

RIGHT TO INFORMATION AND OBLIGATIONS OF PUBLIC AUTHORITIES (Right to information Act,2005)

I. The particulars of the organization, function and duties

a) Particulars of the organization

Central Sericultural Germplasm Resources Centre
Central Silk Board, Ministry of Textiles, Govt. of India
P.B. No.44, Thally Road, Hosur – 635 109
Krishnagiri, Tamil Nadu, India

b) Functions

Mandate

1. *Exploration, collection, characterization, evaluation, conservation, and documentation of sericultural germplasm resources*
2. *Commercialization and promoting sustainable utilization of sericultural germplasm resources*
3. *Creating awareness and training stakeholders on conservation, management and utilization of sericultural germplasm resources.*

Activities

- Exploration, collection and introduction of mulberry and silkworm germplasm.
- Characterisation, classification, preliminary evaluation, national accessioning and cataloguing of germplasm collection for promoting utilization of genetic resources.
- Serve as long-term national repository of sericultural genetic resources.
- Act as nodal agency for registration and reference centre for germplasm resources.
- Play lead role in inter-institutional collaboration for testing / evaluation of germplasm.
- Co-ordinate import and export of genetic resources.
- Serve as the national database and herbarium / display of sericultural genetic resources.
- Promote utilization of germplasm through their supply to needy organizations.
- Impart training in sericultural germplasm resource management.

II. The powers and duties of its officers and employees

Sl.No.	Designation	Strength	Division	Duties and Responsibilities
1	Director	1	Centre Incharge	Executive authority of the Centre, to implement the projects and activities of the Centre, Drawing and Disbursing Officer
2	Scientist-D	3	Silkworm Division	Monitoring and execution of research/technical work in silkworm germplasm management
3	Scientist-D	1	Mulberry Division	Monitoring and execution of research/technical work in mulberry germplasm management

4	Scientist-D (R&S)	--	Reeling Section	Conduct research on post cocoon traits and silk quality of silkworm germplasm resources
5	Scientist-C	1	Silkworm Division	Conduct research on silkworm germplasm management, collection, characterisation, conservation and evaluation
6	Scientist-C	3	Mulberry Division	Conduct research on mulberry germplasm management, collection, characterisation, conservation and evaluation
7	Scientist-B	1	Mulberry Division	Conduct research on mulberry germplasm management, collection, characterisation, conservation and evaluation
8	Asst. Director (Admin and Accounts)	--	Administration	To assist the Director in administrative work of the center
9	Asst. Director (Computer)	1	Computer Section	Database Management, Website maintenance and computer Maintenance, Software Maintenance
10	Technical Staff	2	Mulberry / Silkworm Division and Reeling Section	To assist in conducting research and technical works
11	Administration Staff	7	Administration	Execution of administration works
	Total Scientist/ Officers/ Staff	20		
12	Skilled Farm Workers (TS)	22	Mulberry /Silkworm Division and Reeling Section	Manual work related to mulberry and silkworm germplasm management.

III. The procedure followed in the decision making process, including channels of supervision and accountability

- Central Silk Board level : Research Coordination Committee (RCC)
- Institute level : Research Advisory Committee (RAC) and Research Council (RC)

Channels of supervision

- Director, Scientist-D
- Scientist – C / Scientist-B undertake supervision and execute the work and hence accountable
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IV. The norms set by it for the discharge of its functions

At CSB level

- The Research Co-ordination Committee (RCC) which meets twice in a year review the work of the institute/recommend/guide the functions of the institute

At Institute level

- RAC which meets twice in a year (preferably before the RCC meeting) review the work of the institute and provide recommendations/guidance for implement of research projects.
- The RC meets two times in a year to review the progress of projects besides follow up action taken on the recommendations /decisions of RCC and RAC. The new project proposals are reviewed at the RC and discussed in detail. Thereafter the projects will be send to subject experts for referees comments/suggestions and discussed in RAC. After revision, the projects are then submitted to CSB for approval.

V. The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions

a. Administration

- The Rules adopted by Central Silk Board, CCS (CCA) are followed for general administration and accounts
- Specific instructions / orders issued by Central Silk Board from time to time in the matters related to general administration, technical work, stores purchases and vigilance are followed and records are maintained
- Records pertaining to administration, assets are maintained by the administration Section and audited by Internal Audit and AG Audit

b. Technical

- Quarterly/Half Yearly and Annual Reports of Research Projects in MIS format are regularly submitted to CSB.
- The progress of research work/projects are recorded/documentated and preserved. Besides, half yearly Newsletter and Annual reports of the institute are published and circulated for information and kept for record purpose.
- Research findings are regularly published in scientific and technical journals by the scientists.
- The recommendations/suggestions/guidance provided by RCC/RAC/RC are documented, circulated among scientists and other technical staff for compliance.
- The centre publishes seminar proceedings / catalogues and other technical documents pertaining to seri-genetic resources.

VI) A statement of the categories of documents that are held by it or under its control

Sl.No.	Section	Type of document	Category
1	Administration	Correspondences, Office Notes, Orders, Memoranda, Records, Reports, Statements, Vouchers	Establishment, Stores, Accounts, Buildings, Purchases, Import of Chemicals, Fertilizers, Public Auction, Mulberry Cuttings, OLIC, Library and other works.
2	Technical	RCC Meeting proceedings	CSB decisions
		RAC meeting proceedings	Review of CSGRC work.
		RC meeting proceedings	Internal Review
		CSGRC publications	Publicity/technical

VII. 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

- Seri genetic resources management is done in accordance with CSB guidelines. Different committees are constituted for germplasm supply / registration etc., Previously technical committees constituted by CSB developed the procedures and norms for mulberry and silkworm germplasm management.

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 those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.

- i. Type of Body : Research Advisory Committee (RAC)
 Purpose : Review of research project work
 Remarks : Not open to public

Dr S.N. Sushil Director,ICAR-NBAIR Hebbal, Bengaluru, Karnataka Mobile: 9910558766	Chairperson
Dr. M.Sankaran Division of fruit crops, ICAR-Indian Institute of Horticulture Research (IIHR), Hasaraghatta lake post Bengaluru - 560 089 (Karnataka) E-mail: m.sankaran@icar.gov.in	Member
Dr. Kamal Prasad Mohapatra Principal Scientist, Division of Germplasm Evaluation, ICAR-National Beuro of Plant genetic Resources, Pusa Campus, New Delhi-110012 E-mail: k.mohapatra@icar.gov.in / kpmbbsr@gmail.com	Member
Dr. Manjunatha Gowda Professor of Sericulture Genetics & University of Agricultural sciences, GKVK, Bengaluru- 560 065 (Karnataka) E-mail: mgowda_uas@rediffmail.com	Member

Dr. T Venkatesan Head & Principal Scientist Division of genomic resources, ICAR-NBAIR, Post bag 2491, H.A Farm Post, Bellary Road, Bangalore-560024 Karnataka, E-mail: venkatesan.nbaii@gmail.com	Member
Dr Suresh Kumar Scientist-D (Rtd), Flat No.IB, Alish Tower, Olive Kalista, Near Kumbakonam Office, Edachira, Kakkamad, Kochi - 682030, Kerala E mail: nairsuresh56@gmail.com	Member
Dr T.Mogili, Scientist-D (Rtd) #No.2 (Old. No. 1992), Srirampura III stage, Lingabudhi Lake road, Behind madhuvana Layout, Mysuru- 570023, Karnataka	Member
Director (Tech) Central Silk Board, CSB Complex, BTM Layout, Madiwala, Bengaluru - 560 068 (Karnataka) E-mail: dirtech.csb@nic.in	Member
Scientist-D & Head Research Coordination Section, Central Silk Board, CSB Complex, BTM Layout, Madiwala, Bengaluru - 560 068 (Karnataka)	Member
Director Central Sericulture Germplasm Resource Centre, Central Silk Board, P.B. 44, Thally Road, Hosur - 635109 (Tamil Nadu) E-mail : csgrchosur@gmail.com / cszrc.csb@nic.in / director@csgrc.res.in	Member Convener

- ii. Type of Body : Research Council (RC)
Purpose : Internal review of research projects
Remarks : Not for public. Only for guidance to the Scientists concerned.

Chairman : Director, CSGRC, Hosur
Member-Convener : Scientist-D, CSGRC, Hosur

iii. Type of Body : Germplasm Registration Committee (GRC)
Purpose : Registration of Sericultural Germplasm

Chairman Director(Tech.), CSB, Bengaluru
Members Director, CTRTI, Ranchi
Director, CMERTI, Lohdoigarh
Need based specialist Invitee Scientist from Plant Breeding or Insect
Breeding or Plant Pathology or Insect
Pathology or Entomology.
Member-Convener Director, CSGRC, Hosur

iv. Type of Body : Germplasm Supply Committee (GSC)
Purpose : To approve the supply of indented sericultural germplasm
Remarks : Not for public. Only for authorised institutes for supply of indented
sericultural germplasm.

Chairman Director, CSGRC, Hosur
Members Director(Tech.), CSB, Bengaluru
Scientist-D, CSGRC, Hosur
Member-Convener Scientist-D, Silkworm Division, CSGRC, Hosur

(IX) A directory of its officers and employees

Sl. No.	NAME OF THE OFFICERS/OFFICIALS	DESIGNATION	CATEGORY	DATE OF JOINING at CSB	DATE OF JOINING at CSGRC
1	DR. NISHITHA NAIK V	Director			02.06.2023
2	DR. M. MAHESWARI	Scientist-D		15.10.1990	08.05.2017
3	SMT. G. PUNITHAVATHY	Scientist-D		31.01.1992	02.07.2018
4	DR. G. LOKESH	Scientist-D		03.05.2010	22.06.2016
5	DR. RITWIKA SUR CHAUDHURI	Scientist-C		30.11.2015	25.06.2019
6	DR G. THANAVENDAN	Scientist-C		22.02.2016	22.02.2016
7	Shri. S.SEKAR	A.D. (Comp.)		21.04.1994	21-04-1994
8	DR. M.C. THRIVENI	Scientist-B		01.11.2018	03.01.2019
9	SHRI. RAJU MONDAL	Scientist-B		01.11.2018	01.01.2019
10	Shri A.SATHYAMURTHY	SR. TECH. ASST		10.04.1986	03.06.2017
11	Shri. R. PUGALENDI	TECH.ASST.	OBC	08.04.1992	12.01.1996
12	Shri M. VIJAYAKUMAR	JUNIOR ENGINEER	SC	07.02.1994	06.05.2002
13	Shri BAIRWA NARENDRA KUMAR MHORILAL	LIB. INFO.ASST.	SC	01.11.2010	01.11.2010
14	Ms. SHEEBA V.S	JR.TRANS (HINDI)	OBC	17.11.2011	17.11.2011

15	Shri. P. NAGADURAI	STAFF DRIVER DRIVER (GR. II)	ST	17.01.1994	17.01.1994
16	Shri. A. SUBRAMANI	ASST. TECHNICIAN	SC	01.02.1995	01.02.1995

(X) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made

Receipt and expenditures statement

Year	Fund Head	GIA Received (Rs.)	Expenditure (Rs.)	Surrendered (Rs.)
2020-21	Plan General	7500729	7500729	0
	Plan Capital	2027077	2027077	0
	Plan(Sal)	35957406	35957406	0
	SCSP	16759151	16759151	0
	TSP	2835993	2835993	0
2019-20	Plan General	6764000	6366000	398000
	Plan Capital	534000	533000	1000
	Plan(Sal)	53458000	52987000	471000
	SCSP	15298000	15294000	4000
	TSP	786000	753000	33000
	Total	7,68,40,000	7,59,33,000	9,07,000
2018-19	Plan General	7377000	7171000	165000
	Plan Capital	5721000	5719000	2000
	Plan(Sal)	50272000	12890000	--
	SCSP	6970000	6970000	--
	TSP	465000	459000	6000
	Total	7,08,05,000	7,05,91,000	1,73,000
2017-18	Plan General	6911000	691100	--
	Plan Capital	11871781	11871781	--
	Plan(Sal)	36873335	36873335	--
	Total	5,56,56,116	5,56,56,116	--
2016-17	Plan General	687000	687000	--
	Plan Capital	4201373	4201373	--
	Non Plan (NP)	41941466	41941466	--
	Total	5,30,12,839	5,30,12,839	--
2015-16	Plan General	12572929	12419065	153864

	Plan Capital	1147948	1147948	--
	Non Plan (NP)	34095072	34021625	73447
	Total	4,78,15,949	4,75,88,638	2,27,311
2014-15	Plan General	9075792	7994247	1081545
	Plan Capital	5310000	5161721	148279
	Non Plan (NP)	34074808	34021819	52989
	Total	4,84,60,600	4,71,77,787	12,82,813
2013-14	Plan General	11964553	6619153	5345000
	Plan Capital	5367623	3944670	1422953
	Non Plan (NP)	38154431	38154431	0
	Total	5,54,86,607	4,87,18,654	67,67,953
2012-13	Plan General	3969000	3920343	48657
	Plan Capital	1070000	951715	118285
	Non Plan (NP)	36430000	34714879	1715121
	Total	4,14,69,000	3,95,86,937	18,82,063

XI. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

- This centre does not implement any project involving subsidy and field related transfer of technology programme

XII. Particulars of recipients of concessions, permits or authorizations granted by it
Nil

XIII. Details of in respect of information, available to or held by it, reduced in an electronic form

Sl.No.	Type of electronic form	Particulars
1	CSGRC Web site (www.csgrc.res.in)	Contains information on the functioning and activities of CSGRC, Hosur.
2	MGIS database	Mulberry germplasm information system
3	SGIS database	Silkworm germplasm information system
4	Catalogues	Passport data, characterisation and evaluation data for each of mulberry and silkworm accessions.

XIV 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.

Sl. No.	Facilities available	Type of information
1	Computer Section	Information on mulberry and silkworm germplasm through electronic media Working Hours: 9.30 a.m. to 5.00 p.m.
2	Library	Books and Journals All working days Working Hours: 9.30 a.m. to 5.00 p.m.
3	Museum	Seri-biodiversity display material on all working days open to public. Working Hours: 9.30 a.m. to 5.00 p.m.

XV The names, designations and other particulars of the Public Information Officers

Dr. V.NISHITHA NAIK
Director

XVI Such other information as may be prescribed

- This Centre is the custodian of mulberry and silkworm genetic resources and conducts collaborative work with other CSB research institutions and National Bureau of Plant Genetic Resources, ICAR, CDFD, DBT etc.
- The scientists of the Centre undertake survey for mulberry genetic resources in different geographical area of the country and so far collected 727 mulberry varieties. They also participate in scientific conferences conducted in Universities/Colleges/Research Institutes. The training is also imparted to DOS officials / farmers organized by the Dept. of Sericulture, Govt. of Tamil Nadu.