

**Information in respect of the Department of Excise in the district of
Birbhum in compliance with the provision under section 4 of
The Right to Information Act, 2005**

(I) Particulars of Organisation, Functions and Duties:

The operation and particular of the Excise Department is centered around the enforcement of regulations relating to the manufacture, production, distribution, transport, selling and buying of liquor and other intoxicants.

The Department strives to achieve the twin needs of preventing the manufacture, supply and distribution of illicit/ counterfeit/ spurious liquor and/or non-duty paid liquor and attaining the full realizable revenue potential of the State since prohibition is not a viable option.

The Function and duties of the Excise Department:

- a) Enforcement of regulations relating to the manufacture, production, possession, supply, distribution, transport, selling and buying of liquor and other intoxicants.
- b) Control of Excise related crimes through detection, prevention, investigation and prosecutions of offences under the law.
- c) Prevention of illicit trafficking of intoxicants under the Bengal Excise Act, 1909 and drugs under Narcotic Drugs and Psychotropic Substances Rules under the N.D.P.S. Act, 1985.
- d) Detection and prevention of manufacture, distribution and sale of illicitly distilled contraband, spurious or non-duty paid liquor.
- e) Collection of duties of Excise and countervailing duty on alcoholic liquor for human consumption.
- f) Collection of other Excise Revenues like license fee, export fee, import fee, auction fee of Tari and Pachawi, fines and penalty etc.
- g) Enforcement of regulation relating to the manufacture, supply and distribution of non-potable alcohol for industrial, medicinal and toilet.

(II) Powers and Duties of the Excise Department in the District:

The Collector of Excise is the Head of the Excise Administration of the district.

The powers and functions of the Collector under the B.E. Act may be delegated to any other officers by the State Government. The Collector may delegate all or any of his powers or duties under the provisions of the Act to any Deputy Collector and in some cases to Excise Officers not below the rank of Sub-Inspector of Excise.

Similarly the Excise Commissioner, West Bengal, a Departmental Head of the State, may delegate his powers or duties to any Collector, Deputy Commissioner of Excise, Sub-Divisional Officers or Superintendent of Excise.

The General Powers of the Competent Excise Officers are as follows:

- (a) Power to prohibit imports, export or transport of Excisable articles.
- (b) Power to close Excise shops temporarily.
- (c) Power to impose Excise duty on import/ export/ transport/ manufacture of liquor.
- (d) Power to cancel or suspend license; permit or pass.
- (e) Power to withdrawal license.
- (f) Power to compound offences and to release property liable to be confiscated.
- (g) Power to enter and inspect Excise shops and test, seize, measures of Excisable articles.
- (h) Power to arrest without warrant, seize excisable articles and make searches.
- (i) Power to issue a Search Warrant.
- (j) Power to arrest or search without issuing a warrant.
- (k) Power to search without a warrant.
- (l) Power to investigate the offence.
- (m) Power of State Government to make rules etc.

(III) The procedures followed in the decision making process, including channels of supervision and accountability:

The Bengal Excise Act, 1909 provides three-fold mode of supervision over the function of Administrative Authority in exercise the power under the provision of the Act. According to the provision of the Rules framed under the Act, Appeal lies to the Collector, against any order passed by an Officers sub-ordinate to him, again an appeal lies to the Excise Commissioner against and original appellate order of the Collector or Additional District Magistrate. An appeal shall lie to the Board of Revenue from only any original order made under the Act by the Excise Commissioner. The Excise Commissioner or the Board of Revenue exercises quasi-judicial function in hearing appeals from the Order of the Collector or the Excise Commissioner respectively. These Appellate Authorities created under the Act are in the nature of tribunals.

(IV) Norms set for the discharge of functions:

Since alcohol or intoxicants are negative products, there is a twin need of

- (a) regulating the manufacture, supply, distribution and consumption of these intoxicants and
- (b) reliasation of available revenue potential by taxing the alcohol and other intoxicants.

(V) Rules, regulations, Instructions, manuals and records held or under control or used by employees for discharging functions:

The Excise Department is concerned with the administration of the following Acts and Rules framed there under:

- (a) The Bengal Excise Act, 1909 (Bengal Act V of 1909).
- (b) The Narcotic Drug and Psychotropic Substances Act, 1985 (Central Act 61 of 1985).
- (c) The Medicinal and Toilet Preparation (Excise Duties) Act, 1955 (Central Act 60 of 1955).
- (d) The West Bengal Molasses Control Act, 1973 (West Bengal Act VI of 1973).
- (e) The Excise Manual Vol I, II & III.

(VI) Categories of Documents that are held or under control:

The Excise Department is concerned with the administration of the following Acts and Rules framed there under:

- (f) The Bengal Excise Act, 1909 (Bengal Act V of 1909).
- (g) The Narcotic Drug and Psychotropic Substances Act, 1985 (Central Act 61 of 1985).
- (h) The Medicinal and Toilet Preparation (Excise Duties) Act, 1955 (Central Act 60 of 1955).
- (i) The West Bengal Molasses Control Act, 1973 (West Bengal Act VI of 1973).
- (j) The Excise Manual Vol I, II & III.

(VII) Particulars of 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.

Policies are formulated after due consultation with various bodies as and when it is necessary.

(VIII) Boards, Councils, Committees and Bodies consisting of two or more persons constituted as part or for the purpose of advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of the meetings are accessible for the public:

The Committees are formed as and when required by the State Government.

(IX-X) Directory of Officers and employees and monthly remuneration received by each of them, including the system of compensation as provided in the regulations:

Staff Strength in the Department of Excise in the district of Birbhum is as under:

Designation	DEC	SI	ASI	E/Const.	UDC	LDC	Driver	Total
Strength	05	09	08	30	01	05	01	59

Names, designations and monthly emoluments drawn by the staff posted in the Department of Excise in the district of Birbhum are as under:

Sl. No.	Name	Designation	Monthly Total Emoluments
1.	Sri Parimal Kanti Datta	Superintendent of Excise, Birbhum	Rs.24,299/-
2.	Sri M. K. Biswas	Addl. Superintendent of Excise Birbhum	Rs.17,971/-
3.	Sri P. K. Biswas	Deputy Excise Collector Sadar Range	Rs.18,175/-
4.	Sri P. K. Tikader	Deputy Excise Collector Rampurhat Range	Rs.16,780/-
5.	Sri Ali Imran	Deputy Excise Collector In-Charge, S.K.D.C.S. Warehouse cum Bottling Plant, Ahmedpur	Rs.17,414/-
6.	Sri Gopal Chandra Das	Sub-Inspector of Excise	Rs.10,804/-
7.	Sri Manas Kumar De	Sub-Inspector of Excise SE's Special Squad	Rs.11,293/-
8.	Sri Partha Chakraborty	Sub-Inspector of Excise Sadar Circle	Rs.13,958/-
9.	Sri Barun Kr. Hembram	Sub-Inspector of Excise Sadar Circle	Rs.14,828/-

10. Sri Joy Majumder	Sub-Inspector of Excise Bolpur Circle	Rs.12,761/-
11. Sri Sanat Hembram	Sub-Inspector of Excise Sadar Circle	Rs.14,640/-
12. Sri Shyamapada Rajbanshi	Sub-Inspector of Excise Rampurhat Circle	Rs.14,431/-
13. Sri Debi Prasad Das	Sub-Inspector of Excise Nalhati Circle	Rs.10,834/-
14. Sri Sangbad Bhattacharya	Sub-Inspector of Excise S.K.D.C.S. Warehouse cum Bottling Plant, Ahmedpur	Rs.13,958/-
15. Sri Debabrata Bhowmk	Asst. Sub-Inspector of Excise SE's Special Sqd	Rs.9,553/-
16. Sri Sk Sofiuddin	Asst. Sub-Inspector of Excise Dubrajpur Circle	Rs.11,783/-
17. Sri Nikhil Ranjan Bhattacharya	Asst. Sub-Inspector of Excise Sadar Circle	Rs.12,054/-
18. Sri Nurul Anwar	Asst. Sub-Inspector of Excise Bolpur Circle	Rs.11,239/-
19. Sri Sridam Chandra Patra	Asst. Sub-Inspector of Excise Labpur Circle	Rs.11,783/-
20. Sri Tarun Kr. Saha	Asst. Sub-Inspector of Excise Rampurhat Circle	Rs.10,261/-
21. Sri Pravat Kr. Mondal	Asst. Sub-Inspector of Excise Sainthia Circle	Rs.10,261/-
22. Sri Bharat Dhabal Babu	Asst. Sub-Inspector of Excise Attached to SE, Birbhum	Rs.12,346/-
23. Sri Bholanath Biswas	Excise Constable	Rs. 8,400/-
24. Sri Kazi Mukhtar Hossain	Excise Constable	Rs.12,924/-
25. Sri Chandra Sekhar Mondal	Excise Constable	Rs. 7,878/-
26. Md. Asraf Hossain Khan	Excise Constable	Rs.12,326/-
27. Smt. Madhabi Mitra	Excise Constable	Rs. 9,335/-
28. Sri Mahanta Hansa	Excise Constable	Rs.13,250/-
29. Sri Sk Mojammel Haque	Excise Constable	Rs. 8,052/-
30. Sri Biswanath Das	Excise Constable	Rs.11,510/-
31. Sri Santosh Kr Sengupta	Excise Constable	Rs. 7,052/-
32. Sri Naran Ch. Hembram	Excise Constable	Rs.12,326/-
33. Sri Subhas Ch. Chattaraj	Excise Constable	Rs.11,510/-
34. Md. Rakib	Excise Constable	Rs.11,783/-

35. Sri Kalipada Sarkar	Excise Constable	Rs. 9,444/-
36. Sri Sukumar Roy	Excise Constable	Rs.11,510/-
37. Sri Subir Kr. Das	Excise Constable	Rs.10,205/-
38. Sri Mir Abdul Kalam	Excise Constable	Rs. 9,814/-
39. Sri Prasanta Ch. Kahar	Excise Constable	Rs.11,510/-
40. Sri Bhagirath Saha	Excise Constable	Rs.9,988/-
41. Sri Dulal Ch Mondal	Excise Constable	Rs.12,924/-
42. Sri Ajit Kr. Jana	Excise Constable	Rs.9,444/-
43. Sri Amal Kr Mondal	Excise Constable	Rs.11,042/-
44. Sri Sukumar Saha	Excise Constable	Rs.11,042/-
45. Sri Nimai Gopal Pal	Excise Constable	Rs.10,782/-
46. Sri Narayan Ch. Dey	Excise Constable	Rs.11,042/-
47. Sri Arun Kr. Dey	Excise Constable	Rs. 9,062/-
48. Sri Dibakar Mondal	Excise Constable	Rs. 9,229/-
49. Sri Pabitra Kr. Mondal	Excise Constable	Rs. 9,062/-
50. Sri Hareram Dubey	Excise Constable	Rs. 7,561/-
51. Sri Kashinath Sarkar	Excise Constable	Rs. 9,062/-
52. Sri Tribhanga Maity	Excise Constable	Rs. 6,768/-
53. Sri Dipti Kr. Roy	U.D.C.	Rs.16,304/-
54. Sri Tarun Kr. Saha	L.D.C.	Rs.14,293/-
55. Sri Dilip Kr. Mondal	L.D.C.	Rs.13,314/-
56. Sri Sushanta Kr. Sutradhar	L.D.C.	Rs.13,314/-
57. Sri Swapan Kr. Saha	L.D.C.	Rs.10,051/-
58. Sri Kunal Banerjee	L.D.C.	Rs.10,051/-
59. Sri Nurul Asfar,	Driver	Rs. 8,900/-

XI) Budget allocated to each agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

During the year ended March 2008, segment-wise allotment of fund to the Department of Excise in the district of Birbhum is as under:

Sl. No.	Segments/Heads	Allotment Amount (Rs)
1	Travelling Expenditures	7,50,000/-
2	Electricity	45,000/-
3	Telephone	36000/-
4	Vehicles Maintenance	2,00,000/-
5	Other Office Expenditures	1,20,000/-
6	Hired Vehicle	7,80,000/-

7	R.R.T.	1,20,000/-
8	S.S.E	1,00,000/-
	Total	21,51,000/-

(XII) Manner of execution of subsidy programs, including the amount allocated and the details of beneficiaries of such programs:

No allocation for the Department of Excise in the district of Birbhum has been received for any subsidy program during the financial year ended March 2008.

XIII) Particulars of recipients of concessions, permits or authorizations granted:

The Excise Licensees of the different categories of wholesale and retail license have been granted.

XIV) Details in respect of information, available to or held reduced in an electronic form:

Information is being processed for display in the electronic form.

XV) Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:

Such facility yet to be made available.

XVI) Names, Designations and other particulars of the Public Information Officers:

Sri Tapas Bhattacharya,
Asst. Secretary
Govt. of West Bengal
Department of Excise
Writers' Buildings
Kolkata – 700 001

XVII) Such other information as may be prescribed; and thereafter update these publications every year:

As and when it is necessary to do so.

Name of the Public Authority	Detailed Address, Telephone No., Fax, E-mail	Website URL	First date of putting relevant information u/s 4 on the website	If the Public Authority has no website, mention first date of publication through other mode of publication, e.g.	Frequency of updating	Date of last updating	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
The Collector of Excise, Dept. of Excise, Dist. Birbhum, West Bengal.	Collectorate Building, Prasasan Bhawan, PO- Suri, Dist. Birbhum Phone No. (03462) 255334 Fax No. (03462) 256222	Provision for web site is under creation.	Will be made available shortly.	Will made available shortly.	Will be updated as and when it will be necessary.	Does not arise.	Necessary arrangement for creation of website is under process.

**P.K Datta
Superintendent of Excise
Birbhum**