List of CPIOs and First Appellate Authority (FAAs) in the National Monuments Authority, Ministry of Culture

(Under Section 4 (1) (b) (xvi) of the Right to Information Act, 2005)

S.No.	Name, Designation & Tel. No. of Central Public Information Officer	Subject	Name, Designation & Tel. No. of First Appellate Authority
1.	**Sh. Ravi Roshan,** **Administrative Officer** Tel. No. 23380532 E-mail: ravi.roshan@nma.gov.in	**Accounts and Establishment etc including procurements, maintenance of NMA.**	**Col. Savyasachi Marwaha,** Director Tel. No. 23380532 E-mail:director@nma.gov.in
2.	**Sh. Sahib Singh,** **Consultant (Admin)** Tel. No. 23072864 E-mail: cons-admn@nma.gov.in	**Administration of NMA.**	
3.	**Sh. Narayan Mahapatra,** **Consultant (System Analyst - NOC)** Tel. No. 23072724 E-mail: sys-analyst3@nma.gov.in	**NOC for construction/ renovation near/around in prohibited/ regulated areas of Centrally Protected Monuments.**	
4.	**Ms. Shuchita Singh , Consultant (Conservation Architect)** Tel. No. 23380531 E-mail: cons-architect2@nma.gov.in	**Heritage- Bye- Laws of Centrally Protected Monuments.**	

Manual Required To Be Published Under Section 4 (1) (b) of RTI Act

Manual-1	Particulars of organization, function and duties	Available in the website	Home & about NMA
Manual-2	Power and duties of its officers and employees	Available in the website	Rules and Act: Section 7 of National Monuments Authority (Appointment, function and conduct of Business) Rules, 2011
Manual-3	Rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its function	Available in the website	Rules and Act: 1. Ancient Monument and Archaeological Sites and Remains Act, 2010 2. National Monuments Authority Rules, 2011 3. Competent Authority Rules, 2011
Manual-4	The 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	Available	1. Through on Line Portal of NMA 2. Circular and notice 3. By uploading minutes of the meeting of NMA 4. By uploading Draft Heritage Bye Laws
Manual-5	A statement of the categories of documents that are held by it or under its control	Not Applicable	
Manual-6	A statement of the boards, Councils, Committees and other bodies constitutes as its part	Available in the website	**National Monuments Authority :** 1. Prof. Kishor K. Basa, Chairman, NMA 2. Shri T. N. Tiwari, Whole Time Member 3. Prof. M. Kailasa Rao, Part Time Member 4. Sh. Hemraj R Kamdar, Part Time Member 5. Sh. Bhaskar Verma, ICAS, Member Secretary, NMA (I/C)
Manual-7	Procedure followed in the decision making process, including channel of supervision	Available in the website	As per Ancient Monuments and Archaeological Sites and Remains Act National Monuments Authority Rules, 2011
Manual-8	A directory of its officers and employees	Available in the website	See Tab under "About NMA"
Manual-9	The monthly remuneration received by each of its officers and employees including the system of compensation as provided in its regulation		
Manual-10	The budget allocated to each of its agency	Not Applicable	Not applicable
Manual-11	The manner of execution of subsidy programmes	Not applicable	Not applicable
Manual-12	Particular of recipients of concessions, permits or authorizations granted by it	Not applicable	Not applicable
Manual-13	Norms set by, for the discharge of its functions	Available	1. Ancient Monuments and Archaeological Sites and Remains (Making of Heritage Bye-laws and Other Functions of the Competent Authority) Rules, 2011. 2. National Monument Authority Rules, 2011
Manual-14	Information available in electronic form	Available	Minutes of the meetings of the National Monuments Authority
Manual-15	Particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room maintained for public use	Not applicable	Not applicable
Manual-16	Other useful information prescribed	Not applicable	Not applicable