

THE BRITISH INDIA CORPORATION LIMITED
(A Govt. of India Company)
11/6, Parvati Bagla Road,
Kanpur-208001

Implementation of Section 4 of the RTI Act 2005

Personal related details and functions

(i)	The particulars of its organization, functions and duties.	:	The British India Corporation Limited is a Govt. of India undertaking under Ministry of Textiles having two manufacturing units viz: CWM Branch, Kanpur (UP) and NEWM Branch, Dhariwal (Punjab). The units are manufacturing woollen and worsted fabrics with the famous trade mark of "LALIMLI" & "DHARIWAL"
(ii)	The powers and duties of its officers and employees.	:	Sri Heerak Upadhayay, CMD, BIC Sri K.C. Bajpai, CS/CLO, BIC Sri M.K. Verma, GM, CWM Branch Sri A.K. Dikshit, OSD, BIC Sri S.K. Upadhayay, Manager (Admn. & Vigilance) Sri A.K. Varshney, O.I/c F&A, BIC Sri A.K. Srivastava, I/c (P&L), BIC
(iii)	The procedure followed in the decision making process, including channels of supervision and accountability.	:	The manufacturing units viz: CWM Branch, Kanpur (UP) and NEWM Branch, Dhariwal (Punjab) are controlled by General Manager as Head of the unit.
(iv)	The norms set by it for the discharge of its functions.	:	As per set production and sales targets.
(v)	The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions.	:	BIC Employees Conduct (Discipline & Appeal) Rules 1986 as amended upto date. Certified Standing Orders
(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.	:	Board of Directors Technical Committee Raw Material Purchase Committee Central Marketing Committee
(ix)	A directory of its officers and employees.	:	Sri Heerak Upadhayay, CMD, BIC 0512-2530196 Sri K.C. Bajpai, CS/CLO, BIC 0512-2530196 Sri M.K. Verma, GM, CWM Branch 0512-2530639 Sri A.K. Dikshit, OSD, BIC 0512-2530212

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			Sri S.K. Upadhayay, Manager (Admn. & Vigilance) 0512-2530223 Sri A.K. Varshney, O.I/c F&A, BIC 0512-2530214 Sri A.K. Srivastava, I/c (&L), BIC 0512-2530212
(xvi)	The names, designations and other particulars of the Public Information Officers.	:	Sri A.K. Dikshit CPIO & Transparency Officer