

Software Technology Parks of India

(An Autonomous Society under Ministry of Communication & Information Technology,
Department of Electronics and Information Technology , Govt of India)
,Plot-P1,Rajiv Gandhi InfoTech Park, Hinjewadi, Pune -411 057 Tel. No. : (020) 22981000
Tele Fax No.: (020) 22981008
website : <http://www.mah.stpi.in>,

CHAPTER 1 INTRODUCTION

1.1 Background of the Handbook

This information Handbook has been prepared in pursuance of Section 4 of the Right to Information Act, 2005 (RTI Act, 2005) to provide information in respect of objectives, functions etc. of the Software Technology Parks of India.

1.2 Objectives

- To provide access to information under the control of office of the Director General, Software Technology Parks of India and to promote transparency in the working.
- To provide maximum information suo-motu or sources thereof so that people have minimum resort to use of the RTI Act.

1.3 Intended Users

This Handbook is useful for the software exporting industry including small/medium entrepreneurs and individuals working in the related areas.

1.4 Contact Persons for getting more information

Please contact the Public Information Officer/concerned Assistant Public Information Officer(s) in the office of the Software Technology Parks of India and its Centers/sub-Centers, as detailed in Chapter – 17 below.

1.5 Definitions/Abbreviations used

- (a) “APIO” means Assistant Public Information Officer(s) designated under Section 5(1) of the RTI Act.
- (b) “AA” means Appellate Authority to whom an appeal can be submitted under Section 7(8)(iii) of the RTI Act
- (c) “DG” means Director General, STPI

- (d) "Foreign Trade Policy" means Export/Import Policy
- (e) "PIO" means Public Information Officer designated under Section 5(1) of the RTI Act
- (f) "RTI Act" means Right to Information Act 2005
- (g) "EHTP Scheme" means Electronics Hardware Technology Park
- (h) "STP Scheme" means Software Technology Park
- (i) "STPI" means Software Technology Parks of India

1.6 Procedure and fee structure for getting information not available in the Handbook

- Any person who wishes to seek information under the RTI Act, 2005 can file an application in **Form-A**, attached with this Handbook, to the PIO or APIO concerned. Forms are available free of cost in the O/o STPI/Center/sub-Center.
- A fee of Rs. 10/- (Rs. Ten only) per application will be charged for supply of information other than the information relating to Tender Documents/Bids/Quotations/Business Documents in addition to the cost of document or the photocopies of document/information, if any.
- For Tender Documents, an application fee of Rs. 500/- (Rs. Five hundred) per application will be charged.
- A sum of Re. 2 per page will be charged for supply of photocopy of document(s) under the control of O/o STPI.
- The fee/charges payable as above shall be in the form Demand Draft/Indian Postal Order (IPO) drawn in favor of Software Technology Parks of India and payable at Pune.
- Subject to the provisions of the RTI Act, STPI will endeavor to reply/provide the information as early as possible, and in any case within thirty days of the receipt of the request.

CHAPTER 2
PARTICULARS OF THE ORGANIZATION, FUNCTIONS AND DUTIES
[SECTION 4(1) (B)(I)]

2.1 STPI: The Background

Software Technology Parks of India was established and registered as an Autonomous Society under the Societies Registration Act 1860, under the Department of Electronics & Information Technology, Ministry of Communications and Information Technology, Government of India on 5th June 1991 with an objective to implement STP Scheme, set-up and manage infrastructure facilities and provide other services like technology assessment and professional training.

2.2 Objectives of the Society

The objectives of the Software Technology Parks of India are:

- To promote development of software and software services including Information Technology (IT) enabled services/Bio-IT
- To provide statutory and other promotional services to the exporters by implementing Software Technology Parks (STP) / Electronics and Hardware Technology Parks (EHTP) Schemes and other such schemes this may be formulated and entrusted by the Government from time to time
- To provide data communication services including value added services to IT/IT enabled Services (ITES) related industries.
- To promote micro, small and medium entrepreneurs by creating conducive environment for entrepreneurship in the field of IT/ITES

2.3 Functions of the Society

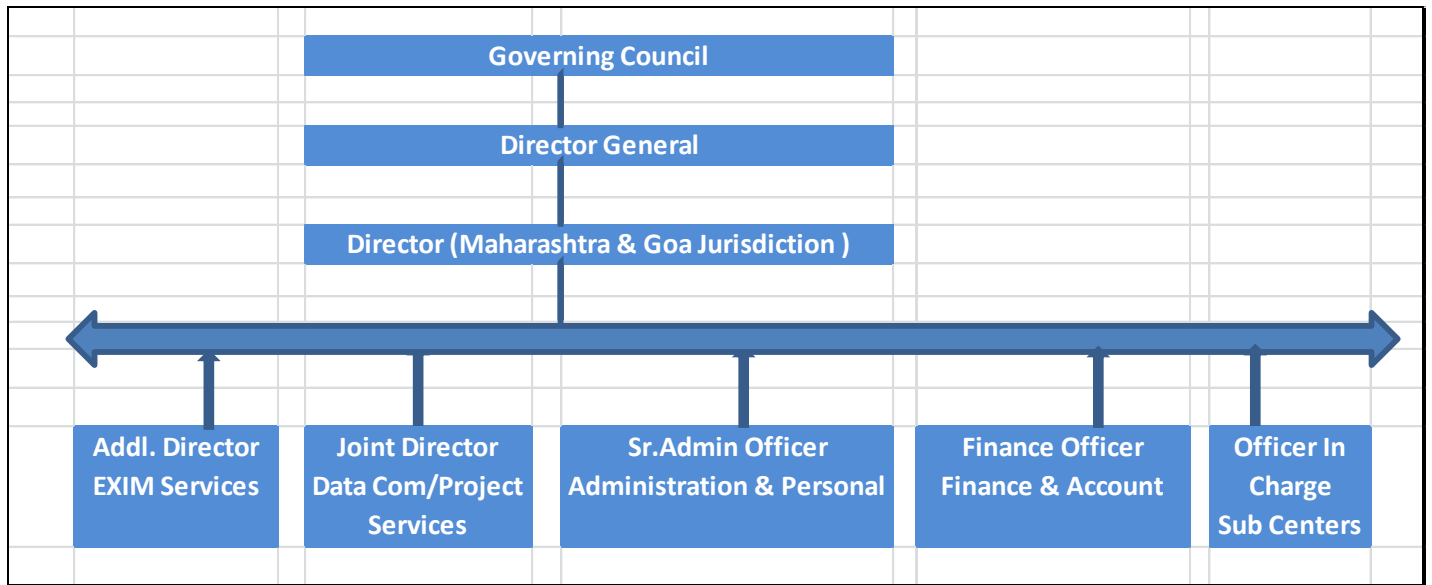
The STPI performs all functions necessary to fulfill its objectives and include the following:

- (1) To establish Software Technology Parks at various locations in the country;
 - (a) To establish and manage the infrastructural resources such as integrated infrastructure facilities etc. for 100% export oriented units and to render similar services to the users other than exporters.
 - (b) To undertake other export promotional activities such as technology assessments, market analysis, market segmentation etc.

- (c) To organize specialized training in the field of software technology for skill development.
- (d) To work closely with respective State Government and act as an interface between Industry and Government.
- (e) To create incubation with plug and play facility with a low operation cost in order to promote small and medium entrepreneurs.
- (f) To promote secondary and tertiary locations by establishing STPI facilities to promote STP/EHTP Scheme.
- (g) To assist State Governments in formulating IT policies and liaison for promoting the IT industries in respective states to achieve a cumulative growth of exports from all over the country.
- (h) To implement quality and security standard in the IT industries.
- (i) To work jointly with venture capitalists for providing financial assistance to the industries.
- (2) To perform financial management functions which comprise *inter alia* the following activities;
 - (a) To obtain or accept grants, subscription, donations, gifts, bequests from Government, Corporations, Trusts, Organizations or any person for fulfilling the objectives of the STPI.
 - (b) To maintain a fund to which shall be credited :
Note : Whenever any gifts, bequests from foreign Governments/Organisations are accepted/obtained they shall be routed through the Government of India and be regulated by such directions as may be issued by the Government.
 - All money provided by the Central Government, State Governments, Corporations, Universities etc.
 - All fees and other charges received by the STPI.
 - All money received by the STPI by way of grants, gifts, donations, benefactions, bequests or transfers; and
 - All money received by the STPI in any other manner or from any other source
- (c) To deposit all money credited to the Fund in scheduled Banks or to invest in such a manner for the benefit of the STPI as may be prescribed. At least 60% of the funds shall be placed with the Public Sector Banks or in such a manner as may be prescribed by the Government from time to time.

- (d) To draw, make, accept endorse and discount cheques, notes or other negotiable instruments and for this purpose, to sign, execute and deliver such assurance and deeds as may be necessary for the purposes of the STPI.
 - (e) To pay out of the funds maintained by the STPI or out of any particular part of such funds, the expenses incurred by the STPI from time to time including all expenses incidental to the formation and reorganization of the STPI and management and administration of any of the foregoing activities including all rents, rates taxes, outgoing and the salaries of the employees.
 - (f) To acquire, hold and dispose of the property in any manner whatsoever for the purposes of the STPI, with the prior approval of Government of India and as per procedures laid down by the Government of India.
- (3) To do all such acts and things as may be required in order to fulfill the objectives of the STPI.

2.4 Organization Chart



2.5 Details of Services provided by STPI

2.5.1 SOFTWARE TECHNOLOGY PARK (STP) SCHEME/ ELECTRONIC HARDWARE TECHNOLOGY PARK (EHTP) SCHEME

Software Technology Park (STP) is a 100% export oriented scheme for the development and export of computer software using communication links or physical media and including export of professional services. The scheme integrates the concept of 100% Export Oriented Units (EOUs) and Export Processing Zones (EPZs) of the Government of India and the concept of Science Parks / Technology Parks as operating elsewhere in the World.

HIGHLIGHTS OF STP SCHEME

- Approval under single window clearance mechanism.
- Software Export Certification
- CST reimbursement to the units.
- Upto 100% foreign equity permitted.
- Goods imported / procured domestically by the STP units are completely duty free.
- Second hand capital goods may also be imported.
- Sales in the domestic market are permissible up to 50% of the export.
- Income Tax benefit under Section 10A of Income Tax Act upto 31st March 2011

2.5.2 HIGH SPEED DATA COMMUNICATION FACILITY (HSDC)

STPI has designed and developed state-of-the-art HSDC Network called SoftNET, which is available to software exporters at internationally competitive prices. Soft LINK (Internet) and Soft POINT (IPLC) are the services provided under Soft NET. STPI has set up its own International Gateways at 51 locations for providing HSDC links to the software industry. Local access to international gateways at STPI centers is provided through point-to-point and point-to-multipoint microwave radios for the local loop which has overcome the last mile problem and enabled STPI to maintain an up time of nearly 99.9%. The terrestrial cables (fiber/copper) are also used wherever feasible. Off late, the terrestrial last miles are also being provided through third party vendors who have placed their hardware in STPI Network Operating Center .

STPI provides the following HSDC services through this network:

1. International Private Leased Circuits (IPLCs) – Satellite / Fiber media
2. Shared Internet Services (Softlink)
3. Web/Home pages – hosting, authoring & maintenance.
4. Other value added services.
5. Co-location services.

2.5.3 INCUBATION

The incubator concept has emerged worldwide as an essential component of the infrastructure required for the growth of high technology businesses including Information Technology and Software Development. These Incubators provide the necessary help to nurture technology ideas into commercial successes.

STPI has launched the concept of incubation facility in many of its centers for the Small and Medium Entrepreneurs (SMEs). STPI sets up entire facility ready for commencing operations by software units from day one. It offers advantage of no gestation period and does not require any capital investment. It helps in developing confidence in the client and ensures that the business opportunity is not lost.

The Incubation facilities have the following facilities

- Modular Built up are for ready to use by the Software Entrepreneurs
- Backup power supply
- Telephones and Fax facility
- Air Condition
- Business Center
- Conference Rooms & Training Facilities
- High Speed Communication Links, Internet & Video Conferencing Facilities.
- STPI has established a Technology incubation center, at Mumbai, Pune, Nagpur, Nashik, Kolhapur, Aurangabad and have the greatest advantage for this kind of central facility.

2.5.4 ROJECT MANAGEMENT AND CONSULTANCY SERVICES

- STPI has implemented domestic projects such as NIXI.
- STPI is also planning to jointly bid for international assignments for IT, DataCom and Networking
- Domestic IT projects for various State Governments would also be actively pursued for higher revenues. STPI also plans to tap the e-governance initiatives of various State Governments and Central Government.
- STPI do undertake turnkey assignments in IT and telecom.
Consultancy services have high margins with no/minimal capital expenditure. The critical requirement for consultancy and project management services is the availability of skilled and experienced manpower. To tap the market STPI would be having a dedicated team of marketing and project management professionals operating from HQ and its main centers.

CHAPTER 3
POWERS AND DUTIES OF STPI OFFICERS / EMPLOYEES
[SECTION 4(1)(b)(ii)]

S. No	Name of the Post	Job Responsibility
1.	Director	<ul style="list-style-type: none"> ▪ Director is the Technical and Administrative Head of STPI Centres ▪ Director acts as designated officer of STPI for Administration of STPI/EHTP scheme in respective jurisdictions
2.	Additional Director / Joint Director/ Deputy Director / Asst. Directors and Sub-Center OICs	<ul style="list-style-type: none"> ▪ Management of Statutory of STP, EHTP ▪ Management of Project Management & Consultancy Services ▪ Management of Network Operation Centre / Data Centres ▪ Implementation of ISO & ISMS in the organization
3.	Sr. Administrative Officer/ Administrative Officer	<ul style="list-style-type: none"> ▪ Personnel matters of Staff ▪ Infrastructure, Facilities and Logistic Management ▪ Purchases for centers ▪ Legal court cases, Public Grievances etc.
4.	Finance Officer	<ul style="list-style-type: none"> ▪ Overall In-charge of Finance and Accounts

Delegation of Powers

Governing Council (GC)/Director General (DG)/Sr. Director/Jurisdictional Directors/Head of Centers/Sub Centers (other than Directors)

Please refer to STPI-HQ website www.stpi.in

Administrative Powers

Governing Council/Director General/Sr. Director/Jurisdictional Directors/Head of Centers/Sub Centers (other than Directors)

Please refer to STPI-HQ website www.stpi.in

CHAPTER 4
**THE PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS,
INCLUDING CHANNELS OF SUPERVISION AND ACCOUTABILITY [4(1)(b)(iii)]**
Please refer to STPI Website www.stpi.in

CHAPTER 5
**THE NORMS SET BY STPI FOR THE DISCHARGE OF ITS FUNCTIONS [SECTION
4(1)(b)(IV)]**
Details of norms/standards set by STPI for execution
Please refer to STPI- HQ Website www.stpi.in

CHAPTER 6
**THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD
BY STPI OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES
FOR DISCHARGING ITS FUNCTIONS [SECTION 4(1)(b)(v)]**
6.1 Documents used by STPI

Info is available in www.dgft.delhi.nic.in & STPI- HQ Website www.stpi.in

CHAPTER 7
**THE STATEMENT OF CATEGORIES OF DOCUMENT THAT ARE HELD BY STPI
OR UNDER ITS CONTROL [SECTION 4(1)(b)(vi)]**
Please refer to STPI- HQ Website www.stpi.in

CHAPTER 8
**PARTICULARS OF ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH
OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO
THE FORMULATION OF POLICY OR IMPLEMENTATION THEREOF [SECTION
4(1)(b)(vii)]**
No such arrangement is called for at present.

CHAPTER 9
STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES
CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART
OR FOR THE PURPOSE OF ITS ADVICE AND AS TO WHETHER MEETINGS OF
THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO
THE PUBLIC, OR MINUTES OF SUCH MEETINGS ARE ACCESSIBLE TO THE
PUBLIC [SECTION 4(1)(b)(viii)]

Please refer STPI–HQ website www.stpi.in

9.1.1 Standing Executive Boards (SEBs)

A Standing Executive Board (SEB) shall be constituted for each State where the STPI has a Center to act as an interface with the industry and State Government for policy and operational issues. The SEBs shall also prepare the future expansion plans for the Center/Sub-Centers, augmentation of facilities, annual plan and budget for each STP and advise the Chief Executive Officer.

The SEB shall comprise the following members:

(i)	Chief Executive Officer, STP-Director General	Chairman
(ii)	Deputy Chief Executive Officer, STPI- Sr. Director	Vice Chairman
(iii)	Head of Programme Division for STPI, Administrative Ministry / Representative	Member
(iv)	Principal Secretary, IT , State Govt/ His Representative	Member
(v)	Commissioner (Custom & Excise)/his Representative	Members
(vi)	Commissioner(Income Tax)/his representative	Member
(vii)	Two representatives of local IT Industry	Member
(viii)	Representative of IB	Member Secretary
(ix)	Head of Centre, STPI	Member Secretary

*Meetings of the above council/committee/boards are not open to the public.

CHAPTER 10

A DIRECTORY OF ITS OFFICERS AND EMPLOYEES [SECTION 4(1)(b)(ix)]

Details of Officers/ Employees are given below: STPI-Maharashtra

Software Technology Parks of India - Pune					
Total Employee [46]					
SL No	EMP ID	Name	Designation	Telephone	Email
Sub Center : Pune					
1	STPI522	Shri Sanjay Kumar Gupta	Director	020-22981000	sanjay.gupta@stpi.in
2	STPI044	Ms Sonal Bhatawadekar	Member Technical Staff - E-IV (Scientist 'E')	020-22981002	sonal.bhatawadekar@stpi.in
3	STPI178	Shri Ajay Bhosale	Member Technical Staff- E-III (Scientist 'D')	020-22981003	ajay.bhosale@stpi.in
4	STPI279	Shri Sachin Purnale	Member Technical Staff - E-II (Scientist 'C')	020-22981008	sachin.purnale@stpi.in
5	STPI303	Ms Sandhya R. Wagh	Member Technical Staff - E-II (Scientist 'C')	020-22981004	sandhya.wagh@stpi.in
6	STPI320	Shri Varun Gupta	Member Technical Staff - E-II (Scientist 'C')	020-22981015	varun.gupta@stpi.in
7	STPI403	Shri Prafulla D. Patinge	Member Technical Staff - E-II (Scientist 'C')	020-22981005	praful.patinge@stpi.in
8	STPI411	Shri Sanjay D. Darne	Member Technical Staff - E-II (Scientist 'C')	020-22981031	sanjay.darne@stpi.in
9	STPI177	Shri Jitendra Kulkarni	Member Technical Staff- E-I (Scientist 'B')	020-22981028	jitendra.kulkarni@stpi.in
10	STPI179	Shri Hemant Rawade	Member Technical Staff- E-I (Scientist 'B')	020-22981006	hemant.rawade@stpi.in
11	STPI225	Shri S. Ramesh	Member Technical Staff- E-I (Scientist 'B')	020-22981026	s.ramesh@stpi.in
12	STPI507	Shri Rahul Singh	Member Technical Staff- E-I (Scientist 'B')	020-22981007	rahul.singh@stpi.in
13	STPI071	Shri Sulekh Chand	Member Technical Support Staff (MTSS) (ES-VI)	020-22981013	sulekh.chand@stpi.in
14	STPI157	Shri Om Prakash Mathur	Member Technical Support Staff (MTSS) (ES-VI)	020-22981024	op.mathur@stpi.in
15	STPI241	Shri Mayank Shrivastava	Member Technical Support Staff (MTSS) ES-V	020-22981032	mayank.shrivastava@stpi.in
16	STPI448	Shri B Srinivas	Member Technical Support Staff (MTSS) ES-V	020-22981045	b.srinivas@stpi.in
17	STPI242	Ms Priya Girish Karnad	Member Technical Support Staff (MTSS) ES-IV	020-22981042	priya.karnad@stpi.in
18	STPI020	Shri V. Sridhar	Sr. Administrative Officer (A-VII)	020-22981016	v.sridhar@stpi.in
19	STPI142	Ms Rajshree Shinde	Administrative Officer (A-VI)	020-22981029	rajshree.shinde@stpi.in
20	STPI540	Shri Nitesh Gupta	Finance Officer (A-VI)	020-22981033	nitesh.gupta@stpi.in
21	STPI139	Shri N Nageswara Rao	Assistant (A-IV)	020-22981038	n.nrao@stpi.in
22	STPI074	Shri Dheeraj Kr. Srivastava	Assistant (A-IV)	020-22981034	dheeraj.srivastava@stpi.in

23	STPI147	Ms Karuna Chavan	Assistant (A-IV)	020-22981046	karuna.chavan@stpi.in
24	STPI295	Shri Amol S. Lakras	Assistant (A-III)	020-22981037	amol.lakras@stpi.in
25	STPI296	Ms Shilpa Hingnekar	Assistant (A-III)	020-22981048	shilpa.hingnekar@stpi.in
26	STPI369	Ms Ritu Deogharia	Assistant (A-III)	020-22981021	ritu.deogharia@stpi.in
27	STPI431	Shri Dhirender Pratap Singh	Assistant (A-III)	020-22981000	dhirender.singh@stpi.in
28	STPI513	Shri Dadafeer Gaunse	Assistant (A-III)	020-22981018	dadafeer.gaunse@stpi.in
29	STPI539	Shri Ambrish Kumar Upadhyay	Assistant (A-III)	020-22981000	ambrish.upadhyay@stpi.in
30	STPI096	Shri Pramod B. Tupe	Assistant (A-II)	020-22981017	pramod.tupe@stpi.in
31	STPI248	Shri Ravindra D. Patil	Assistant (A-II)	020-22981039	ravi.patil@stpi.in
32	STPI537	Shri Bhushan Manik Kankate	Assistant (A-II)	020-22981009	bhushan.kankate@stpi.in
33	STPI480	Shri Thirupathi Yedla	Office Attendant (S-I)	020-22981044	thirupati.yedla@stpi.in
Sub Center : Nagpur					
1	STPI239	Shri Pravin G Banait	Member Technical Support Staff (MTSS) ES-IV	0712-2227774	pravin.banait@stpi.in
2	STPI478	Shri Sunny Sehgal	Member Technical Support Staff (MTSS) ES-III	0712-2227774	sunny.sehgal@stpi.in
Sub Center : Nashik					
1	STPI092	Shri Shashikant Patil	Member Technical Support Staff (MTSS) ES-III	0253-2382835	s.patil@stpi.in
Sub Center : Aurangabad					
1	STPI481	Shri Anil Kumar Jha	Assistant (A-I)	0240-2473859	anil.jha@stpi.in
Sub Center : Navi Mumbai					
1	STPI424	Shri Manas Ray	Member Technical Staff - E-III (Scientist 'D')	022-28343742	manas.ray@stpi.in
2	STPI290	Shri Parag Modi	Member Technical Staff - E-II (Scientist 'C')	022-28343742	parag.modi@stpi.in
3	STPI400	Ms Bhawna Meena	Member Technical Staff - E-II (Scientist 'C')	022-28343742	bhawna.meena@stpi.in
4	STPI477	Shri Manhar Gadhavi	Member Technical Support Staff (MTSS) ES-V	022-28343742	manhar.gadhavi@stpi.in
5	STPI240	Shri Vinayak Kundlik Salve	Member Technical Support Staff (MTSS) ES-IV	022-28343742	vinayak.salve@stpi.in
6	STPI143	Ms Kirti Verma	Assistant (A-III)	022-28343742	kirti.verma@stpi.in
7	STPI244	Shri Jaynesh A. Solanki	Assistant (A-III)	022-28343742	jaynesh.solanki@stpi.in
8	STPI479	Ms Meenal Borkar	Assistant (A-II)	022-28343742	meenal.borkar@stpi.in
Sub Center : Kolhapur					
1	STPI323	Shri Sachin S. Narule	Technical Officer Grade-I	0231-2644429	sachin.narule@stpi.in

CHAPTER 11
MONTHLY REMUNERATION (IN Rs.) RECEIVED BY EACH OFFICER /
EMPLOYEE OF STPI INCLUDING THE SYSTEM OF COMPENSATION
AS PROVIDED IN ITS REGULATION [SECTION 4(1)(b)(x)]

The details of officer/employee and monthly remuneration received by each in respect of STPI- Maharashtra and sub centers are given below as on March -2016.

Total Employee [46]				Up To December 2015	
SL No	EMP ID	Name	Designation	Basic Pay	Grade pay
Sub Center : Pune					
1	STPI522	Shri Sanjay Kumar Gupta	Director	43,220.00	8,900.00
2	STPI044	Ms Sonal Bhatawadekar	Member Technical Staff - E-IV (Scientist 'E')	38,790.00	8,700.00
3	STPI178	Shri Ajay Bhosale	Member Technical Staff- E-III (Scientist 'D')	27,720.00	7,600.00
4	STPI279	Shri Sachin Purnale	Member Technical Staff - E-II (Scientist 'C')	22,880.00	6,600.00
5	STPI303	Ms Sandhya R. Wagh	Member Technical Staff - E-II (Scientist 'C')	22,130.00	6,600.00
6	STPI320	Shri Varun Gupta	Member Technical Staff - E-II (Scientist 'C')	22,020.00	6,600.00
7	STPI403	Shri Prafulla D. Patinge	Member Technical Staff - E-II (Scientist 'C')	21,330.00	6,600.00
8	STPI411	Shri Sanjay D. Darne	Member Technical Staff - E-II (Scientist 'C')	21,330.00	6,600.00
9	STPI177	Shri Jitendra Kulkarni	Member Technical Staff-E-I (Scientist 'B')	22,020.00	5,400.00
10	STPI179	Shri Hemant Rawade	Member Technical Staff-E-I (Scientist 'B')	22,020.00	5,400.00
11	STPI225	Shri S. Ramesh	Member Technical Staff-E-I (Scientist 'B')	16,880.00	5,400.00
12	STPI507	Shri Rahul Singh	Member Technical Staff-E-I (Scientist 'B')	18,240.00	5,400.00
13	STPI071	Shri Sulekh Chand	Member Technical Support Staff (MTSS) (ES-VI)	16,350.00	4,600.00
14	STPI157	Shri Om Prakash Mathur	Member Technical Support Staff (MTSS) (ES-VI)	15,890.00	4,600.00
15	STPI241	Shri Mayank Shrivastava	Member Technical Support Staff (MTSS) ES-V	12,610.00	4,200.00
16	STPI448	Shri B Srinivas	Member Technical Support Staff (MTSS) ES-V	11,300.00	4,200.00
17	STPI242	Ms Priya Girish Karnad	Member Technical Support Staff (MTSS) ES-IV	10,990.00	2,800.00
18	STPI020	Shri V. Sridhar	Sr. Administrative Officer (A-VII)	24,050.00	6,600.00
19	STPI142	Ms Rajshree Shinde	Administrative Officer (A-VI)	22,620.00	5,400.00
20	STPI540	Shri Nitesh Gupta	Finance Officer (A-VI)	15,600.00	5,400.00
21	STPI139	Shri N Nageswara Rao	Assistant (A-IV)	11,470.00	4,200.00
22	STPI074	Shri Dheeraj Kr.	Assistant (A-IV)	13,910.00	

		Srivastava			4,200.00
23	STPI147	Ms Karuna Chavan	Assistant (A-IV)	13,220.00	4,200.00
24	STPI295	Shri Amol S. Lakras	Assistant (A-III)	11,000.00	2,800.00
25	STPI296	Ms Shilpa Hingnekar	Assistant (A-III)	10,990.00	2,800.00
26	STPI369	Ms Ritu Deogharia	Assistant (A-III)	10,210.00	2,800.00
27	STPI431	Shri Dhirender Pratap Singh	Assistant (A-III)	10,210.00	2,800.00
28	STPI513	Shri Dadafeer Gaunse	Assistant (A-III)	10,010.00	2,800.00
29	STPI539	Shri Ambrish Kumar Upadhyay	Assistant (A-III)	8,560.00	2,800.00
30	STPI096	Shri Pramod B. Tupe	Assistant (A-II)	10,510.00	2,400.00
31	STPI248	Shri Ravindra D. Patil	Assistant (A-II)	8,580.00	2,400.00
32	STPI537	Shri Bhushan Manik Kankate	Assistant (A-II)	7,810.00	2,400.00
33	STPI480	Shri Thirupathi Yedla	Office Attendant (S-I)	6,580.00	1,800.00
Sub Center : Nagpur					
1	STPI239	Shri Pravin G Banait	Member Technical Support Staff (MTSS) ES-IV	10,990.00	2,800.00
2	STPI478	Shri Sunny Sehgal	Member Technical Support Staff (MTSS) ES-III	9,110.00	2,400.00
Sub Center : Nashik					
1	STPI092	Shri Shashikant Patil	Member Technical Support Staff (MTSS) ES-III	10,080.00	2,400.00
Sub Center : Aurangabad					
1	STPI481	Shri Anil Kumar Jha	Assistant (A-I)	6,580.00	1,900.00
Sub Center : Navi Mumbai					
1	STPI424	Shri Manas Ray	Member Technical Staff- E-III (Scientist 'D')	25,550.00	7,600.00
2	STPI290	Shri Parag Modi	Member Technical Staff - E-II (Scientist 'C')	22,880.00	6,600.00
3	STPI400	Ms Bhawna Meena	Member Technical Staff - E-II (Scientist 'C')	21,220.00	6,600.00
4	STPI477	Shri Manhar Gadhavi	Member Technical Support Staff (MTSS) ES-V	11,470.00	4,200.00
5	STPI240	Shri Vinayak Kundlik Salve	Member Technical Support Staff (MTSS) ES-IV	10,990.00	2,800.00
6	STPI143	Ms Kirti Verma	Assistant (A-III)	12,660.00	2,800.00
7	STPI244	Shri Jaynesh A. Solanki	Assistant (A-III)	10,990.00	2,800.00
8	STPI479	Ms Meenal Borkar	Assistant (A-II)	9,460.00	2,400.00
Sub Center : Kolhapur					
1	STPI323	Shri Sachin S. Narule	Technical Officer Grade-I	17,850.00	5,400.00

CHAPTER 12
BUDGET ALLOCATED TO CENTER / SUB-CENTER INDICATING THE
PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON
DISBURSEMENTS MADE [SECTION 4(1)(b)(xi)]

STPI, PUNE Center has been grouped with five sub centers, each group headed by a Deputy Director/Asst. Director /Officer In Charge. Consolidated Annual plans are prepared by these groups. STPI-Maharashtra meet their expenses from their corresponding income and Expenditure account. Out of the total income generated from the Statutory , DataCom, Incubation & Project consultancy and interest from the banks.

CHAPTER 13
MANNER OF EXECUTION OF SUBSIDY PROGRAMMES INCLUDING THE
AMOUNT ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH
PROGRAMMES [SECTION 4(1)(b)(xii)]

STPI have no such programs.

CHAPTER 14
PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR
AUTHORISATION GRANTED BY STPI [SECTION 4(1)(b)(xiii)]

STPI gives approval for setting up STP/EHTP units under the respective schemes (STP/EHTP). 100% Software/Hardware export oriented units are eligible for benefits under the scheme(s).

CHAPTER 15
DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY
STPI, REDUCED IN AN ELECTRONIC FORM

Please refer to STPI- HQ Website www.stpi.in

CHAPTER 16
PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING
INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY OR
READING ROOM, IF MAINTAINED FOR PUBLIC USE [SECTION 4(1)(b)(xv)]

No library/reading room as such is maintained for public. However, STPI Centers have dedicated Business Development/EXIM Groups where software exporters/units/industry intending to get more information can have access during working hours for any clarification/guidance. The required details are also hosted in the organization website www.mah.stpi.in.

CHAPTER 17
NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC
INFORMATION OFFICERS [SECTION 4(1)(b)(xvi)]

Names of Center	Name of CPIO Sh./Smt.	Designation	Contact No.	Mobile No	Email ID
STPI-HQ	Devesh Tyagi	Director	011-23438174	9868884082	devesh@stpi.in

Names of Center	Name of APIO Sh./Smt.	Designation	Contact No.	Mobile No	Email ID
Maharashtra	Shri. Jitendra Kulkarni	Asst. Director	020-22981000 020-22981028	8308657100	jitendra.kulkarni@stpi.in

Chapter 18

SUCH OTHER INFORMATION AS MAY BE PRESCRIBED

[SECTION 4(1)(b)(xvii)]

Address of the office of the Software Technology Parks of India, HQ & Maharashtra and other sub-centers under Maharashtra Jurisdiction :

STPI – HEAD QUARTERS

Director General

Software Technology Parks of India

9th Floor, NDCC-II Building,

Jai Singh Road (Opp.Jantar Mantar)

New Delhi – 110001.

Tel No. 011-23476600/23438188

Fax:011-23438165

Website : www.stpi.in

MAIN CENTER : PUNE

Software Technology Parks of India

Plot-P1, Phase-1, Rajiv Gandhi Infotech Park, Hinjewadi, Pune – 411057

Phone: 020-22981000; Fax: 020-22932639

Website: www.mah.stpi.in

SUB CENTERS

1. MUMBAI

Software Technology Parks of India

4th Floor, Samruddhi Venture Park, Gala No. 4,

MIDC Central Road, Andheri(E), Mumbai 400 093

Phone: 022-28394926/022-28343742

website: www.mah.stpi.in

2. NAGPUR

Software Technology Parks of India

Plot.No.3, IT Park, South Ambazari Road

Near VRCE Telephone Exchange, Parsodi, Nagpur

Phone: 712-2227774/2234960

Fax: 712-2234960

website: www.mah.stpi.in

3. KOLHAPUR

Software Technology Parks of India

Plot No:P-5, IT-Park, Behind Yallama Temple

Opp.Jayprabha studio, Kolhapur-416005

Phone : 0231-2644429

Fax : 0231-2644429

website: www.mah.stpi.in

4. AURANGABAD

Software Technology Parks of India

Plot T-25, MIDC, Chikalthana

Aurangabad – 431210

Phone : 0240-2473859

Fax: 0240-2473860

website: www.mah.stpi.in

5. NASHIK

Software Technology Parks of India

Plot No IT-1, IT Parks

MIDC, Ambad, Nashik-10

Phone : 0253-2382835

Fax: 0253-2382835

Website: www.mah.stpi.in

RTI APPLICATION FORM 'A'

To,
The Public information Officer

PIN: _____

1. Full Name of the applicant. : _____

2. Father Name/Spouse Name: _____

3. Permanent Address: _____

4. Correspondence Address : _____

5. Particulars of the information Solicited ; _____

(a) Subject Matter of Information : _____

(b) The period to which information relates : _____

(c) Specific Details of Information required :

6. It is certified that I am a bona fide citizen of India.

7. "It is certified that I do fall under the category Below Poverty Line (BPL), and an attested copy of the relevant certificate (issued by the competent authority) is enclose herewith for your information. (*Please strike out if not belonging to the BPL category).

8. A copy of _____ as Identity /Address Proof is enclosed.

9. (i) A fee of Rs. _____ has been deposited in the Finance & Accounts Office of the STPI vide Receipt No. _____ dated _____, or

(ii) A Postal Order/Bank Draft No. _____ dated _____ is enclosed, or

(iii) The applicant is not liable to pay any fee because he/she is below the poverty line (proof is attached)

(Please tick one and delete the remaining two options)

Place:

Date:

(Name & Signature)
Telephone No:
Fax No.:
E-mail Address: