

MANUAL
FOOD SECURITY & AGRICULTURE DEVELOPMENT DEPARTMENT
MAINTAINED UNDER SECTION 4(1)(b) OF RIGHT TO INFORMATION (RTI)
ACT, 2005

i. PARTICULARS, FUNCTIONS AND DUTIES OF THE ORGANISATION.

MANDATE

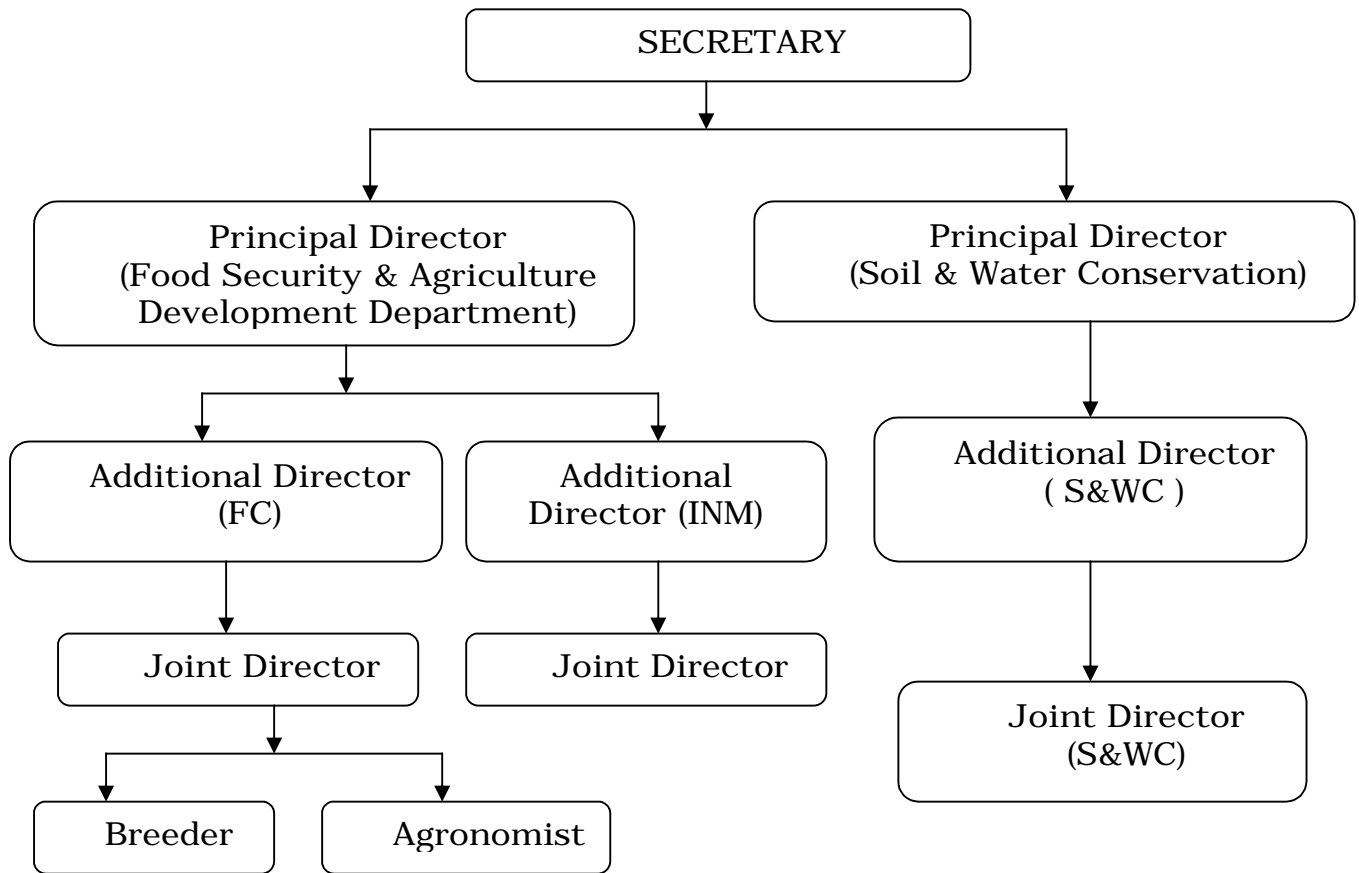
The mandate of Food and Security Development Department revolves round the distribution of subjects under the second schedule of Government of Sikkim (Allocation and Business) Rules, 2004 which are as under:

1. Agriculture, plant health cover, plant nutrition, education and training research extension and operation of farms for various purposes, formulation of agriculture policy, planning and implementation, administration of agriculture development and farmers welfare boards, administration of agriculture input regulations and relevant legislation.
2. Agriculture Information, agriculture statistics, crop weather forecast, effective measures to combat problems arising out of natural calamities, formulate and implement crop insurance scheme, develop appropriate system of plant quarantine and phyto-sanitation and take up lane based activities for productive purposes including soils and soil conservation, soil testing etc.
3. Promote adoption of seed technology, biotechnology, bio fertilizers technology, agro based processing units, package and packaging etc including development of marketing infrastructure.
4. Construction of buildings and other structures for the development of physical infrastructures for Agriculture and soil water resources.
5. Water conservation, command area development and exploitation of water resources.
6. Public Services-Statutory Rules of the services with which the Department is concerned.

ORGANISATION

The department is headed by a Secretary with Principal Directors in charge of Agriculture and Soil and Water Conservation respectively to run the overall administration and functions of the department. Principal Directors are supported by Directors, one each in Agriculture and Soil and Water Conservation division. Similarly, Additional Directors, Joint Directors and Deputy Directors man the Head Office as shown below in chart I.

CHART I



For effective administration and implementation of schemes and to ensure easy access of farm inputs as well as technological know how to the farmers, the administrative setup of the department has been decentralized from the Head Office up to the village level with two regional offices headed by one Additional Director level officer who is in charge of two districts viz. South/ West and North/ East and District Officers i.e. East, West, North and South headed by one Joint Director level Officer, one Deputy Director level Officer in each of the sub-divisions and one Agriculture Development Officer in each Block Development Offices.

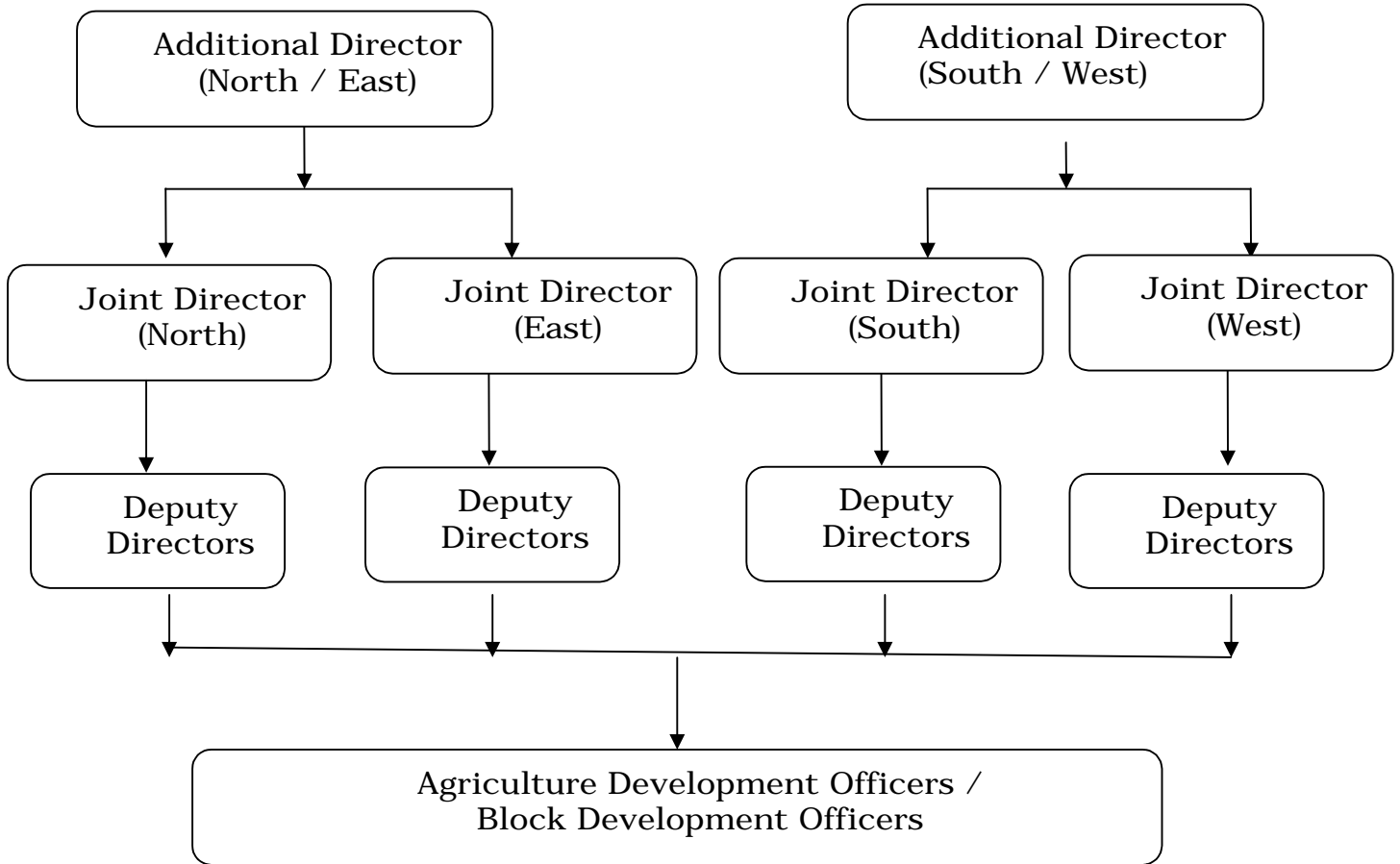
At the village level, village level offices manned by village level workers are operative. Village Level Workers (VLW) are assisted by their Field Assistant (FA).

Besides the setup mentioned above, Agriculture Farms managed by departmental Officers are functional. Agriculture farms undertake mostly Demonstrations, Research and Trial, Extension activities, Certified Seed Multiplication etc.

The administrative set up of Regional Administrative Centre, district, sub-division and Block Development Office is highlighted below in chart II.

CHART II

REGIONAL ADMINISTRATIVE OFFICE



The functions and responsibilities of the above offices from Head Office to village level Office ranges from Planning and Policy decisions to implementation in consonance with subjects entrusted to the department under Allocation of Business Rules. The ultimate objective of the department is to cater to the basic needs of the farming community of the state in developing their capacity in enhancing the productivity both in quality and quantity through training, guidance, transfer of technology and timely supply of needed inputs. The decentralized administrative process also helps farmers in preparing village plans.

ii. POWERS AND DUTIES OF OFFICERS AND EMPLOYEES.

The administrative powers are vested with the Head of the department while the regional Additional Directors can exercise as Head of Office to the extent delegated to him by the Government.

Similarly the Head of Department exercise financial powers as outlined in the appendix 3 and 4 of the Sikkim Government Financial Rules (Rule 55). The Additional Directors in charge of Regional Offices exercise financial powers as Head of Office drawn from Rule 55, appendix 3 and 4 of Sikkim Financial Rule. While Planning and Policy decisions are taken at Head Quarter Level , the field level functionaries at district, sub-division and BDO level are equally involved in assisting Zilla Panchayats and village Panchayats in preparing district and village Plans based on which the Five Year Plan and Annual Plans are prepared by Head Office. The Head and Regional offices exercise mostly regulatory and supervisory functions. The functionaries in the district, sub-division and at block level as well as at the village level are responsible to implement the policies and programmes of the Government.

iii. PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS.

In the decision making process, the role of the lower level employees / officers is of significance as they mainly deal with the existing rules, regulations and procedures as the higher ups are more responsible for supervision, guidance and implementation. Therefore the proposals are initiated from the lower level. Sometimes meetings, workshops involving Field level functionaries are also necessary to arrive at the final decision.

iv. NORMS SET FOR DISCHARGING FUNCTIONS

In the course of performing the official duties the functionaries at different levels are guided by the rules and regulations framed by the State Government. While implementing Centrally Sponsored Schemes guidelines set out by the Government of India are followed.

v. RULES, REGULATIONS INSTRUCTONS, MANUALS AND RECORDS FOR DISCHARGING ITS FUNCTIONS:

The administrative matters are governed and guided by the Sikkim Service Rules including:

1. The Sikkim Government Service Rules, 1974.
2. The Sikkim Government Establishment Rules, 1974.
3. The Sikkim Government Service (Confidential Roll) Rules, 1996.
4. The Sikkim Government Servants Conduct Rules, 1981.
5. The Sikkim Government Servants (Discipline and Appeal) Rules, 1985.
6. The Sikkim Government Service (Leave) Rules, 1982.
7. The Sikkim Government Service (Revised Pay) Rules, 1998.
8. The Sikkim Government Service (Advancement Grade) Rules, 1999.

9. The Sikkim Government Traveling Allowance Rules, 1980.
10. The Sikkim Government Service (Medical Facilities) Rules.
11. The Sikkim Government State Service(Regulation of seniority)Rules, 1980 and other recruitment rules, executive orders and instructions while Sikkim Financial Rules, 1979 guides and governs all financial matters.

vi. STATEMENT OF CATEGORIES OF DOCUMENTS

Planning:

1. Five Year Plan Document.
2. Annual Plan Document.
3. Annual Progress Reports.

Administrative Matters:

1. Sikkim Agriculture Service Rules, 1994.
2. Sikkim Sub-ordinate Agriculture Service Rules, 2001.
3. Sikkim Service Rules.

Financial Matters:

1. Sikkim Financial Rules , 1979.
2. Travelling Allowance Rules
3. Medical Rules.

vii. ARRANGEMENT FOR FORMULATION AND IMPLEMENTATION OF POLICIES

The policy decisions are taken by the elected representatives of the people. As such no direct consultation with the members of the public is felt necessary in respect of policy formulation. However the ideas and requirements of the public expressed through Gram Sabhas are manifested in the village and district plan proposals .In the implementation of policies and programmes due attention is given to the interest of the public.

viii. LIST OF BOARDS,COUNCILS & COMMITTEES.

- a. Boards- Agriculture Development and Farmers Welfare Board.
- b. Committees – SAMITY under ATMA.

The meetings of the above boards /committees are confined to members only; however minutes of the meetings are accessible to public also.

ix & x. LIST OF OFFICERS AND EMPLOYEES AND THEIR MONTHLY REMUNERATION.

AGRICULTURE DEPARTMENT HEAD OFFICE

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	SK Sinha	Director	17100	38732	21135
2	L.N Targain	Dy.Secretary	11100	27640	12567
3	P.K Dewan	Jt. Director	13450	33491	22988
4	MCP Pradhan	Dy Dir (A/c)	11700	29134	16103
5	MS Pradhan	Accounts Office	10600	26394	8323
6	Kishore Kr. Mukhia	Under Secretary	8125	19232	11177
7	Sylvia Rai	Office Suptd.	6725	16746	4552
8	Elishiba Dhungel	Sr. Acctt	8300	20668	6505
9	NP Sharma	Sr. Acctt.	7250	18053	4546
10	Prakash Thakuri	WDO	11100	27640	9327
11	Durga Chettri	UDC	6390	14912	8652
12	Karna Bdr. Chettri	Driver	3520	8765	1657
13	Milan Kr. Rasaily	Peon	4160	9358	3600
14	Hari Lall Sharma	Driver	4970	12376	8361
15	Tashi Ongmu Bhutia	Asstt Programmer	6025	15004	10807
16	Deepika Rai	HA	4770	11878	5756
17	Usha sharma	Jr. Acctt	6120	15239	5531
18	Sashi Kala Rai	UDC	6120	12862	6576
19	Suman Chandra	Record Keeper	5500	12696	4958
20	Tashi Doma	Accounts Clerk	5500	13696	8491
21	Karma Lodey	Accounts Clerk	5100	12700	6164
22	Mohan Kr. Rai	Accounts Clerk	5000	11450	2904
23	Irene Lepcha	Steno	6900	17182	7248
24	Pema Lama	Accountant	6525	13780	9175
25	Thinley Wongmoo	LDC	5500	13696	7295
26	Cheji Denzongpa	LDC	5500	13696	7353
27	Chung Cgung Lepcha	LDC	5100	11700	4921
28	Prakash N Pradhan	Record Keeper	4800	11952	6679
29	Susang Ongmu	LDC	4400	10956	6222
30	Kalzung N Bhutia	Accounts Clerk	5400	13446	9585
31	Karma S Tamang	Driver	4970	11258	5443
32	Mr Prabhat Rai	Driver	5715	13231	2935
33	Arpana Rai	Steno	5600	13944	4157
34	Dawa Lhamu	Steno	4550	10330	6523
35	Bishnu Bdr Gurung	LDC	4505	10219	2288
36	Sonam Tseten	Peon	4320	9757	3996
37	Bhai Tsh. Lepcha	Peon	4240	10558	4155

38	Indra Bdr. Chettri	Driver	6120	14239	3408
39	Pradeep Rai	Driver	3760	8362	3122
40	Phurba Bhutia	Driver	3760	9362	4701
41	Basant Chettri	Driver	4400	10956	9371
42	Rajen Chettri	Peon	4420	9011	4932
43	Gopal Pd. Sharma	Peon	4320	10757	5420
44	Sonam Lepcha	Peon	4320	10757	1468
45	Bhakta Bdr. Lakhey	Chawkidar	3650	7089	6091
46	Mohan Lall Balmiki	Sweeper	4240	9558	6148
47	Chandra Maya	Peon	3015	6507	3723
48	Sonam W Lepcha	Peon	3345	7330	3710

Engineering Cell

1	S.K Paul	Chief Engineer	15875	35957	28494
2	Tasi Chopel	Supdt.Engineer	13100	32620	18863
3	Jeewan Kr. Chettri	Executive Engg.	10500	26146	16672
4	Passang D Tamang	Executive Engg.	9900	24652	10643
5	Bhasker Basnett	Asstt. Engineer	9475	23593	3884
6	Deepak Biswakarma	Asstt. Engineer	9250	19952	3767
7	Zigme Dorjee	Asstt. Engineer	9250	22033	11555
8	Reep R Lepcha	Asstt. Engineer	9250	23033	13993
9	Solomi Lepcha	Asstt. Engineer	9475	20461	8780
10	Sarita Subba	Asstt. Engineer	7675	19111	12153
11	Roshan Sharma	Asstt. Engineer	7000	17430	9291
12	Bijoy Thapa	Asstt. Engineer	9475	22593	9256
13	C D Rai	Draftsman	5900	13692	5372
14	Tshering D Bhutia	Jr.Acctt.	5500	12895	5555
15	MK Pradhan	Fitter	4640	10554	1401
16	Laxuman Prasai	Fitter	4320	9757	7931
17	BB Tamang	Driver	4000	8960	3908
18	DK Pradhan	Peon	4240	8604	1727
19	Durga Bahadur	FA	2960	6370	1762
20	Bahadur kami	FA	2960	7370	5692
21	Dhan Bdr. Kami	FA	2960	7370	5328

Field Crop Section

1	Manoj Kr. Chettri	Addl.Director	14750	36720	21300
2	C Ladingpa	Dy. Director	12000	29880	15040
3	Narendra Gautam	STCO	12000	27180	15999
4	Nawang C Tonyot	Agronomist	10800	26892	14661
5	Chunzun P Lepcha	AI	5600	13944	6343
6	Norbu Tsh. Bhatia	Plant Breeder	10800	26892	12013

7	Deo Kanya Rai	Jr. Acctt	6255	14575	6471
8	Rajesh Pradhan	Jr. Storekeeper	4800	10952	7761
9	Joel Lepcha	Peon	3015	6507	2495
10	Ram Pd. Gurung	Field Assistant	5300	12198	8074
11	Gnawang Tenzing	Field Assistant	5300	13198	2257
12	Purna Bdr. Manger	Field Assistant	2960	6370	4182
13	Dhan Kr. Rai	Peon	2850	6097	1860
14	Mani Kr. Rai	Field Assistant	2850	6097	4692
15	Thendup L Tamang	Field Assistant	2850	6097	4917
16	Laxmi Rai	Telephone Operator	2850	6097	2057
17	Nita Ram Rai	Driver	4400	9956	2969
18	Sharmila Subba	LDC	4400	9956	3482
19	Sonam C Lachungpa	LDC	5300	12198	3911
P.P Section					
1	R K Sharma	Agri Inspector	8800	21912	7513
2	Shova Lama	Agri Inspector	7250	18053	10277
3	O T Lepcha	Jr. Acctt.	6120	15239	6387
4	Rajni Rai	Storekeeper	5000	10325	5847
5	Kharananda Sharma	Field Assistant	3015	6507	4024
6	Shyam Ghaley	Chowkidar	3650	8089	2450
7	Paul Rai	FA	4335	9794	497
Soil Tesing					
1	Pem Doma Lepcha	Jr Soil Scientist	12600	28539	12164
2	Srijana Gurung	VLW	4000	9960	6495
3	Rita Rai	LDC	5000	12450	9661
4	Kunti D Basnett	Lab Asstt	4600	11454	7705
5	S.B Basnett	Lab Asstt	4500	11206	2206
6	M.B Tamang	Driver	6120	15239	11245
7	Bhim Kr. Rai	Driver	6120	13862	6348
8	Purna Bdr. Chettri	Fieldman	5500	13696	7588
9	Chandra Mani Rai	Lab Asstt	4025	10024	8441
10	Leela Pradhan	Lab Asstt	3015	7507	6937
11	Shiva Kr. Chettri	Field assistant	3180	7919	6695
Agri. Census					
1	Dr. Yoshoda Pradhan	Jt. Director	13450	33491	15231
2	Pintso W Bhutia	Asstt. Director	9025	22474	16224
3	Preeti Moktan	Agri Inspector	5300	13198	9479
4	Namita Shilal	Steno	5450	13571	7471
5	Karma Donka	UDC	5600	13944	8653
6	Sahansila	LDC	3570	8890	6643

AGRICULTURE DEPARTMENT EAST DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	R.K Basnett	Jt. Director	13100	32620	13197
2	Jokchen Lama	Dy. Director	12300	27860	15878
3	P.K Subba	Dy. Director	12000	29880	8578
4	P.L.Basnet	Dy. Director	10500	26146	8556
5	M.K.Pradhan	Dy. Director	12000	29880	14733
6	Asha Lama	Dy. Director	12000	29880	19707
7	M.S Pradhan	Accountant	7775	19360	7970
8	D.B Gurung	Agri.Inspector	7100	17680	8022
9	I.S Chettri	Agri.Inspector	6950	17306	9453
10	D.K Pradhan	Agri.Inspector	6950	17306	10993
11	Sushma Pradhan	Agri.Inspector	5300	13198	3649
12	Benjamin Ruchal	V.L.W	5750	14318	12432
13	Usha Tamang	V.L.W	5000	12450	6555
14	Nanda Sharma	V.L.W	6650	16559	11115
15	Hari Psd. Sharma	V.L.W	6650	16559	8067
16	Bishnu Psd. Sharma	V.L.W	6650	16559	4720
17	Nir Kamala Chettri	V.L.W	5400	13446	9962
18	Geeta Chettri	V.L.W	5000	12450	7113
19	J.O Rai	V.L.W	6650	15063	9118
20	Phurba Lepcha	V.L.W	5300	13198	5486
21	Dhan Kr. Rai	V.L.W	6650	16559	11110
22	Sangita Basnett	V.L.W	5000	12450	5705
23	Laxmi Chettri	V.L.W	4900	12204	9117
24	Hissey Bhutia	V.L.W	5000	12450	5442
25	Sushila Pradhan	V.L.W	5000	12450	7161
26	Subash Gurung	V.L.W	6650	16559	6823
27	Homnath Sharma	V.L.W	5400	13446	4654
28	Tshering Uden Bhatia	V.L.W	6200	15438	10133
29	M.K Kharel	V.L.W	6650	16559	6010
30	Nanda Lall Sharma	V.L.W	5150	12824	8230
31	Tala Bhutia	V.L.W	5150	12824	5993
32	Budhiman Tamang	V.L.W	6650	16559	12897
33	Pushpa Lal Dahal	V.L.W	5100	12700	9552
34	Sherap P Lepcha	V.L.W	6650	16559	12153
35	Indra Lal Tiwari	V.L.W	5400	13446	8561
36	Jai Prakash Rai	V.L.W	6650	16559	3321
37	Meena Sharma	V.L.W	4000	9960	7730
38	Jenny Basnet	V.L.W	4000	9960	5950
39	Keshori Devi Sharma	V.L.W	4000	9960	7765
40	Beduka Sharma	Jr. Acctt.	5500	13696	6038

41	ENC Simik	LDC	5850	14567	5964
42	Dorjee Wangmoo Shenga	LDC	5200	12948	4103
43	Urmila Chettri	LDC	4800	11952	8330
44	Bhagawati Gurung	Peon	5600	13944	9893
45	Mohan Psd. Dhakal	FA	4240	10558	8091
46	Durga Psd. Kafley	FA	4600	13944	9866
47	Shrilal Kafley	FA	5500	13696	7948
48	Omnath Sharma	FA	5100	12700	6346
49	Chinku Bhutia	FA	5300	13198	6663
50	Bashudev Dahal	FA	4400	10956	6758
51	Hari Psd. Sharma	FA	4400	10956	5096
52	Rinzi Sherpa	FA	5500	13696	11421
53	Nar Bdr. Gurung	FA	5300	13333	8912
54	Ganga Psd. Sharma	FA	5300	13198	7274
55	Nar Bdr. Gurung	FA	5400	13446	7038
56	Yognidhi Sharma	FA	5200	12948	6303
57	Shiva Shanker Sharma	FA	5300	13198	7217
58	Rinzing Bhutia	FA	5100	12700	11097
59	Bal Krishna Sharma	FA	3800	9462	7200
60	Thakur Das Mukhia	FA	5600	13944	6465
61	Punya Psd. Sapkota	FA	3875	9649	4059
62	Yogesh Gurung	FA	2960	7370	2432
63	Sonam Dorjee Bhutia	FA	5100	12700	6763
64	Dilli Psd. Sapkota	FA	5300	13198	6763
65	Darpana Basnet	FA	3125	7782	3697
66	Ram Kr. Chettri	FA	4025	10024	5036
67	Bishnu Maya Chettri	FA	2960	7370	4501
68	Dhan Maya Pradhan	FA	3015	7507	3334
69	Rangabir Manger	FA	5400	13446	5155
70	Phu Tshering Bhutia	FA	5500	13969	9886
71	Mahabir Chettri	FA	2960	7370	3789
72	Dewan Psd. Dahal	FA	3725	9276	7450
73	Sonam Thendup Bhutia	FA	5300	13198	6386
74	Taktuk Bhutia	FA	3800	9462	7859
75	Kharga Bdr. Chettri	FA	5960	7370	4314
76	Pema Lhamu Lepcha	FA	3235	8056	4321
77	Kharga Singh Chettri	FA	5100	12700	7120
78	Bhim Bdr. Subba	FA	5400	13446	5872
79	Dugay Bhutia	FA	4165	10372	4889
80	K.P Sharma	FA	4420	11006	5146
81	Palden Dorjee Bhutia	FA	4250	10583	2380

82	Kalu Ram Rai	Fitter	4100	10210	2707
83	Drapati Sharma	office Helper	2850	7097	5738
84	Phegum Bhatia	VLW	2850	7097	4237
85	Bharat Sharma	VLW	5000	12450	8261
86	J.N Sharma	VLW	5600	13944	9412
87	Tshring Rapden Bhutia	VLW	6650	16559	7261
88	Shanti Ram Sharma	VLW	6650	16559	10054
89	Namgyal Tsh. Bhutia	VLW	6650	16559	11956

AGRICULTURE DEPARTMENT WEST DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	T.P Yongda	Dy. Director	11700	28081	15462
2	S.K Tamang	Dy. Director	10800	24920	11558
3	Phigu Bhutia	Dy. Director	12000	25800	12456
4	Ranjit Gurung	Jr. Acctt.	5850	14040	14175
5	Tshering Z. Bhutia	Jr. Acctt.	5500	13201	13336
6	P.B Rai	LDC	5500	12201	13301
7	Sashi Gurung	LDC	5000	12000	12100
8	Chewang N. Bhutia	Driver	6255	15012	9323
9	Biren Trikhatri	A/C	2083	5666	5666
10	Dal Bdr. Karki	Chowkidar	3800	9120	5576
11	Suraj Deo Rawat	Sweeper	3350	8041	4100
12	Passang N. Bhutia	FA	5100	12241	5935
13	Palchen Bhutia	FA	5200	12480	7075
14	Aita Bir Bishwakarma	FA	3650	8760	2615
15	Ganesh Subba	FA	3575	8580	4435
16	Shona H Subba	FA	2960	7104	4225
17	Palden Bhutia	FA	5200	12480	3162
18	Rinchen Bhutia	Driver	5715	13711	12016
19	Subash Gurung	FA	3650	8760	5361
20	Mohan Lall Sharma	FA	3500	8401	5808
21	Man Bdr. Rai	FA	5500	11963	8450
22	Sherap Lepcha	FA	3235	7765	3137
23	Dhan Bdr. Gurung	FA	5500	13701	7438
24	Gambir man Lepcha	FA	3950	9481	2364
25	Dorjee Y Bhutia	AI	6950	16681	2272
26	Denki P Lasungpa	LDC	5200	12480	1035
27	Tshering Lepcha	Driver	4860	11665	8943
28	Ganesh Kr. Gurung	VLW	6650	15960	8906
29	Bhakta Bdr. Subba	VLW	6350	15240	12581

30	Lukesh Lepcha	VLW	5150	12361	6111
31	Yam Bdr. Gurung	VLW	5150	12361	7987
32	Ganesh Kr. Chettri	FA	5500	13201	7819
33	Khusen Pd. Karki	VLW	5150	12361	10671
34	Kabita Basnet	VLW	4000	9600	4934
35	Bal Krishna Rai	VLW	4000	9600	4934
36	Jagat Subba	VLW	4000	9600	6662
37	Shyam Pd. Chettri	VLW	5150	12361	8407
38	Danuri Sherpa	VLW	6950	16681	8363
39	Khus N Rana	VLW	5600	13440	6394
40	Ongdi Sherpa	VLW	5750	14301	8042
41	Kharga Bdr. Gurung	FA	5300	12721	5575
42	Deo Kr. Chettri	FA	3500	8401	3850
43	Passang N. Sherpa	VLW	5150	12361	9517
44	Arun Kr. Sharma	AI	6950	16681	5340
45	Kedernath Sharma	VLW	6650	15960	11368
46	Bimal Kr. Rai	VLW	6650	14464	8973
47	Bhim Kr. Subba	VLW	6350	15241	7388
48	Man Pd. Bhujel	VLW	6650	15960	6798
49	Bir Bdr. Rai	VLW	6350	15241	9976
50	Amber Rai	VLW	5150	12361	6372
51	Daniel Lepcha	VLW	6650	15060	4695
52	Pritam Kr. Rai	VLW	5450	13080	8442
53	Rakcha Raj Rai	VLW	5150	12361	10462
54	Jas Bdr. Rai	FA	5300	12721	8194
55	Dil Bdr. Baniya	FA	5300	12721	9956
56	Tula Ram Gurung	FA	5300	12721	8708
57	Daya Raj Rai	Peon	3800	9120	4680
58	Deepak Rai	FA	3800	9120	6500
59	Kubir H Subba	FA	5100	12241	4903
60	Mindu Tsh. Lasungpa	FA	5400	12960	6966
61	Mani Raj Sunam	FA	4250	10200	4507
62	Budha Bir Tamang	FA	4175	10020	7817
63	Kumar Pradhan	Driver	3760	9024	6713
64	Man Maya Bhujel	FA	2960	7104	5224
65	Ash Bdr. Rai	VLW	5150	12361	10611
66	Ram Kr. Rai	FA	3905	6973	3310
67	Bhisan Pradhan	VLW	2100	6930	2373
68	Raju Tamang	Peon	2850	6840	5788

AGRICULTURE DEPARTMENT NORTH DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	N.K Gurung	Dy. Director	11000	26641	13312
2	S.D Kaji	Dy. Director	10800	25920	16858
3	Tenzing Bhutia	ADO	10150	24861	18250
4	Eden Lhamu Bhutia	ADO	9925	23821	11343
5	Tsh. Dorjee Bhutia	AI	7100	15020	12361
6	N.P Lepcha	AI	6050	17041	11103
7	P.T Bhutia	Acctt.	6375	15300	2747
8	R.P Sharma	JAC	4800	11520	3120
9	N.B Tamang	JAC	5600	13440	8562
10	D.N Sharma	A.C	4165	9997	1547
11	Tashi Pintso Bhutia	LDA	3655	8772	643
12	Ongmit Lepcha	W.M	3400	8160	3952
13	Umesh Trikhatri	V.L.W	6950	16681	5270
14	K.K Sharma	V.L.W	4000	9600	7100
15	Tashi Bhutia	V.L.W	4300	10821	2418
16	Dipup Bhutia	V.L.W	4000	10100	5682
17	Karma Pintso Lepcha	V.L.W	4000	10100	5920
18	Shepo Tsh. Bhutia	V.L.W	6650	16460	15061
19	N.K Chettri	V.L.W	6250	15380	10286
20	Namgyal Lepcha	V.L.W	5000	12000	6310
21	Tsh. Nedup Bhutia	V.L.W	6500	15016	7109
22	Pradeep Tamang	V.L.W	4000	9600	8666
23	Mikmar Lepcha	V.L.W	4300	10321	2804
24	Loday Lepcha	F.A	5300	13221	8731
25	Namgyal Lepcha	F.A	5300	13221	10152
26	Pem Tsh. Lepcha	F.A	5300	13221	6026
27	P.K Pradhan	F.A	3650	9260	2923
28	Dassang Lachungpa	F.A	5500	13701	8877
29	Rinchen Lachengpa	F.A	3575	9080	6638
30	T.O Lachungpa	F.A	3290	8371	5915
31	M.O Sherpa	Driver	5080	12192	2859
32	Kenzang Lepcha	Peon	2905	6973	4620

AGRICULTURE DEPARTMENT SOUTH DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	Kumar Thapa	FA	5600	13944	8831
2	N.K Pradhan	DDA	12000	29880	15687
3	IP Panday	FA	5400	13446	7080
4	BP Luitel	FA	5300	13197	8281
5	Bhim Das Ghimerey	VLW	5750	14318	7565
6	CM Uprety	ADO	10375	25834	15647
7	TP Luitel	FA	5400	13446	10425
8	Deo Prakash Rai	VLW	5900	14691	11746
9	Deepak N Gurung	VLW	6650	16559	10877
10	Sangita Nepal	FA	2960	7370	5150
11	Kamal Thatal	DDA	12000	29880	15319
12	Sudershan Lepcha	VLW	6650	16559	8927
13	Lachi Maya Rai	FA	3500	8715	4308
14	Tsewang D. Bhutia	VLW	6800	17432	9189
15	Rajen Tamang	VLW	5300	13197	5021
16	D Tamang	VLW	4400	10956	7302
17	AK Rai	AI	7100	17679	11323
18	Prem D Rai	FA	3575	8901	4340
19	Purna Bdr. Thapa	FA	3800	9462	4162
20	Mani Kr. Thapa	VLW	6650	16559	9132
21	Dal Bdr. Gurung	VLW	5100	12699	7483
22	Ganga Pd. Rai	VLW	5500	13695	4646
23	Nima Tsh. Tamang	VLW	5400	13446	5049
24	Jitlal Tamang	VLW	5500	13695	6726
25	Purnima Theeng	VLW	5150	12824	8276
26	TR Manger	FA	5400	13446	6130
27	P. Tiwari	VLW	5000	12450	8656
28	Birthaman Rai	VLW	5500	13695	7719
29	Saran Kr. Rai	VLW	5150	12824	6203
30	Narmaya Sharma	VLW	5450	13571	2960
31	Sun M Tamang	FA	2960	7370	2155
32	Sun Tsh. Tamang	VLW	5150	11665	4620
33	Tej Kr. Rai	VLW	5200	12948	10491
34	K Chettri	VLW	5300	13197	9717
35	J.M Rai	FA	5100	12699	5604
36	D Sapkota	AI	7100	17679	12049
37	P.B Rai	Jr. Acctt.	5600	13944	6934
38	Nirmal Pd. Sharma	VLW	6200	15438	6929
39	DK Rai	VLW	5200	12948	5132

40	Purna Kr. Gurung	VLW	5300	13197	3838
41	PP Dahal	Fitter	4640	11554	3691
42	IP Sapkota	FA	5400	13446	10900
43	Nim T Rai	FA	5400	13446	8845
44	Devi Pd. Timsina	FA	4025	10022	3754
45	KB Baraily	FA	3015	7507	2978
46	Dawa Tamang	FA	2960	7370	1652
47	D Ranpal	Fitter	3800	8607	6054
48	JB Rai	FA	4420	11006	9955
49	Sarki Tamang	FA	4420	11006	8157
50	CK Pradhan	DDA	12000	29880	20107
51	DS Chettri	ADO	10375	25834	11626
52	PD Lama	ADO	9475	23593	13971
53	Badri Pradhan	VLW	4000	9960	7512
54	Arbind Majhi	VLW	4000	9960	4900
55	Ram Kr. Subba	VLW	4000	9960	3725
56	S K Shrestha	VLW	4000	9960	4129
57	Laxmi Rai	OH	2850	7096	6205
58	Subodh Rai	Driver	3200	7968	6976
59	K Thinley	Acctt.	5985	14903	7631
60	Somnath Rizal	Jr. Acctt.	4600	11454	4163
61	Kitmit Bhutia	LDC	5200	12948	6186
62	E.L Bhutia	LDC	4600	11454	4261
63	M Pradhan	SK	5100	12699	10633
64	Bishnu Rai	SK	4800	11952	1637
65	KS Rai	SK	5000	12450	9926
66	Rinzing Sherpa	Driver	5850	14567	3351
67	Jai Bdr. Rai	Peon	4320	10757	7436

SOIL AND WATER CONSERVATION HEAD
OFFICE

SL.NO.	NAME	Designation	Basic Pay	Gross Pay	Net Pay
1	Phitook T. Bhutia	Director	16300	39121	10235
2	Y.K Pradhan	Addl. Director	14750	35401	19706
3	Neela Pradhan	Jt. Director	13100	31441	12264
4	Beena Pradhan	Acctt	6390	15337	7678
5	Amber Rai	Driver	5715	13717	6625
6	Chandrawati	Jr. Acctt.	5500	13201	6083
7	Krishna Bdr. Chettri	Driver	4300	10321	5106
8	Damber Bdr. Basnett	Peon	4240	10176	1066
9	Lek Bdr. Manger	Driver	4970	11928	4932
10	Mohan Lall Tamang	Driver	3200	7968	6952
11	Poonam Sahanka Pradhan	Office Helper	2850	6840	4904

SOIL AND WATER CONSERVATION EAST DISTRICT					
SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	U Bhutia	Addl. Director N/E	13625	32701	19364
2	K.K Pradhan	Jt. Director (East)	13450	29254	13702
3	Kaduk Bhutia	Dy Director	12000	26100	12633
4	H.K Gautam	Dy Director	11100	26641	17720
5	M.K Subba	Dy Director	11400	27360	14236
6	Nima Doma Bhutia	W.D.O	10600	25440	12627
7	Karma Doma Bhutia	W.D.O	10150	24361	14043
8	Bina Kri. Rai	W.D.O	9925	23821	11408
9	M.L Pulzor	W.D.O	9475	22741	8517
10	B.P Sharma	W.D.O	9700	22408	11777
11	K.T Bhutia	Tracer	5100	12241	7266
12	Jeewan Lama	FA	5200	12480	2772
13	S. Palzor Bhutia	FA	3125	7501	4291
14	C.B Pradhan	UDC	5850	12724	1280

SOIL AND WATER CONSERVATION WEST DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	Sri. B.M Subba	Joint Director	20,700/-	31257/-	14602/-
2	Sri. N.D Bhutia	Dy. Director	17,550/-	29134/-	18493/-
3	Sri. Tilak Gajmer	Dy. Director	14400/-	23904/-	16676/-
4	Sri. Rajendra Pd. Thapa	Dy. Director	14213/-	23593/-	10237/-
5	Sri. Pema Rinzing Bhutia	Accounts Clerk	7350/-	12202/-	646/-
6	Sri. Dawzang lepcha	Peon	6480/-	10757/-	6058/-
7	Sri. Hem lall Panth	Kalashi	6600/-	10956/-	9255/-
8	Sri. Purna Bdr. Gurung	Driver	4800/-	7968/-	7564/-

SOIL AND WATER CONSERVATION NORTH
DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	MK Tamang	Jt. Director	12750	30601	14904
2	PN Bhutia	Dy. Director	12000	28800	13464
3	Nabin Karki	Dy. Director	12000	29300	6081
4	Anita Upreti	WDO	9475	23241	11817
5	SP Bhutia	LDC	3825	9181	5555
6	Sangay Bhutia	Driver	5580	13393	8593
7	Sunil Basnett	Driver	4800	9600	667

SOIL AND WATER CONSERVATION SOUTH
DISTRICT

SL.NO.	NAME	DESIGNATION	BASIC PAY	GROSS PAY	NET PAY
1	S.K Rai	Addl. Director	14375	35794	7626
2	S.C Bhutia	Jt. Director	13100	32620	11838
3	Songkit Lepcha	Jt. Director	13100	32620	12968
4	C.B Rai	Jt. Director	12600	31374	11155
5	Sunita Pradhan	WDO	9476	22741	10214
6	Naina Pradhan	Accounts Clerk	5400	13446	6769
7	B.D Rai	WDO	9250	21368	1848
8	Shyam Das	WDO	9250	21368	10358
9	Kamal Giri	WDO	9925	22928	13376
10	Denzong Namgyal	Driver	3200	7968	6945

xi. BUDGET ALLOCATION:

The budget allocations to each of the agency/programme of the department are reflected in the Demands for Grants for the year as passed by the State Legislature. The disbursement/actual expenditure incurred under each programme are compiled by the Accountant General Office and appropriation Account as per the disbursement/expenditure for the year is prepared by them.

A brief summary of budget allocation for the year 2007-08 is as follows:

FOOD SECURITY & AGRICULTURE DEVELOPMENT DEPARTMENT

<u>I. STATE PLAN</u>	<u>Rs. in thousands</u>
A. Crop Husbandry	Rs. 55,800
B. Soil & Water Conservation	Rs. 4,092
C. Food Storage & Warehousing	Rs. 744
D. Agriculture Research & Education	Rs. 2,232
Total : STATE PLAN	Rs. 62,868
II. C.S.S.	Rs. 2,17,500
III. N.E.C.	Rs. 1000
TOTAL: PLAN BUDGET (STATE PLAN+CSS+NEC)	Rs. 2,81,368
<u>NON PLAN</u>	
A. Agriculture	Rs. 65,766
B. Soil & Water Conservation	Rs. 14,552
TOTAL NON PLAN	Rs. 80,318
Grand total (Plan + Non Plan+CSS+NEC)=	Rs. 3,61,686

xii. SUBSIDY PROGRAMMES:

The subsidy /concessions are inbuilt in the programmes /schemes itself. Mostly Centrally sponsored schemes do have such components.

1. Subsidy under Macro Management Scheme of Agriculture (CSS) are given as per the guidelines of the scheme and are as follows:

A	AGRICULTURE	Subsidy
		Rate
	Programme & Component	
I	NATURAL RESOURCE MANAGEMENT	
1	National Watershed Development	
	Project for Rainfed Areas (NWDPRA)	
2	Water Harvesting	25%
3	Bench Terracing	25%
II	CEREAL DEVELOPMENT PROGRAMME	
1	Certified Seed Distribution @Rs 200/qtl	Rs 2/Kg.
2	Encouraging Varietal Replacement	Rs 2/Kg.
3	Full Crop Pack Demonstration	100%
4	Seed Distribution	25%
III	Balanced and Integrated use of Fertilizers	
1	Rural /Phospo Composting	25%
2	Vermi compost unit	25%
IV	Agriculture Engineering	
A	Harvesting & Threshing Equipments	25%
B	Value added equipments	25%
C	Agro Service Centre	25%
V	Reclamation of Acidic Soil	Rs.800/Ha.

2. Under State Plan :

Under High Yielding Varieties Programme, 50% subsidy on cost of material and 100% on transport is given.

List of beneficiaries under subsidy programme will be published separately.

xiii. CONCESSION, PERMITS GRANTS:

No concessions, permits etc other than subsidies on schemes are granted to the public. In case of damage of crops due to natural calamities, compensation in kind including seed, fertilizers etc id given to the affected farmers. In case of extensive damage, Land Revenue and Disaster Management also grants compensation in cash through District/sub-division/BDOs.

xiv. INFORMATION HELD OR AVAILABLE IN ELECTRONIC FORM:

In view of the small size of the State and the offices of the department available at the doorstep of the farmers, departmental related information are so far disseminated to the village level through letters, phones and wireless media. Hence electronic media is not utilized in transferring the information so far; however it will be taken care of in the future.

xv. FACILITIES AVAILABLE FOR OBTAINING INFORMATION:

The members of public can access to information from the various offices at various levels of the department during office hours (10.a.m. to 4 p.m.) on working days. The officers of the department can also be contacted even during holidays. Besides these, information on agriculture is also circulated in the form of pamphlets, prints, media forms from time to time. Training programmes, seminars, workshops, exhibitions etc. are also organized often to educate the public and to keep them informed of the latest technologies and updates. The local private cable Television and Gangtok Station of All India Radio are the other agencies for disseminating information.

xvi. NAMES, DESIGNATION OF PUBLIC INFORMATION OFFICERS:

Sl. No.	NAME	Designation	District
1.	Mr. M.K.Chettri	Additional Director (P.I.O.)	Head Quarter, Gangtok
2.	Mr. P.K.Dewan	Joint Director-E/T (Assistant P.I.O.)	Head Quarter, Gangtok
3.	Smt. Tsering P. Yongda	Deputy Director	West
4.	Mr. C.K.Pradhan	Deputy Director	South
5.	Mr.R.K. Basnet	Joint Director	East
6.	Mr. N.K.Gurung	Deputy Director	North

xvii. OTHER INFORMATION/UPDATES