

# **THE RIGHT TO INFORMATION ACT, 2005**

## **“APSEEDS”**

### **INFORMATION HAND BOOK**

July, 2020

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THE ANDHRA PRADESH STATE SEEDS DEVELOPMENT CORPORATION LIMITED

(REGD. OFFICE: D.NO.4-150, PRASADAMPADU, RAMAVARAPPADU (PO), VIJAYAWADA – 521108)

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# **CHAPTER-I**

## **INTRODUCTION**

The Right to information Act '2005 is an Act to provide for setting out the practical regime of right to information for citizens to secure access to information under the control of public authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a Central Information Commission and State Information Commissions and for matters connected therewith or incidental thereto.

Subject to the provisions of the Act, all the citizens shall have the right to information and Sec.(1)(b) of the Act casts an obligation on each public authority to publish a manual on the functioning of each department. This manual gives a comprehensive idea about the particulars, functions of the Andhra Pradesh State Seeds Development Corporation Limited and also the powers and duties of the employees including the channels of supervision and accountability.

This manual contains **17** chapters in all which gives information about the functioning of “**THE ANDHRA PRADESH STATE SEEDS DEVELOPMENT CORPORATION LIMITED**” in a nut shell.

## **CHAPTER-2**

### **Organization, Functions and Duties**

#### **[Section 4(1) (b)(i)]**

<b>Sl.No.</b>	<b>Name of the Organisation</b>	<b>Address</b>	<b>Functions</b>	<b>Duties</b>
1.	The Andhra Pradesh State Seeds Development Corporation Limited	Regd. Office & Head Office: D.No.4-150, Prasadampadu, Ramavarappadu (P.O.), Vijayawada- 521108	The Corporation was established in March, 1976 with the main objectives of Production, Processing and Marketing of certified and high quality Hybrid Seeds of various crops/varieties at reasonable prices in sufficient quantities to the farmers in Andhra Pradesh. The Corporation has 13 District units in 13 Districts in A.P. to achieve the above objectives. The Units have godowns, sales units and farms.	Organizing of production of seeds through farmers by supplying Foundation seed to them. Processing of seeds at Seed Processing Plants after receipt of harvested seeds from the farmers, Packing, storing them in godowns. Supply and distribution to farmers.

# CHAPTER-3

## Powers and Duties of Officers and Employees [Section 4(1) (b)(ii)]

3.1. The details of the powers and duties of Officers and employees of the Authority by designation as follows:

Sl. No.	Name of the Officer/ employee S/Sri/Smt	Designation	Job Description	Responsibilities	Powers
1	Dr. Sekhar Babu Geddam, IFS	Vice-Chairman & Managing Director	He is responsible for carrying out the directions of the Board of Directors and ensure their compliance. He is also responsible for over all day-to-day functioning of the Corporation and will act as bridge between the Corporation and the Board.	<p>Finalizing physical and financial targets to be achieved.</p> <p>Monitoring performance and taking corrective action if necessary to ensure target realization.</p> <p>Maintaining strict financial and physical discipline in the Organization.</p> <p>Inspiring confidence and providing leadership in day to day functioning of the Organization.</p> <p>Promoting and maintaining harmonious industrial relations.</p> <p>Acting as the principal public relations man for the Organization for promoting its commercial interests.</p> <p>Integrating, consolidating and presenting annual budget to the Board.</p> <p>Planning and formulation of short range and long range plans of the Corporation.</p> <p>Managing resources and coordinating various functions.</p> <p>Effectively bridging the gap between the Board and the Corporation.</p> <p>Interacting with various departments of the Corporation.</p> <p>Obtaining and formulating policies on the basis of reports available.</p>	Vested with both establishment, administration, financial and legal powers as delegated by the Board of Directors of APSSDC from time to time

Sl. No.	Name of the Officer/ employee S/Sri/Smt	Designation	Job Description	Responsibilities	Powers
				<p>To ensure timely commissioning of new processing plants.</p> <p>To plan and envisage for the future growth of the Corporation.</p> <p>To coordinate for smooth functioning of the Corporation and board.</p> <p>Evaluating the short term and long term corporate objectives.</p> <p>To obtain approval of budget from the departmental budgets.</p>	
2	K.L.Sailaja	Manager (Prodn)	Plan, develop and execute the production plans of the Corporation taking into account the emerging varietal cafeteria coming out of research, competing product lines etc.,	<p>Maintaining strict watch on emerging demand scenario to match Production Planning.</p> <p>Maintaining close liaison with State and Central Seed Research Organizations.</p> <p>Inspiring confidence and team spirit in the field force.</p> <p>Ensuring adherence to targets allocated, identifying specific bottlenecks, if any, and suggesting de-bottlenecking solutions.</p> <p>Ensuring full utilization of available infrastructure.</p> <p>Providing guidance and having general superintendence over research &amp; development and quality control functions.</p> <p>Procure and control packing and seed dressing materials.</p>	To implement the proposals approved by the VC & MD
3	M.C.Latha	Manager (Mrktg. & QC)i/c	Maintaining appropriate commercial levels of operations including keeping out standings and collections under control, exercising direct control and supervision over marketing including directing and	<p>Directing, controlling and leading the marketing force for ensuring full realization of sales targets.</p> <p>Optimizing market potential for future growth.</p> <p>Achieving monthly sales targets.</p> <p>Ensuring proper and timely</p>	To implement the proposals approved by the VC & MD

Sl. No.	Name of the Officer/ employee S/Sri/Smt	Designation	Job Description	Responsibilities	Powers
			<p>supervising the distribution network both within the state and outside the State, increasing sale of seeds.</p> <p>Responsible for overall quality of seeds produced, procured, stored and distributed by the Corporation.</p>	<p>availability of management information</p> <p>To ensure Quality Control of crops of seeds at various stages at field level, during processing at processing plants testing at quality control Laboratories and storage of seed stocks and distributing and supervising by deploying the staff at appropriate timings.</p>	
4	P.V.S.S.Subba Rao	Manager (Pers. & Admn.) Secretarial i/c	<p>Developing HRD vision, policies, systems and programmes and for implementing the same; Liaisoning with government and other authorities;</p> <p>Managing office services and</p> <p>Administration systems.</p> <p>Proposal for price fixation.</p> <p><b><u>Secretarial:</u></b> Coordinating in conducting Board Meetings, sub-Committee Meetings, Annual General Meeting of</p>	<p>To set-up / update systems for –</p> <ul style="list-style-type: none"> <li>- Manpower Planning.</li> <li>- Recruitment</li> <li>- Performance Appraisal</li> <li>- Potential Appraisal</li> <li>- Career Planning</li> <li>- Job rotation</li> <li>- Compensation Review</li> <li>- Work culture transformation</li> </ul> <p>To identify training needs, organize and conduct managerial and behavioural training programmes.</p> <p>To provide inputs for</p> <ul style="list-style-type: none"> <li>- Team Building</li> <li>- Employee motivation.</li> </ul> <p>To look after general administration of regional offices, farms, seed processing centers, Head Office.</p> <p>To look after legal matters of the Corporation.</p> <p>To liaise with the Government (both State and Central) and other agencies on administrative matters.</p> <p>He is coordinating for transfer of shares and filing of returns to Registrar of companies and Company Law Board etc. And maintenance of various registers under the Companies Act. Placing of Agenda and minutes</p>	<p>To implement the proposals approved by the VC &amp; MD</p> <p>To implement the proposals approved by the VC &amp; MD</p>

Sl. No.	Name of the Officer/ employee S/Sri/Smt	Designation	Job Description	Responsibilities	Powers
			shareholders works	regarding Sub-committee and Board meetings.	
5	Y.Pitchi Reddy	Manager (Finance)	<b><u>Finance &amp; Accounts:</u></b> Monitoring, coordinating and reporting of corporate financial performance	<p>Ensuring proper and timely maintenance of books of account both at Head Office, Regional Offices, farms and processing centres.</p> <p>Providing information base for decision making.</p> <p>Liaisoning with banks and financial institutions.</p> <p>Effective cash/funds management.</p> <p>Ensuring adequate internal controls and internal checks.</p> <p>Liaisoning with statutory auditors.</p> <p>Implementation on accounting and related systems.</p>	As per the cheque drawing powers delegated by Board.
6	Md.Abdul Raheem	Manager (Engg) (on deputation)	Control and maintain all the activities of the processing centers and engineering functions of the Corporation.	<p>To control and maintain all the activities of the processing center.</p> <p>To reduce the cost of production by various scientific methods.</p> <p>To optimize use of machinery and man power available .</p> <p>To determine the spare capacity that can be made available to outsider's on rent.</p> <p>To scientifically produce and pack seeds and reduce wastage during processing and packing materials.</p> <p>To develop appropriate efficiency bench-marks for optimal utilization of infrastructure at each of the processing plants.</p> <p>To monitor strict adherence to the efficiency norms by plant incharges.</p> <p>To review the infra-structural requirements of the Corporation and draw-up plans for phased de-bottlenecking wherever such bottlenecks exist.</p>	To implement the proposals approved by the VC & MD.

Sl. No.	Name of the Officer/ employee S/Sri/Smt	Designation	Job Description	Responsibilities	Powers
				<p>Ensure minimal maintenance of inventory levels in case of machinery spares.</p> <p>Repairs and maintenance of Corporation's assets.</p>	
7	N.Sampath Kumar	Dist.Manager (Seeds), Srikakulam Dist.	To coordinate all activities of farms and processing centres.	<p>To coordinate the production and processing of the seeds.</p> <p>To set production targets to the field staff.</p> <p>To organize training for the field as well as the contract grower's.</p> <p>To coordinate with various functional heads.</p> <p>To stream-line the functioning of the processing center and farms.</p>	As per the cheque drawing powers delegated by Board.
8	P.Balakrishna	Dist.Manager (Seeds), Vizianagaram Dist.	-do-	-do-	-do-
9	M.Srinivas	Dist.Manager (Seeds), Visakhapatnam Dist.	-do-	-do-	-do-
10	J.Anitha	Dist.Manager (Seeds), East Godavari Dist.	-do-	-do-	-do-
11	K.Naga Sai Babu	Dist.Manager (Seeds), West Godavari Dist.	-do-	-do-	-do-
12	Y.Reddappa Reddy	Dist.Manager (Seeds), Krishna Dist.	-do-	-do-	-do-
13	P.Sumalatha	Dist.Manager (Seeds), Guntur Dist.	-do-	-do-	-do-
14	K.Jagadeesh	Dist.Manager (Seeds), Prakasham Dist.	-do-	-do-	-do-
15	B.Sarada	Dist.Manager (Seeds)i/c, SPSR Nellore Dist.	-do-	-do-	-do-
16	J.Dhanalakshmi	Dist.Manager (Seeds)i/c, Chittoor Dist.	-do-	-do-	-do-



Sl. No.	Name of the Officer/ employee S/Sri/Smt	Designation	Job Description	Responsibilities	Powers
17	T.Siva Jyothi	Dist.Manager (Seeds), YSR Kadapa Dist.	-do-	-do-	-do-
18	Y.Annapurna Devi	Dist.Manager (Seeds), Anantha- puramu Dist.	-do-	-do-	-do-
19	P.Srinivasulu	Dist.Manager (Seeds), Kurnool Dist.	-do-	-do-	-do-

# **CHAPTER-4**

## **Procedure Followed in Decision- making Process [Section 4(1) (b) (iii)]**

At District Level the unit of administration is under the supervision and administrative control of the District Manager(Seeds), Seed Officers, Plant Engineers and subordinate staff in each district are under the control of the District Manager(Seeds).

The District Manager(Seeds) in districts are under the overall supervision and administrative control of functional Heads at Head Office.

<b>Activity</b>	<b>Description</b>	<b>Decision making process</b>	<b>Designation of final decision making authority</b>
Goal-setting and Planning	The annual production and sales targets are fixed to be achieved during the financial year	VC & MD	Board
Budgeting	Consolidated budgeted estimates of the each activity	VC & MD	Board
Formulation of production programmes, schemes & projects	The Schemes/Projects are prepared at Head Office	VC & MD	Board
Recruitment/ hiring of personnel	Assessment of personnel for recruitment/ hiring is made at corporate office.	VC & MD	Board
Release of funds	Consolidated funds requirement for the District for the month	After due examination funds are being released to the districts as per the indents through sections concerned	VC & MD
Monitoring and Evaluation district	Scheme wise monitoring at district level by district Managers and overall monitoring the schemes at Head Office	Functional Heads	VC & MD

# **CHAPTER-5**

## **Norms set for the Discharge of Functions**

### **[Section 4(1) (b) (iv)]**

Sl.No.	Function/service	Norms/Standards
The norms for the discharge of functions for each activity is delegated by functional heads. The usual office hours are from 10.30 AM to 5.00 PM.  The Service delivery time frame for the services rendered by the Department are given below:		
	Routine matters	: Immediately
	Urgent Matters	: Same Day
	Other than routine matters	: 10 days
	<b>Reference/Letters from other department</b>	
	Routine matters	: 3 days
	Other than routine matters	: 7 days

# **CHAPTER-6**

## **Rules, Regulations, Instructions, Manual and records for Discharging functions Discharging functions**

### **[Section 4(1) (b) (v) & (vi)]**

Sl.No.	Description	Gist of contents	Price of the publication if priced
<b>Rules &amp; Regulations/Instructions/Manuals/Records</b>			
1	Besides the common rules for administration approved by board and the following acts and Rules are adopted as and when required for official use.  (i) The Seed Act and rules (ii) Fundamental Rules (iii) State and Subordinate Service rules (iv) Conduct Rules (v) Leave Rules		NOT FOR SALE

## **CHAPTER-7**

### **Categories of Documents held by the Public authority under its control [Section 4(1) (b) (vi)]**

Sl.No.	Category of document	Title of the document	Designation & address of the custodian (held by / under the control of whom)
The Corporation does not have any records/ documents relating to matters of public interest.			

## **CHAPTER-8**

### **Arrangement for construction with, or Representation by, the Members of the public in relation to the Formulation of Policy or implementation thereof [Section 4(1) (b) (vii)]**

Sl.No.	Function/service	Arrangements for consultation with or representation of public in relations with policy formulation	Arrangements for consultation with or representation of public in relations with policy implementation
Being a commercial organization, the policies are formulated and approved by the Board of Directors.			

# **CHAPTER-9**

## **Boards, Councils, Committees and other bodies Constituted as part of Public Authority [Section 4 (1)(b)(viii)]**

<b>Name of the Board, Council, Committee etc.</b>	<b>Composition</b>	<b>No</b>	<b>Powers &amp; Functions</b>	<b>Whether its Meetings open to Public/ Minutes of its meetings accessible for Public</b>
Board of APSSDC Ltd.	Chairman: Head of the Agriculture Department A.P.Secretariat or any other person appointed by the GoAP	1	To occupy the Chair and conduct the proceedings in the Board Meeting	Not open to public
	VC & MD (appointed by Govt. of A.P.)	1	Chief Executive of the Company and implement the policies as decided by the Government and Board of Directors including day to day affairs of the Corporation.	
	Govt. of A.P.Nominees: 1) Director of Agriculture 2) Joint Financial Advisor	2	To attend the board Meetings and to decide the policies of the Corporation	
	Govt. of India nominee 1) Joint Secretary (Seeds)	1	-do-	
	National Seeds Corporation Nominees; 1) Chairman & Managing Director 2) Manager(Finance) 3) Regional Manager, Secunderabad	3	-do-	
	Elected Directors from Seed Growers	2	-do-	
	<b>TOTAL</b>	<b>10</b>		

# **CHAPTER – 10**

## **Directory of Officers and Employees**

### **[Section 4(1) (b) (ix)]**

Name of Office/administrative unit	Name, Designation & address of Officer/Employee			
	NAME S/Sri/Smt	Designation	Address	Office Telephone nos.
The Andhra Pradesh State Seeds Development Corporation Limited	Dr.Sekhar Babu Geddam, IFS	Vice Chairman & Managing Director	H.O.D.No.4-150, Prasadampadu, Ramavarappadu (P.O.), Vijayawada-521108	0866-2841792 9410991536
	K.L.Sailaja	Manager(Prod.)	-do-	0866-2841792 9849908737
	M.C.Latha	Manager(Mrktg. & QC)i/c	-do-	0866-2841792 9959433361
	P.V.S.S.Subba Rao	Manager(Pers.&Admn.) & Secretarial i/c	-do-	0866 – 2841792 9618880801
	Y.Pitchi Reddy	Manager(Finance)	-do-	0866-2841792 8978516969
	Md.Abdul Raheem	Manager(Engineering)	-do-	0866-2841792 8008704455
	N.Sampath Kumar	Dist.Manager(Seeds), Srikakulam Dist.	APSSDC Ltd., Plot No.24, Adhitya Nagar Colony, Khazipet, SRIKAKULAM 532 001	08942 - 223012 9849908740
	P.Balakrishna	Dist.Manager(Seeds), Vizianagaram Dist.	APSSDC Ltd., Door No. 5-16/3-1, N.S.C.Theatre Back Side, Opp.T.C.I., VIZIANAGARAM 535001	08922 - 224165 9849908741
	M.Srinivas	Dist.Manager(Seeds), Visakhapatnam Dist.	APSSDC Ltd., D.No.47-7-40, Dwaraka Nagar, 4 <sup>th</sup> Lane, VISAKHAPATNAM.	7993454311
	J.Anitha	Dist.Manager(Seeds), East Godavari Dist.	APSSDC Ltd., D.No.70-1-32/3, Sri Sai Prameela Apartments,St.2, Nagamallithota Junction, KAKINADA 533 003,(E.G. Dist.)	08812 - 6596166 9849908742
	K.Naga Sai Babu	Dist.Manager(Seeds), West Godavari Dist.	APSSDC Ltd., Paidiparru, TANUKU – 534 211, West Godavari	08819 - 224024 9849908743

Name of Office/administrative unit	Name, Designation & address of Officer/Employee			
	NAME S/Sri/Smt	Designation	Address	Office Telephone nos.
			Dist.	
	Y.Reddappa Reddy	Dist.Manager(Seeds), Krishna Dist.	APSSDC Ltd., D.No.8-156, Beside APSRTC Busstand, GANNAVARAM Krishna District.	9849908745
	P.Sumalatha	Dist.Manager(Seeds), Guntur Dist.	APSSDC Ltd., Suneetha Nilayam, Door No. 27-7-14, Ground Floor, 4 <sup>th</sup> Lane, Kannavari Thota, GUNTUR 522 004.	0863 - 2233505 9849908746
	K.Jagadeesh	Dist.Manager(Seeds), Prakasham Dist.	APSSDC Ltd., Kurnool Road, D.No: 34-061-227, Praja Rajyam Party Office Back Side,Behind Narayana Residency, Ongole-2	08592 - 231579 9849908747
	B.Sarada	Dist.Manager(Seeds)i/c, SPSR Nellore Dist.	APSSDC Ltd., D.No.25-2-8, State Bank Colony, (Near) Current Office Centre, A.K.Nagar(Post), NELLORE 524 004.	0861 - 2328692 9849908748
	J.Dhanalakshmi	Dist.Manager(Seeds)i/c, Chittoor Dist.	APSSDC Ltd., Panagal (Post), SRIKALAHASTHI – 517 640 Chittoor Dist.	08578 - 230076 9849908749
	T.Siva Jyothi	Dist.Manager(Seeds), YSR Kadapa Dist.	APSSDC Ltd., 1st Floor, YSR DCMS Complex, Z.P. Road, Nagarajpet, KADAPA – 516 001.	08562 - 250680 9849908750
	Y.Annapurna Devi	Dist.Manager(Seeds), Ananthapuramu Dist.	APSSDC Ltd., Prasannaipalle, Near L.R.G.School, ANANTHAPUR 515 001.	08554 - 286999 9849908751
	P.Srinivasulu	Dist.Manager(Seeds), Kurnool Dist.	APSSDC Ltd., Plot No. 6& 8 ,Industrial Estate, KURNOOL 518 003.	08518 - 229580 9849908752

# **CHAPTER-11**

## **Directory of Officer and Employees [Section 4(1) (b) (x) ]**

<b>Sl.No.</b>	<b>Name of the Officers</b> S/Sri/Smt	<b>Designation</b>	<b>Monthly Remuneration including its composition Rs.</b>	<b>System of compensation to determine remuneration as given in regulation</b>
1	Dr.Sekhar Babu Geddam	Vice Chairman & Managing Director	1,16,698/-	As per Central Government Scales(AIS Officers)
2	K.L.Sailaja	Manager(Prod.)	1,30,982/-	As per salary norms of the Corporation
3	M.C.Latha	Manager(Mrktg. & QC)i/c	1,36,122/-	
4	P.V.S.S.Subba Rao	Manager(Pers.&Admn.) & Secretarial i/c	1,21,888/-	-do-
5	Y.Pitchi Reddy	Manager(Finance)	1,09,093/-	-do-
6	N.Sampath Kumar	Dist.Manager(Seeds), Srikakulam Dist.	69,324/-	-do-
7	P.Balakrishna	Dist.Manager(Seeds), Vizianagaram Dist.	67,572/-	-do-
8	M.Srinivas	Dist.Manager(Seeds), Visakhapatnam Dist.	1,22,754/-	-do-
9	J.Anitha	Dist.Manager(Seeds), East Godavari Dist.	68,962/-	-do-
10	K.Naga Sai Babu	Dist.Manager(Seeds), West Godavari Dist.	64,242/-	-do-
11	Y.Reddappa Reddy	Dist.Manager(Seeds), Krishna Dist.	1,17,008/-	-do-
12	P.Sumalatha	Dist.Manager(Seeds), Guntur Dist.	68,072/-	-do-
13	K.Jagadeesh	Dist.Manager(Seeds), Prakasham Dist.	68,072/-	-do-
14	B.Sarada	Dist.Manager(Seeds)i/c, SPSR Nellore Dist.	68,072/-	-do-
15	J.Dhanalakshmi	Dist.Manager(Seeds)i/c, Chittoor Dist.	65,104/-	-do-
16	T.Siva Jyothi	Dist.Manager(Seeds), YSR Kadapa Dist.	68,072/-	-do-
17	Y.Annapurna Devi	Dist.Manager(Seeds), Ananthapuramu Dist.	1,09,078/-	-do-
18	P.Srinivasulu	Dist.Manager(Seeds), Kurnool Dist.	68,072/-	-do-



## **CHAPTER-12**

### **Budget allocated to each agency including plans etc.**

**[Section 4(1) (b) (xi)]**

Agency	Plan/Programme/Scheme/ Project/Activity/ Purpose for which budget is allocated	Proposed expenditure	Expected out comes	Report on disbursements made or where such details are available (website, reports, notice board etc.)
-NIL-				

Agency	Plan/Programme/Scheme/ Project/Activity/ Purpose for which budget is allocated	Amount released: Last year	Amount spent last year	Budget allocated current year	Budget released current year
-NIL-					

## **CHAPTER-13**

### **Manner of Execution of subsidy programmes**

**[Section 4(1) (b) (xii)]**

Name of programme/ activity	Nature/scale of subsidy	Eligibility criteria for grant of subsidy	Designation of officer to grant subsidy
Distribution of seeds under subsidy	As declared by the Commissioner & Director of Agriculture	As per the norms for each crop/variety of seed	Commissioner & Director of Agriculture

## **CHAPTER-14**

### **Particulars of Recipients of Concessions, permit or Authorization Granted by the Public Authority**

**[Section 4 (1) (b) (xiii)]**

#### **Institutional Beneficiaries**

Name of Programme/Scheme				
Sl.No.	Name & address of recipient institutions	Nature/quantum of benefit granted	Date of grant	Name & Designation of granting authority
-NIL-				

#### **Individual Beneficiaries**

Name of Programme/Scheme				
Sl.No.	Name & address of recipient beneficiaries	Nature/quantum of benefit granted	Date of grant	Name & Designation of granting authority
-NIL-				

## **CHAPTER-15**

### **Information available in Electronic Form**

**[Section 4 (1) (b) (xiv)]**

Electronic format	Description (site address/location where available etc.)	Contents or title	Designation and address of the custodian of Information (held by whom)
A.P. online facility is available	The Departmental information is available in the following website: <a href="http://www.apseeds.in">www.apseeds.in</a>	Link to Agriculture & Cooperation Department	IT & C Department

# **CHAPTER-16**

## **Names, Designations and other particulars of the Public Information Officers**

### **[Section 4 (1) (b) (xvi)]**

#### **STATE LEVEL:**

#### **Sarvasree/Smt:**

<b>Sl.No.</b>	<b>Name S/Sri/Smt</b>	<b>Designation &amp; Place of Working</b>	<b>Designated as</b>	<b>Tel.No.</b>
1]	Dr.Sekhar Babu Geddani, IFS	Vice Chairman & Managing Director	Appellate Authority	0866-2841792 9410991536
2]	P.V.S.S.Subba Rao	Manager(Pers. & Admn.)	Public Information Officer	0866-2841792 9618880801
3]	K.L.Sailaja	Manager(Prod.)	Assistant Public Information Officer	0866-2841792 9849908737
4]	M.C.Latha	Manager(Mrktg.&QC)i/c	Assistant Public Information Officer	0866-2841792 995943361

#### **DISTRICT LEVEL:**

#### **Sarvasree/Smt:**

<b>Sl.No.</b>	<b>Name S/Sri/Smt</b>	<b>Designation &amp; Place of Working</b>	<b>Designated as</b>	<b>Tel.No.</b>
1]	N.Sampath Kumar	Dist.Manager(Seeds), Srikakulam Dist.	Appellate Authority	08942 - 223012 9849908740
2]	P.Balakrishna	Dist.Manager(Seeds), Vizianagaram Dist.	-do-	08922 - 224165 9849908741
3]	M.Srinivas	Dist.Manager(Seeds), Visakhapatnam Dist.	-do-	7993454311
4]	J.Anitha	Dist.Manager(Seeds), East Godavari Dist.	-do-	08812 - 6596166 9849908742
5]	K.Naga Sai Babu	Dist.Manager(Seeds), West Godavari Dist.	-do-	08819 - 224024 9849908743
6]	Y.Reddappa Reddy	Dist.Manager(Seeds), Krishna Dist.	-do-	9849908745
7]	P.Sumalatha	Dist.Manager(Seeds), Guntur Dist.	-do-	0863 - 2233505 9849908746
8]	K.Jagadeesh	Dist.Manager(Seeds), Prakasham Dist.	-do-	08592 - 231579 9849908747
9]	B.Sarada	Dist.Manager(Seeds)i/c, SPSR Nellore Dist.	-do-	0861 - 2328692 9849908748
10]	J.Dhanalakshmi	Dist.Manager(Seeds)i/c, Chittoor Dist.	-do-	08578 - 230076 9849908749
11]	T.Siva Jyothi	Dist.Manager(Seeds), YSR Kadapa Dist.	-do-	08562 - 250680 9849908750
12]	Y.Annapurna Devi	Dist.Manager(Seeds), Anantha-puramu Dist.	-do-	08554 - 286999 9849908751
13]	P.Srinivasulu	Dist.Manager(Seeds), Kurnool Dist.	-do-	08518 - 229580 9849908752

# **CHAPTER-17**

**Other Information**  
**[Section 4 (1) (b) (xvii)]**

<b>Sl.No.</b>	<b>Name of the District</b>	<b>Name of the Public Information Officer Sarvasri/Smt./Kum.</b>
1	Srikakulam	Sk.Abdul Aziz, Senior Assistant
2	Vizianagaram & Visakhapatnam	M.N.Srinivasa Rao, Assistant Accounts Officer
3	East Godavari	U.Lakshmi Lalitha, Assistant Accountant
4	West Godavari	K.Vijaya Lakshmi, Junior Assistant
5	Krishna	T.Venkata Swamy, Seed Officer
6	Guntur	V.Veeranna, Senior Assistant (on dep.)
7	Prakasham	A.Srinivasa Rao, Assistant Accounts Officer
8	SPSR Nellore	N.Sadanandam, Asst.Accounts Officer
9	Chittoor	K.Rajendran, Assistant Manager(Fin.)
10	YSR Kadapa	K.L.Kumara Swamy Raju, Assistant Manager(Fin.)
11	Ananthapuramu	Sk.Yugandhar, Assistant Accounts Officer
12	Kurnool	M.U.Bhaskara Rao, Assistant Accounts Officer