

DIRECTORATE OF TRIBAL WELFARE

Right to Information Act – 2005

Annexure - II

Duties of Officers

1. Assistant Commissioner (TW)

1. Office Establishment.
2. Field duties, as and when assigned.

Which will include :

- (a) Establishment matters including appointment of staff.
- (b) Creation of various posts under Annual Plan Programme.
- (c) Procurement of stationary articles, office equipments etc.
- (d) Maintenance of telephones, intercom and departmental vehicles.
- (e) Co-ordination with AAJVS on all matters relating to welfare of Primitive Tribes including court cases.
- (f) Maintenance of files and records and weeding out of old files

2. Research Officer (TW)

1. Tribal Policies & Plan.
2. Drawing & Disbursing Officer.

Which will include:

- (a) Cash and Accounts.
- (b) Formulation of schemes under sector- "Welfare of SCs, STs and OBCs' and implementation thereof
- (c) Processing of expenditure sanction under different schemes.

- (d) Formulation of TSP, review, monitoring and evaluation thereof.
- (e) Implementation of reservation policy regarding representation of SCs and STs laid down by the GOI.
- (f) Formulation of draft Tribal Council Regulation.
- (g) IDA matters.
- (h) Submission various returns under Tribal Sub Plan, and schemes under sector 'Welfare of SCs, STs and OBCs' to the Government of India and the Administration.
- (i) Implementation of Point No.11(b) – 'Justice to Scheduled Tribes' under 20 point programme.
- (j) Progress report on implementation of Schemes under Tribal Sub-Plan.
- (k) Submission of proposal under Centrally Sponsored Schemes to GOI.
- (l) Monitoring of implementation and submission of progress report to the GOI under Centrally Sponsored Schemes.
- (m) Sanction of grant-in-aid to AAJVS for the welfare of the Primitive Tribes Groups and Tribal Councils of Nicobarese.
- (n) Identification of OBCs.
- (o) Parliament Questions.
- (p) Matter relating to IITF.
- (q) VIP visits.
- (r) Regulatory functions relating to grant of permission for visiting to tribal area and for conducting research on the tribals of these Islands.
- (s) Implementation of the Andaman and Nicobar Islands (Protection of Aboriginals Tribes) Regulation 1956 including amendments.
- (t) Implementation of the recommendations of the National Commission for SCs and STs.
- (u) Implementation of SCs and STs (Prevention of Atrocities) Act, 1989 and Rules made thereunder.