

Central Right to Information Act-2005

- ❖ In order to take appropriate action on applications received under Central Governments Right to Information Act, 2005, as per Section 5 (1), Section 5 (2) and Section 19, the Assistant Public Information Officer, Public Information Officer and Appellate Authority in the Planning Department (Own) have been published as per the Government Decision dated 21.09.2023.

❖ Central Information Rights Act 2005

Section 4(1)(b) In 17 On matters Information (i to xvii)

Section-4(1)(b) (One)

Planning Department, Ministry (Myself) In Tasks And Duties Theirs Details

- | | | |
|--|----------|--|
| 1) Office Name | : | Planning Department |
| 2) Address | : | Hall Number 654 (Extension) 6 th Floor, Ministry,
Mumbai 400 032 |
| 3) Office Chief | : | Additional cheif Secretary /Principal
Secretary/ Secretary (Planning) |
| 4) Specific Tasks | :} | The specific Functions, Goals and Policies of the |
| 5) Department Goal Policy
and all Related | :}
:} | Planning Department as well as the detailed nature
of the work, related staff and Department |
| 6) All Related Staff
Subject Listed | :}
:} | Subject List attached herewith |
| 7) Work Wide Appearance | :} | |
| 8) Office Time | : | Office Time : Morning 9.45 A.M. to Evening 6.15 P.M. |
| Office Telephone Number | : | Planning (Establishment)
022-22022596 / 22794116

Additional cheif Secretary /Principal Secretary /
Secretary (Planning)
022-22029496 |
| 9) Weekly Holiday And Specific
government Public for service
decided Times | : | All Saturday And Sunday Also
Public Holidays Office Will remain Closed. |

Planning Department Deskwise Subject List (Appendix 1)

Desk No	Subject
1411	1) Issuance of guidelines for the annual program, work related to discussions with the Ministers in charge of administrative departments. 2) Organizing meetings of the Budget Size and Program Sub-Committee. 3) Proposals regarding budgeted/unbudgeted expenditure, reduction in expenditure, additional expenditure, revised expenditure, etc., 4) committed expenditure under the scheme. 5) Collection of Cabinet decisions. 6) Special development fund for the work of Hon. MLAs.
1412	1) NITI Aayog and other matters related to Niti Ayog 2) Aspirational District Program 3) Western Regional Council Affairs. 4) Miscellaneous correspondence related to other state governments. 5) Correspondence and related matters received in connection with the Finance Commission. 6) Integration of plans(Plan Consolidation). 7) Printing:- Compilation and printing of the books Annual Programme Brief Statements (Marathi and English), Annual Programme (Divisionwise) (Marathi and English), Annual Programme (Vidarbha, Marathwada and Rest of Maharashtra region wise) (Marathi) and (Annual Programme) (District Annual Plan). 8) Five Year Plan, Guidelines and other matters. (The Five Year Plan has been discontinued after the 12th Five Year Plan, however, the remaining work in this regard, if any, is being carried out.)(Residual Matters) 9) National Development Council and Economic Commissions to be constituted from time to time and matters connected therewith (Since the National Development Council does not exist after the dissolution of the Planning Commission, however, there is any remaining work in this regard)(Residual Matters)
1413	1) Coordination related to public enterprise. 2) Restructuring, reconstruction and privatization. 3) Adivasi Sub Scheme. 4) Special component scheme 5) Department of Tribal Development 6) Department of Social Justice and Special Assistance 7) Other Backward Classes and Bahun Welfare Department 8) Disability Welfare Department
1414	1) Coordination of Central/Centrally Sponsored Schemes. 2) Coordination of externally supported projects. 3) Follow-up on reimbursement request. 4) Vision-2030 5) Sustainable Development Goals(Sustainable Development Goals) 6) 20 Article Program 7) Central Regional Project Coordination Committee.
1416	1) Coordination with other departments regarding compliance with the directions of Hon'ble Governor 2) Proceedings of the Cabinet Sub-Committee headed by Hon'ble Minister, Planning 3) Providing information on board-wise allocation and expenditure of the annual plan expenditure, and its segregation 4) Preparing a manual on backlog elimination and collecting statistical information, sorting it, etc. 5) Time-bound development program and special package for Vidarbha, Marathwada, Konkan and other regions 6) Statutory Development Board (Establishment and Coordination Matters) 7) Allocating special expenditure and monitoring/reconciling expenditure according to the statutory development board, 8) Establishing a new statutory body in the state. 9) All matters related to clearing the backlog as per the Fact Finding Committee on Regional Imbalances and also as determined by the Index and Backlog Committee.

	10) Kelkar Committee 11) Backward Sector Study Group.
1417	a) Matters related to Central Government offices 1) All matters related to the National Statistical Commission 2) Ministry of Statistics and Program Implementation (Ministry of Statistics and Program Implementation), all matters related to Government of India, 3) NITI Aayog 3.1) Sustainable Development Goals State and District Indicator Plan 3.2) All matters related to Development Monitoring and Evaluation Office-DMEO 3.3) Sustainable Development Goals and Investment Linkage (Investor Mapping with SDG) B) Economic and statistical matters of the state 4) Total periodic statistical and economic information of the state 5) State Economic Council (State Economic Council) C) Matters related to the Directorate of Finance and Statistics 6) State Economic Survey 7) Monitoring and evaluation of schemes under the program 8) Areas where progress is slow, to select such areas and study the plans these areas. 9) Village-wise information. 10) State Information Database 11) Proposals for schemes related to the Statistical Development Sector (Schemes of the Directorate of Finance and Statistics), Project Implementation Committee, Funding-provision and distribution of fund of schemes under the program 12) All matters related to the functioning of the Sustainable Development Goals and Coordination Cell 13) Various publications related to the Directorate of Finance and Statistics 14) 13th Finance Commission 15) 15th Finance Commission 16) Financial calculations 17) Socio-Economic Caste Census 2011 18) Leave Sharing and Availability Policy ((Data Sharing and Accessibility Policy) D) Development of Naxal-affected areas 19) Provision of funds for development schemes in Naxal affected areas, Approval of proposal, Fund disbursement, Work regarding village closure scheme outside tribal areas E) Finance and banking related matters 20) State Level Bankers Committee (State Level Bankers Committee 21) Matters related to agricultural credit provision and State Level Coordination Committee, 22) Credit Coordination for Integrated Rural Development Program 23) Regional Rural Banks 24) Pradhan Mantri Jan Dhan Yojana, Prime Minister Jeevan Jyoti Insurance Scheme, Prime Minister Suraksha Insurance Scheme, 25) Mudra Yojana 26) Providing direct benefits to beneficiaries (Direct Beneficiary Transaction) coordination 27) Investors' Plan 28) Maharashtra Bank Act to provide for agricultural credit facilities,1974, 29) District Credit Scheme and Leading Banks 30) Matters regarding complaints received from citizens regarding loan provision and reports on cases regarding loan recovery. 31) Bankers Committee and expansion of bank branches 32) Matters relating to Financial Institutions including Open Market Lending 33) Financial Inclusion Related Works 34) Expanding bank facilities in Naxal-affected and left-wing extremist-affected districts 35)“Maharashtra District Growth and Institutional Capabilities Project and all matters related thereto”. 36) Establishment of a Project Implementation Committee related to the said project and all matters related thereto.

1418	1) Human Development Program (Human Development Mission) Implementation of various schemes Requisition No. O-1-20531231 (General Scheme), Requisition No. N-2-2053A153 (Special Component Scheme for Scheduled Castes) 2) Preparation of State Human Development Report 3) To provide necessary funds to the Human Development Commissionerate for establishment matters and to the concerned District Collector for regular schemes. 4) Budgeting and distributing funds for human development programs. 5) Maharashtra Remote Sensing Application Centre (MRSAC), all matters related to establishment and technical matters. 6) Maharashtra Remote Sensing Application Centre Organizing meetings of the Governing Body of (MRSAC), Nagpur. 7) Maharashtra Remote Sensing Application Centre Providing grants to (MRSAC), Nagpur. Providing information on the Human Development Program for the publication of the Economic Survey of Maharashtra.
1421	1) All matters related to the establishment of the Planning Department. 2) Works related to structure composition and working method 3) Administrative reforms 4) Coordination of establishment matters
1422	1) Salary, Travel Allowances, G.P.F., Service Book of Officers/Employees in Planning Department (Own) Etc. 2) Expenditure account head related to Planning Department (self), needs related to 2235, 2505, 3451 and 7610
1423	1) Registration of incoming/outgoing correspondence and informal references of the Planning Department (including confidential correspondence) 2) Allocation and supervision of work of Class IV employees. 3) Maintenance of records or records in the department. 4) Household matters. 5) Payment for stationery as well as maintenance and repairs. 6) Purchase of Xerox machinery required for the functioning of the department 7) Department's pending cases report <u>Computer matters.</u> 8) Provision of stationery including computer paper, purchase of stationery (including State Planning Board) etc ancillary matters. 9) All household chores related to computer work. 10) Computer related materials for daily work in the planning department, e.g. toner, cartridges, rewritable CDs, pen drives, optical mice, etc.
1424	1) Budgetary matters - Compilation and coordination of budget estimates related to the Planning Department, 2) Estimates Committee/Public Accounts Committee matters, 3) Appropriation Accounts, 4) Program budget, 5) to solve Audit objections, 6) Finance Minister's Budget Speech, 7) Planning Department (self) 1) The control of the account heads "Demand No. O-2-2235-Social Security and Welfare 104 Deposit Linked Insurance Scheme" and "Demand No. O-13-7610, Loans to Government Employees etc." will include planning (self) as well as receiving proposals from the concerned establishment offices for budgeting funds for officers/employees in the regional offices under the jurisdiction of the department and budgeting the funds collectively (Budget Estimates/Revised Estimates), submitting proposals to the Finance Department for making funds available. After the funds are distributed by the Finance Department, allocating them to the concerned establishment offices as per the demand, submitting proposals regarding re-appropriation/supplementary demand as per the requirement to the Finance Department, issuing final revised provisions in this regard after the end of the financial year, issuing orders regarding savings/extra expenditure etc.

1425	Matters related to general coordination of the work of the department:- i) Governor's address ii) All business related to the Legislature (including committees) iii) VIKAK Coordination iv) Aapale Sarkar v) PG Portal vi) E-review vii) Right to Information (Online and Offline) Coordination viii) Miscellaneous coordination tasks not related to the program division. viii) To publicize the schemes implemented by the Planning Department. ix) "In connection with the Cabinet meeting held on 16.9.2023 at Chhatrapati Sambhajanagar on the occasion of Marathwada Muktisangram Amrit Jubilee Year, all matters related to the Planning Department and the announcements of schemes of various departments and their financial responsibilities (including Legislative Affairs)"
1425-A	1) Matters related to Chhatrapati Shahu Maharaj Research Institute of Training and Human Development Institution (Sarathi), Pune. 2) Annasaheb Patil Economically Backward Development Corporation 3) All matters related to "e-Governance".) Workstation 1423- excluding the work of the Registry Branch , purchase of computers in the Planning Department(own) and work related to housekeeping) 4) All establishment and budgetary matters regarding Maharashtra Institution for Transformation (MITRA), As well as all miscellaneous matters related thereto. 5) Regarding the establishment of Veer Shiroman Maharana Pratap Economic Development Corporation for the Rajput community. 6) Regarding the establishment of Parshuram Economic Development Corporation for the Brahmin community. 7) Regarding the establishment of Shri Vasavi Kanyaka Economic Development Corporation for the Arya Vaishya community. 8) Maharashtra Institute of Research and Training (Amrit), Mumbai.
1426	1) Directorate of Finance and Statistics, (Group-C and Group-D) cadre employees, all establishment related matters. 2) Approval of office expenses, purchase of computers, budgetary matters, approval of vehicle purchase, etc. Procurement. 3) Medical reimbursement cases of all (Group-A, B, C and Group-D) officers/employees. 4) Leave, foreign tour, nominations for training, approval/no-objection certificate. 5) Probation period. 6) Judicial/Departmental Inquiry Cases. 7) Coordination matters. 8) Regarding payment of honorarium to sample registration inspection staff. 9) State Planning Board - All establishment and budget matters, all matters related thereto 10) Establishment of study groups and related matters as per the directions of the State Planning Board. 1) "2235-Social Security and Welfare 104 Deposit Linked Insurance Scheme Payments" of Officers/Employees from Group-A to Group-D of the Directorate of Finance and Statistics and "7610, Loans to Government Employees, etc." Related matters.
1427	Officers of Directorate of Finance and Statistics (Group-A and Group-B) cadre 1) All establishment matters. 2) Post creation, 3) Appointment 4) Seniority list, 5) Selection list, 6) Promotion 7) Transfers 8) Retirement matters. 9) Waiting period 10) Judicial/Departmental Inquiry Cases

	11) to Add service 12) Confidential report
1428	Library matters.
1431	1) Department of Agriculture and Agriculture, 2) Department of Cooperation, Marketing and Textiles, 3) Mumbai Vikas Abhiyan.
1433	1) Water resources 2) Public Works Department
1434	1) Water Resources Department, 2) Soil and Water Conservation Department, 3) Employment Guarantee Scheme.
1443	1) Water Supply and Sanitation Department, 2) Department of Law and Justice, 3) General Administration Department, 4) Marathi Language Department 5) Department of Parliamentary Affairs 6) Department of Cultural Affairs 7) Information Technology 8) Information and Public Relations 9) Housing Department 10) Maharashtra Legislative Assembly Secretariat 11) Agricultural Bhushan and Educational Maharshi Late Punjababao Upakhya Bhausaheb Deshmukh Birthplace Papal, District Amravati Development Plan
1444	1) Urban Development Department, 2) Rural Development Department, 3) Department of Tourism
1444-A	1) Pilgrimage Development Plans, 2) Hazrat Baba Tajuddin Dargah, Taj Bagh, Nagpur Development Plan
1461	1) Department of Industry, Energy and Labor. 2) Home Department. 1) Cabinet Committee on Infrastructure.
1471	1) School Education and Sports Department, 2) Department of Higher and Technical Education, 3) Skill Development and Entrepreneurship Department 4) Minority Development Department
1472	1) Department of Public Health. 2) Department of Finance. 3) Women and Child Development Department 4) Department of Environment
1475	1) Department of Medical Education and Pharmaceuticals, 2) Department of Food, Civil Supplies and Consumer Protection, 1) Revenue and Forest(including rehabilitation)
1481	1) Issuing guidelines regarding planning of district plans, organize state level meetings. 2) Collection of District Annual Plan Books 3) To Prepare budget book taking into consideration districtwise revenue demand and capital demand under District Annual Scheme. 4) District Annual Plan and related matters

	5) To submit Special matter proposal received from MLA/Districts for the approval under MLA Local Development Programme. 6) Obtain district-wise account heads for the schemes being implemented under the District Annual Plan. 7) Salary and office expenses for newly created posts in the District Planning Office (excluding post creation) 8) Right to Information and Miscellaneous 9) To prepare key performance indicators for schemes under the general category of the District Annual Plan. 10) To make budgetary provision for the heads of accounts related to the offices of District Planning Committee, Deputy Commissioner (Planning) and to handle appropriation accounts. (3451 0215, 3451 0342, 3451 0402, 3451 0583, 3451 0494 (in charge)) 11) District Annual Plan
1481-A	1) Work related to the District Planning Committee i) Approval of reservation programs for elections of members ii) Appointment of nominated and specially invited members on the District Planning Committee iii) District Planning Committee Act, 1998 Structure and works/ amendments /improvements etc. iv) Issuance of guidelines regarding planning of district plans v) Organizing state level meetings, 2) Allocation of funds to districts in accordance with the 13th Finance Commission. 3) Structuring talukas under the Mountain Development Program, budgeting funds, distributing funds to districts and other related matters. 4) Matters related to Sindhuratna Samruddha Yojana 5) Estimate Committee regarding District Planning Committee / Regarding PRC/ Public Accounts Committee. 6) Western Ghats Development Programme(Residual Matters)(Residual matters if only)
1482	1) To make provision for necessary funds in the budget under the MLA Local Development Program and distribute the provisions MLA-wise/district-wise. 2) Declaring nodal districts of Legislative Council members 3) To monitor the expenditure incurred by the districts under the MLA Local Development Programme and to follow up on the reconciliation of expenditure by the districts and issue refund orders. 4) To approve the explanatory memorandums on the appropriation accounts of the Accountant General's Office and submit them to the Public Accounts Committee. 5) Received from Legislative Council members/districts under MLA Local Development Program Submission of "Special Matter" Approval Proposals 6) MLAs will handle legislative business, complaints, Right to Information applications, complaints received through Aaple Sarkar and PG portals regarding local development programs and other miscellaneous matters.
1482-A	1) To act as a coordinator between the Central Government and the District Authorities under the MP Local Area Development Program and also to act as the State Nodal Department. 2) To fulfill the accounting objections received from the Central Government and the Accountant General's Office under the MP Local Area Development Program. 3) As per the guidelines of the Central Government, the funds remaining in the accounts of the Rajya Sabha members (elected by the Lok Sabha members) after their term expires shall be distributed equally among the new Rajya Sabha members. 1) complaints received regarding MP local area development programs Handling, Right to Information applications, complaints received through Aaple Sarkar and PG Portal and other miscellaneous matters.

No.	Name and designation of officers	Office number	Office extension number	Office direct telephone number
Department Head				
1	Shri.Saurabh Vijay Principal Secretary and Development Commissioner	Planning Department	3417	22029496
2	Shri. Ganesh Patil, Secretary	Employment Guarantee Scheme	3063	22025349
Joint Secretary / Deputy Secretary				
1	Shri.V.B.Gaikwad, (I.A.S.) Joint Secretary	1417,1424,1425-A	3609	22028131
2	Shri.D.S.Desai, Joint Secretary	1471,1425, 1428	3286	22023886
3	Smt.C.D. Chaudhary, Joint Secretary	1411, 1412, 1414, 1426, 1427	3539	22023276
4	Shri.N.B.Khedkar, Deputy Secretary	1481, 1481-a, 1482, 1482-a	3853	22022898
5	Shri.M.R.Kulkarni, Deputy Secretary	1421, 1422, 1433, 1434, 1444, 1444-A	3870	22883127
6	Shri.H.T.Jadhav, Deputy Secretary	1413, 1431,	3639	22024920
7	Shri.D.S.Desai, Joint Secretary (Addional Charge)	1423, 1443		
8	Smt.D.H.Thakur, Deputy Secretary	1461, 1472	3723	22024493
9	Smt.M.A.Rane, Deputy Secretary	1416,1418,1475		22835708
10	Shri. A.T. Kode, Joint Secretary	Rohayo Ward		
11	Shri.A.V.Pagar, Deputy Secretary	Rohayo Ward		
Under Secretary				
1	Smt.A.S.Sonawane,	1411, 1412, 1414	3440	-
2	Smt.S.M.Ghadge,	1433, 1434, 1444	3866	-
3	Smt.P.B.Manohar,	1413, 1431,	3909	-
4	Shri.N.G. Raut	1421,1422,1444-A	3159	
5	Smt.L.V.Patil	1426, 1427	3879	
6	Smt.S.V.Kambli	1481,1481-A,1482, 1482-A		
7	Shri. M.S. Pujari	1423, 1443	3879	-
8	Shri.S.J.Savane	1425, 1428, 1471		-
9	Smt.N.N.Humaraskar	1416, 1418, 1475		
10	Shri.J.A.Vispute	1424, 1425-A		-
11	Smt.S.S.Kadam	1461, 1472		
12	Shri. S. S. Parvekar, O.S.D.	1417	-	22026108
13	Shri.S.P.Melekar	E.G.S.		
Desk/ Section Officer/ Research Officer				
1	Shri.B.B.Gaikwad	1411	3254	-
2	Smt.R.V.Kirave	1412	4115	-
3	Smt. S.S.Raut, Addional Charge	1413	3723	-
4	Shri. A.L.Saudagar	1414	3254	-
5	Shri.V.D.Lad	1416	3868	-
6	Smt.Madhuri Deshpande	1417	4115	

	Research Officer			
7	Smt.M.N.Sawant	1417	4117	22026108
8	Smt. S.S.Warde, Research Officer	1417	4117	22026108
9	Shri M.B.Mapuskar, Additional Charge	1418	3499	22024246/ 22792596
10	Smt. V. D. Shirsat	1421	4116	22022596
11	Smt.S.S.Rasam	1422	3709	-
12	Smt.V.S.Gurav	1423	3160	-
13	Shri.S.S. Kelskar	1424	3709	-
14	Shri.M. B. Mapuskar	1425	3871	-
15	Shri. Kakarwal (Probationary Period)	1425-A	4336	-
16	Shri. A.R.Katkar	1426	-	-
17	Smt.R.R.Pednekar	1427	3872	22021075
18	Vacant	1428	3869	-
19	Smt. S.S.Raut	1431	3722	-
20	Smt. J.U. Patil	1433	4336	-
21	Shri. A.J.Shevale	1434	3892	-
22	Smt.S.V.Dhande, Additional Charge	1443	3868	-
23	Shri.V.D.Lad Additional Charge	1444	3868	-
24	Smt.S.S.Paranjape	1444-A	3722	-
25	Shri.A.J.Shewale, Additional Charge	1461	3722	-
26	Smt.A.A.Kulkarni	1471	3892	-
27	Smt.G. A. Pimple	1472	3722	-
28	Smt. M.M. Sonde	1475	3892	-
29	Shri S.D.Kamble	1481	3158	-
30	Shri. P.P. Kale	1481-A	3158	-
31	Smt.T.P.Pawar	1482	3499	-
32	Smt. S.V.Dhande	1482-A	3499	-
33	Shri.B.D.Nikumbh	E.G.S.		
34	Shri.P.P.Tirilotkar	E.G.S.		
35	Smt.S.V.Patwardhan	E.G.S.		
36	Smt.S.S.Sawant	E.G.S.		
37	Smt.V.G.Nair	E.G.S.		
38	Shri.S.B.Pawar	E.G.S.		

Section 4(1)b (two)

**Details of the powers and duties of the officers and employees of the Planning Department,
Ministry (Own) Establishment Office**

(A)

No.	Designation	Rights Financial	According to which law/rule/government decision/circular?	Feedback
1	Principal Secretary (Planning)	Whole Absolute	The work of the department is carried out in accordance with the financial authority given as per the rules, acts, government decisions, circulars, office orders, notifications, etc. issued by the government from time to time.	Nil

(B)

No.	Designation	Administrative authority	According to which law/rule/government decision/circular?	Feedback
1	Principal Secretary (Planning)	Whole Absolute	The work of the department is carried out in accordance with the financial authority given as per the rules, acts, government decisions, circulars, office orders, notifications, etc. issued by the government from time to time.	Absolute

(C)

No.	Designation	Rights Criminal	According to which law/rule/government decision/circular?	Feedback
As an appointing officer, within the limits of the orders issued by the Government from time to time				

No.	Designation	Authority quasi- judicial	According to which law/rule/government decision/circular?	Feedback
Nil				

Section 4(1)(b) (three)

The procedures followed in the decision-making process, including channels of supervision and accountability

- 1) Nature of work :- Administrative matters within the department, State Annual scheme Plan, plan for grant District Planning Development Program, Provisions of funds for Statutory Development Boards established under the Governor's orders, Matters related to the establishment of the State Planning Board. Provisions for granting funds to matters under the plans under the Planning Department and their distribution, supervision. E.g. Mountain Region Development Program / MLA-MP Local Development Program / Pilgrimage Development Program / Human Development Program etc. And in addition to this, scrutiny of all division-wise development areas and allocate of funds. Etc.
- 2) Relevant provision :- Generally, the supervision of the decision-making process is done at the level of Additional Chief Secretary/Principal Secretary/Secretary/Joint Secretary and Deputy Secretary. Also, the accountability of the responsibility is fixed on all the concerned who are handling the matter. As per their some cases are, Policy matters are submitted to the Minister of State for the Department as well as the Hon'ble Chief Minister, the the cabinate of State for orders as per the various authorities/provisions provided for that purpose.
- 3) Name of the Act :- Statutory Development Act
- 4) Rules :- M.C.S.R, Maharashtra State Financial Manual
- 5) Government Decision :- Under the above rules as well as administrative reforms from time to time Instructions given
- 6) Circulars :- --
- 7) Office Orders :- --

No.	Nature of work	Duration days	Officer responsible for the work	Feedback
As above				

Section 4(1)b (four)

The norms set by it for the discharge of its functions

Sample (A) Disclosure of work

Organizational goals (annual)

No.	Work/task	Amount of work	financial goals	Feedback
Nil				

Sample (B) Time frame of work

No.	Work/task	To complete the day/hour	Responsible officer	Grievance Redressal Officer
As per the norms of work prescribed by the General Administration Department (composition and Procedure) for carrying out office work as mentioned in Chapters 3, 16 and 17 of the Manual of Rules on Mantralayeen Procedure published and as per the directions issued from time to time.				

Section 4(1)b (five)

Rules, regulations, instructions, manuals and records in his possession or under his control or used by his staff in the performance of his functions

**Sample (A)
Work-related rules/acts**

No.	Topics given as per the syllabus	Rule No. and Year	Feedback (if any)
(a) Publications of the Central Government			
(b) Publications of Maharashtra Legislative Assembly			
1.	Maharashtra Vidhan Sabha Rules	2019	
2.	Maharashtra Legislative Council Rules		
(c) Publications / Rules / Acts of the Planning Department of the State Government			
1.	Economic Survey of Maharashtra	2025	
2.	Program Budget Estimate 1	2025	
3.	District Annual Plan	2025	
(d) Rules prescribed by the Finance Department			
1.	Maharashtra Civil Services (General Conditions of Service) Rules	1981	
2.	Maharashtra Civil Services (Entry Period, Non-Foreign Service etc.) Rules	1981	
3.	Maharashtra Civil Services (Leave) Rules	1981	
4.	Maharashtra Civil Services (Salary) Rules	1981	
5.	Maharashtra Civil Services (Pension) Rules	1982	
6.	Maharashtra Civil Services (Commutation of Pension) Rules	1984	
7.	Maharashtra Budget Manual	1996	
8.	Maharashtra Contingency Expense Rules	1965	
9.	Financial manual	1965	

(e) Publications/Rules/Acts of the General Administration Department of the State Government			
1.	Government Rules of Business (First Schedule)		
2.	Maharashtra Government Rules of Business and Instructions given thereunder		
3.	Ministerial instructions		
4.	Office Procedure Manual		
5.	Ministerial Drafting Note and correspondence		
6.	Manual of Divisional Security Instructions		
7.	Maharashtra Public Service Commission (Exempt from Exchange of Ideas)	Marathi translation of 1965	
8.	Maharashtra Civil Services (Conduct) Rules	1979	
9.	Maharashtra Civil Services (Disciplinary and Appeal) Rules	1979	
10.	Departmental Inquiry Rules (4th Edition)	1991	
11.	Secondary Ministerial Service Clerk, Assistant Service Post-Entrance Training Examination and Superintendent Departmental Examination Rules	1977	
12.	Maharashtra Official Language Act	1964	
13.	Concessions and reservations in government services for backward classes		
14.	Maharashtra General Provident Fund Rules	1998	
(e) Other rules/acts prescribed by the General Administration Department			
1.	Reservation Act	January, 2004	
2.	Essential Services Act		
3.	Notification regarding maintaining a small family	March 28, 2005	
4.	Maharashtra Civil Services (Regulation of Seniority) Rules	2021	
5.	Right to Information Act/ Rules	2005	
(f) Other publications/rules of the General Administration Department			
(c) Other rules/acts prescribed by the Planning Department			
1.	Human Development Report	2012	
2.	Annual Plan/Five Year Plan	2025	

Section 4(1)b (five)

Sample (B)

Work-related government decisions

A.S.	Subjects given as per government decision	Government Decision No. and Date	If there is feedback
	The work of this department is carried out as per the policy decisions taken by this department as well as by other departments. The government resolutions, circulars, orders etc. of this department are made available on the website. Since 1972, the Planning Department has been separated from the Finance Department. Therefore, the orders/directions issued before that have been in that name.		

Section 4(1)b (five)
Sample (C)
Work-related circulars

No.	Topics given as per government circular	Circular number and date	If there is feedback
Circulars, orders etc. of this department are made available on the website. Since 1972, the Planning Department has been separated from the Finance Department. Therefore, the orders/directions issued before that date have been issued in that name.			

Section 4(1)b (five)
Sample (d)
Work-related office orders/policy circulars

No.	Subject	Number and date	If there is feedback
Circulars, orders etc. of this department are made available on the website. Since 1972, the Planning Department has been separated from the Finance Department. Therefore, the orders/directions issued before that date have been issued in that name.			

Section 4(1)b (five)
Sample (e)
List of documents available in the Planning Department

No.	Document type	Subject	Person concerned/designation	If the person is not available at the location/above office
Rules/Acts related to the work of this department and Departments documents related to Government resolution, circulars, orders etc. are available with the Planning Department.				

Section 4(1)b (vi)
Details of categories of documents in the Planning Department (Own) Office

No.	Subject	Type of document: Invoice/book, voucher, etc.	Details of the main points	Safekeeping period
	All topics as per the subject list of the Planning Department	Each information officer is kept their records, notebooks, attendance sheets, compilation of standing orders, select files, etc. related to their subject matter, as per the work assigned to them.	Action taken in accordance with the rules/acts related to the work mentioned in Section 4(1)(b) (five) Model (a) and decisions taken by this department from time to time at	As per the order of classification of the files as per point no. 93 of Chapter 11 of the Office Procedure Manual, “A” Class (Permanent), “B” Category (up to 30 years) “C” Class (up to 5 years)

			the high level	Documents are classified in “D” category (up to 1 year). Also, as per point no. 98 of that booklet, the documents classified in “A” and “B” categories are reviewed and the classification is changed every 10 years.
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Section 4(1)b (seven)

Details of any arrangements in place for consultation with or receiving representations from the public in relation to the formulation or implementation of the Planning Department's policy

No.	Subject of consultation	Detailed description of the working system	By which Act/Rule/Circular/Letter?	Edition
		Considering the nature of the work handled in the Planning Department, there is not much interaction with the general public. Therefore, there is no need to create a special system for consultation with the public. However, if suggestions/representations from the general public are received or come in person, the general instructions of the Government are to be followed regarding them.		

Section 4(1)b (eight)

A statement of the boards, councils, committees and other bodies formed by two or more persons as part of or for the purpose of giving advice and a statement of whether the meetings of such boards, councils, committees and other bodies are open to the public or whether the minutes of such meetings are available for inspection by the public.

Sample (A)

Publishing the list of committees/boards of the Planning Department

No.	Committee name	President	Number of non-governmental members
NIL			

Sample (B)

Publishing the list of meetings of the Planning Department

No.	Name of the Assembly	Members of the meeting	Objective of the meeting	How often is it taken?	Is the meeting open to the public or not?	Minutes of the meeting
NIL						

Sample (C)

Publishing a list of Planning Department conferences

No.	Name of the council	Council members	Objective of the Council	How often are meetings held?	Is the meeting open to the public or not?	Minutes of the meeting
NIL						

Sample (D)

Publishing a list of any organization of the Planning Department

No.	Name of the Institution	Members of the Institution	Objective of the Institution	How often are meetings held?	Is the meeting open to the public or not?	Minutes of the meeting
NIL						

Directory of officers/employees of the Planning Department

Section 4 (1) (b) (nine)			
Directory of officers/employees of the department (Information dated 20.10.2025)			
A.S.	Name	Designation	Class
1	Shri Saurabh Vijay	Principal Secretary (Planning) and Development Commissioner	Group-A
2	Shri Ganesh Patil	Secretary (EGS)	Group-A
3	Shri. V.B. Gaikwad	(B.P.S.) Joint Secretary	Group-A
4	Shri. Deepak Desai	Joint Secretary	Group-A
5	Smt.Charushila Chaudhary	Joint Secretary	Group-A
6	Shri.N.B.Khedkar	Deputy Secretary	Group-A
7	Shri. Milind Kulkarni	Deputy Secretary	Group-A
8	Shri. H. T. Jadhav	Deputy Secretary	Group-A
9	Smt.M.A.Rane	Deputy Secretary	Group-A
10	Smt..D.H.Thakur	Deputy Secretary	Group-A
11	Shri. A.A. Kode	Joint Secretary	Group-A
12	Shri.A.V.Pagar	Deputy Secretary	Group-A
13	Smt.A.S.Sonawane	Under Secretary	Group-A
14	Smt.S.M.Ghadge	Under Secretary	Group-A
15	Smt.P.B.Manohar	Under Secretary	Group-A
16	Shri.N.G.Raut	Under Secretary	Group-A
17	Smt.L.V.Patil	Under Secretary	Group-A
18	Smt.S.V.Kambli	Under Secretary	Group-A
19	Shri. M. S. Pujari	Under Secretary	Group-A
20	Shri.S.J.Savane	Under Secretary	Group-A
21	Smt.N.N.Humaraskar	Under Secretary	Group-A
22	Shri.J.A.Vispute	Under Secretary	Group-A
23	Smt.S.V.Kadam	Under Secretary	Group-A
24	Shri.S.P.Melekar	Under Secretary	Group-A
25	Shri.K.D.Nikam	Under Secretary	Group-A
26	Shri.S.S.Parvekar	Special Duty Officer	Group-A
27	Shri. Sameer Bhatkar	Assistant Director Accounts	Group-A
28	Shri.M.R.Dhatrak	Senior Personal Assistant	Group-A

29	Shri.B.B.Gayakwad	Section Officer	Group-B (Gazetted)
30	Smt.R.V.Kirave	Section Officer	Group-B (Gazetted)
31	Smt.S.S.Raut	Section Officer	Group-B (Gazetted)
32	Shri.A.L.Saudagar	Section Officer	Group-B (Gazetted)
33	Shri.V.D.Lad	Section Officer	Group-B (Gazetted)
34	Smt.M.S.Sawant	Section Officer	Group-B (Gazetted)
35	Shri.M.B.Mapuskar	Section Officer	Group-B (Gazetted)
36	Smt.V.D.Shirsat	Section Officer	Group-B (Gazetted)
37	Smt.S.S.Rasam	Section Officer	Group-B (Gazetted)
38	Smt.V.S.Gurav	Section Officer	Group-B (Gazetted)
39	Shri.S.S.Kelaskar	Section Officer	Group-B (Gazetted)
40	Shro Suraj Kakarwal	Section Officer	Group-B (Gazetted)
41	Shri. A. J. Shewale	Section Officer	Group-B (Gazetted)
42	Smt.S.V.Dhande	Section Officer	Group-B (Gazetted)
43	Smt.S.S.Paranjape	Section Officer	Group-B (Gazetted)
44	Smt.A.A.Kulkarni	Section Officer	Group-B (Gazetted)
45	Smt.R.R.Pednekar	Section Officer	Group-B (Gazetted)
46	Smt.G.A.Pimple	Section Officer	Group-B (Gazetted)
47	Smt.M.M.Sonde	Section Officer	Group-B (Gazetted)
48	Shri.S.D.Kamble	Section Officer	Group-B (Gazetted)
49	Smt.J.U.Patil	Section Officer	Group-B (Gazetted)
50	Smt.P.P.Kale	Section Officer	Group-B (Gazetted)
51	Shri.A.R.Katkar	Section Officer	Group-B (Gazetted)
52	Smt.T.P.Pawar	Section Officer	Group-B (Gazetted)
53	Smt.S.S.Sawant	Section Officer	Group-B (Gazetted)
54	Shri.B.D.Nikumbh	Section Officer	Group-B (Gazetted)
55	Smt.V.G.Nair	Section Officer	Group-B (Gazetted)
56	Smt.S.V.Patwardhan	Section Officer	Group-B (Gazetted)
57	Shri.P.P.Tirlotkar	Section Officer	Group-B (Gazetted)
58	Shri.S.B.Pawar	Section Officer	Group-B (Gazetted)
59	Smt.Madhuri Deshpande	Research Officer	Group-B (Gazetted)
60	Smt.S.S.Warde	Research Officer	Group-B (Gazetted)

61	Smt.L.M.Walde	Research Officer	Group-B (Gazetted)
62	Smt.Archana Deshmukh	Research Officer	Group-B (Gazetted)
63	Smt.I.D.Jamghare	Research Officer	Group-B (Gazetted)
64	Smt.S. S.Chandoskar	Research Assistant Officer	Group-B (Non-Gazetted)
65	Smt.M.G.Sasane	Research Assistant Officer	Group-B (Non-Gazetted)
66	Smt. H.S.Waze	Research Assistant Officer	Group-B (Non-Gazetted)
67	Smt. Shraddha Chavan	Research Assistant Officer	Group-B (Non-Gazetted)
68	Shri. R. K. Naik	Assistant Accounts Officer.	Group-B (Non-Gazetted)
69	Shri. S.R.Pednekar	Cashier	Group-B (Non-Gazetted)
70	Smt.Rashmi Surve	Assistant Section Officer	Group-B (Non-Gazetted)
71	Shri.S.S.Ingale	Assistant Section Officer	Group-B (Non-Gazetted)
72	Smt.S.S.Bhalelkar	Assistant Section Officer	Group-B (Non-Gazetted)
73	Smt.K.G. Jagtap	Assistant Section Officer	Group-B (Non-Gazetted)
74	Smti.S.S.Bane	Assistant Section Officer	Group-B (Non-Gazetted)
75	Shri.H.N.Bhagat	Assistant Section Officer	Group-B (Non-Gazetted)
76	Smt. S. S. Chandanshive	Assistant Section Officer	Group-B (Non-Gazetted)
77	Shri.N.A.Dhende	Assistant Section Officer	Group-B (Non-Gazetted)
78	Smt.A.S.Wadalkar	Assistant Section Officer	Group-B (Non-Gazetted)
79	Smt.K.A.Sheikh	Assistant Section Officer	Group-B (Non-Gazetted)
80	Shri.S.N.Sawant	Assistant Section Officer	Group-B (Non-Gazetted)
81	Shri.R.C.Chavan (Cashier)	Assistant Section Officer	Group-B (Non-Gazetted)
82	Smt.H.P.Naik	Assistant Section Officer	Group-B (Non-Gazetted)
83	Shri.D.N.Wagh	Assistant Section Officer	Group-B (Non-Gazetted)
84	Shri.Deepak Gadhri	Assistant Section Officer	Group-B (Non-Gazetted)
85	Shri. K. V. Jarhad	Assistant Section Officer	Group-B (Non-Gazetted)
86	Smt. Sunanda Udamle	Assistant Section Officer	Group-B (Non-Gazetted)
87	Shri.S.V. Pawar	Assistant Section Officer	Group-B (Non-Gazetted)
88	Smt.P.D. Borkute	Assistant Section Officer	Group-B (Non-Gazetted)
89	Smt.L.M.Kushalvardhan	Assistant Section Officer	Group-B (Non-Gazetted)
90	Smt.S.S.Lokhande	Assistant Section Officer	Group-B (Non-Gazetted)
91	Shri.S.D. Deshmukh	Assistant Section Officer	Group-B (Non-Gazetted)
92	Smt. Varsha Vakode	Assistant Section Officer	Group-B (Non-Gazetted)
93	Shri.S.K.Bodre	Assistant Section Officer	Group-B (Non-Gazetted)

94	Shri.A. D. Shirudkar	Assistant Section Officer	Group-B (Non-Gazetted)
95	Smt. B. R. Pawar	Assistant Section Officer	Group-B (Non-Gazetted)
96	Shri. B. D. Sambetwad	Assistant Section Officer	Group-B (Non-Gazetted)
97	Smt.K.M.Gaikwad	Assistant Section Officer	Group-B (Non-Gazetted)
98	Shri. J.S.Disouza	Assistant Section Officer	Group-B (Non-Gazetted)
99	Smt.H.A.Gawhane	Assistant Section Officer	Group-B (Non-Gazetted)
100	Shri.V.V.Wadekar	Assistant Section Officer	Group-B (Non-Gazetted)
101	Smt.A.S.Walke	Assistant Section Officer	Group-B (Non-Gazetted)
102	Shri. S. B. Lande	Assistant Section Officer	Group-B (Non-Gazetted)
103	Smt.P.A.Khatavkar	Assistant Section Officer	Group-B (Non-Gazetted)
104	Shri.V. A. Gandhel	Assistant Section Officer	Group-B (Non-Gazetted)
105	Shri.S.D.Sakpal	Assistant Section Officer	Group-B (Non-Gazetted)
106	Shri. S.S. Gajbar	Assistant Section Officer	Group-B (Non-Gazetted)
107	Shri.S.S.Bhosale	Assistant Section Officer	Group-B (Non-Gazetted)
108	Shri.S.M.Pednekar	Assistant Section Officer	Group-B (Non-Gazetted)
109	Smt.S.P.Dhotre	Assistant Section Officer	Group-B (Non-Gazetted)
110	Shri.D.H.Madhe	Assistant Section Officer	Group-B (Non-Gazetted)
111	Shri.A.M.Sathe	Assistant Section Officer	Group-B (Non-Gazetted)
112	Shri. V. A. Lohar	Assistant Section Officer	Group-B (Non-Gazetted)
113	Shri. A.M. Kole	Assistant Section Officer	Group-B (Non-Gazetted)
114	Smt.R.R.Dalvi	Assistant Section Officer	Group-B (Non-Gazetted)
115	Smt.S.C.Pawar	Assistant Section Officer	Group-B (Non-Gazetted)
116	Smt.J.V.Daingade	Assistant Section Officer	Group-B (Non-Gazetted)
117	Shri. Y.L.Patil	Assistant Section Officer	Group-B (Non-Gazetted)
118	Smt.S.S.Parab	Assistant Section Officer	Group-B (Non-Gazetted)
119	Smt.T.S.Kadav	Assistant Section Officer	Group-B (Non-Gazetted)
120	Shri U.G.More	Assistant Section Officer	Group-B (Non-Gazetted)
121	Smt.R.R. Chavan	Stenographer (Selection Grade)	Group-B (Gazetted)
122	Shri. L.G.Turak	Stenographer (Selection Grade)	Group-B (Gazetted)
123	Smt.R.A.Zavare	Stenographer (Higher Grade)	Group-B (Non-Gazetted)
124	Shri Pavankumar Hatte	Stenographer (Higher Grade)	Group-B (Non-Gazetted)
125	Smt. L. D. Machado	Stenographer (Higher Grade)	Group-B (Non-Gazetted)

126	Smt. P. J. Chaudhary	Stenographer (Higher Grade)	Group-B (Non-Gazetted)
127	Shri.A.U.Rathod	Stenographer (Higher Grade)	Group-B (Non-Gazetted)
128	Shri. Haridas Shendre	Stenographer (Lower Grade)	Group-C
129	Smt. P.B.Shinde	Stenographer (Lower Grade)	Group-C
130	Smt.A.J.Namewar	Stenographer (Lower Grade)	Group-C
131	Shri.S.D.Sullewar	Stenographer (Lower Grade)	Group-C
132	Shri. S.M. Vasave	Clerk-typist	Group-C
133	Shri. G.S. Salunkhe	Clerk-typist	Group-C
134	Shri.S.R. Telangre	Clerk-typist	Group-C
135	Shri. R. S. Pawar	Clerk-typist	Group-C
136	Smt.R.R.Jagtap	Clerk-typist	Group-C
137	Shri. A.C. Waghmare	Clerk-typist	Group-C
138	Shri.V.Y.Bhor	Clerk-typist	Group-C
139	Shri.T.S.Samant	Clerk-typist	Group-C
140	Smt.Varsha Kadam	Clerk-typist	Group-C
141	Smt.V.Y.Deshmukh	Clerk-typist	Group-C
142	Smt.K.S.Kadam	Clerk-typist	Group-C
143	Smt.M.K.Suryavanshi	Clerk-typist	Group-C
144	Smt.K.B.Babar	Clerk-typist	Group-C
145	Smt.M.N.Kekan	Clerk-typist	Group-C
146	Smt.P.P.Chavan	Clerk-typist	Group-C
147	Shri.K.S.Patil	Clerk-typist	Group-C
148	Shri.B.D.Tandel	Clerk-typist	Group-C
149	Shri.K.S.Rajbhoj	Clerk-typist	Group-C
150	Shri.V.A.Sapkal	Clerk-typist	Group-C
151	Shri.L.B.Chandapure	Clerk-typist	Group-C
152	Smt.A.G. Howal	Clerk-typist	Group-C
153	Shri.N.N.Sontakke	Clerk-typist	Group-C
154	Shri.R.N.Sanap	Clerk-typist	Group-C
155	Shri.D.R.Chavan	Clerk-typist	Group-C
156	Smt.V.G. Bhagit	Clerk-typist	Group-C
157	Shri.S.C.Mandavkar	Clerk-typist	Group-C
158	Smt.K.K.Ranadive	Clerk-typist	Group-C

159	Smt.P.K.Ghewari	Clerk-typist	Group-C
160	Shri.V.D.Pawar	Clerk-typist	Group-C
161	Shri. R. M. More	Clerk-typist	Group-C
162	Shri.S. P.Kalamkar	Clerk-typist	Group-C
163	Shri. M. A. Bhogade	Clerk-typist	Group-C
164	Shri. Pratik Shinde	Clerk-typist	Group-C
165	Shri.S.S.Patil	Clerk-typist	Group-C
166	Shri.K.G.Jitkar	Clerk-typist	Group-C
167	Smt. S. V. Dalvi	Clerk-typist	Group-C
168	Smt. P.P.Kakde	Clerk-typist	Group-C
169	Shri.D.M.Merat	Clerk-typist	Group-C
170	Smt.P.S.Suryavanshi	Clerk-typist	Group-C
171	Shri.S.S.Chitte	Clerk-typist	Group-C
172	Shri. V.M.Patil	Clerk-typist	Group-C
173	Shri.S.P.Alave	Driver	Group-C
174	Shri. M. A. Ali	Nike	Group-D
175	Smt. N. H. Talgaonkar	Nike	Group-D
176	Shri. M. S. Ambekar	Nike	Group-D
177	Shri.S.G.Jethe	Nike	Group-D
178	Shri.S.S.Labade	Peon	Group-D
179	Shri. S.A. Vanve	Peon	Group-D
180	Shri.A. B. Sarukte	Peon	Group-D
181	Shri.S.A.Gangavane	Peon	Group-D
182	Shri.S.D. Harmalkar	Peon	Group-D
183	Shri.C.P. Sonavane	Peon	Group-D
184	Shri.V.N.Shinde	Peon	Group-D
185	Shri.N.G.Kamble	Peon	Group-D
186	Shri. M. D. More	Peon	Group-D
187	Shri. K.P. Budke	Peon	Group-D
188	Shri.S.S.Shilwant	Peon	Group-D
189	Shri.N.S.Mane	Peon	Group-D
190	Shri. H. K. Sankhe	Peon	Group-D

Section 4(1)b (ten)

**The monthly remuneration received by each of its officers and employees,
including the system of compensation as provided in its regulations**

A.S.	Name	Designation	Class	Salary scale
1	Shri Saurabh Vijay	Principal Secretary (Planning) and Development Commissioner	Group-A	Apex Scale Level-17 of the pay matrix
2	Shri.Ganesh Patil	Secretary (EGS)	Group-A	Apex Scale Level-17 of the pay matrix
3	Shri. V.B. Gaikwad	(B.P.S.) Joint Secretary	Group-A	S-27(123100-215900)
4	Shri. Deepak Desai	Joint Secretary	Group-A	S-27(123100-215900)
5	Smt.Charushila Chaudhary	Joint Secretary	Group-A	S-27(123100-215900)
6	Shri.N.B.Khedkar	Deputy Secretary	Group-A	S-25(78800-209200)
7	Shri. Milind Kulkarni	Deputy Secretary	Group-A	S-25 (78800-209200)
8	Shri. H. T. Jadhav	Deputy Secretary	Group-A	S-25 (78800-209200)
9	Smt.M.A.Rane	Deputy Secretary	Group-A	S-25 (78800-209200)
10	Smt..D.H.Thakur	Deputy Secretary	Group-A	S-25 (78800-209200)
11	Shri. A.A. Kode	Joint Secretary	Group-A	S-27(123100-215900)
12	Shri.A.V.Pagar	Deputy Secretary	Group-A	S-25 (78800-209200)
13	Smt.A.S.Sonawane	Under Secretary	Group-A	S-23 (67700-208700)
14	Smt.S.M.Ghadge	Under Secretary	Group-A	S-23 (67700-208700)
15	Smt.P.B.Manohar	Under Secretary	Group-A	S-23 (67700-208700)
16	Shri.N.G.Raut	Under Secretary	Group-A	S-23 (67700-208700)
17	Smt.L.V.Patil	Under Secretary	Group-A	S-23 (67700-208700)
18	Smt.S.V.Kambli	Under Secretary	Group-A	S-23 (67700-208700)
19	Shri. M. S. Pujari	Under Secretary	Group-A	S-23 (67700-208700)
20	Shri.S.J.Savane	Under Secretary	Group-A	S-23 (67700-208700)
21	Smt.N.N.Humaraskar	Under Secretary	Group-A	S-23 (67700-208700)
22	Shri.J.A.Vispute	Under Secretary	Group-A	S-23 (67700-208700)
23	Smt.S.V. Kadam	Under Secretary	Group-A	S-23 (67700-208700)
24	Shri.S.P.Melekar	Under Secretary	Group-A	S-23 (67700-208700)
25	Shri.K.D.Nikam	Under Secretary	Group-A	S-23 (67700-208700)
26	Shri.S.S.Parvekar	Special Duty Officer	Group-A	S-20 (56100-177500)
27	Shri. Sameer Bhatkar	Assistant Director Accounts	Group-A	S-23 (67700-208700)

28	Shri.M.R.Dhatrak	Senior Personal Assistant	Group-A	S-24 (71100-211900)
29	Shri.B.B.Gayakwad	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
30	Smt.R.V.Kirave	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
31	Smt.S.S.Raut	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
32	Shri Abdul L.Saudagar	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
33	Shri.V.D.Lad	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
34	Smt.M.S.Savant	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
35	Shri.M.B.Mapuskar	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
36	Smt.V.D.Shirsat	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
37	Smt.S.S.Rasam	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
38	Smt.V.S.Gurav	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
39	Shri.S.S. Kelskar	Section Officer	Group-B (Gazetted)	S-23 (67700-208700)
40	Shri.Suraj Kakarwal	Section Officer	Group-B (Gazetted)	S-23 (67700-208700)
41	Shri. A. J. Shewale	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
42	Smt. S. V. Dhande	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
43	Smt.S.S.Paranjape	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
44	Smt.A.A.Kulkarni	Desk Officer	Group-B (Gazetted)	S-17 (47600-151100)
45	Smt.R.R.Pednekar	Desk Officer	Group-B (Gazetted)	S-17 (47600-151100)
46	Smt..G.A. Pimple	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
47	Smt.M. M. Sonde	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
48	Shri.S.D.Kamble	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
49	Smt.J.U.Patil	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
50	Shri. P.P. Kale	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
51	Shri.A.R.Katkar	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
52	Smt.T.P.Pawar	Section Officer	Group-B (Gazetted)	S-14 (38600-122800)
53	Smt.S.S.Sawant,	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
54	Shri.B.D.Nikumbh	Section Officer	Group-B (Gazetted)	S-20 (56100-177500)
55	Smt.V.G.Nair	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
56	Smt Shilpa Patwardhan	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
57	Shri.P.P.Tirlotkar	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
58	Shri.S.B.Pawar	Section Officer	Group-B (Gazetted)	S-17 (47600-151100)
59	Smt Madhuri Deshpande	Research Officer	Group-B (Gazetted)	S-16 (44900-142400)
60	Smt Suvidah Warde	Research Officer	Group-B (Gazetted)	S-16 (44900-142400)

61	Smt Lumbini Walde	Research Officer	Group-B (Gazetted)	S-16 (44900-142400)
62	Smt Archana Deshmukh	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
63	Smt.E.D.Jamghare	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
64	Smt.S.S.Chandoskar	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
65	Smt. M.G.Sasane	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
66	Smt.Harshali Waze	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
67	Smt.Shradha Chavan	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
68	Shri R.K.Naik	Assistant Accounts Officer.	Group-B (Non-Gazetted)	S-15 (41800-132300)
69	Shri. S.R.Pednekar	Cashier	Group-B (Non-Gazetted)	S-16 (44900-142400)
70	Smt.Rashmi Surve	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
71	Shri.S.S.Ingale	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
72	Smt.S.S.Bhalekar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
73	Smt.K.G.Jagtap	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
74	Smti.S.S.Bane	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
75	Shri.H.N.Bhagat	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
76	Smt. S. S. Chandanshive	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
77	Shri.N.A.Dhende	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
78	Smt. A.S.Wadalkar	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
79	Smt.K.A.Sheikh	Assistant Section Officer	Group-B (Non-Gazetted)	S-14 (38600-122800)
80	Shri.S.N.Sawant	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
81	Shri.R.C.Chavan (Cashier)	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
82	Smt.H.P.Naik	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
83	Shri.D.N,Wagh	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
84	Shri.Deepak Gadhri	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
85	Shri. K. V. Jarhad	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
86	Smt. Sunanda Udamle	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
87	Shri.S.V.Pawar	Assistant Section Officer	Group-B (Non-Gazetted)	S-14 (38600-122800)
88	Smt.P.D. Borkute	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
89	Smt.L.M.Kushalvardhan	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
90	Smt.S.S.Lokhande	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
91	Shri.S.D. Deshmukh	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
92	Smt. Varsha Vakode	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)

93	Shri.S.K.Bodre	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
94	Shri.A. D. Shirudkar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
95	Smt.B.R.Pawar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
96	Shri. B. D. Sambetwad	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
97	Smt.K.M.Gaikwad	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
98	Shri.J.S.Disouza	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
99	Smt.H.A.Gawhane	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
100	Shri.V.V.Wadekar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
101	Smt.A.S.Walke	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
102	Shri. S. B. Lande	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
103	Smt.P.A.Khatavkar	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
104	Shri.V. A. Gandhel	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
105	Shri.S.D.Sakpal	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
106	Shri. S.S. Gajbar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
107	Shri. S.S. Bhosale	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
108	Shri.S.M.Pednekar	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
109	Smt.S.P.Dhotre	Assistant Section Officer	Group-B (Non-Gazetted)	S-17 (47600-151100)
110	Shri.D.H.Madhe	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
111	Shri.A.M.Sathe	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
112	Shri.V.A.Lohar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
113	Shri.A.M.Kole	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
114	Smt.R.R.Dalvi	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
115	Smt.S.C.Pawar	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
116	Smt.J.V.Dhaingade	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
117	Shri.Y.L.Patil	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
118	Smt.S.S.Parab	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
119	Smt.T.S.Kadav	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
120	Shri.U.G.More	Assistant Section Officer	Group-B (Non-Gazetted)	S-16 (44900-142400)
121	Smt.R.R. Chavan	Stenographer (Selection Grade)	Group-B (Gazetted)	S-17 (47600-151100)
122	Shri. L.G.Turak	Stenographer (Selection Grade)	Group-B (Gazetted)	S-17 (47600-151100)
123	Smt.R.A.Zavare	Stenographer (Higher Grade)	Group-B (Non-Gazetted)	S-16 (44900-142400)
124	Shri.Pavankumar Hatte	Stenographer (Higher Grade)	Group-B (Non-Gazetted)	S-16 (44900-142400)
125	Smt. L. D. Machado	Stenographer (Higher Grade)	Group-B (Non-Gazetted)	S-16 (44900-142400)

126	Smt. P. J. Chaudhary	Stenographer (Higher Grade)	Group-B (Non-Gazetted)	S-16 (44900-142400)
127	Shri.A.U.Rathod	Stenographer (Higher Grade)	Group-B (Non-Gazetted)	S-16 (44900-142400)
128	Shri. Haridas Shendre	Stenographer (Lower Grade)	Group-C	S-15 (41800-132300)
129	Smt. P.B.Shinde	Stenographer (Lower Grade)	Group-C	S-15 (41800-132300)
130	Smt.A.J.Namewar	Stenographer (Lower Grade)	Group-C	S-15 (41800-132300)
131	Shri.S.D.Sullewar	Stenographer (Lower Grade)	Group-C	S-15 (41800-132300)
132	Shri. S.M. Vasave	Clerk-typist	Group-C	S-6 (19900-63200)
133	Shri. G.S. Salunkhe	Clerk-typist	Group-C	S-6 (19900-63200)
134	Shri.S.R. Telangre	Clerk-typist	Group-C	S-6 (19900-63200)
135	Shri. R. S. Pawar	Clerk-typist	Group-C	S-6 (19900-63200)
136	Smt.R.R.Jagtap	Clerk-typist	Group-C	S-6 (19900-63200)
137	Shri. A.C. Waghmare	Clerk-typist	Group-C	S-6 (19900-63200)
138	Shri.V.Y.Bhor	Clerk-typist	Group-C	S-6 (19900-63200)
139	Shri.T.S.Samant	Clerk-typist	Group-C	S-6 (19900-63200)
140	Smt.Varsha Kadam	Clerk-typist	Group-C	S-6 (19900-63200)
141	Smt.V.Y.Deshmukh	Clerk-typist	Group-C	S-6 (19900-63200)
142	Smt.K.S.Kadam	Clerk-typist	Group-C	S-6 (19900-63200)
143	Smt.M.K.Suryavanshi	Clerk-typist	Group-C	S-6 (19900-63200)
144	Smt.K.B.Babar	Clerk-typist	Group-C	S-6 (19900-63200)
145	Smt.M.N.Kekan	Clerk-typist	Group-C	S-6 (19900-63200)
146	Smt.P.P.Chavan	Clerk-typist	Group-C	S-6 (19900-63200)
147	Shri.K.S.Patil	Clerk-typist	Group-C	S-6 (19900-63200)
148	Shri.B.D.Tandel	Clerk-typist	Group-C	S-6 (19900-63200)
149	Shri.K.S.Rajbhoj	Clerk-typist	Group-C	S-6 (19900-63200)
150	Shri.Vaibhav Sakpal	Clerk-typist	Group-C	S-6 (19900-63200)
151	Shri.L.B.Chandapure	Clerk-typist	Group-C	S-6 (19900-63200)
152	Smt.A.G. Howal	Clerk-typist	Group-C	S-6 (19900-63200)
153	Shri.N.N.Sontakke	Clerk-typist	Group-C	S-6 (19900-63200)
154	Shri.R.N.Sanap	Clerk-typist	Group-C	S-6 (19900-63200)
155	Shri.D.R.Chavan	Clerk-typist	Group-C	S-6 (19900-63200)
156	Smt.V.G. Bhagit	Clerk-typist	Group-C	S-6 (19900-63200)
157	Shri.S.C.Mandavkar	Clerk-typist	Group-C	S-6 (19900-63200)
158	Smt.K.K.Ranadive	Clerk-typist	Group-C	S-6 (19900-63200)

159	Smt.P.K.Ghewari	Clerk-typist	Group-C	S-6 (19900-63200)
160	Shri.V.D.Pawar	Clerk-typist	Group-C	S-6 (19900-63200)
161	Shri. R. M. More	Clerk-typist	Group-C	S-6 (19900-63200)
162	Shri.S. P.Kalamkar	Clerk-typist	Group-C	S-6 (19900-63200)
163	Shri. M. A. Bhogade	Clerk-typist	Group-C	S-6 (19900-63200)
164	Shri.Pratik Shinde	Clerk-typist	Group-C	S-6 (19900-63200)
165	Shri.S.S.Patil	Clerk-typist	Group-C	S-6 (19900-63200)
166	Shri.K.G.Jitkar	Clerk-typist	Group-C	S-6 (19900-63200)
167	Smt. S. V. Dalvi	Clerk-typist	Group-C	S-6 (19900-63200)
168	Smt. P.P.Kakde	Clerk-typist	Group-C	S-6 (19900-63200)
169	Shri.D.M.Merat	Clerk-typist	Group-C	S-6 (19900-63200)
170	Smt.P.S.Suryavanshi	Clerk-typist	Group-C	S-6 (19900-63200)
171	Shri.S.S.Chitte	Clerk-typist	Group-C	S-6 (19900-63200)
172	Shri. V.M.Patil	Clerk-typist	Group-C	S-6 (19900-63200)
173	Shri.S.P.Alave	Driver	Group-C	S-8 (25500-81100)
174	Shri. M. A. Ali	Nike	Group-D	S-6 (19900-63200)
175	Smt. N. H. Talgaonkar	Nike	Group-D	S-6 (19900-63200)
176	Shri. M. S. Ambekar	Nike	Group-D	S-6 (19900-63200)
177	Shri.S.G.Jethe	Nike	Group-D	S-6 (19900-63200)
178	Shri.S.S.Labade	Peon	Group-D	S-6 (19900-63200)
179	Shri. S.A. Vanve	Peon	Group-D	S-3 (16600-52400)
180	Shri.A. B. Sarukte	Peon	Group-D	S-3 (16600-52400)
181	Shri.S.A.Gangavane	Peon	Group-D	S-1 (15000-47600)
182	Shri.S.D. Harmalkar	Peon	Group-D	S-1 (15000-47600)
183	Shri.C.P. Sonavane	Peon	Group-D	S-1 (15000-47600)
184	Shri.V.N.Shinde	Peon	Group-D	S-1 (15000-47600)
185	Shri.N.G.Kamble	Peon	Group-D	S-1 (15000-47600)
186	Shri. M. D. More	Peon	Group-D	S-1 (15000-47600)
187	Shri. K.P. Budke	Peon	Group-D	S-1 (15000-47600)
188	Shri.S.S.Shilwant	Peon	Group-D	S-1 (15000-47600)
189	Shri.N.S.Mane	Peon	Group-D	S-1 (15000-47600)
190	Shri. H. K. Sankhe	Peon	Group-D	S-1 (15000-47600)

Section 4(1)b (eleven)

A report detailing all schemes, the proposed expenditure, the budget allocated to each of our agencies and the amounts disbursed.

Information on the program budget Estimate of the Planning Department is being published separately.

Section 4(1) b (twelve)

The manner of implementation of the financial assistance program as well as the amounts allocated and details of the beneficiaries of such programmes

Sample (A)

Procedure of grant distribution program in the Planning Department

The Planning Department does not allocate any grants to any organization, NGO, or individual outside the government system.

Sample (B)

Publishing detailed information about beneficiaries under the grant programs of the Planning Department.

Information is "NIL".

Section 4(1) b (thirteen)

Details of persons to whom concessions, licenses or authorizations have been granted

No.	Licensee's name	License type	License number	From the date	By date	General conditions	Detailed license information
NIL							

Section 4(1) B (fourteen)**Details regarding information available to or held by him in electronic form**

No.	Document type	Subject	In which electronic form?	Methods of obtaining information	Responsible person
1	Government decisions, orders, circulars, etc.		These government decisions are made available on the government website and are also available in printed form.	As per the provisions of the Right to Information Act	Public Information Officer and Appellate Officer mentioned in Form-A under Section 4(1) (b) (a)

Section 4(1) B (fifteen)**Details of the facilities available to citizens for obtaining information, as well as details of the working hours of the library or reading rooms operated for public use.**

No.	Facility type	Time	Procedure	Place	Responsible person / employee	Grievance Redressal
1	Office visit	Pre-scheduled hours for visitors on office working days from 2.00 PM to 6.15 PM (excluding public holidays, weekends and Sundays)	As per the provisions of the Right to Information Act	Mantralaya Mumbai	Public Information Officers mentioned in the table in Section-4 (1) (b) (a)	State Government Appellate Officers mentioned in the table in Section-4 (1)(b)(i)
2	Website www. Maharashtra. gov.in	All the time	--	--	--	--
3	Information regarding record inspection/ obtaining samples	Pre-scheduled hours for visitors from 2.00 pm to 6.15 pm (excluding holidays, weekends and Sundays)	As per the provisions of the Right to Information Act	Mantralaya Mumbai	Public Information Officers mentioned in the table in Section-4 (1) (b) (a)	State Government Appellate Officers mentioned in the table in Section-4 (1)(b)(i)

Section 4(1) B (sixteen)

Names, designations and other details of Public Information Officers

The list of Public Information Officers/Appellate Authorities, subject matter related to each, office addresses, telephone numbers etc. has been published under the Government Decision, No. EPD-3722/Pr.No.254/Ka.1421, dated 21.9.2023 and is available on the Government website. www.maharashtra.gov.in It has been displayed on this website as well as in the Planning Department Board, outside Hall No. 634 (Extension) (Ministry Extension Building, 6th Floor) in a visible manner through a notice board.

Section 4(1) b (seventeen)

It shall publish such other information as may be prescribed and shall thereafter update such publications annually.

Information mentioned in Section 4(1)(b) (five) Samples-A, B and C above.

