

Information as per the provision of clause (b) Sub-section (i) of Section 4 of Right to Information Act, 2005.

The State Council information as per the provision of clause (b) Sub-section (i) of Section 4 of Right to Information Act, 2005 is as follows:

Sr. No	Particulars	Details
(i)	Particulars of its organization, functions and duties.	<p>The State Council for Science Technology and Environment, H.P, Shimla was established in January, 1986 by the Science and Technology Department, Govt. of Himachal Pradesh under the countrywide programme of the Department of Science and Technology, Govt. of India under the Societies Registration Act, XVI, 1860 in the state.</p> <p>OBJECTIVES:</p> <ul style="list-style-type: none"> • To advise State Govt. in formulating Science and Technology Policies and Programmes. • Development and transfer of appropriate technologies. • Pooling and exchange of scientific knowledge. • Promotion, popularization, research, development and dissemination of Information related to Science Technology and Environment in Himachal Pradesh. <p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Prepare an inventory of voluntary agencies, educational and R&D institutions, individuals involved in popularization and doing Science, Technology and Environment, related works. • Identification of new technology for Agriculture, Industry, Power, Horticulture, Environment etc. • All matters relating to arrangements for processing the new technology. • Involvement of Science & Technology in the field of rural development and thereby reducing the regional imbalances. • All matters relating to liaison with research Institutions, National Laboratories, Universities and the Departments of Environment, Science and Technology of the Govt. of India. • Dissemination of new technology in the State. • Development and utilisation of renewable sources of energy. • Provide transfer technology assistance, act as think Tank, and arrange brain storming sessions of academicians, intellectuals, administrators, researchers, field specialists for pooling knowledge. • Promote location-specific research; demonstrate through model experiments by institutions of excellence in the State. • Utilization of local capabilities and local resources on an integrated basis.

		<ul style="list-style-type: none"> • Ensure application of S&T to solve real problems encountered in Plan implementation through assigning pilot projects etc. • To initiate, support, promote and coordinate preferably by establishing networks, such/Research Design and Development Projects and Programs, including demonstration projects, as are likely to be relevant to the specific objectives, problems, surveys and optimal utilization of natural resources of the State, in Institutions and Organisations of the State. • To prepare, or assist in the preparation of Science and Technology plans for the state. • To take any other steps which are relevant to the application of Science and Technology to the problems of the State • To make Rules and Bye-laws for the conduct of the affairs of the society and to add, to amend, vary or rescind them from time to time with the approval of the State Government. • To acquire/retain/sold property, provided that prior approval of the State Govt. is obtained for the acquisition of immovable property. • To deal with or dispose off or write off any property or loss therein belonging to or vested in the Society in such manner as the Society may deem fit for advancing its objectives, subject to the provision that in case of transfer and disposal of any immovable property the prior approval of the State Governments shall be obtained. • To maintain a fund to which shall be certified:- <ul style="list-style-type: none"> (a) All moneys provided by the finance department (b) All fees and other charges received by the Society. (c) All moneys received by the Society by way of grants, gifts, donations, benefactions, bequest or transfers and (d) All moneys received by the Society in any other manner or from any other source. • To meet the expenses of Society including expenses incurred in the exercise of its powers and discharge of its functions out of the funds. • To prepare and maintain accounts and other relevant records and to prepare an annual statement of accounts including the balance sheet of the Society in such form as may be prescribed by the State Government in consultation with the Accountant General of the State. • To forward annually to the State Government the accounts of the Society as certified by an auditor appointed by the Executive Committee of the Council. • To do all such things as may be necessary incidental or conducive to the attainment of all or any of the objects of the Society. • To constitute such committee or committees as it may deem fit for the disposal of any business of the Council or for tendering
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		<p>advice in any matter pertaining to the Council.</p> <ul style="list-style-type: none"> • To delegate any of its powers to the Executive Committee of the Council or to any of the Committee or Committees constituted by it. • Create specific programme-teams, task-forces, coordination groups etc. consisting of the required ST&E, professional specializations.
(ii)	Powers and duties of its employees	<p>Powers and duties of its officers and employees: The powers and duties of the officers and the ministerial staff is as follows:</p> <p>i. Additional Chief Secretary / Principal Secretary (S&T) -cum-Chairman (EC) - Overall In-charge of the Council.</p> <p>ii. Member Secretary (EC)- Administrative In-charge of the office of the State Council.</p> <p>iii. Joint Member Secretary- Head of the office and Drawing and Disbursing Officer of the State Council and assist the Member Secretary (EC) in the day to day working of the State Council. Provide overall technical co-ordination and guidance in executing the programmes of the Council.</p> <p>iv. Principal Scientific Officer- Coordinate the execution of programmes related to Science Popularization, Ecology& Environment, Technology dissemination, Remote Sensing and Disaster Management.</p> <p>v. Senior Scientific Officer looking after the execution of programmes related to Science Popularization, Ecology Environment, Technology dissemination and Remote Sensing related activities.</p> <p>vi. Scientific Officer- Assisting the Principal and Sr. Scientific officers in execution of the activities/ programmes being co-ordinated and carrying out the activities independently in the State Council.</p> <p>vii. Section Officer In-charge of the ministerial staff and responsible for routing the files of Establishment, Accounts, Budget etc. in the office.</p> <p>viii. Research Assistant Assist the Scientific / Technical staff of the Remote Sensing cell in execution of the projects.</p> <p>ix. Project Associates Assist the Principal Scientific Officers/ Senior Scientific Officers/Scientific Officers in execution of the activities under various schemes / programmes in the office.</p> <p>x. Assistants They are allotted work of specific seat by the authorities and are responsible to dispose off the allotted work related to establishment / accounts and other related work and maintain files in the office assigned to them.</p> <p>xi. Junior Assistant /Clerks As per the office norm attend to the work related to typing, preparing reports, proceedings and</p>

		<p>xii. Senior Steno /P.A. diary and despatch. Attached with Member Secretary (EC) and Joint Member Secretary for dictation and making management.</p> <p>xii. Steno- Typist Working with Principal Scientific Officer and maintaining files and assisting in day to day work and preparation of reports, proposal formulation etc.</p> <p>xiii. Peon Distribution of Dak /Files.</p> <p>xiv. Driver Performing duty in the field and at the Headquarter with the officers during the execution of activities under various schemes / programmes.</p>						
(iii)	The procedure followed in the decision making process including channel of supervision and accountability.	<p>Additional Chief Secretary / Principal Secretary / Secretary (S&T) is the Chairman of the Council and is the overall In-Charge of the State Council. Member Secretary (EC) is the administrative head of the State Council looking after day to day activities of the State Council. Joint Member Secretary assists the Member Secretary (EC) in performing day to day activities as Drawing and Disbursing Officer of the office of the State Council. The sanction powers are delegated as follows:</p> <table border="0"> <tr> <td>Chairman</td> <td>Full power</td> </tr> <tr> <td>Member Secretary</td> <td>Upto Rs. 2,00,000/-</td> </tr> <tr> <td>Joint Member Secretary</td> <td>Upto Rs.1,00,000/-</td> </tr> </table> <p>The Principal Scientific Officer, Senior Scientific Officer, Scientific Officer, Technical Officer put up proposals for taking approval for carrying out the activities related to their area of expertise/ specialisation for implementation in the field from the authorities and are accountable for execution of work in their respective fields/areas and similarly every employee of the Council is responsible for doing the work assigned to him /her in routine in the office.</p>	Chairman	Full power	Member Secretary	Upto Rs. 2,00,000/-	Joint Member Secretary	Upto Rs.1,00,000/-
Chairman	Full power							
Member Secretary	Upto Rs. 2,00,000/-							
Joint Member Secretary	Upto Rs.1,00,000/-							
(iv)	The norms set by it for discharge of its functions	The duties are assigned to the scientific manpower to handle the programmes related to the fields of their specialization in the State Council and the ministerial staff are assigned the work of routing and maintaining the files in the office.						
(v)	The rules, regulations, instructions, and records held by it or under its control or used by its employees for discharging its	<p>The general rules and regulations of the Govt. of H.P are followed in State Council. Besides that, the following records are maintained by the office:</p> <ol style="list-style-type: none"> (i). Memorandum of Association of the Council. (ii). Bye-laws of State Council (iii). Files both related to establishment, Accounts, Budget, Service Books, Personnel files and scientific activities/ programmes / projects etc. <p>List of Acts and Rules:</p> <ul style="list-style-type: none"> • The H.P. Non-Biodegradable Garbage (Control) Act, 1995. 						

	functions.	<ul style="list-style-type: none"> • The H.P Non-Biodegradable Garbage (Control) Act, 1996 • The water (Prevention and Control of Pollution) Cess Act, 1977 • The water (Prevention and Control of Pollution) Cess Rule, 1978 • The Environment (Protection Act, 1986). • The Environment (Protection Rule, 1986). • The Hazards Waste (Management and Handling) Rule, 1989. • The Manufacturing Storage and Import of Hazardous Chemical Rule, 1989. • The Chemical Accidents (Emergency Planning, Preparedness and Response) Rules, 1996. • The Bio-Medical Waste (Management and Handling) Rules, 1998. • The Recycled Plastics Manufacture and Usage Rules, 1999. • The Ozone Depleting Substances (Regulation and Control) Rule, 2000. • The Municipal Solid Waste (Management and handling) Rules, 2000. • The Batteries (Management and Handling) Rules, 2001. • Biological Diversity Act, 2002 and Rules, 2004. • Bye Laws of the State Council.
(vi)	A statement of the categories of the documents that are held by it or under its control.	All related both to establishment, Accounts, Budget, Service Books, Personnel files and scientific activities / programmes / projects etc to the subjects from the Sr. No. I to V.
(vii)	The particulars of any arrangement that exists for consultation with or representation by the members of Public in relation to the formulation of its policy or implementation thereof.	The State Council is a Registered Body.
(viii)	A statement of the Boards, Councils, Committees and other bodies	The State Council is a registered body itself and following bodies /committees are existing: <ul style="list-style-type: none"> (i) General Body (ii) Executive Committee (iii) H.P State Biodiversity Board

	<p>consisting of two or more purpose of its advice and as to whether meeting of those boards, councils, committees and other bodies and open to the public or the minutes of such meetings are accessible for public.</p>	<p>General Body of the Council is headed by the Chief Minister and Secretary S&T, Govt. of H.P is the Member Secretary of the General Body and other members are as follows:</p> <ol style="list-style-type: none"> 1. Hon'ble Minister , Science and Technology, H.P. 2. Vice-Chancellor H. P. University Shimla-171005 3. Vice-Chancellor CSK, HPKV Palampur, District Kangra, HP 4. Vice- Chancellor Dr. Y.S. Parmar University of Horticulture and Forestry Nauni, District Solan, H.P 5. Secretary Department of Science and Technology, GOI, Technology Bhawan, New Delhi (or his representative) 6. Secretary Deptt. of Biotechnology, GOI, CGO Complex, New Delhi (or his representative) 7. Secretary Department of Environment, GOI, CGO Complex, New Delhi (or his representative) 8. Secretary, Ministry of Non-Conventional Energy Sources, GOI, CGO Complex, New Delhi (or his representative) 9. Director General Council for Scientific & Industrial Research, Hill Side Road, New Delhi (or his representative) 10. Director General Indian Council for Agriculture Research New -Delhi, Krishi Bhawan, New Delhi, (or his representative) 11. Director General Geographical Survey of India New-Delhi, (or his representative) 12. Director General Indian Council for Forests Research and training, P.O. New Forest, Dehradun, Utranchal (or his representative)
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5. Member Secretary H.P State Environment Protection and Pollution Control Board, Paryavaran Bhawan, New Shimla-9	Member													
6. Director	Member													

		<p>Technical Education, Sundernagar Mandi, H.P</p> <p>7. Chief Scientific Officer Department of Science & Technology Govt. of H.P, Shimla-2. Member</p> <p>8. Representative of the Finance Secretary Govt. of H.P. Shimla-2 Member</p> <p>9.Spl/Addl./Jt./Under Secretary (Env.&ST) to the Govt. of H.P. Member</p> <p>10. Member Secretary, H.P. State Council for Science, Technology and Environment, SDA Complex, Kasumpti, Shimla-9. Member</p> <p>Powers of the Executive Body: Power and functions of Executive Committee of Society/Council are as follows:</p> <ul style="list-style-type: none"> • To prepare and maintain accounts and other relevant and to prepare an annual statement of accounts including the balance sheet of the Council/ Society in such form as may be prescribed by the State Government. • To forward annually to the State Government the accounts of the Council / Society as certified by an auditor, appointed by the general house of the Council/Society. • To constitute such Committee or Committees as it may deem fit for the disposal of any business of the Council/Society or for tendering advice in any matter pertaining to the Council /Society. • To prepare and execute plans and Programmes for the operational activity of the Council/Society and to carry on its day-to-day administration and management. • To receive grants and other contributions for the operational activity of the Council/Society and to manage the properties & other assets etc. of the Council /Society. • To place the budget estimate of the Society/Council annually before the general house for approval. • Member Secretary shall enter in to any agreement for and on behalf of the Council /Society with the approval of the
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		<p>Chairman/Vice Chairman.</p> <ul style="list-style-type: none"> • Member Secretary shall sue and defend all legal proceedings on behalf of the Council/Society with the approval Chairman /Vice-Chairman. • To approve Committees, task-forces, action forces etc. created for day-to-day business of the Council/Society. • To delegate powers to any member of the Executive Committee of the Society / Council. • To perform such additional functions and to carry out such duties as may from time to time be assigned to the Council /Society by the State Government. • To confirm/ appoint of employees required for the proper functioning of the Society / Council and fix their salaries and prepare their service rules etc. <p>The minutes of the meetings organized are circulated amongst the participating members for taking up further needful action.</p>
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(ix)	A directory of its officers and employees.	S. No.	Designation	Name
		1	Member Secretary (EC)	Dr.Nagin Nanda , IFS
		2.	Joint Member Secretary	Dr. R.K.Sood
		4.	Principal Scientific Officer	Sh. K. Kaisth
		5.	Senior Scientific Officer	Sh. R. Thapa
		6.	Scientific Officer .	Sh. R. Solankey
		7.	Scientific Officer	Dr. Alka Sharma
		8.	Scientific Officer	Sh. S.S. Randhawa
		9.	HDM	Sh. Gopal Jain
		10.	Junior. Engineer	Sh. Umesh Pathania
		11.	Senior Assistant	Mrs. Savitri Sharma
		12.	Junior Assstant	Mrs. Rattni Chandel
		13.	Junior Assistant	Mrs. Archana Sood
		14.	Steno	Mrs. Saroj Sharma
		15.	Steno	Ms. Sunita Chandel
		16.	Peon	Sh. Ramesh Chand
		17.	Peon	Sh. Naryan Dutt
		18.	Peon	Sh. Lekh Raj
		19.	Peon	Sh Bija Ram
		20.	Peon	Sh. Roop Ram
		21.	Peon	Sh Brij Kapil
		22.	Project Associate	Sh. Ravi Sharma
		23.	Project Associate	Mrs. Priyanka Sharma
		24.	Project Associate	Sh. Shashi Dhar
		25.	Project Associate	Sh. Prem Lal
		26.	Project Associate	Sh. Ramesh Kumar

		27.	Cartographer	Sh. Narender Kaushal	
		28.	Project Associate	Sh. Surinder Deol	
		29.	Project Associate	Sh. Manoj Kaul	
		30.	Project Associate	Sh.Hemant Tanwar	
		31.	Project Associate	Mrs. Kalpana Negi	
		32.	Project Associate	Sh. Uma Dutt	
		33.	Project Associate	Ms. Ritu Sharma	
		34.	Driver	Sh. Durgesh	
		35.	Driver	Sh. Surinder	
(x)	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations.	1.	Additional Principal Secretary cum Chairman (EC)		
		2.	Member Secretary (EC)	Rs. 16200-20800/-	
		3.	Joint Member Secretary	Rs. 14300-18400/-	
		4.	Principal Scientific Officer	(i) Rs. 12000-15500/-	
		5.	Senior Scientific Officer	Rs. 10025-15100/-	
		6.	Scientific/Technical Officer	Rs. 7220-11600/-	
		7.	Junior Engineer	Rs 5800-9200/-	
		8.	Head Draftsman	Rs. 6400-10600/-	
		9.	Sr. Assistant	Rs. 5800-9200/-	
		10.	Jr. Assistant	Rs. 4400-7000/-	
		11.	Sr. Scale Stenographer	Rs. 5800-9200/-	
		12.	Jr. Scale Stenographer	Rs. 4400-7000/-	
		13.	Clerk	Rs. 3120-5160/-	
		14.	Xerox Operator	Rs. 2820-4400/-	
		15.	Peon	Rs. 2620-4140/-	
		16.	Driver	Rs. 3330-6200/-	
		The salary of Joint Member Secretary is drawn through Treasury from the Department of Environment and Scientific Technologies, H.P.			
(xi)	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made.	BUDGET OUTLAY FOR THE FINANCIAL YEAR 2007-08			
		Sr. No.	Heads of Accounts	Budget	
		I	3425 Scientific Research Including Science & Technology	69.57	
		a)	Direction and Administration	20.45	
		b)	Remote Sensing and Space Application	42.10	
		c)	Applied Research & Pilot implementation	10.70	
		d)	Popularization of S&T and introduction appropriate technology	10.50	
		e)	Implementation of Bio-diversity Action Plan	02.67	
		II	3425 Tribal Sub-Plan	Nil	
		III	3435 Ecology & Environment	07.70	
		a.	Environment Planning Unit and Environment & Coordination	4.50	
		b.	Research and Ecological Regeneration	3.20	
			Grand Total I+II+III	77.27	
		ANNUAL BUDGET FOR THE YEAR 2007-08			
		Major Head	Head of Account	Amount in Lacs	
		3425	Scientific Research including Science & Technology	37.00	

		I	Direction and Administration	09.00
			a) Office expenses (Stationary, POL, Telephone, Rent, Rates, Taxes etc.	08.00
			b) Conversion of building into Solar Passive	0.50
			c) Library Documentation	0.20
			d) Support to district level S&TE Committees	0.30
		II	Remote Sensing and Space Application	04.00
			Establishment of Regional Centre on Glaciology and Climatic Change	1.00
			Natural Hazard Management	0.50
			NRIS	2.00
			Other research including user requirements	0.50
		III	Applied Research and Pilot Implementation	12.00
			a) Water Management	2.00
			b) Support to NRTC for Research & Development and Salary to Staff.	3.50
			c) Support to Appropriate Technology, Demonstration & Development.	2.00
			d) Setting up of Planetarium/ Science Museum	1.00
			e) Research and Development	3.00
			f) Support to institutions and Scientists for undertaking Research and participation in National and international Programme.	0.50
		IV	Popularization of S&T and Introduction of Appropriate Technology.	09.00
			a) i. Implementation of Solar House Action Plan for H.P.	0.50
			ii. Capacity building for implementation low cost Passive Solar Housing Technology in Rural Areas of H.P.	
b) Demonstration of low cost green houses; Solar Passive and Earthquake resistant House designing.	0.50			
c) Science Popularisation: i. Children Science Congress	8.00			
V	Implementation of Bio-diversity Action Plan and Poverty alleviation	3.00		
	a) Awareness education and training of NGOs & constitution of Task Groups.	1.00		
	b) Initiation of Action on State Bio-diversity Action Plan.	1.00		
	c) Popularization of Bio-fertilizer and use of organic farming through vermi-culture in the State.	0.50		
	d) Utilisation of Pine needles, Lantana & forest Bio-mass	0.50		

		3435	<p>Ecology and Environment</p> <p>a). Environment Planning & Co-ordination (EPU)</p> <p>i) Implementation of Environment policy.</p> <p>ii) Co-ordination of State Level Environment Study.</p> <p>iii)Capacity building of NGOs</p> <p>iv) Fact finding on environmental complaints.</p> <p>v) Monitoring of environment management plan</p> <p>vi) Environment impact assessment studies.</p> <p>4.50</p> <p>b). Research and Ecological Regeneration</p> <p>i) Conservation of wetlands and biodiversity – formulation of wetland policy of H.P. Community participation, Public involvement in the conservation of water and biodiversity</p> <p>2.50</p> <p>ii) Celebration of Important Environment Days. World Environment Days international Ozone layer, World No Tobacco Day.</p> <p>iii) Integrated Garbage Management Programme:- - IGM Plan for Kuffri and Dalhousie, Follow up of Plasma Pyrolysis project, Training under SWM, Pilot research and Development studies on rural waste.</p>	07.00
			Total	44.00
(xii)	The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes	Not Applicable		
(xiii)	Particular of recipients of concessions, 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.	In the Website: http:// www.hpscte.gov.in or http:// www.himachal.nic.in / hpscte.		
(xv)	The particulars of facilities available to or citizens for obtaining information	A small library has been established in the office of the State Council for Science, Technology & Environment, B-34, SDA Complex Kasumpti, Shimla-171009		

	including the working hours of a library or reading room if maintained for public use.	
(xvi)	The names, designations and other particulars of the Public Information Officers.	The names, designation and other particulars of the Public Information Officer, Assistant Public Information Officer and Appellate Authority are as under:-

Name of the Department/Offices: State Council for Science Technology and Environment, H.P, 34-SDA Complex, Kasumpti, Shimla-9

Detail of PIO, APIOs and Appellate Authority :

Sr. No	Designation	Complete Office Address	Office Telephone No.	E-mail Address	Jurisdiction/ Units under his control for which he/she will be rendering information to applicants
A). Name of the Public Information Officer(PIO)	Vacant	-	-	-	RTI Act,2005
B). Name of the Assistant Public Information Officer (APIO)	Sh. Kamraja Kaisth, Principal Scientific Officer	--do--	0177 2622490 2622489 2620998	e.mail kkaisth@yahoo.com	--do--
C). Name of the Appellate Authority	Dr. R.K. Sood, Joint Member Secretary	--do--	0177 2622490 2622489 2620998	e. mail, ravinder sood 55 @ hotmail. com	--do--

(xvii)	Such other information as may be prescribed	Not Applicable
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