

CITIZENS' CHARTER

2016

Directorate of Science and Technology

Aizawl, Mizoram

Introduction

Science and Technology was created in the year 1986 with a view to utilise Science & Technology inputs for various developmental activities and to take up projects/schemes pertaining to frontier areas of Science. The status of the Department as a Wing under the Planning & Programme Implementation Department was upgraded to the Directorate since 2012.

Vision: Science & Technology for sustainable development

Mission:

1. Harnessing potential of science & technology for sustainable development
2. Create knowledge based society through innovation and application of science and technology.

Objectives:

1. To create and develop natural resources' database for planning and development.
2. To promote applied R&D through universities, R&D institutions and other state, national science & technology bodies.
3. To identify, demonstrate, replicate and promote technologies relevant to the developmental needs of the state.
4. To popularise science and spread of a scientific temper and attitude among the people of the state.
5. To promote innovation and facilitate filing of IPR.
6. To generate and disseminate meteorological data.
7. To enhance the capacity of utilizing bio-resources and harnessing the advanced techniques of biotechnology for socio-economic growth.

Functions:

1. Application of Space Technology viz. Remote Sensing & Geographic Information System for natural resource management, planning and development.
2. Technology development and demonstration.
3. Popularisation of science and technology.
4. Promotion of innovation and facilitation of filing Intellectual Property Right (IPR).
5. Generation and dissemination of meteorological data.
6. Scientific study on climate change.

Main Services / Transaction

Sl. No	Services /Transaction	Weight (%)	Responsible person (Designation)	Email/Contact	Process	Documents required	Fees		
							Category	Mode	Amount
1.	(1) Generation of RS & GIS data (2) Dissemination of RS & GIS data	18	Dr. Lalnunsiana Colney Sr. Scientific Officer	siama03@yahoo.com	Submission of application to MIRSAC	N.A.	N.A.	N.A.	N.A.
2.	Technology development / demonstration.	12	Pu H. Lalsawmliana Sr. Scientific Officer	hsawma66@gmail.com	N.A.	N.A.	N.A.	N.A.	N.A.
3.	Popularisation of Science & Technology by publication and seminars, etc.	12	Pu F. Lalramchuana Scientific Officer	lrfanai.fanai@gmail.com	Submission of application	Proposal for specific programme	N.A.	Cash	As per Publishers' rate
4.	Management of Mizoram Science Centre	14	Dr. Aldrin Malsawmtluanga Scientific Officer	aldmst@rediffmail.com	Entry by paying specified fee	Entry Ticket	General/Student/Organised student	Cash	As fixed by Govt. from time to time
5.	Generation & dissemination of Meteorological data	8	Pu K. Lalrammuana Scientific Officer	klalrammuana@gmail.com	Free distribution	N.A.	N.A.	N.A.	N.A.

6.	Web Management	5	Pu Edward Lalzuithanga Scientific Officer	zuia_k@yahoo.com	Under process	N.A.	N.A.	N.A.	N.A.
7.	Management of Patent Information Centre, IPR and Innovation.	14	Pu. Samuel Lalmalsawma Scientific Officer Pu Benjamin Vanlalruata Project Scientist	sammsa78@gmail.com pbenvlra@gmail.com	Submission of application to PIC	N.A.	N.A.	N.A.	N.A.
8.	Climate Change study	6	Pu James Lalnunzira Hrahsel Project Scientist Pu Lalthanpuia Project Scientist	retmizo@gmail.com lalthanpuia24@gmail.com	Submission of application to Climate Change Cell	N.A.	N.A.	N.A.	N.A.
9.	Bio resources/ Biotechnology Programme	7	Pu. Samuel Lalmalsawma Scientific Officer	sammsa78@gmail.com	Under Process	N.A.	N.A.	N.A.	N.A.
10.	Information under RTI Act, 2005	4	Departmental Appellate Authority:						
			State Public Information Officer:						
			State Assistant Public Information Officer: Pi Lalsangpuii Darkim Superintendent	sangpuiiraltedarkim@gmail.com	Submission of application in prescribed format	N.A.	As per RTI Act, 2005	As fixed by Govt.	

Service Standards

Sl. No.	Service / Transaction	Weight (%)	Success Indicator	Service Standard	Unit	Weight	Data Source
1	2	3	4	5	6	3	7
1.	1) Generation of RS & GIS Data 2) Dissemination of RS & GIS Data	18	1) Completion of the project 2) Release of RS & GIS data	1) Completion in the time scheduled. 2) Completion within 15 days.	Nos. Days	18	Office record Office record
2.	Technology Development/ Demonstration	12	No. of projects completed.	Completion within the time scheduled.	Nos.	12	Office record
3.	Popularisation of Science & Technology 1)Publication of scientific journal 2)Organising seminars, etc.	12	No. of copies No. of seminar, etc. conducted	Timely publication. Completion of the target	Nos. Nos.	12	Office record Office record
4.	Management of Mizoram Science Centre	14	No. of visitors	No. of visitors	Persons	14	Office record
5.	Generation & dissemination of Met. data	8	Timely Collection	Timely dissemination of data	Daily	8	Office record

6.	Web Management	5	Preparation and updation of website	Timely updation	Monthly	5	Office record
7.	1)Information on Intellectual Property Rights 2) Searching or filing of Patent/G.I. 3) Searching or filing of Trade Mark /Design 4) Workshop, etc. 5) Management of Innovation	14	Dissemination of Information Filing Filing Nos. organised Nos. of innovation	10 6 4 Completion of the target Nos. of local innovators/clients	Day Months Months Nos. Nos.	14	Office record Office record Office record Office record Office record
8.	Climate Change study	6	Nos. of vulnerability study	Completion of the target	Nos.	6	Office record
9.	Bio resources/ Biotechnology	7	Development of the centre	N/A	N/A	7	N/A
10.	Information under RTI Act, 2005	4	Timely collection of information	Timely dissemination of information	Days	4	Office record

GRIEVANCE REDRESS MECHANISM:

Sl. No.	Name & Designation of Public Grievances Redress Officer	Phone number (Office & Mob. No.)	Email
1.	Dr. R.K.Lallianthanga Chief Scientific Officer	0389-2393159 9436140957	cso.dst-miz@gov.in
2.	Pu H. Lalsawmliana Senior Scientific Officer	0389-2391695 8575490304	hsawma66@gmail.com
3.	Dr. Lalnunsiamia Colney Senior Scientific Officer	0389-2391380 9436152475	siama03@yahoo.com

For any grievances, citizens or clients may approach the concerned officer during office working hour. Any feedback on the working procedures can be suggested by citizens for improving the efficiency and activities of the DST for the benefit of the people at large. Grievances, complaints or suggestions may be made through personal meeting, written communication or telephone/fax, if any.

LIST OF STAKEHOLDERS/CLIENTS

Sl. No.	Stakeholders/Clients
1.	Central Government Ministries
2	All Line Departments in the State Government
3	Academia/Research Scholars/Students/NGOs
4	Media/Individual Citizens

RESPONSIBILITY CENTRES AND SUBORDINATE ORGANISATIONS

Sl. No.	Responsibility centres and subordinate organisations	Landline No.	Email	Mobile No.	Address
1.	Directorate of Science & Technology	0389-2393159	cso.dst-miz@gov.in	9436140957	Aizawl, Mizoram
2.	MIRSAC	0389-2391240	mirsac_aizawl@yahoo.com	9436140957	-do-
3.	MISTIC	0389-2393159	cso.dst-miz@gov.in	9436140957	-do-

INDICATIVE EXPECTATIONS FROM SERVICE RECIPIENTS.

1. To provide requisite data containing correct and reliable information.
2. Timely submission and dissemination of data as required by the Directorate of S&T and other agencies/organisations.
3. To provide valuable and viable suggestions or feedback for improvement of quality of services rendered by DST.