Right to Information Act–2005

manual-3

Decision-making process (including oversight and accountability)

(The Procedure Followed in the Decision Making Process, Including Channels of Supervision and Accountability)

Uttarakhand Tea Development Board,

District Panchayat Complex, Dharanaula, Almora

Decision-making process in the Uttarakhand Tea Development Board

(including supervision and accountability)

(The Procedure Followed in the Decision Making Process, Including Channels of Supervision and Accountability)

Keeping in view the possibilities of tea development in the state of Uttarakhand, to ensure proper development of tea production, financial arrangements, investment and availability of plants etc., after due consideration by the Uttarakhand Government, by incorporating the previously operated tea development project along with all movable and immovable assets, Uttarakhand Tea Development Board was constituted by Government Order No. 159/V.G.G.V./Udyan/338/2003 dated 11-02-2004. The Government Order for the formation of the Board is enclosed.

The Government of Uttarakhand has reconstituted the Management Council of Uttarakhand Tea Development Board by Order No. 1031/XVI-2/17/01 (17)/ 2017 dated 004 December, 2017 and nominated the following members:-

1- Agriculture Production Commissioner, Uttarakhand Government	chairman
2- Secretary/Additional Secretary, Horticulture, Uttarakhand Government	member
3- Secretary, Finance, Uttarakhand Government	member
4. Secretary, Forest, Uttarakhand Government	member
5- Representative nominated by the Tea Board of India	member
6- Director, Tea Research, G.B.P. University of Agriculture and Technology, Pantnagar, Udham Singh Nagar	member
7- Director, Horticulture and Food Processing Mission, Uttarakhand	member
8- Representative of National Bank for Agriculture and Rural Development	member
9- Director, Uttarakhand Tea Development Board, Uttarakhand	member secretary
10. Two persons having special experience/knowledge in the field of tea to be nominated by the Governor - Non-official	member

The Uttarakhand Tea Development Board may formulate policy directive principles for all its functions as specified in the duties and objectives and shall exercise such powers as may be necessary for the fulfilment of those principles but such policy matters which are for a wider area for the fulfilment of the objectives of the Board are sent to the Government for official approval.

Under the Uttarakhand Tea Development Board's regulations, appointments to the Board's officers, employees, scientists, and other cadres are made by the Board's Chairman. All matters of the Board, including its income, movable and immovable properties, and financial arrangements, are managed, administered, directed, and controlled by the Board of Management in accordance with the Board's regulations and the directives issued by the Board from time to time. Financial and policy matters falling outside the Director's jurisdiction are referred to the Government by the Director with the approval of the Board of Management. Thus, the Chairman of the Board of Management and the Government of Uttarakhand have the final say.

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Government of Uttaranchal,

Horticulture Section

Number / V.G.V./338/2003

Date: Dehradun: February

(55)

office memorandum

In view of the possibilities of tea development in Uttaranchal, to ensure proper development of tea production, availability of financial arrangements, investment and plants etc., after due consideration by the Government, the Governor is pleased to approve the formation of Uttaranchal Tea Development Board by merging the currently operating Tea Development Project with all its movable and immovable assets.

1. Main areas of work of Uttaranchal Tea Development Board:-

1. Renovation of old gardens of Uttaranchal and establishment of new gardens.
2. To survey the possibilities of tea cultivation in new areas in Uttarakhand.
3. To ensure availability of latest planting material.
4. To train and encourage local people and workers in tea cultivation.
5. Providing employment to local people by doing tea plantation in unused land.
6. To increase the income of local people through tea cultivation in Uttarakhand and to provide assistance to farmers in cultivation.
7. Quality control of Uttaranchal tea
8. To establish coordination between research and development work in the field of cow.
9. Lease the land of farmers and make it available to private entrepreneurs for tea plantation.
10. Inviting private entrepreneurs to set up factories and getting the factories established.
11. To promote tea cultivation by forming cooperative societies and self-help groups for tea cultivation.
12. To develop tea cultivation as organic farming

Survey, publicity and encouragement of local farmers/entrepreneurs for this.

13. By developing tea plantations in the land taken on lease from the cultivators.

To provide them to the owners for their operation.

14. Publication/documentation of records and literature related to Naya Vikara, information and public relations, training etc

2. Financial sources of the Board:-

1. The main work of the Uttaranchal Fodder Development Board will be to develop and produce tea in the state, hence this board will operate on the basis of grant/state assistance payable by the Uttaranchal Government.
2. Contribution received from Tea Board of India
3. Income from transfer of tea gardens developed by the Board to private entrepreneurs.
4. Income from the sale of tea prepared from green leaves obtained from the plantations
5. The money received from preparing tea plants and selling them to the farmers at the prescribed rates,
6. Receiving consultancy fees by providing consultancy in the field of tea plant production, tea garden maintenance etc.

3-Headquarters of the Board:- The headquarters of the Board will be at Almora.

4. Adjustment of employees/officers of the Tea Project:

Officers/employees working against the sanctioned posts for the current project will be absorbed in the Board with the current service conditions including the post. The project has hired a tea expert Dr. M.V. Tamang on contract. If the Board needs Dr. Tamang's services, he will be re-hired on contract on the recommendation of the Managing Committee. The services of the staff hired on contract/agreement in various gardens and nurseries by the project will be taken in the Board as it is and the decision to avail their services in future will be of the Board.

The employees who expressed their disagreement in being absorbed under the Board were repatriated with the consent of Kumaon Mandal Vikas Nigam as the case may be. It will be considered to be done.

5. Members of the Management Council of the Board:-

The Managing Council of the Board will have the following members:--

1. Principal Secretary & Commissioner, Forest & Rural Development Branch / Secretary, Parks, Government of Uttarakhand — chairman
2. Upper Reserve/Joint Reserve, Udyan, Uttaranchal Sharan — Sadray
3. Rachit, Finance Department, Government of Uttaranchal, Dehradun, Anthana An officer nominated by him who is not below the rank of Additional Secretary. — member
4. Secretary, Department of Agriculture, Government of Uttaranchal, Dehradun or an officer nominated by him not below the rank of Additional Secretary - Member
5. Dr. MV Tagang, Tea, Specialist, Kausani, Algoda Radsya
6. Member nominated by the Tea Board of India, Kolkata — Member
7. Shri Sanjay Bansal, Gassers Arcadia, Tea Company Kolkata Member
8. Shri S.P.Chaurasia, Managing Director, Gasser's Dehradun Tea Company Member

1 Director, Tea Research University, Pantnagar, member

10. Director/General Manager, Uttaranchal Tea Development Member/Secretary Board

11. Representative of National Bank for Agriculture and Rural Development mystery

6. Composition of the Board:--

Uttarakhand Tea Development Board will be established under the Society Registration Act-1860.

7. The provident fund, gratuity, leave, salary and other benefits of the personnel who are absorbed in the Board under the formerly operated tea project Kumaon/Garhwal Mandal Vikas Nigam will be transferred to the newly formed Uttaranchal Tea Development Board.

8. A proposal for creation of infrastructure and staff as per requirement for carrying out the work of the Board will be sent separately to the Government.

(By Vibha Puri)
Principal Secretary and Commissioner,

No. 151/VGRV/ Gardens /338/2003/ dated 11-2-04 Copy: -
Forwarded to the following for information and necessary action.

1- General Manager, Tea, Uttaranchal Tea Development Project, Nainital. 2-
Managing Director, Kumaon / Garhwal Mandal Vikas Nigam, Nainital / Dehradun.
3- Commissioner Garhwal/Kugau Division, Pauri/Nainital.
4- All District Magistrates, Uttaranchal.
5- Senior Treasury Officer, Almora
6- Principal Secretary, Finance, Uttarakhand Government.
7- Secretary, Planning, Government of Uttaranchal.
8- Additional Secretary, Confidentiality, Uttarakhand Government.
9- Staff Officer, Chief Secretary, Government of Uttaranchal.
10-Chief Secretary, Hon'ble Chief Minister, Uttaranchal
11-Private Secretary, Hon'ble Horticulture Minister, Uttaranchal.
12-Director, Horticulture and Food Processing, Uttaranchal Chaubatia, Ranikhet.
13--Director, Treasury, Uttaranchal.
14-Director, Information and Public Relations Department, Uttaranchal.
15--Chairman, Tea Board of India, 14 MBT-Sarani Road, Kolkata.
16-Acting Director, Tea Board of India, Holiday Home, Almora.
17- Guy File.

order/to

(A.P. Subudhi)
Joint Secretary

Uttarakhand Government

Horticulture and Sericulture Section-2

Number-/03/ /XVI-2/17/01(17)/2003

Dehradun: Dated 04th September, 2017
December

office memorandum

By making partial amendment in the Management Council of Uttarakhand Tea Development Board, Almora, reconstituted by Office Memorandum No.--454/XV1-2/16/01(17)/2003, dated 18th April, 2016, Shri Rajyapat is pleased to give his approval for nomination of Agriculture Production Commissioner (APC) as Chairman in place of Additional Chief Sabin, Horticulture, nominated for the post of Chairman mentioned at serial number 1.

The above mentioned Office Order No. 1 of the Managing Council of Uttarakhand Tea Development Board constituted by the said Office Order dated 18th April, 2016 shall be amended to this extent and the rest shall remain unchanged.

(D. Senthil Pandian)
Secretary

No. 103) (1)/XVI-2/17/01(17)/2003, dated the same. Copy sent to the following for information and necessary action:

1-The Director, Tea Development Board, Almora by the Chairman and other members.
2 Commissioner Garhwal / Kumaon Division, Pauri / Nainital.
3 Principal Secretary, Finance, Uttarakhand Government.
1 Private Secretary to the Minister of Horticulture, Govt. for the information of the Minister.
5. District Magistrate, Ragasth, Uttarakhand.
6 Staff Officer to the Chief Secretary, Uttarakhand Sharan.
7 Managing Director, Kumaon/Garhwal Mandal Vikas Nigam, Nainital
8. Director, Uttarakhand Bay Development Board, Almora.
9 Director, Horticulture and Food Processing, Chaubatia, Ranikhel.
10. Director, Treasury, Dehradun.
11 Senior Treasury Officer, Almora.
12 Director, Information and Public Relations Department, Uttarakhand.
14. The Chairman, Indian Railway Board, 14 MBT, Rani Road, Kolkata.
15 Assistant Director, Indian Railway Board, Holiday Hoy, Algoda.
15 General Admission, Y, Suvaravad Y Win Nurse Pariyogana, Nainilan)
1/Cow file.

by permission

(Dr. Meherban Singh Bisht)
Additional Secretary

Uttarakhand Government

Horticulture and Fisheries Section-2

Attachment-3 -3 (232)

No.-1754/XVI-2/16/01(17)/2003 Dehradun:

Dated 18th April, 2010

Office Zap

The Managing Council of the Tea Development Board was reconstituted by Office Memorandum No. 392/XV1-2/15/01(17) / 2003 dated 09 April 2015 and thereafter by making partial amendment in the Samvat Office Memorandum No. 535/XVI-2/15/01(17)/2003 dated 18 May 2015, the Managing Council of Uttarakhand Tea Development Board was constituted by creating the post of one Vice President each for Garhwal Division and Kugaiun Division in the Managing Council of Uttarakhand Tea Development Board.

2 Therefore, the Governor of the said Council, reversing the orders of the said Council regarding the Management Council of the Tea Development Board enumerated by Office Memorandum No. 392/XVI-2/15/01 (17)/2003 dated 09 April 2015 and Office Memorandum No. 535/XVI-2/15/01 (17)/2003 dated 18 May Please approve the reorganization as follows

Sl.S.	Name/Designation of the Officer/Member	Post
1	Additional Chief Secretary, Horticulture, Uttarakhand Government.	Adhyada
2.	Secretary/Additional Secretary, Horticulture, Government of Uttarakhand	member
3.	Secretary, Finance, Government of Uttarakhand or an officer nominated by him not below the rank of Additional Secretary	member
4.	Secretary, Forests, Uttarakhand Government or an officer nominated by him not below the rank of Additional Secretary	member
5.	Representative nominated by the Tea Board of India, Kolkata	सदस्य
6	Director, Tea Research, GoB Pant University of Agriculture and Technology, Pantnagar, Udham Singh Nagar	member
7.	Director, Horticulture and Food Processing Mission, Uttarakhand	member
8.	Representative of National Bank for Agriculture and Rural Development	member
9	Director, Uttarakhand Fodder Development Board, Uttarakhand	member secretary
10	Two persons having special experience/knowledge in the field of tea to be nominated by the Governor from non-official level.	member

3. The above mentioned OM No. 392/XVI-2/15/01 (17) / 2003 dated 09 April 2015 and OM No. 535/XVI-2/15/01 (17)/2003 dated 18 May 2015 shall be deemed to be amended only to the extent replaced. All other conditions and guidelines will remain applicable as they are.

(A. Ranbir Singh)

Additional Chief Secretary.

paper-2

(231)

No.: 14.54/XVI-2/16/01(17)/2003, dated the same.

Copy sent to the following for information and necessary action:

1. Director, Tea Development Board, Almora, by the Chairman and all the members.
2. Commissioner Garhwal / Kumaon Division, Pauri / Nainital.
3. Principal Secretary, Finance, Uttarakhand Government.
4. 1 Secretary to Mr. Governor.
5. Secretary, Planning, Uttarakhand Government.
6. Secretary/Additional Secretary, Confidentiality, Uttarakhand Government.
7. All District Magistrates, Uttarakhand. 7.
8. R Staff Officer to the Chief Secretary, Government of Uttarakhand.
9. Managing Director, Kumaon/Garhwal Divisional Development Corporation, Nainital/Dehradun.
10. Director, Horticulture and Food Processing, Uttarakhand Chaubatia-Ranikhet. 19
11. 11 Director, Tea Development Board, Almora.
12. 12. Director, Treasury, Uttarakhand.
13. 13. Senior Treasury Officer, Almora.
14. 11. Director, Information and Public Relations Department, Uttarakhand.
15. Private Secretary, Additional Chief Secretary and Commissioner, Forest and Rural Development, Government of Uttarakhand.
16. Private Secretary to Additional Chief Secretary, Horticulture, Government of Uttarakhand.
17. The Chairman, Tea Board of India, 14 MBT, Kharani Road, Kolkata.
18. Assistant Director, Tea Board of India, Holiday Home, Almora.
19. 19. General Manager, Tea Uttarakhand Tea Development Project, Nainital.
20. 211 Guard File.

By order,

(Tikam Singh Panwar)
Additional Secretary.

AFW3/3/2022-XIII-3-Agriculture and Farmers Welfare Department

Government of Uttarakhand

Agriculture and Farmer Welfare

Section-03 No. 1/220678/XIII-3/24/01(17)/2003 TC

Dehradun: Dated: 27th June,

office memorandum

In pursuance of the request made by the Director, Uttarakhand Tea Development Board, Almora vide letter no.-127/Rtha.Do0--1-6 (44th) Adm.Ka.Bay/2024-25, dated 30th May, 2024, after due consideration, the Governor is pleased to give his approval for nomination of Director General, Agriculture and Horticulture, Uttarakhand as a member in the Management Council of Uttarakhand Tea Development Board constituted by office memorandum no.-454/XVI-2/16/01(17)/2003, dated 18th April, 2016.

Signed by Vinod Kumar Suman
Date: 27-06-2024 09:54:42

(Vinod Kumar Suman)
Secretary.

Number and date then.

Copy sent to the following for information and necessary action:

1. Senior Private Secretary to Hon'ble Minister of Agriculture and Farmers Welfare for kind information of Hon'ble Minister.
2. Additional Chief Secretary and Agriculture Production Commissioner, Uttarakhand Government.
3. The Director, Tea Development Board, Almora by the Chairman and all the members.
4. Additional Chief Secretary / Secretary, Finance Department, Government of Uttarakhand.
5. Principal Secretary/Secretary, Forest Department, Government of Uttarakhand.
6. Commissioner, Garhwal Mandal, Pauri/Kumaun Mandal, Nainital.
7. Director General, Agriculture and Horticulture, Uttarakhand.
8. All District Magistrates, Uttarakhand.
9. Director, Horticulture and Food Processing Department, Uttarakhand.
10. Director, Uttarakhand Tea Development Board, Almora.
11. Guard file.

By order,

(Vinod Kumar Suman)
Secretary.

Uttarakhand Government

Agriculture and Farmer Welfare Section-03

No.-7/30.1222/XIII-3/25/04(13)2020

Dehradun: Dated 2.1 May,

office memorandum

In response to the request made by the Director, Uttarakhand Tea Development Board, Almora vide letter No. 911/Stha. Do0-1-6/Prab. Parishad (I)/2019, dated 26 March, 2025, after due consideration, the Governor is pleased to give his approval for nomination of Chief Advisory Officer, TRA Assam as a member in the Management Council of Uttarakhand Tea Development Board constituted by OM No. 454/XVI-2-16-01 (17) 2003, dated 18 April, 2016.

Digitally signed by Mahima
Date: 29-05-2025
(Mahima Rokli)
Joint Secretary

The number and date are the same.

Copy to: For information and necessary action:

1. Senior Private Secretary to Hon'ble Minister of Agriculture and Farmers Welfare for kind information of Hon'ble Minister.
2. Agriculture Production Commissioner, Uttarakhand Government.
3. The Director, Tea Development Board, Almora by the Chairman and all the members.
4. Secretary, Finance Department, Government of Uttarakhand.
5. Principal Secretary, Forest Department, Government of Uttarakhand.
6. Commissioner Garhwal Mandal, Paudi/Kumaun Mandal, Nainital.
7. Director General, Agriculture and Horticulture, Uttarakhand.
8. All District Magistrates, Uttarakhand.
1. The Director, Uttarakhand Tea Development Board, Almora.
10. Guard file.

(Mahima Raunkli)
Joint Secretary