

ORGANIZATION FUNCTIONS & DUTIES

{Section 4(1)(b)(i)}

| Sl No | Name of the Organization | Address | Functions | Duties |
|-------|--------------------------|-------------------------|------------------------------|---|
| 1 | 2 | 3 | 4 | 5 |
| 1 | Revenue Department | Collectorate, Hyderabad | Administrative and Executive | Public servants all matters relating to D.Ts and above cadre Compassionate Appointments. Service matters of S.As/J.As/Typists DSC recruitments/other recruitments (SC, ST, etc) Disciplinary cases of all employees Administrative Reforms Appointment of VAOs and appeals. Law and Order (Magisterial enquiries, Extremist violence, (Strikes and agitations) Exgratia relief and rehabilitation of extremists. Foreigners and Indian Citizen Act. Criminal Appeal-review of Magisterial matters Indian Stamp Act Govt suits and Legal cell Legal aid to poor/legal services Verification of Character and antecedents of public employees. Change of Name. Christian Marriage Act. Inter caste marriages Hindu Marriage Act, Muslim personal Law Telangana SC/ST & BC Regulation, issue of community certificate Act, 1993 Atrocities on SCs and STs Verification of caste certificates Foreign migrants death compensation payment (legal dues) Rickshaw Pullers Act. Dowry Prohibition Act Certificate of residence/Legal Heir Certificates Women and Child Welfare Freedom fighter pensions. Social Security schemes National awards/ Tamra patras Discretionary grants Apathbandhu schemes/Kalyana Lakshmi/Shaadi Mubarak Scheme. Indian Red Cross Society All acts and regulations pertaining to Land Revenue remission DCB of Land revenue Telangana Revenue Recovery Act Natural calamities, Relief and Rehabilitation Exgratia Relief Land Alienation |

Rainfall statistics, Rain Gauge
 Material observatories, Weather report.
 Transfer of Lands and lease of lands
 Land grabbing cases
 Encroachment of public premises
 eviction etc.
 Assignment of Govt lands and house
 sites.
 State functions.
 Festivals/ Fair and festivals
 Installation of statues of National and
 state demise leaders.
 DSC and all other examinations
 (including UPSC & SSC)
 TELANGANA WALTA, 2002.
 CM Relief fund.
 Treasure Trove Act, 1878
 Pawn Brokers Act
 Bonded Labour Act, 1976.
 Evacuee property
 Inam abolition Regulation.
 T.S.Survey and Boundaries Act.
 Land Reforms
 Land encroachments of endowments
 department
 Land acquisition
 Grievance cell
 Govt vehicles
 Elections (protocol)
 Soldier funds
 Census
 Multipurpose House Hold Survey.

POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

{Section 4(1)(b)(ii)}

| SLNo | Name of the Officer/employee | Designation | Duties allotted | Powers |
|------|------------------------------|----------------|--|--------|
| 1 | DISTRICT COLLECTOR | Statutory | Maintain <u>Law and Order</u> and Internal Security by coordinating with the Superintendent of Police. | |
| | | Administrative | Encourage Social Service Organization like Red Cross, etc., Requisition Motor Vehicles of other Departments and sanction and control Expenditure on Government Vehicles. Conduct Census operations. Attend the Telephone Advisory Committee Meeting or on exceptional occasions, depute the Joint Collector to attend keeping the Post master General and other concerned of the meeting and informing the facts. Maintain personal files of all Gazetted Officers in the Revenue Department including Tahsildars | |

through Joint Collector.

Write confidential reports of all Gazetted Officers of other Departments.

Decide on transfers and postings of Tahsildars.

Submit lists of names for inclusion in the promotion list of Revenue Divisional Officers, Tahsildars and Deputy Tahsildars through Joint Collector.

Grant of leave of Tahsildars through Joint Collector.

Enquiry into allegations against the Gazetted Officers.

Decide on transfers, grant of leave etc, of Assistant Public Prosecutors, Grade I AND II.

Act as the Chairman of joint staff council

Review and supervise Collection of Land Revenue.

Excise and other dues through Joint Collectors.

1. Deal with all works relating to Planning and Development inclusive of all correspondence relating to Democratic Decentralisation.

Exercise powers under the following acts---

1. The Andhra Pradesh (Telangana Area) Irrigation Act, 1357F.

Order for remission when there is widespread damage due to adverse seasonal conditions through District Revenue Officer.

1. Act as the District Election Officer.

2. Order for periodical revision of electoral rolls

3. Conduct polls in peaceful and fair manner.

The Collector is the statutory Chairman of the Road Transport Authority.

1. Inspect the subordinate Offices at random.

2. inspect at least one Revenue Divisional Officers in rotation.

1. Sanction funds under discretionary grants.

2. Give State Development Loans through Joint Collector.

Exercise powers under

1. [The Indian Registration of Foreigner Act. \(Central Act XVI OF 1939\)](#)

2. [The Indian Explosive Act \(Central Act IV of 1895\)](#)

3. [The Indian Arms Act \(Central Act XI of 1878\)](#)

4. [The Arms Act, 1959 \(No. 54 of 1959\)](#)

5. [Officials Secret Act.](#)

Public Servants:

Revenue:

Planning and Development:

Irrigation (Major and Minor):

Adverse seasonal conditions:

General Elections.

Road transport authority.

Inspections:

Discretionary Grants.

Magisterial: -

2 Joint Collector

Public servants: -

Hear the appeals of Deputy Tahsildars against the punishment awarded by Revenue Divisional Officers.

Review the tours and grant Casual leave to Gazetted Officers.

Deal with the Disciplinary cases against Gazetted Officers and Deputy Tahsildars.

Sanction T.A. Bills of Gazetted Officers.

Sanction of loans to Government servants for House Building and purchasing of Vehicles

Sanction of General Provident Fund (G.P.F) and to Government servants.

Grant Leave to Deputy Tahsildars.

Decide on the transfers and

Planning and development.

and posting of Deputy Tahsildars.

Deal with the service matters relating to Deputy Tahsildars (Subject to the condition that the Collector can interfere with the orders if he so chooses)

Maintain Personal files of Deputy Tahsildars.

Act under The Andhra Pradesh Municipalities Act, 1965(Andhra Pradesh Act No 6 of 1965)

Irrigation major and minor- Exercise powers under the following acts---

[The Andhra Pradesh \(Telangana Area\) Land Revenue Act, 1317 Fasli.](#)

[The Construction of tanks and Kuntas in patta lands Rules, 1950.](#)

Deal with the correspondence relating to Flood, Famine and

Adverse seasonal conditions:

other natural calamities

Seek powers under Criminal Procedure Code.

Enquire into cases of torture by police.

Deal with bench Courts and appoint special Bench Magistrates and all other stipendiary magistrates.

Hear the appeals against acquittal by Criminal Courts.

Be an investiture of Magisterial Powers.

Act as per [The Indian Citizenship Act, 1955 \(Central Act VII of 1955\) Domicile and Nationality Certificates.](#)

| | |
|----------------------------------|---|
| | <p>Look into emigration matters. Review the situation in Sub-Jails. Act under The Evacuee Property Act Rehabilitate displaced persons from West Pakistan, Burma, Ceylon and Mozambique repatriates. Act as per The Press and Registration of Books Act. (Act. XXV of 1867) Perform such duties that Collector assigns in connection with V.I.P visits.</p> <p>Inspections a. Inspect offices of revenue divisional officers and special deputy collectors.</p> <p>b. Do random inspection of subordinate officers. Monitor the Suits and review all Legal Cases. Review the Collections under Small Savings and motivate the functionaries to convince the public to invest in small savings.</p> <p>Decide on the following type of leases</p> <ol style="list-style-type: none"> 1. Secunderabad Lease Lands under Secunderabad Land Administrative Rules. 2. Leases of Railway Lands. 3. All other Leases. <p>(i) Land Revenue. Hear appeals and Petitions under Revenue Recovery Act (Act II of 1864)</p> |
| Protocol: | |
| Legal Matters | |
| Small Savings | <p>The Andhra Pradesh Rent and Revenue Sales Act (Act VII of 1839) Perform the duties and exercise powers as Additional Collector under section 6(a) of the Andhra Pradesh (T.A) Land Revenue Act for Telangana only.</p> |
| Leases | <ol style="list-style-type: none"> 1. Review the Land Acquisition work under The Land Acquisition Act (Central Act I of 1894). |
| Land revenue and loans: - | <p>Inspect the Lands under acquisition; scrutinize the Valuation statements and Awards.</p> <p>Deal with</p> <ol style="list-style-type: none"> 1. Assignment of Lands, House sites (Political sufferers also) 2. Transfer of land from one Classification to another. 3. Transfer of Land from one department to another. <p>Act under The Andhra Pradesh Bhoodan and Gramdhan Act, 1965 (Act XII of 1965).</p> <ol style="list-style-type: none"> 1. Alienation of Government Lands. 2. Relinquishments. <p>pass orders under Estates Abolition Act 1948</p> |
| Land acquisition: - | <p>Act under The Andhra Pradesh Land Encroachments Act(Act III of 1905).</p> <p>Pass orders under1.The</p> |

Assignment and transfer of land: - Andhra Pradesh (Telangana Area) Tenancy and Agricultural Lands (Amendments) Act, 1964 (Act No. 6 of 1964).

2. Andhra Tenancy Act, 1956.

3. [The Andhra Pradesh Occupants of Homesteads \(Conferment of Ownership\) Act, 1976 Act 21 of 1976.](#)

4. [The Andhra Pradesh Inams Abolition Act, 1956.](#)

Deal with fire accident cases and over see the rehabilitation.

Miscellaneous acts and **subjects: -**1. [The Andhra Pradesh \(Telangana Area\) Atiyat Enquiries Act.](#)

Alienation:

Estates abolition: -

Encroachments:

Land reforms: -

Fire accidents: -

3 District Revenue Officer

Supervise day today functioning of the Collectors Office.

1. Deal with disciplinary proceedings against Upper Division Clerks (U.D.Cs), Lower Division Clerks (L.D.Cs) and Typists working in the subordinate offices, when the punishment proposed is beyond the competence of Revenue Divisional Officers and Spl. Dy. Collectors.

2. Hear the appeals preferred by U.D.Cs, L.D.Cs and Typists working in subordinate offices against the orders of Revenue Divisional Officers and Spl. Dy. Collectors.

3. Sanction Increments to Dy. Tahsildars.

4. Order on arrear claims of Dy. Tahsildars, U.D.Cs, L.D.Cs etc

5. Order on Travel Allowance (T.A.) Bills of Dy. Tahsildars and correspondence relating thereto.

6. Grant leave to U.D.Cs, L.D.Cs., Typists and Attenders in the District Establishment.

7. Deal with service Matters relating to U.D.Cs, L.D.Cs., Typists and Last Grade Government servants.

8. Deal with disciplinary proceedings against U.D.Cs, L.D.Cs., and Typists working in Collector's Office.

9. Deal with transfer and posting of U.D.Cs, L.D.Cs., Typists and attenders in the District Establishment.

10. Appoint, Transfer and punish Attenders and Last Grade Government Servants in the Collector's Office.

11. Maintain Service Registers of

Public servants:

the Collectorate Establishment.

12. Maintain Personal Files of U.D.Cs, L.D.Cs., Typists attenders Last Grade Government Servants and other Establishment in Collectorate

13. Conduct examinations-Public Service Commission and Technical Examinations.

14. Deal with correspondence relating to T.A. Bills Non-Gazetted Establishment.

15. Furnish annual Establishment Returns (as on April 1st) and Number Statements.

16. Deal with education and medical Concessions.

17. Deal with verification of Antecedents.

18. sanction Loans to Government Servants for House Building and Purchase of Vehicles to the Categories of Government Servants for whom the D.R.O. is competent.

20. Hire vehicles to the Categories of Government Servants for whom the D.R.O. is competent.

Assistant and transfer of land: -Deal with the transfer of Registry and [The Andhra Pradesh \(Telangana Area\) Record of Rights](#) in land Regulation 1358F.

Inams abolition of assignment:- Act under the [A.P Inams Abolition Acts 1956.](#)

Suits: - Deal with

1. [PAUPER](#) suits.

2. Writing of irrecoverable Arrears of Pauper Stamp duty.

Buildings:-1. Requisition buildings and allot Government Buildings.

2. Reserve Bungalows.

3. Orders for Tents.

Elections: -1. Deal with all Election matters (PROTOCOL).

Motor vehicles: -

1. Deal with Correspondence of Motor Vehicles and Jeeps.

2. Act under The Motor Vehicles Taxation Act.

Survey and land records: -

Decide under Section 90 of [The Survey and Boundaries Act of 1923.](#)

Stationery and furniture: -

1. Deal with correspondence relating to Forms and Stationery and District Gazetteers.

2. Oversee the maintenance of Furniture and Typewriters.

Budget:-1. Control Expenditure and Receipts through review.

2. Reconcile Treasury and Department Figures.

Archaeology: -Act under The Ancient Monuments Preservation Act (Central Act VII of 1904)

Epidemics: -On advent of an epidemic, act under The Andhra Pradesh Public Health Act (Act III

of 1939)

Endowments: -Act under the relevant sections of the following acts

1. The Andhra Hindu Religious and Charitable Endowment Act, 1951.
2. The Andhra Pradesh (Andhra Area) Endowments and Escheats Regulation 1817.
3. The Hyd'bad Endowments Regulation 1349 F.
4. The Hyd'bad Endowments Rules.

Stamps:-Deal with cases under

1. The Indian Stamp Act of 1819.
2. The Andhra Pradesh Court Fee and Suits Valuation Act, 1956 (Act VII of 1956).

Treasure trove:-Act under [The Indian Treasure Trove Act 1878](#) ([Central Act VI of 1878](#)).

Court of wards: - Act under

1. The Andhra Pradesh (Andhra Area) Court of Wards. Act I of 1902).
2. The Andhra Pradesh (Telangana Area) Court of Wards Act 1305 F.

Audit reports Look into audit reports and answer all audit objections.

Miscellaneous acts and

subjects:-Work under the following acts and do the following miscellaneous functions

1. The Petroleum Act.
2. [The Central Excise Act.](#)
3. The Gaming Act.
4. The State Employees Insurance Act.
5. The Dramatic performance Act.
6. The Pawn Brokers Act.
7. The Places of public resort Act (Act II of 1382).
8. The Rent Control Act.
9. Deal with Postal Correspondence.
11. Deal with Weights and Measures problems
12. Deal with Fisheries issues.
13. Give Local Administration Reports.
14. Deal with Pilgrims and their problems during festivals.
15. Deal with Reserve Bank of India Correspondence.
16. Deal with broadcasting issues.
17. Deal with Revenue Deposits and Government Deposits
21. Perform the duties assigned by the Collectors in connection with V.I.Ps' visits.
22. Maintain Records and Record Room.
23. Deal with Political Pensions.
24. Coordinate with District Treasuries.
25. Grant Educational Concessions.
26. Maintain Rain gauges.
27. Deal with official Language Correspondence.

28. Give Domicile Certificates in Telangana Area only.
29. Give Money Lending licenses- under Money Lenders Act.
30. Act under Indian Christian Marriages Act 1872.

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS

{Section 4(1)(b)(iii)}

In accordance with the obligation under **Section 4(1)(b)(iii)** of the Right to Information Act,2005 it is to inform that policy decisions are made at Government level and implementation of the same as per prescribed norms and rules in force will be ensured by the functionaries within the District.

NORMS SET FOR THE DISCHARGE OF FUNCTION

{Section 4(1)(b)(iv)}

| Sl.no. | Function/Service | Norms/ Standards of performance set | Time of performance frame | Reference document prescribing the norms (Citizen's charter, Service Charter etc) |
|--------|--|-------------------------------------|---------------------------|---|
| 1 | Issue of certified copies | | 3 days | |
| 2 | Submission of proposals of the employees to the Accountant General for sanction of pension | | 20 days | |
| | Public Grievances | | | |
| | a).Self employment / DRDA / BC / SC /T.W / DW | | 45 days | |
| | b).Pensions/Widow pensions/Old Age pensions/Others | | 45 days | |
| | c).Admission in hostels | | 7 days | |
| | d).Land issues (other then Legal matters) | | 45 days | |
| | e) Apathbandhu | | 07 days | |

RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS FOR DISCHARGED FUNCTIONS

{Section 4(1)(b)(v)}

| Sl. No | Description | Gist of contents | Price of the publication if priced |
|--------|---------------------------------|--|------------------------------------|
| 1 | Hyderabad Tahsil Manual | Selected Law & Rules of Revenue Department | |
| 2 | Regulation of Births & Deaths | Regulation of Birth & Deaths | |
| 3 | Requisitioning & acquisition of | Requisitioning | & |

| | | |
|-----|--|--|
| | immovable property Rules | acquisition of immovable property Rules |
| 4 | Hyderabad Civil Service Rules | Hyderabad Civil Service |
| 5 | Prohibitionary Service Rules | Prohibitionary Service Rules |
| 6 | Government Servants Conduct Rules | Government Servants Conduct Rules |
| 7 | Hyderabad General Recruitment Rules | Hyderabad General Recruitment Rules |
| 8 | Hyderabad CC & A Rules | Hyderabad CC & A Rules |
| 9 | Telangana.Last Grade Service Rules | Telangana Last Grade Service Rules |
| 10 | Money Lenders Act & Rules | Money Lenders Act & Rules |
| 11 | Telangana.Fundamental &Subsidiary Rules | Telangana.Fundamental & Subsidiary Rules |
| 12 | Traveling Allowance Rules | Traveling Allowance Rules |
| 13. | Telangana.Revised Pension Rules | Telangana.Revised Pension Rules |
| 14. | Civil Service Rules | Civil Service Rules |
| 15. | C.C & A Rules | C.C & A Rules |
| 16. | Non-Agricultural Land Assessment Rules | Non-Agricultural Land Assessment Rules |
| 17. | Telangana.State and Subordinate Service Rules. | Telangana.State & Subordinate Service Rules. |
| 18. | Telangana.Ministerial Service Rules. | Telangana.Ministerial Service Rules. |
| 19. | Pension Rules | Pension Rules |
| 20. | Old Age Pension Rules | Old Age Pension Rules |
| 21. | The Employment of Children Act & Child Labour Regulation | The Employment of Children Act & Child Labour Regulation |
| | Instructions | Manuals |
| 1 | District Office Manual | Office procedure |
| 2 | Hyderabad Land Revenue Manual | Land Revenue details |
| 3 | Revenue Recovery Act & Manual | Revenue Recovery Act & Manual |
| 4 | Village Manuals | Village Manuals |
| 5 | Land Acquisition Manual | Land Acquisition Manual |
| 6 | Revenue Laws Manual | Revenue Law Manual |
| 7 | Provident Fund Manual | Provident Fund Manual |
| 8 | Protocol Manual | Protocol Manual |
| 9 | Telangana.Revenue Mandal Villages | Telangana.Revenue Mandal Village |
| 10 | Criminal Law Manual | Criminal Law Manual |
| 11 | Telangana.Budget Manual | Telangana.Budget |
| | Manual Records | NIL |
| | Publications | NIL |

CATEGORY OF DOCUMENTS HELD BY THE PUBLIC AUTHORITY UNDER ITS CONTROL

{Section 4(1) (b) V(i)}

| Sl No | Category of Document | Title of the Document Designation and Address of the Custodian (held by under the control of whom) |
|-------|----------------------|---|
|-------|----------------------|---|

Revenue Records

Pahanies

MRO

DIRECTORY OF OFFICERS & EMPLOYEES

{Section 4(1) (b) ix}

| Sl.No. | Name office/Administrative officer Collectorate Hyderabad | Designation |
|--------|---|---|
| 1 | Sri.L.Sharman, | I.A.S., District Collector, Hyderabad |
| 2 | Sri.M.Venkateshwarulu, | Additional Collector |
| 3 | Sri.M.Venkateshwarulu | District Revenue Officer, Hyderabad(FAC) |
| 4 | Smt.Suryalatha | SDC(LP), Collectorate , Hyderabad(FAC) |
| 5 | Smt. T.Sangeetha Lakshmi | Dy.Collector (Law Officer) |
| 6 | Smt.SuryaLatha(Special Executive Magistrate) | Dy.Collector |
| 7 | Smt. T.Sangeetha Lakshmi, | SDC(LPO),Collectorate Hyderabad(FAC) |
| 8 | Sri.P.Ayyappa, | Administrative Officer, Collectorate , Hyderabad |
| 9 | Sri.Narsaiah,(B Section Superintendent) | Superintendent (Tahsildar cadre) Collectorate, Hyd |
| 10 | Smt.Zubeida Begum (C Section Superintendent) | Superintendent (Tahsildar Cadre),Collectorate, Hyderabad |
| 11 | Smt.Saba Sultana, (D Section Superintendent) | Superintendent (Tahsildar cadre) |
| 12 | Smt.S.M.Haseena (Housing Section Superintendent) | Superintendent (Tahsildar cadre) |
| 13 | Smt.Farheen Quatoon, Superintendent Tahsildar, E5,E6 Superintendent) | Superintendent (Tahsildar cadre) |
| 14 | Smt.R.Premalatha, (G Section & Inward/Outward Superintendent) | Superintendent (Tahsildar cadre) |
| 15 | Smt.B.Deevena Madhu Hasini, (R Section Superintendent) | Superintendent (Tahsildar cadre) |
| 16 | Smt.Haseena Begum, (E1, E2 &E7, E8 Section Superintendent) | Superintendent (Tahsildar cadre) |
| 17 | Smt.M.Hepsiba Siromani, (RTI Section Superintendent) | Naib Tahsildar Collectorate, Hyderabad |
| 18 | Sri A.Rajeshwar, (Legal Section Superintendent) | Naib Tahsildar Collectorate, Hyderabad |
| 19 | Sri KVV.Sitaram (CC to Collector) | Tahsildar Cadre, Collectorate, Hyderabad |
| 20 | Sri K.Vijay Bhaskar (CC to Joint Collector) | Naib Tahsildar Collectorate, Hyderabad |
| 21 | Sri Irshad, H section Superintendent | Naib Tahsildar, Collectorate, Hyderabad |
| 22 | Sri S.Sairam, | Jr.Asst Collectorate, Hyderabad |
| 23 | G.Pavan Kumar, | Jr.Asst. Collectorate, Hyderabad |
| 24 | Sri.G.SubhashChandra, | Girdhawar, Collectorate, Hyderabad |
| 25 | Sri Mohd Fazal ur Rahman | Sr.Asst, Collectorate, Hyderabad |
| 26 | Sri.G.Sunil Kumar | Sr.Asst, Collectorate, Hyderabad |
| 27 | Sri.Raghav M.P Dadhisagar, | Jr.Asst., Collectorate, Hyderabad |

| | | |
|----|---|--|
| 28 | Smt.M.Sangeetha, | Jr.Asst,Collectorate, Hyderabad |
| 29 | Smt.Soujanya Jr.Asst., Collectorate, Hyderabad | Jr.Asst,Collectorate, Hyderabad |
| 30 | Sri.M.Kiran Kumar, | Sr.Asst., Collectorate, Hyderabad |
| 31 | Sri.S.Sunil Kumar, | Jr.Asst,Collectorate, Hyderabad |
| 32 | Smt.Rinisha, | Jr.Asst,Collectorate, Hyderabad |
| 33 | Smt.M.Madhavi. | Jr.Asst,Collectorate, Hyderabad |
| 34 | Smt.Farah Mahmood, | Jr.Asst,Collectorate, Hyderabad |
| 35 | Smt.Laxmi Durga Devi, | Sr.Asst,Collectorate, Hyderabad |
| 36 | Sri.N.Shiva Kumar, | Sr.Asst,Collectorate, Hyderabad |
| 37 | Smt.D.Harika, | Sr.Asst,Collectorate, Hyderabad |
| 38 | Smt.Bhargavi Devi, | Sr.Asst,Collectorate, Hyderabad |
| 39 | Smt.I.Samyuktha | Jr.Asst,Collectorate Hyderabad |
| 40 | Sri.Parvez Khan, | Sr.Asst,Collectorate, Hyderabad |
| 41 | Smt.K.Shyamala, | Jr.Asst,Collectorate Hyderabad |
| 42 | Sri.T.Dharamveer Singh, | Jr.Asst,Collectorate Hyderabad |
| 43 | Smt.Kamala Kumar,. | Jr.Asst,Collectorate Hyderabad |
| 44 | Smt.K.Prasanna Laxmi, | Typist ,Collectorate Hyderabad |
| 45 | Smt.Rama Devi | Typist, Collectorate Hyderabad |
| 46 | Smt.Md.Owais Ali, | Jr.Asst,Collectorate Hyderabad |
| 47 | Smt.J.Harisha, | Sr.Asst,Collectorate, Hyderabad |
| 48 | Smt.K.Manjula, | Jr.Asst,Collectorate Hyderabad |
| 49 | Sri.B.Suneel Kumar, | Jr.Asst,Collectorate Hyderabad |
| 50 | Smt.S.Radhika, | Sr.Asst,Collectorate, Hyderabad |
| 51 | Smt. Humera Shaheen, | Sr.Asst,Collectorate, Hyderabad |
| 52 | Sri Ram Raj, | Sr.Asst,Collectorate, Hyderabad |
| 53 | Smt.P.Sushma Jyothi, | Sr.Asst,Collectorate, Hyderabad |
| 54 | Sri.Md.Raheem | Girdhwar,Collectorate Hyderabad |
| 55 | Sri.R.Srinivas, | Jr.Asst,Collectorate Hyderabad |
| 56 | Sri.J.Shiva Satya Prasad, | Jr.Asst,Collectorate Hyderabad |
| 57 | Mohd Zaheeruddin, | Record Asst,Collectorate, Hyderabad |
| 58 | Sri.A.Ramesh, | Record Asst.,Collectorate, Hyderabad |
| 59 | Sri.Syed Zameer Ahmed, | Driver, Collectorate, Hyderabad |
| 60 | Sri.Manik Rao, | Driver, Collectorate, Hyderabad |
| 61 | Sri.Mohd Gulam Ali, | Attender, Collectorate,Hyderabad |
| 62 | Smt. Parvathi Bai | Attender, Collectorate,Hyderabad |
| 63 | Smt.P.Uma | Attender, (formerly Attender Collectorate,Hyderabad |
| 64 | Sri Yellaiah Attender | Attender, Collectorate,Hyderabad |

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|----|--------------------------|-------------------------------------|
| 65 | Sri.S.Raj Kumar, | Jamedar Collectorate,Hyderabad |
| 66 | Smt.M.Nagamani, | Attender, Collectorate, Hyd |
| 67 | Sri. D.Paka Srinivas, | Attender, Collectorate,Hyderabad |
| 68 | Smt.Chandra Kala, | Attender, Collectorate,Hyderabad |
| 69 | Sri.Chandra Kantha Rao, | Attender, Collectorate,Hyderabad |
| 70 | Sri.S.Parashuram, | Attender, Collectorate,Hyderabad |
| 71 | Sri Syed Saleem | Attender, Collectorate,Hyderabad |
| 72 | Sri. K.Venkateshwar Rao, | Attender, Collectorate,Hyderabad |
| 73 | Sri.E.Jangaiah, | Attender, Collectorate,Hyderabad |
| 74 | Sri.S.Ramakrishna, | Attender, Collectorate,Hyderabad |
| 75 | Sri.R.Srinivas Reddy, | Attender, Collectorate,Hyderabad |
| 76 | Smt.Mumtaz Begum, | Attender, Collectorate,Hyderabad |
| 77 | Sri.Ch.Gopal , | Attender, Collectorate,Hyderabad |
| 78 | Sri.D.Mahender, | Attender, Collectorate,Hyderabad |
| 79 | Sri.K.Pandu, | Attender, Collectorate,Hyderabad |
| 80 | Sri.Y.Sadanand, | Attender, Collectorate,Hyderabad |
| 81 | Sri.Naresh Kumar, | Attender, Collectorate,Hyderabad |
| 82 | Sri.P.Venkatesh, | Attender, Collectorate,Hyderabad |
| 83 | Sri.P.Laxman, | Attender, Collectorate,Hyderabad |
| 84 | Sri.K.Kishore, | Attender, Collectorate,Hyderabad |
| 85 | Smt.M.Girijavathi, | Attender, Collectorate,Hyderabad |
| 86 | Sri.M.Ramdutt Mishra, | Attender, Collectorate,Hyderabad |
| 87 | Sri Rahman Shareef, | Attender, Collectorate,Hyderabad |
| 88 | Sri.Md.Afzal Ali, | Attender, Collectorate,Hyderabad |
| 89 | Sri.G.Rajender, | Watchman, Collectorate,Hyderabad |
| 90 | Sri.Randhir, | Watchman, Collectorate,Hyderabad |
| 91 | Smt.P.Jyothi, | Sweeper, Collectorate,Hyderabad |

MONTHLY REMUNERATION RECEIVED BY OFFICERS AND EMPLOYEES
{Section 4(1) (b) x}

| No | Name & Designation | Monthly Remuneration including its Composition | System of Compensation to determine remuneration as given in regulation |
|----|---|--|---|
| 1 | Sri.L.Sharman. District Collector, Hyderabad | | |
| 2 | Sri.M.Venkateshwarulu, Additional Collector | | |
| 3 | Sri.M.Venkateshwarulu, District Revenue Officer, Hyderabad(FAC) | | |
| 4 | Smt Suryalatha,SDC(LP),Collectorate, Hyderabad(FAC) | | |
| 5 | Smt.T.Sangeetha Lakshmi Dy.Collector | 75768 | |
| 6 | Smt.T.Sangeetha Lakshmi Dy.Collector (LPO)(FAC) | 64968 | |
| 7 | Sri.P.Ayyappa, Administrative Officer, Collectorate , Hyderabad | | |
| 8 | Sri Narsaiah,Superintendent (Tahsildar cadre) Collectorate, Hyd | | |
| 9 | Smt.Zubeida Begum, Superintendent (Tahsildar Cadre),Collectorate, Hyderabad | 63687 | |
| 10 | Smt.S.M.Hasina, Superintendent (Tahsildar cadre) | 56804 | |
| 11 | Smt.Saba Sultana,Superintendent (Tahsildar Cadre) | | |
| 12 | Smt.Farheen Quatoon, Superintendent Tahsildar Cadre, | 56820 | |
| 13 | Smt.R.Premalatha, Superintendent (Tahsildar Cadre) | 60240 | |
| 14 | Smt.B.Deevena Madhu Hasini, Tahsildar Cadre | 45294 | |
| 15 | Sri A.Rajeshwar, Naib Tahsildar Collectorate, Hyderabad | | |
| 16 | Smt M.Hepsiba Siromani Naib Tahsildar Collectorate, Hyderabad | | |
| 17 | Sri K.Vijay Bhaskar, Naib Tahsildar Collectorate, Hyderabad | | |
| 18 | Sri S.Sairam, Jr.Asst Collectorate, Hyderabad | 24032 | |
| 19 | G.Pavan Kumar, Jr.Asst. Collectorate, Hyderabad | | |
| 20 | Sri.G.Subhash Chandra, Girdhawar, Collectorate, Hyderabad | | |
| 21 | Sri Mohd Fazal ur Rahman Sr.Asst | 40105 | |
| 22 | Sri.G.Sunil Kumar Sr.Asst | 37106 | |
| 23 | Sri.Raghav M.P Dadhisagar, Jr.Asst., Collectorate, Hyderabad | 26983 | |
| 24 | Smt.M.Sangeetha, Jr.Asst., Collectorate, Hyderabad | 41255 | |
| 25 | Smt.Soujanya Jr.Asst., Collectorate, Hyderabad | 25571 | |
| 26 | Sri.M.Kiran Kumar, Sr.Asst., Collectorate, Hyderabad | 43455 | |
| 27 | Sri.S.Sunil Kumar, Jr.Asst. | 49516 | |

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| 28 | Smt.Rinisha, Jr.Asst. | 23686 | |
| 29 | Smt.M.Madhavi. Jr.Asst | 28693 | |
| 30 | Smt.Farah Mahmood, Jr.Asst, Collectorate, Hyderabad | 33269 | |
| 31 | Smt.Laxmi Durga Devi, Sr.Asst. | 42463 | |
| 32 | Sri.N.Shiva Kumar, Sr.Asst. Collectorate Hyderabad | 43680 | |
| 33 | Smt.D.Harika, Sr.Asst, Collectorate Hyderabad | 37896 | |
| 34 | Smt.Bhargavi Devi, Sr.Asst. Collectorate Hyderabad | 48333 | |
| 35 | Smt.I.Samyuktha Jr.Asst., Collectorate Hyderabad | | |
| 36 | Sri.Parvez Khan, Sr.Asst., Collectorate Hyderabad | 36146 | |
| 37 | Smt.K.Shyamala, Jr.Asst. Collectorate Hyderabad | 28873 | |
| 38 | Sri.T.Dharamveer Singh, Jr.Asst. | | |
| 39 | Smt.Kamala Kumar, Jr.Asst. | 28693 | |
| 40 | Smt.K.Prasanna Laxmi, Typist, Collectorate Hyderabad | | |
| 41 | Smt.Rama Devi Typist Collectorate Hyderabad | 49521 | |
| 42 | Smt.Md.Owais Ali, Jr.Asst. Collectorate Hyderabad | 31363 | |
| 43 | Smt.J.Harisha, Sr.Asst. Collectorate Hyderabad | | |
| 44 | Smt.K.Manjula, Jr.Asst,Collectorate Hyderabad | 32113 | |
| 45 | Sri.B.Suneel Kumar, Jr.Asst,Collectorate Hyderabad | | |
| 46 | Smt.S.Radhika, Sr.Asst,Collectorate Hyderabad | 36845 | |
| 47 | Smt. Humera Shaheen, Sr.Asst,Collectorate Hyderabad | | |
| 48 | Sri Ram Raj, Sr.Asst , Collectorate Hyderabad | 69395 | |
| 49 | Smt.P.Sushma Jyothi, Sr.Asst, Collectorate Hyderabad | 38056 | |
| 50 | Sri.Md.Raheem,Girdhawar,Collectorate Hyderabad | | |
| 51 | Sri.R.Srinivas,Jr.Asst,Collectorate Hyderabad | 29635 | |
| 52 | Sri.J.Shiva Satya Prasad, Jr.Asst, Collectorate Hyderabad | 38716 | |
| 53 | Mohd Zaheeruddin, RecordAsst., Collectorate, Hyderabad | 64351 | |
| 54 | Sri. A.Ramesh Record Asst., Collectorate, Hyderabad | 45763 | |
| 55 | Sri.Syed Zameer Ahmed, Driver, Collectorate, Hyderabad | 33555 | |
| 56 | Sri.Manik Rao, Driver, Collectorate Hyderabad | 43869 | |
| 57 | Sri.Mohd Gulam Ali,Attender, Collectorate,Hyderabad | 49878 | |
| 58 | Smt. Parvathi Bai, Attender, Collectorate Hyderabad | 31172 | |
| 59 | P.Uma Attender (formerly Attender) | 18891 | |
| 60 | Sri Yellaiah Attender | 39579 | |
| 61 | Sri.S.Raj Kumar, Jamedar Collectorate,Hyderabad | 47289 | |

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| 62 | Smt.M.Nagamani, Attender, Collectorate,Hyderabad | 44230 | |
| 63 | Sri. D.Paka Srinivas, Attender, Collectorate,Hyderabad | 29558 | |
| 64 | Smt.Chandra Kala, Attender, Collectorate,Hyderabad | 39782 | |
| 65 | Sri.Chandra Kantha Rao, Attender, Collectorate,Hyderabad | | |
| 66 | Sri.S.Parashuram, Attender Collectorate,Hyderabad | 38640 | |
| 67 | Sri Syed Saleem Attender Collectorate,Hyderabad | 5887 | |
| 68 | Sri. K.Venkateshwar Rao, Attender, Collectorate,Hyderabad | 46866 | |
| 69 | Sri.E.Jangaiah, Attender,Collectorate,Hyd | | |
| 70 | Sri.S.Ramakrishna, Attender, Collectorate,Hyderabad | 45454 | |
| 71 | Sri.R.Srinivas Reddy, Attender, Collectorate,Hyderabad | 44728 | |
| 72 | Smt.Mumtaz Begum, Attender, Collectorate,Hyderabad | 41185 | |
| 73 | Sri.Ch.Gopal, Attender, Collectorate,Hyderabad | 35497 | |
| 74 | Sri.D.Mahender, Attender, Collectorate,Hyderabad | 32626 | |
| 75 | Sri.K.Pandu, Attender, Collectorate,Hyderabad | 36937 | |
| 76 | Sri.Y.Sadanand, Attender, Collectorate,Hyderabad | 27861 | |
| 77 | Sri.Naresh Kumar, Attender, Collectorate,Hyderabad | 18891 | |
| 78 | Sri.P.Venkatesh, Attender, Collectorate,Hyderabad | 21198 | |
| 79 | Sri.P.Laxman, Attender, Collectorate,Hyderabad | 23199 | |
| 80 | Sri.K.Kishore, Attender, Collectorate,Hyderabad | 20565 | |
| 81 | Smt.M.Girijavathi, Attender, Collectorate,Hyderabad | 27678 | |
| 82 | Sri.M.Ramdutt Mishra, Attender, Collectorate,Hyderabad | 34572 | |
| 83 | Sri Rahman Shareef, Attender, Collectorate,Hyderabad | 19490 | |
| 84 | Sri.Md.Afzal Ali, Attender, Collectorate,Hyderabad | 36282 | |
| 85 | Sri.G.Rajender, Watchman, Collectorate,Hyderabad | 30369 | |
| 86 | Sri.Randhir, Watchman, Collectorate,Hyderabad | 18841 | |
| 87 | Smt.P.Jyothi, Sweeper, Collectorate,Hyderabad | 20516 | |

BUDGET ALLOCATED TO EACH OF ITS AGENCY
{Section 4(1) (b) xi}

In accordance with the obligation under **Section 4(1)(b)(xi)** of the Right to Information Act,2005 it is to inform that the budget allocated, proposed expenditures and reports on disbursements made in the Revenue Department in the Hyderabad District are as follows:

| Programme / Scheme / Project / Activity purpose for which budget is allocated | Amount released last year | Amount spent last year | Budget released current year |
|---|---------------------------|------------------------|------------------------------|
| Old Age Pension | 701428000 | 698451000 | 293888624 |
| Widow Pension | 113584200 | 1133302000 | 482183248 |
| Disabled Pension | 506766000 | 505591500 | 201561456 |
| Family Benefit Fund | 8935000 | 8935000 | 3305000 |
| Utility Payments | 367769 | 333236 | 189600 |
| Other Office Expenditure | 1200000 | 1200000 | 459600 |
| Water & Electricity | 4300000 | 3485221 | 1668000 |
| Petrol Oil & Lubrication | 150000 | 122890 | 99200 |
| Other Payments | 26476931 | 26476931 | 7324000 |

MANNER OF EXECUTION OF SUBSIDY PROGRAMMES
{Section 4(1) (b) xii}

In accordance with the obligation under **Section 4(1)(b)(xi)** of the Right to Information Act,2005 it is to inform that there are no programmes involving Subsidy component in the Revenue Department in the Hyderabad District.

However there are (3) Schemes in implementation. The details of which are as follows:

A) **Old Age Pension** :-

- i) Applicant should be above the age (65) years.
- ii) Applicant should be resident of Hyderabad District.
- iii) There is no earning member in the family and no financial support either from son or daughter or spouse.
- iv) Pension @ Rs.2,016/- per month.

B) **Widow Pension**:-

- i) Applicant (Widow) should be below age of 65 years.
- ii) Applicant should be resident of Hyderabad District.
- ii) There is no earning member in the family and no financial support either from son or daughter or spouse.
- iv) Pension @ Rs.2,016/- per month.

C) **Disabled Pension**:-Disabled Persons having a minimum of 40% disability SADAREM assessment and 51% in case of hearing impairment and BPL.
Pension @ Rs.3,016/-

D) **Persons with HIV-AIDS/ART Pension (Anti – retroviral therapy)**:- Who are undergoing Anti Retroviral Therapy and BPL

E) **Financial assistance to Beedi workers**:- The Beedi workers shall have a valid EPF number registered on or before 28.02.2014 and should be less than 50 years of age and BPL.
Pension @ Rs.2,016/-

F) **Financial assistance to Single Women**:- 1.**Married women** above the age of 18 years who has been separated from her husband or whose husband has deserted her and the separation period shall be more than one (1) year and BPL
2.**Unmarried women** who are above 30 years of age in rural areas and above 35 years of age in Urban areas and BPL.
Pension @ Rs.2,016/-

G) **Pension to Filariasis Patients**:-1) Filariasis affected persons in Grade – II & III shall be eligible for a monthly pension of Rs.1000/- with effect from 01.04.2018 (payable in May,2018)

2) The Department of HM&FW shall send the list of Grade – II & III patients to Department of Rural Development

3) the Department of Rural Development shall implement on the lines of Aasara Pension scheme.

4) Fresh cases arising in future if any, will be verified and certified by the District Medical & Health officer and forwarded to the Dist Collector for administrative sanction pensions under this scheme. Disbursement of the pensions under the scheme shall be on the lines of Aasara Pensions.

Pension @ Rs.2,016/-

H) National Family Benefit Fund :-

- a. If the head of the Family dies as a cause of natural death, dependent on the deceased will get Rs.5,000/- under National Family Benefit Fund. The guidelines to be followed for filing the applications for sanction of National Family Benefit Fund. The applicant should be under age limit of between 18 to 64 years.
- b. She should apply within a period of (2) months from the date of the death of spouse.
- c. The annual income should be below Rs.11,000/- and should belong to Below Poverty Line category.
- d. She should submit the Death Certificate issued by the Municipal Authorities.
- e. She should submit the Residential Certificate issued by the concerned Tahsildar.

D) APATHBANDHU:-

- 1 The applicant should be above 18 years.
- 2 The applicant should belong to the Below Poverty Line Category.
- 3 Only accidental deaths are eligible. Natural deaths and Suicidal deaths are not eligible.
- 4 The current Policy year is between 2-11-2018 to 1-11-2019.

J) Kalyana Lakshmi/Shaadi Mubarak Scheme:-

- 1) The unmarried girl should belong to SC/ST/BC/EBC/Minority community.
- 2) The unmarried girl should be a resident of Telangan State.
- 3) The unmarried girl should have completed 18 years age at the time of marriage.
- 4) The wedding of the bride should be on as after October 2, 2014
- 5) The combined income of the parents should not exceed Rs.2,00,000/- per annum in urban areas.

PARTICULARS OF RECEIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS GRANTED BY IT.

{Section 4(1) (b) xiii}

In accordance with the obligation under Section **{Section 4(1) (b) xiii}** of the Right to Information Act,2005, it is to inform that the particulars of recipients of concessions, permits or authorizations granted. In the Revenue Department in the Hyderabad District are NIL.

DETAILS IN RESPECT OF INFORMATION AVAILABLE IN ELECTRONIC FORM

{Section 4(1) (b) xiv}

In accordance with the obligation under Section **{Section 4(1) (b) xiv}** of the Right to Information Act,2005, it is to inform that the details of guidelines related to various schemes of the Department can be accessed in the official Website of the AP State Government, Website address being **www.aponline.gov.in**.

PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

{Section 4(1) (b) xv}

In accordance with the obligation under Section **{Section 4(1) (b) xiv}** of the Right to Information Act,2005, it is to inform that information dissemination mechanism available to the Public for accessing of the information are the following :

1. Notice Board placed at ground floor of Collectorate.
2. Press statements issued through the DPRO, Hyderabad District from time to time on the need basis.

Further, it is to inform that there is no library or reading room maintained for Public use in the Revenue Department of the Hyderabad District.

NAMES, DESIGNATIONS AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICERS
{Section 4(1) (b) xvi}

In accordance with the obligation under Section {Section 4(1) (b) xvi} of the Right to Information Act,2005, it is to inform that the following are the names, designations and other particulars of the Public Information Officer (s) in the Revenue Department of Hyderabad District.

DISTRICT LEVEL

Public Information Officer (s)

| Sl. no. | Name of Office /Name & Designation of administrative Unit | Name & Designation of PIO | Office Tel: Residence Tel: Fax | Email |
|---------|---|---|-----------------------------------|-------|
| 1 | Collectorate, Hyderabad | Smt. Suryalatha Special Deputy Collector (Land Protection) , Hyderabad(FAC) | 23202113 (off) 9440815856 | |

Assistant Public Information Officer (s)

| Sl. no. | Name of Office /Name & Designation of administrative Unit | Name & Designation of APIO | Office Tel: Residence Tel: Fax | Email |
|---------|---|--------------------------------------|-----------------------------------|-------|
| 1 | Collectorate, Hyderabad | P.Ayyappa, Administrative Officer | 23202113(off), | |

| <u>Appellate Authority</u> | | | |
|-----------------------------------|--|---|------------------------------|
| Sl.No. | Name, Designation & Address of Jurisdiction | AppellateOfficer (Offices/ AdministrativeTel: Fax units of the authority) | Office Tel: Email |
| 1 | Sri M.Venkateshwarulu,District Revenue Officer, Hyderabad(FAC) | Collector Office | 23201575 (off) 9440815887 |

DIVISION LEVEL

(i) SECUNDERABAD REVENUE DIVISION

Assistant Public Information Officer Smt.D.S.Rajini, Divisional Administrative Officer
O/o the Revenue Divisional
Office, Secunderabad Division.
Phone No. Off: 23449950
Cell: 9440815891

Public Information Officer Smt. D.Vasantha Kumari
Revenue Divisional Officer, Secunderabad Division.
Phone No. Off: 23449950 Cell: 94408-15891

Appellate Authority Smt.Suryalatha Spl.Dy.Collector,LP, Hyderabad District(FAC).
Phone No. Off 23202813 Cell: 9440815856

(ii) HYDERABAD REVENUE DIVISION :

Assistant Public Information Officer Sri Zahuruddin, Divisional Administrative officer
O/o the Revenue Divisional Office
A.P.Handloom House.
Hyderabad Division. Phone No. Off
Cell: 9440815854

Public Information Officer Sri.Venkateshwarulu
Revenue Divisional Officer, Hyderabad Division.
Phone No. Off: Cell: 9440815890

Appellate Authority Smt.Suryalatha,SDC,LP,Collectorate, Hyderabad(FAC)
District Revenue Officer, Hyderabad District.
Phone No. Off 23202813 Cell: 9440815856

STATEMENT SHOWING THE DETAILS OF PUBLIC INFORMATION OFFICER, AND ASSISTANT PUBLIC INFORMATION OFFICERS, HYDERABAD DISTRICT.
{Section 5(1) & (2)}

| Sl No. | Name of the Office and Address | Name and Designation of the Appellate authority | Tel. No. | Name and Designation of the Public Information Officers |
|--------|---|---|----------------|---|
| 1 | Collectorate, Hyderabad, Nampally Station Road, Abids Hyderabad. | Sri M.Venkateshwarulu District Revenue officer(FAC) | (C) 9440815887 | Smt.Suryalatha Special Dy.Collector,LP(FAC) |
| 2 | Revenue Divisional Officer, Hyderabad Division – Nampally Station Road, Abids Hyderabad Division. | Smt.Suryalatha Special Dy.Collector ,LP (FAC) | (C) 9440815856 | Sri.Venkateshwarulu R.D.O.Hyd.Divn. |
| 3 | Revenue Divisional Officer, Secunderabad Division, Minister's Road. Secunderabad | Smt.Suryalatha Special Dy.Collector,LP(FAC) | (C) 9440815856 | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn |
| 4 | Tahsildar, Musheerabad Mandal. Opp. DBR Mills, Lower Tank Bund, Hyd. | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn | (C) 9440815891 | Smt.Chandana, Naib Tahsildar |
| 5 | Tahsildar, Amberpet Mandal, Central Police Line, Amberpet. | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri.Satyanarayana Raji,Naib Tahsildar |
| 6 | Tahsildar Nampally Mandal, Nampally Station Road, Abids,Hyd | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri.Rakesh,Naib Tahsildar |
| 7 | Tahsildar Himayatnagar Mandal APS RTC Function Hall, Baghlingampalli, Hyd. | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri.Asif Khan,Naib Tahsildar |
| 8 | Tahsildar Charminar Mandal Charminar Bus Stand, Hyd | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri.Md.Younus,Naib Tahsildar |
| 9 | Tahsildar Bandlaguda Mandal Beside Falaknuma Palace, Hyd | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | G.Pradeep Kumar, Naib Tahsildar |
| 10 | Tahsildar Bahadurpura Mandal Besides Police Station, Bahadurpura, Puranapool Road,hyd | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri.Balaraju.Naib Tahsildar |
| 11 | Mandal Revenue Officer, Saidabad APRSA building, Moosarambagh, Hyd. | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri Srinivas, Naib Tahsildar |
| 12 | Mandal Revenue Officer, Golconda Vijay Nagar Colony | Sri.Venkateshwarulu R.D.O.Hyd.Divn | (C) 9440815890 | Sri.Ravishkantha, Naib Tahsildar |
| 13 | Mandal Revenue Officer, Asifnagar, Opp. Govt. Boys High School, Vijay Nagar Colony, Hyd | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn. | (C) 9440815891 | Sri.Durga Prasad, Naib Tahsildar |
| 14 | Tahsildar, Shaikpet Mandal, Road, No.2, Banjara Hills, Hyd. | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn | (C) 9440815891 | Sri Kiran , Naib Tahsildar |
| 15 | Tahsildar Khairtabad Mandal Anand Nagar Colony, Hyd. | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn. | (C) 9440815891 | Sri.M.Anil Kumar, naib Tahsildar |
| 16 | Tahsildar, Secunderabad Mandal,Beside Secunderabad Fire Service station,Sec'bad. | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn | (C) 9440815891 | Smr.Rajini Kumaro, Naib Tahsildar |
| 17 | Tahsildar Ameerpet Mandal Opp. Gurudwara, Ameerpet. | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn | (C) 9440815891 | Sri.David Nishikanth, Naib Tahsildar |
| 18 | Tahsildar Tirumalgiri Mandal Boinpally, Hyd. | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn. | (C) 9440815891 | Sri.Pruthvi Naib Tahsildar |

| | | | | |
|-----------|--|--|-------------------|-------------------------|
| 19 | Tahsildar Marredpally Mandal. Beside Tukaramgate Police | Smt.D.Vasantha Kumari R.D.O.Sec'bad Divn | (C) 9440815891 | Sri.Deepak, Naib Tahsil |
|-----------|--|--|-------------------|-------------------------|