:

1. To maintain records and files in the office
2. To assist the TIO/DTO in processing the files of the office including the accounts related matters.
3. To attend fair copying work of the office.

Receptionist/Tourist Information Assistant:

- Dissemination of information to Tourists and supply and sale of Tourist Literature to Tourists visiting to the office/AP Tourist Information Counters.

Guide/Care taker:

- Dissemination of information to Tourists and supply and sale of Tourist Literature to Tourists visiting to the office/AP Tourist Information Counters.

RIGHT TO INFORMATION ACT, 2005

Chapter- 4

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

{Sec.4(1)(b)(iii) of RTI Act, 2005}

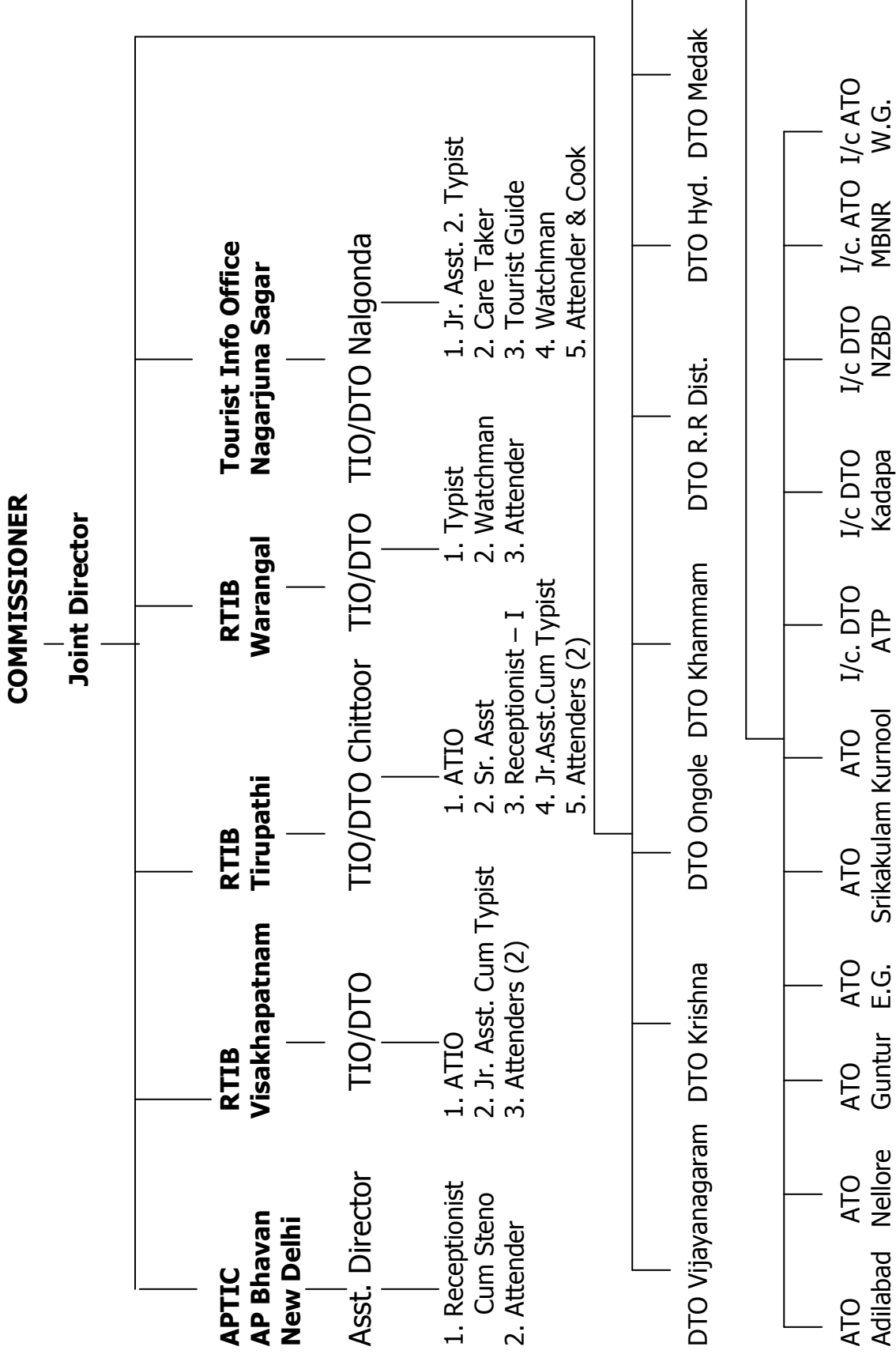
The procedure being followed in decision-making process by the department is as indicated below: -

Any representation or paper received in the department is numbered and entered in the Inward Register maintained by the office and will be distributed to the concerned Case workers i.e., ATIO/Sr. Assistant/Jr. Assistant/Typist who in turn enter in to their Personal Registers maintained by them and submits the files to concerned Officers i.e., Tourist Information Officers / Assistant Directors / Dy. Director. The Tourist Information Officers / Assistant Directors / Dy. Director after close examination will submit the files to the Joint Director / Commissioner for perusal and orders. Based on the facts of the case the Head of the department will take a decision as per the Powers delegated to him.

ORGANISATION CHART OF COMMISSIONARATE OF TOURISM



ORGANISATION CHART OF FIELD OFFICES OF TOURISM DEPARTMENT.

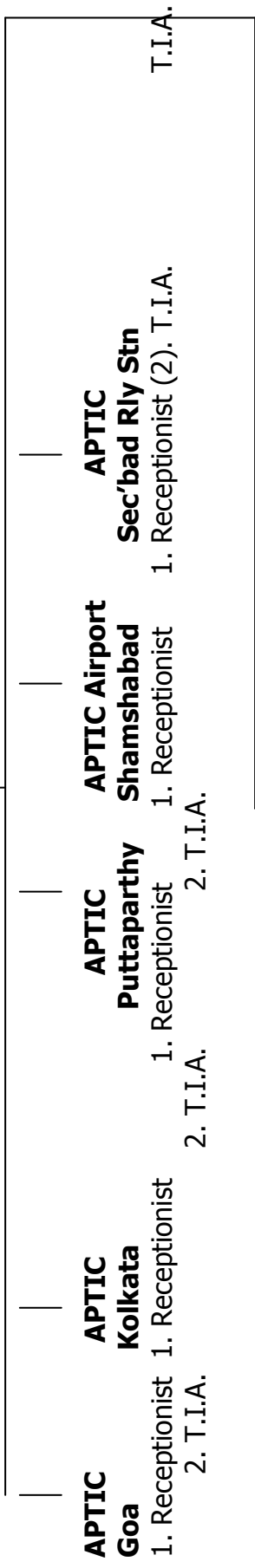


ORGANISATION CHART OF AP TOURIST INFORMATION COUNTERS OF TOURISM

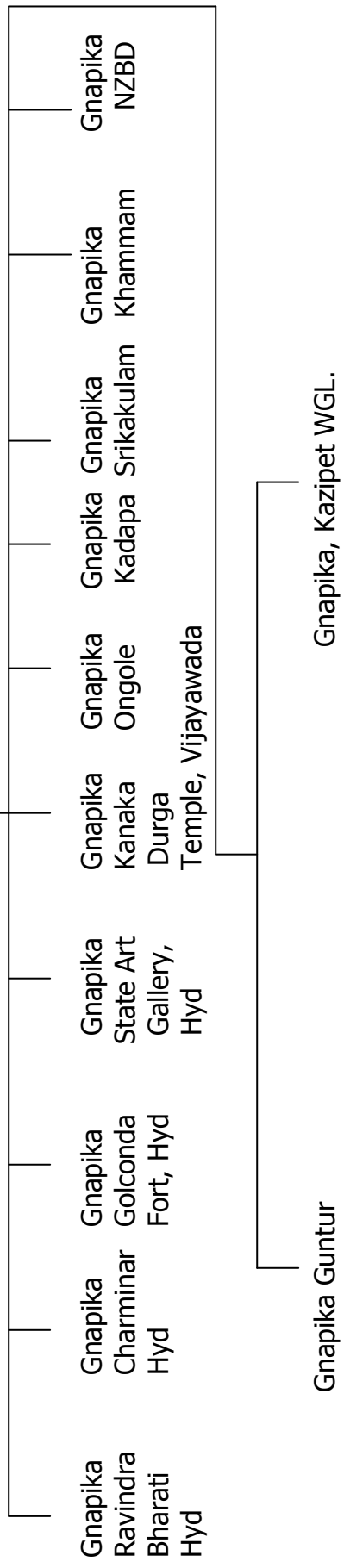
DEPARTMENT

COMMISSIONER

Joint Director



Gnapikas



RIGHT TO INFORMATION ACT, 2005
Chapter- 5
NORMS SET FOR DISCHARGE OF FUNCTIONS
{Sec.4(1)(b)(iv) of RTI Act, 2005}

The norms / standards set by the Department for the discharge of its functions / delivery of services were already issued by way of formulation of citizen charter and the contents therein are as follows: -

Service charter of Commissionerate of Tourism, AP Hyderabad.

1. This department functions are: -

The Tourism Department is taking steps for promotion of Tourism in the State by developing infrastructure of various tourist centers so that tourist may have a comfortable stay and rewarding sight seeing. The Department is running Regional Tourist Information Bureaux and Tourist Information Counters to provide tourist information and assist the tourists. District Tourism Officers / Assistant Tourist Officers have been appointed in the Districts for promotion of Tourism. This Department is participating in various Exhibitions, Celebration of Tourist Weeks and Festivals and participating in Travel Marts both India and abroad and coordination with the Government of India in implementation of Central Tourism Schemes in the State. This Department also compiling the Tourist Statistics both Foreign and Domestic visiting Andhra Pradesh.

2. Service delivery time frame for the services rendered by the department:

I. Citizen related

a. Routine matters	-----	3 Days
b. Other than routine matters	-----	10 Days

II. Reference / Letters from other departments (Inter departmental)

a. Routine matters	-----	3 Days
b. Other than routine matters	-----	10 Days
c. Service matters	-----	5 Days.

III. Intra departmental matters (Within department): -

a. Routine matters	-----	2 Days
b. Other than routine matters	-----	10 Days
c. Service matters	-----	5 Days.

RIGHT TO INFORMATION ACT, 2005

Chapter- 6

RULES, REGULATIONS, INSTRUCTIONS, MANUAL & RECORDS FOR DISCHARGING FUNCTIONS

{Sec.4(1)(b)(v) of RTI Act, 2005}

The Rules, Regulations, Instructions, Manual & Records held by the department at Secretariat for use by its employees while discharging functions is as hereunder: -

- District Office Manual.
- A.P. Fundamental Rules.
- A.P. Civil Services Rules, 1991 (Classification, Control & Appeal)
- A.P. Civil Services Rules (Conduct Rules)
- A.P. State & Subordinate Service Rules
- A.P. Ministerial Service Rules.
- A.P. Last Grade Service Rules.
- A.P. General Provident Fund Rules.
- A.P. Employees Group Insurance Scheme Rules
- A.P. Government Life Insurance Rules
- A.P. Subordinate General Service Rules
- A.P. Traveling allowance Rules including LTC
- A.P. Revised Pension Rules
- A.P. Payment of Salaries & Pension and Removal Disqualifications Act, 1953.
- A.P. Integrated Medical Attendance Rules.
- A.P. Vigilance Manual
- A.P. Leave Rules
- A.P. Treasury Code
- A.P. Financial Code
- A.P. Accounts Code
- A.P. Pension Code.
- A.P. Budget Manual
- Govt., Instructions in regard to action to be taken in cases where Government servants are involved in miss appropriation of Government money or convicted on Criminal cases.
- Govt., Instructions in regard to appointment of son / daughter / spouse of Government servants who die in harness while in service.
- Govt., Instructions in regard to General Office Procedure.
- Instructions in regard to Maintenance & Security of personal files.

RIGHT TO INFORMATION ACT, 2005

Chapter- 7

CATEGORIES OF DOCUMENTS HELD BY THE PUBLIC AUTHORITY UNDER ITS CONTROL

{Sec.4(1)(b)(v)(i) of RTI Act, 2005}

The following documents are held by the Commissionarate of Tourism: -

- G.Os / Memos issued by the Government from time to time.
- Government instructions and guidelines issued from time to time regarding implementation of various departmental schemes, policies, programmes, events etc.
- Tourism policy
- The relevant files in relation with Tourism activities

RIGHT TO INFORMATION ACT, 2005

Chapter- 8

ARRANGEMENT FOR CONSULTATION WITH, OR REPRESENTATION OF BY, THE MEMBERS OF THE PUBLIC IN RELATION TO WITH FORMULATION OF POLICY ARE IMPLEMENTATION THERE OF

{Sec.4(1)(b)(viii) of RTI Act, 2005}

On receipt of representation from Service Associations and other NGOs, the request / suggestions are examined thoroughly as per Government orders issued from time to time.

RIGHT TO INFORMATION ACT, 2005

Chapter- 9

BOARDS, COUNCIL, COMMITTEES & OTHER BODIES CONSTITUTED AS PART OF PUBLIC AUTHORITY

{Sec.4(1)(b)(v)(iii) of RTI Act, 2005}

The information in regard to Boards, Council, Committees & Other bodies constituted by the department is as indicated below: -

- i. State Tourism Promotion Committee
- ii. District Tourism Promotion Council

RIGHT TO INFORMATION ACT, 2005

CHAPTER 10

DIRECTORY OF OFFICERS AND EMPLOYEES OF COMMISSIONARATE OFFICE

(Sec. 4(1) (b) (ix) of RTI Act, 2005)

Following is the information of Officers and employees working in the Commissionarate of Tourism Office at different levels and their contact numbers are furnished hereunder:

Sl No	Name of the Officer / Employee	Office Tele - Phone Number	Residential Tele Phone Number
1	Sri Sabyasachi Ghosh, Commissioner	23453110	
2	Sri K. Ramanarasaiah Joint Director	23453110	
3	Sri K. Ramanarasaiah I/C Deputy Director	23453110	-
4	Sri B. Rajaratna Reddy Assistant Director	23453110	-
5	Sri B. Sudhakar Reddy Assistant Director	23453110	-
6	Smt.S. Umamaheshwari Devi Assistant Director	23453110	-
7	Smt. P. Mahalakshmi, Asst. Director	23453110	
8	Sri Md. Mahammad Sab Tourist Information Officer	23453110	-
9	Sri S. Ramaseshu Kumar Assistant Accounts Officer	23453110	-
10	Sri K. Prasad Junior Accounts Officer	23453110	-

DIRECTORY OF DISTRICT OFFICES & FIELD OFFICES

Sl. No.	Name of the Officer / Employee	Office Tele – Phone Number	Residential Tele Phone Number
1.	Sri G. Ramakotaiah, Asst. Director, APTIC New Delhi.	09810981293	
2.	Sri P. Shashedhar, TIO Tirupathi & DTO Chittoor Dt.	9440816078	
3.	Sri K. Mahesh, TIO / DTO Warangal Dt.	9440816068	
4.	Sri D.S. Omprakash, TIO/DTO Visakhapatnam Dt.	9440816075	
5.	Sri C. Mahidher, TIO N Sagar & DTO Nalgonda Dt.	9440816077	
6.	Sri S. Prabhakar, DTO, Hyderabad & R.R Dist.	9440816071	
7	Sri R. Venkateshwar Rao, DTO Karimnagar Dt.	9440816070	
8	Sri B. Sumanchakravarthy, DTO Khammam Dt.	9440816081	
9	Sri M. Nagabhushanam, DTO, Prakasam & I/c DTO, Nellore	9440816088	
10	Sri V .Ravi Kumar, DTO Adilabad	9440816087	
11	Sri Maheshwar Reddy DTO, Cuddapah	9849909064	
12	Sri Chennakesava Rao DTO, Krishna	9440816084	
13	Sri B. Venkateshwarlu, DTO, Kurnool	9440816090	
14	Sri P. Heera, DTO, Guntur	9440816086	
15	Sri N. Narayana Rao, ATO, Srikakulam	9440816089	
16	Sri Balaram Reddy, , Ananthapur	9440255565	
17	Sri Meharaj, I/c DTO, West Godavari	9849909082	
18	Sri Dasarath, I/c DTO, Medak	9494060319	
19	Sri Thyagaraju, I/c DTO, Vijayanagaram	9849909080	

RIGHT TO INFORMATION ACT, 2005

CHAPTER 11

(Sec. 4(1) (b) (ix) of RTI Act, 2005)

Monthly Remuneration received by Officers and Employees including the System of Compensation as provided in Regulations.

The following are the particulars showing the monthly remuneration received by Officers and employees in so far as Commissionerate of Tourism Office.

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1	Sri Sabyasachi Ghosh, Commissioner	Rs.1,08,093
2	Sri K. Ramanarasaiah, Joint Director	Rs.54,991
3	Sri K. Ramanarasaiah I/C Deputy Director	Rs.54,991
4	Sri B. Rajaratna Reddy Assistant Director	Rs.44,864
5	Sri B. Sudhakar Reddy Assistant Director	Rs.46,074
6	Smt.S. Umamaheshwari Devi Assistant Director	Rs. 56,366
7	Smt. P. Maha Lakshmi Assistant Director	Rs.51,102
8	Sri Md. Mohammad Sab Tourist Information Officer	Rs.31,845
9	Smt. S. Ramaseshu Kumar Assistant Accounts Officer	Rs.35,050
10	Sri K. Prasad Junior Accounts Officer	Rs.27,663
11	Smt. R.V. Padmavathi Assistant Tourist Information Officer	Rs.30,150
12	Sri M. Sivaji Asst. Tourist Information Officer	Rs.19,734
13	Smt R. Swarnalatha Superintendent	Rs.30,150
14	Smt M. Anuradha Assistant Tourist Information Officer	Rs.23,488
15	Sri Anil Kumar Reddy Field Assistant	Rs.14,840
16	Sri Vishweshwaraiah Senior Assistant	Rs.20,110
17	Sri T. Bharat Reddy Senior Assistant	Rs.22,150
18	Sri S. Sree Rama Chandra Murthy Senior Assistant	Rs.17,736

19	Sri P. Venkateshwarlu Typist	Rs.11,762
20	Sri V. Venkateshwarlu Junior Assistant	Rs.16,776
21	Sri D. Chenna Keshavulu, Junior Assistant	Rs.14,600
22	Sri G. Srinivas Reddy Junior Assistant	Rs.13,376
23	Sri D. Yadagiri Roneo Operator	Rs.24,807
24	Sri D. Mallesh, Record Assistant	Rs.15,016
25	Smt Durdana Begum Receptionist Gr-II	Rs.47,233
26	Sri P. Krishnam Raju Senior Accountant	Rs. 17,736
27	Sri K.Yadagiri Driver	Rs.31,347
28	Sri G. Sravan Kumar Attender	Rs.12,194
29	Sri Y. Umesh Attender	Rs.12,581
30	Sri G.Bhaskar Attender	Rs.26,199
31	Smt G.Jayalaxmi Swpeer	Rs.24,792
32	Sri S.Yadaiah Attender	Rs. 26,199
33	Sri Abdul Raheem Attender	Rs.19,271
34	Sri T.Umamaheshwar Sweeper-cum-Watchman	Rs.24,832
35	Sri P. Krishna, Attender	Rs.24,792
36	Sri Anthony Pinto, Watchman	RS.27,623
37	Sri M. Srisailam, Cleaner	Rs.27,623
38	Sri K. Rajesh, Switch Board Operator	Rs.27,623
39	B. Gopal, Watchman	Rs.15,580
40	Sri S.K. Saleem, Scavenger	Rs.21,527

FIELD OFFICES:**O/o APTIC, New Delhi:**

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1.	Sri K. Ramkotaiah, Assistant Director	Rs.59,727
2.	Smt. Rajeswari Receptionist-cum-Steno	Rs.22,550
3.	Sri Babu Lal Attender	Rs.30,123

O/o RTIB, Nagarjunasagar:

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1.	Sri C. Mahidher Tourist Information Officer	Rs.32,708
2.	Sri Khaliq, Junior Assistant	Rs.19,975
3.	Sri Venkata Swamy Watchman	Rs.19,945
4.	Smt. P. Padma, Watchman-cum-sweeper	Rs.11,982
5.	Sri G. Venkateshwarlu, Attender	Rs.12,691
6.	Sri J. Vijay Kumar, Cook	Rs.14,622

O/o RTIB, TIRUPATHI:

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1.	Sri P. Shashedhar, Tourist Information Officer	Rs.25,063
2.	Sri D.V. Chandra Mouli Reddy ATIO	Rs.18,940
3.	Sri V. Umapathi, Sr. Assistant	Rs.17,410
4.	Sri T. Rajendra Babu, Attender	Rs.24,349
5.	Sri Anwar Hussain, Attender	Rs.13,137

O/o RTIB, VISAKHAPATNAM:

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1	Sri D. Om Prakash Tourist Information Officer	Rs.27,298
2	Sri N. Raju, Asst. Tourist Information Officer	RS. 20,624
3	Sri CH. Srinivasa Rao Attender	Rs.21,329
4	Sri K. Appa Rao Attender	Rs.28,133

O/o RTIB, WARANGAL:

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1.	Sri K. Mahesh, Tourist Information Officer	Rs.33,791
2.	Sri Sambaiah, Jr.Asst-cum-Typist	Rs.18,710
3.	Sri S.Prapancham Attender	Rs.22,229
4.	Sri T. Kishtaiah Watchman	Rs.15,566

APTIC, VIJAYAWADA:

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1	Sri Rammohan Rao, Receptionist Gr-II	Rs.27,833
2	Sri Sriramulu Watchman, Manginapudi Beach	Rs.12,190

APTIC, GOA:

SI No	Name of the Officer / Staff with Designation	Gross Monthly Remuneration Rs.
1.	Smt. Dias Maria De Fatima, Receptionist Gr-II	Rs.28,407

LIST OF CONTRACT EMPLOYEES WORKLING IN TOURISM DEPARTMENT:

Sl. No.	Name of the Employee Sarva Sri/Smt..	Category	Place of Work	Remuneration p.m
1	S. Prabhakar	DTO, Hyd., Dist	COT Office, Hyd.	16,100
2	B. Suman Chakravarhty	DTO	Khammam	16,100
3	R. Venkateshwar Rao	DTO	Karimnagar	16,100
4	M. Nagabhushanam	DTO	Prakasam	16,100
5	B. Venkateshwarlu	DTO	Kurnool	16,100
6	V. Ravi Kumar	DTO	Adilabad	16,100
7	P. Heera	DTO	Guntur	16,100
8	N. Narayana Rao	ATO	Srikakulam	12,500
9	G. Dasu	ATO	RTIB, Visakhapatnam	12,500
10	CH.Anjaiah	ATO, R.R., Dist	COT, Office, Hyd.	12,500
11	K. Malarkodi	T. I. A	COT Office, Hyd.	10,000
12	Gagan Das	T.I.A	APTIC, Kolkata	10,000
13	K. Lokeshwar	T.I.A	R.T.I.B, Warangal	10,000
14	P. Bhargavi	T.I.A	APTIC, New Delhi	10,000
15	Sougata Saha	T.I.A	APTIC, Kolkata	10,000
16	C. Padmanabha Reddy	Receptionist	APTIC, Sec'bad Rly. Stn.	8,400
17	B. Suresh	Receptionist	APTIC, R.G.I.N. AirPort,	8,400
18	B. Nagender Singh	Receptionist	APTIC, R.G.I.N. AirPort,	8,400
19	Ziaul Hassan Hashmi	Receptionist	Golkonda Fort	8,400
20	Y. Ramakrishna Rao	Receptionist	Ravindra Bharathi	8,400
21	M. Srinivas	Receptionist	Sec-bad Rly Stn.	8,400
22	K. Vijayalaxmi	Receptionist	Gnapika, Charminar	8,400
23	B. Prashanthi	Receptionist	Ravindra Bharathi	8,400
24	Md. Ruknuddin	Receptionist	Ravindra Bharathi	8,400
25	K. Pratap Reddy	Receptionist	APTIC, Puttaparthi	8,400
26	B. Ramachandra Rao	Receptionist.	Gnapika, Kadapa	8,400
27	P. Srinivasa Rao	Receptionist	Gnapika, Ongole	8,400
28	D. Ramesh	Receptionist	Gnapika, Srikakulam	8,400
29	Md. Hafeezuddin	Receptionist	Gnapika, Khammam	8,400
30	B. Lalitha	Receptionist	Gnapika, Nizamabad	8,400
31	K. Geeta Rani	Receptionist	APTIC, Puttparthi	8,400

32	K. Surya Kiran	Receptionist	Gnapika, Khazipet,	8,400
33	P.R. Vamsi Mohan	Receptionist	Gnapika, Khazipet,	8,400
34	G. Raviratna Babu	Receptionist	Gnapika, Guntur	8,400
35	N. Srinivas	Receptionist	Vijayawada Rly. Stn.	8,400
36	G. Vara Prasad	Receptionist	Vijayawada Rly. Stn.	8,400
37	G. Jaya Prakash Narayana	Receptionist	APTIC, R.G.I.N Air Port,	8,400
38	P. Ravi	Receptionist	-do-	8,400
39	K. Ashok	Receptionist	RTIB, Vizag	8,400
40	Jamilunisa Begum	Receptionist	COT, Office	8,400
41	G. Paravathi	Receptionist	APTIC-Cum-Gnapika, Guntur	8,400
42	R. Devender	Receptionist	COT, office, Hyd	8,400
43	Meer Musharaaf Ali	L.D Accountant	COT, Office, Hyd	8,400
44	B. Ramakanth	Typist	COT, Office, Hyd	8,400
45	D. Srinivas Rao	Guide	-do-	8,400
46	M. Prasad Koteswar Rao	LMV Driver	-do-	8,000
47	Y. Vijay Kumar	LMV Driver	-do-	8,000
48	S. Balawant Singh	Attender	-do-	6,700
49	K.P. Rama	Assistant	-do-	6,700
50	Reema Karekar	Sweeper	APTIC, Goa	850
51	Manas Das	Sweeper	APTIC, Kolkata	850
52	D. Radha	Sweeper	Ravindra Bharathi	850
53	S. Gouthami	Sweeper	APTIC, Sec-bad, Stn.	850
54	P. Venkata Chalam	ATO	East Godavari dist	12,500
55	S. Pattabhi Ramanna	ATO	West Godavari dist	12,500
56	Baba Ziauddin	PRO	COT, Office, Hyd	12,000
57	Smt. K.V.R. Bhagavathi Lakshmi	Accountant	COT, Office, Hyd	8,400
58	Sri G. Satyanarayana	Tourist Guide	Nagarjunasagar	8,400

List of Site Guides working in Tourism**Department**

Sl. No	Name of the Site Guide Sarva / Sri	Place of work	Remuneration payable p.m Rs.
1	D. Ravinder	Warangal Fort, Warangal Dist.	2000/-
2	Syed Gouse Pasha	1000 pillars Temple, Warangal Dist.	2000/-
3	G. Vijay Kumar	Ramappa Temple, Warangal Dist.	2000/-
4	T. Venkatesh	Ramappa Temple, Warangal Dist.	2000/-
5	T. Yugendhar Goud	Ghanpur Temple, Warangal Dist.	2000/-
6	R. Kumara Swamy	Pandavula Guhalu, Warangal Dist.	2000/-
7	P. Ramakrishna	Thotla Konda, Visakhapatnam Dist.	2000/-
8	M. Sudhakar	Chandra Giri Fort, Chittor Dist.	2000/-
9	G. Guravaiah	Srikalahasti, Chittor Dist.	2000/-
10	S. Laxmana Kumar	Arasavalli, Srikakulam Dist.	2000/-
11	S.T.P. Srinadh	Arasavalli, Srikakulam Dist.	2000/-
12	B. Laxman Rao	Dantapuri, Srikakulam Dist.	2000/-
13	Shashi Panigrahi	Srimukhalingam, Srikakulam Dist.	2000/-
14	B. Rajesh Kumar	Salihundam, Srikakulam Dist.	2000/-
15	V.M.Krishna Kumari	Gnapika, Kurnool Dist.	2000/-
16	K. Venkata Subbaiah	Ahobilam, Kurnool Dist.	2000/-
17	M.Venkataramanamma	Gnapika, Srisailam, Kurnool Dist.	2000/-
18	S.V. Pratap Reddy	Vontimitta, Kadapa Dist.	2000/-
19	P. Janaki Ram	Sidhout, Kadapa Dist.	2000/-
20	K. Ramanjaneyulu	Gandikota, Kadapa Dist.	2000/-
21	P. Murali Krishna	Sri Ranganadha Temple Nellore Dist.	2000/-
22	K. Hussianaiah	Nelapattu, Nellore Dist.	2000/-
23	P. Somaiah	Nelapattu, Nellore Dist.	2000/-
24	Ch. Jalaram	Kothapatnam, Prakasham Dist.	2000/-
25	K. Masthan	Bhirava Konda, Prakasham Dist.	2000/-
26	N. Yohanu	Chandravaram, Prakasham Dist.	2000/-
27	N. Mohan Rao	Chandravaram, Prakasham Dist.	2000/-
28	P. Korlaya Babu	Odarevu Beach, Prakasham Dist.	2000/-
29	N. Shekar Babu	Amaravathi, Guntur Dist.	2000/-
30	B. Srinivas Rao	Kondaveedu, Guntur Dist.	2000/-
31	P. Nageshwara Rao	Suryalanka, Guntur Dist.	2000/-
32	A. Poshetty	Basara, Adilabad Dist.	2000/-
33	U. Linganna	Jainath Temple, Adilabad Dist.	2000/-
34	P. Somanna	Kuntla Water Falls, Adilabad Dist.	2000/-
35	P. Anil Reddy	Domakonda Fort, Nizamabad Dist.	2000/-
36	A. Satish	Armoor, Nizamabad Dist.	2000/-
37	V. Venkata Krishnamachari	Dechpally, Ramalayam, Nizamabad Dist.	2000/-
38	M.D.Wajeed	Nelakondapalli, Khammam Dist.	2000/-
39	C. Nagabhushanam	Penugonda, Ananthapur Dist.	2000/-
40	N. Venkatesh	Penugonda, Ananthapur Dist.	2000/-
41	K. Balasundaram	Lepakshi, Ananthapur Dist.	2000/-
42	Y.V. Veerupanna	Gooty, Ananthapur Dist.	2000/-
43	Y. Manohar	Kadri, Ananthapur Dist.	2000/-
44	T. Ravi Sharma	Tadipatri, Ananthapur Dist.	2000/-
45	M. Ramesh	Gooty Fort, Ananthapur Dist.	2000/-

List of Tourist Police working on contract basis in Tourism Department

Sl. No.	Name of the Tourist Police Sarva Sri.	Remuneration Payable p.m Rs.	C.A payable p.m Rs.	Total amount Payable Rs.
1.	Ramdas	8,400	600	9,000
2.	M. Balagovinda Rao	8,400	600	9,000
3.	Mohammad Azam	8,400	600	9,000
4.	S. Yakaiah	8,400	600	9,000
5.	D. Anil Surve	8,400	600	9,000
6.	P. Sridhar	8,400	600	9,000
7.	B. Sudheer Reddy	8,400	600	9,000
8.	S. Nagaraj Goud	8,400	600	9,000
9.	M.S. Suresh	8,400	600	9,000
10.	N.V. Ramanamurthy	8,400	600	9,000
11.	Syed Siddique	8,400	600	9,000
12.	Sk. Mastanvali	8,400	600	9,000
13.	M. Damodar Reddy	8,400	600	9,000
14.	Y. Venkaiah	8,400	600	9,000
15.	K. Ravi Kumar	8,400	600	9,000
16.	S. Anand	8,400	600	9,000
17.	B. Raghu Babu	8,400	600	9,000
18.	G. Leeno	8,400	600	9,000
19.	G. Venu	8,400	600	9,000
20.	Mallikarju Rao	8,400	600	9,000
21.	Ajit Kumar	8,400	600	9,000

RIGHT TO INFORMATION ACT, 2005

CHAPTER 12

BUDGET ALLOTTED TO EACH AGENCY INCLUDING PLANS etc.

(Sec. 4(1) (b) (xi) of RTI Act, 2005)

NON-PLAN

Head Quarters Office
(Rupees in thousands)

Head of Account TOURISM 3452 Tourism	Accounts 2009 –10	B.E 2010-11	R.E 2010-11	B.E 2011-12
3452-80-001-01-010 Salaries	1,08,11	1,31,88	1,24,35	1,44,74
3452-80-001-01-020- Wages	26	36	27	30
3452-80-001-01-110 - 111 - TA	1,12	1,80	1,44	1,80
3452-80-001-01- 130(131,132,133, 134) Office Exp	8,79	17,09	16,56	17,09
3452-80-001-01-240- POL	2,18	2,77	2,22	3,32
3452-80-001-01-250 – Clothing, Tentage & Store	-37	30	24	30
3452-80-001-01-270/272 – Maintenance	-	2,10	2,10	2,10
3452-80-001-01-280 (281,284) – Professional Services	33	47	47	47
3452-80-001-01- 510 – Motor Vehicles	92	1,00	1,00	1,00
3552-80-001-01-800/804 – User Charges	-	4,78	4,78	4,78
300 Other contract services	43,26	-	-	2,83,66
TOTAL S.H. (01)	1,64,60	1,62,55	1,53,43	4,59,56

NON-PLAN

Head Quarters Office
(Rupees in thousands)

Head of Account 3452-Tourism	Accounts 2009-10	B.E 2010-11	R.E 2010-11	B.E 2011-12
3452-01 – 102-04-010- Salaries	3,62	9,19	4,74	5,52
3452-01-102-110/111 - TA	4	15	12	15
3452- 01-102-04-130 (131, 132, 133) – Office Exp	21	1,02	96	1,02
3452 – 01-102- 04 – 140 - RRT	43	60	60	60
3452 –01 –102- 04 – 210/211 – S & M	-	47	47	47
TOTAL S.H.(04)	4,30	11,43	6,89	7,76
TOTAL M.H.(102)	4,30	11,43	6,89	7,76

NON-PLAN

Head Quarters Office
(Rupees in thousands)

Head of Account 3452-Tourism	Accounts 2009-10	B.E 2010-11	R.E 2010-11	B.E 2011-12
3452 – 80 – 001 – 03 – 010 - Salaries	53,60	66,45	62,13	72,31
3452 – 80 – 001- 03 – 110 – 111- TA	78	1,24	99	1,24
3452 – 80 – 001 – 03 – 130 (131,132, 133) – Office Exp	2,41	3,60	3,41	3,60
3452- 80 – 001 – 03 – 140 - RRT	1,12	1,42	1,42	1,42
3452 – 80 – 001 –03 – 510-511 - MV	-	10	10	10
TOTAL S.H (03)	57,91	72,81	68,05	78,67

DEPARTMENT OF TOURISM

PLAN BUDGET 2011-12

(Rupees in Lakhs)

Head of Account TOURISM 3452 - Tourism	B.E- 2011-12
3452 – 01 –102 – 11- 04 - 010 - Salaries	35.00

PLAN BUDGET 2011 – 12

(Rupees in Lakhs)

Head of Account TOURISM 3452 - Tourism	B.E.- 2011 – 12
3452 – 01 –102 – 11 –05- 500/503 – Other Charges	131.76

PLAN BUDGET 2011 – 12

(Rupees in Lakhs)

Head of Account TOURISM 3452 - Tourism	B.E.- 2011 – 12
3452 – 01 –102 – 11 –07- 500/503 – New Tourism Projects	150.00

PLAN BUDGET 2011 – 12

(Rupees in Lakhs)

Head of Account TOURISM 3452 - Tourism	B.E.- 2011 – 12
3452 – 01 –102 – 11 –12- 500/503 – Other Charges	10.00

PLAN BUDGET 2011- 12

(Rupees in Lakhs)

Head of Account TOURISM 3452 - Tourism	B.E.- 2011 – 12
3452 – 01 –102 – 11- 09 – 260Advertisement, Sales & Publicity Exp	50.00

PLAN BUDGET 2011- 12

(Rupees in Lakhs)

Head of Account TOURISM 3452 - Tourism	B.E.- 2011 – 12
3452 – 01 –102 – 11- 10 –260 Advertisement, Sales & Publicity Exp	50.00

RIGHT TO INFORMATION ACT, 2005

CHAPTER 15

INFORMATION AVAILABLE IN ELECTRONIC FORM

(Sec. 4(1) (b) (x)(iv) of RTI Act, 2005)

&

CHAPTER 16

PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

(Sec. 4(1) (b) (xv) of RTI Act, 2005)

The details of information related to the various schemes of the Department which are available in electronic formats are as indicated below:-

Websites

1. aptourism.in
2. aponline.gov.in

CDs etc.

The information available in CDs. May be had from the Office of the Commissioner of Tourism, Tank Bund Road, Hyderabad.

RIGHT TO INFORMATION ACT, 2005

CHAPTER 17

NAMES, DESIGNATIONS AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICERS

(Sec. 4(1) (b) (xvi) of RTI Act, 2005)

Sl. No.	Name & Designation	Designated as	Telephone Nos
1	Commissioner of Tourism Govt. of A.P., Hyderabad	Appellate Authority	23452492
2	Sri K. Ramanarasaiah, Joint Director, Commissionarate of Tourism, Hyderabad.	State Public Information Officer	9440816061
3	Sri B.Sudhakar Reddy, Asst. Director (Admn)., Commissionarate of Tourism, Hyderabad.	Assistant State Public Information Officer	9440816063

The list of Public Authorities in Tourism Department

Sl.no	Name & Designation	Designated as	Telephone no.
1.	Sri K. Rama Narasiah, Joint Director, Commissionarate of Tourism, A.P., Hyderabad.	State Public Information Officer	9440816060
2.	Sri B. Sudhakar Reddy, Asst. Director, Commissionarate of Tourism, A.P., Hyderabad.	Asst. State Public Information Officer	9440816063
3.	Sri P. Shashedhar, Tourist Information Officer, O/o RTIB, Tirupathi, Chittor Dist.	Public Information Officer	9440816078
4.	Sri D.V. Chandramouli Reddy, Senior Assistant O/o RTIB, Tirupathi, Chittor Dist.	Asst. Public Information Officer	95877 2243306
5.	Sri D.S. Omprakash, Tourist Information Officer, O/o RTIB, Visakhapatnam.	Public Information Officer & A.T.I.O	9440816075 95891 2754716
6.	Sri N. Raju, Asst. Tourist Information Officer, O/o RTIB, Visakhapatnam	Asst. Public Information Officer	95891 2754716
7.	Sri K. Mahesh, Tourist Information Officer, O/o RTIB, Warangal.	Public Information Officer	9440816068
8.	Sri D. Sambaiah, Jr. Asst-cum-Typist, O/o RTIB, Warangal	Asst. Public Information Officer	95870 2459201
9.	Sri C. Mahidher, Tourist Information Officer, O/o Tourist Information Office, Nagarjunasagar, Nalgonda Dist.	Public Information Officer	9440816077
10.	Sri P. Venkateshwarlu, Typist O/o Tourist Information Office, Nagarjunasagar, Nalgonda Dist.	Asst. Public Information Officer	9440816077