

4. (1)(b)(ii) - The powers and duties of its Officers and employees:

(1) MANAGING DIRECTOR

Head of the Department who takes policy decisions and ensures its implementation in accordance with the directions of the Board of Directors of the Corporation/Government.

(2) GENERAL MANAGER

The post is next to Managing Director i.e., number two in the organization. GM is over all in-charge of all the Sections in the Corporation will assist the Managing Director in implementation of all policy decisions and also in day-to-day administration matters.

(3) MANAGER - 'A' SECTION Deals with the following subjects

1. Film & TV Institute
2. Subsidy Section & EODB, Incentives to Low Budget films & All matters relating to Film & T.V Industry
3. C.A Section,
4. Legal Maters
5. Website Maintenance
6. Issue of Online Shooting permissions
7. Certification of High budget and Super High Budget.

(4) MANAGER - "B" SECTION

1. Loans & Recovery
2. Land Sections
3. Issue of NOC's to Cinema theatres

(5) Deputy MANAGER- 'C' SECTION

1. Administration Section
2. Production of short films, Video films, quickies, audio songs, Distribution of approved Films and monitoring the screenings, Empanelment of producers.
3. Awards and Short Film Festivals

(6) DEPUTY MANAGER - 'D' SECTION

1. Accounts Section
2. Planning of Budget allocation
3. Online ticketing & admission rates.
4. Board Meeting and ROC



4. (1)(b)(iii) - The procedure followed in the decision-making process, including channels of supervision and accountability.

As is the practice in the Government, tappals will be received in the inward section and the section clerk will affix stamp with date, make entries in the tappal register, put up the same to Manager. Manager will peruse the letters and mark to the concerned section heads dealing with the subject matter. The tappal clerk will hand over the same accordingly to all the section heads. The concerned case worker will put up the file to the Deputy Manager and Manager with his remarks to the MD for approval.

4(1)(b)(iv) - the norms set by it for the discharge of its functions:

All the currents will be attended mostly on day-to-day basis. In urgent cases like shooting permissions etc., the same will be attended on the same day.

4(1)(b)(v) - the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.

The Corporation is following Fundamental Rules and also various orders issued by the Government / Decision of the Board from time to time.

4(1)(b)(vi) - A statement of the categories of documents there held by it or under its control.

(1) Office Orders, (2) Board Resolutions, (3) Government orders.

4(1)(b)(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 there of.

Committees will be constituted as and when required with the Members from Telugu Theater, Television & Film Industry, mostly for selection of Awardees and address problems of respective sectors.

4(1)(b)(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.

The MD will sometimes constitutes a committee with officers of the Corporation for opening tenders etc., and most of the committees will be constituted by the Government for selection of NANDI awardees etc.



4(1)(b)(ix)-a directory of its officers and employees

| Sl. No. | Name | Designation | Contact Number |
|---------|------------------------------|----------------------|----------------|
| 1 | Sri K. S. Viswanathan, IAS., | Managing Director | 0866-2573130 |
| 2 | Sri M Sreenivas Naik | General Manager(I/c) | 9652904588 |
| 3 | Sri Challa Sreenivasulu | Manager | 9652904601 |
| 4 | Sri B. Pradeep Kumar | Deputy Manager | 9652904606 |

4. (1)(b)(x) - the monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations

| Sl. No. | Name | Gross Salary |
|---------|-------------------------|----------------|
| 1 | Sri M Sreenivas Naik | Rs. 1,55,848/- |
| 2 | Sri Challa Sreenivasulu | Rs. 1,60,714/- |
| 3 | Sri B. Pradeep Kumar | Rs.84,274/-/- |

4(1)(b)(xi)- the budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

The Government allocates specific budget for various activities of the Corporation and the expenditure will be incurred accordingly.

4(1)(b)(xii) - the manner of execution of subsidy programs, including the amounts allocated and the details of beneficiaries of such programs

As of now no such Programmes

4(1)(b)(xiii) Particular of recipients of concessions, permits of authorizations granted by

No such concessions are being extended now.

4(1)(b)(xiv) - Details in respect of the information, available to or held by it, reduced in an electronic form.

-NIL -



4(1)(B)(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.

No activity is being taken up involving general public. However, officers will be available from 10.00 am to 5.30 pm on all working days to disseminate information relating to procedures to be followed for registration of films, shooting permissions etc.

4. (1)(b)(xvi) - the names, designations and other particulars of the Public Information Officers :

| Name | Nominated as | Address for communication. | Telephone No. |
|---|--|--|----------------------------|
| Sri M. Sreenivas Naik APSFTVTDC., Vijayawada | Appellate Authority | A.P. State Film Television & Theatre Devpt. Corpn., Ltd., 4 th Floor, NTR Administrative Block, PNBS, Vijayawada, Pin code-520013 | 0866-2573130 9652904588 |
| Sri Challa Sreenivasulu APSFTVTDC., Vijayawada | Public Information Officer | A.P.State Film Television & Theatre Devpt. Corpn., Ltd., 4 th Floor, NTR Administrative Block, PNBS, Vijayawada, Pin code-520013 | 0866-2573130 9652904601 |
| Sri B. Pradeep Kumar Deputy. Manager, APSFTVTDC., Vijayawada | Assistant Public Information Officer | A.P.State Film Television & Theatre Devpt. Corpn., Ltd., 4 th Floor, NTR Administrative Block, PNBS, Vijayawada, Pin code-520013 | 0866-2573130 9652904606 |

Sd/-
**GENERAL MANAGER (I/c) &
Appellate Authority**

