

RIGHT TO INFORMATION ACT-2005
COASTAL AQUACULTURE AUTHORITY

(Ministry of Agriculture)
Government of India
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INFORMATION UNDER SECTION 4(1)(b) OF THE ACT

I Particulars of its organization, functions and duties

ORGANISATION

The Authority consist of the following members who are appointed by the Central Government, namely:-

- (a) the Chairperson who is, or has been, a Judge of a High Court;
- (b) one member who is an expert in the field of coastal aquaculture;
- (c) one member who is an expert in the field of coastal ecology nominated by the Department of Ocean Development of the Central Government;
- (d) one member who is expert in the field of environment protection or pollution control nominated by the Ministry of Environment and Forests of the Central Government;
- (e) one member to represent the Ministry of Agriculture of the Central Government;
- (f) one member to represent the Ministry of Commerce of the Central Government;
- (g) four members to represent the coastal States on rotation basis;
- (h) one member-secretary.

POWERS AND FUNCTIONS OF AUTHORITY

- (1) Subject to any guidelines issued by the Central Government under section 3, the Authority shall exercise the following powers and perform the following functions, namely :-
 - (a) to make regulations for the construction and operation of aquaculture farms within the coastal areas;
 - (b) to inspect coastal aquaculture farms with a view to ascertaining their environmental impact caused by coastal aquaculture;
 - (c) to register coastal aquaculture farms;
 - (d) to order removal or demolition of any coastal aquaculture farms which is causing pollution after hearing the occupier of the farm; and

- (e) To perform such other functions as may be prescribed.
- (2) Where the Authority orders removal or demolition of any coastal aquaculture farm under clause (d) of sub-section (1), the workers of the said farm shall be paid such compensation as may be settled between the workers and the management through an authority consisting of one person only to be appointed by the Authority and such authority may exercise such powers of a District Magistrate for such purpose, as may be prescribed.

II Chairman

Power to call meetings:- (1) The Chairperson may, at any time, convene a special meeting of the Authority and shall do so if a requisition for a meeting is presented to him in writing by at least one-third of the total number of members or upon a special direction of the Central Government and no ordinary business shall be transacted in such special meetings.

(2) The Chairperson may require any officer of the Authority or invite any person who has sufficient knowledge, experience or background in a subject relating or relevant to any matter under consideration of the Authority, to attend any meeting of the Authority as special invitee, but such officer, or person shall not have the right to vote.

(3) The Chairperson shall give notice of not less than ten clear days before the meeting: Provided that no such notice shall be necessary if business of urgent nature is to be considered.

Consideration of appeal :- Any person aggrieved by an order of refusal for registration of his farm, within 30 days from the date of receipt of the order of refusal or cancellation, as the case may be, may appeal to the Chairperson, who may either affirm, vary or set aside such order.

Agenda :- No subject other than the subject included in the agenda shall be considered except with the permission of the Chairperson.

Submission of Annual Report :- The Chairperson or such employees of the Authority as may be authorized in this behalf, shall prepare, as soon as may be after the commencement of the each financial year the annual report which shall include an account of the activities of the Authority during the previous financial year, which shall contain the information as specified in the CAA Rules, 2005.

Member Secretary

The Member Secretary shall be responsible for the implementation of the decisions arrived by the Authority or by the Committees set up by it and the discharge of the duties imposed on him/ her under the rules.

The Member Secretary shall in consultation with the Chairperson, fix the date, time, place and also draw up agenda for every meeting.

The Member Secretary shall have powers of general superintendence, which shall include:

- (a) to grant leave to the Officers and Staff of the Authority;

- (b) to exercise administrative control over all divisions and officers of the Authority;
- (c) to call for documents and record and to inspect or cause to be inspected, the accounts and places of storage or of business as required under the rules;
- (d) to sanction expenditure for contingencies, supplies and services and purchase of articles required for the working of the office of the Authority;
- (e) cause all important papers and matters to be presented to the Authority as early as practicable; and
- (f) issue directions as to the method of carrying out the decisions of the Authority.

III Procedure followed in the decision making process including channels of supervision and accessibility

The Authority conducts regular meetings once in two months with specific agenda and the decisions taken in the meeting are being implemented by the officers of the Authority, State Level Committees and District Level Committees.

IV Norms set by it for the discharge of its function Registration and Renewal of shrimp farms

A proforma has been designed and the prospective applicants should submit the duly filled in forms in the following manner:

Application for registration and the fees to be paid:-

- (1) Every application for the registration of a coastal aquaculture farm shall be made to the District Level Committee as set up by the Authority in Form I, obtainable from the office of the District Level Committee or the office of the Authority or be downloaded from the website of the Authority.
- (2) Every application under sub-rule (1) for the registration of coastal aquaculture farm specified in column (1) of the Table below shall be accompanied by the fee specified in the corresponding entry in column (2) of the said Table.
 - 1. Up to 5.0 hectare (ha) water spread area - Rs. 200 per ha (or fraction of a ha), subject to a minimum of Rs. 500/-
 - 2. From 5.1 to 10 ha water spread area - Rs. 1000 plus Rs. 500 per ha (or fraction of a ha) in excess of 5 ha.
 - 3. From 10.1 ha water spread area - Rs. 3500 plus Rs. 1000 per ha (or fraction and above of a ha) in excess of 10 ha.
- (3) The fees for registration shall be payable in the form of Demand Draft in favour of the Member Convenor of the District Level Committee set up by the Authority.

The manner of considering application for registration:-

- (1) **On receipt of an application, the District Level Committee shall verify the particulars given in the application in respect of all coastal aquaculture farms irrespective of their size; and**

- (a) in the case of coastal aquaculture farms up to 2.0 ha water spread area, the District Level Committee upon satisfaction of the information furnished therein shall recommend the application directly to the Authority for consideration of registration under intimation to the State Level Committee.
- (b) in the case of coastal aquaculture farms above 2.0 ha water spread area, the District Level Committee shall inspect the concerned farm to ensure that the farm meets the norms specified in the guidelines with specific reference to the siting of coastal aquaculture farms and recommend such applications to the State Level Committee, which upon satisfaction shall further recommend the application to the Authority for consideration of registration.

Registration of Hatcheries

Norms for registration of hatcheries have been framed by the Marine Products Export Development Authority and the applications for registration of hatcheries have to be submitted to them in the prescribed form for scrutiny and inspection by MPEDA, who in turn would submit the list of hatcheries to the Coastal Aquaculture Authority for review and approval.

- V Rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions**

**Coastal Aquaculture Authority Act, 2005
Coastal Aquaculture Authority Rules, 2005
Regulations framed by the Authority
Guidelines for Regulating Coastal Aquaculture**

- VI Statement of the categories of documents that are held by it or under its control**

Compendium of Act, Rules and Guidelines of the Coastal Aquaculture Authority published in 2006

- VII Particulars of any arrangement that exists for consultation with, or representation by the members of the Public in relation to the formulation of its policy or implementation thereof**

The Authority conducts periodical stakeholders meetings / workshops and special meetings.

- VIII Statement of Boards, Councils, Committees and other bodies consisting of two or more persons constitutes 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 meeting are accessible for public**

The Authority has set up various Sub-Committees to formulate guidelines, protocols, manuals etc.

Sub-Committee to frame Guidelines on Common Effluent Treatment System for cluster

based farms

Sub-Committee to frame Guidelines on farming of mudcrabs and seabass

Sub-Committee to frame Guidelines for registration of PCR Laboratories

IX A directory of its officers and employees

Members appointed by the Central Government :

1. **Hon'ble Justice K Raviraja Pandian, Chairperson**
2. **Dr. P Ravichandran, Member Secretary**

Members/staff appointed on regular/deputation basis by the Authority:

Sl.No	Designation	Present incumbent
1.	Director (Technical)	Dr R Jayaraman
2.	Senior Administrative Officer	Shri J Venugopal
3.	Assistant Director (Technical)	Shri S Mani
4.	Superintendent	Shri K Srinivasan Babu
5.	Private Secretary	Smt G Durga
6.	Private Secretary	Shri P K Ganesan
7.	Accountant	Vacant
8.	Senior Technical Assistant	Smt G Priya
9.	Senior Technical Assistant	Shri S Ramesh Kumar
10.	Stenographer Grade 'C'	Vacant
11.	Stenographer Grade 'C'	Vacant
12.	Senior Clerk	Shri Uma Shankar
13.	Senior Clerk	Vacant
14.	Stenographer Grade 'D'	Kum. S.Priya
15.	Junior Clerk	Smt G. Rajasree
16.	Junior Clerk	Smt R Jayanthi
17.	Staff Car Driver	Shri K Selvam
18.	Multitasking Staff	Shri P. Rajesh
19.	Multitasking Staff	Shri K. Elavarasan
20.	Multitasking Staff	Shri V. Prasad
21.	Multitasking Staff	Vacant

X The monthly remuneration received by each of its officers and employees, including the system of computerization as provided in its regulations.

Officers appointed by the Central Government :

Chairman - Rs.80,000/- (Apex scale)
(Rank of Secretary to the Government of India)

Member Secretary – Rs.67,000 – 79,000 (HAG)
(Rank of Additional Secretary to the Government of India)

XI The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made.

Budget and Finance

XII The manner or execution of subsidy programs, including the amounts allocated and the details of beneficiaries of such programs.

Not applicable

XIII The particulars of concessions, permits or authorization granted by it.

Not applicable

XIV Details in respect or the information available to or held by it, reduced in an electronic form

Compendium of Coastal Aquaculture Act , Rules, Guidelines and Notifications
List of registered shrimp farms
List of registered hatcheries

XV Particulars of facilities available to citizens for obtaining information, including the working hours or library or reading room, if maintained by public.

The Authority has a small library, which has around 500 books on the subjects specifically addressing the coastal environment, coastal management, legal matters and Encyclopedia Britannica and dictionaries.

XVI Names, designations and other particulars of the Public Information Officers.

Nodal officers for RTI Act Implementation

XVII Other information as may be prescribed.