

***Details of Maharashtra State Information
Commission for publication under Section 4 of
Right to Information Act 2005.***

MAHARASHTRA STATE INFORMATION COMMISSION

Name of the office : **State Information Commission**

Address : 13th floor, New Administrative Building, Madam Cama Road, Mumbai – 400 032.

Names of the State Information Commissioners

State Chief Information Commissioner, Mumbai.	Dr. Shri S.V.Joshi.
State Information Commissioner, Nagpur.	Shri. Vilas Patil.
State Information Commissioner, Aurangabad.	Shri. Vijay Borge.
State Information Commissioner, Pune.	Shri. Vijay Kuvalekar.
State Information Commissioner, Konkan.	Shri. Navin Kumar.
State Information Commissioner, Greater Mumbai.	Shri. Ramanand Tiwari.
State Information Commissioner, Amaravati.	Shri. Bhaskarao T.Patil.
State Information Commissioner, Nashik.	Vacant

Functions :-

The State Information Commission has been constituted under sub-section (1) of section 15 of the Right to Information (RTI) Act, 2005 vide a gazette notification dated Oct.11 2005. The State Information Commission's mandate is to exercise the powers conferred on, and to perform the functions assigned to, under the Act.

The State Information Commission consist of –

- (a) The State Chief Information Commissioner ; and
- (b) The State Information Commissioners.

The general superintendence, direction and management of the affairs of the State Information Commission vests in the State Chief Information Commissioner who is assisted by the State Information Commissioners and exercises all powers or does all such acts and things autonomously without being subjected to directions by any other authority under the Right to Information Act.

The Act enjoins upon the State Government to provide the State Chief Information Commissioner and the State Information Commissioners with such officers and employees as may be necessary for the efficient performance of their functions under this Act, and the salaries and allowance payable to and the terms and conditions of service of the officers and other employees appointed for the purpose of this Act shall be such as may be prescribed. 18 posts have been sanctioned by the Government for each of the State Information Commission offices.

Objectives :-

Fulfilling the mandate assigned in the Right to Information Act, 2005.

Details of services provided / duties :-

As per the RTI Act, 2005 the Commission has been assigned the task of receiving complaints and appeals, for providing suitable relief to the appellants as per the provisions of the Right to Information Act 2005.

Physical Assets – Office building provided by the State Government.

Section 4 (1) (b) (ii)

Powers and duties of Officers and Employees.

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Sr. No.	Designation	Powers and duties
1	State Chief Information Commissioner.	Overall management of the State Information Commission matters including general superintendence, direction and leadership. Scrutiny of appeals and complaints under Sec 19 and 18 respectively and issue of ruling where hearing has been held on appeals or complaints. Co-ordination with the different State Information Commission's as well as with different departments of the State Government w r the Right to Information Act, 2005.
2.	Secretary, State Information Commission	To assist the Chief State Information Commissioner in various works and as directed by the Chief State Information Commissioner. To act as controlling Officer for Officers and staff in the State Information Commission office, Mumbai. To co-ordinate with various Government departments for matters related to the State Information Commission and the Right to Information Act, 2005.
3.	Section Officers	Scrutiny and putting up cases follow up on decisions and instructions with respect to Right to Information Act. Scrutiny of other allotted subject with reference to office administration, financial matters etc. which may allotted from time to time.
4.	Assistants	Receive and keep record of Right to Information Act cases/other documents and correspondence as per allotment of work. Pool the documents/correspondence neatly and subject to their officers (s). Follow up on file instructions from superiors.

5.	Clerks	<ol style="list-style-type: none">1. Inward clerk to receive correspondence and give reply in cases of 2nd appeals and complaints to the applicants. Provide visitors general information and redirect them to visit concerned officer/employee for further information where necessary.2. Dispatch clerk – to dispatch correspondence from the State Information Commission after due recording. To keep completed cases safely.3. Other clerks to work as allotment of duty to type and prepare monthly extract or inward /outward correspondence /files and other works allotted to them from time to time.
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Section 4 (1) (b) (iii)

Procedure followed in the Appeals and complaints under Right to Information Act, 2005.

The Commission receives Second Appeals against the orders of Appellate Officers under Section 19 of the Right to Information Act. This is placed before the State Chief Information Commissioner who disposes the appeal. The applicant, State Public Information Officer or Asst Public Information Officer and Appellate Officer (where required) are called for the hearing of 2nd appeal and their say is considered by the State Chief Information Commissioner / State Information Commissioner while adjudicating on the case.

The Commission also receives complaints under Section 18 of the Right to Information Act. The complaint is put up to the Chief Information Commissioner who may seek report from the Public Information Officer/Appellate Authority, fix hearing or take any other suitable decision on the matter.

Section 4 (1) (b) (iv)

Norms set for discharge of functions in State Information Commission.

State Information Commission has not yet set norms for discharge of its functions. With experience some important norms will be put in place.

Section 4 (1) (b) (v)

List the rules/regulation/instructions/manuals/ records held in State Information Commission office for discharging its functions :-

1. The Right to Information Act (RTI) 2005
2. Maharashtra Right to Information Rules, 2005.
3. First Annual Report (12.10.2005 to 31.12.2006)
4. Second Annual Report (01.01.2007 to 31.12.2007)
5. Third Annual report (01.01.2008 to 31.12.2008)
6. Other record viz:-

Sr. No.	Subject	Type of document file/muster/register/voucher etc.	Particulars of Heading/type in the document
1.	Appeals	Files	Section 19 of RTI Act.
2.	Complaints	Files	Section 18 of RTI Act.
3.	General / Miscellaneous	Files / Folders	General Matters related to RTI or Miscellaneous non RTI matters.
4.	Administration	Files	Files relating to administration of the Commission.
5.	Annual Report	Files	Material furnished by Ministries for Annual Report to be prepared as per Sec.25.

Section 4 (1) (b) (viii)

The Commission receives suggestions from time to time from various organizations/individuals. These are examined and further action taken where possible.

There are no boards/ councils/ committees set up to advice the Commission.

Section 4 (1) (b) (ix)

Names and Telephone Nos. of the officers is as under

S. No.	Name and Designation	Telephone Number	e_mail address
1.	Shri Suresh V. Joshi Chief Information Commissioner	22856078	Sureshjoshi_cic@hotmail.com
2.	Shri Ravindra B.Bhagwat Secretary	22049184	

3.	Smt. Rohini Prabhakar Jadhav Section Officer	22049390	----
4.	Shri Sunil D.Sahasrabudhe Section Officer	22049184	----

Section 4 (1) (b) (x)

According to the Right to Information Act 2005, the salaries and allowances payable to and other terms and conditions of service of –

(a) The State Chief Information Commissioner shall be the same as that of the Election Commissioner, Govt. of India.

Provided that if the Chief Information Commissioner or an Information Commissioner, at the time of his appointment is, in receipt of a pension, other than a disability or wound pension, in respect of any previous service under the Government of India or under the Government of a State, his salary in respect of the service as the Chief Information Commissioner or an Information Commissioner shall be reduced by the amount of that pension including any portion of pension which was commuted and pension equivalent of other forms of retirement benefits excluding pension equivalent of retirement gratuity.

Provided further that if the Chief Information Commissioner or an Information Commissioner if, at the time of his appointment is, in receipt of retirement benefits in respect of any previous service rendered in a Corporation established by or under any Central Act or State Act or a Government company owned or controlled by the Central Government or the State Government, his salary in respect of the service as the Chief Information Commissioner or an Information Commissioner shall be reduced by the amount of pension equivalent to the retirement benefits :

Provided also that the salaries, allowances and other conditions of service of the Chief Information Commissioner and the State Information Commissioner shall not be varied to their disadvantage after their appointment.

The scale of pay of officers and employees of State Information Commission are as under :-

Sl. No.	Designation of the post	Pay Scale of the post
1.	Chief Information Commissioner	Rs 90000(Fix) plus allowances
2.	Secretary	Rs 37400-67000 GP-8900
3.	Desk Officer	Rs 9300-34800 GP 4400

4.	Steno (Higher Grade)	Rs 9300-34800 GP 4400
5.	Steno (Lower Grade)	Rs 9300-34800 GP 4300
6.	Assistant	Rs 9300-34800 GP 4300
7.	Clerk-cum-Typist	Rs 5200-20200 GP 1900
8.	Driver	Rs 5200-20200 GP 1900
9.	Peon	Rs 4440-7440 GP 1300

Salary details of Officers and Employees of the State Information Commission

Sr.No.	Name	Designation	Gross Salary (Rs)
1.	Dr.S.V.Joshi	Chief Information Commissioner	77600 (After deducting pension)
2.	Shri. R.B.Bhagwat	Secretary	71189
3.	Smt. R.P.Jadhav	Desk Officer	34616
4.	Shri S.D.Sahasrabudhe	Desk Officer	35310
5.	Smt.K.J.Gawas	Steno (Higher grade)	36572
6.	Vacant	Steno (Lower grade)	----
7.	Shri S.S.Choure	Assistant	33790
8.	Shri R.K.Jagdhani	Assistant	26407
9.	Shri Satish Dhotre	Assistant	24340
10.	Vacant	Assistant	----
11.	Shri R.B.Joshi	Clerk-cum-Typist	16527
12.	Shri. M.P.Gidh	Clerk-cum-Typist	10917
13.	Vacant	Clerk-cum-Typist	----
14.	Vacant	Clerk-cum-Typist	----
15.	Vacant	Driver	----
16.	Shri S.S.Ghanekar	Peon	7264
17.	Vacant	Peon	----
18.	Vacant	Peon	----

Section 4 (1) (b) (xi)

Details of allocation of budget during current year 2009-10 is as follows :-

Sr.No	Budget Head	Figures in Rs.
1.	Salaries (01)	40780000
2.	Overtime Allowances (03)	1000
3.	Telephone, Electricity & Water Charges (06)	485000
4.	Domestic Travels Exp. (11)	2800000
5.	Foreign Travels Exp. (12)	401000
3.	Office Expenses (13)	12683000
4.	Computer Expenses (17)	1560000
5.	Other Administrative Services (20)	99000
7.	Professional Services (28)	366000
8.	Motor Vehicle (51)	262000
	Total	59437000

Section 4 (1) (b) (xii)

Details of beneficiaries of subsidy program from the Commission :

Not Applicable.

Section 4 (1) (b) (xiii)

Details of particulars of recipients of concession permits or authorization granted

NIL.

Section 4 (1) (b) (xiii)

Details of information available in electronic form in CIC.

Sr. No.	Type of Documents	Sub Topics	In which electronic format it is kept	Mode of retrieval
1.	RTI Act, 2005.		On website	Internet
2.	Maharashtra RTI Rules 2005		-do-	-do-
3.	Decision of SIC		-do-	-do-

Section 4 (1) (b) (xv)

The State Information Commission has not set up a library or a reading room.

Section 4 (1) (b) (xvi)

Public Information Officers / Appellate Authority.

Smt. R.P.Jadhav, Desk Officer	Public Information Officer	1) Administration & Establishment Matters Complaints & Miscellaneous)
Shri S.D. Sahasrabudhe, Desk Officer	Public Information Officer	Information regarding Appeals, Complaints and other consolidate Statistical Data
Shri Ravindra B. Bhagwat, Secretary	Appellate Authority	

Section 4 (1) (b) (xvii)

Nothing is prescribed as on date.