

THE RIGHT TO INFORMATION ACT, 2005

OBLIGATIONS OF
PUBLIC AUTHORITIES

A Draft Template for
INFORMATION HAND BOOK
[Refer Chapter II Section 4(1) b of
RTI Act, 2005]

Department of Culture,
Kala Bhavan, Saifabad, Hyderabad - 4
Andhra Pradesh

Right to Information Act

INFORMATION UNDER SECTION 4(1) (B) OF RIGHT TO INFORMATION ACT
SECTION 4(1) (b) ITEM – I

ORGANIZATION FUNCTIONS AND DUTIES OF DEPARTMENT OF CULTURE

DIRECTOR



DEPUTY DIRECTOR



ASST. DIRECTOR (ADMN)	ASST. DIRECTOR (GRANTS)	C.P.O (PROGRAMMES)	ACCOUNTS OFFICER
FIELD OFFICER	FIELD OFFICER	PROGRAMME OFFICER	SUPERINTENDENT
SUPERINTENDENT	SUPERINTENDENT		SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT
SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT JUNIOR ASSISTANT RECORD ASSISTANT STENO (2)	SENIOR ASSISTANT SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT		OFFICE SUBORDINATE (1)
DATA ENTRY OPERATOR OFFICE SUBORDINATE (3) WATCHMAN (2) SWEEPER (2)	DATA ENTRY OPERATOR OFFICE SUBORDINATE (1)		
CINEMA OPERATOR SOUND OPERATOR			

DEPARTMENT OF CULTURE

The Department of Culture was established in the year 1981 to preserve and patronize Cultural Heritage of Andhra Pradesh with the following objectives.

1. Administration of Government Music and Dance Colleges/ Schools.
2. Financial Assistance to Men of Letters and Arts who are indigent circumstances.
3. Promotion and propagation of Telugu Culture through Cultural Organizations.
4. Promotion and propagation of Telugu Culture outside the state.
5. Conduct of Cultural Programmes.
6. Conduct of District level festivals involving traditional and rare art forms.
7. Administration of Ravindra Bharathi
8. Administration of Telugu Lalitha Kala Thoranam.
9. Administration of State Gallery of Fine Arts.
10. Conduct of Theatre Folk arts Workshops.
11. Documentation of programmes of rare art forms.
12. Preparation of statues of eminent personalities.
13. Implementation of Centrally Sponsored Schemes relating to Financial assistance to Eminent Sanskrit Pundits and Men of Letters etc.,
14. Construction of Auditoria in the State.

The Department of Culture will also co-ordinate the programmes of South Central Zone Cultural Centre, Nagpur, South Zone Cultural Centre, Thanjavur, Sangeeta Nataka Akademy, New Delhi, C.C.R.T.,

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

(SECTION 4 (1) (B) ITEM – II)

Sl. No.	Name of the Cadre & Post	Duties and Responsibilities
1.	Director	The Director is official Head of the Department of Culture and he is responsible for taking final decision on various files circulated by the Department in accordance with the Rules and Regulations and Secretariat Instructions. He / She is responsible for general supervision over the Staff of Department.
2.	Deputy Director	The Deputy Director assists the Director in respect of the subjects allotted to him / her and function as a bridge between the staff of the Department and head of the Department. He /She exercise control over all the Subordinates Staff i.e. Asst. Director, Field Officer, Accounts Officer, Superintendents, Sr. Assistants, Jr. Assistants and Office- Subordinates.
3.	Assistant Director	The Assistant Director are assists the Deputy Director in respect of the subjects allotted to him / her and function as a bridge between the below staff and the Dy. Director. He /She exercise control over all the Subordinates Staff i.e. Field Officer, Superintendents, Sr. Assistants, Jr. Assistants and Office- Subordinates.
4.	Field Officer	The Field Officers are assists the Asst. Director in respect of the subjects allotted to him / her and function as a bridge between the below staff and the Asst. Director and the Dy. Director. He /She exercise control over all the Subordinates Staff i.e. Superintendents, Sr. Assistants, Jr. Assistants and Office- Subordinates.
5.	Accounts Officer	The Accounts Officer is the Drawing and Disbursing Officer of the Department and also Financial Advisor to the Director in preparation of budget etc. His functions as a bridge between the staff of accounts section and the Dy. Director and Director. He /She exercise control over all the Subordinates Staff i.e. Superintendents, Sr. Assistants, Jr. Assistants and Office- Subordinates of the Accounts Section.
6.	Superintendents	The Superintendents assists the Field Officers and the Accounts Officer in discharging of his/her duties.
7.	Senior Assistants	The main duties of the Senior Assistants are to put up the files and submit it to the Superintendents.

8.	Junior Assistants	The main duties of the Junior Assistants are to put up the files and submit it to the Superintendents.
9.	Data Entry Operator	Data Entry Operators are assists the section Sr. Assistants and Jr. Assistants in typing and entry into the computers of the notes and letters etc.
10.	Junior Stenos	The Junior Stenos are act as P.A. to the Director.
11.	Office – Subordinates	Office – Subordinate assists Officers and Staff in the Department in carrying files and distribution of local tappals, letters to various Departments etc.

SECTION 4(1) ITEM – III

THE PROCEDURE IN THE DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY

The Department of Culture is primarily responsible for implementing the schemes operated by the Department as per budget sanctioned by the Government in every financial year. The files put up by the sections are circulated to the Director through Field Officers/Accounts Officer/Assistant Directors/Deputy Director for taking decisions. According to general provisions of A.P. State and Subordinate Service Rules, Fundamental Rules, A.P. Ministerial Service Rules, A.P. Last Grade Service Rules, DOM, Financial Code and Government Orders etc. are referred and existing rule position is explained to enable the Head of Department to take a decision on the file.

Once a decision is taken, the file returned to the concerned officers and sections to implement the orders of the Director.

SECTION 4 (1) ITEM – IV

NORMS SET FOR THE DISCHARGE OF FUNCTIONS

The Department of Culture is discharging the functions as per rules/ regulations prescribed by the Government.

SECTION 4 (1) (B) ITEM – V

**THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD OR
UNDER CONTROL OR USED BY EMPLOYEES FOR DISCHARGING FUNCTIONS**

1. District Office Manual
2. A.P. Fundamental Rules
3. A.P. State and Subordinate Service Rules
4. A.P. Ministerial Service Rules
5. A.P. Last Grade Service Rules
6. C.C.A. Rules
7. A.P. Pension Code
8. A.P. Financial Code
9. A.P. Treasury Code
10. A.P. Budget Manual

SECTION 4 (1) (B) ITEM – VI

**STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD OR
UNDER ITS CONTROL**

All the documents listed at Item – V above

SECTION 4 (1) (B) ITEM – VII

**THE PARTICULARS OF ANY ARRANGEMENTS THAT EXISTS FOR CONSULTATION
WITH, OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO
THE FORMULATION OF POLICY OR IMPLEMENTATION THERE OF**

--- NIL ----

SECTION 4 (1) (B) ITEM – VIII

**A STATEMENT OF THE BOARDS, COUNCILS, COMMITTEE AND OTHER BODIES
CONSISTING OF TWO MORE PERSONS CONSTITUTED AS PART OF FOR THE
PURPOSE OF ADVICCE, AND AS TO WHETHER MEETINGS OF THOSE BOARDS,
COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC, OR
THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC**

The Department of Culture does not have such mechanism.

SECTION 4 (1) (B) ITEM – IX

Sl. No	NAME OF THE OFFICER/STAFF	DESIGNATION	Phone Number / Cell No.	Place of work
1.	Dr.R.V.Prasada Raju, M.A.Ph.D.	Director	23212832	Ground floor, Kala Bhavan, Ravindra Bharathi premises, Hyd
2.	Sri.R.Vasantha Rao	Deputy Director	23242482	-Do-
3.	Sri.S.Narsinga Rao	Asst. Director	23242482	First floor, Kala Bhavan, Ravindra Bharathi premises, Hyd
4.	Sri.Y.Jaganmohan Rao	Field Officer	23242482	-Do-
5.	Sri.B.Mruthynjaya Rao	Field Officer	23242482	-Do-
6.	Smt.G.Vasaundhara	Accounts Officer	23242482	-Do-
7.	Sri.G.S.V.V.Satyanarayna	Chief Programme Officer on Contract	23242482	-Do-
8.	Sri.V.Ramagopal	Superintendent	23242482	-Do-
9.	Sri.K.Veerender	Superintendent	23242482	-Do-
10	Sri.Ch.Raghunandan	Superintendent	23242482	-Do-
11	Sri.D.Penchalaiah	Sr.Assistant	23242482	-Do-

12	Smt.Ch.Usha Rani	Sr.Assistant	23242482	- Do-
13	Sri.I.Narasimha Murthy	Sr.Assistant	23242482	- Do-
14	Sri.R.Naga Raju	Sr.Assistant	23242482	- Do-
15	Sri. Shaik Hussian	Sr.Assistant	23242482	- Do-
16	Sri.J.Sirnivas	Sr.Assistant	23242482	- Do-
17	Smt.K.Sita	Sr. Assistant	23242482	- Do-
18	Smt.V.Hemalatha	Jr.Assistant	23242482	- Do-
19	Sri.K.Venkatesham	Cine Operator	23242482	- Do-
20	Sri.J.Rajaiah	Office Sub-Ordinate	23242482	- Do-
21	Sri.G.Tahera Begum	Office Sub-Ordinate	23242482	- Do-
22	Smt.M.Amrutha	Office Sub-Ordinate	23242482	- Do-
23	Smt.A.Prameela	Office Sub-Ordinate	23242482	- Do-
24	Sri.K.Bala Krishna	Watchman	23242482	- Do-
25	Sri.Lateef-Ur-Rahman	Watchman	23242482	- Do-
26	Smt.Mani	Sweeper	23242482	- Do-
27	Sri.S.Ganesh	Sweeper	23242482	- Do-
Contract / Outsourcing Employees				
28	Smt. Sravanthi	Stenographer	23242482	Ground floor, Kala Bhavan, Ravindra Bharathi premises, Hyd
29	Smt.A.Gayathri	Computer Operator	23242482	- Do-
30	Sri.C.Khadar Basha	Computer Operator	23242482	- Do-
31	Sri. Vidyananda Chary	PRO	23242482	- Do-
32	Sri. Ramesh	Driver (Director Car)	23242482	- Do-

SECTION 4 (1) (B) ITEM – X

THE MONTHLY REMUNERATION RECEIVED BY EACH OF OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN REGULATIONS

Monthly Salary / Remuneration particulars of regular officers and employees of this Department:

Sl.No.	Designation	Scale of Pay	Basic Pay	Monthly Gross	Annual income
1	Director	25600 – 50560	42590.00	72979.00	875748.00
2	Deputy Director	21820 - 48160	31550.00	54973.00	659676.00
3	Asst. Directors (2)	18030 - 43630	31550.00	54863.00	658356.00
		Vacant			
4	Accounts Officer	9285 - 19775	9285.00	25684.00	308208.00
5	Field Officers (2)	15280 - 40510	25600.00	45443.00	545316.00
			27000.00	46980.00	563760.00
6	Superintendents (3)	14860 - 39540	23040.00	40216.00	482592.00
			22430.00	39152.00	469824.00
			21820.00	38043.00	456516.00
7	Programme Officer (1)	13660 - 38570	Vacant		
8	Senior Assistants (8)	14860 - 38540	18030.00	31567.00	378804.00
			20680.00	36083.00	432996.00
		11530 - 33200	17050.00	29756.00	357072.00
		10900 - 31550	16150.00	28159.00	337908.00
			14860.00	26956.00	323472.00
			16600.00	28893.00	346716.00
			10900.00	19042.00	228504.00
			Vacant		
9	Cinema Operator (1)	10020 - 29200	20680.00	36083.00	432996.00
10	Junior Assistants (4)	8440 - 24950	12550.00	21879.00	262548.00
			Vacant		
			Vacant		
			Vacant		
11	Typists (2)	8440 - 24950	Vacant		
			Vacant		
12	Record Assistant (1)	7740 - 23040	Vacant		
13	Office Sub-ordinates (5)	7520 - 22430	12190.00	21260.00	255120.00
		7100 - 21250	10900.00	19042.00	228504.00
			10300.00	18010.00	216120.00
		6700 - 20110	7300.00	12752.00	153024.00
		Vacant			
14	Watch man (2)	7520 - 22430	12190.00	21260.00	255120.00
		6700 - 20110	10900.00	19042.00	228504.00
15	Sweepers (2)	7100 - 21250	11860.00	20693.00	248316.00
		6700 - 20110	8200.00	14299.00	171588.00
Total				823109.00	9877308.00

**Monthly Salary / Remuneration particulars of Contract / Out sourcing employees of this
Department:**

SI.No.	Designation	Scale of Pay	Pay	Monthly Gross	Annual income
1	Computer Operator (2)	Consolidated	9500.00	9500.00	114000.00
		Consolidated	9500.00	9500.00	114000.00
2	Jr. Stenographer (1)	Consolidated	8400.00	8400.00	100800.00
3	Public Relation Officer (1)	Consolidated	6000.00	6000.00	72000.00
4	Driver (1)	Consolidated	8000.00	8000.00	96000.00
Total				41400.00	496800.00

SECTION 4 (1) (B) ITEM – XI

**THE BUDGET ALLOCATED TO EACH OF AGENCY, INDICATING THE PARTICULARS
OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS
ON DISBURSEMENTS MADE**

BUDGET STATUS IN 2012-13

I. HEAD QUARTERS (DIRECTORATE OF CULTURE) :

PLAN - Rs. 3,095.00 Lakhs (Provided in B.E – 2012-13)
NON-PLAN - Rs. 1,237.08 Lakhs (Provided in B.E – 2012-13)

II. GOVT. MUSIC & DANCE COLLEGES / SCHOOLS :

PLAN - Rs. 134.84 Lakhs (Provided in B.E – 2012-13)
NON-PLAN - Rs. 851.26 Lakhs (Provided in B.E – 2012-13)

i). Seven Music & Dance Colleges in the State :

Hyderabad, Secunderabad , Old City, Vizianagaram, Vijayawada, Kurnool & Warangal.

ii). Five Music & Dance Schools in the State :

Nizamabad, Manthani (Karimnagar Dist), Rajahmundry (E.G. Dist), Nellore & Guntur.

III. OLD AGE ARTIST PENSION (MEN OF LETTERS) (PLAN) :

i). 102 – Promotion of Arts & Culture

05 – Old Age Pensions to Artistes

310/312 – Grant – in – Aid - Rs.768.00 Lakhs (Provided in B.E – 2012-13)

ii). 789 – Special Component Plan for Scheduled Castes

05 – Old Age Pensions to Artistes

310/312 – Grant – in – Aid - Rs.165.60 Lakhs (Provided in B.E – 2012-13)

iii). 796 – Tribal Area Sub-Plan
05 – Old Age Pensions to Artistes
310/312 – Grant – in – Aid - Rs. 66.00 Lakhs (Provided in B.E – 2012-13)

iv). 102 – Promotion of Arts & Culture – GH-11
23 – Assistance to Dance, Music and Fine arts Academies
310/312 – Grant – in – Aid - Rs.300.00 Lakhs (Provided in B.E – 2012-13)

IV. GRANT – IN – AID (NON-PLAN) :

i). 102 – Promotion of Arts & Culture
04 – Assistance to Various Institutions
310/312 – Grant – in – Aid - Rs.125.00 Lakhs (Provided in B.E – 2012-13)

ii). 102 – Promotion of Arts & Culture
19 – Renovation of Ravindra Bharathi
310/312 – Grant – in – Aid - Rs. 10.00 Lakhs (Provided in B.E – 2012-13)

iii). 102 – Promotion of Arts & Culture
20 – Assistance to Cultural Academies
310/312 – Grant – in – Aid - Rs.150.00 Lakhs (Provided in B.E – 2012-13)

V. OTHER EXPENDITURE (PLAN) :

4202 – CAPITAL OUTLAY

i). 800 – Other Expenditure
05 – Construction of Category – II
Multi Purpose Cultural Complex
530 – Major Works
531 – Other Expenditure - Rs. 60.00 Lakhs (Provided in B.E – 2012-13)

ii). 800 – Other Expenditure
07 – Setting up A.P. Science City
530 – Major Works
531 – Other Expenditure - Rs. 15.00 Lakhs (Provided in B.E – 2012-13)

iii). 800 – Other Expenditure – GH-11
06 – Construction of MPCC
at Kavuri Hills, Hyderabad
530 – Major Works
531 – Other Expenditure - Rs.100.00 Lakhs (Provided in B.E – 2012-13)

iv). 800 – Other Expenditure – GH-11
08 – Modernization of Ravindra
Bharathi and Lalitha Kala Thoranam
530 – Major Works
531 – Other Expenditure - Rs. 173.68 Lakhs (Provided in B.E – 2012-13)

SECTION 4 (1) (B) ITEM – XII

**THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE
AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH
PROGRAMMES**

- NIL -

SECTION 4 (1) (B) ITEM – XIII

**PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS
GRANTED**

The Department of Culture is issuing Authorization Letters to the professional artists/entertaining groups for obtaining Railway Concessions from the Railway Authorities during their performances in connection with programmes / festivals within the State and out side the State.

**PARTICULARS FOR ISSUING RAILWAY CONCESSIONS IN THE MONTH OF
SEPTEMBER – 2011**

SL.No.	Date	NAME OF THE PARTY / ENTERTAINING GROUP
1.	05-09-2011	Sri. Mudapaka Balasundaram Bhagavatar, Tadepalli Gudem
2.	05-09-2011	Sri. Shaji – Uzzama & Party, Hyderabad
3.	06-09-2011	Sri.T.Rama Krishna & Party, Guntur
4.	06-09-2011	Smt. R.Parvathi & Party, Kachiguda
5.	07-09-2011	Sri.N.Krishna Murthy & Party, Dharmavaram
6.	07-09-2011	Smt. Yashoda Tagore, Hyderabad
7.	07-09-2011	G.Sudha Rani & Party, Cheerala
8.	07-09-2011	P.Sudha Rani & Party, Cheerala
9.	08-09-2011	Kota Vijayalaxmi & Party, Secunderabad
10.	13-09-2011	Sri.P.L.Narasimha Rao, Guntur
11.	14-09-2011	Sri.M.Satyam & Party, Secunderabad
12.	16-09-2011	Sri.D.Mohan Rao, Hyderabad
13.	16-09-2011	Sri. Govinda Rajulu & Party
14.	21-09-2011	Sri. Govenda Rajulu & Party

15.	22-09-2011	Sri. Jaysree & Party, Secunderabad
16.	22-09-2011	Sri. Jana Venki Naidu Babu , Visakhapatanam
17.	23-09-2011	B.Sharada & Party, Secunderabad
18.	23-09-2011	B.Manjula Bai, , Secunderabad
19.	23-09-2011	Sri. Rama chari , Secunderabad
20.	26-09-2011	Sri.D.Prakash & Party
21.	26-09-2011	Sri. Dandu Desh Pande, Secunderabad
22.	26-09-2011	Sri. Anantha Ram & Party , Secunderabad
23.	26-09-2011	Sri. L.Kishan Rao & Party, Visakhapatnam
24.	27-09-2011	Sri. Valady S. Karty, Hyderabad
25.	27-09-2011	Sri.A.Ram Mohan & Party, Visakhapatnam
26.	27-09-2011	Sri.R.C.Sekhar & Party, Guntur
27.	27-09-2011	Dr.Sobha Naidu & Party, Secunderabad
28.	27-09-2011	Sri.L.Subba Rao & Party, Guntur
29.	27-09-2011	Sri.A.Srinivasa Rao & Party, Mahaboobnagar
30.	27-09-2011	Sri.Anandachari Joshi, Mahaboobnagar
31.	28-09-2011	Sri.K.Susedamma & Party, Guntakal
32.	29-09-2011	Sri. C.Govinda Rajulu & Party, Singarayakonda
33.	29-09-2011	Sri. D.Kameswari & Party, Secunderabad
34.	01-10-2011	N.K.Raju & Party, Dharmavaram
35.	01-10-2011	T.Rajyalaxmi & Party, Eluru
36.	01-10-2011	K.Rushi Keshava Rao & Party, Eluru
37.	01-10-2011	P.Rama Devi & Party, Eluru
38.	03-10-2011	G.Srikanth & Party, Secunderabad
39.	03-10-2011	K.Sandhya Rani & Party, Eluru
40.	05-10-2011	K.Govinda Rajulu & Party, Samarlakot
41.	07-10-2011	Tahseen Hussain Khan Nizami & Party, Hyderabad
42.	10-10-2011	M.Pradunya Charyulu & Party, Secunderabad
43.	10-10-2011	K.B.K.Vijaya Laxmi & Party, Secunderabad
44.	10-10-2011	Saritha Dilip & Party, Kachiguda
45.	12-10-2011	M.Vijaya Laxmi & Party, Rajahmundry
46.	12-10-2011	S.Yerraiah & Party, Rajahmundry

47.	12-10-2011	L.Satyavathi & Party, Rajahmundry
48.	12-10-2011	R.Suseela & Party, Rajahmundry
49.	12-10-2011	P.Gayathri Devi & Party, Rajahmundry
50.	12-10-2011	K.Seshu Kumari & Party, Rajahmundry
51.	12-10-2011	M.Hemalatha & Party, Rajahmundry
52.	12-10-2011	P.Nirmala Kumari & Party, Rajahmundry
53.	12-10-2011	S.S.Kumari & Party, Rajahmundry
54.	12-10-2011	P.Padmini & Party, Rajahmundry
55.	12-10-2011	Puspha & Party, Rajahmundry
56.	13-10-2011	K.Vijayalaxmi & Party, Hyderabad
57.	14-10-2011	K.Raghuram & Party, Secunderabad
58.	15-10-2011	K.Kondamma & Party, Visakhapatnam
59.	15-10-2011	R.Veeraju & Party, Visakhapatnam
60.	15-10-2011	Alivelu & Party,
61.	15-10-2011	T.Rambabu & Party, Visakhapatnam
62.	15-10-2011	Dr.S.Murali Babu & Party, Visakhapatnam
63.	15-10-2011	N.Seshagiri Rao & Party, Visakhapatnam
64.	18-10-2011	P.Kalyani & Party, Rajahmundry
65.	19-10-2011	A.Satya & Party, Rajahmundry
66.	19-10-2011	K.Lashmana Swamy & Party, Rajahmundry
67.	19-10-2011	Vakacharla Bhadramma & Party, Rajahmundry
68.	19-10-2011	Nadipalli Krishna & Party, Rajahmundry
69.	20-10-2011	A.Appa Rao & Party, Visakhapatnam
70.	20-10-2011	S.Murali & Party, Visakhapatnam
71.	20-10-2011	K.Ganapathi & Party, Visakhapatnam
72.	20-10-2011	R.Venkateswara Rao & Party, Visakhapatnam
73.	21-10-2011	E.Chandhu Naik & Party, Nalgonda
74.	21-10-2011	Jamuna Rayalu & Party, Secunderabad
75.	22-10-2011	K. Vijaya Lakshmi & Party, Secunderabad
76.	24-10-2011	T.V.Jaya Prasada Reddy & Party, Secunderabad
77.	24-10-2011	D.Ganapathi Rao & Party, Vijayawada
78.	25-10-2011	P.Venkatesh & Party, Secunderabad

79.	25-10-2011	Mirza Hamed Baid & Party, Hyderabad
80.	26-10-2011	Koka Vijayalaxmi & Party, Secunderabad
81.	29-10-2011	Ch.Prameela & Party, Kachiguda
82.	01-11-2011	Sri.K.V.Satyanarayana & Party, Eluru
83.	01-11-2011	Ch.Ajay Kumar & Party, Eluru
84.	01-11-2011	B.S.Narayana & Party, Hyderabad
85.	01-11-2011	Kala Krishna & Party, Secunderabad
86.	04-11-2011	Y.Keshav Rao & Party, Hyderabad
87.	05-11-2011	Koka Vijayalaxmi & Party, Secunderabad
88.	09-11-2011	K.Chinna & Party, Visakhapatnam
89.	09-11-2011	K.Mahalaxmi & Party, Visakhapatnam
90.	09-11-2011	M.Suneetha & Party, Visakhapatnam
91.	09-11-2011	S.Shyam & Party, Visakhapatnam
92.	09-11-2011	D.Lakshmi & Party, Visakhapatnam
93.	09-11-2011	P.Chandra Kiran & Party, Visakhapatnam
94.	09-11-2011	Dr.S.Murali Babu & Party, Visakhapatnam
95.	09-11-2011	A.Vara lakshmi & Party, Visakhapatnam
96.	09-11-2011	T.Ram Babu & Party, Visakhapatnam
97.	09-11-2011	M.Bhanu Murthy & Party, Visakhapatnam
98.	09-11-2011	T.Nagendra Babu & Party, Visakhapatnam
99.	09-11-2011	M.Sri Devi & Party, Visakhapatnam
100.	09-11-2011	A.Srinivasa Rao & Party, Visakhapatnam
101.	15-11-2011	G.Venkatadri & Party, Janagama
102.	15-11-2011	R.Kodanda Rao & Party, Secunderabad
103.	15-11-2011	N.Vijay Bhaskar & Party, Rajahmundry
104.	15-11-2011	M.Linga Swamy & Party, Secunderabad
105.	16-11-2011	B.Tejeswara Rao & Party, Srikakulam
106.	17-11-2011	Jamshed Khan & Party, Hyderabad
107.	18-11-2011	P.Vinod Kumar & Party, Tedepalligudem
108.	18-11-2011	P.Durga Rao & Party, Tedepalligudem
109.	18-11-2011	M.Eswar & Party, Tedepalligudem
110.	18-11-2011	Venkata Ratnam & Party, Tedepalligudem

111.	18-11-2011	N.Durga Rao & Party, Tedepalligudem
112.	18-11-2011	K.Narayana Murthy & Party, Tedepalligudem
113.	21-11-2011	Sri Laxmi & Party, Hyderabad
114.	21-11-2011	K.Nata Raj & Party, Hyderabad
115.	22-11-2011	Aamani Orchestra, Kakinada
116.	25-11-2011	Naidu Gopi & Party, Tenali
117.	28-11-2011	E.Ramesh & Party, Vijayawada
118.	28-11-2011	Uppalpali Madhava Rao & Party, T.P.Gudem
119.	29-11-2011	S.Yeswani & Party, Vijayawada
120.	29-11-2011	S.Ramesh Babu & Party, Vijayawada
121.	29-11-2011	Vinnakota Gangasiva Kumar & Party, Vijayawada
122.	30-11-2011	S.Karemulla & Party, Kurnool
123.	02-12-2011	S.Kanaka Rao & Party, Eluru
124.	02-12-2011	M.Seetha Ram Prasad & Party, Narsapuram
125.	08-12-2011	Yasoda Thakore & Party, Hydeabad
126.	09-12-2011	A.Syamsundaram & Party, Hyderabad
127.	09-12-2011	Ch.Shankar & Party, Secunderabad
128.	09-12-2011	A.Anil Kumar & Party, Secunderabad
129.	09-12-2011	Tahseen Hussain & Party, Hyderabad
130.	09-12-2011	E.Vijaya Sagar & Party, Hyderabad
131.	09-12-2011	S.Raghu Babu & Party, Secunderabad
132.	09-12-2011	K.Janardhan & Party, Secunderabad
133.	13-12-2011	M.Priyanka & Party, Secunderabad
134.	13-12-2011	Tahseen Hussain & Party, Secunderabad
135.	15-12-2011	A.Bharathi & Party, Hyderabad
136.	15-12-2011	P.Srikala & Party, Hyderabad
137.	19-12-2011	Sankaeswari & Party, Rajahmundry
138.	19-12-2011	B.Vinod Babu & Party, Hyderabad
139.	19-12-2011	Kumpati Yedukondalu & Party, Vijayawada
140.	19-12-2011	K.V.Bhargava Kumar & Party, Kurnool
141.	19-12-2011	G.Srikanth & Party, Secunderabad
142.	19-12-2011	CH.Suguna & Party, Kavali

143.	19-12-2011	R.Padmaja & Party, Kavali
145.	19-12-2011	S.Rama Ratnam & Party, Tenali
146.	19-12-2011	S.Rama Ratnam & Party, Tenali
147.	19-12-2011	Nori Lakshmi Devi & Party, Bhemavaram
148.	20-12-2011	V.Srinivas & Party, Rajahmundry
149.	20-12-2011	A.Venkateswara Rao & Party, Rajahmundry
150.	20-12-2011	Ch.Yaswantha Rao & Party, Rajahmundry
151.	20-12-2011	K.Prasad & Party, Rajahmundry
152.	20-12-2011	Reddy Prabhakara Rao & Party, Rajahmundry
153.	20-12-2011	Sri. M.Venkata Ramana & Party, Rajahmundry
154.	20-12-2011	Smt. Surabhi Jamuna Rayalu & Party, Secunderabad
155.	27-12-2011	Chari Joshi & Party, Hyderabad
156.	27-12-2011	Sikha Chakraborty & Party, Kolkatta
157.	27-12-2011	M.Vaishnavi & Party, Hyderabad
158.	27-12-2011	G.Perumallu & Party, Hyderabad
159.	27-12-2011	G.Subba Reddy & Party, Hyderabad
160.	27-12-2011	G.Sattibabu & Party, Vizianagaram
161.	31-12-2011	V.Lakshmi Narayana & Party, Vijayawada
162.	31-12-2011	K.P.K.Sastry & Party, Vijayawada
163.	02-01-2012	Sri.G.Venkataiah & Party, Warangal
164.	02-01-2012	Sri.C.Govinda Rajulu & Party, Kakinada
165.	03-01-2012	B.Sridhara Swamy & Party, Warangal
166.	03-01-2012	M.Ramalinga Swamy & Party, Vizianagaram
167.	03-01-2012	B.Vijaya Jyothi & Party, Visakhapatnam
168.	03-01-2012	Smt.Saritha Dilip and Group, Hydeabad
169.	05-01-2012	Smt.Madhavi Mala & Group, Secunderabad
170.	06-01-2012	Smt.Lalitha Srinivas & Party, Vizianagaram
171.	07-01-2012	Govinda Rajulu & Party, Kakinada
172.	07-01-2012	Govinda Rajulu & Party, Kakinada
173.	07-01-2012	Govinda Rajulu & Party, Kakinada
174.	07-01-2012	B.Sharada & Party, Hyderabad
175.	07-01-2012	Nitya Subhaprada & Party, Hyderabad

176.	07-01-2012	P.Rajeder & Party, Hyderabad
177.	18-01-2012	Govinda Rajulu & Party, Samarlkot
178.	18-01-2012	Govinda Rajulu & Party, Samarlkot
179.	18-01-2012	B.S.Amarnath & Group, Ananthapur
180.	18-01-2012	D.Satyanarayana & Party, Tenali
181.	18-01-2012	S. Govinda Rajulu & Party, Visakhapatnam
182.	31-01-2012	T.Rambabu and Party, Visakhapatnam
183.	31-01-2012	M.Srinivas and Party, Visakhapatnam
184.	31-01-2012	M.Sankara Rao and Party, Visakhapatnam
185.	31-01-2012	B.Janardhan Rao and Party, Visakhapatnam
186.	31-01-2012	Nagalakshmi and Party, Visakhapatnam
187.	31-01-2012	Dr.S.Murali Babu and Party, Visakhapatnam
188.	31-01-2012	B.Adibabu and Party, Visakhapatnam
189.	31-01-2012	T.Appa Rao and Party, Visakhapatnam
190.	31-01-2012	B.Lakshmi and Party, Visakhapatnam
191.	31-01-2012	K.Saraswathi and Party, Visakhapatnam
192.	31-01-2012	M.Manga and Party, Visakhapatnam
193.	31-01-2012	B.Lakshmi and Party, Visakhapatnam
194.	31-01-2012	Dr.G.Subba Rao and Party, Secunderabad
195.	3-02-2012	Lalitha and Party, Secunderabad
196.	3-02-2012	T.P.Balasubramanyam and Party, Hyderabad
197.	3-02-2012	Valady S.Karthi and Party, Hyderabad
198.	04-02-2012	K.Govindarajulu and Party, Samarlkot
199.	04-02-2012	G.Raju and Party, Samarlkot
200.	04-02-2012	D.Nageswara Rao and Party, T.P.Gudem
201.	04-02-2012	D.Rajya Lakshmi and Party, Guntur
202.	04-02-2012	R.Padmavathi and Party, Nellore
203.	04-02-2012	Ch.Suguna and Party, Kavali
204.	04-02-2012	Ch.Vani and Party, Viziawada
205.	04-02-2012	G.Venkata nagar Radhika and Party, T.P.Gudem
206.	04-02-2012	S.Ramanadham and Party, Tenali
207.	08-02-2012	K.Prabhkar Vimala Rani and Party, Secunderabad

208.	08-02-2012	G.Sumathi and Party, Bapatla
209.	10-02-2012	M.Suredranath and Party, Hyderabad
210.	15-02-2012	Sri. Rammurthy & Party, Nellore
211.	15-02-2012	T.Padmavathi & Party, Tenali
212.	15-02-2012	A.Srinivas & Party, Nidadavolu
213.	15-02-2012	K.Satyavathi & Party, Siddantam
214.	16-02-2012	K.V.Satyanarayana & Party, Eluru
215.	16-02-2012	Vedha Vyas & Party, Hydeabad
216.	16-02-2012	Ch.Ajay Kumar & Party, Eluru
217.	23-02-2012	C. Govinda Rajulu & Party, Samarlkot
218.	23-02-2012	C. Govinda Rajulu & Party, Samarlkot
219.	23-02-2012	C. Govinda Rajulu & Party, Kakinada
220.	25-02-2012	Dr.Shobha Naidu & Party, Secunderabad
221.	04-04-2012	N.Swapna & Party, Hyderabad
222.	04-04-2012	Ali & Party, Hyderabad
223.	07-04-2012	R.C.Sekhar & Party, Guntur
225.	11-06-2012	Smt.Sharada & Party, Secunderabad
226.	11-06-2012	Smt.S.Jayshree & Party, Secunderabad
227.	11-06-2012	K.Y.V.Prasad & Party, Rajahmundry
228.	11-06-2012	R.J.Perimal & Party, Secunderabad
229.	13-06-2012	S.Anuradha & Party, Hyderabad
230.	13-06-2012	S.Umalakshmi & Party, Gudur
231.	13-06-2012	K.Narayana Murthy & Party, T.P.Gudem
232.	13-06-2012	V.Muralidhar & Party, Secunderabad
233.	18-06-2012	P.Bhagya Lakshmi & Party, Eluru
234.	18-06-2012	E.Vijaya Naga Satya Srinivas & Party, Eluru
235.	18-06-2012	Y.DasaradhaVenkata Rammohan Rao & Party, Eluru
236.	18-06-2012	T.Naga Leela Puspavathi & Party, Eluru
237.	18-06-2012	P.Subba Raju & Party, T.P.Gudem
238.	18-06-2012	P.Satayanarayan& Party, T.P.Gudem
239.	18-06-2012	S.Venkata Lakshmi & Party, T.P.Gudem
240.	18-06-2012	M.Durga Vara Prasad Rao & Party, T.P.Gudem

241.	19-06-2012	Kaushik & Party, Hyderabad
242.	12-07-2012	C.Srikala & Group, Secundeabad
243.	18-07-2012	K.Sivakumari & Group, Khammam
244.	19-07-2012	V.Ramesh & Group, Vijayawada
245.	20-07-2012	V.Durga Prasad & Group, Secundeabad
246.	23-07-2012	Harsha & Group, Vijayawada
247.	25-07-2012	Vaishnavi & Group, Hydeabad

SECTION 4 (1) (B) ITEM – XVI

**DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD,
REDUCED IN AN ELECTRONIC FORM**

- NIL -

SECTION 4 (1) (B) ITEM – XV

**THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR
OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY
OR READING ROOM, IF MAINTAINED FOR PUBLIC ETC.,**

- NIL -

SECTION 4 (1) (B) ITEM – XVI

**THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC
INFORMATION OFFICERS**

The following Officers of Department of Culture has been declared as information officers under Section 5(1), 5(2) and sub-section 1 of the Right to Information Act, 2005.

Sl.No.	Designation	Designated as	Telephone
1.	Sri.R.Vasantha Rao, Deputy Director	Public Information Officer	23242482 Ext. 14
2.	Sri.S.Narsinga Rao, Asst. Director	Assistant Information Officer	23242482 Ext. 15

SECTION 4 (1) (B) ITEM – XVII

**SUCH OTHER INFORMATION AS MAY BE PRESCRIBED; AND THEREAFTER
UPDATE THESE PUBLICATION EVERY YEAR**

- NIL -

ACTION TAKEN UNDER SECTION – 5 (1) & (2) OF RIGHT TO INFORMATION ACT

The following of Department of Culture has been declared as information officers under Section 5(1), 5(2) and sub-section 19 of the Right to Information Act, 2005.

Sl.No.	Designation	Designated as	Telephone
1.	Deputy Director	Public Information Officer	23242482 Ext. 14
2.	Asst. Director	Assistant Information Officer	23242482 Ext. 15

**ACTION TAKEN UNDER SECTION – 19 (1) OF
RIGHT TO INFORMATION ACT**

The following Officers of Department of Culture has been declared as appellate authority under Section 19 (1) of the Right to Information Act, 2005.

Sl.No.	Name and Designation	Designated as	Telephone
1.	Dr.R.V.Prasada Raju, Director	Appellate Authority	23242482 23212832

ORGANIZATION FUNCTIONS AND DUTIES OF DEPARTMENT OF CULTURE
(HYRARCHY)

DIRECTOR



DEPUTY DIRECTOR



ASST. DIRECTOR (ADMN)	ASST. DIRECTOR (GRANTS)	C.P.O (PROGRAMMES)	ACCOUNTS OFFICER
FIELD OFFICER	FIELD OFFICER	PROGRAMME OFFICER	SUPERINTENDENT
SUPERINTENDENT	SUPERINTENDENT		SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT
SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT JUNIOR ASSISTANT RECORD ASSISTANT STENO (2)	SENIOR ASSISTANT SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT		OFFICE SUBORDINATE (1)
DATA ENTRY OPERATOR OFFICE SUBORDINATE (3) WATCHMAN (2) SWEEPER (2)	DATA ENTRY OPERATOR OFFICE SUBORDINATE (1)		
CINEMA OPERATOR SOUND OPERATOR			

ORGANIZATION FUNCTIONS AND DUTIES OF DEPARTMENT OF CULTURE

DIRECTOR



DEPUTY DIRECTOR



ASST. DIRECTOR (ADMN)	ASST. DIRECTOR (GRANTS)	C.P.O (PROGRAMMES)	ACCOUNTS OFFICER
FIELD OFFICER	FIELD OFFICER	PROGRAMME OFFICER	SUPERINTENDENT
SUPERINTENDENT	SUPERINTENDENT		SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT
SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT JUNIOR ASSISTANT RECORD ASSISTANT STENO (2)	SENIOR ASSISTANT SENIOR ASSISTANT SENIOR ASSISTANT JUNIOR ASSISTANT		OFFICE SUBORDINATE (1)
DATA ENTRY OPERATOR OFFICE SUBORDINATE (3) WATCHMAN (2) SWEEPER (2)	DATA ENTRY OPERATOR OFFICE SUBORDINATE (1)		
CINEMA OPERATOR SOUND OPERATOR			