

PROFORMA

Name of Secretariat Department :

Ports Department

Sl. No.	Name of officer with designation	Designated post (Appellate Authority Information Officer, Assistant Information Officer as the case may be)	Telephone No.	Subject matter dealt with
1.	L. Radhakrishnan IAS, Secretary, Co-operation & Ports	Appellate authority	2327938 (Office) 2518058 (Office) 2340077 (Residence) Mob. 9447033407	Separate sheet attached
2.	Smt. T.S. Geethakumary Joint Secretary, Port Department	Public information officer	0471- 2335456 (Office) 2518659 (Office) 2449124 (Residence)	
3.	Smt. Sabeena Lobo	Assistant public information officer	2518862 (Office) 2304528 (Residence)	

Functioning of various offices of Port Departments under Port Department in Secretariate

Port Department

Kerala is a coastal state situated on the southern tip of the west coast of India. There are 3 intermediate and 11 minor ports under the control of Kerala Post Department. Kayamkulam, Manakhodam, Manjeswaram and Neeleswaram have been declared as new ports. The Port Department provides necessary infrastructure facilities for the smooth export-import operations through the ports in the state besides the following functions were also discharging.

1. Providing assistance to seaman/Fisherman and vessels in distress including display of the weather warning signals.
2. Registration and licensing and annual inspection of Harbour crafts and mechanized fishing vessels.
3. Issue of certificate competency as Master and Driver under Kerala State Ports Harbour Craft Rules 1970.

4. Noting and extending Marine Protests where there are no notary public.
5. Maintenance of local light houses coming under the department.
6. Collection of deptal revenue such as port dues, export and import dues, tug hire charge, crenage fees, rent on port lands, rent on shed and go downs and fee for licensing harbour crafts and mechanized fishing vessels etc.

Hydrographic Survey Wing of Ports Department

Chief Hydrographer, Hydrographic Survey Wing is the head of this department. It was formed in 1967 and no similar establishment in India run by State Government. The department conducts the Hydrographic survey consists of triangulation coast line up on adjoining hinder land of the water mass, sounding operation, current observation of water or around depth, collection of water samples, bottom samples float observation to determine the direction and velocity of surface flow etc.

TECHNICAL INFORMATION CAN BE GIVEN TO PUBLIC FROM HYDROGRAPHIC SURVEY WING,
PORT DEPARTMENT, THIRUVANANTHAPURAM

1. Copy of available Hydrographic Survey Charts by collection fees.
2. Copy of Pre dredging and post dredging charts and all available bathymetric details of dredged areas by collecting fees.
3. Daily Tidal Information of Neendakara and Beypore Harbours.
4. Copy of charts in which coast line and details in hinder land has been depicted.
5. Under water contour levels of survey area.
6. Safest routes for vessels and locality of submerged rocks or any other obstruction in survey area.
7. Bottom samples of selected places where bottom sampling survey has been conducted.
8. All other available Hydrographic survey information of all survey localities where the survey has been previously conducted.

Harbour Engineering Department

Harbour Engineering Department was formed in 1982. It is functioning as a service department to Fisheries Department, Port Department and Hydrographic survey wing. Construction, management, up keeping and maintenance of fishing harbours, fish landing centers (except under the control of Panchyat) of the state are being done through Harbour Engineering Department. The following information can be given to public relating to Harbour Engineering Department.

1. Details of construction of new fishing harbours and fish landing centers in the state except investigation details.
2. Maintenance, toll collection and management details of existing fishing Harbour and fish landing centers.
3. Works relating to fisheries roads.
4. Works relating to providing of drinking water facilities in fisheries villages.
5. Construction of building for fisheries schools and fisheries dispensaries.