

Name of the Office/Branch : Collector, M.S.D.
(Mining Branch)

Right to information and obligations of Public Authorities.
Information about section 4(1) (b)I to XVII

S.No.	Para	Remarks
I	The particulars of its organization, Functions and duties	<p>The District Mining Branch of the Collector Office is headed by the Dy. Collector (General Administration) Mumbai Suburban District and he is assisted by 1 District Mining Officer , 1 Circle Officer and 1 Awal Karkun.</p> <p>Their functions and duties as under:</p> <ol style="list-style-type: none"> 1) Grant of permission upto 25,000 brass for extractions of minor minerals in case of building plans approved by the planning authorities. 2) To levy and recovery of royalty and fine in case of unauthorized excavations as such. 3) To give Para-wise remarks in court cases and also attend the hearings in the Court.
II	The powers and duties of its Officers and employees	<ol style="list-style-type: none"> 1) Grant of permission upto 25,000 brass for extractions of Minor Mineral in case of building plans approved by the planning authorities. 2) To levy and recovery of royalty and find in case of unauthorized excavation as such. 3) To give para-wise remarks in court cases and also attend the hearings in the Court.

III	The procedure followed in decision making process including channels of supervision and accountability	<p>The procedure followed in the decision making process including channels of supervision and accountability is as under :</p> <p style="text-align: center;">Collector, M.S.D. (Chief of decision making process)</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Resident Dy. Collector (Supervisory key Officer)</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">District Mining Officer (Supervising of the mining Branch)</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Staff</p> <p>Suitable staff (every staff members) including the supervisory officer are responsible in decision making and process.</p>
IV	The norms set by it for the discharge of its functions	Govt. has not fixed the target of Mineral Revenue for the year 2012-2013. But last year it was of Rs.35 Crores.
V	The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging it functions.	<p>Branch is discharging their functions according to the instructions issued by the Industry Department and Revenue Department and the provisions laid down in the Act and Rules their under:</p> <ol style="list-style-type: none"> 1) Maharashtra Land Revenue Code 1966 and Rules there under. 2) The Mine Act, 1952 3) The mines and Minerals (Regulation and Development) Act, 1957 4) The Bombay Minor Minerals Extraction Rules , 1955 5) Corresponding GR & Circulars issued by Govt. by time to time.

XII	The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes:	Not applicable
XIII	Particulars of recipients of concession, permits or authorizations granted by it.	Not applicable
XIV	Details in respect of the information , available to or held by it, reduced in an electronic form:	Not applicable
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 use:	Every public member has right to inspect the file on payment of fees as prescribed in the M.L.R.C. Rule and get the certified copies of the documents if any required. Besides all officers are ready to clear up the doubts and to help the public members at the most possible extent. Forms are also available to the public on demand. They also guided properly to fill up the forms and make an application.
XVI	The names designations and other particulars of the Public Information Officers:	<p style="text-align: center;">Shri. Manoj Meshram (District Mining Officer) Appellate Authority</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Shri.S.V.Kirve (Circle Officer) Public Information Officer</p> <p style="text-align: center;">↓</p> <p style="text-align: center;">Shri. S.A.Salgaonkar (Awal Karkun) Asst. Public Information Officer</p>
XVII	Such other information as may be prescribed.	NIL

Shri. Manoj Meshram
(District Mining Officer)
Public Information Officer.