

KARNATAKA SILK MARKETING BOARD LIMITED
(A Government of Karnataka Enterprise)

No.KSMB/ADMN/RI ACT(CENTRAL) /2015-16/

Date: 20-02-2016

NOTIFICATION

**PUBLICATION OF INFORMATION UNDER SECTION 4(1)(B) OF THE
RIGHT TO INFORMATION ACT**

1) The particulars of Organisation. Functions and duties:

(A) ORGANISATION:

a) Karnataka Silk Marketing Board Ltd, is a Government of Karnataka Enterprise registered under the Companies Act, 1956. The Company was established in 1979 along with the formation of "Silk Exchange" whereby law all "First Sale" of raw silk has to be conducted as per the provisions of The Karnataka Silk Worm Seed Cocoon and Silk Yarn (Regulation of production, supply, distribution and sale) Act 1959. This was done with the intention of stabilising the prices of Silk yarn.

The authorised Share Capital of the Company is Rupees Forty crores out of which the Paid Up Share Capital is Rupees Thirty One crores forty five Lakhs. The entire Paid up Share Capital is held by the Government of Karnataka. The Registered Office of the Company is situated at Second Floor, Mysugar Building, J.C. Road, Bangalore - 560 002.

b) The Company has 12 Purchase Branches / Outlets all in Karnataka which are located at Bangalore, Ramanagaram, Vijayapura(Bangalore rural), Kollegal, Kolar, Kyalanur, Kanakapura, Chikkaballpura, Chamarajanagara, Sidlaghatta, Guledagudda and Mudhol. The company has 13 Sales Branches / Outlets situated in the states of Karnataka, Andhra Pradesh, Telangana&Tamilnadu, namely, Bangalore, Guledgudda, Doddaballapura, Illkal, Gadag-Betageri and Kollegal in Karnataka, Dharmavaram in Andhra Pradesh Pochampally and Janagam in Telangana, Salem, Arni, Kumbakonam and Kancheepuram in Tamil Nadu. Our clientele ranges from small weavers to master weavers, twisters, traders, Co-op. Societies, Govt. Institutions, SarvodayaSanghas and Certified units of Khadi & Village Industries Commission. The Company gets its required quantity of silk yarn twisted on job work basis at some of its branches, namely Kollegal, Magadi, Anekal and Bangalore.

- c) The Company purchases silk yarn directly from reelers and sells the same to the weavers and traders thereby eliminating middlemen to the possible extent. We give priority for quality and quality check is done both visually and mechanically for raw and twisted silk. The services of Silk Testing House of Central Silk Board, Govt. of India are utilized for mechanical and comprehensive testing of silk.
- d) The Company is a Certified Institution of Khadi & Village Industries Commission for making transactions of hand reeled silk yarn from the certified units of Khadi & Village Industries Commission. Khadi Boards, Sarvodaya Sangha.

(B) FUNCTIONS AND DUTIES:

(i) The main functions and duties (Objectives) of the Company are:

1. To carry on the business of dealers in raw silk twisted silk, silk yarn in all its branches and kinds.
2. To carry on the business of Marketing, dealers, importers and exporters of raw silk, spun silk, twisted silk, silk yarn, silk waste of all kinds, fabrics with silk as one of its components and silk finished products and by-products of all kinds, and description and also to act as agents for the Sericulture Department of the Government of Karnataka, other Authorities / Boards whether incorporated or not.

Sericulture is a principal occupation and a prime industry in the State of Karnataka. There are about 3.5 lakh families depending directly and indirectly on sericulture activities in the state. KSMB is the only public sector organization which is involved in price stabilization activity of silk yarn in the silk Industry.

ii) The Powers and duties of the Officers and Employees :

(a) The affairs of the Company are managed by the Managing Director who is the Chief Executive of the Company, with the assistance of the Officers and employees of the Company. There is one post of General Manager next to the Managing Director., which is vacant at present.

The Company Secretary under the Companies Act, 1956 looks after the Company Law matters of the Company. There is an Assistant Manager and In-charge Assistant

Managers who are looking after different Sections. Apart from the above posts there are Officers, Assistant Officers, Senior Assistants, Assistants, and Second Division Assistants. The Company has other cadre of employees also such as Stenographers, Typists, Attenders and Drivers. The recovery of dues from the default customers and court cases are looked after by Special Tahsildar (Recovery) who is on deputation from the Revenue Department, Government of Karnataka. The Recovery process is undertaken as per the provisions of the Public Money Recovery Act and other related Laws. At present the post of Special Tahsildar(Recovery) is vacant.

(b) To carry out the objectives of the Company, it buys silk keeping in view the market situation, demand, availability of silk, price level and the level of the inventory. The Officers and employees working in purchase branches /sections purchase the silk on cash basis at the Silk Exchanges based on the requirements of sales branches i.e., quantity, quality, variety, denier, etc. The purchases are made as per the requirements of the sales branches at the prevailing market prices. The funds for the purchases are released by the Head Office through the concerned banks. The Officers and employees working in Sales branches have to mobilise the customers, assess the requirement of silk and communicate the same to the Head Office. The sales are made both on cash and credit basis as per the procedure prescribed in the policy.

iii) The Procedure followed in the decision making process, including channels of supervision and accountability.

The important policy decisions are being taken at the level of the Board of Directors either in the Board meetings or by passing resolution by circulation. The performance of each of the Purchase and Sales branches are supervised by the Assistant Managers who in turn report to the General Manager and it is supervised and reviewed from time to time by the Managing Director.

iv) The Norms for discharge of functions:

The purchases, sales and twisting are made as per the norms and guidelines laid down for the same. The Company is registered under the Companies Act and governed by its provisions. Accounts are finalized every year, audited by Internal and Statutory

Auditors. After receipt of the comments from the Comptroller and Auditor General of India, the same is placed before the Annual General Meeting.

(v) The Rules Regulations, Instructions, manuals and records held by it or under its control or used by its employees for discharging its functions:

The Company has formulated KSMB (Staff) Regulations, containing Cadre & Recruitment Rules relating to different aspects of the service matters of Officers and Employees. There are separate set of rules / guidelines in respect of remuneration, facilities and benefits provided to its Officers and Employees and also guidelines for sales, purchase, twisting and accounts.

(vi) A Statement of the categories of documents that are held by it or under its control:

1. Memorandum & Articles of Association.
2. Staff Regulations. Cadre & Recruitment Rules.
3. Guidelines and norms Pertaining to purchase, Sales and twisting.
4. Accounts and Audit guidelines.
5. Office files, registers, ledgers and books.

(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 Company does not involve the public in the formulation of its policy as it is a commercial organisation and has to do business in competition with other private traders in the industry.

The Company formulates the policies in the Board and Management level. The Board consists of Directors who are nominated by the Government of Karnataka. However, at the time of transactions relating to silk yarn, twisting etc., required consultations are held with customers and stake holders.

viii) 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.

(a). Board of Directors List

(b). Other Committees

xi) A Directory of its Officers and Employees:

Directory of Officers & Employees with monthly Remuneration

x) The Monthly remuneration received by each of its Officers and Employees including the system of compensation as provided in its regulation:

The details of monthly remuneration in respect of each of the Officers and Employees furnished in Annexure. Other amounts paid at prescribed rates which do not form a part of the salary are as follows:

1. Medical allowance at the rate of Rs.200/-(Rupees Two hundred only) per month to those who are not covered under ESI. Act.
2. Hospitalisation expenses for the employee or direct dependent, subject to actuals and limited to Rs.10,000/-(Rupees Ten thousand only) in a year.
3. Other allowances if any, to the Officers on deputation as admissible in the parent department / cadre in Government.

xi) The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made:

The Company depending on the requirement formulates Action plan and Corporate Budget and same is approved by the Board. As far as possible, the Company makes the purchases sales and incurs expenditure as per action plan and changes if any, required will be made with the approval of the Board. No separate budget is allocated by the government.

Xii) The Manner of execution of subsidy programmes, including the amounts allocated and details of beneficiaries of such programmes :

Not Applicable.

xiii) Particulars of recipients of concessions, permits or authorisations granted by it.

Not Applicable.

xiv) Details in respect of the information, available to or held by it, reduced in an electronic form :

However the information in electronic form is being given depending on the requirement of the departments.

xv) 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 has no Library or Reading Room for the public.

xvi) Names, Designations and other particulars of the Public Information Officers:

1. Sri G.Satish, I.F.S.,
Managing Director
Appellate Authority U/S: 19 (1) of the Act
Karnataka Silk Marketing Board Ltd.
Mysugar Building, J.C.Road
Bangalore – 560 002.
Phone No: 22235168, Fax: 22232560
2. Sri E.K. Babu, Manager(Mktg)& Company Secretary I/c.,
State Public Information Officer
Karnataka Silk Marketing Board Ltd.
2nd Floor, Mysugar Building, JC Road,
Bangalore – 560 002. Phone No: 22216129
4. Sri PurushothamaNaik, Asst. Manager (Fin) I/c.,
State Asst. Public Information Officer.
Karnataka Silk Marketing Board Ltd.
2nd Floor, Mysugar Building, JC Road,
Bangalore – 560 002. Phone No:41475076
5. Sri T.R.Rao, Asst. Manager (Tw) I/c.,
State Asst. Public Information Officer in respect of
all Purchase, Twisting & Sales Branches of the Company,
Karnataka Silk Marketing Board Ltd.
2nd Floor, Mysugar Building, JC Road,
Bangalore – 560 002. Phone No:2220410

BOARD OF DIRECTORS

The Company has a maximum of 12 Directors and minimum of 3 Directors. At present the Company has the following Directors on the Board.

- 1) Principal Secretary to Government,
Horticulture Department & Sericulture - Chairman.
- 2) Managing Director - KSMB Ltd - Director
- 3) Commissioner for Sericulture Development
& Director of Sericulture - Director.
- 4) Commissioner for Textile Development &
Director of Handloom & Textiles - Director.
- 5) Deputy Secretary to Government - III,
Finance Department, - Director.

OTHER COMMITTEES:

Audit Committee: The Commissioner for Sericulture Development and Director of Sericulture is the Chairman, Managing Director, KSMB, Deputy Secretary - III, Finance Department and Textile Commissioner, are the members of the committee.

A. The Departmental Promotion Committee has been reconstituted as per the decision taken in the 183rd Board Meeting vide resolution No.2286.

a) From the cadre of Attender to Assistant Manager :

- 1) Managing Director, KSMB -Chairman.
- 2) Joint Director (Admn), Sericulture Department - Member.
- 3) Manager (Mktg) - Member.
- 4) Assistant Manager (Admn) - Convener.

b) From the cadre of Assistant Manager to Manager:

- 1) Managing Director, KSMB - Chairman.
- 2) Joint Director (Admn), Sericulture Department - Member.
- 3) Joint Director (Admn), Textile Department - Member.
- 4) Assistant Manager (Admn) - Convener.

B. **Co-Ordination Committee for reviewing the atrocities on the Schedule Caste/ Schedule Tribes:** The Manager (Marketing)I/c is the Chairman of the committee and the Assistant Manager (Central Stores),& Assistant Manager (Admn/Finance) &Assistant Officer (Finance) are the members of the committee.

C. **Committee to review the complaints on the sexual harassment of women at work place:** A lady officer is the Chairperson of the committee and representatives from each of the cadres are the members of the committee.

Sd/-

**COMPANY SECRETARY I/c.&
STATE PUBLIC INFORMATION OFFICER**

To:

1) The Principal Secretary to Government,
Horticulture& Sericulture Department,
M.S. Building,
Bangalore - 560 001.

2) The Principal Secretary,
Department of Public Enterprises,
Karnataka Government Secretariat,
Room No.711, 2nd Stage (Gate No.1) 7th Floor, M.S. Building,
Dr. AmbedkarVeedhi,
Bangalore - 560 001.

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Copy to:

1) The Under Secretary to Government,
Horticulture & Sericulture Department,
Vikasa Soudha,
Bangalore - 560 001.

2) The Under Secretary to Government,
Department of Personal and Administrative Reforms (Janaspandana Cell)
Karnataka Government Secretariat, Bangalore - 560 001.

- 3) Company Secretary,
- 4) All Asst. Managers.
- 5) SpecialTahsildar,
- 6) All Branch Officer,
- 7) Notice Board in the Head Office,
- 8) M.Ds Personal Section.