Karnataka State Medicinal Plants Authority (KaMPA)

Citizen’s Charter

Introduction:
KaMPA is a society registered under the Registration of Societies Act 1960. It is functioning since 2002-03. Its objectives, duties & responsibilities are narrated in the Memorandum of Association approved by Government. There are two bodies which govern the Society viz. The Governing Body (which is headed by the Hon‘ble Minister for Forests Ecology, Environment) and the Executive Committee (which is headed by the Principal Chief Conservator of Forests and Head of Forest Force). The Chief Executive officer is the ex-officio – Member Secretary for both the bodies.

Vision and Mission

1. The Aim/purpose of this charter is to work for better quality in public service.

   **Vision:** Health with Nature.
   **Mission:**
   a) Conservation, Protection and Sustainable Management of Medicinal and Aromatic plants in Karnataka.
   b) To promote the quality standards of AYUSH drugs and sustained supply quality raw materials.

Objectives:

a. Facilitate to Conserve, cultivate and develop medicinal and aromatic plants.
b. To encourage and sponsor the research studies in silviculture and management, development of protocols, quality control of medicinal and aromatic plants as raw materials, value added products, food supplements, herbal cosmetics and others.
c. To increase public awareness, acquire or publish books, manuscripts, brochures, pamphlets, charts, journals, newsletters, scientific papers, produce films, and use any modern media for the purpose of dissemination of knowledge regarding conservation, utilization and development of medicinal and aromatic plants.
d. Co-operate with educational and training research institutes in India in furtherance of the objectives.
e. Facilitate or organize or sponsor meetings, workshops, seminars, conferences, congresses, trainings and extension programmes related to the objectives of the Authority.
f. Serve as a consultant to various States and national organizations in organizing conservation, utilization, cultivation and development activities on medicinal and aromatic plants.
g. Facilitate for implementation of projects on medicinal and aromatic plants by individual organizations/central/state governments/public, private companies, corporations and others. The Authority may function as a nodal agency whenever so appointed by the Governments.
h. Receive any sum or sums of money as project funds, donations or contributions from individual, organizations/central/state governments, public/private companies and corporations and utilize the same for the fulfillment of all or any of the objectives of the Authority with proper procedure and accounts in transparent manner.
i. Set-up and store database on conservation, utilization, cultivation and development of medicinal and aromatic plants.
j. Advise/guide various departments of government of Karnataka and any organizations on matters relating to conservation, utilization, cultivation and development of medicinal and aromatic plants.
k. Promote co-operative efforts among farmers/growers/collectors/traders and others and assist them in marketing or distributing their medicinal and aromatic produce or their value added products.

l. Encourage and assist in the protection of Patent Rights and Intellectual property Rights, local traditional knowledge in medicinal and aromatic plants.

m. Do any or all such lawful activities as are incidental and conducive to the attainment of the above vision and or objectives.

2. **We deliver the following Services**

   a) Screen projects on Conservation, Protection, Sustained Management and others of medicinal and Aromatic plants received from various agencies (State Government, NGOs, Universities etc.) and submit to the National Medicinal Plants Board(NMPB) for approval and release of grants.

   b) Arrange workshops/Seminars on Conservation, Cultivation, Sustained harvesting and others of medicinal and aromatic plants.

   c) Arrange training programmes for the front line staff of the Karnataka Forest Department students, farmers and others in identification, protection and harvesting techniques of medicinal and aromatic plants.

   d) Extend technical assistance to the farmers, NGOs and other who visit this office for such assistance in Conservation, Protection, Sustained management and harvesting techniques and also about R&D activities.

3. **Our aim is to achieve the following service delivery/quality parameters**

<table>
<thead>
<tr>
<th>S.No</th>
<th>Name of Service</th>
<th>Service Delivery Standards Time limit (days/hours/minutes)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>Submission for approval of projects to NMPB</td>
<td>Within 30 days from the date of clearance by the Screening Committee, the projects will be submitted to NMPB for approval.</td>
<td></td>
</tr>
<tr>
<td>b</td>
<td>Technical guidance</td>
<td>The farmers and other public who visit this office will be extended technical guidance then and there only.</td>
<td></td>
</tr>
</tbody>
</table>

4. **Availability of Information:** Information on the following subjects can be obtained from our officers listed below

<table>
<thead>
<tr>
<th>Details of Information</th>
<th>Name and Designation of the Officer</th>
<th>Address / Location of the Office</th>
<th>Telephone / Fax / e-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Information on cultivation, Management, harvesting, techniques and marketing avenues.</td>
<td>Dr.M.J.Prabhu Technical Consultant</td>
<td>No.401,407, 4th Floor, Vanavikas building, 18th Cross, Malleshwaram Bengaluru-560 003.</td>
<td>Tel.No.23464089 E-mail: <a href="mailto:ceokampa@gmail.com">ceokampa@gmail.com</a></td>
</tr>
</tbody>
</table>

Information under Right to information Act 2005 can be obtained from the following information officers.

Shri Kangeyam S.K, Deputy Conservator of Forests, Karnataka State Medicinal Plants Authority No.401,407,4th Floor, Vanavikas building, 18th Cross, Malleshwaram, Bengaluru-560 003.
The Appellate authority

Dr. U.V. Singh, Additional Principal Chief Conservator of Forests and Chief Executive Officer, Karnataka State Medicinal Plants Authority, No.401,407, 4th Floor, Vanavikas building, 18th Cross, Malleshwaram, Bengaluru-560 003.

Availability of prescribed forms

<table>
<thead>
<tr>
<th>Title of the Form</th>
<th>Fee to be paid</th>
<th>Whom to contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) Project proposal format for Ex-situ conservation of medicinal and aromatic plants.</td>
<td>Nil</td>
<td></td>
</tr>
<tr>
<td>c) Project proposal for Herbal gardens</td>
<td>Nil</td>
<td></td>
</tr>
<tr>
<td>d) Project proposal for R&amp;D activities.</td>
<td>Nil</td>
<td></td>
</tr>
</tbody>
</table>

Forms are also available in the web site www.nmpb.nic.in. E-mail: info-nmpb@nic.in (where applicable) and can be downloaded.

5. For information outside Office hours, please contact

Name and Designation of the contact person:
1) Dr. U.V. Singh, Additional Principal Chief Conservator of Forests and Chief Executive Officer, Karnataka State Medicinal Plants Authority- Tel.No. 23614747.
2) Shri Kangeyam S.K, Deputy Conservator of Forests, Karnataka State Medicinal Plants Authority Te.No. 9449863668.

6. Complaint redressal systems

Courteous and helpful services are extended by all the staff. If you have any complaints to make in the delivery of the above standards you are welcome to register your complaints with the following officers

<table>
<thead>
<tr>
<th>Name</th>
<th>Designation</th>
<th>Address for Correspondence</th>
<th>Telephone / Fax / E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shri Kangeyam S.K</td>
<td>Deputy Conservator of Forests</td>
<td>No.401,407, 4th Floor, Vanavikas building, 18th Cross, Malleshwaram, Bengaluru-560 003.</td>
<td>Tel.No. 23464089 E-mail: <a href="mailto:ceokampa@gmail.com">ceokampa@gmail.com</a></td>
</tr>
</tbody>
</table>

We have also created a website for registering complaints at www.Karnataka.gov.in/kampa and you are welcome to use this facility.

All complaints will be acknowledged by us within 07 days and final reply on the action taken will be communicated within 21 days.

9. Consultation with our users / stakeholders

a. We welcome suggestions from our users.

b. Please also enter your details at our website www.Karnataka.gov.in/kampa indicating your willingness to be available for consultation, survey on the points enlisted in the Charter.

10. We seek your co-operation on the following:

Citizens' Charter is a joint effort between us and you to improve the quality of service provided by us and we request you to help us in the following ways.
a) Extending assistance in identification of medicinal and aromatic plants in forest areas of Karnataka during the course of population assessment survey taken up by the Karnataka Biodiversity Board, Karnataka Forest Department.

b) Extending suggestions in achieving the objectives of this authority.


We have published a Brouchers on medicinal plants for the guidance of our customers. Please contact Technical Consultant for more details.

Our Helpline number is 23464089

Our Customer Information Centre is located at No.401,407, 4th Floor, Vanavikas building, 18th Cross, Malleshwaram, Bengaluru-560 003. Phone No: 23464089

12. Other information

Nil

We are committed to constantly revise and improve the services being offered under the Charter time to time.

LET US JOIN IN MAKING THIS CHARTER A SUCCESS AND GUIDING FACTOR

[Signature]

Additional Principal Chief Conservator of Forests
& Chief Executive Officer
Karnataka Medicinal Plants Authority
Bangalore - 560 003