

# **Information pertaining to Right to Information Act**

## **(i) The particulars of the organization, functions and duties**

Particulars of the organization

The West Bengal Biodiversity Board is the statutory agency for ensuring proper implementation of the Biological Diversity Act, 2002 to conserve the biological diversity, encourage sustainable use of resources and ensure fair and equitable sharing of benefits arising from use of genetic resources.

### **Functions of the WBBB**

1. advise the State Government, subject to any guidelines issued by the Central Government, on matters relating to the conservation of biodiversity, sustainable use of its components and equitable sharing of the benefits arising out of the utilization of biological resources;
2. regulate by granting of approvals or otherwise requests for commercial utilization or bio-survey and bio-utilization of any biological resource by Indians;
3. perform such other functions as may be necessary to carry out the provisions of this Act or as may be prescribed by the State Government.

### **Recent initiatives by the WBBB**

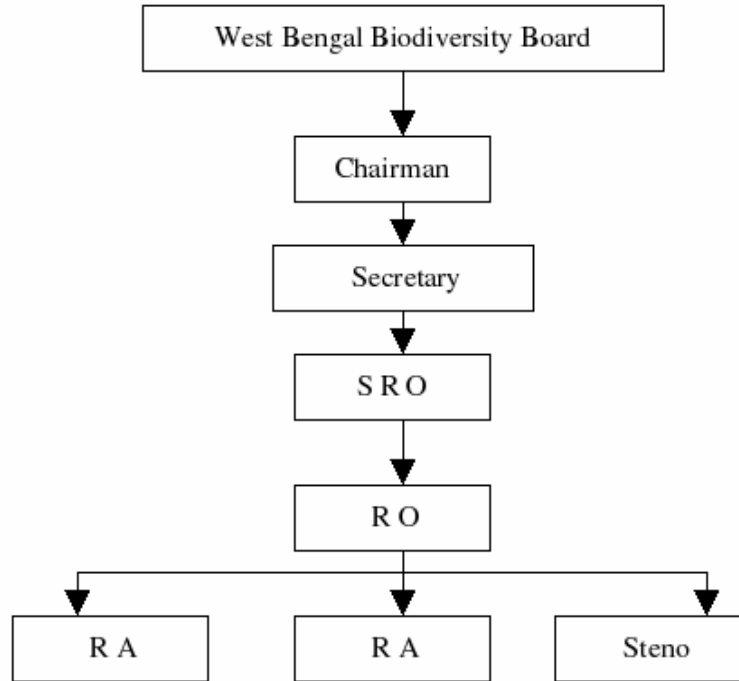
The Board has adopted certain approaches to achieve effective conservation of biodiversity, sustainable use of biodiversity components and equitable sharing of benefits arising out of the utilization of biological resources, which include :

- Formation of BMC's at local levels (Blocks) in every district of West Bengal.
- Conducting workshops for PBR's under these BMC's.
- Conducting biodiversity related workshops for different target groups viz. Bureaucrats, School & College teachers, Universities, College & School students and NGOs.
- Building awareness regarding biodiversity conservation for the community.
- Identification of 'Heritage Sites' & 'Sacred Groves' and their conservation thereafter

## **(ii) The powers and duties of its officers and employees**

Being framed.

**(iii) The procedure followed in the decision making process, including channels of supervision and accountability**



**(iv) The norms set by it for the discharge of its functions**  
Being framed.

**(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions**

1. In the absence of existing Service Rules of the W.B.B.B., the Board will follow the West Bengal Service Rules.

**b) Adoption of Procurement Policy of Goods, Services and Works 2005**

The W.B.P.C.B. has adopted a procurement policy of goods, services and works, the salient features of which are given below. Similar procedures are followed/adopted by the W.B.B.B.

1. i) **Cash Purchase** shall be made up to the estimated value of Rs. 3,000/- from reliable vendors.

ii) **Spot quotation** shall be collected at least three quotations from bonafide, resourceful and experienced vendors/suppliers/contractors for an estimated value of Rs.3,000/- to Rs.7,000/-.

iii) **Quotation notice** shall be displayed in Notice Board for an estimated value of Rs. 7,000/- to Rs. 75,000/-.

iv) **Open tender** shall be invited through paper notification for an estimated value exceeding Rs.75,000/-

2. Tender document shall be handed over to the prospective bidders with a nominal cost for an estimated value exceeding Rs.7,000/- and the document shall be divided into four parts, Part I: Qualification, Part-II: Technical bid, Part-III: Financial Bid and Part-IV: General terms and conditions.
3. Tender/quotation shall be opened and evaluated by the committee constituted by the Board on the date and time mentioned in the bid document.
4. At the time of evaluation, price preference shall be given to all registered SSI units of the State, all industrial units of large/medium sector owned/managed by the State Government, State based medium/large unit only for selection of vendors/contractors.
5. The same committee may negotiate only with the lowest bidder.
6. Normally at least three quotations are required for evaluation, except for sophisticated analytical instruments/specialized works for which single bid may be accepted for processing.
7. The Board shall allow purchases to be made from works to be executed directly by the Cooperative Societies, Public sector undertaking, Statutory Body, SSI Unit etc.
8. The Board may enlist the suppliers/contractors for any supplies/services through paper notification. Once the enlistment is made, the Board shall invite quotation/tender from the enlisted parties without going for an open tender.
9. In case of the sophisticated instruments, the Board may invite the offers for specified branded items from different dealers/distributors/manufacturers of that particular branded item without going for open tender. Spare parts and consumables for sophisticated instruments and office appliances shall be procured directly from the manufacturer/sole agent.

10. In the case of sophisticated instruments , computer servers, networking equipment etc. AMC/CMC may be awarded directly to the manufacturer or its authorized service center/dealer/channel partners.
11. The Board may issue the repeat order based on earlier order issued following the procurement policy.

### **c) Publication**

The Board is preparing a series of identification manuals (field guides) pertaining to different floral and faunal groups and has already published two such manuals in Bengali namely:

1. Banglar Jalar Gach by Anirban Roy
2. Banglar Mach by Silanjan Bhattacharya
3. Banglar Bhojyo Chatu by Krishnendu Acharya
4. Banglar Banya jantu by Silanjan Bhattacharya
5. Banglar Jhop Jhar by Anirban Roy
6. Banglar Makorsa by Sumit Chakraborty
7. Banglar Ghas-O-Bans by Dulal Chandra Pal

Apart from this the WBBB has published a booklet on biodiversity entitled 'Jibabaichitra' in Bengali. A book by the Directorate of Agriculture on 'Rice Diversity of West Bengal' has also been published.

The WBBB has also published a number of brochures related to different aspects of biodiversity and board activities.

#### **(vi) a statement of the categories of documents that are held by its or under its control**

The People's Biodiversity Registers.

#### **(vii) 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**

Identification of NGOs engaged in biodiversity conservation related activities is in process.

**(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

## Recommended Expert Committees:-

### **1. Biodiversity Inventory Committee**

1. Dr. Silanjan Bhattacharyya, Associate Professor, Deptt. of Zoology, W.B. State University
2. Dr. D. C. Pal, Scientist (Retd.), Botanical Survey of India.
3. Shri Kooshal Mukherjee, Secretary, Prakriti Samsad, Kolkata
4. Representative of Botanical Survey of India.
5. Representative of Zoological Survey of India.

### **2. Agricultural Biodiversity Committee**

1. Prof. R. N. Basu, Ex-Vice Chancellor, University of Calcutta
2. Prof. Pranab Chatterjee, Bidhan Chandra Krishi Viswavidyalaya.
3. Dr. Paritosh Bhattacharya, Addl. Director, Deptt. Agriculture, Govt. of W.B.
4. Shri Ardhendu Chatterjee, Development, Research, Communication & Service Centre (DRCSC)
5. Dr. Madhumita Mukherjee, Director, Directorate of Fisheries, Govt. of W. B.
6. Dr. Subhash Bose, Addl. Director, Directorate of Animal Resources & Animal Health, Govt. of WB.

### **3. Wetland Biodiversity Committee**

1. Prof. P. K. Mukherjee, Deptt. of Botany, University of Calcutta
2. Prof. S. C. Santra, Deptt. of Environmental Science, University of Kalyani
3. The Director, Institute of Environmental Studies & Wetland Management
4. Dr. N. C. Nandi, Scientist-E (Retd.), Zoological Survey of India
5. Shri Mohit Roy

#### 4. Awareness Committee

1. Dr. A. K. Banerjee, Ex World Bank Forestry Specialist
2. Mr. S. B. Mondal, Principal Chief Conservator of Forest (Wildlife & Biodiversity) & Chief Wildlife Warden, Dept. of Forest, Govt. of W. B.
3. Dr. S. D. Chatterjee, Addl. Director of Agriculture (Research), Deptt. of Agriculture, Govt. of W.B.
4. Dr. B. S. Joardar, Dept. of Environmental Science, Asutosh College Kolkata.
5. Mr. Tapan Saha, Scientist, IESWS

#### 5. Heritage Site and Sacred Grove Committee

1. Prof. Priyadarshan Sen Sharma,
2. Prof. Ram kumar Bhakat, Deptt. of Botany, Vidyasagar University
3. Dr. Ram Shankar Basu, Principal, Saltora Netaji Centenary College
4. Dr. Debal Deb, Centre for Interdisciplinary Studies
5. Representative of Botanical Survey of India
6. Representative of Zoological Survey of India

#### 6. Intellectual Property Rights Committee

1. Dr. U.C. Bhattacharyya
2. Dr. Manishi Nath Das
3. Dr. Achintya Mitra, Scientist, National Research Institute of Ayurveda Drug Development
4. Dr. C. M. Ghosh, Director, ISM Drug Control & State Medicinal Plant Board
5. Mrs. Mahua Homchoudhuri, Patent Scientist, W. B. State Council of Science & Technology

#### (ix) A directory of its officers and employees

Sl. No.	Name	Designation	Office Tel. No.	Residential Tel. No./Mobile	Email Address
1	Prof. A.K.Sharma	Chairman	24753680/82	9831225521	<a href="mailto:chairman.wbbb@nic.in">chairman.wbbb@nic.in</a>
2.	Mr. Debal Ray, IFS	Member Secretary	22141356	9433046567	<a href="mailto:ms.wbbb@nic.in">ms.wbbb@nic.in</a>
3.	Dr. S.N.Ghosh	Sr. Research Officer	23352731/07	9433535937	<a href="mailto:sro.wbbb@nic.in">sro.wbbb@nic.in</a>
4.	Dr. Anirban Roy	Research Officer	23352731/07	9433493857	<a href="mailto:ro.wbbb@nic.in">ro.wbbb@nic.in</a>
5.	Soumen Basu	Stenographer	23352707	9836262780	<a href="mailto:biodiversity.wbbb@nic.in">biodiversity.wbbb@nic.in</a>

**(x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations .**

ANNEXURE – I

**(xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made**

ANNEXURE – II

**(xii) The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes**

Not applicable.

**(xiii) Particulars of recipients of concessions, permits or authorizations granted by it**

Not applicable.

**(xiv) Details in respect of the information, available to or held by its, reduced in an electronic form**

All information available in website.

**(xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use**

As available with the West Bengal Pollution Control Board.

Website : [www.wbpcb.gov.in/biodiversity/index.shtml](http://www.wbpcb.gov.in/biodiversity/index.shtml)

**(xvi) The names, designations and other particulars of the Public Information officers**

Being positioned.

**(xvii) Such other information as may be prescribed**