



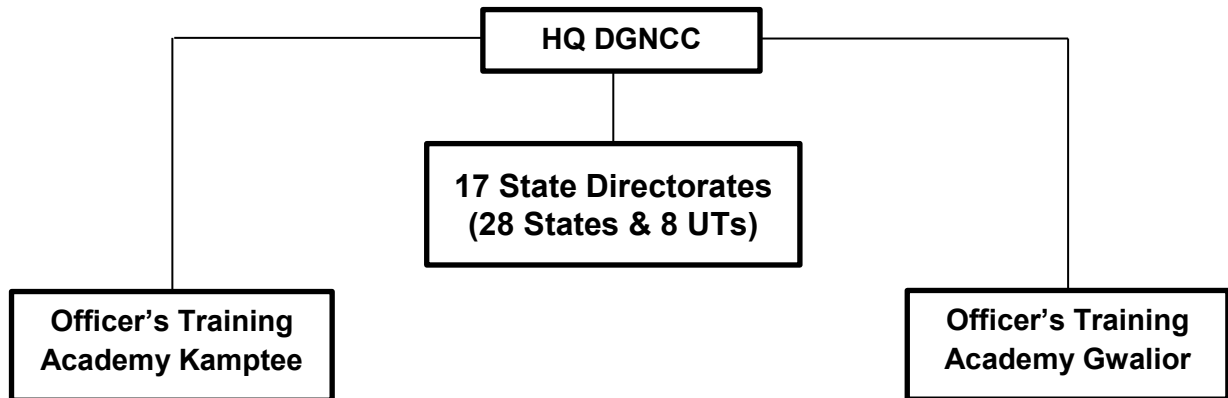
## HQ DIRECTORATE GENERAL OF NATIONAL CADETS CORPS

### Ministry of Defence

### Information Under Section 4(1)(B) of the RTI Act, 2005

### Section 4(1)(b)(i) : particulars of organization, functions and duties.

### Organisation of Directorate General NCC



### Broad functions/aims of NCC are as under:

- (a) To develop Character, Comradeship, Discipline, Leadership, Secular Outlook, Spirit of Adventure and ideals of Selfless Service amongst the Youth of the Country.
- (b) To create a Human Resource of organised, trained and motivated Youth, to provide leadership in all walks of life and be always available for the service to the Nation.
- (c) To provide a suitable environment to motivate the Youth to take up career in the Armed Forces.
- (d) **Broad duties.** Work/duties of HQ DGNCC have been distributed among five Directorates as under :-
  - (i) **Trg Dte** - Providing/promoting Trg activities to NCC Cadets, Conducting of NCC Camp.
  - (ii) **Plg & Coord Dte** - Enrolment of NCC Cadets, Publicity & Coordination.
  - (iii) **Lgs Dte** - Providing of Accoutrements to NCC Cadets & other Lgs support.
  - (iv) **MS Dte** - Providing/regulating of Man Power services to NCC institutions, Disciplinary & Vigilance (DV) cases.
  - (v) **P&F Dte** - Matters related to civilians staff & budget/ financial matters.

#### **Section 4(1)(b)(ii) : Powers and duties of its officers and employees**

For detailed duties see Charter of duties officers

#### **Section 4(1)(b)(iii) : Procedure followed in the decision making process including channels of supervision and accountability**

Decision making hierarchy including channels of supervision and accountability are as per the Organisation chart and Charter of duties as per requirement of each case.

#### **Section 4(1)(b)(iv) : Norms for the discharge of functions**

The norms set by Govt. of India as a whole are followed.

#### **Section 4(1)(b)(v) : Rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.**

The rules, regulations, instructions, manuals etc issued by Govt of India & HQ DGNCC from time to time are followed for discharging its functions.

#### **Section 4(1)(b)(vi) : Statement of the categories of documents that are held by it or under its control.**

Both classified and unclassified documents relating to the business allocated to this Ministry as per the Government of India(Allocation of Business Rules), 1961 are held.

#### **Section 4(1)(b)(vii) : Particulars of any arrangement that exists for consultations with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.**

This office generally, does not directly deal with the members of public in relation to the formulation of its policy or implementation thereof. In the Central Advisory Committee (CAC) meeting consultations with or representation by the members of the public in relation to the formulation of its policy takes place.

#### **Section 4(1)(b)(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.**

Some of the Committees, councils, boards etc. under DG NCC are as under:

- (i) Central Advisory Committee
- (ii) State Advisory Committee
- (iii) Joint State Representative & ADG/DDG Conference

The minutes of above are circulated to all the concerned and are not placed in the public domain.

**Section 4(1)(b)(x) : Directory of officers and employees**

Telephone details of the co-ord officer of internal Dtes (05) are as under :-

| S. No. | Dte       | Appt                    | Telephone Number |
|--------|-----------|-------------------------|------------------|
| (a)    | P&F       | Dy Director (Finance)   | 26194434         |
| (b)    | Training  | GSO-1 Trg (A)           | 26712144         |
| (c)    | P&C       | Dy Director (Coord)     | 26716707         |
| (d)    | Logistics | Dy Director Lgs (Coord) | 26177259         |
| (e)    | MS        | Dy Director MS (Coord)  | 26195681         |

**Section 4(1)(b)(x) : Monthly remuneration received by officers and employees**

Officers and employees in the Department of Defence are being paid monthly remuneration in their respective Pay Band/Level according to their entitlement as notified by Govt of India.

**Section 4(1) (b) (xi) : Budget allocated to each agency, indicating the particulars of all plans, proposed expenditures and reports on disbursement made**

The details of Budget allocation for the FY 2021-22 are as under :-

|                                 |            |
|---------------------------------|------------|
| (a) Revenue Salary              | 1375.33 cr |
| (b) Revenue Non- Salary         | 260.43 cr  |
| (c) Capital Acquisition & works | 15.00 cr   |
| Total Budget                    | 1650.76 cr |

**Section 4(1) (b) (xii) : Manner of execution of subsidy programmes, including the amounts allocated and details of beneficiaries of such programmes**

Not applicable.

**Section 4(1) (b) (xiii) : Particulars of recipients of concessions, permits or authorization granted by it.**

Not applicable.

**Section 4(1) (b) (xiv) : Details in respect of the information, available to or held by it. Reduced in a electronic form.**

As available on the website of the HQ DGNCC.

**Section 4(1) (b) (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.**

Website of the HQ DGNCC. However, there is no public library or reading room maintained by this Department for public use.

**Section 4(1) (b) (xvi) : the names, designations and other particulars of the Public information officers.**

The details of Public information Officers at HQ DGNCC are as under :-

- (a) CPIO - Cmde Viresh Das (Plg & Coord)
- (b) Appellate Authority - AVM Arun Bhaskar Gupta, VSM, ADG (A)

**Note** :- IPO/ Cheque/ DD forwarded to this office w.r.t RTI applications should be in favour of “**DGNCC Public Fund Account**”.