

Karnataka State Remote Sensing Applications Centre
Department of Personnel and Administrative Reforms (e-Governance), GoK

Functions and Executives

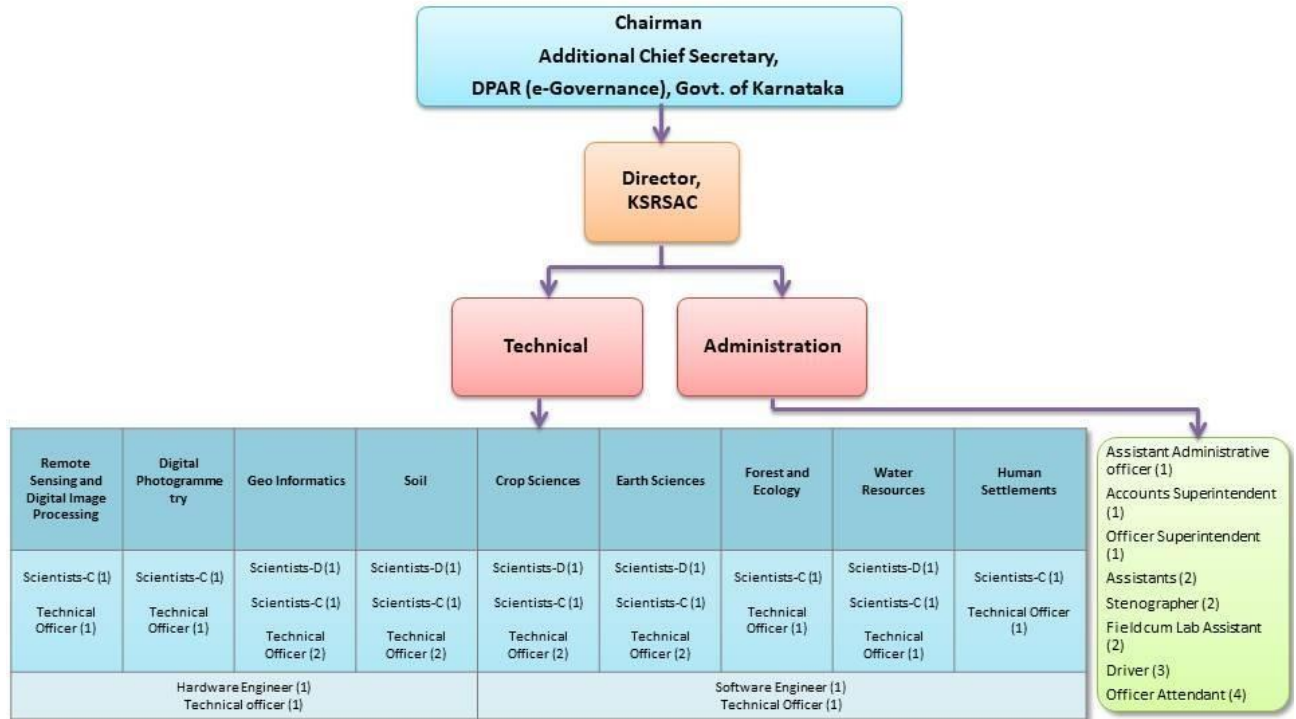
Activities

The Karnataka State Remote Sensing Applications Centre (KRSRAC) was established in 1986 and designated as the State's Nodal Agency for the implementation of Remote Sensing (including Photogrammetry) and GIS programmes by Government Order No. ITD 28 MIS 2002, Bengaluru, dated 06.08.2002. "The Nodal Agency will be the repository of the information/data/maps collected by the Centre or by any Government Department, Statutory Board, or any undertaking through GIS and Remote Sensing,". The nodal agency will generate GIS base maps and general/common features and provide full Remote Sensing and GIS services to all Line Departments. Before undertaking work on updating GIS data and customising GIS applications, Line Departments must interact with the KRSRAC. When such work is undertaken, the updated data will be passed on to the custody of the Nodal Agency. The nodal agency will develop the architecture of Remote Sensing and GIS implementation, as well as the feasibility of new proposals, coding, standardisation, and training, and will organise frequent workshops to increase interaction and coordination among the Line Departments. The KRSRAC has been collaborating with the Line Departments and providing them with the necessary GIS information/maps and training.

4.1(b) (i) Structure, Duties and Responsibilities

Structure

KRSAC ORGANIZATIONAL STRUCTURE



The posts mentioned in the cadre strength of C & R have not been filled up by direct recruitment. Only two officers are on a permanent basis, and one Scientist and an Assistant Administrative Officer are on deputation. Technical and non-technical personnel work in project mode and on a contract basis for a specified time on various projects.

Duties / Responsibilities are as follows:

1. To serve as the state's nodal agency for all Remote Sensing and GIS activities.
 2. To assist user departments/organizations/agencies in implementing and evaluating remote sensing survey results,
 3. To create an efficient data collection and retrieval system, as well as to serve as a repository (data bank) for diverse natural resource data relevant to remote sensing applications of interest to the state,
 4. To assess the remote sensing application demands of various state departments and developmental sectors, and also to coordinate the state's remotely sensed data requirements,
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1. To act as the state's nodal agency for all Remote Sensing and GIS activities;
 2. assist user departments/organizations/agencies in implementing remote sensing survey results and evaluating their utility;
 3. To develop an effective data collection and retrieval system, as well as to serve as a repository (data bank) for diverse natural resource data relevant to remote sensing applications of interest to the state.
 4. To assess the remote sensing application needs of various state departments and developmental sectors, as well as to coordinate the state's remotely sensed data requirements.
 5. To create, maintain, and make available to various state departments/organizations/agencies the centralised visual and digital remote sensing data analysis/interpretation facilities,
 6. Obtaining and maintaining a library of essential remotely sensed data for the state of Karnataka.
 7. To assist and offer consultation services to user departments/agencies in application areas, such as data product selection and procurement, developing appropriate techniques for project execution, and so on.
 8. To undertake and coordinate short and long-term remote sensing surveys/application projects in a variety of resource/development areas.
 9. Interact, liaise, cooperate, and collaborate with the Indian Space Research Organisation, the Department of Space, the Government of India, and its sister institutes, as well as other National and International Organisations in the field of remote sensing and related disciplines.
 10. To organise training programmes, talks, seminars, workshops, and symposia in order to promote remote sensing and GIS technology and applications.
 11. To create awareness among planners and decision-makers about the importance of remote sensing and GIS technology in efficient natural resource management.
 12. To publish and disseminate the results of the Centre's remote sensing-based investigations through annual reports, journal articles, and other project reports.
 13. To acquire and maintain a library of relevant thematic maps and ground truth data
 14. To undertake, promote, guide, coordinate, and assist in remote sensing and GIS research and development.

4.1 (b)(ii) Powers and Duties of Officers / Staff

Director: Discharging the duties as head of the organization examining the project proposals submitted by scientists and having discussions with concerned departmental heads to finalize the proposals, recording the orders on files submitted by Scientist and Assistant Administrative Officer with overall supervision of the office. Execute the powers delegated in the MoU and By-Laws and also on the decision of the Executive Committee.

Scientists: Prepare the project proposals for related departments and submit the same through the Director for approval and execution.

Assistant Administrative Officer: Examine the proposals submitted by Assistant Executives and Administrative and Financial Executives and submit suitable recommendations for orders.

Administrative and Financial Executives: Scrutinize all letters pertaining to the accounts section and put them up for orders.

Assistant Executives: Should submit the project-related letters and put them up for orders.

Personal Assistant: Attending the phone calls received in the personal section by giving suitable replies/information for the concerned and recording day-to-day programmes like meetings, conferences, visits of dignitaries, visits of departmental heads etc.

Stenographer: Transcribe and type the dictation given by superior officers.

Typist: Should submit the typed notes and correspondences of the section neatly.

Driver: The driver shall drive the vehicles for specific projects on fieldwork and other office work.

Attender: To keep all the tables, chairs, computers and other equipment clean and tidy in all the chambers of the office.

4.1 (b)(iii) Powers and Duties of Officers / Staff

Director: To examine in detail the files submitted by the scientists and officers of the Centre and pass suitable orders and in case of requirement of approval by the chairman of the Centre, appropriate notings to be made in the file and submitted to the chairman. Under circumstances where decisions have to be taken by the director himself, he can consult the departmental authorities telephonically or through correspondence and make appropriate decisions.

Scientist: Apart from the proposals submitted by the technical staff, the proposals in consultation with different departments and their progress have to be submitted to the director for suitable orders. They should also fix the dates for meetings if necessary in consultation with the departmental heads and to carry out overall supervision of projects implemented under their control.

Assistant Administrative Officer: To periodically scrutinize the works carried out by the assistant executives, administrative and financial executives and also to scrutinize the files submitted by them regarding the purchase of hardware, software and stationery requirements and to submit the same to the director for orders after indicating the procedures to be followed for their purchase.

4.1 (b)(iv) procedures to be followed while undertaking supervision, responsibility and decision-making:

Director: Orders to be passed on a priority basis.

Scientist: Cases to be examined on a priority basis and work shall be completed within the scheduled time.

Assistant Administrative Officer: Cases to be examined on a priority basis.

Administrative and financial Executives: Review the files/letters received in the section and submit them within 5 days.

Assistant Executives: Review the files/letters received in the section shall submit these within 5 days.

Driver: Drivers shall drive the vehicle for the specific fieldwork of projects and office work.

Attender: The assigned work must be completed on the same day.

4.1 (b)(v) To have control over officers/ officials; the rules regulations, instructions, manuals and records to be followed

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| 1. Officers / Officials working on a deputation basis in the Centre | Karnataka Civil Services Rules and notification and instructions issued by Parent department and also rules framed under MoU and By-Law. |
| 2 Contract Employees | Terms and conditions specified in the contract appointment and general directions issued by the Centre on contract appointment |

4.1 (b)(vi) Statement of categories of documents that are held by it or under its control

Since the Centre is functioning as a nodal agency, a digital database and maps (including aerial photography) prepared by using GIS and RS technologies will be provided on request from government departments and public institutions.

4.1 (b)(vii) Representation by members of the public in the formulation of policy or implementation thereof:

The data generated by the Centre in defining and decision-making is being used for useful purposes and the public has no role in the formulation of policy and its implementation thereof.

4.1 (b)(viii) Public participation in boards, councils, committees and other bodies for advice or accessibility to the minutes of such meetings

No council or committee is formed in the centre. In the case of the Karnataka Public Procurement Act, committees will be set up in terms of purchasing any hardware, software, stationery and other items required by the Center. The general public will not be allowed to attend the meetings of the committee and the meeting proceedings will not be given to the public.

4.1 (b) (ix) Contact Numbers of Officers / Staff

Sl. No.	Designation	Name	Telephone No.	Residential No.	Mobile No.
1	Director	Dr. D. K. Prabhuraj	29720557	26323278	9448467575
2	Assistant Administrative Officer	Sri. Umesh T B	29720557		9886616284
3	Scientist	Sri. Anand Kumar B (on deputation)	29720557		9448333133
4	Scientist	Sri. Shreevyas H M	29720557		9880044146

The officers mentioned at sl. no. 1 is working on a permanent basis and others are working on deputation.

4.1 (b)(x) Monthly honorarium/salary of each of the officers and also staff provided under rules

Details are provided in Annexure – A.

4.1 (b) (xi) Amount provided in the budget during the FY 2022-23

Sl. No.	Particulars	Amount provided in the budget during 2022-23	Expenditure incurred during FY 2022-23	Balance
1.	<p>KRSAC</p> <ul style="list-style-type: none"> • KRSAC Staff Salary (Administrative Staff, Consultants and Regional Centres). • Regular/Operational Office Maintenance (including Regional Centres): Rent, electricity, water, telephone, internet, security, housekeeping, campus maintenance, printing, stationery, vehicle maintenance, fuel, insurance, repairs, service charge, maintenance of hardware & software etc., • M Tech Programme: Scholarship, faculty salary, travel and other promotional expenditure. • Seminar and Conference: Conducting/Participating in workshops, seminars, conferences & meetings. 	4,00,00,000	4,00,00,000	-

2.	K-GIS <ul style="list-style-type: none"> • K-GIS staff salary, K-GIS portal & application maintenance, updation, new development and Data updation/creation. • Travel and other promotional expenditures. 	4,00,00,000	4,00,00,000	-
Total		8,00,00,000	8,00,00,000	-

4.1 (b)(xii) Particulars of grant in aid programmes and also details of beneficiaries of the amount distributed

Not applicable.

4.1(b)(xiii) Details for securing authorized letters

Not applicable.

4.1 (b)(xiv) Details regarding the information in electronic media

The activities of the Karnataka State Remote Sensing Applications Centre can be seen on this website www.karnataka.gov.in/ksrsac

4.1 (b)(xv) If the maintenance of the library is their information regarding working hours and facilities

Not applicable.

4.1 (b)(xvi) Name, designation and other details of Public Information Officers

A) Appellate Authority	B) Public Information Officer (Non-Technical)
Dr. D. K. Prabhuraj, Director, KRSAC Ph. No. 29720557 Mobile No. 9448467575 Residence No. 26323278	Sri. Umesh T B Assistant Administrative Officer, KRSAC Ph. No. 29720557 Mobile No. 9886616284

4.1 (b)(xvii) Updated information to be published in each of the year

Revised and updated as of 30.10.2023.

**Sd/-
Director
KRSAC**

Annexure – A

Monthly honorarium/salary of each of the officers and also staff provided under rules

Details of officers working on permanent and deputation basis

Sl. No	Name	Designation	Pay Scale
1	Dr. D. K. Prabhuraj	Director	97100-141300
2	Sri. Umesh T B	Assistant Administrative Officer	43100-83900
3	Sri. Anand Kumar B	Scientist	110050-218630
4	Sri. Shreevyas H M	Scientist	57700-182400

The officers mentioned at Sl. No.1 and 4 are working on permanent basis and Sl.No.2 and 3 are working on deputation.

**Sd/-
Director
KRSAC**