

TELANGANA STATE COMMISSION FOR WOMEN

Chapter-II 4 (1) (b) of RTI 2005

I The particulars of the organization, functions & duties

Telangana State Commission for Women, located at IInd Floor, Buddha Bhavan, Ranigunj, Secunderabad-500003.

The Commission is constituted to improve the status of Women in the state of Telangana and to inquire into unfair practices affecting women and for matters connected therewith or incidental thereto.

1. To inquire about the unfair practices towards women/girls and recommend to the Government the action to be taken in that matter.
2. To cause investigations to be made by the Director on issues of importance concerning women and issues concerning unfair practice and to report thereon to the Government on the corrective measures to be taken.
3. To monitor the working of laws in force for equality and fair treatment to the women.
4. Monitor the recruitment and promotions made in state and public sector to guarantee equal opportunities to the women.
5. To inspect women jails, hostels, homes, shelter homes etc.
6. To study and recommend to the Govt about welfare measures to be adopted and implemented by the Govt for welfare of women.
7. To formulate comprehensive & affirmative schemes for securing equal opportunities to women.
8. To take up special studies on discrimination and atrocities against women and to recommend strategies to Government.
9. Maintaining comprehensive data Bank relating to the social and political conditions of women.
10. To take up promotional & educational research to suggest ways of ensuring due representation of women in all spheres and identify factors responsible for impending their advancement.
11. Any other matter which may be referred to it by the Government.

ii **The Powers and duties of its officers and employees**

The Commission shall, for the purpose of any inquiry under this Act have the same powers as are vested in Civil Court while trying a suit under the code of civil procedure, 1908 in respect of the following matters namely:

Summoning enforcing the attendance of any witness, discovery and production of any document, receiving evidence on affidavits, requesting public records and issuing commissions for the examination of witnesses. Any proceeding before the commission shall be deemed to be a judicial within the meaning of sections 193 and 228 of the IPC and deemed to be court for the purpose of section 195 of the criminal procedure 1973.

iii. **The procedure followed in the decision – making process, including channels of supervision & accountability**

1. The Commission shall inquire into any unfair practice:
 - a. On receiving a written complaint from any women alleging that she has been subjected to any unfair practice or on a similar complaint from her mother or father or sister or brother or from any women's organizations.
 - b. On its own knowledge or information
 - c. On any request from the Government
2. Where the complaint has been made under clause 'a' of Sub-section '1', the Commission may, before the issue of any process to the person complained against, cause a preliminary investigation to be made by the Director in such manner as it may deem fit, for the purpose of satisfying itself that the complaint requires to be enquired into.
3. Where the person against whom the complaint has been **decision – making process**, made, appears and shows cause or fails to appear on the day appointed for that purpose, the Commission may Proceed to inquire into the matter in the complaint and take a decision thereon and if the Commission finds that there is unfair practice, it shall recommend to the Government the action to be taken thereon or to initiate prosecution.
4. The Government shall, within two months from the date of receipt of the recommendation of the commission under sub-section '3' take a decision thereon and intimate the same to the Commission.
5. All questions at a meeting of the Commission shall be decided by a majority of the votes of the members present and voting and in case of equality of votes, the Chairperson, or the member presiding, as the case may be, shall have a second or casting vote.

No channel of supervision and accountability for the things done in good faith under the Act of SCW, TS.

IV The norms set by it for the Discharge of its functions.

1. Under rule 9(1) of the SCW, TS from the Adhoc committees to enquire into the unfair activities.
2. The Commission may for the purpose of transacting any business before it or for any special issue constitute an Adhoc Committee.
3. The final report of the Adhoc Committee shall be placed before the Commission for its approval and on the approval thereof by the Commission it shall be deemed to be the report of the Commission.

V The rules regulations, instructions, Manuals and records held by it or employees for discharging Its functions use its control.

Adopted TSCW Act 9 of 2016

THE FOLLOWING RECORDS/REGISTERS ARE MAINTAINED IN COMMISSION

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

1. Inward and Outward registers
2. Contingent Register
3. Treasury Bill Register
4. Cash Book, etc.,.

VII The particulars of any arrangements that exists for consultation with, or representation by the Member of the public in relation to the formulation of its policy or implementation thereof.

The Chairperson & Six Members of the Commission and Secretary to the Commission

VIII A statement of the boards, councils Committees and other bodies Consisting of two or more persons Constituted 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 meetings are accessible for public

Under rule 9 (i) of TSCW, TS the Committee of two members of the TSCW are constituted for disposal of business, the minutes are accessible for public.

IX Directory of its officers and employees

- i. Chairperson - Smt. Nerella Sharada
- ii. Members (6)
1. Smt. Shaheen Afroze
 2. Smt. K. Eshwari Bhai
 3. Smt. K. Uma Devi Yadav
 4. Smt. G. Padma
 5. Smt. S. Laxmi
 6. Smt. K. Revathi Rao
- iii. Office Staff:
1. Director (1)
 2. Secretary (1)
 3. Section Officers (2)
 4. PS to Chairperson (1)
 5. Data Entry Operator (4)
 6. Office Sub-ordinate (3)

X The monthly remuneration received by each of its officers and employees, including the System of compensation as provided in its Regulations

1. Chairperson	-	Rs. 3,17,250/-
2. Members	-	Rs. 3,15,981/-
3. Director	-	Scale Post
4. Secretary	-	Scale Post
5. Section Officer (2)	-	Scale Post
6. Office Sub-ordinate (1)	-	Scale Post

Outsourcing Staff

I. PS to Chairperson	-	Rs. 22500/-
II. Data Entry Operator (4)	-	Rs. 19500/-
III. Office Subordinate (2)	-	Rs. 15600/-

XI The budget allocated to each of its Agency, indicating the particulars of all Plans, proposed expenditures and Reports on disbursements made

Budget and Expenditure is enclosed in Annexure – I

XII The manner of execution of subsidy Programmes, including the amounts Allocated and the details of Beneficiaries of such programmes.

Nil

XIII Particulars of recipients of Concessions, permits or authorizations Granted by it.

Nil

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

Information is available in <http://tscw.telangana.gov.in>

XV The particulars of facilities available to Citizens for obtaining information, including the working hours of library or reading room, if maintained for Public use.

Citizens can obtain information through the official website and via telephone, by contact in person during working hours 10:30 am to 05:00 pm or by post

XVI The names, designations and other Particulars of the public information Officers

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|---|---|----------------------------------|
| 1. Smt. C. Subhadra, Secretary, TGSCW | - | Appellate Authority |
| 2. Sri. A. Uday Kumar, Section Officer, TGSCW
Under section 5(1) of RTI Act 05 | - | Public Information Officer |
| 3. Smt. D. Aruna, Section Officer, TGSCW
Under section 5(2) of RTI Act 05 | - | Asst. Public Information Officer |

XVII Other Information

Nil

Annexure -I

Budget Releases and Expenditure Statement for the year 2023-24				
S. No	Head of account	BE 2023-24 Allocation	Budget Releases	Expenditure
1	010 - Salaries	21,30,000	21,30,000	81,53,481
2	020 - Wages	22,000	22,000	21,000
3	111 - Travelling Allowances	48,00,000	48,00,000	1,33,091
4	131 - Service Postage & Telephone	44,000	44,000	44,000
5	132 - Other Office Expenses	3,19,000	3,19,000	3,19,000
6	134 - Hiring of Vehicle	4,08,000	9,00,000	8,84,480
7	135 Electricity Charges	1,00,000	1,00,000	1,00,000
8	141 - Rent Rates Taxes	11,65,000	11,65,000	11,64,240
9	211 - Material & Supplies	10,00,000	10,00,000	0
10	281- Pleader fee	61,000	61,000	0
11	282 - Paymnts to Home guards	78,000	78,000	0
12	284 - Other Payment - Chairperson & Members Honorarium	-	2,74,41,000	2,35,71,543
13	302 - Outsourcing Engagements	25,00,000	25,00,000	21,30,027
14	312 - Other grants – In –Aid	35,00,000	35,00,000	0
	Total	1,61,27,000	4,40,60,000	3,65,20,862