



## **ABSTRACT**

RIGHT TO INFORMATION ACT 2005 – Public Information Officer and Appellate Authority – Subjectwise appointment – Orders – Issued.

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COOPERATION, FOOD & CONSUMER PROTECTION (OPI(1) DEPARTMENT

G.O.(Ms) No.325

Dated: 22.11.2007

**Read:**

1. Letter (Ms) No.987, Public (Estt.&Leg) Department, dated 7.10.2005.
2. G.O.(D) No.400, Co-operation, Food and Consumer Protection Department, dated 18.10.2005.
3. G.O.(D) No.415, Co-operation, Food and Consumer Protection Department, dated 28.10.2005.
4. G.O.(D) No.70, Co-operation, Food and Consumer Protection Department, dated 14.3.12007.
5. G.O.(D) No.312, Co-operation, Food and Consumer Protection Department, dated 19.9.2007.

**Read also:**

6. Letter No.15580/AR.III/2007-1, Personnel and Administrative Reforms Department, dated 19.10.2007.
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## **ORDER:**

In order to provide Right to Citizens to secure information under the control of Public authorities and with a view to promote transparency and accountability, the Government of India enacted the Right to Information Act, 2005 (Central Act 22 of 2005).

2. In the Government Order fifth read above, Tmt.Stella Vijaya, Additional Secretary to Government (Credit) and Tmt.G. Santha, Deputy Secretary to Government (Civil Supplies) have been appointed as Public Information Officers for Cooperation Wing and Food Wing respectively. Thiru B. Rajarethinam, Under Secretary to Government (Act & Rules) and Thiru P. Nagalingam, Under Secretary to Government (Civil Supplies) have been appointed as Assistant Public Information Officers for Cooperation Wing and Food Wing respectively and Thiru S. Machendranathan, I.A.S., Secretary to Government has been appointed as Appellate Authority in respect of Co-operation, Food and Consumer Protection Department, Secretariat. In view to promote

transparency and accountability and in view of the instructions issued in the letter sixth read above, the subjectwise Public Information Officers and Appellate Authorities in respect of Co-operation, Food and Consumer Protection Department, Secretariat are appointed in supersession of the Government Orders second to fifth read above as detailed below:

<b>Officers appointed as Appellate Authority</b>	<b>Officers appointed as Public Information Officer</b>	<b>SUBJECT</b>
Deputy Secretary (Establishment)	Under Secretary (Establishment)	<p><b><u>OP.I SECTION</u></b> All service matters relating to Officers, PS, PAs, Section Officers, ASOs, PCs, Typists, Assistants, RCs, Drivers and OAs – Preparation of Establishment List – Distribution of subjects.</p> <p><b><u>OP.II SECTION</u></b> Loans and Advances to staff – Sanction of LTC/MRB - All training programmes – Stationery and Furniture – Purchase of contingent articles – Settlement of Bills</p> <p><b><u>CH</u></b> Deputation of Officers of Cooperative Department under FR 110-114 – All matters relating to SICS/ pension and other benefits of the Officers of Cooperative Department – Allegation / Appeal Petition against SICS – Compassionate ground appointment – Medical Reimbursement / Health Fund Scheme / Continuance of Staff of Coop. Dept. – Special Rules for TNCSS.</p> <p><b><u>BILLS</u></b> Main Supplementary Pay Bill upto Under Secretary to Govt. – Pay fixation / sanction of increment – Leave eligibility – Pension proposals / Retirement benefits of Staff – All contingency bills and TA Bills – Reconciliation Works.</p>
Deputy Secretary (Establishment)	Under Secretary (Services)	<p><b><u>CD SECTION</u></b> All service matters / transfer and posting of DRCS – Disciplinary matters relating to DRCS.- Allegation petition against DRCS –</p>

		<p>Disciplinary matters relating to DRCS coming within the purview of Rule 9(A) of TNCS (D&amp;A) Rules.</p> <p><b><u>CE SECTION</u></b>  All service matters relating to JR/Additional Registrar – Allegation petitions against JR/Addl.Registrar – Disciplinary matters relating to JR/Addl.Registrars including cases covered by Rule 9(A) of TNCS (D&amp;A) Rules – Retirement proposals of JR/Addl.Registrars.</p> <p><b><u>CK SECTION</u></b>  All matters relating to TNCU – Cooperative Training and Education – Meetings with Service Associations – Sanction of rent for Office Building, Motor vehicles to Cooperative Department.</p> <p><b><u>CL SECTION</u></b>  All service matters including disciplinary cases – Review Petitions / Appeal Petitions and petitions related to CSR – All service matters including disciplinary cases relating to JICS, Ministerial Staff and Basic Servants in Cooperative Department.</p>
Deputy Secretary (Establishment)	Under Secretary (Act & Rules)	<p><b><u>CJ SECTION</u></b>  All matters relating to TNCS Rules, 1988 and TNCS Act, 1983 / TNCS (Appointment of S.Os) Act, 1976 – Election to the Cooperative Societies.</p>
Additional Secretary (Credit)	Under Secretary (Credit & Budget)	<p><b><u>CC SECTION</u></b>  All matters relating to TNSC Bank, DCC Banks, TNSARD Banks, PARD Banks / State Level Bankers Committee – Agrl. Credit – Review of performance of State Coop. Banks – Bonus &amp; Ex-gratia in respect of all Cooperatives – State Level Monitoring Committee.</p> <p><b><u>CG SECTION</u></b>  Budget relating to Coop. Department. – Part II Schemes - Plan Schemes / Announcements Review – Finance Committee – General complaints on Fair Price Shops – Crop Insurance Schemes – ICDP – Rural Coop. Societies AG’s Inspection Reports and Audit</p>

		<p>Paras.</p> <p><b><u>CN SECTION</u></b>  All matters relating to PAC Banks – Bifurcation - Construction of Buildings for PAC Banks – Vigilance Cases / Complaint Petitions against the employees of PAC Banks.</p>
Additional Secretary (Credit)	Under Secretary (Consumer Cooperatives)	<p><b><u>CA SECTION</u></b>  All matters relating to Consumer Cooperative Wholesale Stores – Grievance of the staff of the Wholesale Stores – TNCCF – All matters relating to Fair Price Shops run by Cooperatives – State Level Project Implementation Committee – Sanction of Government Guarantee.</p> <p><b><u>CM SECTION</u></b>  All matters relating to TANFED and PCMS – NCDC Schemes – All matters relating to Coop. Multi Societies and Coop. Farmers’ Service Centre – Cooperative Storage for construction of rural and marketing godowns – District Technical Cell – TUCAS.</p> <p><b><u>CP SECTION</u></b>  WPs/Appeal/Revision Petitions filed by the Employees/Members of TNSC Bank / DCC Banks – All complaints / Petitions against Employees / Members and Management of the TNSC Banks/DCC Banks – All matters relating to Urban Cooperative Banks and the Employees Credit Societies – Appointment of Legal Officers to all Cooperative Institutions – Vigilance Cases.</p>
Additional Secretary (Credit)	Under Secretary (Act & Rules)	<p><b><u>CB Section</u></b>  Consolidation of reports including LAQs / Assurances – Meeting and Conference sponsored other Departments or Agencies on misc. subjects –Convening of internal meeting and monthly meetings – Misc. Coop. Societies – Files relating to Coop. Societies under the administrative control of other Departments except files relating to interpretation of TNCS (Act &amp; Rules).</p>
Deputy	Under Secretary	<b><u>A SECTION</u></b>

Secretary (Food)	(Miscellaneous)	<p>All matters relating to TNCSC and Tamil Nadu Warehousing Corporation – Payment of Guarantee Commission.</p> <p><b><u>D SECTION</u></b>  All matters including establishment of Civil Supplies and Consumer Protection Department and Civil Supplies CID – All matters relating to sugar, gur, khandasari, maida, wheat and wheat products – Roller flour Mills – Food Wing Budget.</p>
Deputy Secretary (Food)	Under Secretary (Public Distribution System)	<p><b><u>B SECTION</u></b>  Procurement of paddy – Credit facilities to the TNCSC from Govt. of India – Availing cash credit limits from the RBI – FCI meetings – Sanction of food subsidy to the TNCSC – Fixation of procurement price of rice – Antyodaya Anna Yojna Agri. Prices Commission – Hulling Agents and fixation of hulling charges.</p> <p><b><u>C SECTION</u></b>  Distribution of free LPG / Gas Stove – Matters relating to LPG – T.N. Kerosene (Regulation of Trade) Order, 1973 – Opening of kerosene kiosks – Central allocation from Govt. of India.</p> <p><b><u>F SECTION</u></b>  Public Distribution System – Issue of Ration Cards – Matters relating to Scheduled Commodities – Rationing – All matters relating to distribution of foodgrains through ration cards – Targetted Public Distribution System – All matters relating to coarse grains and pulses.</p>
Deputy Secretary (Food)	Under Secretary (Act & Rules)	<p><b><u>CR SECTION</u></b>  Chief Ministers' Cell Petitions consolidation – Right to Information (RTI ACT)</p>
Deputy Secretary (Civil Supplies)	Under Secretary (Civil Supplies)	<p><b><u>E SECTION</u></b>  Prevention of Black Marketing and Maintenance of Essential Commodities Act and allied subjects – All Habeas Corpus Petition and SLP in all Districts – State Advisory Board and allied matters.</p>

		<p><b><u>G SECTION</u></b> Appeals under Essential Commodities Act, 1955 relating to all Districts.</p> <p><b><u>J SECTION</u></b> Appeal Petition under section 6C of the EC Act, 1955 relating to Tiruvannamalai, Dharmapuri, Namakkal, Pudukkottai, Tiruvallur, Kanniyakumari, Nilgiris, Cuddalore and Villupuram – All matters relating to Public Undertaking Committee – Vigilance Cases relating to TNCSC – Write-off hulling dues.</p>
Deputy Secretary (Civil Supplies)	Under Secretary (Miscellaneous)	<p><b><u>H SECTION</u></b> All matters relating to National/ State Consumer Disputes Redressal Commission and District Consumer Disputes Redressal For a – Price Monitoring Committee and allied matters – All matters relating to Consumer Protection Act, 1986 and Consumer Protection Rules, 1988 – Refund of Security Deposits – World Consumer Rights Day – Central and State Protection General Meetings – National Award to Voluntary Health Organisations.</p>

3. The Public Information Officers and Appellate Authorities will discharge the functions prescribed in the Right to Information Act, 2005 subject to the internal procedures laid down by the Secretary to Government, Co-operation, Food and Consumer Protection Department. A Register should be maintained by the Public Information Officer in respect of all the petitions received by them under the Right to Information Act, 2005 and sent to “CR” Section for taking immediate action and this register and the present stage of the petition received by them should be submitted to the Secretary to Government, Co-operation, Food and Consumer Protection Department once in a fortnight.

K.SHANMUGAM  
SECRETARY TO GOVERNMENT.

To  
All Officers concerned.  
All Sections, Co-operation, Food and Consumer Protection Department, Chennai-9.  
All Heads of Department under Co-operation, Food and Consumer Protection Department, Chennai-9.  
Copy to:  
All Departments of Secretariat, Chennai-9.  
The Public (Estt.& Leg) Department, Chennai-9.

The Tamil Nadu Information Commission,  
89, Dr.Alagappa Road, Krishna Vilas, Puraswalkam,  
Chennai-84.

(Forwarded by Order)

Section Officer