

Information under 4(1)(b)

Section 4(1)(b)(i) of RTI Act 2005

Particulars of the organization, functions and duties;

The Karnataka State Minorities Commission (KSMC) is a statutory body constituted under the Karnataka State Minorities Commission Act 1994. The First Commission under this Act was constituted on 30.9.1994 with Mr. R.H. Goodwala as Chairman. Other eminent persons like Mr. F.H. Mohsin, Mr. C.M. Ibrahim, Mr. K. Rahman Khan, Mr. Sadath Ali Khan, Dr. Abdul Kareem, Prof. M. Basheer Hussain, Mr. Qamar-ul-Islam, Mr. Syed Saifulla, Mr. Azeez Sait, Mr. Mir Azeez, Alhaj K.S. Mohammed Masood, Mr. Syed Mudeer Aga, Mr. Alhaj Khusro Quraishi, Mr. Anwar Manipaddy, Mrs. Bhalkees Bhanu, Mr. Tanveer Sait, Mr. Naseer Ahmed, Mr B Z Zameer Ahmed Khan and Mr G A Bhava subsequently served as Chairman. Sri Abdul Azeem is the present Chairman.

The main activity of the KSMC is to examine the working of various safeguards provided in the constitution and in the Laws passed by the State Legislature for the protection of minorities and make recommendations with a view to ensuring effective implementation and enforcement of all the safeguards.

Muslims, Christians, Sikhs, Buddhists, Zoroastrians (Parsis) and Jains are identified as Minority communities of Karnataka.

The **Karnataka State Minorities Commission** consists of the Chairman and Eight other members nominated by the Government from amongst persons of eminence, ability and integrity hailing from the minority communities. Subject to the pleasure of the government, the term of the chairman and members is for a period of three years. The Administrative head of the office is the Secretary, who is a group "A" senior scale officer.

The **Karnataka State Minorities Commission** has come to be looked upon by the minorities in Karnataka as a Forum for ventilating their grievances.

FUNCTIONS OF THE COMMISSION

Functions of the Commission.- (1) The functions of the Commission shall be as follows :-

(a) to examine the working of various safeguards provided in the Constitution and in the laws passed by the State Legislature for the protection of minorities;

(b) to make recommendations with a view to ensuring effective implementation and enforcement of all the safeguards;

¹ [(bb) to make recommendations for implementing the Prime Ministers new 15 Point Programme.]¹

(c) to monitor the working of the safeguards provided in the constitution, laws enacted by the State Legislature and policies and schemes of the Government for minorities;

(d) to conduct studies, research and analysis on the questions of avoidance of discriminations against minorities;

(e) to make a factual assessment of the representation on minorities in the services of the Government undertakings, Government and quasi-Government bodies and in case representation is inadequate, to suggest ways and means to achieve the desired level;

(f) to make recommendations for ensuring, maintaining and promoting communal harmony in the State;

(g) to make periodical reports at prescribed intervals to the Government;

(h) to study any other matter which in the opinion of the Commission is important from the point of view of the welfare and development of minorities and to make appropriate recommendation;

(i) to consider the grievances of the minorities and to suggest appropriate solution from time to time;

(j) to look into specific complaints regarding deprivation of rights and safeguards of minorities and take up such matter with the appropriate authorities;

Provided that if any matter specified in sub-section (1) is undertaken by the National Commission for Minorities constituted under section 3 of the National Commission for Minorities Act, 1992 (Central Act 19 of 1992), the State Commission for Minorities shall cease to have jurisdiction in such matters.

(2) The Government shall cause the recommendations of the Commission to be laid before each House of the State Legislature along with the memorandum explaining the action taken or proposed to be taken on the recommendations and the reasons for non-acceptance, of any such recommendations.

1. Inserted by Act 35 of 2011 w.e.f. 16.7.2011.

¹ **[10A. Powers of the commission.-** The commission shall, while performing any of the functions mentioned in sub-section (1) of section 10 have all the powers of a civil court trying a suit and in particular, in respect of the following matters, namely:-

- (a) summoning and enforcing the attendance of any person from any part of State and examining him on oath;
- (b) requiring the discovery and production of any document;
- (c) receiving evidence on affidavits;
- (d) requisitioning any public record or copy thereof from any court or office;
- (e) issuing commissions for the examination of witnesses and documents; and
- (f) any other matter as may be prescribed.]¹

1. Inserted by Act 13 of 2016 w.e.f. 26.04.2016.

Section 4(1)(b)(ii) of RTI Act 2005

Powers and Duties of officers and employees

Secretary: Secretary is the Chief Executive of the Commission. He is the principal adviser to the Chairman/Commission on all matters of policy and administration relating to the Commission. He is assisted by one Under Secretary, Deputy Director (statistics) and Joint Registrar of Co-operative Societies.

Under Secretary: The Commission has one Under Secretary who assists the Secretary on matters relating to Grievances and research and other issues.

Joint Registrar of Co-operative Societies: The Commission has one Joint registrar of Co-operative societies who assists the Secretary on matters relating to co-operation.

Deputy Director (Statistics): There is one Deputy Director in the Commission who is responsible for disposal of Commission's business dealt with the Division under his charge also he is in charge of Statistics of the various Departments concerned with Minorities.

Section Officer: He is in-charge of general service section and looks after procurement, maintenance, AMCs, Staff cars etc.,

Asst. Statistical Officer: To assist Deputy Director Statistics to look into the matters relating to the Statistics of the various Departments concerned with Minorities.

Statistical Inspector: To assist Deputy Director Statistics to look into the matters relating to the Statistics of the various Departments concerned with Minorities.

Asst. & Jr. Asst.: To assist Section Officer and the matters assigned by Secretary.

Co-Operative Inspector: To assist Joint Registrar of Co-operatives.

Section 4(1)(b)(iii) of RTI Act 2005

Procedure followed in decision-making

The Commission functions as per the mandate laid down in Karnataka State Minorities Commission Act, 1994 as amended from time to time.

Section 4(1)(b)(iv) of RTI Act 2005

The norms set by Karnataka State Minorities Commission for the discharge of its function.

The Commission is governed by the Karnataka State Minorities Commission Act, 1994 as amended from time to time.

Section 4(1)(b)(v) of RTI Act 2005

Rules, Regulations, Instructions, Manuals and records held by Karnataka State Minorities Commission or used by its employees for discharging its functions.

The Karnataka State Minorities Commission generally follows the rules and regulations, instruction and manuals issued by Government of Karnataka from time to time.

Section 4(1)(b)(vi) of RTI Act 2005

Categories of documents that are held by or are under the control of the Commission.

Files related to overall administration of the Commission

Section 4(1)(b)(vii) of RTI Act 2005

Particulars of arrangement that exists for consultation with or representation by the members of public in relation to the formulation of the Commission's policy and implementation thereof.

Members of public can give their petition/ applications/ grievance either by post or by e-mail (secretary@karmin.in). They can also meet Chairman / Members / Secretary to give their petitions during the office hours.

Section 4(1)(b)(viii) of RTI Act 2005

Statement containing Boards, Councils or standing Committees or other bodies under the Karnataka State Minorities Commission.

The Karnataka State Minorities Commission has no Board, Council or Standing Committee.

Section 4(1)(b)(ix) of RTI Act 2005

A Directory of Officers and Employees of the Karnataka State Minorities Commission.

Karnataka State Minorities Commission

Address : Karnataka State Minorities Commission
39-821, 1st Floor, Subedar Choultry Road,
Sheshadripuram,
Bengaluru - 560020.

FAX: 080-22863282

Office Numbers: 080-22864204

080-22863400

080-22861661

Section 4(1)(b)(x) of RTI Act 2005

Details of monthly remuneration received by each of the Officers/ employees of the Karnataka State Minorities Commission.

SL. NO.	DESIGNATION	NAME OF INCUMBENT	BASIC PAY (Rs.)
1	Secretary(I/c)	Smt. Salma Firdose	80,100/-
2	Joint Registrar of Co-operative Societies	Smt. Salma Firdose	80,100/-
3	Under Secretary	Vacant*	-
4	Deputy Director (Statistics)	Sri. Raghunath L	50,150/-
5	Section Officer	Sri Anjum Ahmed N A	43,100/-
6	Senior Assistant	Smt. Adeeba Sultana	45,300/-
7	Assistant Statistical Officer (2 Posts)	Vacant*	-
8	Statistical Inspector (2 Posts)	Vacant*	-
9	Co-operative Inspector	Vacant*	-
10	Assistants (2 Posts)	Vacant*	-
11	Junior Assistant	Vacant*	-
12	Stenographer	Vacant*	-
13	Typist	Vacant*	-
14	Driver	Vacant*	-
15	Dalayath (2 Posts)	Vacant*	-

- *Vacant Posts are being carried on outsource basis
- Note: Monthly emoluments to officers and employees are being paid as per Karnataka State Civil Service Rules.

Section 4(1)(b)(xi) of RTI Act 2005

Budget allocated to agencies, particulars of all plans, proposed expenditure and reports on disbursement made.

The Karnataka State Minorities Commission do not have any agency, attached or subordinate formation under it. The entire budget allocated to the Commission is under non-plan. The budget allocated to the Commission in 2022-23 is Rs. 1.00 lakh only. The expenditure is incurred from the remaining amount allocated in the previous years.

Expenditure Statement of Karnataka State Minorities Commission From 01.04.2022 to 31.03.2023

SL.NO.	DETAILS	AMOUNT IN RS.
1	Salary and Allowances of Officers & Staff	8347465
2	Salary and other allowances of Chairman & Staff	5367807
3	TA / DA of Chairman & Staff	569034
4	Medical Reimbursement	180165
5	Outsource Staff Salary & MIS Cell	3042952
6	Administrative Expenses	871192
7	Vehicle Maintenance	477266
8	Advertisement / Printing Charges	404226
9	Water & Electricity Charges	405921
10	TA / DA (15 Point Prog. Committee Members)	26444
11	Office Maintenance Charges (KMDC Bhavan)	1703660
	TOTAL	2,13,96,132

Section 4(1)(b)(xii) of RTI Act 2005

The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes.

The Karnataka State Minorities Commission do not execute any subsidy programme.

Section 4(1)(b)(xiii) of RTI Act 2005

Particulars of recipients of concessions, permits or authorizations granted by Karnataka State Minorities Commission.

NIL

Section 4(1)(b)(xiv) of RTI Act 2005

Details in respect of the information, available to or held by Karnataka State Minorities Commission, reduced in an electronic form.

The information relating to the Karnataka State Minorities Commission is available in website www.karmin.in and can be reached at email: secretary@karmin.in

Section 4(1)(b)(xv) of RTI Act 2005

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.

For obtaining information citizen can contact either by telephone (080-22864204, 080-22863400, 080-22861661) or by e-mail (secretary@karmin.in). The Karnataka State Minorities Commission has a public library. The library has collection of books on variant subjects in Kannada, Urdu and English languages. Besides library subscribes to many leading Newspapers in Kannada, Urdu and English Languages.

Section 4(1)(b)(xvi) of RTI Act 2005

The names, designations and other particulars of the Public Information Officers.

Appellate Authority: Smt. Salma Firdose,
Secretary (I/c)

Public Information Officer: Mr. Raghunath L
Deputy Director (Statistics)

Address : Karnataka State Minorities Commission
5th Floor, V.V Towers,
Dr. B.R. Ambedkar Veedhi,
Bangalore-560001.

1. The information is already uploaded in the Karnataka State Minorities Commission website The URL is www.karmin.in and it has developed both in Kannada and English language.
2. Karnataka State Minorities Commission is re-launching its website very shortly.

Section 4(1)(b)(xvii) of RTI Act 2005

-NIL-

