

# **Manual published under Section 4(i) (b) of the Right to Information Act, 2005**

**Public Authority: Soil and Water Conservation Department**

## **CHAPTER I**

### **INTRODUCTION**

This manual seeks to highlight the function and activities of the Soil & Water Conservation Department and to promote transparency and accountability in the working of the Department. The objective of the manual is to provide easy access by the public to information about the Department which may be required. Information from the Public Authority will be made available on application in accordance with the rules framed in this regard under the RTI Act, 2005.

The Public Authority has already notified the Appellate Authority, Public Information Officer and Assistant Public Information Officer as provided at Chapter XVII of this manual.

An attempt has been made to provide full coverage of the functioning of the Department. However, there is always room for improvement and suggestions in this regard are welcome. Any interested person may kindly send their suggestions to the Public Information Officer and Assistant Public Information Officer for examination by the Department.