



तटीय जलकृषि प्राधिकरण
COASTAL AQUACULTURE AUTHORITY

मत्स्यपालन विभाग / Department of Fisheries

मत्स्यपालन पशुपालन और डेयरी मंत्रालय / Ministry of Fisheries, Animal Husbandry And Dairying

भारत सरकार / Government of India

5th Floor, Integrated Office Complex for Animal Husbandry and Fisheries Department,
Nandanam, Chennai – 600 035, Tamil Nadu

Telephone No: 91 44 2435 3502

E-mail: caaheadoffice@caa.gov.in

Website: <https://caa.gov.in>



INFORMATION UNDER SECTION 4(1)(b) OF RIGHT TO INFORMATION ACT-2005

(i) Particulars of its organization, functions and duties

1. ORGANISATION

The Authority shall 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;

1. Chairperson appointed under Section 4(3A) of CAA Act, 2005

(b) one member who is an expert in the field of coastal aquaculture;-

2. Director, CIBA

(c) one member who is an expert in the field of coastal ecology nominated by the Ministry of Earth Sciences of the Central Government;

3. Director, Centre for Marine Living Resources and Ecology,
Kochi Ministry of Earth Sciences, Government of India

(d) one member who is an expert in the field of environment protection or pollution control nominated by the Ministry of Environment, Forest and Climate Change of the Central Government;

4. Director, National Centre for Sustainable Coastal Management (NCSCM), Chennai

(e) one member to represent the Ministry of Agriculture and Farmers Welfare of the Central Government; -

5. Joint Secretary of the Department of Agriculture and Farmers Welfare,
Ministry of Agriculture and Farmers Welfare.

(f) one member to represent the Ministry of Commerce and Industry of the Central Government;

6. Chairman, Marine Products Export Development Authority, Kochi.

(fa) one member to represent the Ministry of Fisheries, Animal Husbandry and Dairying of the Central Government; -

7. Joint Secretary (Marine Fisheries) of the Department of Fisheries, Ministry of Fisheries, Animal Husbandry and Dairying, Government of India

(g) one member to represent each of the coastal States and Union territories;-

8. *Secretary (Fisheries) or his authorised representative, Government of Andaman and Nicobar Island.*
9. *Secretary (Fisheries) or his authorised representative, Government of Andhra Pradesh.*
10. *Secretary (Fisheries) or his authorised representative, Government of Dadra and Nagar Haveli and Daman and Diu.*
11. *Secretary (Fisheries) or his authorised representative, Government of Goa.*
12. *Secretary (Fisheries) or his authorised representative, Government of Gujarat.*
13. *Secretary (Fisheries) or his authorised representative, Government of Karnataka.*
14. *Secretary (Fisheries) or his authorised representative, Government of Kerala.*
15. *Secretary (Fisheries) or his authorised representative, Government of Lakshadweep.*
16. *Secretary (Fisheries) or his authorised representative, Government of Maharashtra.*
17. *Secretary (Fisheries) or his authorised representative, Government of Odisha.*
18. *Secretary (Fisheries) or his authorised representative, Government of Puducherry.*
19. *Secretary (Fisheries) or his authorised representative, Government of Tamil Nadu.*
20. *Secretary (Fisheries) or his authorised representative, Government of West Bengal.*

2. POWERS AND FUNCTIONS OF AUTHORITY

A. Functions of the Authority as provided in Section 11 of CAA Act, 2005 are as follows:

- (A) 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 coastal aquaculture units within the coastal areas;
 - (b) to inspect coastal aquaculture units with a view to ascertaining their environmental impact caused by coastal aquaculture;
 - (c) to register coastal aquaculture units;
 - (d) to order removal or demolition of any coastal aquaculture unit which is causing pollution after hearing the occupier of such unit;
 - (da) to regulate or prohibit the number, species and method of any coastal aquaculture in such area, as may be prescribed, through planning and execution of such programmes, including aqua zonation and aqua mapping for environmentally sustainable coastal aquaculture, as may be notified by the Central Government;
 - (db) to fix or adopt standards, certify, monitor, regulate or prohibit coastal aquaculture inputs, including probiotics, therapeutants and such other inputs used in coastal aquaculture, as may be prescribed, for the prevention, control and abatement of detriment to the coastal aquaculture or coastal environment;
 - (dc) to fix or adopt standards, certify, monitor and regulate the coastal aquaculture units, including coastal aquaculture activities carried out in such units with biosecurity and

close disease surveillance to ensure freedom from disease, in such manner as may be prescribed;

(dd) to fix or adopt the standards for emission or discharge of effluents from coastal aquaculture unit:

Provided that different standards for emission or discharge may be fixed for different coastal aquaculture unit having regard to the quality or composition of the emission or discharge of effluents from such sources;

(de) to collect and disseminate information in respect of matters relating to coastal aquaculture;

(e) to perform such other functions as may be prescribed.

(2) Where the Authority orders removal or demolition of any coastal aquaculture unit under clause (d) of sub-section (1), the workers of the said unit 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.

B. More functions of the Authority as provided in Rule 5 of CAA Rules, 2024 are as follows:

The Authority shall perform the following other functions in addition to the functions specified under section 11 of the Act, namely.

- (1) to ensure that the agricultural lands, mangroves, wet lands, forest lands, land for village common purposes and the land meant for public purposes and national parks and sanctuaries shall not be converted for construction of coastal aquaculture farms so as to protect the livelihood of coastal community;
- (2) to deal with any issues pertaining to coastal aquaculture including those which may be referred to it by the Central Government;
- (3) to survey the entire coastal area of the country and advise the Central Government and the State Governments to formulate suitable strategies for achieving eco-friendly coastal aquaculture development;
- (4) may develop a nationwide aquaculture mapping and zonation, including the following, namely:
 - (a) use of high resolution geographic information system maps, integrated with land surveys, subdivisions, boundaries and land ownership merged with the land use map and regulatory requirements under the law;
 - (b) identify and locate the potential areas, based on multiple parameters including the water source such as sea front, estuary, river, creek, backwater, the type of land through the multicriteria decision support system that are validated by the field surveys;
 - (c) define broad zones suitable for different type of aquaculture and other allied activities or species or stocking density or in combination of all in such zones to deter and abate any environmental hazard;

- (5) to advise and assist the States to take steps for containment of infection and disease management through development of Aquaculture Management Areas with enhanced traceability;
- (6) to take steps for the grant of auto registration for the coastal aquaculture units located in the potential zones identified through aquaculture maps;
- (7) to advise and extend support to the State Governments to construct common infrastructure such as common water in-take and discharge canals by the coastal aquaculture farms and common effluent treatment systems for achieving eco-friendly and sustainable development of coastal aquaculture;
- (8) to fix or adopt standards, certify, monitor, regulate or prohibit coastal aquaculture inputs such as seed, feed, growth supplements including probiotics, therapeutants and such other inputs used in coastal aquaculture for the maintenance of the water bodies and the organisms reared therein and other aquatic life for the prevention, control and abatement of any detriment to the coastal aquaculture or coastal environment as may be specified in the Guidelines for certificate of compliance for aquaculture inputs referred to in clause (e) of rule 3;
- (9) to carry out and sponsor investigations and studies or schemes relating to environment protection and demonstration of eco-friendly technologies in coastal aquaculture;
- (10) to collect and disseminate data and other scientific and socio-economic information in respect of matters related to coastal aquaculture;
- (11) to prepare manuals, codes and audio-visual material relating to sustainable development of coastal aquaculture and activities relating thereto;
- (12) to organise through media and other means of communication a comprehensive programme regarding sustainable utilization and fair and equitable sharing of the coastal resources for aquaculture purpose;
- (13) to plan and organize training of personnel engaged or likely to be engaged in sustainable utilisation of the coastal resources for aquaculture purposes;
- (14) to constitute various technical committees, sub-committees, working groups, sub-groups that may comprise of the members and officers of the Authority, scientists and officers of the national research institutes or State Governments, public representatives or representatives of the civil society or coastal aquaculture association or local body or farmer producer organisations for preparation of technical manuals, code of conduct, etc.;
- (15) to direct the owners or operators of the coastal aquaculture units to carry out such modifications to minimise the impacts on coastal environment including stocking density and the use of aquaculture inputs certified by the Authority;
- (16) to order seasonal closure of the coastal aquaculture units for the sustainability of the coastal aquaculture practices, maintaining environmental sustainability and protection of livelihoods or for any other reasons considered necessary in the interest of coastal environment;

- (17) to make recommendations to the Government for amending the Guidelines from time to time taking into account the changes in technology, farming practices, etc, and incorporating modifications, as may be necessary, in such Guidelines, to ensure environmental protection and the livelihoods of the coastal communities;
- (18) to safeguard the coastal aquaculture and the environment from the impact of diseases and pests, through risk analysis, risk mitigation measures, inspection and implementation of mitigation response arrangements;
- (19) to formulate requirements for the health monitoring, disease surveillance and certification of coastal aquaculture units and stocks as Specific Pathogen Free by ensuring freedom from diseases as specified in the Guidelines for health monitoring, disease surveillance and Specific Pathogen Free certification of coastal aquaculture units and stocks in India referred to in clause (d) of rule 3.

(ii) Powers and duties of its officers and employees;

1. CHAIRMAN

A. Meetings of the Authority:

- (1) The chairperson shall preside over the meetings of the Authority.
- (2) The Chairperson shall decide the date and place of the meeting of the Authority as prescribed in para 3 of the CAA Regulations 2005.
- (3) 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.
- (4) 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.
- (5) The chairperson shall approve the agenda and additional agenda if any for the meeting of the Authority.

B. Consideration of appeal: -

Chairperson may consider either to affirm, vary or set aside the order of refusal for registration or renewal of registration of a Coastal Aquaculture unit /activity, on receipt of an appeal filed within 30 days from the date of receipt of a copy of the order of refusal by the appellant.

C. 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 each financial year, an 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, 2024.

2. SECRETARY

A. The Secretary shall function as the Chief Executive Officer of the Authority who shall be responsible for:

- (a) the day-to-day administration of the Authority;
- (b) drawing up of proposal for the Authority's work programmes in consultation with the Authority;
- (c) implementing the work programmes and the decisions adopted by the Authority;
- (d) ensuring that the tasks of the Authority are carried out in accordance with the requirements of users, in particular with regard to the adequacy of the services provided and the time taken;
- (e) the preparation of the statement of revenue and expenditure and the execution of the budget of the Authority;
- (f) coordinating with the Central Government and with the committees of the Authority; and
- (g) legally representing the Authority in all matters.

B. Every year, the Secretary shall submit to the Authority for approval,

- (a) a general report covering all the activities of the Authority in the previous year;
- (b) the programmes of work;
- (c) the annual accounts for the previous year; and
- (d) the budget for the coming year.

C. The Secretary shall, after the approval of the Authority, forward the general report and the programmes to the Central Government and shall have the general report published.

D. The Secretary shall have administrative control over the officers and other employees of the Authority.

E. The Secretary shall approve all financial expenditure of the Authority and send a report on the Authority's activities to the Central Government.

F. The Secretary shall have powers of general superintendence over the functioning of the Authority, 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 these rules;

- (d) to sanction expenditure for contingencies, supplies and services and purchase of articles required for the functioning 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.
- G.** The Secretary shall ensure timely conduct of meetings of the District, Sub-Divisional Level or such other committees, as per the timeline specified in the regulations, for the speedy and timely disposal of matters related to the implementation of the Act and these rules.
- H.** The Secretary shall oversee the functioning of authorised officers and adjudicating officers under the Act for the speedy and timely disposal of matters related to the implementation of the Act on the field.

(iii) The procedure followed in the decision-making process, including channels of supervision and accountability;

1. ANY DECISION OF THE AUTHORITY SHALL BE MADE IN ITS MEETING

- (a) The Authority shall hold at least one meeting within a period of two months and the interval between two meetings shall not in any case be longer than two months.
- (b) 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.
- (c) 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.
- (d) The Chairperson shall give notice of not less than ten clear days before the meeting. No such notice shall be necessary if business of urgent nature is to be considered.
- (e) All the subject which are to be considered by the Authority shall be presented as agenda with prior approval of the Chairperson.
- (f) A quorum of one-third of the members including the Chairperson is required to transact any business at an Authority meeting
- (g) If any time the required quorum is not present, the meeting shall be adjourned to a date not later than three days from that date.
- (h) In such adjourned meeting it shall be lawful to consider the agenda for the meeting even if there is no quorum.
- (i) At every meeting, the Chairperson or the member of the Authority nominated by the Central Government under sub-section (3A) of section 4 of the Act, shall preside over the meeting.
- (j) The decision taken in a meeting of the Authority shall be confirmed in the subsequent meeting

2. BUSINESS BY CIRCULATION IN CERTAIN CIRCUMSTANCES

- (a) Any business which has to be transacted by the Authority urgently and cannot wait for the next ordinary meeting, if the chairperson so directs, be referred to the members by circulation of papers.
- (b) Any such papers circulated and approved by the majority of the members in writing shall have the same effect as if such proposal or resolution were decided by the majority of the members at a meeting: Provided that if three or more members propose a request that the proposal resolution be placed in the meeting of the Authority, the proposal or resolution shall be placed in the next meeting of the Authority
- (c) Where a proposal or a resolution is circulated by the members, they shall have the right to file reply regarding the same and Authority shall communicate the result of such proposal or resolution.

3. RECORD OF BUSINESS

- (a) Record, shall be maintained of all items of business transacted by the Authority at its meetings or by circulation of papers.
- (b) The decision arrived by the circulation shall be recorded in the next meeting the Authority.

(iv) Norms set by CAA for the discharge of its functions;

1. REGISTRATION OF COASTAL AQUACULTURE UNITS /ACTIVITY

A. Sub-Divisional Level and the District Level Committees

For the purposes of processing applications for registration of coastal aquaculture units/activity, the Sub-Divisional Level and the District Level Committees are constituted and their compositions are as under: –

(1) Sub-Divisional Level Committee:

- (a) Revenue Divisional Officer or Sub-Collector of a sub-division -Chairperson, ex officio;
- (b) Tahsildar or Mandal Revenue officer within the sub-division - Member, ex officio;
- (c) Sub-divisional Agriculture Officer or equivalent- Member, ex officio;
- (d) Assistant Conservator of Forest or equivalent - Member, ex officio;
- (e) Sub-divisional officer of Irrigation or Water Resources- Member, ex officio;
- (f) Block Development Officer- Member, ex officio;
- (g) Assistant Director of Fisheries in the district or equivalent - Member Convener, ex officio.

(2) District Level Committee:

- (a) District Collector or Deputy Commissioner of the District or Additional Collector

- or Joint Collector or Additional Deputy Commissioner-Chairperson, ex officio;
- (b) Revenue Divisional Officer or Sub-Collector of sub-division- Member, ex officio;
- (c) Chief Executive Officer of Zila parishad or equivalent- Member, ex officio;
- (d) District Head of Agriculture- Member, ex officio;
- (e) Divisional Forest Officer or equivalent- Member, ex officio;
- (f) District Head of Irrigation or Water Resources- Member, ex officio;
- (g) Representative from Marine Products Export Development Authority- Member, ex officio;
- (h) any other Government Official in the District to be co-opted by the Collector or Deputy Commissioner of the District- Member, ex officio;
- (i) District Head of Fisheries- Member Convener, ex officio.

All recommendations made by the District Level Committee or the Sub- Divisional Committee, as the case may be, shall be made by a quorum consisting of two thirds of the members including the Chairperson and the Member Convener, at its meeting for making such recommendation.

B. Manner of applying for the registration of coastal aquaculture units/activity

The prospective applicants should submit the duly filled in forms in the following manner:

- (1) Every application for registration of any coastal aquaculture unit or coastal aquaculture activity under section 13 of the Act shall be made in Form-I or Form-II, specific to each coastal aquaculture unit or activity specified in Schedule-II, to be obtained from the office of the Member Convener of Sub Divisional Level Committee or District Level Committee, or from the office of the Authority or downloaded from the website of the Authority.
- (2) The application for the registration of any coastal aquaculture unit or activity in the case of
 - a) sea weed culture, cage culture, raft culture, pen culture, Recirculatory Aquaculture System, Bio-floc, nurseries, etc., and traditional coastal aquaculture farms irrespective of their size, shall be made in Form-I, by the owner or operator thereof to the Sub- Divisional Level Committee or directly to the District Level Committees (in the absence of a Sub-Division in a particular District) where the coastal aquaculture unit is located.
 - b) Hatchery, Nauplii Rearing Hatchery, Live Feed Unit, Nucleus Breeding Centre and Broodstock Multiplication Centre shall be made in Form-II, by the owner or operator thereof directly to the Authority.
- (3) The Authority may, in the public interest, make provision for on-line filing of an application for registration.
- (4) Every application for registration of a coastal aquaculture unit or activity shall be accompanied with
 - a) a fee as specified in Schedule-I; and
 - b) the documents as specified in Schedule-II.
- (5) The fees for registration shall be payable in the form of a Demand Draft or electronically through online mode in favour of the Member Convener of the Sub-

Divisional Level Committee or District Level Committees in the absence of a Sub-Division in a particular District or in favour of the Coastal Aquaculture Authority.

- (6) In case of any defect in the application, the Member Convener of the Sub-Divisional Level Committee concerned shall within seven days of receipt of application, inform the applicant in writing, to rectify the defect within fifteen days from the date of receipt of such information:

Provided that if the applicant fails to rectify the defect within such period, the application for registration shall be deemed to have been rejected.

- (7) The Sub-Divisional Level Committee or District Level Committees in the absence of a Sub-Division in a particular District may, if satisfied that the application for registration complies with the requirements, recommend the same for registration
- (8) Where the application for registration is refused, the reasons for such refusal shall be recorded in writing, and a copy of the order of refusal shall be furnished to the applicant.
- (9) Any person aggrieved by an order of refusal under this rule may, within thirty days from the date of receipt by him of a copy of the order of refusal, appeal to the Chairperson, who may either affirm, vary or set aside such order.

C. Manner of considering application for registration of units or activities:

- (1) On receipt of an application for registration under sub-rule (2) of rule 9, the Sub-Divisional Level Committee or the District Level Committee (in the absence of a Sub-Division in a particular District) shall scrutinise the application including documents furnished therewith in respect of the coastal aquaculture units irrespective of their size and process them as follows, namely:—
- a) in the case of coastal aquaculture farms up to 2.0 hectare water spread area, sea weed culture, cage culture, raft culture, pen culture, Recirculatory Aquaculture System, Bio-floc, nurseries etc., and traditional coastal aquaculture farms irrespective of their size, Sub-Divisional Level Committee upon satisfaction of the information furnished therein, shall recommend the application directly to the Authority for consideration of registration, -
- b) in the case of coastal aquaculture farms above 2.0 hectare of water spread area and upto 5.0 hectare of water spread area, the Sub-Divisional Level Committee shall recommend the application directly to the Authority for consideration of registration only after making such inquiry including inspection as it thinks fit, to satisfy itself that the registration of such farm shall not be detrimental to the coastal environment;
- c) in the case of coastal aquaculture farms above 5.0 ha of water spread area, the Sub-Divisional Level Committee shall recommend the application to the District Level Committee for consideration of registration,—
- (i) after making such inquiry including inspection as it thinks fit, to satisfy itself that the registration of such farm shall not be detrimental to the coastal environment;
- (ii) after making further inquiries to ascertain that the coastal aquaculture farm conforms to the stipulations laid down in the Guidelines for regulating coastal aquaculture referred to in clauses (a), (b) and (c) of rule 3.

- (2) On receipt of an application under clause (c) of sub-rule (1), the District Level Committee, upon satisfaction, shall further recommend the application to the Authority for consideration of registration.
- (3) The Authority may, upon satisfaction, grant registration or by order, refuse registration or renewal thereof, if the applicant fails to furnish the required information or furnishes incorrect information and a copy of the order together with reasons for such refusal shall be communicated to the applicant.

D. Manner of considering application registration of coastal aquaculture Hatchery, Nauplii Rearing Hatchery, Live Feed Unit, Broodstock Multiplication Centre and Nucleus Breeding Centre.

- (1) No person shall establish Hatchery or Nauplii Rearing Hatchery or Live Feed Unit or Broodstock Multiplication Centre or a Nucleus Breeding Centre without obtaining prior permission, by making an application with relevant documents, in the case of, –
 - (a) Hatchery or Nauplii Rearing Hatchery or Live Feed Unit in Form-II, to the Authority; and
 - (b) Broodstock Multiplication Centre or a Nucleus Breeding Centre, in the Form specified in the Guidelines for establishment and operation of Nucleus Breeding Centres and Broodstock Multiplication Centres in India referred to in clause (f) of rule 3, to the Central Government.
- (2) On receipt of such application for prior permission under sub-rule (1), the Authority or the Central Government, as the case may be, shall verify the particulars given in the application along with documents attached therewith and process the application in such manner as may be specified in the Guidelines referred to in clauses (a), (b), (c) and (f) of rule 3.
- (3) The Authority or the Central Government shall issue a prior permission for the construction of Hatchery, Nauplii Rearing Hatchery or Live Feed Unit, Broodstock Multiplication Centre or Nucleus Breeding Centre on being satisfied that the application complies with the Guidelines referred to in clauses (a), (b), (c) and (f), of rule 3;
- (4) Upon receipt of the prior permission under the sub-rule (3), the owner or operator of the facility shall construct the Hatchery, Nauplii Rearing Hatchery or Live Feed Unit or Nucleus Breeding Centre or Broodstock Multiplication Centre, in accordance with the biosecurity measures specified in the Guidelines referred to in clauses (a), (b), (c) and (f) of rule 3 and shall intimate the completion of construction to the Authority for inspection of the unit, along with an application in Form-II for registration.
- (5) Upon such intimation, the Technical and Inspection Committee constituted for such purpose shall inspect the coastal aquaculture units or activities and furnish the report with its specific recommendations to the Authority within three weeks of such intimation.

- (6) The deficiencies or shortfalls, if any, observed and communicated by the Technical and Inspection Committee, shall be rectified by the owner or operator and the compliance of the same shall be communicated to the Authority.
- (7) On receipt of compliance report under sub-rule (5) or sub-rule (6), the Authority shall grant the registration within a period of sixty days from the date of receipt of the application by the Authority and order of any refusal shall be communicated to the applicant duly furnishing the reasons there for.
- (8) Any owner or operator aggrieved by an order of refusal under sub-rule (7) may, within thirty days from the date of receipt of such order of refusal, prefer appeal to the Chairperson in writing, who may either affirm, vary or set aside such order of refusal.

E. Renewal of Registration

- (1) Every application for renewal of registration of a coastal aquaculture unit or activity shall be made by the owner or operator thereof, before ninety days from the date of expiry of its period of validity, to the Authority in Form-I, or Form-II, specified in Schedule-II, along with the documents establishing the ownership and operational status of the coastal aquaculture unit or activity.
- (2) The Authority on being satisfied with the application under sub-rule (1), shall renew the registration for a further period of five years.
- (3) In case of delay in making application for renewal of registration within the period specified in sub-rule (1), the application for renewal of registration of the coastal aquaculture unit or activity shall be accompanied with a request for condoning the delay, specifying the reasons for the delay and shall be accompanied by such additional fee, which shall be two times the applicable fee for renewal of registration for the period from the date of expiry of such registration.
- (4) The Authority, if satisfied that the delay was due to sufficient cause, may condone the delay in making application for renewal within the specified time, subject to payment of fees specified in sub-rule (3):

Provided that all the registration of whose validity has expired as on the date of publication of this notification in the Official Gazette, may be condoned on payment of such fees as the Authority deems fit, if an application for condonation of the delay is made within one year from the date of such publication.

- (5) The Authority may undertake any inquiries including inspections, as deems fit, to conform the claims made in the application under these rules by itself or through Sub-Divisional Level Committee or District Level Committee and the owner or operator of coastal aquaculture unit shall be liable for any acts of omission or commission under these rules, the Act, the regulations or the Guidelines.
- (6) The fees payable for renewal of registration shall be the same as specified in Schedule-I for registration of a coastal aquaculture unit or activity and shall be paid to the Authority in the form of a Demand Draft or electronically through online mode.

- (7) The time limit for consideration of renewal of registration shall be as specified in the regulations.
- (8) Where the Authority is satisfied that further continuation of the said coastal aquaculture unit or activity is harmful to the coastal environment, it shall refuse to renew the registration thereof:

Provided that the Authority shall, before such refusal for renewal of the registration, give the concerned owner or operator, an opportunity for being heard and a copy of the order together with the reasons for the refusal shall be communicated to such owner or operator.

- (9) Any owner or operator aggrieved by an order of refusal of renewal may, within thirty days from the date of receipt by him of a copy of the order of refusal, appeal to the Chairperson who may affirm, vary or set aside such order.

2. CERTIFICATE OF COMPLIANCE / RENEWAL OF CERTIFICATE OF COMPLIANCE FOR AQUACULTURE INPUTS

A. Manner of applying for certificate of Compliance

Every application for certificate of compliance of an aquaculture input shall be in Form-III, accompanied with such documents as specified in Schedule-III, and with a fee of ten thousand rupees per product to be paid electronically or in the form of a Demand Draft drawn in favor of the Coastal Aquaculture Authority.

B. Manner of considering application for certificate of Compliance

- (1) The Authority shall scrutinize the application including the documents furnished therewith to conform that the aquaculture input complies with the standards and is free from the pharmacologically active substances, antimicrobial agents and other prohibited substances, as specified in the Guidelines for certificate of compliance for aquaculture input referred to in clause (e) of rule 3
- (2) Where the Authority is satisfied that the aquaculture input conforms to the standards, the Authority may grant the certificate of compliance through electronic means in Form-VI.
- (3) The grant of certification or refusal, as the case may be, shall be made within a period of ninety days from the date of receipt of application for certification.
- (4) The certificate of compliance granted under the sub-rule shall be valid for a period of five years from the date of grant of such certificate of compliance.
- (5) Every application for the renewal of validity of certificate of compliance of an aquaculture input shall be in Form-III, accompanied with such documents specified in Schedule-III and fee as specified in sub-rule 4
- (6) The certificate of compliance of an aquaculture input granted under sub-rule (6) shall be renewed by the Authority for a similar period in accordance with the procedures specified in the Guidelines for certificate of compliance for aquaculture input referred to in clause (e) of rule 3.

(v) Rules, regulations, instructions, manuals and records, held by or under the control of CAA or used by the employees of CAA for discharging the functions of CAA:

1. COASTAL AQUACULTURE AUTHORITY ACT, 2005
2. COASTAL AQUACULTURE AUTHORITY RULES, 2024
3. COASTAL AQUACULTURE AUTHORITY GUIDELINES, 2024 :
 - (a) Guidelines for Regulating Coastal Aquaculture (S.O. 1496(E) dated 20.03.2024)
 - (b) Guidelines for Regulating Hatcheries and Farms for Seed Production and Culture of Specific Pathogen Free *L.vannamei* (S.O. 1457(E) dated 15.03.2024)
 - (c) Guidelines for seed production and culture of Specific Pathogen Free *P. monodon* (S.O. 1429(E) dated 15.03.2024)
 - (d) Guidelines for the health monitoring, disease surveillance and Specific Pathogen Free certification of coastal aquaculture units and stocks in India (S.O. 1479(E) dated 15.03.2024)
 - (e) Guidelines for Certificate of Compliance for Aquaculture Inputs (S.O. 1456(E) dated 15.03.2024)
 - (f) Guidelines for establishment and operation of Nucleus Breeding Centre and Broodstock Multiplication Centres in India (S.O. 1459(E) dated 15.03.2024)
 - (g) Guidelines for Solid Waste Management in Coastal Aquaculture Units or Activities (S.O. 1458(E) dated 15.03.2024)
 - (h) Guidelines for regulating hatcheries and farms for seed production and culture of crab (S.O. 2984(E) dated 26.06.2025).
 - (i) Guidelines for regulating hatcheries and farms for seed production and culture of marine finfishes; (S.O. 2897(E) dated 26.06.2025).
 - (j) Guidelines for regulating hatcheries and farms for seed production and culture of indigenous shrimp species in marine and brackish water. (S.O. 2903(E) dated 26.06.2025).
 - (k) Guidelines for regulating hatcheries and rearing units for marine/brackish water ornamental organisms; (S.O. 2904(E) dated 26.06.2025).
 - (l) Guidelines for regulating seaweed seedling production and farming in marine and brackish water; (S.O. 3458(E) dated 24.07.2025).
 - (m) Guidelines for regulating cage and pen culture of marine/brackish water aquaculture species; (S.O. 3462(E) dated 24.07.2025).
 - (n) Guidelines for regulating live feed culture units and management in coastal aquaculture; (S.O. 3982(E) dated 29.08.2025).
 - (o) Guidelines for regulating Bio-floc, Recirculatory Aquaculture Systems (RAS), and Nursery-based Aqua Farming Systems; (S.O. 3983(E) dated 29.08.2025).
 - (p) Guidelines for notifying the aqua zones and aqua mapping; (S.O. 3463 (E) dated 24.07.2025).
 - (q) Guidelines for regulating seed production and farming of bivalves in marine and brackish water; (S.O. 3464(E) dated 24.07.2025).
 - (r) Guidelines for assessment of cost for the damage to environment and cost of demolition and utilization of environment monitoring fund.” (S.O. 3461(E) dated 24.07.2025)
4. COASTAL AQUACULTURE AUTHORITY REGULATIONS, 2008

(vi) Statement of the categories of documents that are held by CAA or under its control:

1. Compendium of Act, Rules and Guidelines of the Coastal Aquaculture Authority published in 2006
2. The list of coastal aquaculture farms & hatcheries registered and antibiotic-free aquaculture inputs certified.
3. The list of empaneled suppliers of broodstock for *L. vannamei* & *P. monodon*.
4. The annual reports of the CAA

(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 stakeholder's 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 such as;

1. Technical Committee to oversee the functioning of Aquatic Quarantine Facility
2. Technical Committee to inspect hatcheries
3. Expert committee to empanel the overseas suppliers

- (v) A directory of the officers and employees of CAA

A. Appointed by the Central Government

S. No.	Designation	Present Incumbent	Email ID
1.	Chairperson of CAA (Member of the Authority)	Dr. Surabhi Rai, Chairperson, CAA	caaheadoffice@caa.gov.in
2.	Secretary, CAA	Shri. K C. Devasenapathi, IAS Secretary, CAA	caaheadoffice@caa.gov.in

B. Officers/staff appointed of regular/deputation basis by the CAA

S. No.	Designation	Present Incumbent	Email ID	Contact number
1.	Director (Technical)	Shri.Dr.M. Karthikeyan	directortech@caa.gov.in	044-24353783
2.	Senior Administrative Officer	Vacant	-	044 – 2435 3502 044 – 2435 3784
3.	Assistant Director (Technical)	Smt. G. Priya	adtech@caa.gov.in	
4.	Superintendent	Vacant	-	
5.	Private Secretary	Vacant	-	
6.	Private Secretary	Vacant	-	
7.	Accountant	Vacant	-	
8.	Senior Technical Assistant	Shri. S. Ramesh Kumar	rameshkumars@caa.gov.in	
9.	Senior Technical Assistant	Vacant	-	
10.	Stenographer Grade ‘C’	Smt. S.Priya	priyas@caa.gov.in	
11.	Stenographer Grade ‘C’	Vacant	-	
12.	Senior Clerk	Smt. G. Rajasree	-	
13.	Senior Clerk	Smt. R. Jayanthi	jayanthir@caa.gov.in	
14.	Stenographer Grade ‘D’	Vacant	-	
15.	Junior Clerk	Vacant	-	
16.	Junior Clerk	Vacant	-	
17.	Staff Car Driver	Vacant	-	
18.	Multitasking Staff	Shri.P. Rajesh	multitaskstaff1@caa.gov.in	
19.	Multitasking Staff	Shri.K. Elavarasan	multitaskstaff2@caa.gov.in	
20.	Multitasking Staff	Shri.V. Prasad	multitaskstaff3@caa.gov.in	
21.	Multitasking Staff	Shri. Peer Mohammed Riyaz	multitaskstaff4@caa.gov.in	

- (vi) The Chairman and Secretary to be appointed by the Central Government. The Salaries and Allowances payable to and other conditions of service of Chairman and Secretary shall be such as may be prescribed by the Central Government.

A) Chairman and Secretary:

Sl No	Name	Designation
1	Dr. Surabhi Rai	Chairperson, CAA
2	Shri. K C. Devasenapathi, IAS	Secretary, CAA

B) Officers and Employees of the Authority:

Sl No	Name	Designation	Pay Matrix as per 7 th CPC	Level
1	Shri.Dr.M. Karthikeyan	Director (Technical)	123100 - 215900	13
2	Smt. G. Priya	Assistant Director (Technical)	56100 - 177500	10
3	Shri. S. Ramesh Kumar	Senior Technical Assistant	44900 - 142400	7
4	Smt. S. Priya	Steno Gr. 'C'	35400 – 112400	6
5	Smt.G.Rajasree	Senior Clerk	25500 - 81100	4
6	Smt. R. Jayanthi	Senior Clerk	25500 - 81100	4
7	Shri. P. Rajesh	Multi-Tasking Staff	18000 - 56900	1
8	Shri. K. Elavarasan	Multi-Tasking Staff	18000 - 56900	1
9	Shri. V. Prasad	Multi-Tasking Staff	18000 - 56900	1
10	Shri. S. Peer Mohammed Riyaz	Multi-Tasking Staff	18000 - 56900	1

- (vii) **The budget allocated to each of CAA's agency, indicating the particulars of all plans, proposed expenditure and reports on disbursements made.**

 Budget and Finance

- (viii) **The manner or execution of subsidy programs, including the amounts allocated and the details of beneficiaries of such programs.**

 Not applicable

- (ix) **The particulars of concessions, permits or authorization granted by CAA.**

 Not applicable

- (x) **Details in respect or the information available to or held by CAA, reduced in an electronic form**

1. Compendium of Act, Rules and Guidelines of the Coastal Aquaculture Authority published in 2006
2. The list of coastal aquaculture farms & hatcheries registered and antibiotic-free aquaculture inputs certified.
3. The list of empaneled suppliers of broodstock for *L. vannamei* & *P. monodon*.
4. The annual reports of the CAA

- (xi) **Particulars of facilities available to citizens for obtaining information, including the working hours of library or reading room, if maintained by public.**

A small library, which has around 500 books on subjects addressing to the coastal environment, coastal management, legal matters, etc., Encyclopedia Britannica and dictionaries.

- (xii) **Names, designations and other particulars of the Public Information Officers.**

Sl. No.	Name	PIO	Designation
1.	Smt. G. Priya	CPIO	Assistant Director (Technical)
2.	Shri. S. Ramesh Kumar	CAPIO	Senior Technical Assistant