

Introduction

Container Corporation of India Ltd (CONCOR), A Govt. of India Enterprise, has taken concrete actions to provide information to the citizens of the country in accordance with the Right to Information Act, 2005 (Act). This section of CONCOR's official website along with other relevant sections contain information as required to be published under Section 4 (1)(b) of the Act.

INFORMATION UNDER SECTION 4, 1, (b) UNDER RIGHT TO INFORMATION ACT 2005 IS GIVEN BELOW

- Particulars of Organisation
- Powers and duties of officers of CONCOR
- Procedure followed in decision making process and norms set by it for discharge of functions
- Various rules, regulations, instruction manuals and guidelines
- Statement of the documents that are kept by CONCOR
- Particulars of any arrangement that exists for consultation with the members of the public in relation to formulation of CONCOR policies and implementation thereof

- Statement of the board, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meeting of those boards, committees and other bodies are open to the public or the minutes of such meeting are accessible for public.
- Directory of Officers of CONCOR
- Statement of Monthly remuneration Received by each of its Officers and Employees including system of compensation as provided in its Regulations.
- Budget for the year 2007-2008
- Details in respect of the information available to or held by it reduced in electronic form
- Name, designation and other particulars of the Public information Officers Central Assistant Public Information Officer
- Other information as may be prescribed
- Application-seeking information under section 6 of the Right to Information Act 2005

Particulars of Organization

Container Corporation of India Ltd. (CONCOR), is a Central Public Sector Undertaking in which the President of India, presently holds 63.08% of the total paid up share capital of Rs.64.99 crore. The share holding pattern of CONCOR as on 30-06-2011 is as under :

[Shareholding Pattern as on 30.06.2011](#)

[Organisational pattern of CONCOR](#)

Powers and Duties of Officers of CONCOR

S. No	Name	Designation & Address	Duties
1	Sh. K.K. Srivastava	Chairman (Non- Executive), Member Traffic, Railway Board	Non Executive Chairman (Govt. Nominee) Chairing the Board Meetings.
2	Sh. Anil Kumar Gupta	Managing Director	Functional Head of CONCOR and overall incharge of entire business of CONCOR.
3	Sh. Yash Vardhan	Director (Intl. Marketing & Ops.)	Incharge of International Business operations of CONCOR.
4	Ms. P Alli Rani	Director (Finance)	Incharge of all Financial/ Accounting matters.
5	Sh. Harpreet Singh	Director (Projects & Services)	Incharge of Projects, Planning & Development.
6	Sh. K. Rajeswara Rao	Chief Vigilance Officer Corporate Office, New Delhi	Incharge of all Vigilance related matters.
7	Sh. Shahnawaz Ali	Director (Domestic)	Incharge of All Domestic marketing.
8	Sh. Anurag Mathur	Executive Director (MIS)/ Corporate Office/ New Delhi	Incharge of all matters related to MIS.
9	Sh. Sushil Kumar	Executive Director/ Northern Region/ Tughlakabad	Overall incharge of all matters relating to Northern Region
10	Sh. Ajay Anand	Executive Director/North Central Region/ Noida	Overall incharge of all matters relating to North Central Region
11	Sh. Arvind Bhatnagar	Executive Director/ Western Region, Mumbai	Overall Incharge of all matters relating to the Western Region
12	Sh. Harish Chandra	Group General Manager(Finance & Accounts)/ Corporate Office/ New Delhi	Company Secretary
13	Sh. K.U. Thankachan	Chief General Manager/ Central Region/ Nagpur	Overall incharge of all matters relating to the Central Region.
14	Sh. Prasant Kumar Sahu	Chief General Manager/ Eastern Region/ Kolkata	Overall incharge of all matters relating to the Eastern Region
15	Sh. K. Raveen Kumar Reddy	Chief General Manager/ Southern Region/ Chennai	Overall incharge of all matters relating to the Southern Region
16	Sh. V. Kalyana Rama	Chief General Manager/ South Central Region/ Hyderabad	Overall incharge of all the matters relating to the South Central Region.

17	Sh. A. Vasu Deva Rao	Group General Manager(C&O)/ North Central Region/ Noida	Incharge of all matters relating to Commercial & Operations.
18	Sh. Sanjay Swaroop	Chief Manager/ Northern Region/ Tughlakabad	Incharge of all matters relating to the ICD/TKD
19	Sh. Amit Kumar Singh	Chief General Manager/ North West Region/ Ahemadabad	Overall incharge of all the matters relating to the North West Region.
20	Sh. B. Singaiah	Group General Manager (F&A)/ Southern Region/ Chennai	Incharge of all matters relating to Finance & Accounts.
21	Sh. M.K. Akhouri	Group General Manager (International Marketing)/ Corporate Office/ New Delhi	Incharge of marketing and business in the international segment
22	Sh. N.L. Mankoja	Group General Manager (P&D)/ Corporate Office/ New Delhi	Incharge of Planning & Development
23	Sh. Amit Chaudhri	Group General Manager (Operations & Training)/ Corporate Office/ New Delhi	Incharge of CONCOR Rail Operations and Training .
24	Sh. Ved Pal	Group General Manager (Engg.)/ Corporate Office/ New Delhi	Incharge of Civil & Engg. Projects.
25	Sh. Ashutosh Gangal	Group General Manager (Tech)/ Corporate Office/ New Delhi	Incharge of Technical Department.
26	Sh. Alok Kumar	Group General Manager (Tech-1)/ Corporate Office/ New Delhi	Incharge of Technical Department.
27	Sh. Rajeev Bhardwaj	Group General Manager (HR)/ Corporate Office/ New Delhi	Incharge of HR Department
28	Sh. Surinder Kumar	Group General Manager(Engg) Planning/ Corporate Office/ New Delhi	Incharge of Engg. Projects
29	Sh. Deepak Kapoor	Group General Manager/(Logistics & Air Cargo)/ Corporate Office/ New Delhi	Incharge of Marketing & Business in Air Cargo & Shipping Segment
30	Sh. Man Mohan Batra	Group General Manager(Comm.II)/ Corporate Office/ New Delhi	Incharge of Commercial & Domestic matters
31	Sh. Vijay Kumar Paul	Group General Manager(Finance & Accounts)/ Northern Region/ Tughlakabad	Incharge of all matters relating to Finance & Accounts
32	Sh. K. Narayan	Group General Manager (Strategic Planning)/ Corporate Office/ New Delhi	Incharge of all matters relating to Strategic Planning
33	Smt. Neeru	Group General Manager(MIS)/ Corporate Office/ New Delhi	IT hardware & Software Incharge of procurement & maintenance of
34	vacant	Group General Manager (Customs)/ Corporate Office/ New Delhi	Incharge of all matters relating to Customs.
35	Sh. Shrinivas Chandrashekar Mudgerikar	Group General Manager (C&O)/ Western Region, Mumbai	Incharge of matters related to Commercial & Operations.
36	Sh. Sanjay Bajpai	Group General Manager(C&O)/ Northern Region/ Tughlakabad.	Incharge of matters relating to Commercial & Operations in Northern Region.
37	Sh. N. Sreekumar	Group General Manager(C&O)/ Southern Region/ Chennai	Incharge of matters relating to Commercial & Operations in Southern Region.
38	Sh. Rahul Mithal	Group General Manager (Tech.)/ Northern Region/ Tughlakabad.	Incharge of matters relating to Technical in Northern Region.

39	Sh. K.Prabhakaran	Sr. General Manager (Vigilance)/ Corporate Office/ New Delhi	Incharge of all Vigilance related matters.
40	Sh. Sharad Verma	Group General Manager (C&O)/ Eastern Region/ Kolkata.	Incharge of Commercail and Opeartions matters.
41	Sh. R. Dhananjayulu	Group General Manager (C&O)/ South Central Region/ Hyderabad	Incharge of Commercail and Opeartions matters.

- CONCOR is a company managed by its Board of Directors, constituted under the companies ACT, consisting of Government of India nominees and independent Directors.
- The day-to-day activities of CONCOR are managed under the leadership of the Board of Directors assisted by the in-charge of the respective departments.
- Detailed execution of the job is being done under the leadership of the in-charge of the respective departments.

Various rules, regulations, instruction manuals and guidelines

- Corporate policy decision of running the businesses of CONCOR is being taken, depending upon the changing scenario of the Business by the Board of Directors.
- The day to day activities to be carried out are being decided by the respective departments and are being executed in conformity with the Corporate decision taken by CONCOR in the meeting of its Board of Directors.
- Since CONCOR is formed under the Companies Act, accordingly company is working within the purview of regulations framed in this regard by way of Memorandum and Articles of Association.

Statement of the documents that are kept by CONCOR

Documents required to be kept under various statutes such as

- . • the Companies Act
- . • SEBI Act
- . • Listing Agreement
- . • any other statute

Documents relating to the business carried out by CONCOR.

Particulars of any arrangement that exists for consultation with the members of the public in relation to formulation of CONCOR's policies and implementation thereof

- CONCOR being a commercial organisation for provision of logistics services, there is no formal committee or forum where representatives of the public can

- attend to formulate policies for ICD, DCT/CFS operations and transport of containers and/or implement such policies
- CONCOR, however, collects customers' feedback by various modes of communication and carries on its business by satisfying various customers needs in the business interest of CONCOR.

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 meeting of those boards, councils, committees and other bodies are open to the public or the minutes of such meeting are accessible for public

Board of Directors is constituted following the provisions of the Companies Act, 1956 consisting of Government of India nominees and independent directors.

While decision taken or minutes of the meeting of the Board of Directors are not accessible by the public, important decisions regarding the company and/or its management are being communicated to the statutory authorities as also to the public as required under the law from time to time. However company is publishing the Annual Report of the company for its functioning and this can be viewed in company website "concorindia.com"

Directory of Officers of CONCOR

Information regarding officers of CONCOR can be viewed on company website as under:

[Directory of Officers of CONCOR](#)

Statement On Monthly Remuneration Received By Each of Officers & Employees Including System of Compensation As Provided In Its Regulations

The remuneration of the Employees of the Company is governed by the guidelines of the Department of Public Enterprises, Government of India and evolved by the company duly approved by its BOD. The pay scales of Employees are on Industrial DA pattern.

Pay scales of Executives (Effective from 01.01.2007)Grade Code	Pay Scale (in Rs.)	Representative Designation	No. of Employees as on 01.01.2012
Sc-A	80000-125000	Managing Director	1
Sc-B	75000-100000	Director	4

SC-B	75000-100000	CVO	1
E-9	62000-80000	Executive Director	4
E-8	51300-73000	Group General Manager / CGM	30
E-7	43200-66000	Sr. General Manager / RGM	18
E-6	36600-62000	General Manager	23
E-5	32900-58000	Dy. General Manager	19
E-4	29100-54500	Sr. Manager	24
E-3	24900-50500	Manager	25
E-2	20600-46500	Dy. Manager	56
E-1	16400-40500	Asst. Manager	40
S3	14100-36200	Sr. Supervisor / Pvt. Secretary III	58
S2	12800-32200	Supervisor /Pvt. Secretary – II	49
S1	11800-28600	Asst. Supervisor / Pvt. Secretary - I	71
Pay scales of Workmen (Effective from 01.01.2007)Grade Code	Pay Scale (in Rs.)	Representative Designation	No. of Employees as on 01.01.2012
N-7	11425-25300	Sr. Executive / Sr. Secretary / Sr. Technical Executive	104
N-6	11060-23400	Executive / Secretary / Technical Executive	86
N-5	10280-23300	Jr. Executive / Jr. Secretary / Jr. Technical Executive	119
N-4	9500-21600	Asst. Executive / Steno Grade – II / Asst. Technical Executive	292
N-3	9120-20500	Sr. Asst. / Steno Grade –I	93
ON-2	7980-19100	Sr. Helper	51
N-1	7600-17900	Helper	6

The Annual Increment is 3% of Basic Pay and the same will be rounded off to the next multiple of rupees ten.

Employee Benefits

In addition to the above following allowances, reimbursements, perks, advances, incentives, leave as per rule, group insurance, retirement benefits, provident fund and other statutory and non-statutory benefits are also admissible as per Company Rules.

- Professional Updation Allowance / Newspaper and Periodical Subscription
- Hard and Soft Furnishing Allowance
- Transport Allowance
- Children Education Allowance or Tuition Fee Reimbursement
- Lunch Subsidy
- Entertainment Allowance / Recreation Allowance
- Electricity Allowance
- Higher Qualification Allowance
- Medical Expenses Reimbursement
- Leave Travel Concession (LTC)
- Residential Accommodation / Company Lease
- Marriage Gift
- House Building Advance
- Vehicle Advance
- Computer Advance
- Multipurpose Advance
- Performance Related Pay (PRP)

CONCOR Housing Colony

To provide convenient accommodation to the employees especially those working in remote areas, CONCOR has developed Housing Colonies at various parts of the country. The main locations where housing colonies are developed include New Delhi, Dadri, Mumbai, Chennai, Bangaluru, and Kolkata.

Capital Expenditure Plan for 2011-12

Company is projecting the capex plan based on the business strategy and market requirement. For Financial Year 2011– 12 company has projected Rs.709.62 crore towards capex plan.

Revenue Target for Financial Year 2011-12 is as under:

Particulars	Amount(Rs.In Crores)
Gross Income	4383.80
Gross Profit	1306.63

Details in respect of the information available to or held by it reduced in electronic form

The following information can be easily accessed on CONCOR's website www.concorindia.com

List of Board of Directors Annual Report including Balance Sheet Press Releases Container track and trace both EXIM and DOM Careers Tendres/Auction customer facilities and services towards

- . • EXIM
- . • Dom
- . • Terminal Network
- . • Claim Procedure
- . • Sailing/Port Schedule
- . • Custom/EXIM policy procedure
- . • Hazardous commodities
- . • Company Directory
- . • Vigilance complaints
- . • Feedback Form

Name, designation and other particulars of the Public Information officers

(Information can be easily accessed on CONCOR's website under:

Name of Appellate Authority/ Central Public Information Officer/ Assistant Public Information Officer of Container Corporation of India Ltd. with subordinate Units/Branches

Procedure for receiving of Applications and Fee from General Public under Right to Information Act – 2005.

**Container Corporation of India Limited Application
form for seeking information under RTI Act, 2005**

**ThePublicInformationOfficerorTheAsstPublicInformationOfficerContainerCorporationofIndiaLi
mited.....**

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1. 1.FullNameoftheApplicant(Incapitalletters)
2. 2.Father’s/Husband’sName(Incapitalletters)
3. 3.CompleteAddress(Incapitalletters)
4. 4.TelephoneNo.

Office

Residence

Mobile,ifany

.5.WhetherbelongtoBPLcategory
(.ifyes,pleaseattachacopyofYesNotheBPL/Antyodayarationcardtoclaimwaiveroftheapplicationfe
e)

.6.DetailsofApplicationfee:
.CashReceipt/DD/DateNameoftheissuingBank/AuthorityAmountBankerschequeNo.

2. 7.ParticularsofInformationrequired:(Pleaseencloseseparatesheet,ifrequired)

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DECLARATION

I State that I am a citizen of India.

Place:

Date:

SignatureofApplicant

Contents for First Appellate Authority: An appeal to the First Appellate Authority shall contain the following information, namely:

- I. Name and address of the appellant;
- II. Name and address of the Public Information Officer against the decision of whom the appeal is preferred;
- III. Particulars of the order including number, if any, against which the appeal is preferred;
- IV. Brief facts leading to the appeal;
- V. If the appeal is preferred against deemed refusal, the particulars of the application, including number and date and name and address of the Public Information Officer to whom the application was made;
- VI. Prayer or reliefs sought;
- VII. Grounds for the prayer or relief;
- VIII. Verification by the appellant; and
- IX. Any other information, which the Corporation may deem necessary for deciding the appeal.

Documents to accompany appeal- Every appeal made to the First Appellate Authority shall be accompanied with the Self-attested copies of the Orders or documents and copy of application against which the appeal is being preferred.