

**RTI Act – 2005 (Public Authority wise) – 4(1)(a)**

Name of the Department : AICRP – Home Science, GKVK

<b>Sl No</b>	<b>Name of the officer / Name of the Employees</b>	<b>Position</b>	<b>Responsibilities</b>
1.	Dr.K.Geetha	Scheme Head	*Implementation of AICRP and other project activities. *Administrative work
2.	Dr. Geetha M Yankanchi	Junior Scientist	*Implementation of AICRP and other *Work assigned by higher officer
3.	Ramanjinappa	Senior Lab Assistant	*Assisting in conducting lab experiments *Work assigned by higher officer
4.	G. Venkatarathnamma	Messenger	Cleaning of office, lab, laboratory equipments, utensials, *Work assigned by higher officer

**RTI Act – 2005 (Public Authority wise) – 4(1)(b)**

<b>Sl No</b>	<b>Office / Letters maintained in AICRP –Home Science (Food &amp; Nutrition)</b>
1.	Budget File
2.	PDC bills
3.	Inward file
4.	Outward file
5.	DC bill
6.	Contract labours file
7.	Stock verification fil
8.	Reports(Monthly, Quarterly, Half yearly and Annual Reports