



**INFORMATION MANUAL UNDER THE RIGHT TO INFORMATION
ACT, 2005**

(Updated on 31.10.2011).

**COMMISSIONER OF ENDOWMENTS
GOVERNMENT OF ANDHRA PRADESH**

PREFACE

In order to provide for greater transparency and accountability in the functioning for “public authorities”, the Right to Information Act, 2005 (RTI) has been enacted by the Government of India. The Act entitles the citizens to obtain certain information pertaining to public authorities, subject to compliance with prescribed procedure under RTI Act, 2005. The Act has been notified on June 15, 2005.

In compliance with the provisions of Section 4 (1) (b) of the Act, this information manual is published for information of the general public.

Public information officer,
O/o the Commissioner of Endowments
Government of Andhra Pradesh.

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CHAPTER – I

INTRODUCTION

1.1 BACKGROUND:

In order to ensure transparency and accountability in the functioning of public authorities and with a view to confer right to citizens for obtaining information pertaining to functioning of public authorities, the Information Act, 2005 (hereinafter referred to as “RTI” or “Act”) has been enacted. Section 4 (1) (b) of the Act confers right on citizens to obtain information pertaining to functioning of public authorities and for this, every public authority is required to appoint State Public Information Officer (s) and Assistant State Public Information Officer (s), wherever applicable, for processing of information requests from citizen. Under any circumstances if the citizen could not get the information sought for by him, he may approach the Appellate Authority.

1.2 OBJECTIVE OF THE HAND BOOK:

Endowments Department is an integral part of Government of Andhra Pradesh and administers the Hindu Religious and Charitable Institutions in the State in accordance with the Andhra Pradesh Charitable and Hindu Religious Institutions and Endowments Act 30 of 1987 as amended from time to time. The key of objective behind publication of this information manual is to enable the public to understand the role played by the Department in the administration of Government of Andhra Pradesh. As prescribed under section 4 (1) (b) of the Act, the office of the Commissioner, Endowments Department being the public authority, hereby publishes the prescribed information relating to constitution and functioning of the office of the Commissioner, Endowments Department. The matter contained in this manual is meant for information of general public. Apart from these, the citizens are entitled under the Act, to obtain other information from the Department. Procedure for obtaining information from the department duly following the procedure prescribed is incorporated.

1.3 TARGETED USERS:

This manual is meant for information of citizens, civil society organizations, public representatives, officers and employees of public authorities.

Names and addresses of Key contact Officers

For facilitating information requests from citizens, the following officers are designated by the Department and all information requests shall be addressed to the State Public Information Officer (PIO).

PARTICULARS	DESIGNATION
Deputy Commissioner (General), office of the Commissioner, Endowments Department, Boggulakunta, Tilak Road, Hyderabad – 500 001. PH: No.040 – 24757320	Public Information Officer
Assistant Commissioner (Head Office), Office of the Commissioner, Endowments Department, Boggulakunta, Tilak Road, Hyderabad. PH: No.040 – 24757320	Assistant Public Information Officer
Additional Commissioner-II, Office of the Commissioner, Endowments Department, Boggulakunta, Tilak Road, Hyderabad. PH: No.040 - 24757320	1st Appellate Authority

PROCEDURE FOR OBTAINING INFORMATION

This information manual contains information about organization and functioning of Endowments Department. If any person is desirous of obtaining any other information, he shall make an information request to the PIO. The applicant is required to comply with the following conditions:

- **The applicant shall be a citizen of India.**
- **As a proof of citizenship, any one of the following documents may be attached to the information request.**

**Ration Card
Pan Card
Driving License
Electricity Bill
Passport document**

- **The information request shall be made in writing.**

The information request can be in one of the following Three languages.

**Telugu
Hindi
English**

- **Applicant shall pay the prescribed fee**
- **Applicants belonging to below poverty line (BPL) Category need not pay the fee. For claiming exemption from payment of fee under BPL category, the applicant shall attach a copy of Ration Card as a proof. The request for information will be generally processed within the time period under the Act.**

Section 4 (1) (b) (i)

PARTICULARS OF ORGINISATION, FUNCTIONS AND DUTIES

**ADDRESS: OFFICE OF THE COMMISSIONER,
ENDOWMENTS DEPARTMENT,
TILAK ROAD, BOGGULAKUNTA,
A.P., HYDERABAD – 500 001.**

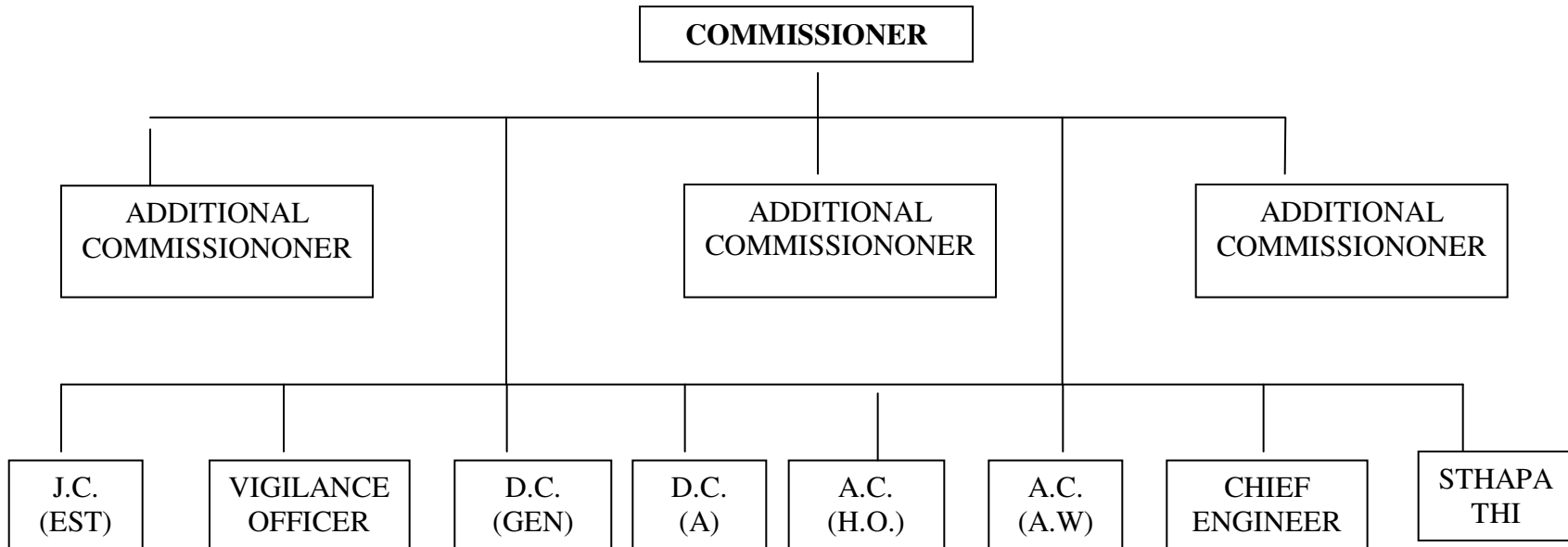
Office of the Commissioner of Endowments deals with the following matters:

- 01). Exercise of powers for preparation and publication of list of Charitable and Religious Institutions and Endowments in the state on the basis of Income u/s. 6 of the Endowments Act.
- 02). Exercise of powers and functions under Section 8 (a) of the Endowments Act.
- 03). Exercise of powers as a Corporate sole under section 7 of the Act.
- 04). Exercise of powers to administer all charitable and Hindu Religious Institutions and Endowments under the general Superintendence.
- 05). Constitution of Trust Boards to Hindu Religious and Charitable Institutions U/s. 15 of the A.P.C & H.R.I and Endowments Act 30 of 1987.
- 06). Exercise of powers for suspension, removal or dismissal of a trustee appointed by him under Section 28 of the Act.
- 07). Exercise of powers under section 38 of the Act for imposing any punishment to an office holder.
- 08). Exercise of powers to register the Institution or Endowment under Section 43 of the Act.
- 09). Exercise of powers to verify the correctness of Accounts of Dharmadayam under section 56 of the Act.
- 10). Approval of budgets of Institutions U/s. 57 of the Act.
- 11). Exercise of powers under Section 61 of the Act.
- 12). Exercise of powers for assessment of contribution under Section 66 of the Act.

- 13). **Administer Endowments Administration Fund created under Section 69 of the Act.**
- 14). **Administer Common Good Fund created under Section 70 of the Act.**
- 15). **Exercise of powers for utilization of surplus funds of the Institutions under Section 72 of the Act.**
- 16). **Exercise of powers for determination and Application of properties and funds of defunct Institutions or Endowments under Section 73 of the Act.**
- 17). **Appropriation of endowments under Section 74 of the Act.**
- 18). **Exercise of powers for alienation of immovable property under Section 80 of the Act.**
- 19). **Exercise of powers to compromise under Section 89 of the Act.**
- 20). **Exercise of powers confirm the orders of the Deputy Commissioner under Section 87 (3) of the Act.**
- 21). **Exercise of powers to hear appeals under Section 90 of the Act.**
- 22). **Exercise of powers to call for Records and pass orders under Section 92 of the Act.**
- 23). **Functions as a Trust Board member to Tirumala Tirupathi Devasthanam under Section 96 of the Act and exercise powers and functions as a Board Member under Section 97 of the Act.**
- 24). **Exercise of powers to transfer proceedings under Section 132 of the Act.**
- 25). **Exercise of powers for adoption or amalgamation of institutions and Endowments under Section 145 of the Act.**
- 26). **Exercise of powers for imposition of fines and execution under section 147 of the Act.**
- 27). **Exercise of powers as Ex-Officio Member and Convener in the Advisory Council notified under Section 152 of the Act.**

ORGANISATION CHART OF OFFICE OF THE COMMISSIONER,

ENDOWMENTS DEPARTMENT



Section 4 (1) (b) (ii)

THE POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES:

COMMISSIONER:

The Commissioner is vested with the power of general superintendent and control and he is competent to pass any order which may be deemed necessary to ensure that such institutions and Endowments are properly administered and their income is duly appropriated for the purposes for which they were found or exist. (Vide Section 8 (1)). He is competent to exercise the powers conferred on him and perform the functions in respect of institutions & Endowments Published under Section 6 (a), (d) & (e) of the Act. Some of his powers may also be allocated to the Additional Commissioner and Regional Joint Commissioner and he is competent to delegate some of his powers and functions to the Deputy Commissioners and Assistant Commissioners except the powers under section 6, 15, 49, 51, 66, 90, 92 & 132 of the Act 30/1987 vested in him.

ADDITIONAL COMMISSIONER-I:

The powers and functions of the Additional Commissioner-I are such as may be determined by Government from time to time. The Government issued orders determining the powers of Additional Commissioner in G.O.Rt. No. 1453, Revenue (Endts.-I) Department, dated.01.10.2009. He is incharge of all matters relating to 6 (a) institutions of M.Z-I, up to the cadre of Dy. Commissioner and Non Gazetted of Commissionerate staff up to Senior Assistant level.

ADDITIONAL COMMISSIONER-II:

The powers and functions of the Additional Commissioner-II are such as may be determined by Government from time to time. The Government issued orders determining the powers of Additional Commissioner in G.O.Rt. No. 1453, Revenue (Endts.-I) Department, dated.01.10.2009. He is incharge of all matters relating to 6 (a) institutions of M.Z-II up to Dy. Commissioner cadre.

ADDITIONAL COMMISSIONER-III:

The powers and functions of the Additional Commissioner are such as may be determined by Government from time to time. The Government issued orders determining the powers of Additional Commissioner in G.O.Rt. No. 1453, Revenue (Endts.-I) Department, dated.01.10.2009. He is incharge of all matters relating to 6 (a) institutions of M.Z-III up to Dy. Commissioner cadre.

JOINT COMMISSIONER (VIGILANCE):

This post has been specially created to cause enquiry and detect cases involving misappropriation, mismanagement, defalcation of funds etc., in the Institutions and Endowments and assist in enquiries taken up by ACB & Vigilance.

JOINT COMMISSIONER (ESTATES):

He is incharge of all matters relating to lands all over the state including leases and long leases, encroachments and sales, Compromise, Court cases and Land Protection Cell.

DEPUTY COMMISSIONER (A):

The Deputy Commissioner scrutinize and circulate the files to the competent authority as instructed by the Commissioner through an office order.

DEPUTY COMMISSIONER (G):

The Deputy Commissioner scrutinize and circulate the files to the competent authority as instructed by the Commissioner through an office order.

ASSISTANT COMMISSIONER (H.O.):

The Assistant Commissioner scrutinize and circulate the files to the competent authority as instructed by the Commissioner through an office order.

ASSISTANT COMMISSIONER (ARCHAKA WELFARE):

The Assistant Commissioner (A.W) scrutinize the files and circulate to the Commissioner relating to Welfare of Archaka & Other Employees through the circulating officers.

CHIEF ENGINEER:

The Chief Engineer accords Technical Sanctions approves Tenders revised estimates, inspection of works, completion reports and other technical matters.

STHAPATHI:

The Stapathi scrutinize the files relating to Silpi works such as (a) Estimates according to Technical Sanction (b) Tenders (c) Scrutiny & Sanction of Work Bills (d) Inspection of works etc.

SUPERINTENDENT:

The Superintendent is incharge of the section in the office. He/she is assisted with three or four clerks and one Typist. He/She is responsible for all files relating to the subjects allotted and coordinate the efforts of clerks under his charge for the efficient and expeditious disposal of all business at all stages in the section. He/She is responsible for the accuracy of the notes and drafts proceeding from his/her sections. He/she is responsible for discipline in his section and observe that the orders or instructions of higher officials are not disputed or disregarded by his/her clerks.

ALLOTMENT OF SUBJECTS AMONG SECTIONS IN THE OFFICE

Sl. No.	SECTION	SECTION HEAD	SUBJECT
1	A-SECTION	Superintendent	All matters of institutions in Multi Zone-I.
2	B-SECTION	Superintendent	All matters of institutions in Multi Zone-II.
3	C-SECTION	Superintendent	All matters of institutions in Multi Zone-III.
4	D-SECTION	Superintendent	Service matters of Executive Officers and Managers and service matters of Head Office.
5	E-SECTION	Superintendent	Service matters of Gazetted Officers, Engineering Staff and disciplinary cases.
6	F-SECTION	Superintendent	Contribution and Audit
7	G-SECTION	Superintendent	
8	H-SECTION	Superintendent	
9	I-SECTION	Superintendent	
10	J-SECTION	Superintendent	Dharmika Parishad
11	K-SECTION	Superintendent	Accounts, finance and Pensions, Audit of offices and Budget.
12	L-SECTION	Superintendent	Land matters pertaining to Zone-I & II
13	M-SECTION	Superintendent	Land matters pertaining to Zone-V&VI
14	N-SECTION	Superintendent	Land matters pertaining to Zone-III & IV
15	P-SECTION	Superintendent	Common Good Fund & Dhoopa Deepa Naivedyam.
16	Q-SECTION	Superintendent	Civil Works.
17	R-SECTION	Superintendent	Aradhana
18	S-SECTION	Superintendent	Silpi Works
19	U-SECTION	Superintendent	Legal Cell.
20	V-SECTION	Superintendent	Vigilance and Enforcement cases and A.C.B. Trap cases.
21	W-SECTION	Superintendent	Archaka Welfare Fund
22	Inward & Outward Dispatch Sections & Record Room	Superintendent	Receiving reports from all over.

Section 4 (1) (b) (iii)

**THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS
INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY.**

The proposals of the Sub-ordinate officers under control of the Endowments Department are received in Tapal Section. On receipt of the same the tapal clerk affix tapal number and keep all tapal papers in a separate book and send it to the officer concerned. On perusal of tapal by the concerned officers, they would be distributed to the concerned sections. The concerned Assistant make an entry in the personal register and put up the same in the shape of a file with relevant extracts of Act and Rules and submit the file to the concerned Superintendent. The Superintendent scrutinizes the file and pass on the file with his remarks to the concerned officer. The officer scrutinizes the file and circulate the file to the Commissioner through the concerned Additional Commissioner or Deputy Commissioner as the case may be.

Section 4 (1) (b) (iv)

THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS

The usual office hours are from 10-30 A.M. to 5-00 P.M. After signing in the Attendance Register all staff must be in their seats and start work, not later than the prescribed hour. They will however be allowed grace of 10 minutes when there is real need.

The abstracts of pendency should be prepared showing only the current number of cases pending for (a) over three months, (b) over six months and (c) over one year to check delays.

- 1). The Service delivery time frame for the services rendered by the Department are given below:
 - (i). Citizen Related: Complaints from public : 03 days.
 - (ii). Routine matters : 10 days.
 - (iii). References/Letters from other departments
(inter departmental/Subordinate officers) : 10 days.
 - (iv). Statutory Orders : 15 days.

Section 4 (1) (b) (v)

THE RULES REGULATIONS INSTRUCTIONS MANUALS AND RECORDS HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS.

S.No.	Rule/Regulation/Legislation
1	The Andhra Pradesh Charitable and Hindu Religious Institutions and Endowments Act 30/1987.
2	The Rules made under the provisions of the Act 30/87.
3	A.P. (T.A.) Inams abolition Act 1955.
4	Civil Procedure Code.
5	Indian Evidence Act 1872.
6	A.P. Fundamental Rules
7	A.P.C.S (.C.C. A.) Rules, 1991 & A.P.C.S (Conduct) Rules 1964.
8	A.P. State and Subordinate Service Rules.
9	A.P. Ministerial Service Rules.
10	A.P. General Sub-ordinate Service Rules.
11	A.P. Last Grade Service Rules.
12	A.P.T.A. Rules.
13	RTI Act, 2005

Section 4 (1) (b) (vi)

**A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD
BY IT OR UNDER ITS CONTROL.**

S.No.	PARTICULARS OF DOCUMENTS
1	Government Orders.
2	Memorandums.
3	Circular memos.
4	File disposals.
5	Trust Boards Register U/s 15 of Endowments Department Act.
6	Publication Register U/s 6 of Endowments Department Act.
7	C.G.F. grants Register.
8	A.W.F. grants Register.

Section 4 (1) (b) (vii)

**THE PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR
CONSULTATION WITH OR REPRESENTATION BY THE MEMBERS OF THE
PUBLIC IN RELATION TO THE FORMATION OF ITS POLICY OR
IMPLEMENTATION THEREOF.**

NIL

Section 4 (1) (b) (viii)

A STATEMENT OF BOARDS COUNCILS COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF ITS ADVICE AND AS TO WHETHER MEETINGS OF THOSE BOARDS COUNCILS COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC OR THE MINUTES OF SUCH MEETINGS ARE ACCESSABLE FOR PUBLIC

1. Common Good Fund Committee consisting of
 - 1). Hon'ble Minister for Endowments - Chairman.
 - 2). Principal Secretary (Rev.) E.D., - Member.
 - 3). Commissioner of Endowments - Secretary & Treasurer
2. Committee of officials to scrutinize lease proposals consisting of
 - 1). Additional Commissioner.
 - 2). Joint Commissioner (Estates).
 - 3). Deputy Commissioner (G).
3. **Archaka Welfare Fund Trust** consists of;
 - a. The Chief Commissioner of Land Administration and Spl. C.S. to Government of A.P
 - b. The Prl. Secretary to the Government of A.P, Revenue (Endts) Department.
 - c. The Secretary to the Government of A.P, Finance Department.
 - d. The Executive Officer, TTDs, Tirupathi.
 - e. The Commissioner of Endowments, A.P., Hyderabad.
 - f. The Financial Advisor and Chief Accounts Officer of TT.Ds
 - g. Sri Agnihotram Atreya Babu, Kalidindi, Krishna Distrcit, General Secretary, A.P. Archaka Samaykha on behalf of Andhra Region.
 - h. Sri. K. Venkateswara Sarma, Archaka, Padmarao nagar, Secunderabad on behalf of Telangana Region.
 - i. Sri.D.V. Appalacharyulu, J.A , Sri Rachuri Group Temples, Guntur Dist. On behalf of Temple Employees.
 - j. sri.K.V. Giridhan, Retd. District and Sessions Judge.
4. **A.P. Endowments Tribunal** consists of;
 - a. Chairman who is or has been a judicial officer and member shall be a person, who holds or has held a post not the rank of Additional Commissioner of Endowments.

5. Dharmika Parishad Cell consisting of :

MEMBERS

Sl. No.	Name	Chairman / Member Secretary / Member
1.	Minister for Endowments	Chairman
2.	The Principal Secretary / Secretary to Government, Revenue Department, In-charge of Religious and Charitable Institutions & Endowments	Member
3.	The Commissioner of Endowments	Member Secretary
4.	The Executive Officer, Tirumala Tirupathi Devasthanam	Member
5.	Sri Pyda Ramalingeswara Rao, Founder Trustee, Pyda Chalamaiah Chowltry, Temple Street, Kakinada.	Member
6.	Sri K.Venkateswara Reddy, Chairman, Trust Board, Sri Edupayala Vana Durga Bhavani Temple, Nagasanipalli (V), Papannapet(M), Medak District.	Member
7.	Sri Akarapu Raja Chenna Visveswara Rao, Founder Trustee, Sri Akarapu Chennaiah Gari Narsingam Dharma Sala, Station Road, Warangal.	Member
8.	Sri B.S.Narayana Durga Bhatt, Chairman, Trust Board, Sri Bhavannarayana Swamy Temple, Bapatla.	Member
9.	Sri Hari Prasad Badruka, Chariman, Sri Badruka Charitable Trust, Narayanguda, Hyderabad.	Member

10.	Sri S.V.Narasimha Rao, Chairman, Founder Trustee, Sri Chenna Kesava Swamy and Chenna Malleswara Swamy Temple, Ullipalem(V), Nagaram(M), Guntur District.	Member
11.	Sri J.Rambabu, I.A.S., (Retd.), Chairman, A.P., State Financial Corporation, Chirag Ali Lane, Basheerbagh, Hyderabad.	Member
12.	Justice A.Venkatarami Reddy, Retd., High Court Judge, Plot No.102, D.No.3-4-132, Royal Castle, St.No.6, Barkatpura, Hyderabad.	Member
13.	His Holiness Sri Sri Sri Narayana Theertha Mahadeshihan, Peetadhipathi, Ahobilam Mutt.	Member
14.	His Holiness Sri Sri Sri Bharathi Theertha Maha Swamy, Peethadhipathi, Sree Srungeri Peetham. Rep. his GPA Holder Sri M.V.S Prasad	Member
15.	Sri J.Rameswara Rao, Chairman, My Home Hub, Hi-Tech City, Madhapur, Hyderabad.	Member
16.	Sri V.V.Nageswara Rao, G.M.R. Group of Industries.	Member
17.	Sri Nallan Chakravarthula Raghunadha Charya Swamy, Aghama Pandit, Warangal.	Member
18.	Sri Mudigonda Venkatappaiah Sastry, Aghama Pandit, Srisailam.	Member
19.	Sri Ganapathi Chavali, S/o. Ch. V.Gopala Krishna Murthy, 5-37-173-4/12, Brodipet, Guntur.	Member

SPECIAL INVITEES

Sl. No.	Name
1.	Sri Adikesavulu Naidu, Chairman, Tirumala Tirupathi Devasthanam, Tirumala, Tirupathi.
2.	Dr. M.V.Soundarrajan, S/o. Venkata Raghavachari, Hereditary Archaka Cum Trustee, Balaji Venkateswara Swamy Temple, Deval Venkatapur, Hamlet of Chilkur (V), Moinabad Mandal, Ranga Reddy District.
3.	Sri Chengappa, I.A.S., Commissioner (Retd.).
4.	Sri Narra Narasimha Rao, Commissioner (Retd.)
5.	Sri Gandhi Subba Rao, President, Crane Group, Sampath Nagar, Guntur.
6.	Sri Venkatapathi Raju, I.A.S., (Retd.).
7.	Sri Swamy Shesha Bhattar Sudarshana Charya, Kundalini Yogi, Secunderabad.

The meetings of above Committees are not open to public.

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Section 4 (1) (b) (ix)
DIRECTORY OF OFFICERS AND EMPLOYEES

SI.No.	NAME OF THE OFFICER	DESIGNATION
1	Sri G. Balaramaiah , I.A.S	Commissioner
2	Sri. T. Chandra Kumar	Additional Commissioner-I
3	Sri. T. Chandra Kumar	Additional Commissioner (I/c)
4	Sri. T. Chandra Kumar	Additional Commissioner-(I/C)
5	Sri R.Jagan Mohan	Chief Engineer (I/c.)
6	Sri R.Ravindranath	Superintending Engineer (I/c.)
7	Sri S.Subba Rao	Executive Engineer
8	Sri K.V. Anand	Executive Engineer, M.Z-III
9	Sri Sundar Rajan	Sthapathi
10	Sri Ch. Badhrinarayana Charyulu	Spl. Gr. Dy. Collector (LPC)
11	Smt. M.M.D.Krishnaveni	Vigilance Officer
12	Sri.Ch.V. Krishnaji Rao	Deputy Commissioner (Gen.) (FAC)
13	Sri.Ch.V. Krishnaji Rao	Deputy Commissioner (A) I/C
14	Sri Ch. Badhrinarayana Charyulu	Joint Commissioner (Estates)
15	VACANT	Dy.Sthapathi
16	Sri D.Ramesh Chander	Dy. Executive Engineer
17	Sri.K. Rajeswar	Dy. Executive Engineer (CGF)
18	Smt. M.L., Nagamani	Assistant Commissioner (A.W.) I/C
19	Smt. M.L., Nagamani	Assistant Commissioner (H.O.)
20	Smt D.Rajyalakshmi	Tahsildar
21	Sri T.Suresh Kumar	Tahsildar
22	Smt. N. Prasunamba	Tahsildar
23	Smt. V. Nirmala	Tahsildar
24	Smt. V.V.N. Chandrakala	Tahsildar
25	Sri S.Brahmananda Reddy	Assistant Executive Engineer
26	VACANT	Draughtsman Gr.I
27	VACANT	Draughtsman Gr.I
28	Sri Ch.Ramesh Babu	Assistant Engineer
29	Sri P.Mallikarjuna Reddy	Assistant Engineer
30	Sri B.Ravi	Draughtsman Gr.III
31	Smt. P.Uma Chowdary	Draughtsman Gr.III
32	Sri V.Srinivasa Sarma	Draughtsman Gr.III

33	Smt. S.P.C.Kalavathi	Draughtsman Gr.III
34	Sri P.Parameswarappa	Assistant Sthapathi
35	Sri K.Damodar	Assistant Sthapathi
36	Sri.K. Brahmaiah	Assistant Sthapathi
37	Sri B. Veerendra Varma	Gazetted SpecialCategory Stenographer
38	Smt.K. Shobha rani	Gazetted Superintendent
39	Sri.D. Nageswar Rao	Gazetted Superintendent
40	Sri S. Ramesh Babu	Gazetted Superintendent
41	Sri B.V.S. Durga Prasad	Gazetted Superintendent
42	Sri.V.V.S.K. Prasad	Gazetted Superintendent
43	Sri D. Anand Kumar	Gazetted Superintendent
44	Sri. M. Rtna Raju	Spl.Cat. Steno & JVO (I/C)
45	M.Vijayaraju	Superintendent & E.O. (Gazetted)
46	K.K.Rajeswari	Superintendent
47	J.Subba Rao	Superintendent & E.O.
48	V.Ramanamma	Superintendent
49	K.A.P.Rama Subba Rao	Superintendent
50	S.Ranaprathap	Superintendent & E.O.
51	S.Venkata Lakshmi Devi	Superintendent
52	K.Srinivasa Rao	Superintendent
53	K.Vinod	Superintendent
54	T.Sekhar	Superintendent
55	M.Krishna Murthy	Superintendent
56	S.Jyothi	Superintendent
57	M.Ramanjaneyulu	Superintendent
58	K.Sandhyarani	Senior Assistant
59	M.Srinivasa Reddy	Senior Assistant
60	V.S.H.Seshagiri Raju	Senior Assistant
61	N.Subba Reddy	Senior Assistant
62	W.Ananda Rao	Senior Assistant
63	E.Durga Prasad	Senior Assistant
64	B.Krupavaram	Senior Assistant
65	M.V.S.R.K.Murthy	Senior Assistant
66	V.Venkateswara Rao	Senior Assistant
67	A.Ramakrishna	Senior Assistant

68	S.Venkateswarlu	Senior Assistant
69	B.Jayasree	Senior Assistant
70	A.Sreerama Murthy	Senior Assistant
71	M.Venkateswarlu	Senior Assistant
72	K.Ramanjaneyulu	Senior Assistant
73	N.Mallikarjun	Senior Assistant
74	Nikhil Raj Saxena	Senior Assistant
75	K.Balaji	Senior Assistant
76	B.Babu Shankar	Senior Assistant
77	V.V.Shankar Reddy	Senior Assistant
78	Battu Raju	Senior Assistant
79	B.Maheswar	Senior Assistant
80	Yogesh Jaiswal	Senior Assistant
81	M.V.Krishna Reddy	Senior Assistant
82	K.Jyothi	Senior Assistant
83	Amith Prasad	Senior Assistant
84	P.V.S.Pavan Kumar	Senior Assistant
85	D.Nagamani (CGF)	Senior Assistant
86	N.Venkatesh	Senior Assistant
87	N.Nagaraju	Senior Assistant
88	B.Swetha	Junior Assistant
89	K.Uma Maheswari	Junior Assistant
90	A.N.S.V.Bhavannarayana	Junior Assistant
91	K.Sandeep Kumar	Junior Assistant
92	S.Kishan Singh	Driver
93	S.Venkata Ramana	Driver
94	P.Anki Reddy	Driver
95	K.Chandran Nair	Attender
96	M.Venkataiah	Jamedar
97	M.Ramulu	Attender
98	H.Yadagiri Rao	Masalchi
99	K.Punyavathi	Attender
100	M.N.Shanthi	Attender
101	Sohan Lal	Attender
102	C.Radhabai	Attender
103	N.Santha Kumari	Attender

104	Kesari Lal	Attender
105	S.Raja singh	Attender
106	Md. Jahangir	Attender
107	A.Nagender	Attender
108	K.Venkateswara Rao	Attender
109	K.Raju	R.A
110	B.S.Srinivas	Attender
111	G.Ramulu	Attender
112	B.S.Srikanth	Attender
113	K.Krishna	Attender
114	P.Chandrasekhar	Attender
115	G.Shankar	Attender
116	G.Nagaraju	Attender
117	K.Rajesh Kumar	Attender
118	P.Gangamani	Attender
119	J.Lakshmamma	Masalchi
120	P.Ravinder	Worker
121	P.Ramu	Worker
122	K.Yadagiri	Worker
123	C.S.Ravinder	Worker
124	R.Swamy	Worker
125	S.G. Damodar	Worker
126	A.Padma	Sweeper
127	Mangamma	Sweeper
128	Anguri Bai	Scavenger
129	Balamani	Water Woman

Section 4 (1) (b) (x)

**THE STATEMENT SHOWING THE DETAILS OF GROSS OF EMPLOYEES
WORKING IN COMMISSIONER OF ENDOWMENTS, A.P., HYDERABAD.**

Sl. No.	NAME OF THE OFFICER	DESIGNATION	GROSS PAY (Rs.)
1	Sri G. Balaramaiah, IAS	Commissioner	90,257.00
2	Sri T. Chandra Kumar	Additional Commissioner	63,773.00
5	Sri R.Jagan Mohan	Chief Engineer (I/c.)	83,251.00
6	Sri R.Ravindranath	Superintending Engineer (I/c.)	75,314.00
7	Sri S.Subba Rao	Executive Engineer	75,174.00
8	Sri S. Sundar Rajan	Sthapathi	75,174.00
9	Sri Ch. Badrinarayana Charyulu	Spl. Dy. Collector (LPC	50,051.00
10	Smt. M.M.D.Krishnaveni	Vigilance Officer	47,233.00
11	Sri Ch.V.Krishnaje Rao	Joint Commissioner (Estates)	55,241.00
12	Sri.K. Rajeswar rao	Dy. E.E	56,386.00
13	Sri D.Ramesh Chander	Dy. Executive Engineer	63,893.00
14	Smt. M.L.Nagamani	Assistant Commissioner (H.O.)	44,834.00
15	Smt. N. Prasunamba	Tahsildar	27,623.00
16	Smt D.Rajyalakshmi	M.R.O	27,623.00
17	Smt. N.Geetha	M.R.O	37,380.00
18	Sri T.Suresh Kumar	M.R.O	50,992.00
19	Sri S.Brahmananda Reddy	Assistant Executive Engineer	29,241.00
20	Sri Ch.Ramesh Babu	Assistant Engineer	31,845.00
21	Sri P.Mallikarjuna Reddy	Assistant Engineer	30,997.00
22	Sri B.Ravi	Draughtsman Gr.III	26,234.00
23	Smt. P.Uma Chowdary	Draughtsman Gr.III (On long leave)	24,792.00
24	Sri V.Srinivasa Sarma	Draughtsman Gr.III	26,903.00
25	Smt. S.P.C.Kalavathi	Draughtsman Gr.III	24,120.00
26	Sri P.Parameswarappa	Assistant Sthapathi	31,047.00
27	Sri K.Damodar	Assistant Sthapathi	26,184.00

28	Sri B. Veerendra Varma	Gaz.Spl.Steno	61,100.00
29	M.Ratna Raju	Special Grade Steno	39,885.00
30	B.V.S.Durga Prasad	Superintendent Gazetted	41,475.00
31	K.Sobha Rani	Superintendent ,,	35,458.00
32	D.Nageswara Rao	Superintendent ,,	36,464.00
33	S.Ramesh Babu	Superintendent ,,	32,723.00
34	VVSK Prasad	Superintendent ,,	31,935.00
35	D.Ananda Kumar	Superintendent ,,	29,271.00
36	J.Subba Rao	Superintendent & EO	25,312.00
37	V.Ramanamma	Superintendent	31,875.00
38	K.A.P.Rama Subba Rao	Superintendent	31,077.00
39	S.Venkata Lakshmi Devi	Superintendent	27,713.00
40	K.Srinivasa Rao	Superintendent	31,875.00
41	K.Vinod	Superintendent	28,457.00
42	S.Jyothi	Superintendent	26,943.00
43	M.Ramanjaneyulu	Superintendent	27,663.00
44	M.Krishna Murthy	Superintendent	36,404.00
45	K.Sandhyarani	Senior Assistant	24,832.00
46	M.Srinivasa Reddy	Senior Assistant	22,864.00
47	V.S.H.Seshagiri Raju	Senior Assistant	22,864.00
48	N.Subba Reddy	Senior Assistant	29,241.00
49	W.Ananda Rao	Senior Assistant	29,251.00
50	E.Durga Prasad	Senior Assistant	22,864.00
51	B.Krupavaram	Senior Assistant	26,264.00
52	M.V.S.R.K.Murthy	Senior Assistant	28,437.00
53	V.Venkateswara Rao	Senior Assistant	23,488.00
54	A.Ramakrishna	Senior Assistant	20,056.00
55	S.Venkateswarlu	Senior Assistant	26,943.00
56	A.Sreerama Murthy	Senior Assistant	22,381.00
57	M.Venkateswarlu	Senior Assistant	28,457.00
58	K.Ramanjaneyulu	Senior Assistant	21,647.00
59	N.Mallikarjun	Senior Assistant	22,467.00

60	Nikhil Raj Saxena	Senior Assistant	20,375.00
61	K.Balaji	Senior Assistant	20,375.00
62	B.Babu Shankar	Senior Assistant	20,375.00
63	V.V.Shankar Reddy	Senior Assistant	20,375.00
64	Battu Raju	Senior Assistant	19,271.00
65	B.Maheswar	Senior Assistant	18,216.00
66	Yogesh Jaiswal	Senior Assistant	18,743.00
67	M.V.Krishna Reddy	Senior Assistant	22,201.00
68	K.Jyothi	Senior Assistant	19,799.00
69	Amith Pershad	Senior Assistant	18,216.00
70	P.V.S.Pavan Kumar	Senior Assistant	24,832.00
71	N.Venkatesh	Senior Assistant	20,009.00
72	N.Nagaraju	Senior Assistant	17,736.00
73	ANSV Bhavanarayana	Junior Assistant	13,801.00
74	K. Uma Maheswari	Junior Assistant	13,801.00
75	K. Sandeep Kumar	Junior Assistant	13,801.00
76	S.Kishan Singh	Driver	40,785.00
77	S.Venkata Ramana	Driver	20,725.00
78	P.Anki Reddy	Driver	21,301.00
79	K.Chandra Nair	Attender	24,120.00
80	M.Venkataiah	Jamedar	27,648.00
81	M.Ramulu	Attender	26,184.00
82	H.Yadagiri Rao	Masalchi	26,199.00
83	K.Punyavathi	Attender	24,792.00
84	M.N.Shanthi	Attender	24,120.00
85	Sohan Lal	Attender	24,120.00
86	C.Radhabai	Attender	22,201.00
87	N.Santha Kumari	Attender	24,120.00
88	Kesari Lal	Attender	24,120.00
89	S.Raja singh	Attender	18,743.00
90	Md. Jahangir	Attender	18,216.00
91	A.Nagender	Attender	16,776.00

92	K.Venkateswara Rao	Attender	12,958.00
93	K.Raju	Attender	15,880.00
94	B.S.Srinivas	Attender	16,776.00
95	G.Ramulu	Attender	18,216.00
96	B.S.Srikanth	Attender	15,432.00
97	P.Chandrasekhar	Attender	12,933.00
98	G.Shankar	Attender	19,769.00
99	G.Nagaraju	Attender	15,880.00
100	K.Rajesh Kumar	Attender	11,557.00
101	P.Gangamani	Attender	11,237.00
102	J.Lakshamma	Masalchi	15,447.00
103	P.Ravinder	Worker	26,903.00
104			
105	P.Ramu	Worker	26,903.00
106	K.Yadagiri	Worker	28,407.00
107	Ch.Ravinder	Worker	28,407.00
108	R.Swamy	Worker	27,623.00
109	S.G.Damodhar	Worker	11,633.00
110	A.Padma	Sweeper	20,951.00
111	Anguri Bai	Scavenger	17,736.00
112	Balamani	Water Women	15,432.00
113	P.E. Narender	Surveyor	28,407.00

Section 4 (1) (b) (xi)

THE BUDGET ALLOCATED TO EACH OF ITS AGENCY INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBURSEMENTS MADE.

The Budget estimate sanctioned for the year 2009-2010 under non-plan in respect of the Endowments Department is Rs. 46,13,20,000/-

Section 4 (1) (b) (xii)

**THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES INCLUDING
THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF
SUCH PROGRAMMES.**

NIL

Section 4 (1) (b) (xiii)

**PARTICULARS OF RECEIPTS OF CONCESSIONS, PERMITS OR
AUTHORISATION GRANTED BY IT.**

NIL

Section 4 (1) (b) (xiv)

**DETAILS OF RESPECT OF THE INFORMATION AVAILABLE TO OR HELD
BY IT REDUCED IN AN ELECTRONIC FORM**

Information may be available in website: www.apendowments.gov.in

www.apendowments.com

Section 4 (1) (b) (xv)

**THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR
OBTAINING INFORMATION INCLUDING THE WORKING HOURS OF
LIBRARY OR READING ROOM IF MAINTAINED FOR PUBLIC USE.**

The public can contact the public information officer or Assistant public Information officer during office hours for obtaining information.

Public can also visit the website : www.apendowments.gov.in or

www.apendowments.com

Section 4 (1) (b) (xvi)

**THE NAMES DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC
INFORMATION OFFICERS.**

- | | | |
|---|---|--|
| 1 | Sri Ch.V. Krishnaji Rao
Deputy Commissioner (Gen.) | P.I.O. |
| 2 | Smt. M.L.Nagamani,
Assistant Commissioner
(Head Office) | A.P.I.O. |
| 3 | Sri T. Chandra Kumar ,
Additional Commissioner | 1 st Appellate
Authority |

Section 4 (1) (b) (xvii)

**SUCH OTHER INFORMATION AS MAY BE PRESCRIBED AND THERE
AFTER UPDATE THESE PUBLICATIONS EVERY YEAR.**

NIL

Sd/- T. CHANDRA KUMAR .
ADDITIONAL COMMISSIONER