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Software Technology Parks of India

(An Autonomous Society under Ministry of Electronics &
Information Technology, Govt of India)
Plot-P1, Rajiv Gandhi InfoTech Park, Hinjewadi, Pune -411 057
Tel. No.: (020) 22981000
Website: http://www.mah.stpi.in,

CHAPTER 1

INTRODUCTION

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1.1 Background of the Hand Book

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) "EXIM 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
(j) "SEB" means Standing Executive Board
(k) "MTS" –Member Technical Staff
(l) "MTSS"-Member Technical Support Staff
(m) "MAS"-Member Administrative Staff
(n) "MASS"-Member Administrative Support Staff
(o) "GC"-Governing Council
(p) "IB"-Intelligence Bureau

(q)   "TO"-Technical Officer

(r)   "OIC"-Officer In Charge

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. It can also be downloaded from the STPI web site.
- 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 Only) per application will be charged.
- A sum of Rs. 2 (Rs. Two only) 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 Ministry of Electronics & Information Technology, (then Department of Electronics), 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 shall perform all functions necessary to fulfill its objectives and include the following:-

(1) To establish Software Technology Parks / Centers at various locations in the country;

a) To perform all functions in the capacity of the successor to the erstwhile Software Technology Park Complex which were taken over by the STPI

b) 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.

c) To undertake other export promotional activities such as technology assessments, market analysis, market segmentation as also to organize workshops/ exhibitions/ seminars/ conferences etc.,

d) To facilitate specialized training in the niche areas to meet the above objectives

e) To work closely with respective State Government and act as an interface between industry and Government.

f) To promote secondary and tertiary locations by establishing STPI Presence to promote STP/EHTP Scheme, and promotional schemes announced by Government.

g) To promote entrepreneurship through incubation programs / seed funds / IP development and other awareness programs.

h) To assist State Governments in formulating IT policies and liaison for promoting the IT industries in respective states to achieve an exponential growth of exports.

i) To promote quality and security standards in the IT Industries.

j) To work jointly with venture capitalists for providing financial assistance to the IT Industries.

k) To provide Project Management and Consultancy services both at national and international level in the areas of expertise of STPI.

(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.

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.

(b) To maintain a fund to which shall be credited :

- 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 Nationalized Bank / scheduled Banks or to invest in such a manner for the benefit of the STPI as may be prescribed. At list 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.
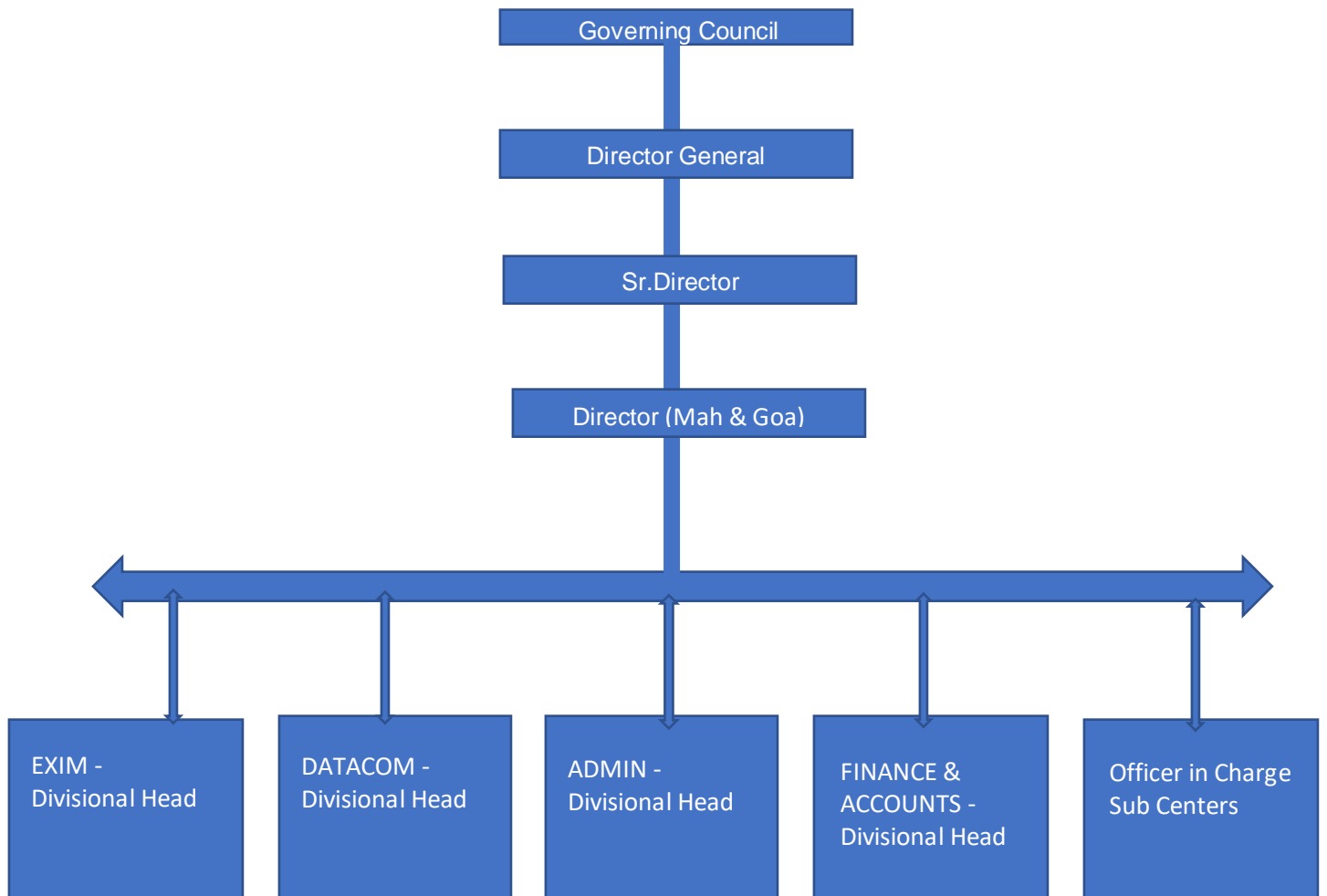
(d) To draw, make, accept endorse and discount cheques, notes or other negotiable instruments and for this purpose, to sign, execute and deliver such assurance and deeds as may be necessary for the purposes of the STPI.

(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

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                    │  Governing Council  │
                    └─────────────────────┘
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                    ┌─────────────────────┐
                    │   Director General  │
                    └─────────────────────┘
                               │
                    ┌─────────────────────┐
                    │     Sr.Director     │
                    └─────────────────────┘
                               │
                    ┌─────────────────────┐
                    │  Director (Mah & Goa)│
                    └─────────────────────┘
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EXIM - Divisional Head	DATACOM - Divisional Head	ADMIN - Divisional Head	FINANCE & ACCOUNTS - Divisional Head	Officer in Charge Sub Centers

2.5 Details of Services provided by STPI
2.5.1

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

The Software Technology Park Scheme (STP) is a 100% export-oriented scheme for software development and IT enabled services through data communication link or physical medium. STP scheme was introduced to give impetus to the software industry in concrete manner and for providing conducive environment to the industry to conduct the business at pace commensurate with international practice

The Scheme integrates the government concept of 100 percent Export Oriented Units (EOUs) and Export processing Zones (EPZs) and that of Science Parks/Technology Parks, as operating elsewhere in the world.

Electronic Hardware Technology Park (EHTP) Scheme

Electronic Hardware Technology Park (EHTP) is a 100% export-oriented scheme for manufacture of Electronic Hardware. Companies undertaking to export their entire production of goods and services may be set up under EHTP scheme. Companies engaged in manufacture of electronic goods and services can register to avail the benefits of this scheme.

STP and EHTP Scheme Benefits & Highlights:

- A company can set up STP/EHTP unit anywhere in India.
- 100% Foreign Equity is permitted.
- Approvals are given under single window clearance mechanism.
- Duty free import of goods, raw materials (EHTP) & Software are permitted.
- Import of second-hand capital goods is also permitted.
- Re-Export of imported goods is permitted.
- Simplified Minimum Export Performance norms of "Positive Net Foreign Exchange Earnings (Positive NFE)" over a period of five years.
- STP/EHTP units may also use all duty free equipment/ goods for training purpose (including commercial training), subject to condition that no duty free equipment / goods shall be installed outside bonded premises for this purpose.
- Sales in Domestic Tariff Area (DTA) are permissible.
- Computers and computer's peripherals may be donated to recognized institutions of india without payment of any duties after two years of their import.
- Depreciation up to 100% is permissible for Computers and Computer peripherals in 5 years and 10 years in case of other items.

Certification of Software Exports

Software Companies, which do not wish to avail the benefit of STP scheme, may get registered with STPI for the certification of Software Exports. On registration, certificate is issued to the company with the validity of three years during which they can get their Software Exports certified by STPI. The same may be renewed further for the period of three years at a time.

2.5.2 INTERNET & IT SERVICES:

INTERNET SERVICES:

STPI is India's leading and first commercial Internet Service Provider equipped with state of the art IT infrastructure. STPI has set up its own Internet Gateways at 56 locations for providing Internet services to the software industry. STPI's Internet Services/High Speed Data Communication (HSDC) services are known by "Soft NET" services holding Class "A" Internet

Service Provider license from DoT, Govt. of India. STPI offers high speed Internet Leased Line Service in the name by "Soft Link" with both Premium and shared loading ratios at very competitive rates. "Quality" and "Reliability" are the two key strengths of STPI for catering wide spectrum of IT Industry. STPI owns and manages one of the biggest microwave networks in the country. STPI has constantly maintained high uptime track record above 99.5% in the last two decade. STPI provides the following services through this network 1. Internet services (Premium / Shared) – fiber / Copper / Microwave Media. 2. Rack Co-location Services

IT SERVICES: STPI's state-of-the-art Internet Data Centre provide the ideal Hosting, Co-location, Disaster Recovery & data back-up, DNS & mail relay etc.. STPI offers the following IT services 1. Server Co-location 2. Hosting Services 3. Disaster Recovery Services

2.5.3 INCUBATION Services

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 incubation center, at Mumbai, Pune, Nagpur, Nashik, Kolhapur, Aurangabad, Goa and have the greatest advantage for this kind of central facility.

2.5.4 PROJECT MANAGEMENT AND CONSULTANCY SERVICES

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.

2.5.5 Data Centre 2.5.6 Center of Entrepreneurship (CoEx)

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

S. No	Name of the Post	Job Responsibility
1.	**Director**	a) Director is the administrative and Technical Head of respective center b) Director has been delegated powers for implementation of the STP & EHTP Schemes and to establish High Speed Data Communication (HSDC) facility to industry within the jurisdiction of the state. c) Co-ordination with industry, Academia and State Governments for facilitating conducive environment for the growth of IT/ITES industry and exports. d) Monitoring & review of EoUs under STPI e) Director is the Member Secretary of Standing Executive Board (SEB) and Member of Incubation Advisory Council of STPI f) Director is also responsible for overall management and running of the STPI operations in the jurisdiction of the state. g) Strategic planning for expansion of STPI infrastructure
2.	**MTS E-V (Scientist 'F') / MTS E-IV (Scientist 'E')**	a) Strategic Planning & implementation of STP & EHTP schemes and High-Speed Data Communication (HSDC) facility to industry b) Supporting Director in the activities of Statutory Services, Datacom Services, Project Management Consultancy, Industry Promotion, Business Development & Incubation Facilities, Training activities, Integrated Process Management, Finance, Administration & Sub center Operation, etc. c) Co-ordination for expansion of STPI infrastructure

3.	**MTS E-III** (Scientist 'D') / **MTS E-II** (Scientist 'C') / **MTS E-I** (Scientist 'B')	a) Management of Statutory Services b) Management of Datacom Services & Network Operation Centre / Data Centers c) Management of IT Services d) Management of Project Management Consultancy, Industry Promotion, Business Development, In-house Software Development e) Management of Infrastructure Projects f) Management of Integrated Process Management & Training activities g) Management of Administrative & Finance Activities h) Management of Sub Centers of STPI Operations
4.	**Administrative Officer**	a) Personnel matters b) Establishment & Administration c) Legal court cases, Public Grievances etc., d) Official Language Implementation e) Right to Information Act f) Disciplinary matters & Vigilance Matters g) Infrastructure Facilities and Logistic Management, h) Purchases for centers
5.	**Finance Officer**	i) Operation Head of Finance, Accounts, Payments, Audit of Accounts Activities of STPI Maharashtra and its sub-centers

Please refer STPI-HQ website www.stpi.in for the Delegation of Powers to Governing Council (GC)/Director General (DG)/Sr. Director/Jurisdictional Directors/ Head (other than Directors) of Centers/Sub Centers

Please refer STPI-HQ website www.stpi.in for the Administrative Powers to Governing Council/Director General/Sr. Director/Jurisdictional Directors/ Head (other than Directors) of Centers/Sub Centers

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

CHAPTER – 5: THE NORMS SET BY STPI FOR THE DISCHARGE OF ITS FUNCTIONS [SEC 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
Please refer to STPI- HQ Website www.stpi.in

CHAPTER – 7 : THE STATEMENT OF CATEGORIES OF DOCUMENTS 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) A Standing Executive Board (SEB) shall be constituted for each State where the STPI has a Centre 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 Centre/Sub-centres, augmentation of facilities, annual plan and budget for each STP and advise the Chief Executive Officer.
(i) Chief Executive Officer, STPI- Director General Chairman
(ii) Deputy Chief Executive Officer, STPI – Sr. Director Vice Chairman

(iii) Head of Program Division for STPI, Member Administrative Ministry/Representative
(iv) Secretary, IT, State Govt./his Member Representative
(v) Commissioner (Custom & Excise)/his Member Representative
(vi) Commissioner (Income Tax)/his Member Representative
(vii) Representatives of local IT industry Member
(viii) Representative of IB Member
(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
Updated up to 31/12/2024

SOFTWARE TEHCNOLOGY PARKS OF INDIA - PUNE
Total Employees (44) – As on 31st December 2024

Sl.No.	EMP ID	NAME	DESIGNATION	CONTACT NO	E-MAIL ID
1	STPI253	Shri Ajay Prasad Shrivastava	Member Technical Staff - E-V (Scientist 'F')	020-22981001	ajay[DOT]shrivastava[AT]stpi[DOT]in
2	STPI178	Shri Ajay Bhosale	Member Technical Staff - E-V (Scientist 'F')	020-22981003	ajay[DOT]bhosale[AT]stpi[DOT]in
3	STPI279	Shri Sachin Purnale	Member Technical Staff - E-IV (Scientist 'E')	020-22981002	sachin[DOT]purnale[AT]stpi[DOT]in
4	STPI303	Ms Sandhya R. Wagh	Member Technical Staff - E-IV (Scientist 'E')	020-22981016	sandhya[DOT]wagh[AT]stpi[DOT]in
5	STPI573	Dr. Amareshwar Kumar Rai	Member Technical Staff - E-IV (Scientist 'E')	020-22981013	amareshwar[DOT]rai[AT]stpi[DOT]in
6	STPI403	Shri Prafulla D. Patinge	Member Technical Staff - E-IV (Scientist 'E')	020-22981005	praful[DOT]patinge[AT]stpi[DOT]in
7	STPI571	Dr. Sanjay Srivas	Member Technical Staff- E-III (Scientist 'D')	020-22981009	sanjay[DOT]srivas[AT]stpi[DOT]in
8	STPI572	Shri Yogeshwar Laxmanrao Ade	Member Technical Staff- E-III (Scientist 'D')	020-22981032	yogeshwar[DOT]ade[AT]stpi[DOT]in
9	STPI177	Shri Jitendra Kulkarni	Member Technical Staff- E-III (Scientist 'D')	020-22981028	jitendra[DOT]kulkarni[AT]stpi[DOT]in
10	STPI50	Shri Avinash	Member	020-	avinash[DOT]k[AT]stpi[DOT]in

	3	Kumar	Technical Staff- E-III (Scientist 'D')	2298100 6	
11	STPI47 7	Shri Manhardan Shivudan Gadhavi	Technical Officer	020- 2298104 7	manhar[DOT]gadhavi[AT]stpi[DO T]in
12	STPI60 1	Shri Allu Chendra Sekhar	Member Technical Support Staff (MTSS) (ES- VI)	020- 2298104 3	chandrasekhar[DOT]a[AT]stpi[DO T]in
13	STPI24 2	Ms Priya Aravind Mandavkar	Member Technical Support Staff (MTSS) (ES- VI)	020- 2298104 8	priya[DOT]mandavkar[AT]stpi[DO T]in
14	STPI64 4	Shri Turerao Kisan Dayanand	Member Technical Support Staff (MTSS) ES-II	020- 2298102 2	kisan[DOT]turerao[AT]stpi[DOT]in
15	STPI063	Shri Rajeev Vig	Sr. Finance Officer (A-VII)	020- 229810 33	rajeev[DOT]vig[AT]stpi[DOT]in
16	STPI147	Ms Karuna Kundan Chavan	Finance Officer Grade-II	020- 229810 46	karuna[DOT]chavan[AT]stpi[DOT]i n
17	STPI074	Shri Dheeraj Kr. Srivastava	Accounts Officer (A-V)	020- 229810 34	dheeraj[DOT]srivastava[AT]stpi[D OT]in
18	STPI271	Shri P.K. Nitin Kumar	Sr. Administrativ e Officer (A- VII)	020- 229810 24	nitin[DOT]p[AT]stpi[DOT]in
19	STPI513	Mr Dadafeer Gaunse	Administrativ e Officer (A- V)	020- 229810 18	dadafeer[DOT]gaunse[AT]stpi.in
20	STPI587	Shri Shivam Kumar Dubey	Administrativ e Officer (A- V)	020- 229810 17	shivamkumar[DOT]dubey[AT]stpi[DOT]in
21	STPI369	Ms Ritu Deogharia	Administrativ e Officer (A- V)	020- 229810 21	ritu[DOT]deogharia[AT]stpi[DOT]i n
22	STPI296	Ms Shilpa Rupesh Hingnekar	Assistant (A- IV)	020- 229810 26	shilpa[DOT]hingnekar[AT]stpi[DOT]in
23	STPI589	Shri Shashwat Malik	Assistant (A- IV)	020- 229810	shashwat[DOT]malik[AT]stpi[DOT] in

				12	
24	STPI599	Shri Cheruku Vasudeva Rao	Assistant (A-IV)	020-22981004	vasudevarao[DOT]ch[AT]stpi[DOT]in
25	STPI537	Shri Bhushan Manik Kankate	Assistant (A-III)	020-22981008	bhushan[DOT]kankate[AT]stpi[DOT]in
26	STPI248	Shri Ravindra D. Patil	Assistant (A-III)	020-22981039	ravi[DOT]patil[AT]stpi[DOT]in
27	STPI481	Shri Anil Kumar Jha	Assistant (A-II)	020-22981045	anil[DOT]jha[AT]stpi[DOT]in
28	STPI179	Shri Hemant Rawade	Member Technical Staff - E-II (Scientist 'C') (MACP)	020-27126616	hemant[DOT]rawade[AT]stpi[DOT]in
29	STPI142	Ms Rajshree Abhay Shinde	Sr. Administrative Officer Grade I	020-22981029	rajshree[DOT]shinde[AT]stpi[DOT]in
30	STPI411	Shri Sanjay D. Darne	Member Technical Staff - E-IV (Scientist 'E')	0712-2227774	sanjay[DOT]darne[AT]stpi[DOT]in
31	STPI239	Shri Pravin G Banait	Member Technical Support Staff (MTSS) (ES-VI)	0712-2227774	pravin[DOT]banait[AT]stpi[DOT]in
32	STPI295	Shri Amol S. Lakras	Administrative Officer (A-V)	0712-2227774	amol[DOT]lakras[AT]stpi[DOT]in
33	STPI290	Shri Parag Modi	Member Technical Staff- E-III (Scientist 'D')	0253-2382835	parag[DOT]modi[AT]stpi[DOT]in
34	STPI092	Shri Shashikant Vasant Patil	Member Technical Support Staff (MTSS) ES-V	0253-2382835	s[DOT]patil[AT]stpi[DOT]in
35	STPI498	Shri Manish Rupchand Meshram	Technical Officer	0240-2473859	manish[DOT]meshram[AT]stpi[DOT]in
36	STPI405	Shri Ashok	Member	022-	ashok[DOT]yadav[AT]stpi[DOT]in

		Kumar Yadav	Technical Staff - E-IV (Scientist 'E')	2839492 6	
37	STPI400	Ms Bhawna Meena	Member Technical Staff- E-III (Scientist 'D')	022-2838490 7	bhawna[DOT]meena[AT]stpi[DOT] in
38	STPI240	Shri Vinayak Kundlik Salve	Member Technical Support Staff (MTSS) (ES-VI)	022-2838490 7	vinayak[DOT]salve[AT]stpi[DOT]in
39	STPI143	Ms Kirti Brahm Dev Sehgal	Assistant (A-IV)	022-2838490 7	kirti[DOT]sehgal[AT]stpi[DOT]in
40	STPI479	Ms Meenal Borkar	Assistant (A-IV)	022-2838490 7	meenal[DOT]borkar[AT]stpi[DOT]i n
41	STPI244	Shri Jayneshkum ar A. Solanki	Assistant (A-IV)	022-2838490 7	jaynesh[DOT]solanki[AT]stpi[DOT] in
42	STPI323	Shri Sachin S. Narule	Member Technical Staff - E-II (Scientist 'C')	0231-2644429	sachin[DOT]narule[AT]stpi[DOT]in
43	STPI205	Shri Dinesh Kumar Bhagat	Member Technical Staff - E-IV (Scientist 'E')	0832-2226828	dinesh[DOT]bhagat[AT]stpi[DOT]i n
44	STPI069	Shri Rajesh Behl	Member Technical Staff - E-II (Scientist 'C')	0832-2226828	rajesh[DOT]behl[AT]stpi[DOT]in

CHAPTER 11
MONTHLY REMUNERATION (IN Rs.) RECEIVED BY EACH OFFICER / EMPLOYEE OF STPI INCLUDING THE SYSTEM O F C O M P E N S A T I O N 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 31/12/2024.

Sl.No.	EMP ID	NAME	DESIGNATION	LEVEL	BASIC PAY
1	STPI253	Shri Ajay Prasad Shrivastava	Member Technical Staff - E-V (Scientist 'F')	13A	171,100
2	STPI178	Shri Ajay Bhosale	Member Technical Staff - E-V (Scientist 'F')	13A	147,600
3	STPI279	Shri Sachin Purnale	Member Technical Staff - E-IV (Scientist 'E')	13	126,800
4	STPI303	Ms Sandhya R. Wagh	Member Technical Staff - E-IV (Scientist 'E')	13	134,500
5	STPI573	Dr. Amareshwar Kumar Rai	Member Technical Staff - E-IV (Scientist 'E')	13	138,500
6	STPI403	Shri Prafulla D. Patinge	Member Technical Staff - E-IV (Scientist 'E')	13	123,100
7	STPI571	Dr. Sanjay Srivas	Member Technical Staff- E-III (Scientist 'D')	12	88,700
8	STPI572	Shri Yogeshwar Laxmanrao Ade	Member Technical Staff- E-III (Scientist 'D')	12	88,700
9	STPI177	Shri Jitendra Kulkarni	Member Technical Staff- E-III (Scientist 'D')	12	102,800
10	STPI503	Shri Avinash Kumar	Member Technical Staff- E-III (Scientist 'D')	12	91,400
11	STPI477	Shri Manhardan Shivudan Gadhavi	Technical Officer	9	61,500
12	STPI601	Shri Allu Chendra Sekhar	Member Technical Support Staff (MTSS) (ES-VI)	7	49,000
13	STPI242	Ms Priya Aravind Mandavkar	Member Technical Support Staff (MTSS) (ES-VI)	7	52,000
14	STPI644	Shri Turerao Kisan Dayanand	Member Technical Support Staff (MTSS) ES-II	2	21,700
15	STPI063	Shri Rajeev Vig	Sr. Finance Officer (A-VII)	11	78,500
16	STPI147	Ms Karuna Kundan Chavan	Finance Officer Grade-II	9	61,500
17	STPI074	Shri Dheeraj Kr. Srivastava	Accounts Officer (A-V)	7	64,100
18	STPI271	Shri P.K. Nitin Kumar	Sr. Administrative Officer (A-VII)	11	69,700
19	STPI513	Mr Dadafeer	Administrative Officer (A-V)	7	49,000

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20	STPI587	Shri Shivam Kumar Dubey	Administrative Officer (A-V)	7	49,000
21	STPI369	Ms Ritu Deogharia	Administrative Officer (A-V)	7	49,000
22	STPI296	Ms Shilpa Rupesh Hingnekar	Assistant (A-IV)	6	49,000
23	STPI589	Shri Shashwat Malik	Assistant (A-IV)	6	38,700
24	STPI599	Shri Cheruku Vasudeva Rao	Assistant (A-IV)	6	42,300
25	STPI537	Shri Bhushan Manik Kankate	Assistant (A-III)	5	35,900
26	STPI248	Shri Ravindra D. Patil	Assistant (A-III)	5	39,200
27	STPI481	Shri Anil Kumar Jha	Assistant (A-II)	4	30,500
28	STPI179	Shri Hemant Rawade	Member Technical Staff - E-II (Scientist 'C') (MACP)	11	96,600
29	STPI142	Ms Rajshree Abhay Shinde	Sr. Administrative Officer Grade I	12	99,800
30	STPI411	Shri Sanjay D. Darne	Member Technical Staff - E-IV (Scientist 'E')	13	123,100
31	STPI239	Shri Pravin G Banait	Member Technical Support Staff (MTSS) (ES-VI)	7	50,500
32	STPI295	Shri Amol S. Lakras	Administrative Officer (A-V)	7	50,500
33	STPI290	Shri Parag Modi	Member Technical Staff- E-III (Scientist 'D')	12	102,800
34	STPI092	Shri Shashikant Vasant Patil	Member Technical Support Staff (MTSS) ES-V	6	46,200
35	STPI498	Shri Manish Rupchand Meshram	Technical Officer	9	54,700
36	STPI405	Shri Ashok Kumar Yadav	Member Technical Staff - E-IV (Scientist 'E')	13	134,500
37	STPI400	Ms Bhawna Meena	Member Technical Staff- E-III (Scientist 'D')	12	96,900
38	STPI240	Shri Vinayak Kundlik Salve	Member Technical Support Staff (MTSS) (ES-VI)	7	52,000
39	STPI143	Ms Kirti Brahm Dev Sehgal	Assistant (A-IV)	6	55,200
40	STPI479	Ms Meenal Borkar	Assistant (A-IV)	6	44,900
41	STPI244	Shri Jayneshkumar A. Solanki	Assistant (A-IV)	6	49,000
42	STPI323	Shri Sachin S. Narule	Member Technical Staff - E-II (Scientist 'C')	11	83,300
43	STPI205	Shri Dinesh Kumar Bhagat	Member Technical Staff - E-IV (Scientist 'E')	13	134,500
44	STPI069	Shri Rajesh Behl	Member Technical Staff - E-II (Scientist 'C')	11	80,900

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, Maharashtra has six sub centers, under the directorate. Each sub center prepares separate budget for each financial year. STPI- Maharashtra centrally manages the budget including sub centers. All payments other than petty expenditure are directly met from STPI- Maharashtra.

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)]

Name of Center	Name of CPIO Sh./Smt.	Designation	Contact No.	Mobile No	Email ID
STPI-HQ	Shri.Sanjay Kumar Gupta	Sr. Director	Phone: +91-11-20815074	9868884082	Sanjay[DOT]Gupta[AT]stpI[DOT]in

Name of Center	Name of APIO Sh./Smt.	Designation	Contact No.	Mobile No	Email ID
Maharashtra	Shri. Jitendra Kulkarni	Joint Director	020-22981000 020-22981028	8308657100	Jitndra[DOT]Kulkarni[AT]stpi[DOT]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
Plate-B, 1st Floor,
Office Block-1, East Kidwai Nagar,
New Delhi-110 023.
Phone: +91-11-24628081 / 24346600
Fax: +91-11-20815076
URL : www.stpi.in

STPI-Maharashtra
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

Sr.No.	Location	Address	Contact Number
1	Mumbai	Udyog Sarathi - MIDC HQ Premises,4th floor, Samruddhi Venture Park, Gala No - 4, Central Road, Andheri (East), Mumbai-400093	+91-22-28343742
2	Nagpur	Plot No-3,IT Park, Parsodi,Near VRCE Telephone Exchange, Nagpur-440022	+91-712-2227774
3	Aurangabad	Plot No-T-25, MIDC, Chikalthana, Aurangabad-431210	+91-240-2473859
4	Nashik	Plot No.IT-1, IT Park, Opp. S.D. Auto, MIDC, Ambad, Nashik-422010	+91-253-2382835
5	Kolhapur	Behind Yalama Temple, Opp. Jai Prabha studio, IT Park, Kolhapur-416012	+91-231-2644429
6	Goa	2nd Floor, Udyog Bhawan, Panaji, Goa-403001	+91-832-2226828

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 :
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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 No:
Fax No.:
E-mail Address: