

CITIZEN'S CHARTER

DEPARTMENT OF CHEMICALS AND PETROCHEMICALS

Vision

To enable Indian chemical industry to play a leading role in the global market in the chemical & petro-chemical sectors.

Our Mission

To formulate and implement policies and programs for achieving growth and development of the chemicals & petro-chemical sectors in the country.

To foster the spirit of public-private partnership for the over-all development of the above-mentioned sectors of Industry in a sustainable manner with responsibility towards environment and safety of all.

Our Clients

Central government ministries/departments/organizations
Industry Associations
Entrepreneurs of chemicals/petrochemical sectors
Consumers and users of the products and by-products of the Industry

Our Commitment

We are committed to provide impartial, sympathetic and prompt services to the public in matters relating to the chemical and petrochemical industries.

Our commitment is to take prompt steps to provide quick redressal of the grievances of our personnel and public at large.

Our commitment is to formulate policies and initiate consultations with all Industry Associations/stakeholders and to amend them whenever so required.

Our Services

We formulate and implement policies relating to dyestuff and dye intermediates, all organic and inorganic chemicals, molasses (distribution and pricing) petro-chemicals, synthetic rubber and plastics. We assist in meeting the international obligations relating to the Chemical Sector.

Our Activities

The Department has two functional divisions viz. chemicals & petrochemicals. There are two PSUs in chemical sector (Hindustan Organic Chemicals Ltd. (HOCL) and Hindustan Insecticide Ltd. (HIL). The Department also accord financial grants to the autonomous institutes namely Central Institute of Plastic Engineering and Technology(CIPET) and Institute of Pesticides Formulation and Technology(IPET).

Organizational Set-up and Role of the Department

Secretary (C&PC) is assisted by Joint Secretary (Chemicals), Joint Secretary (Petrochemicals) and other officers at the level of Directors, Deputy Secretaries, Under Secretaries and other Secretariat/Technical Officers.

The activities of the department are policy making sectoral planning promotion and development of the Chemicals & Petrochemicals Industries.

Chemical Division

The major activities handled by the Chemical Division relate to facilitating the growth of the Indian Chemical Industry, including pesticides, and to international conventions, industrial licensing/PAB applications, fixation of input-output norms etc. The division is headed by a Joint Secretary, Assisted by Director and Under Secretary on the administrative side and Industrial Adviser, Addl. Industrial Adviser and Deputy Industrial Adviser on the Technical side. Three Sections/Desk serves the work of the division.

Hindustan organic Chemicals Ltd and Hindustan Insecticides Ltd. Are two Public Sector Undertakings in the Chemicals Sector each producing basic organic group of Heavy Chemicals and intermediates such as Nitrobenzene, Hydrogen, Ethylene, Sulphuric Acid, Formaldehyde, Nitro toluene and Concentrated Nitric Acid, Acetic Acid, Caustic Soda, Phenol, Acetone, and H₂O₂ etc. and basic pesticides viz. DDT, Malathion, Butachlor, Endosulphan, Monocrotophos, Dicofol and Mancozeb and their formulations.

Petrochemicals Division

The major activities handled by the Petrochemical Division relate to facilitating the growth of the Petrochemical industry including the plastic processing industry. This division deals with (i) Industrial approvals, Investment application, 100% Export oriented units applications, approvals relating to Gas/Naphtha based cracker complexes, aromatic complexes, synthetic fiber and fiber intermediates, industries, surfactants, Polymers and plastic processing industry, (ii) All matters pertaining to M/s Indian Petrochemicals Corporation and Petrofils Corporation, Limited. All matters relating to OIIB, PDS, PPDA and PPOT schemes, (iii) All matters pertaining to CIPET, Scientific Advisory Committee, Import and Export Policy, pricing and availability of petrochemicals, (iv)

Matters relating to R&D and other technical activities connected with petrochemical, advance license, standard Input Output norms for petrochemicals (v) General matters relating to PC section in Task Force, Policy, and Free trade agreements etc., Joint Commissions, Working Groups for Five Year Plans, Monitoring of implementation of Assam Gas Cracker Project and accrual of socio-economic benefits.

The division is headed by a Joint Secretary, assisted by Director and Under Secretary on the administrative side and Deputy Industrial Advisers on the Technical side. The work of the division is served by three Sections/Desks.

Guidance and Help

Our Information and Facilitation Counter (IFC) is situated in Garage No. 12, Gate No. 3 Shastri Bhavan, New Delhi, and welcomes your phone calls on Telephone No. 23384317.

Dissemination of information in regard to our latest policies and procedures is made available through our Internet web-site at the following address:

www.chemicals.gov.in

Right to Information Act 2005

As per the provisions of the RTI Act 2005, All the relevant information relating to Department of Chemicals & Petrochemicals was made available on the web site in a manner, which is easily accessible and comprehensible to the public. A Central Public Information Officer and Assistant Public Information Officer (APIOs) have been nominated in the department to provide information to the public.

Public Grievance Redressal

A Grievances cell is functioning in the Department in Room No. 414-B Wing, Shastri Bhavan, New Delhi. A Grievance Box has been provided at the Grievance Cell. Appropriate action will be completed within a period of three months of the receipt of complaint. In the event of the person wanting to take up the matter personally, he or she may contact the Director of Grievances, Joint Secretary, Room No. 340-C, A Wing Shastri Bhavan, New Delhi. The designated officer will generally be available for meeting the complainants from 1000 hrs to 1300 hrs every Wednesday.

For further information contact:

Joint Secretary,
Room No. 340-C, A Wing, Shastri Bhavan,
New Delhi,
Tel. No. 23385131
Fax No. 23387222

E-mail: jspc.cpc@nic.in