

Section 2 (h) Format A

Department wise list of Public Authorities

Under Section 2(h) RTIA 2005

**Name of the Dept. - Department of Tourism, Govt. of Bihar, Patna
Directorate of Tourism, Govt. of Bihar, Patna**

Under Section 2(h) a/b/c/d

Sr. No.	Name of the Authority	Designation of the Head	Location/Address
1	Department of Tourism	Secretary to Govt	Room No. 80,Old Secretariat, Patna- 800015
2	Directorate of Tourism	Director	Barrack No. 9D, Old Secretariat Hutments, Patna- 800 015

Section 2 (h) Format B

List of Public Authorities substantially financed by Govt.

Name of the Dept.- Department of Tourism, Govt. of Bihar, Patna

Under Section 2(h) (i)(ii)

Sr. No.	Name of the Authority	Designation of the Head	Location/Address
1	Bihar State Tourism Development Corporation Ltd.	Managing Director	Tourist Bhawan, Hotel Kautilya Vihar, Birchand Patel Path, Patna- 800 001

Section 4 (1) (b) (i)

The particulars of functions & duties in the office of

Secretary, Govt. of Bihar, Patna

Name of the office –Office of the Secretary, Tourism, Bihar, Patna

Address – Old Secretariat, Patna-800 015

Head of the Office: - Secretary to Govt.

Parent Govt. Dept.: Department of Tourism

Reporting to which authority - Minister, Tourism, Bihar

Geographical Jurisdiction - Whole of Bihar State

Functional: In Bihar State

***Mission - Promotion of Tourism Industry**

***Vision -**

Objectives - Developing Tourism Infrastructure in the Bihar State

Scope - Whole of Bihar State

Functions - Formulation of Plan and Policy for Development of Tourism in Bihar

Details of Services provided/Duties -Head of the Department

**Physical Assets - Statement of lands & buildings:
Enclosed in Annexure -"A"**

Section 4 (1) (b) (i)

**The particulars of functions & duties in the office of
Department of Tourism, Govt. of Bihar, Patna**

Name of the office – Directorate of Tourism, Bihar, Patna

Address – Barrack No. 20, Old Secretariat Hutments, Patna-800 015

Head of the Office – Director

Parent Govt. Dept.: Department of Tourism

Reporting to which authority - Secretary, Tourism, Bihar

Geographical Jurisdiction - Whole of Bihar State

Functional: In Bihar State

***Mission - Promotion of Tourism Industry**

***Vision -**

**Objectives - Developing Tourism Infrastructure
in Bihar State**

Scope - Whole of Bihar State

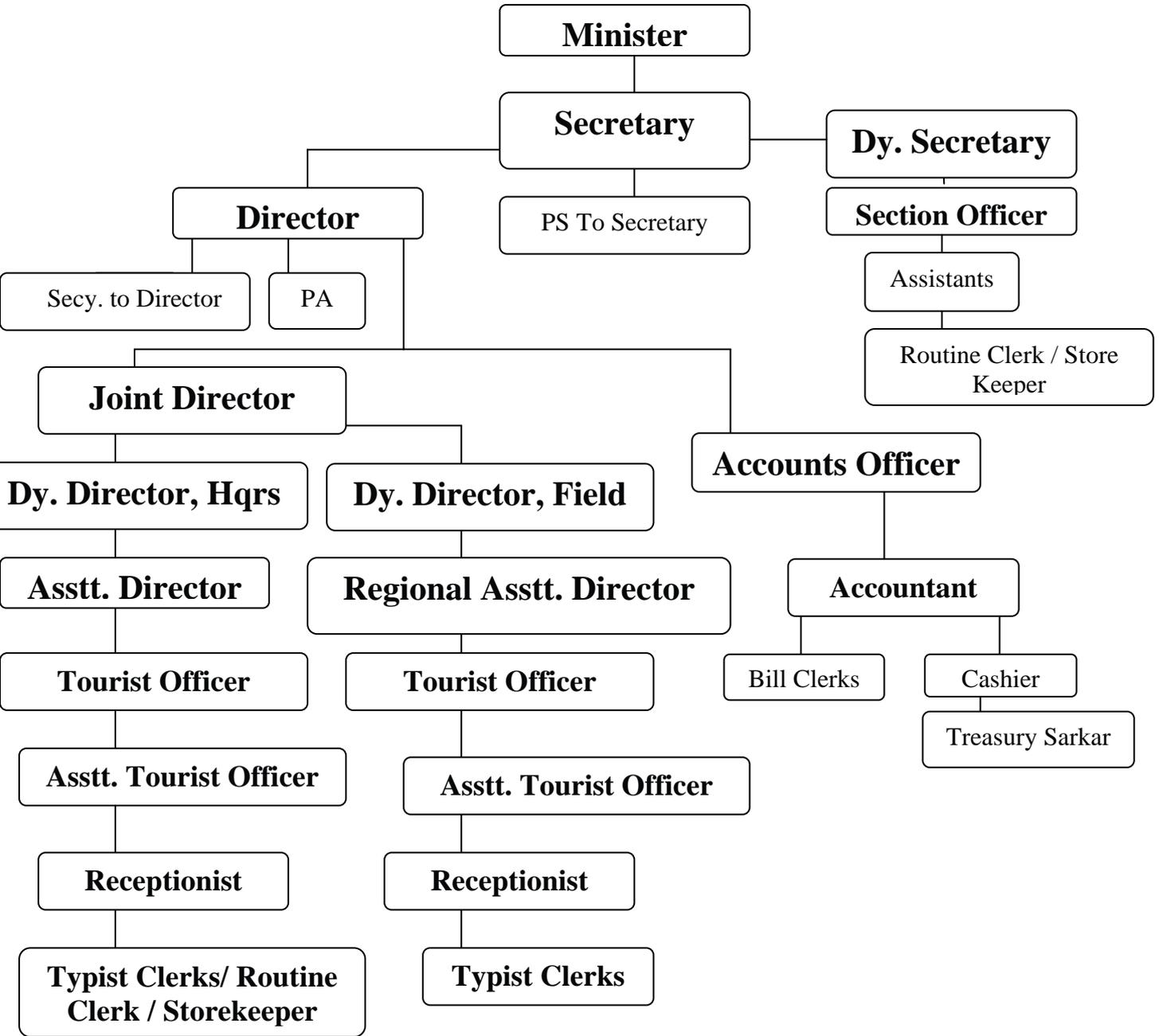
Functions - Planning, Promotion, Publicity

Details of Services provided/duties -Leading the Department

**Physical Assets - Statement of lands & buildings:
Enclosed in Annexure -"A"**

(Organisations structural Chart at each level-Give linkage of jurisdiction & Address, Tel. No. & Office Timings, Weekly holidays & Specific Service Timings)

TOURISM ORGONOGRAM



Section 4 (1) (b) (i) Format A

**The Power of
Officers & Employees in the office of the
Secretary Tourism, Bihar / Directorate of Tourism, Bihar
Patna
A**

Sr. No.	Designation	Powers - Financial	Under which legislation/ rules/orders/GRs./ circulars	Remark
1	Deputy Secretary	Nil	-	-
1	Joint Director	Nil	-	Post Vacant
2	Deputy Director Directorate of Tourism, Bihar, Patna	Drawing & Disbursing	By order	Availing the delegated powers
3	Secretary to Director	Nil	-	Post Vacant
4	Section Officer, Department of Tourism, Bihar, Patna	Drawing & Disbursing	By order	Availing the delegated powers.
5	Assistant Director	Drawing & Disbursing	By order	Availing the delegated powers
6	Secretary to Secretary	Nil	-	-
7	Accounts Officer	Nil	-	Post Vacant
8	Tourist Information Officer	Nil	-	-
9	Assistant Tourist Information Officer	Nil	-	-
10	Secretariat Assistants	Nil	-	-

11	Receptionist	Nil	-	-
12	Lower Division Assistants	Nil	-	-
13	Typist Clerks / Script Writer	Nil	-	-
14	Head Typist	Nil	-	Post Vacant
15	Typist	Nil	-	-
16	Accountant	Nil	-	-
17	Cashier	Nil	-	-
18	Store Keeper	Nil	-	-
19	Bill Clerks	Nil	-	-
20	Routine Clerks	Nil	-	Post Vacant
21	Junior Accounts Clerks	Nil	-	-
22	Cinema Operator	Nil	-	Post Vacant
23	Mechanic	Nil	-	Post Vacant
24	Photographer	Nil	-	Post Vacant
25	Artist	Nil	-	Post Vacant
26	Electrician	Nil	-	Post Vacant
27	Cook	Nil	-	Post Vacant
28	Drivers	Nil	-	-
29	Khalasi	Nil	-	-
30	Treasury Sarkar	Nil	-	-
31	Faras	Nil	-	Post Vacant
32	Peons	Nil	-	-
33	Pani-Panre	Nil	-	Post Vacant

**The Power of
Officers & Employees in the office of the
Secretary Tourism, Bihar / Directorate of Tourism, Bihar
Patna**

B

Sr. No.	Designation	Powers - Administrative	Under which legislation/ rules/orders/GRs./ circulars	Remark
1	Deputy Secretary	Nil	-	-
1	Joint Director	Nil	-	Post Vacant
2	Deputy Director Directorate of Tourism, Bihar, Patna	Nil	-	-
3	Secretary to Director	Nil	-	Post Vacant
4	Section Officer, Department of Tourism, Bihar, Patna	Nil	-	-
5	Assistant Director	Nil	-	-
6	Secretary to Secretary	Nil	-	-
7	Accounts Officer	Nil	-	Post Vacant
8	Tourist Information Officer	Nil	-	-
9	Assistant Tourist Information Officer	Nil	-	-
10	Secretariat Assistants	Nil	-	-
11	Receptionist	Nil	-	-
12	Lower Division Assistants	Nil	-	-
13	Typist Clerks / Script Writer	Nil	-	-

14	Head Typist	Nil	-	Post Vacant
15	Typist	Nil	-	-
16	Accountant	Nil	-	-
17	Cashier	Nil	-	-
18	Store Keeper	Nil	-	-
19	Bill Clerks	Nil	-	-
20	Routine Clerks	Nil	-	Post Vacant
21	Junior Accounts Clerks	Nil	-	-
22	Cinema Operator	Nil	-	Post Vacant
23	Mechanic	Nil	-	Post Vacant
24	Photographer	Nil	-	Post Vacant
25	Artist	Nil	-	Post Vacant
26	Electrician	Nil	-	Post Vacant
27	Cook	Nil	-	Post Vacant
28	Drivers	Nil	-	-
29	Khalasi	Nil	-	-
30	Treasury Sarkar	Nil	-	-
31	Faras	Nil	-	Post Vacant
32	Peons	Nil	-	-
33	Pani-Panre	Nil	-	Post Vacant

C

Sr. No.	Designation	Powers - Magisterial	Under which legislation/ rules/orders/GRs./ circulars	Remark
No Magisterial Powers have been conferred upon any officer of the Tourism Department.				

D

Sr. No.	Designation	Powers - Quasi Judicial	Under which legislation/ rules/orders/GRs./ circulars	Remark
No Quasi Judicial Powers have been conferred upon any officer of the Tourism Department.				

Section 4 (1) (b) (ii) Format B**The duties of officers & employees in the office of****Secretary Tourism, Bihar / Directorate of Tourism, Bihar
Patna**

Sr. No.	Designation	Duties	Under which Act/rules	Remark
1	Deputy Secretary	Assist the Secretary, Tourism	By order	-
1	Joint Director	Assist the Director, Tourism	By order	Post Vacant
2	Deputy Director Directorate of Tourism, Bihar, Patna	Assist the Director, Tourism	By order	-
3	Secretary to Director	Assist the Director, Tourism	By order	Post Vacant
4	Section Officer, Department of Tourism, Bihar, Patna	Assist the Secretary, Tourism	By order	-
5	Assistant Director	Assist the Director, Tourism	By order	-
6	Secretary to Secretary	Assist the Secretary, Tourism	By order	-
7	Accounts Officer	Accountable for accounts of the Department	By order	Post Vacant
8	Tourist Information Officer	Proposing area development and extending assistance to tourists.	By order	-
9	Assistant Tourist Information Officer	Proposing area development and extending assistance to tourists.	By order	-
10	Secretariat Assistants	Handling and submitting files	-	-
11	Receptionist	Assistance to tourists	By order	-

12	Lower Division Assistants	Handling and submitting files	-	-
13	Typist Clerks / Script Writer	Handling and submitting files/ Typing	-	-
14	Head Typist	Typing and comparing	-	Post Vacant
15	Typist	Typing	-	-
16	Accountant	Keeping records and checking bills	-	-
17	Cashier	Handling cash	-	-
18	Store Keeper	Handling stores	-	-
19	Bill Clerks	Preparing bills	-	-
20	Routine Clerks	Diary and dispatch of letters	-	Post Vacant
21	Junior Accounts Clerks	Preparing bills	-	-
22	Cinema Operator	Operating film projector	-	Post Vacant
23	Mechanic	Maintaining and repairing official vehicle	-	Post Vacant
24	Photographer	Photography	-	Post Vacant
25	Artist	Art works	-	Post Vacant
26	Electrician	Electrical maintenance	-	Post Vacant
27	Cook	Running kitchen	-	Post Vacant
28	Drivers	Running vehicle	-	-
29	Khalasi	Assist drivers	-	-
30	Treasury Sarkar	Carrying bills to treasury	-	-
31	Faras	cleaning desks	-	Post Vacant
32	Peons	Distribution of files and letters	-	-
33	Pani-Panre	Supplying drinking water	-	Post Vacant

Section 4 (1) (b) (iii)

The Procedure followed in the decision-making process, including channels of supervision & accountability in the office of Secretary, Tourism / Director, Tourism, Bihar, Patna

NAME OF ACTIVITY - **Correspondence and disposal of routine office works.**

Related Provisions -

Name of the Act/Acts- Not applicable

Rules - **Rules of Executive Business, Bihar**

Govt. Resolutions - Not applicable

Circulars - Not applicable

Office Orders -

Sr. No.	Details of Activity (Sequentially)	Day within the procedure duration e.g. Day1/Day 16 etc.	Authority Responsible for that activity	Remark
1	Receipt and disposal of letters	3	Dy. Secretary in the Tourism Department & Director in the Directorate.	

Note: Under 4(1) (b) (iii)

For every function, service, duty, power, to be exercised, there is a set of procedure defined by Act, Rules, Government Resolutions, Circulars, Orders, and Conventions. Publish the procedure the public authority may have to collate, relate & formalise the procedure taking into considerations various provisions mentioned above.

e.g. - What will be the procedure for casework? How the dates of hearing are given? Will there be a chronological disposal? Is there any priority for certain cases?

e.g. - Procedure for distribution of subsidies/concessions/selection of beneficiary should be specified. Will it be on quota basis? On lot basis? Or chronological. Will have to be published.

e.g. - Procedure for writing notes for specified repetitive functions may be formalised & published.

In every procedure many levels of employees are involved. Specify roll & responsibility of each employee involved in the procedure.

Section 4 (1) (b) (iv) format (A)

Norms set for discharge of its functions in the office of

ORGANISATIONAL TARGETS (Annual)-

Sr. No.	Function/ Activity	Units to be covered	Financial Targets in Rs.	Remark

Section 4 (1) (b) (iv) format (B)

Time limits for the activities _____ for discharge of its functions

Time frame for each activity-

Sr. No.	Activity	No. of Days required for completion	Authority Responsible	Authority for Grievance redressal in case of failure.

Section 4 (1) (b) (v) format (A)

The rules/regulation related with the functions of _____

Sr. No.	Subject as indicated in the notification	Rule No. & its year	Remarks if any

Section 4 (1) (b) (v) format (B)

The Government Resolution related with the functions of _____

Sr. No.	Subject as indicated in the resolution	GR No. & Its date	Remarks if any

Section 4 (1) (b) (v) format (C)

The Circulars related with the functions

Sr. No.	Subject as indicated in the circular	Circular No. & Its date	Remarks if any

Section 4 (1) (b) (v) format (D)

**The office Orders/Policy Circulars related with the functions of
Office of the Secretary /Director of Tourism, Bihar, Patna**

Sr. No.	Subject as indicated in the office order	No. & office order date	Remarks if any

Section 4 (1) (b) (v) format (E)

**List of documents available in the office/section/ward/branch of
Secretary /Director of Tourism, Bihar, Patna**

at **PATNA**

Sr. No.	Subject as indicated in the office order	No. & office order date	Remarks if any

Note - Each public authority shall prepare list of records duly indexed. Record includes document files & soft copies as well.

To prepare this list to facilitate Right To Information, we have to make it user friendly. Easy to inspect, taking notes, taking samples of materials etc.

First prepare office wise list of existing files, which includes current files, await files & papers in record. Details of documents to be found in each type of file. List of different kinds of registers maintained in each office specifying the column heads. List of documents, which are not files as well as registers but are used or created or maintained for official purpose, should also be listed. For each retrieval these lists should be office wise, section wise, desk as it convenient for the clients of the specific office. The list may be prepared in the following format.

Section 4 (1) (a) (vi)
Statement of Categories of documents held in the office of
Secretary /Director of Tourism, Bihar, Patna

Sr. No.	Subject	Type of Document file/muster/register/voucher etc	Particulars of Heading/type in the document	Periodicity of preservation

Section 4 (1) (b) (vii)

Particulars of any arrangement that exists for consultation with the members of public in relation to the formulation of policy & implementation in the office of the

Secretary /Director of Tourism, Bihar, Patna

Sr. No.	Consultation for	Details of the Mechanism	Under which act/rule/circular	Periodicity

Note - Under section 4 (1) (b)(vii) the public authorities are expected to publish the arrangements existing under act, rules, and circular or by convention for public consultation. The consultation may be at policy formulation level or implementation level. It might be by formulation a committee for special purpose conducting workshops, meetings, gramsabha, public hearings, jansunval, darbar etc. to know public opinion.

Section 4 (1) (b) (viii) Format A
List of committees to be published under

Sl. No.	Name of the Committee	Composition of committee	Purpose of the committee	Frequency of meetings	Whether open to public or not	Minutes available in the office of

Section 4 (1) (b) (viii) Format B
List of boards to be published under

Sl. No.	Name of the boards	Composition of boards	Purpose of the boards	Frequency of meetings	Whether open to public or not	Minutes available in the office of

Section 4 (1) (b) (viii) Format C
List of councils to be published under

Sl. No.	Name of the councils	Composition of councils	Purpose of the councils	Frequency of meetings	Whether open to public or not	Minutes available in the office of

Section 4 (1) (b) (viii) Format D
List of other bodies to be published under

Sl. No.	Name of the other bodies	Composition of other bodies	Purpose of the other bodies	Frequency of meetings	Whether open to public or not	Minutes available in the office of
NOT APPLICABLE						

Section 4 (1) (b) (ix)

Directory of the officers & employees & their monthly remuneration in the office of

SECRETARY ,TOURISM, BIHAR, PATNA

Sl. No	Designation	Name of the officers/ employee	Cadre	Dt. of Joining the post	Contact Details Ph/ Fax/ E-mail	Gross Salary
1	Secretary, Tourism	Shri Rama Shankar Tiwari	IAS		0612-2224531 0612-2234194 / info@discoverbihar.org.in	41, 744
2	Dy. Secretary	U.C.Sharma	BASA		0612-2202839 0612-2234194 / info@discoverbihar.org.in	
3	Section Officer	U.C.Chaube	Secretariat		0612-2201616 0612-2234194 / info@discoverbihar.org.in	
4	Secretary to Secretary	Kailash Prasad	Secretariat		do	
5	Assistant	Rubi Sinha	Secretariat		do	
6	Assistant	Nirmal kr. Sinha	Secretariat		do	
7	Assistant	Alakh Niranjan Prasad	Secretariat		do	
8	Assistant	Arwind Kr. Diwedi	Secretariat		do	
9	PA	Kubernath Singh	Secretariat		do	
10	PA	Radhe Shyam Mishra	Secretariat		do	
11	PA	Ravindra Prasad	Secretariat		do	
12	PA	Premnath Prasad	Secretariat		do	
13	ATIO	Ashok Kr. Sinha	Ministerial		do	
14	Receptionist	Chandra Bhusan Pandit	Ministerial		do	
15	Typist	Surendra Pd. Singh	Ministerial		do	
16	LDC	Smt. Jyoti	Ministerial		do	
17	Typist Clerk	Rameshwar Bharti	Ministerial		do	
18	Typist Clerk	Smt. Leena Kumari	Ministerial		do	
19	Typist Clerk	Satyendra Narayan	Ministerial		do	

20	Typist Clerk	Rajkishore Prasad	Ministerial		do
21	Typist Clerk	Ranjan Kr.	Ministerial		do
22	Driver	Yugal Kishor Prasad	Common		do
23	Driver	Shyam Bahadur Singh	Common		do
24	Driver	Ram Avtar Prasad	Common		do
25	Driver	Sidhnath Ram	Common		do
26	Driver	Yogendra Dixit	Common		do
27	Peon	Jawahar Ram	Common		do
28	Peon	Kailash Ram	Common		do
29	Peon	Kailash Nath Singh	Common		do
30	Peon	Premdhar Pandit	Common		do
31	Peon	Ramshobhit Mandal	Common		do
32	Peon	Vashi Alam	Common		do
33	Peon	Chendra Shekhar Mishra	Common		do
34	Peon	Ram Ekbal Raut	Common		do
35	Peon	Surji Devi	Common		do
36	Peon	Rahul Kr. Singh	Common		do
37	Peon	Manoj Kumar	Common		do
38	Peon	Sunil Kumar	Common		do
39	Peon	Sarthak Kr. Sinha	Common		do

Note -

1. This will have to be published every year.
2. Charges which are significant should be updated immediately.
(e.g. Transfer of HOD etc.)

Directory of the officers & employees & their monthly remuneration in the office of

DIRECTOR, TOURISM, BIHAR, PATNA

Sl. No	Designation	Name of the officers/ employee	Cadre	Dt. of Joining the post	Contact Details Ph/ Fax/ E-mail	Gross Salary (Rupees)
1	DY. DIRECTOR	MR. CHATURBHUY PD.CHAUDHARY			0612-2201616 FAX-0612-2234194 / info@discoverbihar.org.in	
2	A.T.I.O	MR. SUBODH KUMAR			-do-	
3	RECEPTIONIST	MR. ANIL KUMAR SHRIVASTAVA				
4	TYPIST CLERK	MR. DHRUVDEO PRASAD				
5	"	MR. JWALA PD. KAPPARIA				
6	"	MR. JAGLAL THAKUR				
7	"	MR. NAGENDRA MANDAL				
8	"	MR. SIDHNATH DWIVEDI				
9	"	MR. PARIKSHAN YADAV				
10	"	MR. KAPILESHWAR JHA				
11	"	MR. SURENDRA KR. JAJAK				
12	"	MR. YOGENDRE PD. SINGH				
13	"	MR. SANJAY KUMAR				
14	MECHANIC	MR. DURGA PRASAD				

15	DRIVER	MR. AWADHESH KR. MISHRA				
16	"	MR. NANHU PRASAD				
17	"	MR. RAM JANAM SINGH				
18	"	MR. CHANDRAMA RAM				
19	PEON	MR. GANESH PD. SHARMA				
20	"	MR. CHANDRIKA RAM				
21	"	MR. KAPILESHWAR RAI				
22	"	MR. RAM SWARUP PRASAD				
23	"	MR. RAM DAYAL PRASAD				
24	"	MR. ANIRUDH RAUT				
25	"	MR. UPENDRA KR. YADAV				
26	"	MR. RAIRAM PRASAD				
27	"	MR. KUMAR DWARIKA				
28	"	MR. MOHAN PRASAD				
29	"	MR. RAJA SHAW				
30	"	MR. BACCHA TIWARI				
31	"	MR. DWARIKA PD. MAHTO				
32	"	MR. RAJENDRA SHAW				
33	"	MRS. SOBHA SINHA				
34	"	MRS. KIRAN VERMA				

35	"	MR. GOPAL RAM PASWAN				
36	"	MR. BAIDHYANATH PRASAD				
37	"	MR. MANISH KUMAR				
38	"	MR. PUNNI YAYAK				
39	"	MR. JAGDISH CHAWDHARY				
40	"	MR. ASHOK RAM				
41	RECEPTION IST	MR. RAM NARAYAN YADAV				14,840 =00
42	TYPIST CLERK	MR. RAJ NARAYAN MAHTO				14,227 =00
43	"	MR. JEEVAN PRAKASH PANDEY				12,085 =00
44	STORE KEEPER	MR. JITENDRA KUMAR SINGH				7535= 00
45	PEON	MR. BIJNATH RAM				8057= 00
46	SWEEPER	MR. CHANDRIKA RAM				8057= 00
47	PEON	MR. LALAN PASWAN				6466= 00
48	A.T.I.O.	MR. AMRENDRA DWIVEDI				14916 =00
49	"	MR. MANOHAR PD. SINHA				15,503 =00
50	"	MR. SHYAM SUNDER PD. SINHA				18,001 =00
51	"	MR. SHYAM NANDAN SINGH				14,412 =00
52	"	MRS. MERU PRBHA SHARMA				20,919 =00
53	"	MR. VIJAY				14,412

54	A.T.I.O.	MR. SATAYA NAND SINGH				14,134 =00
55	RESEPTION IST	MR. TAPAN KUMAR SINHA				17,337 =00
56	"	MR. GAURI SHANKAR JHA				13,786 =00
57	"	MR. ARUN KUMAR				13,616 =00
58	"	MR. SHSHI SHEKHAR				15,961 =00
59	"	MR. RATNESWAR PD. SINGH				13,803 =00
60	TYPIST CLERK	MR. S. JIWAN				15,145 =00
61	"	MR. KOKHTAR SINGH				15,503 =00
62	"	MR. DEWENDAR SINGH				13,473 =00
63	"	MR. HARISHANKAR PD. GUPTA				13,616 =00
64	"	MR. ANANT KUMAR SRIWASTAV				13,207 =00
65	"	MR. ASHRAF ALI				12,918 =00
66	"	MR. PURSHOTTAM KUMAR				13,616 =00
67	"	MR. ASHISH KUMAR				71,07= 00
68	" SUSPENDED	MR. SYM NARAYAN RAJAK				71,17= 00
69	TYPIST CLERK	MR. SUNIL KUMAR SINGH				99,44= 00
70	"	MR. MAHAVIR LEPCHA				59,79= 00
71	" SUSPENDED	MR. SANTOSH KR. VERMA				40,30= 00
72	TYPIST CLERK	MR. VISHWAPANSH U KR. UPADHYAYA				88,71= 00

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Section 4 (1) (b) (x)
Details of remuneration of officers & employees in the office of
SECRETARY / DIRECTOR OF TOURISM, BIHAR, PATNA

Sl. No.	Cadre & Class	Pay scale	Admissible allowances in Rs.		
			Regular (included in the salary) like DA	Occasional (Like TA Bill)	Special like (project allowance, training allowance, any other.)

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Section 4 (1) (b) (xi)

**Details of allocation of budget & disbursement made in the office of _____ at
_____ for the year _____**

- Publish copy of budget
- Publish copy of grant distribution

Sl. No.	Budget head description	Grants received	Planned use (Give details area wise or work wise in a separate form)	If more grants expected then in Rs	Remarks
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Note - Since most of the department publishes this information in one form or the other, it is advisable that they use their own format.

Section 4 (1) (b) (xii) (A) format
Manner of execution of subsidy program in the office of
SECRETARY, TOURISM / DIRECTOR, TOURISM, BIHAR, PATNA
at __ PATNA__

- **Name of Program –** **None**
- **Eligibility of Beneficiary-** **NA**
- **Pre-requisites for the benefit-** **NA**

- **Procedure to avail the benefits of the programmes-** NA
- **Criteria for deciding eligibility-** NA
- **Detail of the benefits given in the programme (also mention the amount of subsidy or other help given) -** NA
- **Procedure for the distribution of the subsidy-** NA
- **Where to apply or whom to contact in the office for applying-** NA
- **Application fees (where applicable) -** NA
- **Other fees (where applicable) -** NA
- **Application format (where applicable. If the application is made on plain paper please mention it along with what the applicant should mention in the application) -** NA
- **List of Annexure. -** NA
- **Where to contact in case of process related complaints-** NA
- **Details of the available fund (At various levels like District Level, Block level etc) -** NA
- **List of beneficiaries n the format given below-** NA

Section 4 (1) (b) (xii) format B
Details of beneficiaries of subsidy program in the office of
SECRETARY / DIRECTOR OF TOURISM, BIHAR, PATNA

at:- PATNA

Name of the scheme/program -

Sl. No.	Beneficiary of Name & Address	Amount of subsidy/ concession	Criteria of selection	Remarks
Not Applicable				

Note - Separate list should be published for every scheme/ programme.

Section 4 (1) (b) (xiii)
Particulars of recipients of concession permits or authorisation granted in the office of
SECRETARY / DIRECTOR OF TOURISM, BIHAR, PATNA
at :- PATNA

Type of license/ permission/ concession - **Permission to operate as Tour / Transport Operator**

Sl. No.	Name of the license	Nature *	License No	Issued on	Valid up to	General Conditions	Details of the license*
1	R.P.F. TRAVELS,FRASER ROAD,PATNA	ORDY	1309	20.10.05	3.10.08	Function as Travel Agent / subject to review and extension	NA
2	SUPER TRAVELS AGENCY, FRASER ROAD, PATNA	ORDY	2825	7.10.04	1.10.07	do	do
3	MAGADH TOUR AND TRAVELS, PATNA CITY	ORDY	916	1.7.05	31.12.07	do	do
4	YATRI SPECIAL TRAVELS AND TOUR OPERATORS, KADAMKUAN,PATNA	ORDY	2390	24.8.04	31.12.06	do	do
5	BON TOUR & TRAVELS, GRAND APARTMENT, FRASER ROAD,PATNA	ORDY	2391	24.8.04	31.12.06	do	do
6	SHANTI TRAVELS AGENCY, PATEL NAGAR, PATNA	ORDY	3044	29.10.04	28.10.07	do	do
7.	RAJDHANI TRAVELS, BAILEY ROAD, PATNA	ORDY	3011	20.11.04	31.12.06	do	do
8	SINHA TRANSPORT AGENCY, ALAMGANJ, PATNA	ORDY	1068	1.8.05	31.12.07	do	do
9	VISHWAKARMA TOUR AND TRAVELS, FRASER ROAD, PATNA	ORDY	1073	2.8.05	31.12.07	do	do
10	SAMYAK TRAVELS, BODHGAYA	ORDY	1179	30.8.05	31.7.07	do	do
11	TRAVELCO TRAVEL AGENCY, FRASER ROAD, PATNA	ORDY	1178	30.8.05	24.8.07	do	do
12	MAGADH TOUR AND TRAVELS, RANJEET NAGAR, NEW DELHI	ORDY	1347	3.11.05	25.8.08	do	do
13	GAYATRI TOUR AND TRAVELS, BUDDHA COLONY, PATNA	ORDY	929	4.7.05	31.12.07	do	do
14	NIRANJANA TOUR AND TRAVELS, BODHGAYA	ORDY	1395	22.11.05	14.9.08	do	do
15	YADAV TRANSPORT AGENCY, NORTH MANDIRI, PATNA	ORDY	1394	22.11.05	10.9.08	do	do
16	BIHAR HOTELS (LTD), FRASER ROAD, PATNA	ORDY	96	19.1.06	23.9.06	do	do

17	EXPLORE INDIA, BUDDHA MARG, PATNA	ORDY	324	1.3.06	18.2.09	do	do
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Type of license/ permission/ concession -
RECOGNITION OF THE HOTEL

Sl. No.	Name of the license	Nature *	License No	Issued on	Valid up to	General Conditions	Details of the license**
1	HOTEL SAMRAT INTERNATIONAL, FRASER ROAD, PATNA	ORDY	1824	13.6.04	31.12.06	Subject to review and extension	Approved as Hotel for tourists
2	PROPERITOR, PAYING GUEST ACCOMMODATION, PATNA	ORDY	1825	23.6.04	31.12.06	Subject to review and extension	do
3	MEERA MOTEL, ZERO MILE, BEGUSARAI	ORDY	1535	17.12.05	31.12.07	Subject to review and extension	do
4	KAILASH MOTEL , BEGUSARAI	ORDY	2144	28.7.04	31.12.06	Subject to review and extension	do
5	AKASHJ GANGA MOTEL, AURANGABAD	ORDY	182	29.7.04	31.12.06	Subject to review and extension	do
6	RAJVANSHI REST HOUSE, JHANJIHARPUR, MADHUBANI	ORDY	137	30.8.05	24.8.07	Subject to review and extension	do
7.	HOTEL MAHAYANA, BODHGAYA	ORDY	202	21.12.05	17.12.08	Subject to review and extension	do

Section 4 (1) (b) (xiv)
Details of information available in electronic form
in the office of
SECRETARY / DIRECTOR OF TOURISM, BIHAR, PATNA
at :- PATNA

Sl. No.	Type of Document	Sub Topic	In which electronic format it is kept	Mode of retrieval	Person in charge

- i) Tape
- ii) Film
- iii) CD
- iv) Floppy
- v) Any other

Section 4 (1) (b) (xv)
Particulars of facilities available for citizen to obtaining information
in the office of
SECRETARY / DIRECTOR OF TOURISM, BIHAR, PATNA
at:- PATNA

Type of facilities -

- **Information about visiting hrs.** **3 to 4 pm**
- **Information about interactive website.** **www.discoverbihar.org.in**
- **Information about call center.** **None**
- **Information about facilities for inspection of record. Facility provided on receipt of application.**
- **Information about facilities for inspection of works.** **- NA**
- **Information about facilities for providing samples.** **- NA**
- **Information about Notice boards. In the offices of Secretary/ Director**
- **Information about library.** **Not available**

Sl. No.	Type of facility	Timings	Procedure	Location	Person in charge	Grievance redressal
1	Inspection of record	3 to 4 pm	On written request	Barrack No. 20, Old Secretariat Hutments, Patna-800015	Shri Siddhanath Dwiwedi, Typist Clerk	Dy. Director, Tourism / Secretary, Tourism

Section 4 (1) (b) (xvi)
Details of Public Information Officers/ APIOs/ Appellate authority in the jurisdiction of
Department of Tourism, Govt. of Bihar, Patna
at
Patna

PIO

A

Sl. No.	Name of PIO	Designation	Jurisdiction as PIO under RTI	Address/ Ph. no.	E-mail id for purpose of RTI	Appellate authority
1	Shri Chaturbhuj Pd. Choudhary	Dy. Director, Tourism	Whole of Bihar in the Tourism Department	Deptt. of Tourism, Barrack no. 14, Old Secretariat Hutments, Patna-800 015 Tel: 06122201616	info@discoverbihar.org.in	Secretary, Tourism, Bihar, Patna

APIOs**B**

Sl. No.	Name of APIO	Designation	Jurisdiction as APIO under RTI	Address/ Ph. no.
1	Shri Anil Kumar Shrivastava	Receptionist	Whole of Bihar in the Tourism Department	Deptt. of Tourism, Barrack no. 14, Old Secretariat Hutments, Patna-800 015 Tel: 06122201616

C**Appellate authority**

Sl. No.	Name of Appellate authority	Designation	Jurisdiction as Appellate authority	PIO reporting	E-mail id for purpose of RTI
1	Shri Rama Shankar Tiwari, IAS	Secretary to Govt	Whole of Bihar in the Department / Directorate of Tourism	Shri Chaturbhuj Prasad Choudhary	info@discoverbihar.org.in

Section 4 (1) (b) (xvii)**Section 4 (1) (c)**

- **List out routine decisions/ important policies which you foresee will affect public. Formalise the details about publications in such cases. Publish such information under this heading.**

Section 4 (1) (d)

- **Prepare a list of issues in which administrative & quasi-judicial decisions are generally taken in your office. Declare that henceforth you will provide reasons for such decision to affected persons.**

**ANNUAL PLAN BUDGET FOR TOURISM (2006-07):
RS. 15,00,00,000/-**

पर्यटन विभाग के अन्तर्गत कार्यरत पर्यटक सूचना केन्द्र

१. रक्सौल
२. गया
३. बोधगया
४. नई दिल्ली
५. वाराणसी
६. मुंगेर
७. राजगीर
८. वैशाली
९. पटना सिटी
१०. पटना जक्शन
११. पटना हवाई अड्डा
१२. फ्रेजर रोड, पटना
१३. मुजफ्फरपुर
१४. कोलकाता

TOURIST STATISTICS OF BIHAR (YEAR- 2005)

PLACE	TOURIST	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
PATNA	DOMESTIC	186856	139808	100494	108000	94691	112043	127197	135331	113548	114016	125202	130754	1487940
	FOREIGN	117	482	237	54	9	25	55	32	85	242	154	364	1856
GAYA	DOMESTIC	68344	75160	75923	59756	64334	63986	309121	353474	39149	5013	5386	6357	1126003
	FOREIGN	285	327	1784	113	136	82	121	132	419	186	124	301	4010
BODHGAYA	DOMESTIC	35930	20918	20793	17201	16517	15495	9189	15857	14371	32374	47771	50739	297155
	FOREIGN	5893	4509	1121	460	346	269	403	1461	4089	4357	5831	8262	37001
RAJGIR	DOMESTIC	32651	20500	18000	2200	9811	4900	19500	29697	19800	88000	34500	43000	322559
	FOREIGN	42	400	400	500	18	50	50	231	300	1500	1000	1000	5491
RAXAUL	DOMESTIC	11357	11537	12399	9328	9615	9571	10465	9319	10253	13785	13910	13289	134828
	FOREIGN	260	102	100	80	94	67	133	131	141	169	288	209	1774
MUNGER	DOMESTIC	5730	2641	4012	3611	3200	3949	4105	4640	3329	3195	4665	2975	46052
	FOREIGN	0	0	0	0	0	14	0	0	0	0	0	0	14
VAISHALI	DOMESTIC	2800	3980	12026	80025	15100	5607	35506	50505	7506	8600	4500	7832	233987
	FOREIGN	240	116	120	1200	90	302	403	477	1230	2401	1300	986	8865
MUZAFFARPUR	DOMESTIC	1500	9050	7515	7911	6815	6764	7531	5506	5765	3509	3205	3165	68236
	FOREIGN	510	498	451	435	310	324	302	295	271	106	107	51	3660
SONEPUR FAIR	DOMESTIC	0	0	0	0	0	0	0	0	0	0	1982670	25650	2008320
	FOREIGN	0	0	0	0	0	0	0	0	0	0	650	0	650
SHRAWANI MELA, SULTANGANJ, (BHAGALPUR)	DOMESTIC	0	0	0	0	0	0	0	0	1155605	0	0	0	1155605
	FOREIGN	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	DOMESTIC	345168	283594	251162	288032	220083	222315	522614	604329	1375861	268492	3121809	1183761	8687220
	FOREIGN	7347	6434	4213	2842	1003	1133	1467	2759	6535	8961	9454	11173	63321
GRAND TOTAL		352515	290028	255375	290874	221086	223448	524081	607088	1382396	277453	3131263	1194934	8750541