

ಕರ್ನಾಟಕ ರಾಜ್ಯ ಸರ್ಕಾರ

ಕರ್ನಾಟಕ ರಾಜ್ಯ ಸಣ್ಣ ಕೈಗಾರಿಕೆಗಳ ಅಭಿವೃದ್ಧಿ ನಿಗಮ ನಿಯಮಿತ  
ಕೈಗಾರಿಕಾ ವಸಾಹತು, ರಾಜಾಜಿನಗರ, ಬೆಂಗಳೂರು - 560 010

ಉಪ ಪ್ರಧಾನ ವ್ಯವಸ್ಥಾಪಕರು  
(ವಾಣಿಜ್ಯ)

ಆಂತರಿಕ ಕಛೇರಿ ಟಿಪ್ಪಣಿ

ಪ್ರಧಾನ ವ್ಯವಸ್ಥಾಪಕರು  
(ಆಡಳಿತ ಮತ್ತು ಭೂಸ್ವಾ)

ಸಂಖ್ಯೆ:ವಾಣಿಜ್ಯ:RTI:ಮಾಹಿತಿ:2013

257

ದಿನಾಂಕ 04.07.2013.

ವಿಷಯ : ಮಾಹಿತಿ ಹಕ್ಕು ಅಧಿನಿಯಮ 2005ರಡಿಯಲ್ಲಿ ಮಾಹಿತಿಯನ್ನು  
ಅಂತರ್ಜಾಲದಲ್ಲಿ ಅಳವಡಿಸುವ ಬಗ್ಗೆ.

ಉಲ್ಲೇಖ: ಸುತ್ತೋಲೆ ಸಂಖ್ಯೆ ಆಡಳಿತ:ಸಿಬ್ಬಂದಿ(2):ಮಾಹ:2012/217,  
ದಿನಾಂಕ 15.04.2013.

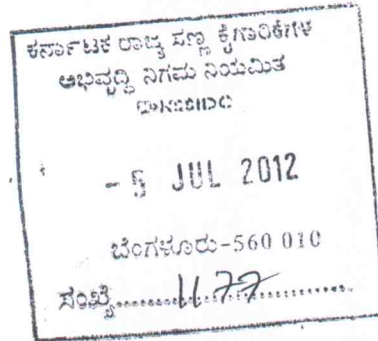
2. ನೆನಪೋಲೆ-2 ಸಂಖ್ಯೆ: ಆಡಳಿತ:ಸಿಬ್ಬಂದಿ(2):ಮಾಹ:2012/1016,  
ದಿನಾಂಕ 10.06.2013.

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ವಿಷಯಕ್ಕೆ ಸಂಬಂಧಿಸಿದಂತೆ ಉಲ್ಲೇಖ-1 ಮತ್ತು 2ರಲ್ಲಿ ಕೇಳಿರುವಂತೆ ವಾಣಿಜ್ಯ ವಿಭಾಗದ ಕಾರ್ಯ  
ಚಟುವಟಿಕೆಗಳ ಕುರಿತು ಸಂಕ್ಷಿಪ್ತ ಮಾಹಿತಿ / ವಾಣಿಜ್ಯ ವಿಭಾಗದ Organization Chart ಹಾಗೂ  
ವಾಣಿಜ್ಯ ವಿಭಾಗದ ಕಡತಗಳನ್ನು / ದಾಖಲೆಗಳನ್ನು ಕ್ರಮ ಬದ್ಧ ವರ್ಗೀಕರಣ ಹಾಗೂ ಸೂಚೀಕರಣ  
ಪಟ್ಟಿಯನ್ನು ಸಿದ್ಧಪಡಿಸಿ ಮುಂದಿನ ಕ್ರಮಕ್ಕಾಗಿ ಇದರೊಂದಿಗೆ ಲಗತ್ತಿಸಿದೆ.

ಉಪ ಪ್ರಧಾನ ವ್ಯವಸ್ಥಾಪಕರು (ವಾಣಿಜ್ಯ)

Mydo/hkl/ion-kan



## THE COMMERCIAL ACTIVITIES OF THE CORPORATION

### VISION & MISSION:

Karnataka State Small Industries Development Corporation Limited(KSSIDC) was established along with other State SIDCOS at the instance of the Central Government, in the year 1960, as a Government of Karnataka undertaking to promote and provide assistance to Micro and Small Enterprise (SSI units) in the State.

“ Construction and utilization of infrastructure, especially in backward areas, Procurement and Marketing of raw materials, technical support and assistance to the Micro and Small Enterprise are means to reach the goals. A concern for results, emphasis on quality and timely work and willingness to understand the problems of entrepreneurs are the staff creed.”

### VISION:

An Industrially prosperous Karnataka is our Vision. The promotion and development of SSI Sector in the State is achieved through:-

- i. Establishment and maintenance of Industrial Estates.
- ii. Procurement and distribution of various raw materials required by Micro and Small Enterprises in the State.
- iii. Providing support services.

- COMMERCIAL (RAW MATERIAL) ACTIVITIES IN KSSIDC:

KSSIDC is procuring and distributing the following Industrial raw materials to Micro and Small Enterprises.

- Iron & Steel material
- Paraffin Wax
- Cement
- Coal
- Bitumen( C&FA for M/s IOCL)

IRON & STEEL:

- KSSIDC procures quality Iron & Steel raw materials from main producers such as M/s Steel Authority of India Limited(SAIL) and M/s Rashtriya Ispat Nigam Limited (RINL) against allocation made by Ministry of Steel, Govt. of India, New Delhi.
- KSSIDC is also procuring Iron & Steel materials under MOU from M/s Jindal Steel Works Limited(JSW), Bellary, M/s ESSAR Steel Limited.

The following Iron & Steel materials are procured and distributed by KSSIDC.

- CR/HR Sheets
- GP/GC Sheets
- MS/HR Plates
- MS Channels
- MS Angles
- RS Joists
- Beams
- TMT Bars
- MS Rounds, EN8 / EN9 / EN 45 rounds etc.
- KSSIDC is having its main stock yard at Channasandra in Bangalore where raw materials are procured from SAIL & RINL and stock transferred to the raw material depots throughout the State.

- KSSIDC has also entered into an 'Express Mart Dealer ship' agreement with M/s ESSAR Steel Limited wherein M/s ESSAR Steel have appointed KSSIDC depots at Channasandra, Peenya, Veerasandra in Bangalore, Davanagere, Hubli, Belgaum, Mysore, Shimoga & Mangalore as their Express Marts for selling their Iron & Steel Raw materials.
- KSSIDC is procuring CR / HR Sheet, HR Plates, GC Sheet and TMT Bars etc., from M/s ESSAR Steel Hyper Marts located in Jigani in Bangalore, Mysore, Managalore, Hubli & Belgaum.

#### PROCUREMENT & DISTRIBUTION OF COAL

- KSSIDC has been nominated as 'State Agency' for distribution of Coal in Karnataka State by State Govt., under New Coal Distribution Policy of Ministry of Coal, Govt. of India, New Delhi.
- M/s Coal India Limited has allocated 40,000 Mts. of Coal on M/s Western Coal Fields Limited, Nagpur. KSSIDC is procuring and distributing this Coal to its registered MSME units as per the assessment certificate issued by the concerned District Industries Centre.
- Under the New Coal Distribution Policy of the Ministry of Coal, Govt. of India, coal will be allocated to those units / consumers in Small & Medium Sector whose requirement of Coal is less than 4200 Mts., per annum and or otherwise not having concluded fuel supply agreement for supply of Coal with Coal Companies.
- Presently, KSSIDC is supplying Coal to the registered Coal Consumers in Karnataka based on the assessment certificates issued by the concerned Joint Director of the District Industries Centers regarding the requirement of Coal by the units.
- KSSIDC is distributing the Coal to the registered MSME units through the Liaison Agent appointed by the Corporation. The Coal Customers are allowed to transport the Coal from the Collieries of M/s Western Coal Fields Limited by making their own transportation arrangements.

## PROCUREMENT & DISTRIBUTION OF PARAFFIN WAX, BITUMEN & CEMENT

- KSSIDC has entered into a 'Distributorship' agreement with M/s Indian Oil Corporation, Bangalore for procurement and distribution of Paraffin Wax and the same is distributed to MSME units through KSSIDC raw material depots.
- KSSIDC is also procuring Cement from Main Producers such as Zuwari, Bharathi, Vasavadatta Cement etc., against specific demand from the needy customers in the State. At present KSSIDC is procuring cement at the MOU rates agreed between cement companies and Karnataka Rural Infrastructure Development Ltd., (KRIDL) Bangalore upon receipt of specific written requests for supply of a particular brand of cement along with advance amounts from the customers, KSSIDC will procure the required cement and distribute among the customers.
- KSSIDC has also been appointed as 'Carrying & Forwarding Agents' (CFA) to handle packed Bitumen by M/s Indian Oil Corporation Limited. The CFA of Bitumen is being carried out at Channasandra Stock Yard, Bangalore.

## PLACE OF RAW MATERIAL ACTIVITIES

The Iron & Steel raw materials from M/s SAIL & M/s RINL(VSP) and M/s JSW are procured by Commercial Department at Head Office and distributed among the raw material depots through Channasandra Stock Yard at Bangalore.

The Iron & Steel raw materials from M/s ESSAR Steel Limited are procured through their Hyper Marts at Jigani, Nelamangala in Bangalore, Mysore, Mangalore, Hubli & Belgaum by the respective Branch Offices through their Divisional / Zonal Offices and distributed among the customers.

KSSIDC is having following Offices for Raw material activities

- Head Office(Corporate Office) at Industrial Estate – Rajajinagar with the Managing Director and functional General Manager and Deputy General Managers and other Officers & Officials.

- Three Zonal Offices at:-

Bangalore - Zone-I

Hubli - Zone-II

Mysore - Zone-III

Zonal Offices are headed by Deputy General Managers who will supervise Divisional Offices.

- There are 12 Divisional Offices at:

- Bangalore – Rural & Bangalore – Urban,
- Peenya,
- Tumkur,
- Davanagere
- Mysore,
- Shimoga,
- Mangalore,
- Hubli,
- Belgaum,
- Bellary &
- Gulbarga

- The above Divisional Offices are headed by Assistant General Managers who will supervise Raw material Depots coming under their jurisdiction.

- KSSIDC has established 17 raw material Depots through out the State at Channasandra, Peenya, Veerasandra in Bangalore, Tumkur, Davanagere, Hubli, Sirsi, Gadag, Belgaum, Bijapur, Bagalkote, Hospet, Mysore, Mangalore, Shimoga, Chikkamagalur & Hassan, to carry out Raw Material distribution activities for the benefit of the MSME units situated throughout Karnataka including rural areas.

### DETAILS OF CLIENTS / CUSTOMERS AND TYPES OF RAW MATERIAL SALES

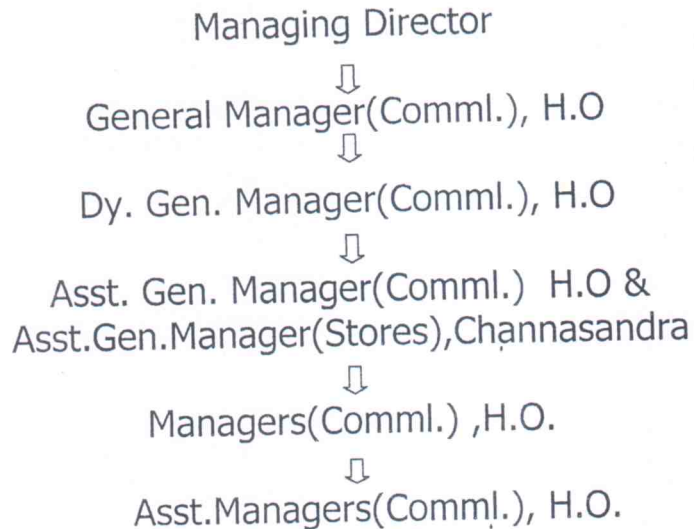
- All the Micro & Small Industries having valid EM – I / EM – II issued by concerned District Industries Centre, can purchase raw materials from KSSIDC by producing certified copies of EM – I / EM – II, Power Bills of their manufacturing unit.
- Eligible Micro & Small Industrial units can purchase Raw materials either on cash & carry basis or against security of Bank guarantee / letter of credit with 30 days interest free credit facility. If the customers desires more credit period interest @ 12% for the first 60 days and @ 14% from the date of Invoice for the credit period up to a maximum of 120 days will be charged.

### DETAILS OF FUNCTIONS & SERVICES PROVIDED TO RAW MATERIAL CUSTOMERS

1. After obtaining raw material requirements from the customers the Depot in charge will place indents with Commercial Department, Head Office for procurement and supply of required raw materials.
2. Commercial Department, Head Office will request M/s SAIL, M/s RINL, M/s JSW, M/s ESSAR & other Main Producers to inform the availability of the raw materials and obtain offer letters / proforma invoices and arrange for payment and arrange for procurement & stock transfer to indenting Depots through main stock yard at Channasandra.
3. Branch Offices will distribute the raw materials to the Customers either on cash and carry basis or on credit basis against Bank guarantee or letter of credit.

4. Any quality complaints received regarding raw material supplied to the customers, the same will be informed to the main suppliers for further needful action.

ORGANISATION CHART OF COMMERCIAL DEPARTMENT IN KSSIDC :



THE NAMES OF STAFF PRESENTLY (AS ON 1<sup>ST</sup> JULY 2013)  
WORKING IN COMMERCIAL DEPARTMENT AT HEAD OFFICE  
AND CHANNASANDRA STOCKYARD, BANGALORE

HEAD OFFICE:

L. NAGARAJU

General Manager (Comml)  
Overall Control of  
Commercial Dept.  
Reporting to Managing Director.

SHIVAROY HALAGUNAKI

Dy. General Manager (Comml)  
Overall Control of  
Commercial Dept.  
Reporting to General Manager (Comml).

CHANDRASHEKAR H. PAGE

Asst. General Manager (Comml)  
Overall supervision of  
Commercial Section.  
Reporting to Dy. Gen. Manager (Comml).

|                       |   |
|-----------------------|---|
| SHIVAKUMAR M DODAMANI | Manager (Comml)<br>Section Head - Iron and Steel Material<br>Reporting to Asst. Gen. Manager (Comml)  |
| CHIDANANDASWAMY.B.P.  | Manager (Comml)<br>Incharge of Cement, Coal, Wax and IOCL<br>Transaction.<br>Reporting to Asst. Gen. Manager (Comml)                                      |
| B.L.V. SHETTY         | Asst. Manager<br>Head Office Commercial Section Iron & Steel.<br>Reporting to Manager, Iron and Steel.  |
| CHANDRASHEKAR URAL    | Asst. Manager<br>Head Office Commercial Section – Coal<br>Cement, IPCL, Paraffin Wax, IOCL<br>Correspondence.<br>Reporting to Manager, Cement Coal & wax. |
| SIDDAPAJI             | Senior Stenographer to<br>General Manager (Comml).  |
| R.BASANNA             | Senior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Iron and Steel.  |
| T.THIMMEGOWDA         | Senior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Iron and Steel.  |
| NAGANANDA             | Senior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Cement, Coal & wax<br>Etc.   |
| H.K. LINGARAJU        | Senior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Iron and Steel.  |
| M. PRASAD             | Senior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Iron and Steel.  |
| T. SRINIVASA          | Junior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Iron and Steel.  |

|                 |  |
|-----------------|--|
| B. THIMMAIAH    | Junior Asst.<br>Head Office, Commercial Section<br>Reporting to Manager, Iron and Steel. |
| K.N.SAVITHRAMMA | Senior Typist<br>Head Office, Commercial Section   |
| RAMA            | Selection Grade Attender<br>Working under Gen. Manager (Comml)                           |
| RAMAIAH         | Attender<br>Head Office, Commercial Section  |

CHANNASANDRA STOCK YARD, BANGALORE:

|              |  |
|--------------|--|
| H.M. SURESH  | Asst. General Manager (Stores)<br>Overall supervision of<br>Channasandra Stock Yard.<br>Reporting to Dy. Gen. Manager (Comml). |
| KAMATH       | Asst. Manager<br>Channasandra Stock Yard<br>Reporting to Asst. Gen. Manager (Stores)   |
| MATHEW. A.   | Asst. Manager<br>Channasandra Stock Yard<br>Reporting to Asst. Gen. Manager (Stores)   |
| RADHAKRISHNA | Senior Asst.<br>Channasandra Stock Yard<br>Reporting to Asst. Gen. Manager (Stores)  |
| RAMU         | Attender<br>Channasandra Stock Yard  |
| LAKSHAMMA    | Attender<br>Channasandra Stock Yard  |
| NAGARAJU     | Attender<br>Channasandra Stock Yard  |

At Branches/Raw material Depots the Sales Managers will look after the sales. These raw material depots are being supervised by

Asst.Gen.Managers of the concerned Divisions and Dy.Gen.Managers of the concerned Zone.

The Commercial Department., at Head Office, Bangalore arranges procurement of various raw materials from the producers and arranges stock transfers to various raw material depots through Channasandra Stock Yard at Bangalore.

#### GRIEVANCE REDRESSAL MECHANISM

The customers approach the Branch Offices/ Raw material depots for their requirement of raw materials who in turn indents for these raw materials to Commercial Deptt., at Head Office. The Commercial Deptt., at H.O. arranges to procure available raw materials from main producers such as M/s SAIL, M/s RINL, M/s JSW & M/s ESSAR as per the availability and arranges for stock transfer to the indenting Depots. Any complaints from the customers are attended by the Depot incharge. In case of any problems the concerned AGM/DGM will try to solve the problems. If problems cannot be solved at Branch/ Division/ Zonal level the matter will be referred to Commercial Deptt., at Head Office who will sort out the issues.

#### DETAILS OF SERVICES PROVIDED BY COMMERCIAL DEPARTMENT

1. Procurement and Distribution of required raw materials by Micro & Small Industries through out the State.
2. The 17 raw material depots situated through the State will contact the customers and obtain orders for raw materials. They also indent for raw materials to Commercial Department at Head Office.

3. The Commercial Department at Head Office arranges to procure the available raw materials from the main producers and arrange to stock transfer the same to the indenting depots through Channasandra Stock Yard.
4. Raw Material Depots issue raw materials to the customers either on cash and carry basis or on credit basis against Bank Guarantee / Letter of credit.
5. Quality complaints if any will be attended by the depot heads for arranging inspection by the supplying firms.
6. The raw materials procured at Head Office are transported to raw material depots through registered transport contractors. The bills of the transport contractors are processed by Channasandra Stock Yard Office and after due certification regarding the quantity of materials transported bills are forwarded to Commercial Department at Head Office for onward transmission to Finance Department for arranging payments.

40) (b) ରତ୍ନ ପାଣି , ସ୍ୱାସ୍ଥ୍ୟ ସମ୍ପାଦନ କମିଟି

## FILE LIST IN COMMERCIAL SECTION WITH CATALOGUING BIFURCATION

### I. IRON AND STEEL PURCHASE FILES :

#### 1. Supplier M/s Steel Authority of India(SAIL)

- 1.1 File pertaining to Annual Demand Registration for the year 2012-2013, with Ministry of Steel, Government of India.
- 1.2 File pertaining to Ist Quarter (April 12 to June 2012) Demand Registration & Utilization Certificate.
- 1.3 File pertaining to 2<sup>nd</sup> Quarter (July 12 to Sept. 2012) Demand Registration & Utilization Certificate
- 1.4 File pertaining to 3rd Quarter (Oct 12 to Dec. 2012) Demand Registration & Utilization Certificate
- 1.5 File pertaining to 4th Quarter (Jan 13 to March. 2013) Demand Registration & Utilization Certificate
- 1.6 File pertaining to Annual Demand Registration for the Year 2013-14 with Ministry of Steel, Government of India.
- 1.7 File pertaining to Ist Quarter (April 13 to June 2013) Demand Registration & Utilization Certificate.
- 1.8 File pertaining to 2<sup>nd</sup> Quarter (July 13 to Sept. 2013) Demand Registration & Utilization Certificate
- 1.9 File pertaining MOU with SAIL for the year 2011-12, 2012-13 and 2013-14.
- 1.10 File pertaining to Direct Purchase from SAIL, Bhilai, Bokaro & Rourkela for the year 2012-13.
- 1.11 File pertaining to Direct Purchase from SAIL, Bhilai, Bokaro & Rourkela for the year 2013-14.
- 1.12 File pertaining to General Correspondence with SAIL.
- 1.13 File pertaining to SSIC Rebate Certificate of SAIL materials for the 2011-12, 2012-13 & 2013-14
- 1.14 File pertaining to Reconciliation of Accounts of M/s SAIL For the year 2011-12, 2012-13 & 2013-14.
- 1.15 File pertaining to Purchase of Stainless Steel
- 1.16 File pertaining to Purchase of VISL (SAIL) Materials.

#### 2. Supplier M/s Rashtriya Ispat Nigam Ltd. (RINL) / VSP

- 2.1 File pertaing to MOU with RINL (VSP) for the year 2011-12, 2012-13 and 2013-14.

- 2.2 File pertaining to SSIC Rebate Certificate of RINL(VSP) materials for the 2011-12, 2012-13 & 2013-14.
- 2.3 File pertaining to Reconciliation of Accounts of M/s RINL(VSP) for the 2011-12, 2012-13 & 2013-14.
- 2.4 File pertaining to Correspondence M/s RINL
- 3. Other Correspondence Files
  - 3.1 Correspondence with COSICI - Vol-I
  - 3.2 Correspondence with COSICI - Vol-II
  - 3.3 Correspondence with COSICI - Vol-III
  - 3.4 Correspondence with COSICI - Vol-IV
  - 3.5 Correspondence with COSICI- Chairman COSICI
  - 3.6 Correspondence with Ministry of Steel, New Delhi
  - 3.7 Correspondence with Ministry of Steel, New Delhi- Vol-II
  - 3.8 File pertaining to Notifications –publicity of availability of raw-materials (both SAIL & RINL)
- 4. Iron & Steel purchase vouchers files(Supplier Offer letter wise)
  - 4.1 File pertaining to set of offer letter, voucher, approval and Sale/delivery order copies Quarter wise for the years 2011-12, 2012-13 and 2013-14, total 9 files both Supplier namely SAIL & RINL(VSP)
- 5 Supplier M/s ESSAR STEEL INIDA LIMITED
  - 5.1 Dealer ship Agreement file for the year 2009-2013.
  - 5.2 Dealer ship Agreement file for the year 2012- 2015
- 6 Essar Steel Purchase Files – Express Mart wise
  - 6.1 File pertaining Channasandra Express mart purchases for the year 2011-12, 2012-13 & 2013-14 Total 3 files
  - 6.2 File pertaining Peenya Express mart purchases for the year 2011-12, 2012-13 & 2013-14 Total 3 files
  - 6.3 File pertaining Veerasandra Express mart purchases for the year 2011-12, 2012-13 & 2013-14 Total 3 files
  - 6.4 File pertaining Mysore Express mart purchases for the year 2011-12, 2012-13 & 2013-14 Total 3 files
  - 6.5 File pertaining Mangalore Express mart purchases for the year 2011-12, 2012-13 & 2013-14 Total 3 files
  - 6.6 Files pertaining to Accounts Reconciliation of Essar Steel Materials of all Express Marts wise.
  - 6.7 File pertaining to Essar Steel Quantity Discounts Officer Orders –monthly.

**7. Supplier - M/s J S W STEEL LIMITED**

- 7.1 File pertaining to Purchase of Wire Rod Coils.
- 7.2 File pertaining to Purchase of TMT rebars.
- 7.3 File pertaining to Purchase of Flat Products – HR Sheets, M.S.Plate, C.R.Sheets.
- 7.4 File pertaining to Purchase of Rounds.
- 7.5 File pertaining to reconciliation of accounts.
- 7.6 File pertaining to MOU with JSW STEEL LTD. for the year 2011-12, 2012-13 and 2013-14.

**I (a). GENERAL FILES PERTAINING TO IRON & STEEL SALES & STOCKS.**

- 1. File pertaining to Annual Physical Stock Verification –Issue of Office Order
- 2. File pertaining to Stock verification shortage committee 3 files
- 3. File pertaining to Annual physical stock verification for year 2008- 2009 of all Depots.
- 4. File pertaining to Annual physical stock verification for year 2009-2010 of all Depots.
- 5. File pertaining to Annual physical stock verification for year 2010-2011 of all Depots.
- 6. File pertaining to Annual physical stock verification for year 2011-2012 of all Depots.
- 7. File pertaining to Budget Information.
- 8. Files pertaining to Raw materials Review meeting of all Zones.
- 9. File pertaining to Branch Consolidate Bank Guarantee Transaction.
- 10. File pertaining to Iron and Steel materials dues from N.G.E.F.
- 11. File pertaining to Hutti Gold Mines
- 12. Transportation file for the year 2013-14 & 2014-15
- 13. File pertaining to Tender Notification for the year 2013-14 2014-15.
- 13.1 M/s B.M.T. Company. (Outside Bangalore)
- 13.2 M/s Sri Krishna Transport – (Local – within Bangalore)
- 14. File pertaining to Right to information Act 2005.
- 15. File pertaining to ISO certificate to KSSIDC Ltd.

16. File pertaining to Supply of I & S materials to NGEF, Hubli.
17. File pertaining to Fire & burglary Insurance for Iron and Steel materials.
18. File pertaining to Marine Insurance Policy for Iron and Steel materials.

**I. (b) RAW MATERIAL DEPOTS CORRESPONDENCE FILES:**

1. File pertaining to Channasandra Depot.
2. File pertaining to Peenya Depot.
3. File pertaining to Veerasandra Depot.
4. File pertaining to Tumkur Depot.
5. File pertaining to Chitradurga Depot.
6. File pertaining to Davanagere Depot.
7. File pertaining to Harihara Depot.
8. File pertaining to Hubli Depot.
9. File pertaining to Sirsi Depot.
10. File pertaining to Belgaum Depot.
11. File pertaining to Gadag Depot.
12. File pertaining to Bijapur Depot.
13. File pertaining to Bagalakote Depot.
14. File pertaining to Gulbarga Depot.
15. File pertaining to Bellary Depot.
16. File pertaining to Raichur Depot.
17. File pertaining to Hospet Depot.
18. File pertaining to Mysore Depot.
19. File pertaining to Mandya Depot.
20. File pertaining to Kushalanagar Depot.
21. File pertaining to Shimoga Depot.
22. File pertaining to Chickamagalore Depot.
23. File pertaining to Hassan Depot.
24. File pertaining to Mangalore Depot.

**II. COAL – LIST OF FILES:**

1. Sri Balaji Brick Works
2. Sri.Renuka Lime Industries
3. Shiva Brick Industries
4. Sapthagiri Brick Works
5. Sri.Siddalingeswara Khadi Gramodyoga Kaigarika Sangha
6. Sri.Manjuntha Brick Industries
7. S.T.S Chamber Bricks
8. Manjunatha Bricks
9. Shakthi Brick

10. Raju Brick Industries
11. Pooja Brick Industries
12. Chetana Brick Industries
13. Chaitra Brick Industries
14. Sri.Chamundeswara Brick Industries
15. Sri.Vinayaka Bricks
16. Veerabhadraswamy Brick Works, Bendaganahalli
17. Rakshith Brick Industries
18. Chennakeshava Bricks
19. Vijay Brick Industries
20. Yarab Table Mould Brick Works
21. Sri.Durgashakthi Bricks
22. Sri.Vinayaka Chamber Bricks
23. Sri.Chowdeswari Bricks
24. Sri.Yellammadevi Bricks
25. Lakshmi Brick Works
26. Reddy Bricks
27. Deeksha Chamber Bricks
28. Sri.Vijayalashmi Bricks
29. Yellammadevi Brick Industries
30. Haji Baba Hindustan Shakthishali Chemical White Powder
31. B.M.Bricks
32. Sri.Durga Brick Industries
33. Sri.Sharada Brick Industries
34. Veerabhadraswamy Brick Works, Narayanaghatta

### III. COAL – CORRESPONDANCE FILES:

1. COAL – Registration of Units.
2. Assessment Orders received from JD's
3. Right to Information Act – 2005 – Coal Information
4. COAL SALES – Reg. Furnishing of Bank Guarantee to M/s.WCL
5. COAL – FSA 2013-14
6. Furnishing of Information to Government regarding sale of coal
7. General Correspondence with M/s. WCL Collieries
8. M/s.PANKAJ – Clearing and Forwarding Agent
9. M/s.PANKAJ – Transporter & Liaison Agent–Bill Payment 2012-14
10. COAL SALES –Day Books received from Finance Section
11. Purchase of Coal – Payment to M/s.WCL – 2013-14
12. Appointment of Transport & Liaison Agent for Coal Transportation.

**IV. PARAFFIN WAX – CORRESPONDANCE FILES:**

1. Procurement of Paraffin Wax
2. Transportation of Paraffin Wax
3. Sri.Lakshmi Venkateswara Transport – Paraffin Wax
4. Fire & Burglary Insurance for Paraffin Wax
5. General Correspondence with M/s.IOCL

**V. BITUMIN – CORRESPONDANCE FILES:**

1. Procurement of Bitumin – CFA File

**VI. CEMENT – CORRESPONDANCE FILES:**

1. Procurement & Distribution of Cement- Vasavadatta Cement
2. Procurement & Distribution of Cement- Bharathi Cement