

# Coconut Development Board Manual

*(Published as per provisions of Section 4 of the Right to Information Act 2005)*

## [I]

### **Particulars of Organization, Functions & Duties of the Board**

The Coconut Development Board was established under an Act of Parliament viz. Coconut Development Board Act, 1979. It came into existence on 12.01.1981. The total membership of the Board is 24 consisting of a Chairman, three Ex-officio Members (viz. Horticulture Commissioner, Government of India, Director, Central Plantation Crops Research Institute and Chairman, Coir Board), two Members of Parliament from Lok Sabha and one from Rajya Sabha, one Member each from the Central Ministries dealing with Revenue and Civil Supplies, one Member each representing the State Governments of Kerala, Tamil Nadu and Karnataka, five Members to represent the State Governments of Andhra Pradesh, Assam, Maharashtra, Orissa, Goa, West Bengal and Union Territories of Andaman & Nicobar Islands, Daman & Diu, Lakshadweep and Pondicherry (by rotation), two representatives of coconut growers from Kerala, one representative each of coconut growers from Tamil Nadu and Karnataka, one Member representing coconut processing industry and two Members representing other interests connected with Coconut Industry.

2. The term of appointment of the Board Members is for three years except for that of the ex-officio Members.
3. List of Board Members attached as **Annexure-I**.
4. The organizational structure of the Board is attached (**Annexure II**).

### **Functions of the Board**

The functions of the Board are laid down in the Coconut Development Board Act, 1979. The functions are:

- (1) Adopting measures for the development of coconut industry so that farmers, particularly small farmers, may become participants in and beneficiaries of the development and growth of coconut industry.
- (2) Recommending measures for improving the marketing of coconut and its products in India.
- (3) Imparting technical advice to any person who is engaged in the cultivation of coconut or the processing or the marketing of coconut and its products.
- (4) Providing financial or other assistance for the development of high yielding coconut hybrids, adoption of improved methods of cultivation of coconut, modern technology for

processing of coconut and extension of area under coconut cultivation (including replanting) with a view to improve the growth of coconut industry.

(5) Adopting such measures as may be practicable for assisting coconut growers to get incentive prices including recommending as and when necessary, minimum and maximum prices for coconut and its products.

(6) Recommending measures for regulating import and export of coconut and its products.

(7) Collecting statistics from growers of coconut, dealers in coconut, manufacturers of coconut products and such other persons and institutions as may be prescribed, on any matter relating to coconut industry and publishing the statistics so collected or portions or extracts therefrom.

(8) Fixing grades, specifications and standards for coconut and its products.

(9) Financing suitable schemes in consultation with the Central Government and the Governments of the States where coconut is grown on large scale so as to increase the production of coconut and to improve its quality and yield and for this purpose evolving schemes for award of prizes or grant of incentives to growers of coconut and the manufacturers of its products and for providing marketing facilities for coconut and its products.

(10) Assisting, encouraging, promoting or financing agricultural, technological, industrial or economic research on coconut and its products in such manner as the Board may deem fit by making use of available institutions.

(11) Undertaking such publicity and publishing such periodicals, books or bulletins, on the research and development of coconut and its products, as may be found necessary.

(12) Setting up of Regional Offices and other agencies for the promotion and development of production, grading and marketing of coconut and its products in coconut growing States and Union Territories for the efficient discharge of the functions and objectives of the Board.

(13) Such other measures as may have regard to the purposes of the Coconut Development Board Act, 1979, be prescribed by the Central Government in consultation with the Governments of the States where coconut is grown on a large scale.

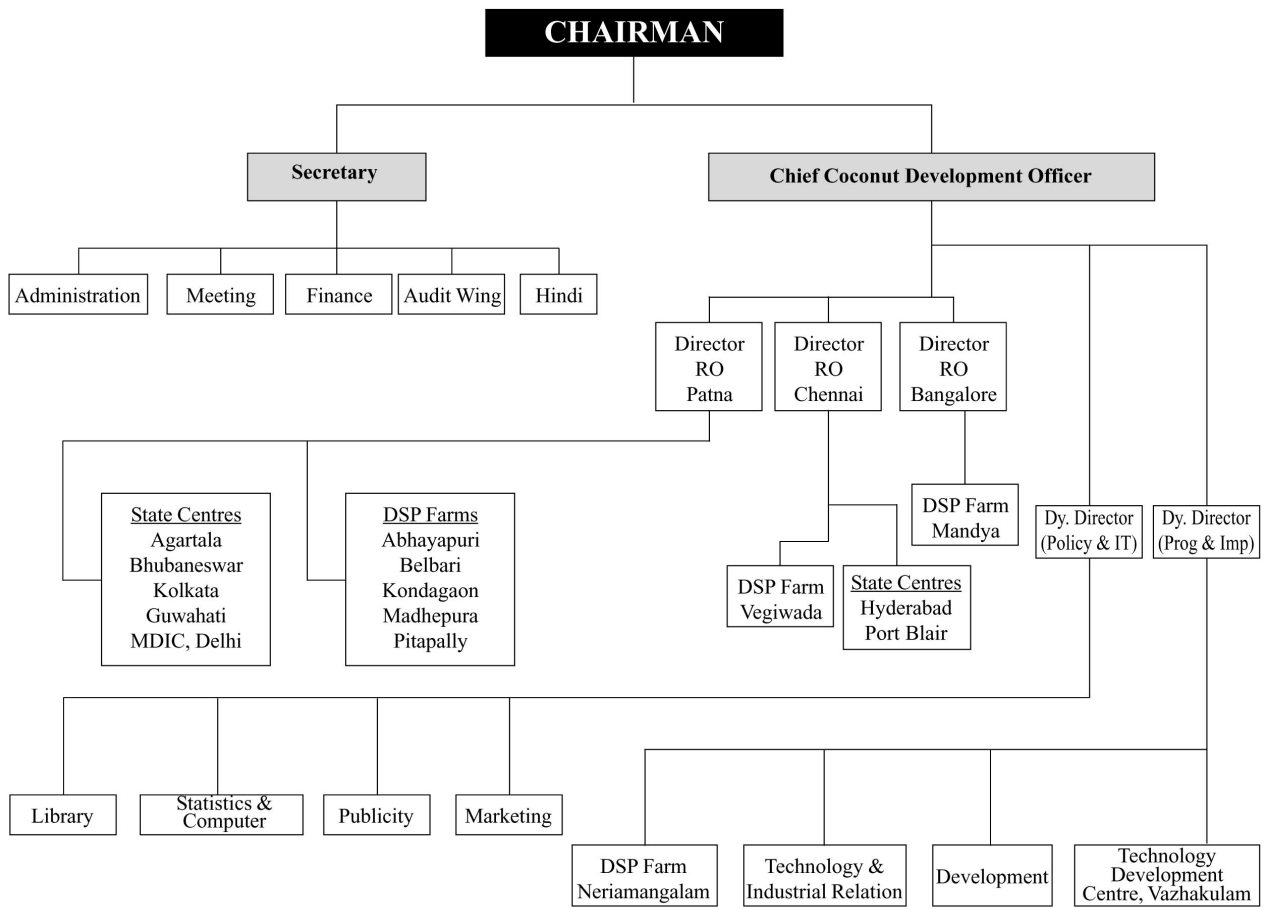
**List of Members of the Board**

1. Dr. C.V. Ananda Bose, IAS  
Chairman, Coconut Development Board,  
Ministry of Agriculture, Department of Agriculture & Cooperation,  
Kera Bhavan, Kochi - 682 011
2. Advocate Varkala B. Ravikumar  
Vice Chairman  
Coconut Development Board  
Balakrishna Building  
Malloor Road, Vanchiyoor  
Thiruvananthapuram-695 035
3. Dr. Gorakh Singh  
Horticulture Commissioner  
Government of India, Ministry of Agriculture  
Department of Agriculture & Cooperation  
Krishi Bhavan  
New Delhi-110 014
4. Dr. George V. Thomas  
Director  
Central Plantation Crops Research Institute  
Kasaragod-671 124
5. Shri V.S. Vijayaraghavan  
Chairman, Coir Board  
M.G. Road, Ernakulam  
Kochi-682 016
6. Shri A.A. Jinnah  
Member of Parliament (Rajya Sabha)  
No.2, J-Block, 2nd Street  
Anna Nagar East, Chennai
7. The Agriculture Production Commissioner  
Government of Kerala  
Agriculture Department  
Government Secretariat  
Thiruvananthapuram-695 001
8. The Agricultural Production Commissioner and  
Secretary to the Government  
Government of Tamilnadu  
Agriculture (OS) Department  
Secretariat, Fort St. George  
Chennai-600 009
9. Shri S.G. Hegde IAS  
Secretary to the Government

Horticulture Department  
Government of Karnataka  
Secretariat, Room No.404, IV Floor, M.S. Building  
Bangalore-560 001

10. Smt. G. Jaya Lakshmi IAS  
Commissioner of Horticulture  
Government of Andhra Pradesh  
Department of Horticulture  
Public Garden, Nampally  
Hyderabad-500 004
11. Shri M.A. Salam  
Director of Agriculture  
Directorate of Agriculture  
Andaman & Nicobar Administration  
Haddo, Port Blair-744 102
12. The Secretary to the Government  
Department of Food Processing Industries and Horticulture  
Government of West Bengal  
Mayukh Bhavan, Salt Lake City  
Kolkata-700 091
13. Shri K.M. Salih  
New Bungalow, TC 48/1007(1)  
Karimbuwila, Ambalathara  
Thiruvananthapuram-695 026
14. Shri K. Chellamuthu  
Kappalpatty Post, Chatrapatti (Via)  
Ottanchathiram Taluk  
Dindigul District-624 614, Tamilnadu
15. Dr. M.S. Mahalingappa  
14/3, Byrasandra Main Road  
First Block East, Jayanagar  
Bangalore-560 011
16. Shri M. Sukumara Pillai  
Chairman, KERAFFED  
Aristo Junction  
Thiruvananthapuram-695 014
17. Shri R. Sundararama Raju  
The East Coast Coconut Hybrid Centre  
ITIKALAGUNTA, Kunchenapalli Post - 534 101  
Tadepalligudem, West Godavari District  
Andhra Pradesh
18. Shri Vasant Vishnu Limaye  
A-8, Lokamanya Apartment  
Tilak Lane, Ratnagiri-415 612, Maharashtra

Annexure II



**[II]****Powers and Duties of Officers and Employees****(a) Powers and duties of Chairman: -**

- (1) The Chairman shall, as the Chief Executive of the Board, be responsible for the proper functioning of the Board implementing the Board's policies and the discharge of its functions as provided under the Act and the duties under these rules and the regulations framed by the Board.
- (2) It shall be the responsibility of the Chairman to ensure that in carrying out the functions and duties under sub-rule (1), the Board works in close liaison with the State Governments, Union and other Agencies institutions and authorities such as the Indian Council of Agricultural Research, Directorate of Marketing and Inspection, Coir Board, the Agricultural Universities in the coconut growing States, the Kerala State Coconut Development Corporation and other institutions and organizations concerned with the coconut industry and avoids duplication of efforts. It shall also be the responsibility of the Chairman to ensure that in carrying out the functions and duties under sub-rule (1), appropriate measures are taken to protect the interests of small farmers and producers so that they may become participants in and beneficiaries of the development and growth of coconut industry.
- (3) Subject to the provision of these rules, the Chairman may delegate his powers under this rule to any other officer of the Board.
- (4) The Chairman shall have the power to grant leave to all officers and employees of the Board and may delegate this power to any other officer of the Board subject to such conditions as he thinks fit.
- (5) The Chairman shall exercise administrative control over all departments and officers of the Board including the Chief Coconut Development Officer and the Secretary.
- (6) The Chairman shall have powers:
  - (i) to call for documents and records and to inspect or cause to be inspected, accounts and places of storage or of business as required under the Act of these rules or as may be considered necessary for discharging properly any of the functions of the Board.
  - (ii) to sanction expenditure, subject to the provisions of rule 26, for contingencies, supplies and services and purchase of articles required for the maintenance and working of the office of the Board, and
  - (iii) to carry out the measures in furtherance of the objects of the Act, as provided for under section 10.
- (7) The Chairman may by order, in writing, delegate any of his powers under sub-rule (6) to any other officer of the Board.

- (8) The Chairman shall have power to require the Board or any committee thereof to defer taking action in pursuance of any decision taken by the Board or the committee, as the case may be, pending a reference to the Central Government on such decision.
- (9) Where a matter has to be disposed of by the Board or a committee thereof and decision in respect of that matter cannot wait till a meeting of the Board or the committee, as the case may be, is held or till completion of circulation of the relevant papers among the members of the Board or the committee, the Chairman may take required decision himself.
- (10) Where the Chairman takes such decision, he shall submit the same for ratification by the Board or the committee, as the case may be, at its next meeting.

Provided that, if the Board or the committee modifies or annuls the decision taken by the Chairman, such modification or annulment shall be without prejudice to the validity of any action taken before such modification or cancellation.

**(b) Powers and duties of Chief Coconut Development Officer: -**

The Chief Coconut Development Officer shall function as the Head of the technical wing of the Board under the Chairman and shall exercise such powers and perform such duties as may be delegated to him by the Chairman.

**(c) Powers and duties of Secretary: -**

- (1) The Secretary shall be responsible for the implementation of the decisions arrived at by the Board or by its committees and the discharge of the duties imposed on him under the Act or by these rules.
- (2) Subject to such powers and duties as may be delegated by the Chairman, the Secretary shall –
  - (a) cause all important papers and matters to be presented to the Board as early as practicable;
  - (b) issue directions, as to the method of carrying out the decisions of the Board;
  - (c) grant receipt on behalf of the Board for all moneys received under the Act;
  - (d) maintain or cause to be maintained an account of the receipt and expenditure of the Board and also the various registers that may be prescribed for the Board under the Act or these rules;
  - (e) present an annual draft report on the working of the Board to the Board for approval and submit the report in the form approved by the Board to the Central Government not later than the dates specified from time to time in this behalf by the Central Government for being laid on the table of both Houses of Parliament; and
  - (f) assist the Chairman in all administrative matters and in discharge of such other functions as the Chairman may direct.

**Other Officers**

Statement showing delegation of powers attached [**Annexure-III (a & b)**].

Delegation of Financial Powers to the Chief Coconut Development Officer, Secretary, Director of Regional Offices, Deputy Director of State Centres, Senior Farm manager/Farm Manager of DSP Farms of Coconut development Board.							
Monetary limit upto which expenditure can be incurred							
Sl. No	Item Of Expenditure	C C D O	Secretary	Director, Ros	Dy.Director, SCs	Sr Farm Manager/ Farm Manager of DSP Farms	Remarks
1	Purchase of bicycle	Full powers	Full powers (for HQ)	Full powers (for ROs, SCs & DSP farms)	----	----	Subject to specific provision included in the budget of the respective office. Purchase to be effected by observing codal formalities.
2	Conveyance hire taxis	Rs.1000/- at a time subject to a maximum of Rs.5000/- per annum	Rs.1000/- at a time subject to a maximum of Rs.2500/- per annum (for HQ only)	Rs.500/-at a time subject to a maximum of Rs.2500/- per annum per office (in respect of ROs, SCs & DSP farms)	1000  2500	500  1000	For providing conveyance to VIPs/ Board's guests / in the absence / inadequacy of Board's own vehicles.
3	Electric, Gas and water charges	---	Full Power ( For HQ Only)	Full Power For ROs	Full Power For SCs	Full Power For DSP Farms	-
4	Furniture and fixtures	Upto Rs.10,000/- Full powers for sanctioning purchase and incurring expenditure in each case subject to specific provision in the budget	Upto Rs.5,000/- Full powers for sanctioning purchase and incurring expenditure in each case subject to specific provision in the budget	Upto Rs.5,000/- full powers for sanctioning purchase and incurring expenditure in each case in respect of ROs, SCs, DSP farms subject to specific provision in the budget. Full powers for effective payment above Rs.5,000/- in each case with prior financial sanction from headquarters.	-----	-----	-----

5	Freight charges	Up to Rs.10000/- full powers in each case subject to specific provision in the Budget	Up to Rs.5000/- Full powers in each case subject to specific provision in the budget	Up to Rs.5000/- Full powers in each case in respect of Regional Office, State Centres and DSP farms subject to specific provision in the budget. Full powers for effecting payment above Rs.5000/- in each case with the prior financial sanction from headquarters.	Rs.2500/-	Up to Rs.2500 Full powers in each case for transporting materials for operational purpose of the farm and disposal of farm produce.	---
6	Demurrage/ wharfage charges	Full powers in respect of HQ	---	Full powers in respect of Regional Offices	Full powers in respect of State centres	Full powers in respect of DSP farms	Director, ROs/ Dy.Directors, SCs/ SFM/ FM, DSP Farms should get the ratification of HQ after making payment with full justification for making payment.
7	Legal charges for Law suites to which Board is a party including fees to Advocates and other legal charges	Full powers	--	--	--	--	--
8	i) Maintenance, unkeep and repairs of motor vehicles including tractors, tillers and 2 wheelers	20000/- per vehicle in a year subject to specific provision in the budget	Rs.10,000/-per vehicle in a year subject to specific budget provision(in respect of HQ)	Rs.10,000/- per vehicle in a year in respect of ROs, SCs and DSP farms subject to specific budget provision. Full powers for effecting payment above Rs.10000/- per vehicle with the prior financial sanction from HQs.	Upto Rs.5,000/- per vehicle in an year subject to specific budget provision	Rs.2,500/- per vehicle in a year subject to specific budget provision.	---
	ii) Purchase of petroleum products	Full powers subject to budget provision	Rs.2,000/- per vehicle at a time subject to budget provision (in respect of HQ)	Rs.2,000/- per vehicle at a time subject to budget provision (in respect of RO)	Rs.2,000/- per vehicle at a time subject to budget provision (in respect of SC)	Rs.1,500/- per tractor/tiller at a time and Rs.250/- per two wheeler at a time subject to budget provision(in respect of DSP farm)	---
9	Municipal or cantonment rates and taxes	---	Full powers(HQ)	Full powers in respect of Regional Offices	Full powers in respect of state centres	Full powers in respect of DSP farms	---

10	Petty works and repairs including sanitary and electrical installation, repairs of office building and staff quarters etc. owned by Board	Rs.50,000/- in each case subject to specific provision in the budget	Rs.20,000/- in each case subject to specific provision in the budget(in respect of HQ)	Rs.10,000/- in each case in respect of ROs, SCs and DSP farms subject to specific provision in the budget(in respect of RO)	Rs.5,000/- in each case in respect of SCs, subject to specific provision in the budget (in respect of SC)	Rs.2,500/- in each case in respect of DSP farms subject to specific provision in the budget (in respect of DSP farms)	---
11	Repairs and alternations to hired and requisitioned building	Rs.20,000/- in each case per annum	--	--	--	--	--
12	Post and telegraph charges including commission on money orders, etc.	Full powers	Full powers subject to specific provision in the budget in respect of HQ	Full powers subject to specific provision in the budget in respect of Regional Office	Full powers subject to specific provision in the budget in respect of State Centres.	Full powers subject to specific provision in the budget in respect of DSP farms	--
13	Printing and binding of Annul Reports, Audit Reports, Journals, Periodicals and ad-hoc publications & printing leaflets & forms	Full powers subject to specific provision in the budget and observing codal formalities for awarding printing works.	Rs.25,000/-	Rs.10,000/-	Rs.10,000/-	Rs.5,000/-	---
14	Purchase of books, periodicals, official publications	Full powers subject to specific provision in the budget(HQ)	Full powers for purchase of office manuals, books on accounts, etc. upto Rs.10000 per year.	Full powers subject to specific provision in the budget (ROs)	Full powers subject to specific provision in the budget in respect of State Centres.	Full powers subject to specific provision in the budget(DSP farms)	---
15	Rent for ordinary office accommodation	--	Full powers for making payment as per agreement executed by the Board(HQ)	Full powers for making payment as per agreement executed by the Board (ROs)	Full powers for making payment as per agreement executed by the Board (SCs)	Full powers for making payment as per agreement executed by the Board (DSP farms)	---
16	Repairs to plant and machinery, equipments, pumpsets, etc.	Rs.25,000/- in each case subject to specific budget provision(HQ)	Rs.10,000/-	Rs.7,500/- in each case in respect of ROs, SCs, DSP farms subject to specific budget provision. Full powers for effecting payment above Rs.7500/- in each case with the prior sanction from HQ	Rs.2,000/- in each case in respect of State centres subject to specific budget provision.	Rs.2,000/- in each case subject to specific provision in the budget (DSP farms)	--

17	Staff paid from contingencies	Full powers	Full powers to pass muster rolls once the engagement is approved by the Chairman (HQ)	Full powers to pass muster rolls once the engagement is approved by the Chairman (ROs)	Full powers to pass muster rolls once the engagement is approved by the Chairman (SCs)	i) <u>For farm office</u> Full powers to pass muster rolls once the engagement is approved by the Chairman. ii) Full powers for engagement of workers on contractual basis in the farm for operational activities subject to a) Engagement should not exceed the No. of mandays for each activity as approved in the Annual Action Plan. b) Same person should not be engaged more than 180 days during a calendar year.	--
18	Local purchase of stationery, stores	Rs.20,000/- each case subject to specific budget provision	Rs.10,000/- in each case subject to specific budget provision(HQ)	Rs.5,000/- in each case in respect of ROs, SCs and DSP farms subject to Budget provision	Rs.1,000/- in each case subject to specific budget provision (SCs)	Rs.1,000/-in each case subject to specific provision in the budget (DSP farms)	---
19	Local purchase of rubber stamps and office seals	Full powers	Full powers subject to specific sanction from Chairman (HQ)	Full powers subject to specific sanction from Chairman(ROs)	Full powers subject to specific sanction from Chairman(SCs)	Full powers subject to specific sanction from Chairman(DSP farms)	---
20	Supply of Uniforms, badges and other articles of clothing,etc. and washing allowance.	---	Full powers subject to observance of relevant rules of the Hand Book on uniforms (HQ)	Full powers subject to observance of relevant rules of the Hand Book on Uniforms (Ros)	Full powers subject to the observance of relevant rules of the Hand Book on Uniforms (SCs)	Full powers subject to the observance of relevant rules of the Hand Book of Uniforms (DSP farms)	---
21	Telephone charges	Full powers subject to Budget provision (HQ)	---	Full powers upto Rs.10,000/- in respect of Regional Offices subject to specific provision in the budget	Full powers upto Rs.5,000/- in respect of State centres subject to specific provision in the budget.	Full powers upto Rs.3,000/- in respect of DSP farms subject to specific provision in the Budget.	---

22	Purchase of typewriters,calculating machines	Full powers	Full powers subject to specific budget provision and approval of Chairman for such purchases (HQ)	Full powers subject to specific budget provision and approval of Chairman for such purchases (ROs)	Full powers subject to specific budget provision and approval of Chairman for such purchases (SCs)	Full powers subject to specific budget provision and approval of Chairman for such purchases (DSP Farms)	---
23	Advertisement charges	Full powers for passing bills in respect of advertisements already approved by the Chairman (HQ)	--	Full powers for passing bills in respect of advertisements already approved by the Chairman (ROs)	Full powers for passing bills in respect of advertisements already approved by the Chairman (SCs)	Full powers for passing bills in respect of advertisements already approved by the Chairman (DSP farms)	---
24	Sanctioning of advances for various contingent expenditures	The authority competent to sanction contingent expenditure specified in this 'Schedule' is also competent to sanction advance.					
25	Passing of bills for payments of grant-in-aid for plan scheme/ projects implemented by the Board as already approved by the Chairman	---	Full powers(HQ)	Full powers (in respect of Regional Offices)	Full powers (in respect of State Centres)	Full powers (in respect of DSP farms)	---
26	Sanction of TA advances for approved tours	Full powers except for himself	Full powers(HQ)	Full powers(RO)	Full powers(SCs)	Full powers (DSP farms)	Authorities competent to approve tour programmes will be as specified in the Office Order No.F.20/95-Admn.(i)dated 23.1.1996
27	Sanctioning reimbursement of cancellation charges on unused railway/Air tickets.	---	Full powers(HQ)	Full powers(ROs)	Full powers(SCs)	Full powers(DSP farms)	---
28	Passing of bills for payment of TA and other allowances including LTC claims	---	Fulkl powers(HQ)	Full powers (ROs)	Full powers (SCs)	Full powers(DSP farms)	Subject to provisions under item 30 in this schedule
29	Passing of bills for contingent expenditure already sanctioned.	--	Full powers (HQ)	Full powers (ROs)	Full powers (SCs)	Full powers (DSP farms)	---
30	Countersigning TA bills of non-officials and TA bills and LTC claims of officials	Full powers in respect of officers and staff including Director, RO, except self, Chairman and non-official Members of the Board	---	Full powers in respect of:- i) Officers & staff of RO (excluding self) ii) Dy. Director SC,SFM/FM of DSP farms	Full powers in respect of officers and staff excluding self	Full powers in respect of officers and staff excluding self	---

31	Pay and allowances of the Board employees in the regular establishment	---	Full powers in respect of Officers and staff in the regular establishment of HQ except for fixation of pay and grant of special pay	Full powers in respect of officers and staff in the regular establishment working under his administrative control including self except fixation of pay and grant of special pay for which prior concurrence of Chairman shall be obtained.	Full powers in respect of officers and staff in the regular establishment working under his administrative control including self except fixation of pay and grant of special pay for which prior concurrent of Chairman shall be obtained.	Full powers in respect of officers and staff in the regular establishment working under his administrative control including self except fixation of pay and grant of special pay for which prior concurrence of Chairman shall be obtained.	---
32	Expenditure on entertainment and light refreshments for meeting	Rs.750/- at a time subject to a maximum of Rs.5000/- per annum	Rs.500/- at a time subject to a maximum of Rs.5000 per annum(HQ)	Rs.500/- at a time subject to a maximum of Rs.5,000/- per annum per office ( in respect of Ros, SCs, DSP farms)	Rs.350/- at a time subject to a maximum of Rs.2,500/- per annum	Rs.100/- at a time subject to a maximum of Rs.500/- per annum	---
33	Form of surety bond to be executed by a Board servant handling cash/ stores, etc. acceptance thereof.	---	Full powers (HQ)	Full powers (ROs)	Full powers (SCs)	Full powers (DSP farms)	---
34	Grant-in-aid to staff clubs	---	Full powers as per approved norms and rules	---	---	---	---
35	Advance payment to firms with whom annual contracts for servicing of air conditioners, water coolers, typewriters, etc. are entered into	Full powers for annual maintenance contract upto Rs.10,000/- in each case	Full powers for annual maintenance contract upto Rs..5000/- in each case	Full powers for annual maintenance contract upto Rs..5000/- in each case	Full powers for annual maintenance contract upto Rs.2,500/- in each case	Full powers for annual maintenance contract upto Rs.1000/- in each case.	---

36	Purchase of fertilizer, manures and plant protection chemicals	Full powers at HQ	---	---	---	i) Full powers subject to inclusion in the approved action plan. ii) Purchase should be effected from the Co-operative Societies/ manufacturer's Sales Depots.	---
37	Purchase of organic manures	Full powers in respect of DSP farms in Kerala as per approved action plan.	---	Full powers in respect of DSP farms under their jurisdiction as per approved action plan	---	Full powers upto Rs.1,000/- as per approved action plan	---
38	i) perishable	Full powers upto Rs.5,000/- on each item at a time in respect of DSP farms, Kerala	-----	Full powers upto Rs.5,000/- on each item at a time in respect of DSP farms under their jurisdiction.	---	Full powers upto Rs.500/- for each item at a time	---
	ii) Non-perishable excluding trees	Full powers upto Rs.5000/- on each item at a time in respect of DSP farms, Kerala		Full powers upto Rs.5,000/- on each item at a time in respect of DSP farms, under their jurisdiction.			
39	Grant of leave salary advance	---	Full powers (HQ)	Full powers (RO)	Full powers	Full powers	As per provision of Rule 42 of CCS Leave Rules, 1972
40	Reimbursement of medical expenses	---	Full powers in respect of officers and staff in HQ. Countersignature by CCDO	(i) Full powers for passing and countersignature of bills in respect of officers & staff (excluding self) of Regional Office. (ii) Full powers for passing bills in respect of self subject to counter signature by Chief Coconut Development Officer	Full powers in respect of officers and staff including self. Counter signature by Director, RO	Full powers in respect of officers and staff including self. Counter signature by Director, RO.	The claim shall be processed strictly in accordance with CS (MA) Rules, 1944

41	Grant of leave travel concession including sanctioning of advance	---	Full powers in respect of officers and staff excluding self, Director (HQ), CCDO and Chairman and Directors in ROs	Full powers in respect of officers and staff of the RO excluding self.	Full powers in respect of officers and staff excluding self. LTC of Dy. Director to be sanctioned by Director, RO	Full powers in respect of officers and staff excluding self. LTC of SFM/FM to be sanctioned by Director, RO.	---
42	Sanction of advances / withdrawal from GPF	(i) <u>Advances</u> Full powers to sanction advance where the quantum of advance exceeds subscribers' three months basic pay or 50% of the amount standing at subscribers credit in the fund but not exceeding 75%. (ii) <u>Withdrawals</u> Full powers as per Rules 16 of CDB (GPF) Regulations 1992.	<u>Advances</u> Full powers in case where the quantum of advance doesn't exceed subscribers 3 months basic pay or half the amount standing to subscribers credit in the fund.	---	---	---	---
43	Festival / cycle fan advance	---	Full powers in respect of HQ subject to budget provision.	Full powers in respect of Ros subject to budget provision	Full powers in respect of SC subject to budget provision	Full powers in respect of DSP Farms subject to budget provision.	While sanctioning such advances provision of GFR shall be adhered to.
44	Grant of Over time Allowances	---	Full powers subject to budget provision and approval of Chairman (HQ)	Full powers subject budget provision and approval of Chairman in respect of staff of Ros.	Full powers subject to budget provision and approval of Director (RO) in respect of staff of State Centres.	Full powers subject to budget provision and approval of Director (RO) in respect of staff of DSP farms.	---
45	Power to sanction expenditure on insurance	---	Full powers (HQ)	Full powers (RO)	Full powers (SC)	Full powers (DSP Farms)	
46	Recoupment of permanent imprest	---	Full powers (HQ)	Full powers (RO)	Full powers (SC)	Full powers (DSP Farms)	
Note:							
i)	Expression "upto" means upto and including the amount specified						
ii)	Sanction order should specify the relevant entry in this schedule under which sanction is accorded.						

iii)	All proposals involving financial commitments of the HQ and all proposal of Regional Offices (RO), State Centres (SC) and DSP Farms which require concurrence of the HQ shall be routed through Finance Section.	
iv)	No expenditure shall be incurred over and above the sanctioned budget provision without the approval of Chairman.	Secretary
v)	Purchases/ disposals shall be made after observing codal formalities.	By order of Chairman
vi)	Residuary powers (in respect of items not included in this schedule) shall vest with the Chairman.	
vii)	Regular establishment includes scheme bound regular employees too.	

## Annexure – III (b)

**Delegation of administrative powers to the Directors of Regional Office, Deputy Directors of State Centres, Administrative Officer of Headquarters and Sr. Farm Manager / Farm Manager of DSP Farms**

Sl. No	Item	Headquarters	Director, Regional Office	Dy. Director State Centre	Sr. Farm Manager / Farm Manager, DSP Farms
1	Maintenance of service books and leave accounts	Administrative Officer i) in respect of all employees and officers of HQ, Directors and Dy. Directors of Regional Offices ii) Attestation of entries in the service books (other than attesting entries at the time of initial appointment) except his own service book which will be attested by Secretary	Director maintenance of service book and leave accounts and attestation of entries in respect of all employees working in the RO, Dy. Directors of State Centres and Sr. Farm manager / farm manager of DSP farm under their administrative control (excluding self and DD of RO)	Dy Director maintenance of service books and leave accounts and attestation of entries in the service book in respect of staff working in the state centre excluding self.	Sr. Farm manager / Farm manager - maintenance of service books and leave accounts and attestation of entries in the service book in respect of staff working in the DSP farm (excluding self)
2	Sanction of annual increment and issue of increment certificate	Administrative Officer in all cases (except those involving crossing of Efficiency Bar) in respect of officers and staff whose service books and leave accounts are maintained in the HQ	Director - in all cases (except those involving crossing of Efficiency Bar) in respect of officers and employees whose service book and leave account are maintained in the Regional office.	Dy Director - in all cases (except those involving crossing of Efficiency Bar ) in respect of officers and employees whose service book and leave account are maintained in the State Centre	Sr. Farm Manager / Farm Manager - in all cases (except those involving crossing of Efficiency Bar ) in respect of officers and staff whose service books and leave accounts are maintained in the DSP Farm.
3	Casual leave / Compensatory holiday / restricted holiday) i) Group 'D' 'C' and 'B' employees - upto the scale of pay of Rs.5500-9000.	Sanction Heads in HQs. In respect of staff working under them excluding self	Director - in respect of Officers and staff working in the Regional office, Dy.Directors of state centres, Sr.Farm Manager/Farm Manager of DSP farms.	Dy.Director - in respect of staff working under the State centre.	Sr.Farm Manager/Farm Manager - in respect of staff working under the DSP farms.

	ii) Group 'B' (6500-10500 & above) and Group 'A' Officers	Respective controlling Officers.	Director - in respect of Dy.Director, (RO), Dy.Directors, Sr.Farm Manager & Farm Manager under his administrative control (excluding himself)	--	--
	iii) Director (Regional Offices)	C.C.D.O.	--	--	--
4	Earned Leave/Half Pay Leave/ Commuted Leave/ Maternity Leave	Administrative Officer- where leave has been recommended by the concerned controlling officer. The earned leave/half pay leave/commuted leave/maternity leave in respect of Director and Dy.Director of Regional Office will be sanctioned only if the leave is recommended by the CCDO	Director - All staff working in the Regional Office (excluding self and Dy.Director in the RO) Dy.Director of State Centre, SFM and FM of DSP Farms, whose service books are maintained by Regional Office.	Dy.Director - all staff working in the state centre (excluding self)	Sr.Farm Manager/Farm Manager in respect of staff working in the DSP farm (excluding self)
* If the compensatory holiday is not availed within a period of one month from the date of performance of duty for which CH is admissible, such cases shall be referred to Head Quarters.					

**[III]****Procedure followed in decision making process including channels of supervision and accountability**

1. All policy matters are decided at the level of the Board. The approval of the Central Government is obtained in matters connected with Budget, Recruitments and sanction of posts and new schemes.
2. The executive powers of the Board are exercised by the Chairman in accordance with the provisions referred to against item II above.
3. The Chairman is assisted by Chief Coconut Development Officer (CCDO) in all matters connected to the implementation of programmes. CCDO also provides technical support in the formulation of policies.
4. The Secretary of the Board assists the Chairman in all matters relating to Administration & Finance.
5. The financial transactions of the Board are governed the Central Treasury Rules, the Delegation of Financial Power Rules and the General Financial Rules of the Central Government.

**[IV]****Norms for discharge of functions**

The Board is governed by the Rules and Regulations of the Government of India in the discharge of its functions and also the provisions of the Coconut Development Board Act, 1979, the Coconut Development Board Rules, 1981 and Coconut Development Board Regulations 1982.

**[V]****Rules, Regulations, instructions, manuals and records held or under its controls used by employees for discharge of functions**

The functioning of the Coconut Development Board is governed by:

1. Coconut Development Board Act, 1979;
2. Coconut Development Board Rules, 1981;
3. Coconut Development Board Regulations 1982;
4. Coconut Development Board Recruitment Regulations;
5. Coconut Development Board General Provident Funds Regulations;
6. Coconut Development Board Staff Regulations;
7. The Guidelines for implementation of Coconut Development Board Schemes;  
and
8. The Guidelines for implementation of projects under Technology Mission on Coconut.

Other Rules and Regulations of the Government of India, which are not under the control of the Board, are also followed by the employees of the Board for the discharge of its functions.

**[VI]****Statement of categories of documents held or under its control**

The following documents are held under the control of the Board

1. Coconut Development Board Act, 1979
2. Coconut Development Board Rules, 1981
3. Coconut Development Board Regulations 1982,
4. Coconut Development Board Recruitment Regulations,
5. Coconut Development Board General Provident Funds Regulations,
6. Coconut Development Board Staff Regulations,
7. Guidelines for implementation of Coconut Development Board Schemes
8. Guidelines for implementation of projects under Technology Mission on Coconut

**[VII]****Particulars of any arrangement that exists for consultation with or representation by the members of the public in relation to the formulation of its policy or its implementation:**

As per the constitution of the Board three Members of Parliament (2 from Lok Sabha and one from Rajya Sabha), 4 representative of coconut growers (2 from Kerala and one each from Karnataka and Tamil Nadu), one representative of processing industries are included as Members of the Board. All policy matters are decided at the Board's level, where representatives of the Members of Parliament and representatives of the various interest groups are present.

The Board also periodically conducts seminars and workshops involving various interests groups such as farmers, entrepreneurs, women's groups etc. The recommendations emanating from such seminars are kept in view while formulating the policies and schemes of the Board.

## [VIII]

### **A statement of the Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as to whether meetings of these Boards, Councils, Committees and other bodies are open to the public or the minutes thereof accessible to public:**

The total membership of the Board is 24 consisting of Chairman, Coconut Development Board Horticulture Commissioner, Government of India, Director, Central Plantation Crops Research Institute and Chairman, Coir Board), two Members of Parliament from Lok Sabha and one from Rajya Sabha, one Member each from the Central Ministries dealing with Revenue and Civil Supplies, one Member each representing the State Governments of Kerala, Tamil Nadu and Karnataka, five Members to represent the State Governments of Andhra Pradesh, Assam, Maharashtra, Orissa, Goa, West Bengal and Union Territories of Andaman & Nicobar Islands, Daman & Diu, Lakshadweep and Pondicherry (by rotation), two representatives of coconut growers from Kerala, one representative each of coconut growers from Tamil Nadu and Karnataka, one Member representing coconut processing industry and two Members representing other interests connected with Coconut Industry.

There are four Functional Committees with the following composition.

**(a) Executive Committee consisting of:-**

- (i) The Chairman who shall be the *ex-officio* Chairman of the Committee
- (ii) A Vice-Chairman
- (iii) Three members representing the Government of the States of Kerala, Tamil Nadu and Karnataka appointed under clause (g) of sub-section (4) of section 4 of the Act.

[(iv)the Financial Adviser or Deputy Secretary (Finance) to the Government of India, Ministry of Agriculture, and two other members elected by the Board from amongst themselves who shall be representatives of growers.]

**(b) Research and Development Committee consisting of: -**

- (i) The Chairman who shall be the *ex-officio* Chairman of the Committee;
- (ii) A Vice-Chairman
- (iii) All the four members of the Board representing coconut growers appointed under clause (i) of sub-section (4) of section 4 of the Act;

[(iv) The Horticulture Commissioner, Government of India, *ex-officio*;

- (v) The Director, Central Plantation Crops Research Institute, *ex-officio*;

- (vi) Four other persons to be co-opted by the Board from amongst experts and scientists who are not members of the Board, or from institutions which are not represented on the Board provided that such co-opted persons shall have no right to vote.

**(c) Processing and Marketing Committee consisting of:-**

- (i) The Chairman who shall be the *ex-officio* Chairman of the Committee;
- (ii) A Vice-Chairman;
- (iii) The member of the Board representing the coconut processing industry appointed under clause (j) of sub section (4) of section 4 of the Act;
- (iv) The Chairman of the Coir Board, *ex-officio*;
- (v) Four members elected by the members of the Board from amongst themselves of whom two shall be representatives of growers;
- (vi) Four other persons to be co-opted by the Board to represent (1) the Department of Agriculture and Cooperation in the Ministry of Agriculture, Government of India; (2) the National Co-operative Development Corporation Limited; (3) the Kerala State Coconut Development Corporation Limited and (4) the Directorate of Marketing and Inspection, Government of India, who are not members of the Board provided that such co-opted persons shall have no right to vote.

**(d) Publicity Committee consisting of:-**

- (i) The Chairman who shall be the *ex-officio* Chairman of the Committee;
- (ii) A Vice-Chairman;
- (iii) Three members representing the Governments of Kerala, Tamil Nadu and Karnataka appointed under clause (g) of sub section (4) of section 4 of the Act;
- (iv) Three members appointed by the Board by election of whom one shall be representative of growers.
- (v) Four other persons to be co-opted by the Board to represent (1) the Department of Agriculture and Cooperation in the Ministry of Agriculture, Government of India and (2) such organizations as are engaged in Agricultural Information who are not members of the Board provided that such co-opted persons shall not have the right to vote.

The meeting of the Board and the Committees are not open to public and the minutes are also not accessible to public.

**[IX]**

**A Directory of Officers and employees:**

A list of Officers and employees of the Coconut Development Board is attached  
**(Annexure V).**

**Annexure V**  
**List of Employees at Hqrs, Cochin**

1.	Dr.C.V. Ananda Bose, IAS	Chairman
2.	Thomas Mathew M.	CCDO
3.	Anoop Kumar Nandi.	Secretary
4.	Muralidharan K.	Director
5.	Dr. Remany Gopalakrishnan	Deputy Director (Dev)
6.	Rajeev P. George	Deputy Director (Dev)
7.	Jnanadevan R	Assistant Director
8.	Balachandran Nair P.	Marketing Officer
9.	Chandrasekharan V.G.	Statistical Officer
10.	Mini Mathew	Publicity Officer
11.	Dr. Kanakalatha V.K.	Hindi Officer
12.	K.S.Sebastian	Asst. Marketing Officer
13.	Supriya Guha	P.S. to Chairman
14.	Shilamma Sebastian	Superintendent
15.	Sebastian MA	Superintendent
16.	V.C.Vasanthakumar	Statistical Investigator
17.	Sona John	Sub Editor
18.	Subhash K.K.	Asst. Lib.& Inform. Officer
19.	Beena S.	Sub Editor (Hindi)
20.	Cicily George	Finance Officer
21.	Sabareenathan P.	Jr. Accounts Officer
22.	Siddarameswara Swamy G.M.	Sr.Tech.Officer(Mkg)
23.	Leenamol M.A.	Technical Officer
24.	Avinash Veeranna Gowda M.D.	Technical Officer
25.	Jayanath R.	Technical Officer
26.	Pramod P. Kurian	Technical Officer
27.	Jayashree A.	Technical Officer
28.	Sasikumar C.	Technical Officer
29.	Saroja Devi C.S.	Assistant
30.	Sobha V.	Assistant
31.	Govindankutty M.S.	Assistant
32.	Lalitha P.	Assistant
33.	Mary Joys L.	Assistant
34.	Sarvothama Prabhu V.	Assistant
35.	Casmireena Myurie D'Cunha	Assistant

36. Sangeetha T.S.	Hindi Translator
37. Vijayakumaran Nair K.N.	Stenographer Grade II
38. Somasundaran V.K.	Stenographer Grade II
39. Subramanian T.N.	Statistical Assistant
40. Rajakani J.	Junior Stenographer
41. Chandrasekharan P.	Special Grade Driver
42. James K.S.	Upper Division Clerk
43. Babu N. Sreenilayam	Upper Division Clerk
44. Venugopalan K.V.	Upper Division Clerk
45. Varghese P.P.	Upper Division Clerk
46. Johnson K.K.	Upper Division Clerk
47. Lekshmi Devi M.P.	Upper Division Clerk
48. Vasanthakumari K.K.	Upper Division Clerk
49. Ananthan P.P.	Upper Division Clerk
50. Umadevi K.G.	Upper Division Clerk
51. Beena Antony	Upper Division Clerk
52. Vijayan K.M.	Field Assistant
53. Syamala Raveendran	Field Assistant
54. Vijayan R.	Computer
55. Gangadharan Pillai M.P.	LDC
56. Kannadas K.	LDC
57. Joycy Chacko	LDC
58. Balakrishna Kurup G.	LDC
59. Sunimol B.	LDC
60. Budhanathan P.P.	LDC
61. Binu Philip Cherian	LDC
62. Baby P.O.	LDC
63. Jayaprasad K.K.	LDC
64. Sudheesh V.K.	Machine Operator
65. Joseph M.P.	Driver Gr.I
66. Sreekumar C.	Driver Gr.I
67. Pavanan T.G.	Driver Gr.I
68. Antony K.P.	Driver Gr.II
69. Jaladharan C.B.	Gestetner Operator
70. Parameswaran A.K.	Daftry
71. Gangadharan K.K.	Handyman
72. Mohammadkutty P.M.	Peon

73. Ragini M.P.	Peon
74. Devarajan N.K.	Peon
75. Chandradas N.K.	Peon
76. Manoharan V.A.	Peon
77. Sasikumar M.K.	Peon
78. Mani C.P.	Peon
79. Sreenivasan N.	Peon
80. Xavier Gabriel M.J.	Peon
81. Soman T.K.	Packer-cum-Despatcher
82. Sankar Manoj M	Watchman
83. Philomina P.V.	Wash Girl
84. Shaji K.R.	Mali
85. Omana	Mali

### **List of Employees at Regional Office, Bangalore**

1. Subramanian K.V.	Director
2. Vijayakumar Hallikeri	Dy. Director (Dev)
3. Mridula K.	Technical Officer
4. Krupashankar D.C.	Assistant
5. Keshava Murthy B.N.	Stenographer Gr. II
6. Mayanna	Upper Division Clerk
7. Latha Rani J.E.	LDC
8. Jayakumar P.	Driver Gr.II
9. Nanjegowda	Peon
10. Vasanthamma	Safaiwala

### **List of Employees at Regional Office, Chennai**

1. Mathewkutty T.I.	Dy. Director (Dev)
2. Hemachandra	Dy. Director
3. Selvakumar S.S.	Technical Officer
4. Saraswathy M.	Junior Stenographer
5. Mohanraaj V.	LDC
6. Prabhakaran M.G.	LDC
7. Raphael P.X.	Driver Gr.II
8. Kasilingam P.	Peon

9. Muthalagu R. Watchman

### **List of Employees at Regional Office, Guwahati**

- |    |                    |                     |
|----|--------------------|---------------------|
| 1. | Sugata Ghose       | Director            |
| 2. | Lunghar Obed       | Dy. Director (Dev)  |
| 3. | Bilichdan Bara     | Technical Officer   |
| 4. | Raju Rai           | Junior Stenographer |
| 5. | Giten Goswami      | Driver Gr.I         |
| 6. | Kabin Ch. Kalita   | Peon                |
| 7. | Bolen Chandra Deka | Watchman            |

### **List of Employees at State Centre, Agartala**

- |    |                       |                    |
|----|-----------------------|--------------------|
| 1. | Babul Chakraborty     | Stenographer Gr. I |
| 2. | Nikhil Chandra Ghosh  | Driver Gr.I        |
| 3. | Dilip Chakraborty     | Peon               |
| 4. | Binoy Kumar Deb Barma | Mali               |
| 5. | Chandan Paul          | Watchman           |

### **List of Employees at State Centre, Bhubaneswar**

- |    |                      |                    |
|----|----------------------|--------------------|
| 1. | Anup Kumar Nandi     | Dy. Director (Dev) |
| 2. | Madhab Chandra Sahoo | Stenographer Gr. I |
| 3. | Kumaravel S.         | Technical Officer  |
| 4. | Riazuddin Khan       | Driver Gr.I        |
| 5. | Omprakash Bhol       | Peon               |
| 6. | Purna Chandra Mishra | Watchman           |

### **List of Employees at State Centre, Kolkata**

- |    |                     |                      |
|----|---------------------|----------------------|
| 1. | Anima Das           | Technical Officer    |
| 2. | Rabi Narayan Das    | Field Assistant      |
| 3. | Lakshman Kujur      | Upper Division Clerk |
| 4. | Paresh Nath Shaw    | Driver Gr.I          |
| 5. | Buddhadev Mukherjee | Peon                 |
| 6. | Budhiram Deb Barma  | Watchman             |

### **List of Employees at State Centre, Hyderabad**

- |    |                   |                      |
|----|-------------------|----------------------|
| 1. | K.R.Kuttikrishnan | Dy.Director (Dev)    |
| 2. | V. Mahesh Kumar   | Technical Officer    |
| 3. | P. Jagadeesh      | Upper Division Clerk |
| 4. | B. Pushpanjali    | Junior Stenographer  |
| 5. | C.R. Raghu        | Driver Gr.II         |
| 6. | A. Ashok Kumar    | Peon                 |

### **List of Employees at Regional Office, Patna**

- |    |                        |                     |
|----|------------------------|---------------------|
| 1. | Ravindra Kumar         | Technical Officer   |
| 2. | Paras Nath Rajak       | Assistant           |
| 3. | Mangla Prabhaker Gupta | Stenographer Gr. II |
| 4. | Subodh Kumar Singh     | LDC                 |
| 5. | Jamun Prasad Sah       | Driver Gr.II        |
| 6. | Premchandra Kumar      | Watchman            |
| 7. | Malti Devi             | Safaiwala           |

### **List of Employees at State Centre, Port Blair**

- |    |                       |                     |
|----|-----------------------|---------------------|
| 1. | Rajeev Bhushan Prasad | Dy.Director(Dev)    |
| 2. | Jaya G.               | Stenographer Gr. II |
| 3. | Ramanand              | Peon                |

### **List of Employees at DSP Farm, Abhayapuri**

- |     |                      |                             |
|-----|----------------------|-----------------------------|
| 1.  | Ishwar Chandra       | Sr. Technical Officer (Dev) |
| 2.  | Mrinal Kanti Nath    | Field Assistant             |
| 3.  | Sasindran T.K.       | Field Assistant             |
| 4.  | Ram Niwas Singh      | Field Assistant             |
| 5.  | Rajiv Ranjan Sinha   | LDC                         |
| 6.  | Kanteswar Roy        | Driver                      |
| 7.  | Gajendra Nath Bora   | Peon                        |
| 8.  | Bono Nath            | Watchman                    |
| 9.  | Bishu Deb Barma      | Watchman                    |
| 10. | Mangal Deb Barma     | Mali/Gardner                |
| 11. | Probhat Chandra Nath | Mali/Gardner                |

### **List of Employees at DSP Farm, Kondagaon**

- |    |                           |                      |
|----|---------------------------|----------------------|
| 1. | Kamalendu Deb             | Upper Division Clerk |
| 2. | George Peter J.           | Field Assistant      |
| 3. | Paramasivam R.            | Field Assistant      |
| 4. | Babu Varkey               | Field Assistant      |
| 5. | Fagu Badaik               | Driver               |
| 6. | Balaram Prasad Dhruvanshi | Peon                 |
| 7. | Yuwaraj Yadav             | Peon                 |
| 8. | Tulsiram Sethiya          | Watchman             |
| 9. | Bhuvan Kumar Viswakarma   | Pump Operator        |

### **List of Employees at DSP Farm, Madhepura**

- |     |                     |                      |
|-----|---------------------|----------------------|
| 1.  | Shyamlal            | Farm Manager         |
| 2.  | Abdul Malek         | Upper Division Clerk |
| 3.  | Ajanta Bharali      | Field Assistant      |
| 4.  | Dineshwar Singh     | Peon                 |
| 5.  | Awdesh Prasad Singh | Watchman             |
| 6.  | Kanhaiyalal Kayam   | Watchman             |
| 7.  | Ganesh Prasad Sao   | Mali/Gardner         |
| 8.  | Prem Kumar Jha      | Mali/Gardner         |
| 9.  | Bihari Singh        | Mali/Gardner         |
| 10. | Anil Kumar Singh    | Pump Operator        |

### **List of Employees at DSP Farm, Mandya**

- |     |                    |                         |
|-----|--------------------|-------------------------|
| 1.  | Mukund Kumar Singh | Sr. Tech. Officer (Dev) |
| 2.  | Haridas K.         | Field Assistant         |
| 3.  | Dhanasekhar G.     | Field Assistant         |
| 4.  | Sadashivappa H.B.  | LDC                     |
| 5.  | Eswarappa K.R.     | Driver Gr.II            |
| 6.  | Kempe Gouda M.     | Driver                  |
| 7.  | Manjunatha N.      | Peon                    |
| 8.  | Narayana N.S.      | Watchman                |
| 9.  | Thayamma           | Watchman                |
| 10. | Ningamma M.G.      | Mali/Gardner            |
| 11. | Madhavan A.        | Mali/Gardner            |
| 12. | Anne Gowda         | Mali/Gardner            |

13. Sidde Gowda J.	Pump Operator
14. Kala	Skilled Labourer Gr.D (NP)
15. Mahadeva K.	Skilled Labourer Gr.D (NP)
16. Mahadeva L.	Skilled Labourer Gr.D (NP)
17. Mahadeva F.	Skilled Labourer Gr.D (NP)
18. Venkatesh	Skilled Labourer Gr.D (NP)
19. Nagaraja	Skilled Labourer Gr.D (NP)
20. Rajamma	Skilled Labourer Gr.D (NP)
21. Immanual	Skilled Labourer Gr.D (NP)
22. Thimmaiah	Skilled Labourer Gr.D (NP)
23. Sakamma	Skilled Labourer Gr.D (NP)
24. Chowda Shetty	Skilled Labourer Gr.D (NP)
25. Gowramma	Skilled Labourer Gr.D (NP)

### **List of Employees at DSP Farm, Neriamangalam**

1. Sardar Singh Choyal	Asst. Director
2. Ragothaman G.	Field Assistant
3. Sajjan T. Varghese	Field Assistant
4. Siju P.A.	LDC
5. Umeswaran P.K.	Driver Gr.II
6. Reji B.	Peon
7. Ajith Kumar S.K.	Watchman
8. Simon P. A.	Pump Operator
9. Krishnan K.K.	Mali (Ad-hoc)
10. Jayakumar P.	Mali (Ad-hoc)

### **List of Employees at DSP Farm, Pittapally**

1. Ravindra Singh Sengar	Farm Manager
2. Manoranjan Panda	Upper Division Clerk
3. Sakthivel R.	Field Assistant
4. Amar Kumar Srivastav	Field Assistant
5. Sharad S. Aglawe	Field Assistant
6. Bablu Sadhukhan	Driver
7. Madan Singh	Pump Operator (Ad-hoc)

### **List of Employees at DSP Farm, Vegiwada**

1. E.Aravazhi	Assistant Director
---------------	--------------------

- |    |                    |                 |
|----|--------------------|-----------------|
| 2. | Surulimuthu N.     | Field Assistant |
| 3. | Ramesh V.          | Field Assistant |
| 4. | Muruganandam P.    | Field Assistant |
| 5. | Babu Rao M.        | LDC             |
| 6. | Madappa Setty K.N. | Driver          |
| 7. | Satyanarayana K.   | Peon            |
| 8. | Ganga Raju K.      | Watchman        |

### **List of Employees at TDC, Vazhakkulam**

- |    |                      |                         |
|----|----------------------|-------------------------|
| 1. | Sreekumar Poduval    | Jr. Processing Engineer |
| 2. | Annie Eappen         | Chemist                 |
| 3. | Abdul Azeed M.A.     | Machine Operator        |
| 4. | Raveendran Nair K.K. | Watchman                |
| 5. | Shajahan K.M.        | Helper                  |

### **List of Employees at MDIC, New Delhi**

- |    |               |                    |
|----|---------------|--------------------|
| 1. | Gaj Ram Singh | Dy. Director (Dev) |
| 2. | Jayakumar S.  | Field Assistant    |
| 3. | Anil Kumar    | Driver Gr.I        |
| 4. | Santlal Sarma | Watchman           |

### **List of Employees on deputation to Min. of Agri., DoA&C, New Delhi**

- |    |                 |                                  |
|----|-----------------|----------------------------------|
| 1. | Shivarama Reddy | Dy. Director (Dev) on Deputation |
|----|-----------------|----------------------------------|

### **List of Employees on deputation to Directorate of Plant Protection**

- |    |              |                                  |
|----|--------------|----------------------------------|
| 2. | Ravi Prakash | Dy. Director (Dev) on Deputation |
|----|--------------|----------------------------------|

**[X]**

**Monthly remuneration received by each officer and employee,  
including the system of compensation as provided in the  
regulations:**

Details of remuneration of Officers and employees of the Coconut Development Board are attached (**Annexure-VI**).

### Coconut Development Board, Kochi-11

1.	Dr.C.V. Ananda Bose, IAS	Chairman	18400-500-22400
2.	Thomas Mathew M.	CCDO	12000-375-16500
3.	Anoop Kumar Nandi	Secretary i/c	10000-325-15200
4.	Remany Gopalakrishnan	Deputy Director (Dev)	10000-325-15200
5.	Rajeev P. George	Deputy Director (Dev)	10000-325-15200
6.	Thomas P.T.	Deputy Director (Dev)	10000-325-15200
7.	Jnanadevan R	Assistant Director	8000-275-13500
8.	Nandakumar T.B.	Assistant Director	8000-275-13500
9.	Sardar Singh Choyal	Assistant Director	8000-275-13500
10.	Balachandran Nair P.	Marketing Officer	8000-275-13500
11.	Jayaprakash K.V.	Administrative Officer	10000-325-15200
12.	Chandrasekharan V.G.	Statistical Officer	6500-200-10500
13.	Mini Mathew	Publicity Officer	6500-200-10500
14.	Kanakalatha V.K.	Hindi Officer	6500-200-10500
15.	Joseph P.N.	Asst. Marketing Officer	6500-200-10500
16.	Chandran T.K.	Asst. Admn. Officer	6500-200-10500
17.	Lissy Michael	P.S. to Chairman	6500-200-10500
18.	Shilamma Sebastian	Superintendent	5500-175-9000
19.	Savithri P.	Superintendent	5500-175-9000
20.	Chinnaraj B.	Sr. Tech. Officer (Dev)	5500-175-9000
21.	K.S.Sebastian	Statistical Investigator	5500-175-9000
22.	V.C.Vasanthakumar	Statistical Investigator	5500-175-9000
23.	Sona John	Sub Editor	5500-175-9000
24.	Subhash K.K.	Asst. Lib.& Inform. Officer	6500-200-10500
25.	Beena S.	Sub Editor (Hindi)	5500-175-9000
26.	Cicily George	Finance Officer i/c	7450-225-11500
27.	Sabareenathan P.	Jr. Accounts Officer	5500-175-9000
28.	Supriya Guha	P.S. to Chairman (Charge)	5500-175-9000
29.	Leenamol M.A.	Technical Officer	5000-150-8000
30.	Avinash Veeranna Gowda M.D.	Technical Officer	5000-150-8000
31.	Jayanath R.	Technical Officer	5000-150-8000
32.	Pramod P. Kurian	Technical Officer	5000-150-8000
33.	Jayashree A.	Technical Officer	5000-150-8000
34.	Sasikumar C.	Technical Officer	5000-150-8000
35.	Sahadevan G.	Assistant	5000-150-8000

36.	Saroja Devi C.S.	Assistant	5000-150-8000
37.	Sobha V.	Assistant	5000-150-8000
38.	Govindankutty M.S.	Assistant	5000-150-8000
39.	Lalitha P.	Assistant	5000-150-8000
40.	Mary Joys L.	Assistant	5000-150-8000
41.	Sarvothama Prabhu V.	Assistant	5000-150-8000
42.	Casmireena Myurie D'Cunha	Assistant	5000-150-8000
43.	Sangeetha T.S.	Hindi Translator	5000-150-8000
44.	Vijayakumaran Nair K.N.	Stenographer Grade II	5000-150-8000
45.	Somasundaran V.K.	Stenographer Grade II	5000-150-8000
46.	Subramanian T.N.	Statistical Assistant	5000-150-8000
47.	Rajakani J.	Junior Stenographer	5000-150-8000
48.	Chandrasekharan P.	Special Grade Driver	5000-150-8000
49.	James K.S.	Upper Division Clerk	4000-100-6000
50.	Babu N. Sreenilayam	Upper Division Clerk	4000-100-6000
51.	Venugopalan K.V.	Upper Division Clerk	4000-100-6000
52.	Varghese P.P.	Upper Division Clerk	4000-100-6000
53.	Johnson K.K.	Upper Division Clerk	4000-100-6000
54.	Lekshmi Devi M.P.	Upper Division Clerk	4000-100-6000
55.	Vasanthakumari K.K.	Upper Division Clerk	4000-100-6000
56.	Ananthan P.P.	Upper Division Clerk	4000-100-6000
57.	Umadevi K.G.	Upper Division Clerk	4000-100-6000
58.	Beena Antony	Upper Division Clerk	4000-100-6000
59.	Vijayan K.M.	Field Assistant	5000-150-8000
60.	Syamala Raveendran	Field Assistant	5000-150-8000
61.	Vijayan R.	Computer	4000-100-7000
62.	Gangadharan Pillai M.P.	LDC	3050-75-3950-80-4590
63.	Kannadas K.	LDC	3050-75-3950-80-4590
64.	Joycy Chacko	LDC	4000-100-6000
65.	Balakrishna Kurup G.	LDC	3050-75-3950-80-4590
66.	Sunimol B.	LDC	3050-75-3950-80-4590
67.	Budhanathan P.P.	LDC	3050-75-3950-80-4590
68.	Binu Philip Cherian	LDC	3050-75-3950-80-4590
69.	Baby P.O.	LDC	3050-75-3950-80-4590
70.	Jayaprasad K.K.	LDC	3050-75-3950-80-4590
71.	Sudheesh V.K.	Machine Operator	4500-125-7000
72.	Joseph M.P.	Driver Gr.I	4500-125-7000

73.	Sreekumar C.	Driver Gr.I	4500-125-7000
74.	Pavanan T.G.	Driver Gr.I	4500-125-7000
75.	Antony K.P.	Driver Gr.II	4000-100-6000
76.	Jaladharan C.B.	Gestetner Operator	3050-75-3950-80-4590
77.	Parameswaran A.K.	Daftry	2750-70-3800-75-4400
78.	Gangadharan K.K.	Handyman	2610-60-2910-65-3300-70-4000
79.	Mohammadkutty P.M.	Peon	2750-70-3800-75-4400
80.	Ragini M.P.	Peon	2750-70-3800-75-4400
81.	Devarajan N.K.	Peon	2610-60-2910-65-3300-70-4000
82.	Chandradas N.K.	Peon	2750-70-3800-75-4400
83.	Manoharan V.A.	Peon	2610-60-2910-65-3300-70-4000
84.	Sasikumar M.K.	Peon	2750-70-3800-75-4400
85.	Mani C.P.	Peon	2610-60-2910-65-3300-70-4000
86.	Sreenivasan N.	Peon	2610-60-2910-65-3300-70-4000
87.	Xavier Gabriel M.J.	Peon	2610-60-2910-65-3300-70-4000
88.	Soman T.K.	Packer-cum-Despatcher	2610-60-2910-65-3300-70-4000
89.	Sankar Manoj M	Watchman	2550-55-2660-60-3200
90.	Siju P.A.	Tea Maker	2610-60-3150-65-3540
91.	Philomina P.V.	Wash Girl	2550-55-2660-60-3200
92.	Shaji K.R.	Mali	2550-55-2660-60-3200
93.	Omana	Mali	2550-55-2660-60-3200

### **Coconut Development Board, Regional Office, Bangalore**

1.	Muralidharan K.	Director	10000-325-15200
2.	Vijayakumar Hallikeri	Dy. Director (Dev)	10000-32-15200
3.	Siddarameswara Swamy G.M.	Sr.Tech.Officer(Mkg)	5500-175-9000
4.	Mridula K.	Technical Officer	5500-175-9000
5.	Krupashankar D.C.	Assistant	5000-150-8000
6.	Keshava Murthy B.N.	Stenographer Gr. II	5000-150-8000
7.	Mayanna	Upper Division Clerk	4000-100-6000
8.	Latha Rani J.E.	LDC	3050-75-3950-80-4590
9.	Jayakumar P.	Driver Gr.II	4000-100-6000
10.	Nanjegowda	Peon	2610-60-2910-65-3300-70-4000
11.	Vasanthamma	Safaiwala	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, Regional Office, Patna**

1.	Rajeev Bhushan Prasad	Dy. Director (Dev)	10000-325-15200
2.	Sebastian M.A.	Superintendent	5500-175-9000
3.	Ravindra Kumar	Technical Officer	5000-150-8000
4.	Paras Nath Rajak	Assistant	5000-150-8000
5.	Mangla Prabhaker Gupta	Stenographer Gr. II	5000-150-8000
6.	Subodh Kumar Singh	LDC	3050-75-3950-80-4590
7.	Jamun Prasad Sah	Driver Gr. II	4000-100-6000
8.	Premchandra Kumar	Watchman	2610-60-2910-65-3300-70-4000
9.	Malti Devi	Safaiwala	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, Regional Office, Chennai**

1.	Subramanian K.V.	Director	10000-325-15200
2.	Mathewkutty T.I.	Dy. Director (Dev)	10000-325-15200
3.	Selvakumar S.S.	Technical Officer	5000-150-8000
4.	Saraswathy M.	Junior Stenographer	5000-150-8000
5.	Mohanraaj V.	LDC	3050-75-3950-80-4590
6.	Prabhakaran M.G.	LDC	3050-75-3950-80-4590
7.	Raphael P.X.	Driver Gr. II	4000-100-6000
8.	Kasilingam P.	Peon	2610-60-3150-65-3540
9.	Muthalagu R.	Watchman	2610-60-3150-65-3540

### **List of Employees at State Centre, Agartala**

1.	Babul Chakraborty	Stenographer Gr. I	5500-175-9000
2.	Nikhil Chandra Ghosh	Driver Gr. I	4500-125-7000
3.	Dilip Chakraborty	Peon	2610-60-2910-65-3300-70-4000
4.	Binoy Kumar Deb Barma	Mali	2610-60-2910-65-3300-70-4000
5.	Chandan Paul	Watchman	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, State Centre, Bhubaneswar**

1.	Anup Kumar Nandi	Dy. Director (Dev)	10000-325-15200
2.	Madhab Chandra Sahoo	Stenographer Gr. I	5500-175-9000
3.	Kumaravel S.	Technical Officer	5000-150-8000
4.	Riazuddin Khan	Driver Gr. I	4500-125-7000
5.	Omprakash Bhol	Peon	2610-60-2910-65-3300-70-4000
6.	Purna Chandra Mishra	Watchman	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, State Centre, Kolkata**

1.	Sugata Ghose	Director	10000-325-15200
2.	Anima Das	Technical Officer	5000-150-8000
3.	Rabi Narayan Das	Field Assistant	5000-150-8000
4.	Lakshman Kujur	Upper Division Clerk	4000-100-6000
5.	Paresh Nath Shaw	Driver Gr.I	4500-125-7000
6.	Buddhadev Mukherjee	Peon	2550-55-2660-60-3200
7.	Budhiram Deb Barma	Watchman	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, State Centre, Guwahati**

1.	Lunghar Obed	Dy. Director (Dev)	10000-325-15200
2.	Bilichdan Bara	Technical Officer	5000-150-8000
3.	Raju Rai	Junior Stenographer	5000-150-8000
4.	Giten Goswami	Driver Gr.I	4500-125-7000
5.	Kabin Ch. Kalita	Peon	2610-60-2910-65-3300-70-4000
6.	Bolen Chandra Deka	Watchman	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, State Centre, Hyderabad**

1.	K.R.Kuttikrishnan	Dy. Director (Dev)	10000-325-15200
1.	V. Mahesh Kumar	Technical Officer	5000-150-8000
2.	P. Jagadeesh	Upper Division Clerk	4000-100-6000
3.	B. Pushpanjali	Junior Stenographer	5000-150-8000
4.	C.R. Raghu	Driver Gr.II	4000-100-6000
5.	A. Ashok Kumar	Peon	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, at State Centre, Port Blair**

1.	E.Aravazhi	Assistant Director	8000-275-13500
2.	Jaya G.	Stenographer Gr. II	5000-150-8000
3.	Ramanand	Peon	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, DSP Farm, Abhayapuri**

1.	Ishwar Chandra	Sr. Technical Officer (Dev)	5500-175-9000
2.	Mrinal Kanti Nath	Field Assistant	4000-100-6000
3.	Sasindran T.K.	Field Assistant	5000-150-8000

4.	Ram Niwas Singh	Field Assistant	4000-100-6000
5.	Rajiv Ranjan Sinha	LDC	3050-75-3950-80-4590
6.	Kanteswar Roy	Driver	3050-75-3950-80-4590
7.	Gajendra Nath Bora	Peon	2610-60-2910-65-3300-70-4000
8.	Bono Nath	Watchman	2610-60-2910-65-3300-70-4000
9.	Bishu Deb Barma	Watchman	2610-60-2910-65-3300-70-4000
10.	Mangal Deb Barma	Mali/Gardner	2610-60-2910-65-3300-70-4000
11.	Probhat Chandra Nath	Mali/Gardner	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, DSP Farm, Kondagaon**

1.	Khokan Debnath	Assistant Director	8000-275-13500
2.	Kamalendu Deb	Upper Division Clerk	4000-100-6000
3.	George Peter J.	Field Assistant	5000-150-8000
4.	Paramasivam R.	Field Assistant	4000-100-6000
5.	Babu Varkey	Field Assistant	5000-150-8000
6.	Fagu Badaik	Driver	3050-75-3950-80-4590
7.	Balaram Prasad Dhruvanshi	Peon	2610-60-2910-65-3300-70-4000
8.	Yuwaraj Yadav	Peon	2610-60-2910-65-3300-70-4000
9.	Tulsiram Sethiya	Watchman	2610-60-2910-65-3300-70-4000
10.	Bhuvan Kumar Viswakarma	Pump Operator	2610-60-2910-65-3300-70-4000

### **Coconut Development Board, DSP Farm, Madhepura**

1.	Shyamlal	Farm Manager	6500-200-10500
2.	Abdul Malek	Upper Division Clerk	4000-100-6000
3.	Ajanta Bharali	Field Assistant	5000-150-8000
4.	Dineshwar Singh	Peon	2610-60-2910-65-3300-70-4000
5.	Awdesh Prasad Singh	Watchman	2610-60-2910-65-3300-70-4000
6.	Kanhaiyalal Kayam	Watchman	2610-60-2910-65-3300-70-4000
7.	Ganesh Prasad Sao	Mali/Gardner	2610-60-2910-65-3300-70-4000
8.	Prem Kumar Jha	Mali/Gardner	2610-60-2910-65-3300-70-4000
9.	Bihari Singh	Mali/Gardner	2610-60-2910-65-3300-70-4000
10.	Anil Kumar Singh	Pump Operator	2550-55-2660-60-3200

### **Coconut Development Board, DSP Farm, Mandya**

1.	Hemachandra	Assistant Director	8000-275-13500
2.	Haridas K.	Field Assistant	4000-100-6000

3.	Dhanasekhar G.	Field Assistant	4000-100-6000
4.	Sadashivappa H.B.	LDC	3050-75-3950-80-4590
5.	Eswarappa K.R.	Driver Gr.II	4000-100-6000
6.	Kempe Gouda M.	Driver	3050-75-3950-80-4590
7.	Manjunatha N.	Peon	2550-55-2660-60-3200
8.	Narayana N.S.	Watchman	2610-60-2910-65-3300-70-4000
9.	Thayamma	Watchman	2550-55-2660-60-3200
10.	Ningamma M.G.	Mali/Gardner	2550-55-2660-60-3200
11.	Madhavan A.	Mali/Gardner	2610-60-2910-65-3300-70-4000
12.	Anne Gowda	Mali/Gardner	2610-60-2910-65-3300-70-4000
13.	Sidde Gowda J.	Pump Operator	2610-60-2910-65-3300-70-4000
14.	Kala	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
15.	Mahadeva K.	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
16.	Mahadeva L.	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
17.	Mahadeva F.	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
18.	Venkatesh	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
19.	Nagaraja	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
20.	Rajamma	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
21.	Immanual	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
22.	Thimmaiah	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
23.	Sakamma	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
24.	Chowda Shetty	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200
25.	Gowramma	Skilled Labourer Gr.D (NP)	2550-55-2660-60-3200

### **Coconut Development Board, DSP Farm, Neriamangalam**

1.	Ragothaman G.	Field Assistant	4000-100-6000
2.	Sajan T. Varghese	Field Assistant	5000-150-8000
3.	Siby Mathew	LDC	3050-75-3950-80-4590
4.	Umeswaran P.K.	Driver Gr.II	4000-100-6000
5.	Reji B.	Peon	2550-55-2660-60-3200
6.	Ajith Kumar S.K.	Watchman	2550-55-2660-60-3200
7.	Simon P. A.	Pump Operator	2610-60-2910-65-3300-70-4000
8.	Krishnan K.K.	Mali (Ad-hoc)	2550-55-2660-60-3200
9.	Jayakumar P.	Mali (Ad-hoc)	2550-55-2660-60-3200

### **Coconut Development Board, DSP Farm, Pittapally**

1.	Ravindra Singh Sengar	Farm Manager	6500-200-10500
2.	Manoranjan Panda	Upper Division Clerk	4000-100-6000
3.	Sakthivel R.	Field Assistant	4000-100-6000
4.	Amar Kumar Srivastav	Field Assistant	5000-150-8000
5.	Sharad S. Aglawe	Field Assistant	4000-100-6000
6.	Bablu Sadhukhan	Driver	3050-75-3950-80-4590
7.	Madan Singh	Pump Operator (Ad-hoc)	2550-55-2660-60-3200

### **Coconut Development Board, DSP Farm, Vegiwada**

1.	Mukund Kumar Singh	Sr. Tech. Officer (Dev)	5500-175-9000
2.	Surulimuthu N.	Field Assistant	4000-100-6000
3.	Ramesh V.	Field Assistant	5000-150-8000
4.	Muruganandam P.	Field Assistant	4000-100-6000
5.	Babu Rao M.	LDC	3050-75-3950-80-4590
6.	Madappa Setty K.N.	Driver	3050-75-3950-80-4590
7.	Satyanarayana K.	Peon	2550-55-2660-60-3200
8.	Ganga Raju K.	Watchman	2550-55-2660-60-3200

### **Coconut Development Board, TDC, Vazhakkulam**

1.	Sreekumar Poduval	Jr. Processing Engineer	10000-325-15200
2.	Annie Eappen	Chemist	5500-175-9000
3.	Abdul Azeez M.A.	Machine Operator	4500-125-7000
4.	Shajahan K.M.	Helper	2550-55-2660-60-3200

### **Coconut Development Board, MDIC, New Delhi**

1.	Gaj Ram Singh	Dy. Director (Dev)	10000-325-15200
2.	Jayakumar S.	Field Assistant	4000-100-6000
3.	Anil Kumar	Driver Gr.I	4500-125-7000
4.	Santlal Sarma	Watchman	2550-55-2660-60-3200

**Pay Scales of Employees of Coconut Development Board on deputation  
to  
Min. of Agri., DoA&C, New Delhi**

1. Shivarama Reddy                      Dy. Director (Dev) on Deputation                      10000-325-15200

**Pay Scales of Employees of Coconut Development Board on deputation  
to Directorate of Plant Protection**

1. Ravi Prakash                              Dy. Director (Dev) on Deputation                      10000-325-15200

**[XI]**

**Budget allocated to each agency indicating the particulars of all plans, proposed expenditures and reports on disbursements made:**

Details of the budget allocation (Scheme-wise/State-wise) and expenditure are attached (**Annexure VII**).

## Annexure VII

## Budget allotted to Unit Offices of the Board and proposed expenditure during the year 2007 - 2008 - (Rupees in lakhs)

Unit offices	Name of schemes	Expansion of area under coconut		Production & distribution of TxD hybrids other hybrids other released varieties (50:50)		Estt. Of DSP Farms (ha)		Estt. Of Regional coconut nurseries (lakh seedling) 50:50		Aid to Govt approved / registered / private nurseries				Integrated farming for productivity improvement								Total	% of allocation over state wise scheme	
														Management of Disease affected palms		Laying out of demonstration plots				Organic manure units				
										State	P (ha)	F	P (No)	F	P (ha)	F	P	F (50%)	P	F	P			F
HQ, Kochi	Kerala		36.00	0.75	9.375	20	7.00	2.50	31.25	1	3.75	5	19.00	0.10	25.00	1200.00	1345	497.223	279.375	100	20.00	927.973	47.11	
	Lakshadweep															10.00		20.175		2	0.40	20.575	1.04	
Regional Office, Bangalore	Karnataka	200	16.00	0.25	3.13	20				1	7.50	2	3.00	0.040	10.00	250.00	50	160.350	23.135	25	5.00	228.110	11.58	
	Maharashtra															20.00		9.625		15	3.00	12.625	0.64	
	Gujarat	25	2.00													10.00		7.535		4	0.80	10.335	0.52	
	Goa	25	2.00													20.00		7.000		4	0.80	9.800	0.50	
Regional Office, Chennai	Tamil Nadu	950	61.00	0.75	9.375			2.00	25.00	2	27.00	4	13.00	0.100	25.00	250.00	50	171.500	8.750	25	5.00	345.625	17.54	
	Andhra Pradesh	300	24.00	0.5	6.25	40	14.50			1	5.25	2	3.00			100.00	230	52.500	52.017	25	5.00	162.517	8.25	
	A & N Islands	25	1.70															18.390		2	0.40	20.490	1.04	
	Puducherry	15	1.60													10.00		2.275		2	0.40	4.275	0.22	
Regional Office, Patna	Orissa	400	38.00	0.25	3.125	40	9.00	1.50	18.75															
	Bihar	25	2.50			40	5.00			1	1.00					50.00	25	15.750	8.750	20	4.00	98.375	4.99	
	West Bengal	150	11.00													20.00	25	8.750	4.375	15	3.00	27.125	1.38	
	Chattisgarh	25	2.50			40	1.00			1	4.5							3.850	0.375	2	0.40	8.125	0.41	
	Assam	200	16.48			40	13.50											25		6.698	5	1.00	37.678	1.91
	Tripura	15	1.60					0.20	2.50			2	3.00			15.00	10	3.150	1.750	3	0.60	9.600	0.49	
	Nagaland	100	9.00					0.20	2.50							15.00		3.150		3	0.60	15.250	0.77	
	Arun. Pradesh	20	1.60					0.20	2.50							15.00		2.625		3	0.60	7.325	0.37	
	Jharkand																	3.500				0.00	3.500	0.18
	Others	25	1.40																			0.00	8.900	0.45
	Total	2500	228.38	2.50	31.25	240.00	50.00	6.60	82.50	6	48.00	16	42.00	0.24	60.00	1985.00	1780	987.348	388.725	259	51.80	1970.003	100.00	

**Common Schemes****Technology Demonstration**

Market Promotion & Statistics	10.00
Information & Information Technology	15.00
Infrastructure & Administration	400.00
Technical Services, external evaluation & HRD	585.00
	20.00

**Total 3000.00**

Technology Mission On Coconut

1000.00

**G. Total****4000.00**

## **[XII]**

### **The manner of execution of subsidy programmes, including amounts allocated and details of beneficiaries of such programmes**

The programmes of the Board are implemented as per the conditions laid down by the Government of India while sanction the programmes and as per the Guidelines referred to above.

**[XIII]**

**Particulars of concessions, permits or authorizations granted:**

The Board is not granting any concessions, permits or authorizations.

**[XIV]****Details of information available to or held by, reduced in an electronic form**

The Board is maintaining a Web Site: [www.coconutboard.gov.in](http://www.coconutboard.gov.in) which contains information relating to its activities and other information of interests to the public.

**[XV]****Particulars of facilities available to citizens for obtaining information, including working hours of a library, or reading room, if maintained, for public use**

An Information Centre of the Board functions in the headquarters from 1000 to 1200 and 1430 to 1630 hours. Officers of the Board are also available during the working hours on all working days. The Library of the Board is not accessible to public. However, Research students and other interested persons are granted permission to avail the library facilities during the working hours.

**[XVI]****Names of the Public Information Officers**

Central Public Information Officer

[Under Section 5 of the Right to Information Act, 2005]

**Central Public Information Officer for All India and Kerala**

1. Shri.Thomas Mathew M  
Chief Coconut Development Officer  
Coconut Development Board  
Kera Bhavan, Kochi –682 011  
Phone: 0484 – 2376265, 2377267  
Email: cdbkochi@dataone.in

**Assistant Central Public Information Officer for Specified Regions**

1. Shri. Hemachandra  
Dy. Director, Coconut Development Board  
Regional Office, O/o Directorate of Agricultural  
Marketing, II Floor, Thiru Vi Ka Industrial Estate  
CIPET Road, Guindy, Chennai 600 032  
Phone: 044-22252664, Email: cdbroc@gmail.com  
Tamil Nadu and Pondicherry and
2. Shri.Rajeev Bhushan Prasad  
Deputy Director, Coconut Development Board  
State Centre, House MB No.54, Gurudwara Labe,  
Port Blair - 744 101, South Andaman  
Ph: 03192 – 233918, Email: cdban@sancharnet.in  
Andaman & Nicobar Islands
3. Dr.K.V.Subramanian  
Director, Coconut Development Board  
Regional Office cum Technology Centre  
Hulimavu, Bannerghatta Road, Bangalore 560 076  
Phone: 080-26593750, 26593743  
Email: coconut\_dev@dataone.in  
Karnataka and Gujarat
4. Dr.P.T. Thomas  
Deputy Director, Coconut Development Board  
Road No.16, Z Lane, Waggle Estate, Thane  
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**[Under Section 19 of the Right to Information Act, 2005]**

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