

# MANUAL UNDER RIGHT TO INFORMATION ACT, 2005

TAMILNADU CIVIL SUPPLIES CORPORATION LIMITED, 12,THAMBUSAMY ROAD, KILPAUK, CHENNAI-600 010

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## **1. INTRODUCTION**

- 1.1 In order to promote transperancy and accountability in the working of every public authority and to empower the citizen to secure access to information under the control of each public authority, the government of India have enacted 'The Right to Information Act, 2005' (RTI Act) which came into force on 15.06.2005. In accordance with the provision of section 4 (1) (b) of this Act, the TNCSC Limited has brought out this manual for information and guidance of the general public.
- 1.2 The purpose of this manual is to inform the general public about this corporation's organisational setup, functions and duties of its officers and employees, records and documents available with the department.
- 1.3 This manual is aimed at the public in general and users of the services, and provides information about the various schemes and programs being implemented by the Government and TNCSC Limited under its administrative control.
- 1.4 The Managing Director of the TNCSC Limited is the Appellate Authority and the Company Secretary is the Public Information Officer. In respect of the Regional Offices and various field points the following are the Appellate authority and Public Information officer:-

<u>At Regional Offices:</u> Senior Regional Manager / Regional Manager will act as Appellate Authority and Deputy Regional Manager / Manager (Administration) / Manager (Accounts) will act as Public Information Officers.

- 1.5 A person requiring any information under the Act contact the above PIOs.
- 1.6 The procedure and fee structure for getting information are as follows:
  - a) A request for obtaining information under sub-section (i) of section 6 of the RTI Act shall be made in writing or through electronic means either in person or by post to the Public Information Officer mentioned in para 1.4 above and must be accompanied by an application fee of Rs. 10/- by cash or by demand draft or bankers cheque drawn in favour of "TNCSC Limited" or Court Fee stamp.

The applicant may also remit the fee under the following head of account through Treasury/ Pay and Accounts Office/State Bank of India/ Reserve Bank of India and produce the challan to the Public Information Officer as an evidence of having remitted the fee. "0075.00 miscellaneous General Services- 800. Other receipts - BK. Collection of fees under Tamilnadu Right to Information (Fees) Rules 2005 "

- (b) For providing information under sub-section (i) of section 7 of the Right to Information Act, the request shall be made as at (a) above and the fees as below should be paid as per the mode at (a) above.
  - i) Rupees two for each page ( in A4 or A3 size paper ) created or copied.
  - ii) actual charge or cost price of a copy in larger size paper.
  - iii) actual cost of price for simpler or models, and
  - iii) for inspection or records, no fees for the first hour; and a fee of Rs.5/- for every one hour (or Fraction thereof) thereafter.
- (c) For providing the information under sub-section (5) of section 7 of the RTI Act, the request shell be made as at (a) above and the fee as below should be paid as per the mode at (a) above.
  - i) For Information provided is diskette or floppy, @ Rs.50/- (fifty) per diskette or floppy; and
  - ii) for information provided in printed from, at the price fixed for each rupees two per page of photocopy for extracts from the publication.
- 1.7 Persons below the poverty line are exempted from the payment of the mentioned in paragraph 1.6 above for seeking information under the Right to Information Act,2005. The list of persons below poverty line approved by the gram panchayat and local bodies will be the basis for claiming this concession. An extract of the list duly certified will be sufficient to avail this concession.
- 1.8 TNCSC Limited Website : www.tncsc.tn gov.in.

#### 2. PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES

- 2.1 TNCSC Ltd is incorporated on 24<sup>th</sup> April 1972 under the Companies Act, 1956. The present authorized share capital of the Company is Rs.50 Crores and paid up capital is Rs.38.68 Crores.
- 2.2 The objectives of the Corporation as formulated by the Tamilnadu State Government are implemented by the Board of Directors of the Corporation.
- 2.3 Working capital requirements are generally met out from the Food Credit limit sanctioned by the Reserve Bank of India operated through the Cash Credit assistance from the State Bank of India. The total turnover (including subsidy) during 2006-2007 was of the order of Rs.3,699 crores.
- 2.4 TNCSC has a regular staff strength of 8,427 as on 30.04.2008 working in Head office, Regional offices, Godowns, Modern rice Mills, Fair price Shops, Petrol Bunk, Gas Unit, Kerosene Bunk and Amudham Departmental Stores spread throughout the State. Besides permanency has been conferred on 5376 Loadmen.
- 2.4 TNCSC owns 195 godowns with capacity of 6.3 lakh MTs and hires Tamil Nadu Warehousing Corporation / Central Warehousing Corporation / Private godowns depending upon the need. There is Operational godown in each Taluk to supply Public Distribution System Commodities.(Annexure-1)

Operational Godowns Buffer Godowns	:	210 1105.
	Total	246 Nos

- 2.5 Runs 23 Modern Rice Mills with about 45,400 Mt. of installed capacity per month. (Annexure-2)
- 2.6 TNCSC runs 1178 fair price shops in23 Districts. (Annexure-3)
- 2.7 It runs 36 Kerosene bunks and 3 Petrol / Diesel Bunks in 3 Districts.(Annexure4)
- 2.8 It runs 27 Amudham Departmental Stores. (Annexure-5)
- 2.9 It runs 6 Gas Units. (Annexure-6)
- 2.10 Organisation Chart is given in the Annexure -7
- 2.11 **Thiru K.SHANMUGAM, I.A.S.,** Secretary to Government, Co-Operation Food and Consumer Protection is the Chairman of this Corporation.

- 2.12 **Thiru K. PHANINDRA REDDY, I.A.S.,** is the Managing Director of the Corporation.
- 2.13 <u>The main activities are :</u>
  - a) **Procurement** of paddy from farmers under decentralised procurement system as per the directions of Government of India. TNCSC Limited has been nominated as an agent by the Government of India, on behalf of Govt. of Tamil Nadu with effect from 1.10.2002 from Kuruvai '2002.
  - b) Paddy so procured, is hulled through its own 21 Modern Rice Mills and about 400 private hulling agents appointed from time to time.
  - c) **Lifting** of rice, wheat and sugar from Food Corporation of India / sugar mills as per the allotment by Central Government under Central pool for Public Distribution System.
  - d) **Purchase** of commodities like Pulses and Oil through Open tenders and distributing them from TNCSC godowns to Puratchi Thalaivar MGR Noon Meal Programme Centres.
  - e) **Supply** of commodities under State sponsored scheme to Old Age Pensioner, Srilanka Refugees and SC&ST Hostels, Police, Fire & Forest Personnel, Fishermen who are not able to enter into sea for 4 months, pregnant and lactating women and adolescent girls.
  - f) Lifting of rice allotted by Central Government from Food Corporation of India and supply for Annapoorna, Anthyodhaya Anna Yojana Scheme, Pilot scheme for adolescent girls Mid day meals Scheme(Free rice for I to Vth std and IV to VIIIth std economically backward students), Sampoorna Gramin Rojgar Yojana Scheme and supply to beneficiaries through retail outlets.
  - g) Supply of cement
  - h) Purchase and distribution of double burner LPG Stove under the scheme of provision of free LPG connections to poor families in Tamil Nadu arranged by the Government of Tamil Nadu.
  - i) Toor Dhall, Urid Dhall, P.Oil, Rava, Maida, Fortified Atta are supplied under special PDS with effect from 14.4.2007.
- 2.14 As per G.O.347,Co-operation, Food & Consumer Protection Dept. dt. 27.9.2002, the TNCSC Limited has been nominated as the authorised agency of Government of India under the Decentralised Procurement System on behalf of the Government of Tamil Nadu. The Corporation will purchase paddy and mill it

through the corporation owned MRMs and Private Hulling Agents, on behalf of Government of India. The Corporation will utilize this stock by way of adjustment under BPL/ APL on Central Pool A/C. For any shortfall, the FCI will release rice. The economic cost for rice converted by the Corporation will be fixed by Government of India. The Government of India will release subsidy / advance subsidy based on the economic cost and at Government of India issue price for APL & BPL rice.

During Kharif Marketing Season 2006-2007, 16,07,803 MTs. of paddy was procured upto 30.09.2007 with the MSP at Rs.580/- per quintal for Common Paddy and Rs.610/- per quintal for Grade "A" Paddy. with an incentive of, Rs.40 per quintal of paddy.

During the current KMS 2007 – 2008 the Govt. have issued orders fixing MSP of Rs.645/- per quintal for Common Paddy and Rs.675/- per quintal for Grade "A" Paddy vide G.O.(D) No.330 Dt.28.9.2007. An incentive of Rs.50/- over and above the MSP was ordered in Government letter No.B1/29246/07-1 dt.16.10.2007 and an additional incentive of Rs.50/- as per Govt. Lr.No.B1/32826/2007-3, Dt.27.11.2007. Further an additional incentive of Rs.50/- was sanctioned by Government of Tamil Nadu from State funds in GO MS No.334 Dt.13.12.2007 Co-Opn, F & C.P. Dept., Chennai-9. The GOI have relaxed the moisture content up to 20% and DDS upto 5% with necessary value cut in GOI letter No.8-1/2008 S&I MCA, F&PD, Dept. of F& PD, New Delhi dated 29.01.2008 up to 21.03.2008. We have procured 11.32. Lakh Mts of paddy till 30.05.08.

- 2.15 The Government of India formulated a new scheme (ANTYODAYA ANNA YOJANA) on 25.10.2000. This scheme envisages identification of the poorest among the poor families and provision of 35 Kgs. of rice per month to such families at Rs.2/- per Kg. For Tamil Nadu 7.45 lakh families have been covered under this scheme by the Central Government.
- 2.16 This scheme was introduced by the State Government on 1st July 1982 for providing Nutritious Noon Meal for 76 lakh children in Tamilnadu and covering 68,826 centres throughout the State. The Corporation supplies Rice, Toor Dhall, Double fortified Salt, Oil, Bengal Gram and Green Gram to this scheme. Govt. of India allocated free rice of 79697 MTs for Mid day meal inrespect of students of 1<sup>st</sup> to 5th standard for the year 2007-2008. Further in respect of educational backward blocks for upper primary education in 11 districts for the students 6<sup>th</sup> to 8<sup>th</sup> standard Government of India have allocated free rice of 1983 MTs with effect from 1.10.2007. The cost is reimbursed by the Government.
- 2.17 Ration commodities like Rice, Sugar & Wheat, are supplied to 35,000 personnel of police, prison, fire, VAC personnel and Forest services upto the rank of Inspector at 50% of PDS issue price. Toor dhall and Black gram dhall, Rava and Maida are also supplied at the subsidised rate as per the rate fixed by the

Government and the concerned Departments reimburse the subsidised amount to Corporation every month.

- 2.18 The Government have introduced the scheme of free supply of rice to the old age pensioners.
  - a) Free supply of 4 Kg. of fine variety of rice per month per head for those who are not taking meals in the Nutritious Meal Programme Centres.
  - b) Free supply of 2 Kg. of fine variety of rice per month per head for those who take meals in the Nutritious Meal Programme Centres.

Value of supply of rice is reimbursed through the respective Collectorates. Total beneficiaries 6,29,650 persons.

- 2.19 Essential commodities are being supplied to the BC, SC & ST Hostels on credit basis at PDS rates and is being settled by the Government. [2,22,475 Nos.]
- 2.20 Sri Lanka refugees are accommodated in the various refugee camps in Tamil Nadu and rice is supplied to them @ Rs.0.57 paise per Kg at the subsidased rates. The difference is reimbursed to the Corporation by the Government. Total beneficiaries 81323 Nos.
- 2.21 The Government of India launched a scheme called "Annapoorna" and the object of the scheme is to ensure food security to indigent Senior Citizens [aged 65 and above] who are eligible for Old Age Pension under the National Old Age Pension Scheme.

Food Security for the aged destitutes entitled "Annapoorna" under which 10 Kgs. of food grains per month to be provided on free of cost to indigent senior citizens who are eligible for Old Age Pension under the National Old Age Pension Scheme.

[No. of beneficiaries : 71,974]

In the G.O.Ms.No.48, Co-operation Food and Consumer Protection Department (B2), Dt:21.01.2003, the Government have permitted Rs.20/- per quintal as retail margin to Co-op., Societies and Rs.30/- per quintal as transport charge.

2.22 G.O.I introduced the scheme for supply of 6 Kg. of rice to pregnant and lactating mothers. As per Tamil Nadu Government G.O.MS 171, Social Welfare and Nutrious Meal Programme Department Dt.21.11.2002, the pilot project is implemented in T.V.Malai and Ramnad Districts, for the supply of 6 Kgs of rice on free of cost to pregnant and lactating women and adolescent girls from the year 2002 – 2003 onwards. From 2006-2007 onwards, the scheme has been restricted only to Adolescent girls.

2.23 With a view to control the rise in prices of pulses edible oil and wheat products in the open market, the Government of Tamil Nadu has ordered to purchase and sell Toor Dhall,Urid Dhall, P.Oil. Rava and Maida through fair price shops with effect from 14.4.2007. The scheme is inforce.

For issue of fortified Atta, 2500 M.Ts. of PDS Wheat are being issued to Roller Flour Mill for converting them in to fortified Atta every month. Toor Dhall, Urid Dhall and P.Oil pouches are procured through tender.

SL.NO.	COMMODITY	RATE PER KG.
1	Toor Dhall	Rs.32/- Per Kg.
2	Urid Dhall	Rs.36/- Per Kg.
3	P.Oil.	Rs.40/- Per Lr.

The selling prices of the above commodities are given below.

This scheme has been extended till July 2008.

- 2.24 As per G.O.Ms.No.259 dated 20.7.2001, wholesale trade of Tea Dust has been entrusted to Tamil Nadu Civil Supplies Corporation for storage in godowns and issue through PDS outlets [TNCSC & Co-Operative Societies]. Initially, the target for sale of Tea Dust fixed per month was 200 MTs i.e. 30 MTs to TNCSC & 170 MTs to Co-Operative Societies. Now, the target has been increased to 300 MTs per month i.e. 50 MTs to TNCSC & 250 MTs to Co-Operative Societies for sale. The sale of Tea is showing good progress.
- 2.25 The Government of Tamil Nadu have announced to provide 3,00,000 free LPG connection and double burner domestic LPG Stove with Suraksha Rubber Hose to the poor families (vide G.O.Ms.No.270 dt.16.11.06) for the year 2006-2007 and accordingly 3,00,000 lakhs pieces of double burner domestic LPG stove and suraksha rubber hose were purchased and issued for the year 2006 2007. Similarly for the year 2007-2008, 8 lakhs LPG connections are to be provided for which TNCSC has purchased 8 lakhs double burner domestic LPG stove and 8 lakhs suraksha rubber hose. Upto 30.05.2008, 6.06 Lakhs stoves were distributed to beneficiaries.
- 2.26 Purchase and sale of Non-rationed commodities at reasonable prices through 27 Amudham Departmental Stores. The annual sales is Rs.13.90 Crores in 2005-2006 and Rs.16.02 Crores in 2006-2007. During 2007-2008, the sales tornover is Rs.19.08 Crores.

S.NO.	DISCRIPTION	PURCHASE PRICE	ISSUE PRICE
01	SC/ST/OBC HOSTEL	Rs.5.65/- per Kg.	Rs.2.00 per Kg.
02	P.D.S.	Rs.5.65/- per Kg.	Rs.2.00 per Kg.
03	BPL	Rs.5.65/- per Kg.	Rs.2.00/- per Kg.
04	APL	Rs.8.30/- per Kg.	Rs.2.00/- per Kg.
05	PTMGRNMP	Rs.8.30/- per Kg.	Rs.9419/- per M.T.
06	O.A.P.		Rs.2.00/- per Kg.
07	SRILANKA		Rs.0.57 per Kg.
	REFUGEES		
08	ANNAPOORNA		Transport Charges
	SCHEME		Rs.500/- per M.T.
			Issue at free of cost
09	AAY	Rs.3.00/- per Kg.	Rs. 2.00/- per Kg.
10	POLICE & FIRE		
	SERVICE, FOREST		
	PERSONNEL		
	RICE,SUGAR,		
	WHEAT		Issue at 50% of cost.
			Issue at subsidised rate
	DHALL,BLACKGRA		fixed by Government.
	M, RAVA & MAIDA		Claim with Government
			for balance cost.
11	SGRY	Nil	Nil
12	SUGAR	Rs.13.89 per Kg	Rs.13.50 per Kg
13	WHEAT	Rs. 6.10 per Kg	Rs. 7.50 per Kg
14	SALT (ARASU)	Rs. 2.50 per Kg.	Rs. 3/- per Kg.
15	FREE FLOW SALT	Rs. 3.20 per Kg.	Rs. 4/- per Kg.

### 2.27 PURCHASE PRICE & ISSUE PRICE / RATE OF CLAIM:

## 2.28 SCALE OF SUPPLY OF COMMODITIES

S.NO.	. COMMODITY		SCALE	E OF SUPPLY		
1	RICE:		One and and	d half unit (one ac l one child)	- 12 Kgs. per lult - 14 Kgs. per	month
				its (two adults or Ilt with 2 children	- 16 Kgs. per	month
			adults a	d half units (two and one child or of ith three children)	ne - 18 Kgs. per	month
			Three u	inits and above	- 20 Kgs. per	month.
				cardholders can lieu of rice entit	opt for 3 additi lement.	onal Kgs. of
2	SUGAR:		One per	rson	- 500 gms, per	month
			2 perso	ns ·	- 1 Kg. per - 1.5 Kg. per	month
			3 perso	ns ·	- 1.5 Kg. per	month
					- 2 Kgs. per	
3	WHEAT:				- 10 (Ten) Kgs per	card district
			and hea	adquarters	per month	· · · · · · · · · · · · · · · · · · ·
					(subject to ava	anadinty)
			Other a	reac	- 5 (Five) Kgs per	r card
			Other a	icas	per month	caru
					(subject to ava	ailability)
<u>Sl.No</u>	.4 KEROSENE:				(540)00000 440	
S1.	DESCRIPTION	CHEN	INAI	ALL	ALL TOWN	VILLAGES
No		CITY DISTE		MUNICIPALITY	PANCHAYATS	
i.	Card holders who	10 Li	t.	6 Lit.	5 Lit.	3 Lit.
	have no LPG					
	connection					
ii.	Cardholders who	3 Lit.		3 Lit.	3 Lit.	3 Lit.
	have got LPG single					
	cylinder connection					
iii.	Cardholders who	-Nil-		-Nil-	-Nil-	-Nil-
	have got LPG					
	double cylinder					
	connection.					

#### 3. LIST OF RULES, REGULATIONS , INSTRUCTIONS, MANUALS AND ORDERS HELD BY THE CORPORATION

#### 3.1 Manuals

- i) Q.C. MANUAL
- ii) HULLING MANUAL
- iii) GODOWN MANUAL

Copies of the rules and regulations, Instructions and records can be obtained from the concerned Information Officer of the Corporation.(as given at page No:2, vide 1.4)

#### 3.2 Official Documents

- i) Policy note.
- ii) Budget document relating to the Corporation.

#### 4. REGIONAL OFFICE ADDRESS AND TELEPHONE NUMERS

SL.NO.	ADDRESS	STD	TELEPHONE
		CODE	NUMBERS
01.	CHENNAI (NORTH)REGION,		28351504
	7, CONRON SMITH ROAD,	044	28351514
	GOPALAPURAM,		28351565
	CHENNAI (NORTH),		
	CHENNAI - 600 086.		
02	CHENNAI (SOUTH)REGION,		28351504
	7, CONRON SMITH ROAD,	044	28351514
	GOPALAPURAM,		28351565
	CHENNAI (SOUTH)		
	CHENNAI -600 086.		
03.	KANCHEEPURAM REGION,		27237135
	WANDAWASI ROAD,	044	
	PALLAVAN NAGAR,		
	HOUSING BOARD ,		
	KANCHEEPURAM – 631 502.		
04.	THIRUVALLUR REGION,	044	27664016
	6, LAL BAHADUR STREET,		27662417 / 18
	PERIYA KUPPAM,		
	THIRUVALLUR – 602 001.		
05.	TIRUVANNAMALAI REGION,	04175	233039
	SIDCO COMPLEX,		233541
	VELLORE ROAD,		232582
	VENGAIKAL,		
	TIRUVANNAMALAI – 606 604.		

06.	VELLORE REGION,	0416	2264590
	PALAVANSATHUKUPPAM,		
	BAGAYAM,		
	VELLORE - 632 001.		
07.	DHARMAPURI REGION,	04342	233541
	SALEM MAIN ROAD,		232582
	NEAR COLLECTORATE,		
	DHARMAPURI- 636 705		
08.	KRISHNAGIRI REGION,	04343	235416
	CHENNAI BYE PASS ROAD,		235421
	GODOWN COMPLEX,		
	KRISHNAGIRI.		
09.	SALEM REGION,	0427	2282011
	528, THIRUCHY MAIN ROAD,		
	SEELANAICKEN PATTY POST,		
	SALEM- 636 201.		
10.	NAMAKKAL REGION,	04286	280280
	109B, SALEM ROAD,		281207
	NAMAKKAL.		
11.	ERODE REGION,	0424	2410534
	10/38A, HOUSING UNIT,		2495307
	NASIYANOOR ROAD,		
	ERODE-638 001.		
12.	COIMBATORE REGION,	0422	2440221
	GOUNDAMPALAYAM,		2440272
	COIMBATORE-641 030.		
13.	NILGIRIS REGION,		
	198, NILGIRIS GOODS SHED ROAD,	0423	2443945
	UTHAGAMANDALAM-643 001.		
14.	CUDDALORE REGION,		
	POST BOX NO.30,	04142	221623
	NELLIKUPPAM ROAD,		
	SEMMANDALAM,		
	CUDDALORE -607 001.		
15.	VILLUPURAM REGION,		
	POST BOX NO.64,	04146	223605
	1/12, CHENNAI ROAD,		223492
1.6	VILLUPURAM-605 602.	0.12.52	005001
16.	THANJAVUR REGION,	04362	235321
	P.B.NO 69 SACHIDHANANTHA		
	MOOPANAR ROAD ,( NEAR		
	MEMBALAM).		
17	THANJAVUR 613 001	0.42.57	251202/ 2512/2
17.	NAGAPATTINAM REGION,	04365	251393/ 251843
	COLLECTORATE COMPELEX		
	NAGAPATTINAM- 611 001		

18.	THIRUVARUR REGION,	04366	226899
	VILAMAL POST, MANNARGUDI		222542
	ROAD,		
	THIRUVARUR		
19.	TRICHY REGION,	0431	2464346
	COURT COMPLEX,		
	CONTONMENT,		
	TRICHY-620 001		
20	PERAMBALUR REGION,	04328	225957
	PERAMBALUR GODOWN COMPLEX,		
	THORAMANGALAM,		
	PERAMBALUR-621 220		
21	KARUR REGION,	04324	240456
	COLLECTORATE COMPLEX,		
	GUGILAMBARI ROAD, KARUR-1		
22.	PUDUKKOTTAI REGION,	04322	221667
	THIRUKKOKARNAM,		
	KALYANARAMAPURAM,		
	POST BOX NO 17,		
	PUDUKKOTTAI-620 002.		
23	DINDUGUL REGION,	0451	2461918
	MASTER PLAN COMPLEX,		
	COLLECTORATE,		
	DINDIGUL-624 001.		
24	THENI REGION,	04546	264509
	BODI ROAD,		
	THENI-625 531.		
25.	MADURAI REGION,	0452	2534279
	WARD NO.10,		
	KURUVIKKARAN SALAI,		
	ARIGNAR ANNA NAGAR,		
	MADURAI – 623 020.		
26.	RAMNATHAPURAM REGION,	04567	230539
	COLLECTORATE MASTER PLAN		
	COMPLEX,		
	RAMANATHAPURAM- 623 503.		
27.	VIRUDHUNAGAR REGION,	04562	252607
	COLLECTORATE COMPLEX,		
	VIRUDHUNAGAR-626 001.		
28.	SIVAGANGAI REGION,	04575	240383
	COLLECTORATE COMPLEX,		
	SIVAGANGAI-623 562.		

29.	TIRUNELVELI REGION,	0462	2572772
	9F, SAINT THOMAS ROAD,		
	MAHARAJA NAGAR,		
	PALAYAMKOTTAI,		
	TIRUNELVELI-627 011.		
30.	TUTICORIN REGION,	0461	2340504
	SIPCOT COMPLEX,		
	MILAVITTAN,		
	TUTICORIN-628 008.		
31.	KANNIYAKUMARI REGION,	04652	261214
	KONAM, NAGARCOIL ROAD,		
	KANNIYAKUMARI-629 004.		

## 5. MONTHLY REMUNERATION RECEIVED BY EACH OF THE OFFICERS AND EMPLOYEES

SL. NO.	DESIGNATION	SCALE OF PAY IN RUPEES.
01	CHAIRMAN / MANAGING DIRECTOR	IAS CADRE
02	FA & CAO / C.E	14300-400-18300
03	GENERAL MANAGER /	12000-375-16500
	VIGILANCE OFFICER	
04	EXECUTIVE ENGINEER	10000-325-15200
05	SENIOR MANAGER / SENIOR REGIONAL	9100-275-14050
	MANAGER	
06	COMPANY SECRETARY	8000-275-13500
07	MANAGER / REGIONAL MANAGER /	8000-275-13500
	ASSISTANT EXECUTIVE ENGINEER	
08	DEPUTY MANAGER / DIVISIONAL	6500-200-10500
	ACCOUNTANT / ASSISTANT ENGINEER /	
	JUNIOR ENGINEER / DEPUTY REGIONAL	
	MANAGER / DRAUGHTSMAN GRADE-I	
09	ASSISTANT MANAGER	5900-200-9900
10	SUPERINTENDENT / PROGRAMMER /	5700-175-9000
	NETWORK ADMINISTRATOR	
11	DRAUGHTSMAN GRADE-II /	5500-175-9000
	ELECTRICAL FOREMAN	
12	QUALITY INSPECTOR / SERVICE ENGINEER /	5300-150-8300
	SHIFT ENGINEER / STENO-TYPIST GRADE-I	
13	STENO-TYPIST GRADE-II	5000-150-8000
14	FOREMAN	4300-100-6000
15	ASSISTANT QUALITY INSPECTOR / STENO-	4000-100-6000
	TYPIST GRADE-III / ASSISTANT / TECHNICAL	
	ASSISTANT / DRAUGHTSMAN GRADE-III /	
	BOILER OPERATOR	

16	MILL OPERATOR / MILL ELECTRICIAN /	3625-85-4900
	WELDER CUM FITTER	
17	ASSISTANT DRAUGHTSMAN / JUNIOR	3200-85-4900
	ASSISTANT / DRIVER	
18	ASSISTANT STORE KEEPER / ELECTRICIAN	3050-75-3950-80-4590
	ASSISTANT OPERATOR	
19	BILL CLERK / PLUMBER	2750-70-3800-75-4400
20	TELEPHONE ATTENDER / LAB ATTENDER /	2610-60-3150-65-3540
	RONEO OPERATOR / RECORD CLERK / BLUE	
	PRINT OPERATOR	
21	VEHICLE ATTENDER / OFFICE ASSISTANT/	2550-55-2600-60-3200
	GARDENER / WATCHMAN/CARWAY BOYS /	
	PACKERS / SWEEPERS ETC.,	

#### 6. LIST OF BOARD AND COMMITTEE MEMBERS

#### 6.1 List Of Board Of Directors

- THIRU K. SHANMUGAM, I.A.S., Chairman / Secretary to Government, Co-operation, Food & Consumer Protection Dept., Secretariat, CHENNAI-600 009.
- THIRU K. PHANINDRA REDDY, I.A.S., Managing Director, T.N.C.S.C.Limited, CHENNAI-600 010.
- THIRU SURJIT K CHAUDHARY, I.A.S., Agricultural Production Commissioner & Secretary to Government, Agriculture Department, Secretariat, CHENNAI-600 009.
- 4. THIRU R. BUHRIL, I.A.S., Chairman and Managing Director, Tamil Nadu Warehousing Corporation, CHENNAI-600 032.
- THIRU JATINDRANATH SWAIN, I.A.S., Registrar of Co-operative Societies, N.V.Natarajan Maaligai, Kilpauk, CHENNAI-600 010.
- THIRU K.RAJARAMAN, I.A.S., Commissioner of Civil Supplies & Consumer Protection, Chepauk, CHENNAI-600 005.

- THIRU M. JAYARAMAN, I.A.S., District Collector, Nagapattinam District, NAGAPATTINAM.
- 8. THIRU C. VIJAYARAJKUMAR, I.A.S., District Collector, Thanjavur district, THANJAVUR.
- 9. THIRU M.CHANDRASEKARAN, I.A.S., District Collector, Tiruvarur district, TIRUVARUR.
- Dr. P.UMANATH, I.A.S., Deputy Secretary to Government, Finance Department Fort Saint George, CHENNAI-600 009.

#### 6.2 Board Sub-Committee Members:

01	COMMISSIONER OF CIVIL SUPPLIES	CHAIRMAN
02	MANAGING DIRECTOR, TNCSC LIMITED	MEMBER
03	DEPUTY SECRETARY (BUDGET) FINANCE DEPARTMENT	MEMBER

#### 6.3 Tender Scrutiny Committee Members

01	F.A & C.A.O.,	MEMBER
02	CONSTRUCTION ENGINEER	MEMBER
03	GENERAL MANAGER (BUSINESS)	MEMBER
04	SENIOR MANAGER ( QUALITY CONTROL)	MEMBER
05	SENIOR MANAGER(MARKETING)	MEMBER
06	SENIOR MANAGER(COMMERCIAL)	MEMBER
07	MANAGER (ENGINEERING)	MEMBER
08	COMPANY SECRETARY	MEMBER

F:CGM/BD2/RTI-MANUAL-1.DOC

## ANNEXURE - 1

## LIST OF GODOWNS AS ON 30 04 08

Sl.No	Region	No.of	No.of
		Owned Godowns	Hired Godowns
1	Chennai (North )	3	2
2	Chennai (South )	3	1
3	Coimbatore	6	5
4	Cudalore	5	1
5	Dharmapuri	4	1
6	Dindigul	5	3
7	Erode	4	4
8	Kanchipuram	5	2
9	Kanniyakumari	3	1
10	Karur	2	2
11	Krishnakumari	5	-
12	Madurai	7	1
13	Nagapattinam	5	4
14	Namakkal	4	-
15	Nilgiris	4	2
16	Perambalur	5	-
17	Pudukottai	7	-
18	Ramanathapuram	7	-
19	Salem	3	5
20	Sivagangai	5	1
21	Thanjavur	8	3
22	Theni	4	1
23	Thiruvannamalai	6	1
24	Thirunelveli	8	1
25	Thiruvallur	5	3
26	Thiruvarur	9	-
27	Trichy	6	1
28	Tuticorin	7	1
29	Vellore	6	3
30	Villupuram	9	-
31	Virudhunagar	7	2
	Total	195	51

Owened Godowns: 195

Hired Godowns : 51

Total : 246

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## ANNEXURE -II

SL	NAME OF THE MRM	CAPACITY	NAME OF THE REGION
NO		PERDAY	
		(ALL IN MTs.)	
01	AMMANPET	100	
02	PATTUKOTTAI	80	THANJAVUR
03	THIRUNAGESWARAM	100	
04	SUNDARAKOTTAI	100	TIRUVARUR
05	THIRUVARUR	92	
06	AKKUR (R)	48	
07	ERUKKUR-PH-I	100	NAGAI
08	ERUKKUR-PH- II	100	
09	SITHARKADU	100	
10	CHIDAMBARAM (R)	56	CUDDALORE
11	NEYVELI	100	
12	ADAVATHUR	56	TRICHY
13	KADACHANENDAL	100	MADURAI
14	MANAMADURAI	100	SIVAGANGA
15	POLLACHI (MAIN.) (R)	56	
16	POLLACHI (ADDL.) (R)	40	COIMBATORE
17	THALAIYUTHU	100	TIRUNELVELI
18	CHEYYAR-(MAIN) (R)	56	
19	CHEYYAR (ADDL.) (R)	40	TIRUVANNAMALAI
20	POLUR	100	
21	KALLA KURICHI (R)	56	
22	THIRUKOILUR (R)	56	VILLUPURAM
23	THIMMAVARAM	80	KANCHEEPURAM
	TOTAL	1816	

 $1816 \text{ M.T} \ x \ 25 \ days = 45400 \ \text{M.T}$ 

## <u>ANNEXURE-III</u>

## DETAILS OF AMUDAM RETAIL SHOPS IN EACH REGIONS

SL. NO.	NAME OF THE REGION	NO.OF SHOPS
01	CHENNAI (N)	229
02	CHENNAI (S)	122
03	COIMBATORE	62
04	DHARMAPURI	30
05	DINDUGUL	16
06	ERODE	14
07	KANCHEEPURAM	30
08	KANNIYAKUMARI	109
09	KARUR	2
10	KRISHNAGIRI	28
11	MADURAI	28
12	NAMAKKAL	36
13	NILGIRIS	24
14	PERAMBALUR	3
15	PUDUKKOTTAI	17
16	RAMNAD	19
17	SIVAGANGAI	19
18	TRICHY	19
19	TIRUNELVELI	210
20	THIRUVALLUR	7
21	T.V.MALAI	3
22	TUTICORIN	85
23	VELLORE	41
24	VIRUDHUNAGAR	25
	TOTAL	1178

**Note :** In the following regions there are no Amudham Retails Shops.

1) Thanjavur 2) Nagai 3) Thiruvarur 4) Villupuram 5) Cuddalore 6) Theni and 7) Salem

## <u>A N N E X U R E - IV</u> LIST OF KEROSENE BUNKS

SL	NAME OF THE REGION	NAME OF THE BUNK	NO.OF
NO			BUNKS
01	CHENNAI(N)	ANNANAGAR (G)	
		COMPLEX	
		MUGAPAIR EAST	
		MMDA ARUMBAKAM	
		MADURAVAYAL	
		PERIAR NAGAR	
		NAMMALVARPET	
		MINI(G) COMPLEX	
		KORUKKUPET	
		SACHITANAM MARKET	9
02	CHENNAI(S)	GOPALAPURAM	
		NANDANAM	
		KOTTUR	
		RR COLONY	
		RAYAPETTAI	
		KANIGAPURAM	6
03	COIMBATORE	PERIYANAYAKKAN	
		PALAYAM	
		PONGULAR	
		GOWNDANPALAYAM	
		POOSARIPALAYAM	
		POLLACHI	5
04	DHARMAPURI	PENNAGARAM	1
05	MADURAI	V.K.PURAM	1
06	NILGIRIS	OOTY	1
07	NAMAKKAL	SENTHAMANGALAM	
		KUMARAPALAYAM-1	
		KUMARAPALAYAM-2	3
08	TIRUNELVELI	MALAPALAYAM-1	
		MALAPALAYAM-2	
		SAMANATHAPURAM	3
09	TRICHY	SUBRAMANIYAPURAM	
		COURT COMPLEX	2
10	TUTICORIN	SRI VAIKUNDAM	1
11	VELLORE	TIRUPATTUR	1
12	VILLUPURAM	KALLAKURUCHI	1
13	VIRUDHUNAGAR	PAVALIROAD	
		NARAYAMANDAM	2
	TOTAL 36		

## <u>ANNEXURE-V</u>

## LIST OF AMUDHAM DEPARTMENTAL STORES

SL NO	NAME OF THE REGION	NAME OF THE ADS	NO.OF ADS
1	CHENNAI	Anna Nagar - Main	
		Anna Nagar - West	
		Shanthi colony	
		Avadi	
		Periyar Nagar	
		MMDA colony	
		Chinmaya Nagar	
		Nandanam	
		Tambaram	
		Ashok Nagar	
		K.K.Nagar - West	
		Munusamy salai	
		Head office	
		Porur	
		Anna Nedumpathai	
		Arcot road	
		R.K.Mutt road	
		V.M. Street	
		Gopalapuram	
		C.P.R. Road	
		Indhira Nagar	
		Thiruvanmiyur	22
2	CUDDALORE	Cuddalore	
		Thirupathripuliyur	
		Neyveli-17	]
		Neyveli-19	]
		Neyveli-29	5
		TOTAL	27

## <u>ANNEXURE-VI</u>

## LIST OF LPG GAS UNIT

SL	NAME OF THE REGION	PLACE
NO		
01	TIRUVANNAMALAI	ARANI
02	TRICHY	TRICHY
03	OOTY	OOTY
04	RAMANATHAPURAM	MANDAPAM
05	RAMANATHAPURAM	RAMESWARAM
06	KANCHEEPURAM	CHENGALPATTU



