

NEYVELI LIGNITE CORPORATION LIMITED, NEYVELI.

The following details are furnished in compliance with Chapter-II section 4(b) of the Right to Information Act 2005.

II 4 (b) (i) The particulars of its organisation, functions and duties;

Neyveli Lignite Corporation Limited is a Central Public Sector Undertaking engaged in lignite mining and power generation. The affairs of the company are governed by a Board of Directors. The company owns and operates the following industrial units:

- i. Mine-I of capacity 10.5 Million Tonnes of lignite per annum
- ii. Mine-IA of capacity 3.0 Million Tonnes of lignite per annum.
- iii. Mine-II of capacity 15.0 Million Tonnes of lignite per annum.
- iv. Thermal Power Station-I of 600 MW – electricity generated by this station, after meeting NLC's requirement is supplied to Tamilnadu Electricity Board.
- v. Thermal Power Station-I expansion of 420 MW – electricity generated by this station is shared by Southern Region Electricity Boards except Andhra Pradesh.
- vi. Thermal Power Station-II of 1470 MW – electricity generated by this station is shared by Southern Region Electricity Boards.
- vii. Mine at Barsingsar, Rajasthan of 2.1 MTPA capacity is meeting the requirement of 2x125 MW Thermal power generation.

Further details are available at NLC's website www.nlcindia.com.

II 4 (b) (ii) The powers and duties of its officers and employees;

The powers are delegated to the officers of the company to the extent required for smooth functioning. The duties are assigned to the employees as required for achieving the objective of the company. The power and duties are subject to change depending on the requirement.

II 4 (b) (iii) The procedure followed in the decision making process, including channels of supervision and accountability;

Board of Directors derives the powers through the Articles of Associations of the company and provisions of the Companies Act, 1956, subject to restrictions placed by the Govt. The Board of Directors of the Company has sub delegated certain financial and

administrative powers to Chairman cum Managing Director / NLC who in turn has sub-delegated certain financial and administrative powers to Functional Directors and Officers for effective functioning of the organization. The CMD / Functional Directors / Officers within their powers delegated to them take decisions. The CMD / Functional Directors / Officers are accountable for the decisions taken by them.

II 4 (b) (iv) The norms set by it for the discharge of its functions;

The company is engaged in lignite production and power generation. An annual action plan is prepared every year setting the annual targets. The production targets approved by Govt. of India for the year 2010-11 are as follows:

MINES

Sl. No.	Product	Mine-I	Mine-IA	Mine-II including Expn.	Barsingsar Mine	Total
1	Overburden (LM ³)	540.00	200.00	750.00	91.00	1581.00
2	Lignite (LT)	88.00	25.50	110.00	17.90	241.40

THERMAL

Sl. No	Products	TPS-I	TPSI Expn.	TPS-II	TPS-II Expn.	Barsingsar TPS	Total
1	Power Gross (MU)	3784.00	2944.00	9658.00	948.00	1424.00	18758.00

II 4 (b) (v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;

NLC has formulated the rules for conduct of business in the company. Major guiding documents are listed below:

1. Personnel Manual
2. Purchase Manual
3. Accounts Manual
4. Contracts Manual

II 4 (b) (vi) A statement of the categories of documents that are held by it or under its control;

NLC holds the commercial and technical documents regarding the business operations of the Company and data relating to its employees.

II 4 (b) (vii) The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

The main business of the company is generation of Electricity. The tariff for electricity generated by the company is fixed by the Central Electricity Regulatory Commission. As per the rules of the commission, NLC publishes the details of the proposal calling for public suggestion/objections as a part of the tariff fixation process and general public are free to give their views to CERC.

Public hearing is being conducted by District Collector of the district in which the project is proposed to be located before any new project is approved for NLC.

II 4 (b) (viii) A 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 the minutes of such meetings are accessible for public;

Subject to applicable statutory provisions, the affairs of the Company are managed and administered directly by a duly constituted Board of Directors, and wherever necessary and desirable, by delegation. Apart from the committees or other bodies required/contemplated under law, for the smooth and efficient functioning of the Company, other committees, bodies, etc., (illustratively, the Tender Committee, Departmental Promotion Committee, inventory committee, etc.,) are formed/constituted from time to time by the company at various level(s), as its part, for the purpose of assisting and /or providing advice to the Board as also to the Officers at decision-making level, as the case may be, in

arriving at informed decisions. The meetings/deliberations of the Board and of such committees or bodies, howsoever designated, are not open to the public and the minutes and/or recommendations of such committees/bodies are not accessible to the public.

Provided that if the Central Public Information Officer appointed in terms of the Act, 2005 is satisfied that larger public interest warrants disclosure in any particular case, such minutes and/or recommendations may be disclosed but only after the final decision has been taken and the matter is complete or over.

Provided further that, the proceedings of the Board, shall not be made public or disclosed except with the specific prior permission of the Board or a committee of the Board appointed for this purpose.

II 4 (b) (ix) A directory of its officers and employees;

The number of employees in various categories as on 01.02.2011 is furnished below:

Executives	Non Executives	Labour	Total
4,150	7,901	6,041	18,092

A directory of the principal officers as on 15.02.2011 is given below:

Sl. No.	Name	Designation	Office
1	Ansari A.R	Chairman cum MD	04142-252280
2	Sarath Kumar Acharya	Director /Human Resource	04142-252220
3	Surender Mohan B	Director/Mines	04142-252270
4	Kandasamy R	Director/Planning & Projects	04142-252384
5	Sekar K	Director/Finance	04142-252240
6	Mahilselvan J	Director/Power	04142-252570
7	Balasubramanian K S	Chief Vigilance Officer	04142-250326
9	Chandramonah V	Executive Director/Finance	04142-252451

10	Sivagnanam B	Executive Director/Plg.Cont.	04142-252215
11	Rajagopal S	Executive Director /NTPL	04142-252399
12	Ramakrishnan G	Chief General Manager/Conveyor & SME	04142-228376
13	Rajagopal S	Chief General Manager/MM	04142-228296
14	Shanmugasundaram P.T	Chief General Supdt. /Medical	04142-28242124
15	Ramalingam S	Executive Director/Mines	04142-228376
16	Palpandy K	Chief General Manager/TPS-II	04142-257716
17	Kumarasamy S	Chief General Manager/Mine-II	04142-262252
18	Alagar K	Chief General Manager/Mine-IA	04142-228469
19	Veera Prasadh,	Chief General Manager/Mine-I	04142-229278
20	Ravindranath M S,	Chief General Manager, Barsingsar Project	0151-2847574
21	John Simon K	Chief General Manager/Services, GWC & Electrical Mines	04142-252657
22	Senthamilselvan C	Chief General Manager/TA	04142-252396

II 4 (b) (x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;

Designation	Scale of Pay
Chairman cum Managing Director	Rs. 80000-125000
Director	Rs.75000-100000
Executive Director	Rs. 62000-80000
Chief General Manager	Rs. 51300-73000
General Manager	Rs. 51300-73000
Deputy General Manager	Rs. 43200-66000
Chief Manager	Rs. 36600-62000
Additional Chief Manager	Rs. 36600-62000

Deputy Chief Engineer	Rs. 32900-58000
Senior Executive Engineer	Rs. 32900-58000
Executive Engineer	Rs. 29100-54500
Assistant Executive Engineer	Rs. 20600-46500
Additional Engineer/GET	Rs. 20600-46500
Assistant Engineer	Rs. 8600-250-14600
Junior Engineer Grade-I	Rs. 6400-180-10720
Junior Engineer Grade-II	Rs. 6050-170-10130
Diploma Engineer Trainee	Rs. 5750-160-9590
W-8	Rs. 6395-180-10715
W-7	Rs. 6050-170-10130
W-6	Rs. 5750-160-9590
W-5	Rs. 5500- 150-9100
W-4	Rs. 5300-140-8660
W-3	Rs. 5150-130-8270
W-2	Rs. 5000-120-7880
W-1	Rs. 4900-110-7540
W-0	Rs. 4685
Industrial Trainee/Mining	Rs. 10000-100-20000

In addition to the above pay scales, all the regular employees are eligible for Dear Allowance (Revised every quarter), HRA / CCA, Leave, Medical Treatment, Leave Travel Concession, Conveyance Reimbursement, Provident Fund, Gratuity, etc. as per rules of the Corporation.

II 4 (b) (xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made;

To achieve the targeted lignite and power production, Govt. of India has approved the following budget allocations for the year 2010 -11 for the company

- i. Revenue Expenditure Rs. 3278.34 Crs.
- ii. Non plan capital Rs. 300.00 Crs.
(for addition and replacement of equipment)
- iii. Capital expenditure on New projects Rs. 1983.46.00 Crs.
(Expansion of Mine-II & TPS-II and Rajasthan projects, etc.)

The actual expenditure against this budget allocation will be known at the end of the financial year. It may be noted that the company does not draw any budgetary support from Govt. of India.

II 4 (b) (xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;

With respect to NLC as such there is no subsidy programmes in general.

II 4 (b) (xiii) Particulars of recipients of concessions, permits or authorisations granted by it;

As such no concessions, permits of authorization are granted by NLC to any of the agencies. However, permission / license is given by NLC to certain Governmental / Non-Governmental agencies to operate Banks, Schools, Shops, etc. within the NLC Township for the benefit of its employees.

II 4 (b) (xiv) Details in respect of the information, available to or held by it, reduced in an electronic form;

Please visit NLC Website www.nlcindia.com.

II 4 (b) (xv) The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use;

The company runs a library in Neyveli Township. The library is open on all days. It is open from 07.30 hrs. to 20.00 hrs. on weekdays and from 08.00 hrs. to 13.00 hrs. on Sundays.

The company also runs four reading rooms (Block-5, 8, 25 & 29) in Neyveli Township.

II 4 (b) (xvi) The names, designations and other particulars of the Public Information Officers;

Central Public Information Officer:

Shri S. Sridhar
P.R.O. Building, Block-2
Neyveli – 607 801
Telephone: (Office); 04142-253679
e-mail: cpio@nlcindia.com

Central Assistant Public Information Officers:

<p>Shri N. Sadish Babu, Deputy General Manager(P&A) Mine II Neyveli-607 802 Telephone: 04142-228528 (Off); e-mail: @nlcindia.com</p>	<p>Shri George Jacob Chief General Manager/IE Corporate Office, Block-1 Neyveli-607 801 Telephone: 04142-252298 (Off); 04142-253434 (Res.) e-mail: dgm.ie.co@nlcindia.com</p>
<p>Shri R. Vikraman Deputy General Manager (P&A) Thermal Power Station-II Neyveli – 607 807 Telephone: 04142-252611 (Off); 04142-253307(Res.) e-mail:ramanvikraman@nlcindia.com</p>	<p>Shri R. Seetharaman General Manager/Finance Corporate Office Block-1, Neyveli-607 801 Telephone: 04142-251961 (Off); 04142-229433 (Res.) e-mail: rsraman@nlcindia.com</p>
<p>Shri U. Dhayalan Deputy Chief Manager (Personnel) Vigilance Branch Block-8, Neyveli-607 801 Telephone:04142-252589 (Off) e-mail:u.dayalan@gmail.com</p>	<p>Appellate Authority: <u>(with respect to appeals pertaining to Township Administrative Depart)</u> Shri Benjamin Rayappan General Manager/P&A Personnel and Admi. Corporate Office, Block-1, Neyveli 607 801 Telephone: 04142- 253154 (Off) 04142-252853 (Res) e-mail: Benjamin@nlcindia.com</p>
<p>Appellate Authority: Shri C. Senthamizh Selvan Chief General Manager/Township Admn. Block-10, Neyveli-607 801 Telephone:04142-252396 (Office); 04142-252539 (Res) e-mail:senthsmildrlnbsn.c@nlcindia.com</p>	<p>Shri M. Sukumar, Deputy General Manager/P&A Education Department, Block-18, Neyveli 607 803 Telephone: 04142-252279 (Off) 04142-256027 (Res) e-mail:dgmeducationnlcindia.com</p>
<p>Shri K. Periyasamy, Deputy General Manager/P&A Corporate Office Block-1 Neyveli 607 801 Telephone: 04142-252078 (Off) 04142-256284 (Res) e-mail:periyasamy.dgmpa@nlcindia.com</p>	<p>Shri R. Mohan, General Manager/Finance Finance & Accounts Branch, Corporate Office, Block-1, Neyveli 607 801 Telephone:04142-268112 (Res) e-mail:monahr@nlcindia.com</p>
<p>Shri N. Sankar, Deputy General manager/P&A Mine-I Telephone: 04142- 228528 (Off) 04142- 256284 (Res) e-mail:sankarn@nlcindia.com</p>	<p>Shri R. Mohan, Deputy General manager/P&A Mine-I A Telephone: 04142-254837 (Res) e-mail: mohanr@nlcindia.com</p>

<p>Shri N. Balaji, Deputy General manager/P&A CSU Telephone: 04142- 282387 (Res) e-mail:balajin@nlcindia.com</p>	<p>Shri V. Sukumar, Deputy Chief manager/Pers T.A Department</p>
<p>Shri P. Sankararaj, Deputy Chief manager/Pers Medical Branch Telephone: 04142- 256806 (Res) e-mail:sankararajp@gmail.com</p>	<p>Shri V. Soundararajan, Chief manager/Pers Services/CTO e-mail soundararajanv@nlcindia.com</p>
<p>Shri M. Sundaramurthy, Chief manager/Pers Training Complex Telephone: 04142- (Res) e-mail:sundaramurthym@nlcindia.com</p>	<p>Shri S. Manoharan, Deputy Chief manager/Pers M M Complex Telephone: 04142-254784 (Res) e-mail:smano54@gmail.com</p>

II 4 (b) (xvii) such other information as may be prescribed; and thereafter update these publications every year;

The current fees structure, as per rules are as under:

Sl. No.	Description	Fees (Rs.)
1	Application Fee	10.00
2	For providing information for each page in A4 / B5 Sheet	2.00
3	For providing information for each page in A3 / B4 Sheet	5.00
4	For providing information in 3½" Floppy (1.44 MB)	50.00
5	For providing information in CD	50.00
6	Inspection of records (No Fee for first hour) For every 15 minutes or fraction thereof.	5.00
7	For Printed Books – Actual cost of the Printed publication or photocopy for extracts from the publication for each page	2.00

- Application and other fees mentioned above shall be accepted, only of the same is remitted by means of Demand Draft or Bankers Cheque or Indian Postal Order drawn in favour of Neyveli Lignite Corporation Limited.
- No other mode of payment shall be accepted.
- Applications seeking information shall be accepted and processed only, if the same is addressed to the PIOs indicated in Clause xvi above.