Manual – 15

The particulars of facilities available to citizens for obtaining information. The particulars of any library or reading room maintained for public use.

(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)

Uttarakhand Tea Development Board,

District Panchayat Complex, Dharanaula, Almora

From Uttarakhand Tea Development Board

The particulars of facilities available to citizens for obtaining information. The particulars of any library or reading room maintained for public use. —

(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)

Particulars of the arrangements made by the Board for disseminating information to the public

☞ Name and location of faculty	Uttarakhand Tea Development Board, Almora
☞ Library	
☞ drama/nukkad	
☞ through newspapers	By publishing advertisements from time to time
☞ exhibition	Exhibitions/workshops are organised by the Board from time to time.
☞ information counter	Arrangement
☞ inspection of records	The work can be done during the working hours from 10:00 am to 5:00 pm.
☞ Arrangements for obtaining copies of documents	are contained.
☞ Available departmental manuals	Available on the Board's website.

☞ Public authority website	www.utdb.uk.gov.in
☞ Email ID of the public authority	uttarakhandtea@rediffmail.com
☞ Telephone number of the public authority	05962–237746, 230606
☞ other means of publicity	By distributing literature/pamphlets related to tea development and organizing workshops/seminars/exhibitions

Citizens can obtain information related to the Board from the officers available on any working day during office hours from 10.00 am to 5.00 pm except on holidays, which is related to that person or organization.

———