



ENGLISH

A
**REPORT ON RIGHT TO INFORMATION ACT 2005 IN THE DEPARTMENT
OF HORTICULTURE**

**O/o Commissioner of Horticulture:
Andhra Pradesh: Guntur**

Section-4(1)(a)

Sl.No.	Item	Action taken
1	Every Public authority shall:- Maintain all its records duly catalogued and indexed in a manner and in 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 and different systems so that access to such records is facilitated.	Website: " horticulture.ap.nic.in " is maintained by the Department of Horticulture and information pertaining to the department is updated regularly.

UNDER SECTION 4(1)(b) OF RIGHT TO INFORMATION ACT

Sl. No.	Sl.No.oftheManual	Actiontaken
1	2	3
1	The particularsof its organization, functions and duties	Role of the Department is published in the Department manual and also uploaded in the department website horticulture.ap.nic.in
2.	The powers of duties of its officers and employees	Role of each category of employees is published in the department manual and also uploaded in the department website horticulture.ap.nic.in
3.	The procedure following in the decision making process including channels of supervision and accountability	Existing Organizational Structure of the Department is enclosed
4.	The norms set by it for the discharge of its functions	Functionary manual published by the department uploaded in the department website horticulture.ap.nic.in
5.	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions	A.P.OIL PALM ACT, 1993, Horticulture Nurseries Act, A.P.Cooperative Societies Act and other rules, regulations, guidelines as communicated by the Government of Andhra Pradesh and GOI. from time to time.
6.	A statement of the categories of documents that are held by it or under its control	Establish documents like scheme documents etc.
7.	The particularsof any arrangement that exists for consultation with representatives by the members of the public in relation to the formation of its policy or implementation thereof.	Representative of Growers Association – Member (Nominated by / FPOs (Farmer Producer Organisation) – Govt.) is a member in State Level Executive Committee of Mission for Integrated Development of Horticulture (MIDH)

Sl. No.	Sl.No.oftheManual	Actiontaken
8.	Astatementoftheboards,councils,committeesandotherbodiesconsistingoftwoormorepersonsconstitutedasitspartorforthepurposeofitsadviceandastowhethermeetingsofthoseboards,councils,committees and other bodiesare open to the public or the minutes ofsuchmeetingsareaccessibleforpublic.	State Level Sanctioning Committee (SLSC) of PMKSY Micro Irrigation. State Level Executive Committee(SLEC) of MIDH
9.	Adirectoryofitsofficersandemployees	Incorporatedinwebsite horticulture.ap.nic.in
10.	Theremonthlyremunerationreceivedbyeachofitsofficersandemployeesincludingthesystemofcompensationprovidedinitsregulations	The monthly salaries of employees arepaid in the admissible scales of Pay asperRPS2015throughbankaccounts
11.	Thebudgetallocatedtoeachofitsagency, indicatingtheparticularsofall plans,proposedexpendituresandreports ondisbursementmade.	AnnualActionPlanofthedepartmentunderallschemesispreparedevery yearandcommunicatedtoDistrictlevelOfficers.
12.	Themannerofexecutionofsubsidyprogrammesincludingthe amountsallocatedandthedetailsofbeneficiariesofsuchprogrammes.	SubsidyprogrammesareexecutedthroughDistrictlevelfunctionariesasperAnnualActionPlanandthedetailsofbeneficiariesaremaintainedat districtlevel.
13.	Particularsofrecipientsofconcessions,permitsorauthorizationsgrantedby it.	Theinformationondifferentdevelopment schemesiskeptinofficial websiteofthedepartment.Thelists of beneficiaries (scheme-wise) aremaintainedatHorticultureOfficerand DHOlevel in the district.
14.	Detailsinrespectoftheinformationavailabletoorheldbyit, reducedinan electronicform.	Informationsharedintheformofpamphlets, posters,pressnotesand electronicmedia
Sl. No.	Sl.No.oftheManual	Actiontaken

15.	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.	The citizens can get the information during working hours on all working days from 10.00 AM to 5.30 PM from the O/o Commissioner of Horticulture, A.P, Guntur or any other district office in the form of pamphlets, booklets, brochures or from department website i.e., horticulture.ap.nic.in on free of cost.
16.	The names, designations and other particulars of the public information officers	The required information in 4(1)(b) xvi furnished (Chapter-9)
17.	Such other information as may be prescribed and thereafter update these publications every year.	Will be updated every year

INTRODUCTION

1.1 BACK GROUND

Act and its key objectives:

Government through their order G.O.Ms.No.304, Food & Agriculture (Agri.I) Department dated 30th June, 1981 has ordered for formation of a separate Department of Horticulture headed by a Director of Horticulture with Hyderabad as head quarters. Through the same order all horticulture schemes existing in the Department of Agriculture along with their budgetary provision and staff and also horticultural farms, nurseries have been transferred to the control of new department of Horticulture. The new Department of Horticulture started functioning w.e.f. 1.1.1982. At present, there are (9) Deputy Directors of Horticulture and (30) Asst. Directors of Horticulture functioning at HoD and District level for implementation of various horticulture programmes.

1.2 OBJECTIVE/PURPOSE OF THIS INFORMATION HANDBOOK

To improve the quality of public service provided by Horticulture Department through proper ACCOUNTABILITY and TRANSPARENCY.

1.3 WHO ARE THE INTENDED USERS OF THE HANDBOOK?

Horticulture farmers/Citizens/Processors/Exporters/FPOs and other agencies like NHB/DRDA/SCS Society/DWMA/ITDA etc.,

Services Provided to the Citizens/Farmers/Processors/Exporters:

- ◆ Extend technical services on package of practices in cultivation of various crops.
- ◆ Implementation of various subsidy programmes under SHM(MIDH)/RKVY/NMOOP/OFWM.
- ◆ Organizing various ONFARM/OFFFARM Training programmes to the Progressive farmers
- ◆ Production and supply of genuine plant material to farmers through Hort. Farms
- ◆ Promotion of Organic farming, INM and IPM
- ◆ Conduct of Training programmes and organizing exposure visits.
- ◆ Facilitating Horticulture Growers' Associations, Cooperative Societies, FPO etc.
- ◆ Encouraging setting up of Green Houses/Polyhouses/shade-nethouses for Floriculture & vegetable cultivation under controlled conditions.
- ◆ Value addition to horticulture crops
- ◆ Post Harvest Management
- ◆ Promotion export of Horticulture produce.
- ◆ Issue of Phyto Sanitary Certificate for export of Horticulture Produce.
- ◆ Facilitating setting up of infrastructure facilities like pre-cooling, cold storages and Processing unit etc.,
- ◆ Administering A.P. Oil Palm Act, 1993, Horticulture Nurseries Act, Cooperative S

ocieties Act to protect the interests of the farmers.

- ◆ Encourage farmers for growing market driven horticultural crops in compact blocks.

DEFINITION OF KEY TERMS:

C.O.H	-	Commissioner of Horticulture
ADDL.D.H.	-	Additional Director of Horticulture
J.D.H	-	Joint Director of Horticulture
D.D.H.	-	Deputy Director of Horticulture
A.D.H	-	Asst. Director of Horticulture
H.O.	-	Horticulture Officer

1.4 ORGANIZATION INFORMATION:

Describe how information is organized in this handbook and what is contained in different chapters.

- Chapter-1
- Chapter-2
- Chapter-3
- Chapter-4
- Chapter-5
- Chapter-6
- Chapter-7
- Chapter-8
- Chapter-9
- Chapter-10
- Chapter-11
- Chapter-12
- Chapter-13
- Chapter-14
- Chapter-15
- Chapter-16
- Chapter-17
- Chapter-18

1.5 GETTING ADDITIONAL INFORMATION

Describe the sources, procedures and fees structure for getting information not available in this handbook

For getting Additional information, the general public may visit department website horticulture.ap.nic.in or they may approach concerned Technical Officer in the O/o Commissioner of Horticulture, A.P., Guntur or DHO at district level or Horticulture Officer at Mandal level.

1.6 NAMES & ADDRESSES OF KEY CONTACT POINTS

Give the names of key contact persons in case somebody wants to get more information on topics covered in the handbook as well as other information also.

The information is incorporated in website horticulture.ap.nic.in

CHAPTER-1
ORGANISATION,FUNCTIONSANDDUTIES
[Section4(1)(b)(I)]

1.1 Particularsoftheorganization,functionsandduties

Sl. No.	Nameofthe Organization	Address	Functions/Duties
1.	O/o.Commissionerof Horticulture,A.P., Guntur	TTPCBuilding,1 st Floor, BesideMiniRythu, Bazar,Chuttugunta, Guntur-522004	RoleoftheDepartment publishedinthedepartmental manualatpage17-19 uploadedinthedepartmental website horticulture.ap.nic.in ownloads – RTI Act information. However, copies of the pages enclosed.

CHAPTER-2
POWERS AND DUTIES OF OFFICERS AND EMPLOYEES
[SECTION 4(1)(b)(ii)]

2.1

Please provide details of the powers and duties of officers and employees of the authority by designation as follows:

* Powers and duties mentioned in the Departmental Manual at Page Nos.9 to 68 and 92 to 114. The same has already uploaded in the departmental website: horticulture.ap.nic.in – downloads – RTI Act information.

- i) A directory of officers and employees
- ii) The Monthly remuneration received by each of officers and employees including the system of compensation as provided in its regulations.

Sl. No	Name of the Employee Sarvasri/Smt	Designation	Duties	Basic pay	Timescale	Phone number
1	2	3	4	5	6	7
Technical						
1	K. Balaji Nayak	Addl. D.H	Statutory Technical Administrative Others	170580	94500- 170580	7330735555
2	M. Venkateswarlu	Addl. D.H (Oil Palm)	Statutory Technical Others	162780	94500- 170580	7993915008
3	P. Hanumanth Rao	JDH (RKVY & NMOOP)		158880	80910- 166680	6309329888
4	K. Srinivasulu	DDH (Fruits)		154980	76730- 162780	7330745555
5	V. S. Dharmaja	DDH (MIDH)		158880	76730- 162780	7330752222
6	Ch. Padmavathi	DDH (ITDM & Publicity)		154980	76730- 162780	7330762222
7	R. Hima Bindu	DDH (Admn.)		158880	70850- 158880	7337536666
8	P. V. Ramana	ADH (Fruits)		154980	70850- 158880	7995087084
9	R. Rama Mohan	ADH (HDA)		145980	70850-	7995087062

					158880	
10	G.Andal	ADH(RKVY &NMOOP)		154980	65360-154980	7330732222
11	S.V.Ratnacharyulu	ADH (Plg)		144150	65360-154980	7330715555
12	U.Sudha	ADH(MIDH)		140540	65360-154980	7330782222
13	K.SrikanthReddy	ADH(MIDH)		115500	61960-151370	7331152222
14	B.Praveena	H.O.(ITDM& Publicity)		89720	61960-151370	7995087027
15	N.Suneetha	H.O.(Fruits)		70850	57100-147760	7995087030
16	R.Jeevan	H.O.(Planning)		67190	57100-147760	7995009653
17	Sree Lakshmi	H.O. (MIDH)		67190	57100-147760	7995087031
18	Suvarna	H.O(Oil Palm)		67190	57100-147760	7995082078
ADMINISTRATION						
19	B.N.Venkateswari	AdminOfficer	StatutoryAdmin.	78820	45830-130580	7995009665
20	K.Sudhakar Reddy	AdminOfficer	Others	74770	45830-130580	7995009669
ACCOUNTS						
21	K.V.S Padmavathi	Accts.Officer	StatutoryFinancialOthers	109910	61960-151370	7330726666

MICROIRRIGATION						
22	C.B.HarinathaReddy	PROJECTOFFICER	StatutoryAdminFinancialOthers	115500	94500-170580	7330651111
23	Y.V.S.Prasad	JDH/OSD(AP MIP)	StatutoryTechnicalOthers	158880	80910-166680	7337536666
24	T.Saraswathi	JDH/OSD(AP MIP)	StatutoryTechnical	162780	80910-166680	7337492222

			Others			
25	B. Padmavathamma	DDH/OSD(AP MIP)	StatutoryAdmin Technical Others	154980	70850-158880	7337486666
26	D.Ramesh	DDH/OSD(AP MIP)	StatutoryAdmin Technical Others	154980	70850-158880	7337475555
27	Y. Venkateswarlu	ADA/OSD	StatutoryTechnical Others	147760	76730-162780	7337512222

CHAPTER-3
PROCEDURE FOLLOWED IN DECISION-MAKING PROCESS
[SECTION 4(1)(B)(III)]

3.1 Describe the procedure followed in decision-making by the public authority.

Activity	Description	Decision-making process	Designation of final decision-making authority
Goal-setting & Planning	Implementation of all Horticulture schemes in the farmers holdings through DHOs/ADHs at district level as per the Annual Action Plan approved by the COH	As per annual action plan, Guidelines and budget allocations implemented through DHOs/ADHs	COH, AP, Guntur
Budgeting	As per the Annual Action Plan drilled down physical and Financial Targets will be communicated to the District Offices	As per the action plan approved by the COH, funds will be released	COH, AP, Guntur
Formulation of programmes, schemes and projects	Development of fruits, Vegetables, Spices, Floriculture, Oil palm, APMIP, PHM, Coconut, Trainings, exposure visits, etc., under MIDH/RKVY/NMOOP	Government-State and central	COH, AP, Guntur
Recruitment/hiring of personnel	H.O/J.As. others subordinate & Last Grades services	Through Direct Recruitment	COH, AP, Guntur
	DHOs	By transfer by Promotion from H.Os	COH, AP, Guntur
	Addl. DH/JDH/DDH	By transfer by Promotion from H.Os	Government

Release of funds	As per Annual Action Plan approved and budget allocated, releases are made	As per the proposals forwarded by respective scheme sections and approved by COH	COH, AP, Guntur
Implementation/delivery of service/utilization of funds	DHOs/ADHs, ITDA, DRDA, SC Corporation, DWMA etc.	Releases from Government State and Central –	COH, AP, Guntur
Monitoring & evaluation	All schemes	By field inspections and periodical review meetings	COH, AP, Guntur & other Senior Officers of HOD
	All schemes	By field inspections and feedback from farmers	COH, AP, Guntur & other Senior Officers of HOD.

3.2. Existing Organogram Flow Chart (copy enclosed)

3.3 Farmers feed-

back will be obtained on the schemes implemented by the department through District Level Officers.

3.4 Trainings and work-shops are conducted for imparting latest technical know-how to the farmers.

3.5 While preparing the Annual Action Plan, the feed-

back received from the farmers/Farmers' Organizations will be taken into account and areas specific and crop specific schemes which are suited to the local conditions will be proposed.

CHAPTER-4
NORMS SET FOR THE DISCHARGE OF FUNCTIONS
[SECTION 4(1)(B)(IV)]

4.1

Please provide the details of the norms/standards set by the public authority for the discharge of its functions/delivery of services.

Timelines – SLA Period				
Component	For preliminary survey and according Admin. sanction	For execution of work by Farmer	*Inspection and release of payment to Farmer	Total
I. Non Project Based				
1. Area Expansion	14 days	30 days	17 days	61 days
2. Rejuvenation & Canopy Management	14 days	30 days	17 days	61 days
3. IPM & INM	14 days	15 days	17 days	46 days
4. Creation of Water Resources				
a) Individual Farm Pond	14 days	90 days	24 days	128 days
b) Community Farm Pond	14 days	180 days	24 days	218 days
5. Protected Cultivation				
a) Shadenet Houses	14 days	120 days	24 days	158 days
b) Poly Houses	14 days	180 days	24 days	218 days
6. Permanent Pandals	14 days	60 days	24 days	98 days
7. Horticulture Mechanization	14 days	30 days	21 days	65 days
8. Micro Irrigation	37 days (includes collection of farmers contribution)	45 days	33 days	115 days
. Project Based Components	**49 days	270 days	***50 days	369 days

*

Includes submission of bills after final inspection, forwarding proposal to COH, processing and payment through CFMS.

**

Includes SLEC approval.

*** Include two joint inspections.

There is online Toll free No.425-18004252960 for lodging farmers grievances in respect of implementation of PMKSY – Micro Irrigation.

There is a facility in horticulturedept.ap.gov.in to know the status of registered online application for Micro Irrigation and interactive SMS to farmers at every stage of installation of Micro Irrigation.

The details of all schemes and guidelines are available in the Departmental website horticulture.ap.nic.in – downloads.

CHAPTER-5
RULES,REGULATIONS,INSTRUCTIONS,MANUALANDRECORDS,FORDIS
CHARGINGFUNCTIONS
[SECTION4(1)(B)(V)&(VI)]

5.1 Please provide list and gist of rules, regulations, instructions, manuals and records, held by public authority or under its control or used by its employees for discharging functions in the following format.

Sl. No	Description	Gist of contents	Price of the publication if priced
Rules & Regulations			
1	APHS Rules AP MS Rules AP state and subordinate service rules AP General Subordinate Service Rules AP LGS AP (CC & A) Rules etc., Special Rules etc.,	Containing general condition of service rules and code of conduct	
Instructions			
1	GO's/Memo's/Job chart/Office orders/guidelines	Contains guidelines, powers, functions of the competent authority /Government	
Manuals			
1	Horticulture Department Functionary and Department Manual/ DOM AP Oil Palm Regulation Act 1993 AP Cooperative Societies	Rules, regulations and function of Department	

	Act1964		
Records			
1	Oldfiles	Closedfiles	
Publications			
1	Horticulturecrops	Broachers, Booklets,Pamphlets etc.,ondifferent horticulturecrops/fla gshipschemes	FREE

CHAPTER-6
CATEGORIES OF DOCUMENTS HELD BY THE PUBLIC
AUTHORITY UNDER ITS CONTROL
[SECTION 4(1)(B) V(I)]

6.1.

Provide information about the official documents held by the public authority or under its control.

Sl.No	Category of document	Title of the document	Designation and address of the custodian (held by/under the control of whom)
1	Applications/beneficiary lists/sanction orders/Bill etc.,	Scheme-wise/Componentwise	DHOs/ADHs (District level Offices)

CHAPTER-7
ARRANGEMENT FOR CONSULTATION WITH OR REPRESENTATION BY
THE MEMBERS OF THE PUBLIC RELATION TO THE FORMULATION OF POLI
CY OR IMPLEMENTATION THEREOF
[SECTION 4(1)(B)VII]

7.1 Describe arrangements by the public authority to seek consultation /participation of public representatives for formulation and implementation of policies?

Sl.No.	Function/Service	Arrangement for consultation with or representation of public in relations with policy formulation	Arrangements for consultation with or representation of public in relations with policy implementation
1	Formulation & approval of Annual action plan/ guidelines/ staff etc., under MIDH/ PMKSY	Representative of Growers Association – Member (Nominated by / FPOs (Farmer Producer Organisation) – Govt.) is a member in State Level Executive Committee	DHOs/ADHs/H.Os/MPEOs/ VHAs of the respective Districts, District Level Committees & Gram Sabhas

CHAPTER-8

**BOARDS,COUNCILS,COMMITTEESANDOTHERBODIESCONSTITUTEDA
SPARTOFPUBLICAUTHORITY**

[Section4(1)(B)V(iii)]

8.1

**Pleaseprovideinformationonboards,councils,committeesandotherbodie
srelatedtothepublicauthorityinthefollowingformat.**

Name of Board,Council, Committeeetc.	Composition	Powers&Functions	WhetheritsMeetingsopen topublic/Minutes accessibleforpublic.
<i>SLSC</i>	Chief Secretary Chairman, Commissioner of Agriculture & Allied Departments as members and representative of Planning Commission, representative of Department of A&C GOI, State Agricultural University.	1.Approval of action plan 2. Monitoring and reviewing implementation of PMKSY	--
<i>SLEC</i>	APC & Prl.Secretary to Govt., Chairman, Commissioner of Horticulture, member and convener, Representative of MIDH, GOI and Commissioner PR	1. Approval of action plan 2. Monitoring and reviewing implementation of MIDH	--

	& RD Department		
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8.2 If minutes of meetings are accessible to the public, describe the procedure to show to access the minutes, Contact point, hours of access, fee structure / cost of access and officer to be contacted.

CHAPTER-9
DIRECTORY OF OFFICERS AND EMPLOYEES
[SECTION 4(1)(B)(IX)]

9.1 Please provide information on officers and employees working in different units or offices at different levels and their contact addresses in the following format (including officers in charge of grievances redressal, vigilance, audit, etc)

Sl. No.	Name of the Office / Administrative Unit	Name and Designation of DHO/PIO	Mobile Number	Email ID
1	DHO, Srikakulam	R.V.V.Prasad	7995086758	dhosrikakulam@gmail.com
2	DHO, Vizianagaram	A.V.S.V.Jamadha gni	7995086762	ddhvzm@yahoo.com
3	DHO, Parvathipuram	K. Satyanarayana Reddy	7995086761	dhopvpmanyam@gmail.com
4	DHO, Visakhapatnam	K.ManmadhaRao	7995086763	vsp_aphorticulture@yahoo.com
5	DHO, Ankapalli	G.Prabhaka Rao	7995086764	dhoakp22@gmail.com
6	DHO, Alluriseetharamaraju	A. Ramesh Kumar Rao	7995086759	dho.asr2022@gmail.com
7	DHO, Kakinada	B.V.Ramana	7995086765	dhokakinada@gmail.com
8	DHO, Konaseema	N. Mallikarjuna Rao	7995086766	dhokonaseemadistrict@gmail.com
9	DHO, East Godavari	V. Radha Krishna	7995086768	dhorjvm@gmail.com
10	DHO, West Godavari	A. Durgesh	7995086770	wgadh_nhm@yahoo.com
11	DHO, Eluru	B. Pandu Ranga	7995086771	ddhelrwg2021@gmail.com
12	DHO, NTR	P. Balaji Kumar	7995086772	adh_vijayawada@yahoo.co.in
13	DHO, Krishna	J. Jyothi	7995086773	dhokrishna@gmail.com
14	DHO, Guntur	N.Sujatha	7995086776	dhoguntur@gmail.com
15	DHO, Palnadu	V.J. Benni	7995086775	dhopalnadu@gmail.com
16	DHO, Bapatla	P. Jennamma	7995086774	dhobapatla@gmail.com
17	DHO, Prakasam	Y.M.S.N.V.SGopi chand	7995086779	dhoprakasam@gmail.com
18	DHO, Nellore	M.V.Subba Reddy	7995086780	dhoneellore@gmail.com

19	DHO, Tirupathi	D. Dasaradha Rami reddy	7995086783	shmcell_ctr@yahoo.co.in
20	DHO,Chittoor	D.Madhusudhana Reddy	7995086784	dhochittoor@gmail.com
21	DHO, Annamayya	P. Ravichandra Babu	7995086787	dhoannamaiah@gmail.com
22	DHO, YSR	I.J.Maicheal Rajeev	7995086788	dhoysrdistrict@gmail.com
23	DHO,Ananthapuram	B. RaghunadhaRedd y	7995086792	dhoantp@gmail.com
24	DHO,Sri Satyasai	G. ChandraShekarRe ddy	7995086791	dho.sssd2022@gmail.com
25	DHO,Kurnool	P. Ramanjaneyulu	7995086793	knl_horticulture_ap@yaho o.co.in
26	DHO, Nandyala	U. Nagaraju	7995086794	dhonandyaldistrict@gmail.c om

A.P.MICROIRRIGATIONPROJECT(PMKSY)

Sl. No.	NameoftheOffice/AdministrativeUnit	Name andDesignationof DMIO/PIO	MobileNumber	EmailID
1	Srikakulam	R. Srinivasa Rao	7995087035	apmipsklm@gmail.com
2	Vizianagaram	P.N.V.Lakshmi Narayana	7995087037	apmippds@yahoo.co.in
3	Parvathipuram	L.Srinavasarao	7995087038	apmippvpmmanyam@gmail.com
4	Visakhapatnam	M.A.Rahim	7995087039	apmipvspk@gmail.com
5	Anakapalli	G.V.Lakshmi	7995087040	apmipakp@gmail.com
6	Alluriseetharamaraju	G.V.V.V.Prasadha Rao	7995087036	dmioapmipasrdt@gmail.com
7	Kakinada	K.Swathi	7995087042	dmiokakinada@gmail.com
8	Konaseema	Y. Satyanarayana	7995087052	konaseemadmio@gmail.com
9	EastGodavari	S.Rammohan	7995087041	egapmip@gmail.com
10	West Godavari	P.Veerabadhrarao	7995087043	dmiobhimavaram@gmail.com
11	Eluru	P.V.S.Ravi Kumar	7995087044	elurudmio@gmail.com
12	NTR	P.M.Subhani	7995087045	ntrdmio@gmail.com
13	Krishna	G. Vijaya Lakshmi	7995087046	apmipkrishna@yahoo.co.in
14	Guntur	L. Vajra sri	7995087047	apmip_gnt@yahoo.co.in
15	Palnadu	CH. Anjaneyulu	7995087048	palnadudmio@gmail.com
16	Bapatla	B.V.Ramana	9440245468	dmioapmipbapatla@gmail.com
17	Prakasam	B. Ravindra Babu	8008589621	apmipprakasam@gmail.com
18	Nellore	B. Srinivasulu	7995087051	apmipnlr@yahoo.co.in
19	Tirupathi	G. Satish	7995072129	apmiptpt@gmail.com
20	Chittoor	D. Madhusudhana Reddy	7995087053	apmipctr@gmail.com
21	Annamayya	M.	7995083547	apmipannamayya@gmail.com

		VenkateswaraReddy		
22	YSR	M. Ravindranath Reddy	7995087055	kdpapmip2019@gmail.com
23	Ananthapuram	P. Firoz Khan	7995087058	apmipatp@yahoo.co.in
24	Sri Satyasai	B. Sudharsan	7995086990	apmipsss@gmail.com
25	Kurnool	D. Uma Devi	7995087059	knlapmip@gmail.com
26	Nandyala	Ch. Satyanarayana	7995087089	apmipndl@gmail.com

CHAPTER-10
MONTHLY REMUNERATION RECEIVED BY OFFICERS
AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN REGULATIONS [SECTION 4(1)(B)(X)]

10.1

Provide information on remuneration and compensation structure for officers and employees in the following format:

Sl. No	Designation	Monthly Remuneration including its compensation	System of compensation to determine Remuneration as given in regulation
1	Employees of Horticulture Dept., O/o Commissioner of Horticulture, A.P., Guntur	The salaries are paid to the officials as per the admissible scales of pay in RPS 2022 through (salary) Bank accounts opened for the purpose.	--

CHAPTER-11
BUDGET ALLOCATED TO EACH AGENCY INCLUDING PLAN ETC.
[SECTION 4(1)(B) XI]

11.1 Provide information about the details of the plans programmes and schemes undertaken by the public authority for each agency.

Agency	Plan/Programme/Scheme/Project/Activity/Purpose for which budget is allocated	Proposed expenditure (Rs.in lakhs)	Expected Outcomes	Report on disbursements made or where such details are available (web site, reports,
Horticulture Department	Promotion of Hort. Activities (State Plan) MIDH PMSKY NMOOP RKVY	Approved Annual Action Plan for 2020-21 Rs. 16074.82 lakh and Rs. 12533.39 lakhs for 2021-22.	To promote holistic growth of horticulture sector, increasing production & productivity, value addition to horticulture crops, promotion of Post-Harvest Management and infrastructure facilities, market linkages etc.	Progress Reports available with HOD office as well as District Offices. Information can also be had from the websites: horticulture.ap.nic.in & horticulturedept.ap.gov.in (PMKSY)

11.2

Provide information on the budget allocated for different activities under different programmes/schemes/project etc. in the given format

Rs. In lakhs

Agency	Programme/Scheme/Project/Activity Purpose for which budget is allocated	Amount released for the year 2019-20	Amount spent in the year 2019-20	Budget allocated current year (2020-21)	Budget released current year (2021-22)
Department of Horticulture	Promotion of Horticulture Activities (State Plan)	5904.00	4649.00	2000.00	0.00
	Mission for Integrated Development of Horticulture (MIDH)	13230.00	7183.00	20000.00	41666.00
	Pradhan Mantri Krishi Sanchayee Yojana (PMKSY)	62000.00	51473.00	132310.23	0.00
	National Mission on Oilseeds and Oil Palm (NMOOP)	2105.00	2879.00	6342.86	0.00
	Rashtriya Krishi Vikas Yojana (RKVY)	2150.00	2879.00	5000.00	0.00

CHAPTER-12

MANNER OF EXECUTION OF SUBSIDY PROGRAMMES [SECTION 4(1)(B)XII]

12.1 Describe the activities/programmes/schemes being implemented by the public authority for which subsidy is provided.

12.2 Provide information on the nature of subsidy, eligibility criteria for accessing subsidy and designation of officer competent to grant subsidy under various programmes/schemes.

Name of programme/activity	Nature/scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
State Plans schemes	Project based schemes (35%) and non-Project based (50%)	As per the approved guidelines for the year 2020 - 21 depending upon each scheme/component	Non-project based by DHOs/Asst. Directors of Horticulture at district level & Project based schemes by Commissioner of Horticulture.
MIDH			
PMKSY	50-100% depending upon category of farmer		
NMOOP	40%		
RKVY	Project based schemes (35%) and non-Project based (50%)		

Guidelines for implementation of schemes available in website horticulture.ap.nic.in and horticulturedept.ap.gov.in

Scheme wise applications are available with Village Horticulture Assistants / Horticulture Officer on free cost. Farmers can approach Village Horticulture Assistants in Village Secretariats for eligibility and other details of any scheme. The land documents are mandatory for sanction of any scheme.

CHAPTER 13

PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATION GRANTED BY THE PUBLIC AUTHORITY [SECTION 4(1)(B)XIII]

13.1

Provide the names and addresses of recipients of benefits under each programme/scheme separately in the following format.

Institutional Beneficiaries:

Name of programme/scheme: All Horticulture Schemes				
Sl. No	Name & address of recipient institutions	Nature/ quantum of benefit granted	Date of grant	Name & Designation of granting authority
The beneficiary-wise information is maintained at district level by the DHOs/ADHs and the contact details of DHOs/ADHs are uploaded in the departmental website horticulture.ap.nic.in and also in Chapter-9 of 4(1) (b)				

Individual Beneficiaries:

Sl. No	Name & Address of recipient beneficiaries	Nature/ quantum of benefit granted	Date of grant	Name & Designation of granting authority
The beneficiary-wise information is maintained at district level by the DHOs/ADHs and the contact details of DHOs/ADHs are uploaded in the departmental website horticulture.ap.nic.in and also Chapter-9 of 4 (1) (b)				

CHAPTER-14
INFORMATION AVAILABLE IN ELECTRONIC FORM
[SECTION 4(1)(B)(XIV)]

14.1

Please provide the details of information related to the various schemes of the department, which are available in electronic formats.
(Floppy, CD, VCD, Web Site, Internet etc.)

Electronic Format	Description (Site address/location where available etc)	Contents or title	Designation and address of the custodian of information (held by whom)
Website	"horticulture.ap.nic.in and horticulturedept.ap.gov.in	State Plan/ MIDH/RKV Y/NMOOP/P MKS	Commissioner of Horticulture, A.P., Guntur

CHAPTER-15
PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION
[SECTION 4(1)(B) XV]

15.1 Describe the particulars of information dissemination mechanism in place/facilities available to the public for accessing of information:

Facility	Description (Location of Facility/Name etc.)	Details of Information made available
Information in Physical & Electronic form	O/o the Commissioner of Horticulture, TTPC Building (1 st floor) Old Market Yard, Chuttugunta, Guntur-4	Details of ongoing schemes, Citizen charter, name of Asst. Information Officer, Information Officer and appellate authority, Directory of Officers/Staff etc.
News Paper Reports	-	Notices, News items etc.
Publications	-	Broachers, Pamphlets, Booklets, Posters etc.,
Website	horticulture.ap.nic.in and horticulturedept.ap.gov.in	
Other Facilities (name)	e-mail address: "horticulturedept@yahoo.co.in"	

CHAPTER-16

NAMES,DESIGNATIONANDOTHERPARTICULARSOFPUBLICINFORMATIONOFFICERS

[SECTION4(1)(B)XVI]

16.1 Please provide contact information about the public information officers and Assistant Public Information Officers designated for various offices /administrative units and Appellate Authority/Officer(s) for the public authority in the following format.

APPELATE AUTHORITY

Sl. No.	Name of office/administrative unit	Name and designation of Appellate Authority	Official Tel & Fax No.	Email
1	O/o. Commissioner of Horticulture, A.P., Guntur	Dr. S.S. Sreedhar, I.F.S., Commissioner of Horticulture, A.P., Guntur.	0863-216476/ 0863-2216477 (Fax)	horticulturedept@yahoo.co.in

PUBLIC INFORMATION OFFICER(S) (PIOs)

Sl. No.	Name of Office/Administrative Unit	Name and Designation of PIO	Official Tel & Fax No.	Email
1	O/o. Commissioner of Horticulture, A.P., Guntur	Sri K. Balaji Naik, Additional Director of Horticulture	0863-2216476/ 0863-2216477 (Fax)	horticulturedept@yahoo.co.in

ASSISTANT PUBLIC INFORMATION OFFICER(S) (APIOs)

Sl. No.	Name of office/administrative unit	Name and Designation of APIO	Official Tel & Fax No.	Email
1	O/o. Commissioner of Horticulture, A.P., Guntur	Sri. S. V. Ratnacharyulu , Asst. Director of Horticulture	7330715555, 0863- 2216476/ 0863-2216477 (Fax)	horticulturedept@yahoo.co .in

CHAPTER-17

OTHER USEFUL INFORMATION [SECTION 4(10)(B) XVII]

17.1

Please give below any other information or details of publications, which are of relevance or of use to the Citizens.

1. Broachers/booklets/pamphlets on free of cost on various Horticultural crops and technologies.
2. Anybody can visit "**horticulture.ap.gov.in**" for any other relevant information on horticulture crops on departmental schemes.

17.2

You may mention here information of your department, which is excluded under section 8(1) of the Act and/or under Rules of the State Government as guidance to the public seeking information from your Department

Any information that falls under the expression of "personal/third party information" under RTI Act. -----

Place: Guntur

**Name and Designation: Dr. S.S. Sreedhar,
Commissioner of Horticulture, A.P., Guntur**