

Point wise information under section 4 (1) (a) of the RTI Act, 2005 of Department of Science Centre under A & N Administration

S. No.	Particulars	Information
1.	The Particulars of the organization, functions and duties	<p align="center">Organizational Setup</p> <pre> graph TD A["Chief Secretary, A & N Administration (Chairman)"] --> B["Secretary (S & T), A & N Administration (Vice Chairman)"] B --> C["Secretary (Executive Council) (Science Centre)"] C --> D["Curator Science Centre"] C --> E["Accounts Officer Science Centre"] D --> F["Education Officer Science Centre"] F --> G["Lower Division Clerk Science Centre"] G --> H["Technician Science Centre"] H --- I["Heavy Vehicle Driver Science Centre"] </pre>

The Science Centre Port Blair was established in the year 2003 with the assistance of National Council of Science Museums (under the Ministry of Culture Govt. of India). The project was funded by the Ministry of Culture Govt. of India and A & N Administration in the ratio of 90:10. The Science Centre is spread over an area of 1.5 hectares of land bearing survey No. 1/13.

The Science Centre has three galleries on various themes namely Andaman and Nicobar Gallery, Fun Science Gallery and Modern Science & Bio-Technology Gallery.

Besides this, there is a Science Park surrounding the main building of Science Centre fitted with a number of garden exhibits on basic science, Prehistoric Evolutionary Park, an Amphibious Air Craft and an outdoor Jurassic Park (Light & Sound Prog.)

Further a Mobile Science Exhibition Bus with 20 built-in exhibits to reach the rural public for N & M Andaman based on the various themes of science such as sound and hearing, sensation, perception, vision, illusions, mathematics etc. is operated regularly for school children in rural areas.

Science Centre is a Society under A & N Administration which has a General Body headed by Lt. Governor, A & N Islands as President and a Executive Council headed by Chief Secretary as Chairman.

The Society gets Grant-in-aid from the Administration through the Department of Science & Technology to meet its capital and operational expenditure.

Objectives:

- To develop scientific temper by inculcating a spirit of inquiry and fostering creative talent through activity based learning process incorporating method of science.
- To encourage critical analysis and understanding of local problems in science and technology, environment, health and hygiene etc and to work towards finding a solution to the problems.
- To create awareness for the general public and students about the basic principles and developments in science and technology mainly through interactive exhibits.
- To supplement and complement the formal science education imparted in schools and colleges.
- To organize seminars, science based contests, science exhibitions, science camps, regular sky observation, popular lectures, training programmes and workshops for students, teachers and general public.

2.	The powers and duties of its officers & employees	<p>All the matters related to Science Centre:</p> <ol style="list-style-type: none"> 1. Running & maintenance of gallery. 2. Organizing of awareness programmes/ Workshops/ Exhibitions/Seminars 3. All RTI matters related with this Society. 4. Confirmation, award of ACP/MACP and other financial & administrative benefits as per the provisions & instructions of GOI under relevant rules. 5. Purchase & Expenditure Sanction 6. Duty cum tour of the staff & Officers. 7. Disciplinary Proceedings of Group B & C official. 8. Sanction of various kinds of leaves to the staff. 9. Placement of Staff for various Trainings. 10. Computerization of official works and maintenance of IT infrastructures.
3.	The procedure followed in the decision-making process, including channels of supervision and accountability	<ol style="list-style-type: none"> 1. Implementation of decisions taken by General body & Executive Council. 2. Organizing educational programmes in accordance with the approval of Vice Chairman / Secretary (EC) / Curator, Science Centre.
4.	The norms set by it for the discharge of its functions	As per decision of General body & Executive Council.
5.	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions	<ol style="list-style-type: none"> 1. RTI Act 2005 2. Manual of Office Procedure-Administrative Reforms Wing, Secretariat. 3. Central Govt. Rules- Swamy's Publications 4. General Financial Rules. 5. Instruction / Orders / Guidelines issued by the A & N Administration time to time.

6.	A statement of the categories of documents that are held by it or under its control	<ol style="list-style-type: none"> 1. Budget Estimate 2. Expenditure Statement 3. Details of Assets created 4. Service records of the employees
7.	The 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 implementation thereof;	Through publishing in newspaper & electronic media
8.	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 those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public:	Yes
9.	A directory of its officers and employees;	<p>Officers of Science Centre:</p> <ol style="list-style-type: none"> 1. Dr. Utpal Sharma, Secretary (EC) 2. Shri. Shajan Thomas, Curator 3. Shri. S. Vetrivelan, Sr. Accounts Officer 4. Shri. Debashis Paul, Education Officer 5. Shri. Satnarayan Swamy, Technician 'C' 6. Shri. Godson Xalxo, Technician 'C' 7. Shri. G. Solai Rajan, Technician 'C' 8. Shri. Biswajit Sarkar, Technician 'C' 9. Shri. Ch. Gyana Sundara Rao, LDC 10. Shri. M Raman, HVD

10.	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;	The employees of Science Centre are receiving salaries from Grant-in-aid, Department of Science & Technology, A & N Administration. There is no system of any compensation or remuneration. Handling of accounts is jointly maintained by Curator & Accounts Officer, Science Centre.
11.	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;	The budget is being made as per Action Plan Projection & submitted to Dept. of Science & Technology for sanction of GIA. This includes the Salaries, other recurring expenses & capital expenditure.
12.	The manner of execution of subsidy programme, including the amounts allocated and the details of	No subsidy programme is being implemented by this Society.
13.	Particulars of recipients of concessions, permits or authorizations granted by it;	Free access to museum for the school students are provided.
14.	The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained	Important notices, tenders & vacancy notifications are being published in the website followed by local newspapers. Museum is open from 10.00 am to 5.30 pm for all.
15.	The names, designations and other particulars of the Public information Officers;	Name: Shri. Shajan Thomas Designation: Curator, Science Centre Telephone: 229034 Email: shajan.thomas@and.nic.in
16.	Such other information as may be prescribed and thereafter update these publications every year;	The information shall be updated & published every year.