

**KARNATAKA STATE MINERALS CORPORATION LIMITED**

**(Govt. of Karnataka Undertaking)**

**(Formerly: MYSORE MINERALS LIMITED)**

**RIGHT TO INFORMATION ACT 2005**

**Section 4 (1) (b)**

**As on 31.12.2019**

Regd. Office: TTMC, 'A' Block, 5<sup>th</sup> Floor, BMTc Building, K.H.Road, Shanthinagar,  
BENGALURU – 560 027.

Phone: 080 – 22278813/14, Fax: 080-22213172, Website: [www.ksmcl.com](http://www.ksmcl.com)

# **KARNATAKA STATE MINERALS CORPORATION LIMITED**

(Formerly known as: Mysore Minerals Limited)

(A Government of Karnataka Undertaking)

Registered Office: T.T.M.C, 'A' Block, 5<sup>th</sup> Floor, BMTC Building, K.H. Road, Shanthinagar,  
BENGALURU – 560 027.

Phone:22278813/14, Fax: 22213172; website:mmlkar.com

No.PER/276/GEN/2008-09/2019-20

Date: . .2020

## **NOTIFICATION**

### **INFORMATION UNDER SEC. 4[1] [b] OF RIGHT TO INFORMATION ACT 2005, CHAPTER II.**

Report of Information provided under RTI Act 2005

1. During the year 2010-11
  2. During the year 2011-12 (01.04.2011 to 31.07.2011)
  3. During the year 2011-12 (upto end of 31.03.2012)
  4. During the year 2015-16 (upto end of 31.03.2016)
  5. During the year 2015-16(01.04.2016 to 31.12.2016)
  6. During the year 2016-17(01.01.2017 to 31.12.2017)
  7. During the year 2017-18(01.01.2018 to 31.12.2018)
  8. During the year 2018-19(01.01.2019 to 31.12.2019)
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#### **[i] Particulars of the Organization, its functions and duties**

##### **Background, Aims and Achievements of the Organization**

Karnataka State Minerals Corporation Limited, a fully owned Company of Government of Karnataka was established in the year 1966 by taking over the assets of the erstwhile Board of Mineral Development. The Company is registered under the Companies Act 1956.

Initially, the Company had confined its activities to exploration, production and marketing of the various minerals available in the State. The prominent minerals which are the main resource of the Company are Chromite, Manganese and Iron Ore. The Company is one of the major

producers of Iron Ore, Chromite, Magnesite, Clay, Limestone, and Dolomite in the State.

Keeping in view the demand in the international market for the different colours of granite blocks available in the State, the Company had entered into the area of production and marketing of granite blocks of different colours available in Kanakapura, Hassan, Chamarajnagar and Ilkal Sectors.

During the year 1982 – 1983, the Company had taken up diversification programmes to expand its activities. Under this programme, the Company had established a Stoneware Pipe producing unit in Bageshpura, Hassan District and also started a 100 % export oriented unit for cutting and polishing of granite blocks in Hassan Industrial Area during the year 1984 – 85.

Karnataka State Minerals Corporation Limited is headed by the Managing Director. The other Officers are Chief General Manager, General Manager (A&V), General Manager (Finance & Accounts), General Manager (Mkt), General Manager (S&S), Company Secretary and staff assisting the Managing Director.

Karnataka State Minerals Corporation Limited has 42 Mining Leases and 38 Quarry Leases in different parts of Karnataka and has provided gainful employment to 714 employees.

The financial status of the Company is given below:

<b>PARTICULARS</b>	<b>RUPEES [in crores]</b>
a. Authorized share capital	7.00
b. Paid up share capital	6.00
c. Total turnover of the Company since inception 1966-67	659.55
d. Total revenue remitted to Government in the form of royalty, Sales Taxes etc., during the year 2016-17.	2.78
f. Dividend paid to Government since inception.	91.33

[i]. The turnover made and the profit earned by the Company during the last ten financial years is given hereunder:

[Rupees in Crores

Sl. No.	Financial Year	Turnover	Profit
1	2005-06	197.11	66.39
2	2006-07	172.77	74.27
3	2007-08	334.97	184.99
4	2008-09	268.32	125.31
5	2009-10	306.66	136.63
6	2010-11	567.73	277.01
7	2011-12	245.28	85.93
8	2012-13	157.05	21.22
9	2013-14	473.37	196.92
10	2014-15	620.04	280.88
11	2015-16	827.17	245.47
12	2016-17	784.17	316.13
13	2017-18	774.70	306.24
14	2018-19	185.51	19.12

[ii]. the powers and duties of its Officers and Employees:

**1. Managing Director. MD Personal & Board Section**

<b>Sl. No.</b>	<b>Name and designation Sriyuth:</b>	<b>Duties and Responsibilities</b>
1	Naveen Raj Singh, I.A.S., Managing Director	Head of the Company.
2	Sumithra K.S. Office Superintendent	Board Section: <ul style="list-style-type: none"> <li>• All related works pertaining to Board meeting.</li> <li>• Works relating to MD Personal Establishment.</li> </ul>
2	A.N.Shekar, First Division Assistant	Managing Director Section: <ul style="list-style-type: none"> <li>• Inward &amp; Outward files, other works entrusted by MD.</li> <li>• Works relating to MD Personal Establishment.</li> <li>• Works relating to CGM Section</li> <li>• Inward &amp; Outward files.</li> </ul>

**2. Chief General Manager & CGM Personal Section**

<b>Sl. No.</b>	<b>Name and designation Sriyuth:</b>	<b>Duties and Responsibilities</b>
1	Shankarlingaiah Chief General Manager i/c	Assisting the Managing Director in Lease related matters such as Renewal, Exploration, Production of Company's products and matters of Administration and Vigilance.
2	H.V.Rasmesha, First Division Assistant	Managing Director Section: <ul style="list-style-type: none"> <li>• Inward &amp; Outward files, other works entrusted by MD.</li> <li>• Works relating to MD Personal Establishment.</li> <li>• Works relating to CGM Section</li> <li>• Inward &amp; Outward files</li> </ul>

### **3. General Manager (Admin & Vigilance) & Personal Office**

<b>Sl. No.</b>	<b>Name &amp; Designation Sriyuths:</b>	<b>Duties and Responsibilities</b>
1	J.V.Nandan Kumar General Manager(A&V)	Related to Administration and Vigilance section work and other duties assigned by MD.
2	Y.Bhuvanesh, F.D.A	<ul style="list-style-type: none"><li>• Inward &amp; Outward of Tappals and Files</li><li>• Working in the office of the General Manager (Admin &amp; Vigilance)</li></ul>

### **4. Administration & Personnel Section**

<b>Sl. No.</b>	<b>Name &amp; Designation Sriyuths:</b>	<b>Duties and Responsibilities</b>
1	Jayashyama Office Superintendent	Scrutiny/processing of all files submitted by the personnel of Administration Section for onward submission to Chief General Manager.
2	B.S.Raghu Office Assistant	Processing of Files pertaining to: <ul style="list-style-type: none"><li>• Training/RTI.</li><li>• Appointment file pertaining to direct/Backlog/Hyderabad – Karnataka recruitment.</li><li>• Amalgamation of Mysore Lamp Works Ltd with Karnataka State Minerals Corporation Limited.</li><li>• Letters from Government.</li><li>• Transfer requests of the officers/employees.</li><li>• Appointment on Compassionate Ground.</li><li>• Annual Report of Officers/employees.</li><li>• Voluntary Retirement Scheme.</li><li>• Any Other works entrusted by superiors.</li></ul>

3	T.R.Ravi First Division Assistant	<p>Processing of files pertaining to all the Officers/Employees working at various mines of the company and deputed employees,</p> <ul style="list-style-type: none"> <li>• Sanctioning of Annual Increment, Leave, Festival Advance, other advances, Loan applications, Service Agreements.</li> <li>• Files pertaining to payment of terminal benefits to Retired/Death/Voluntary retirement</li> <li>• Providing outsource Computer Operators to Mines/Quarries.</li> <li>• Honorarium to retired Officers/Employees.</li> <li>• Housing Loan rebate.</li> <li>• Special Increment/Time Bound Advance payment/Stagnation increment/Medical Advance etc./TDS of employees/RTI/ALC-RLC/and any other work.</li> </ul>
4	K.S.Vathsala, First Division Assistant	<p>Processing of files pertaining to Officers/Employees working at Head Office:</p> <ol style="list-style-type: none"> <li>1. Leave/Annual Increment/Service Registers.</li> <li>2. Earned Leave Encashment / Festival advance Payment / Loan Applications/Service Agreement.</li> <li>3. Payment of Gratuity/Leave of retired employees</li> <li>4. Pay roll.</li> <li>5. Processing of files pertaining to Bonus/Group Incentive/RTI.</li> <li>6. Time Bound Promotions.</li> <li>7. Bill towards Coffee &amp; Tea supplied at Head Office.</li> <li>8. Processing of Bills: Company Secretary/Coffee &amp; Tea/Courier.</li> <li>9. Preparation Budget estimation.</li> <li>10. Issue of Circulars.</li> <li>11. Pay fixation and Dearness Allowance.</li> </ol>
5	Guruswamy, F.D.A	<ol style="list-style-type: none"> <li>1. Payment of remuneration to outsource employees.</li> <li>2. Answers to Starred/ Unstarred Questions of Sessions</li> <li>3. Bills relating to Agencies who have provided manpower Services on outsource basis.</li> <li>4. Advertisement and Sponsorship.</li> </ol>
6	S.Shanthamma Second Division Assistant – Cum- Computer Operator	Attending to the typing work of Personnel/Provident Fund/ Legal Section.
7	M. Amaresha	<ul style="list-style-type: none"> <li>• Xerox Operator.</li> </ul>

## **5. Vigilance Section**

Sl. No.	Name & Designation Sriyuths:	Duties and Responsibilities
1.	S.D. Jayashyama Office Superintendent	<ul style="list-style-type: none"> <li>• Processing of letters/files relating to Vigilance.</li> <li>• Preparing of Show Cause Notice/Enquiry Report.</li> <li>• To verify and report any disciplinary action carried out against employees to the Personnel Section while sanctioning of annual increment/payment of Honorarium.</li> <li>• To verify property returns submitted by employees.</li> </ul>
2.	Puttagowramma First Division Assistant	<ul style="list-style-type: none"> <li>• Receiving and attending letters pertaining to Vigilance.</li> <li>• Submission of Tri-monthly statement regarding action taken in the Vigilance Section.</li> <li>• Supervision of Housekeeping staff in maintenance of office premises.</li> <li>• Attending to all the work relating to RTI.</li> </ul>

## **6. Gratuity Section**

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	M.Niranjana, Office Superintendent	Processing of files relating to: <ol style="list-style-type: none"> <li>1) Employees Gratuity Fund Trust</li> <li>2) Superannuation Scheme</li> <li>3) Mining Education Fund Trust,</li> <li>4) Employees Welfare Fund Trust</li> <li>5) Chief Minister,s Relief Fund</li> </ol> Settlement of employees claims/fund management/filing of income tax returns/attending to the cases filed by ex-employees.



## 7. Medical & T.A. Bill Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	D.S.Umesh Office Superintendent	<ul style="list-style-type: none"><li>• Scrutiny and processing of files relating to TA Bills received from Head Office/ Mines/Quarries. Submission of files to the Superiors for approval.</li><li>• Scrutiny and processing of files relating to Medical reimbursement claims from Head Office/Mines/Quarries and submission to the Superiors for approval.</li></ul>
2	Yogaraj Sales Assistant	<ul style="list-style-type: none"><li>• Scrutiny and processing of files relating to TA Bills received from Head Office/ Mines/Quarries. Submission of files to the Superiors for approval.</li><li>• Scrutiny and processing of files relating to Medical reimbursement claims from Head Office/Mines/Quarries and submission to the Superiors for approval.</li></ul>

## 8. PF Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	Sri Jayshyama, Office Superintendent	<ul style="list-style-type: none"><li>• Scrutiny of the files and submission of the same to the Superior for approval.</li><li>• Scrutiny of PF claims submitted for onward submission to EPF organization for settlement.</li><li>• EDLIS file.</li></ul>
2	Sri Basavarajappa, First Division Assistant	Processing of files relating to PF. <ul style="list-style-type: none"><li>• PF claims/Loan applications/Pension Claims.</li><li>• Reconciliation of PF Returns.</li><li>• Payment of monthly PF contribution of all the employees of KSMCL.</li><li>• EDLIS file.</li></ul>

## 9. Legal Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	M.G. Basvarajappa, Law Officer	<ul style="list-style-type: none"><li>• To attend all the cases pending before the Hon'ble Supreme Court/High Court/Civil Court/Labour Court.</li><li>• Providing legal opinion requests by other sections.</li><li>• Coordinating with the advocates who are representing the company on the various issues in different courts.</li><li>• Submission of files to the Managing Director for approval.</li></ul>
2	M.S.Shivanna	<ul style="list-style-type: none"><li>• Scrutiny and processing of files submitted by the subordinate to Law Officer for approval.</li><li>• Preparation of vakalath.</li><li>• Processing of files pertaining to bills submitted by the advocates/professional fees payable to the advocates on retainership.</li></ul>
3	V.Damodar First Division Assistant	<ul style="list-style-type: none"><li>• Receiving of tappal and processing of files pertaining to Legal Section.</li><li>• Processing of files relating to payment of advocates fees/professional fees.</li><li>• Meeting the advocates in connections with the company's cases.</li></ul>

## 10. Stores Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	K.S.Umesh. Manager (Electrical)	<ul style="list-style-type: none"><li>• Scrutiny and processing of files submitted by the case worker for approval pertaining to Stores/Printing &amp; Stationery of all the Mines/Quarries and Head Office to CGM.</li><li>• Maintenance of AC/Telephones/Xerox Machine/UPS/ Electrical equipments/Computer Systems/Printers at Head Office.</li><li>• Processing of requirement received from units &amp; Procurement of safety equipment (shoes, helmets), Uniform, common printed stationery items / computers / electrical items to all units</li></ul>

		<p>by obtaining quotation / e-tender process.</p> <ul style="list-style-type: none"> <li>• Purchase of stationery / printing items / general stores items / Electrical items for day to day need at Head office.</li> <li>• Uploading of all section e-tender / e-auction documents to e- procurement web portal, opening of tenders for technical / financial evaluation.</li> <li>• After finalization of tender / auction, refunding of EMD to the concerned.</li> <li>• Updating the information in the company's website.</li> </ul>
2	B.L.Ashokkumar. First Division Assistant	<ul style="list-style-type: none"> <li>• Maintenance of DRR (Daily Receipt Register)</li> <li>• Store Stock / daily issues of stores &amp; stationeries items</li> <li>• Preparation of store indents &amp; posting of indents to stock books.</li> <li>• Processing Files for approval of all mines stationeries &amp; general Stores items.</li> <li>• Purchase of day to day needs for head office stationeries.</li> <li>• Maintenance of physical stock books of stationeries &amp; general Items at Head office.</li> </ul> <p>Maintenance of all files of stationeries approval &amp; general items of Mines and head office.</p>

## 11.Civil Section and R&R Section

<b>Sl. No.</b>	<b>Name and designation Sriyuth:</b>	<b>Duties and Responsibilities</b>
1	H.Shekharappa Manager (Civil)	<ul style="list-style-type: none"><li>• Scrutiny and processing of files relating to civil works and office building rent files/maintenance and land pertaining to Chamarajnagr, Ramnagar, Shivamoga, Uttara Kannada, Dharwad and all Districts Quarries &amp; Mines.</li></ul>
2	Puttaswamy Office Superintendent	<ul style="list-style-type: none"><li>• Submission of these files to CGM for approval. pertaining to Civil works and office building rent files, maintaince and land etc, all the above work correspondence &amp; letters processing to the Chief General Manager, head office.</li><li>• Processing of CSR works proposals received from Govt, Private, NGOs processing the same as per CSR policy for submission to CSR Committee.</li></ul> <p>Processing of files pertaining to R&amp;R and Head Office building / Office buildings rent of Mines &amp; Quarries.</p> <p>Scrutiny and processing of files submitted regarding R&amp;R/ building rent and onward submission to GM (S&amp;S) for approval.</p>

## 12. Civil and CSR Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1.	Rajashekar Bulapur AGM(M)	<ul style="list-style-type: none"> <li>• Responsibilities as Head of CSR Work, and Work of release of funds towards the Aid sanctioned with the Files.</li> <li>• And obtaining of Utilisation certificate.</li> </ul>
2.	H.Bhavani Shankar Asst, Engineer (Civil)	<p>Scrutiny and processing of files submitted by OS pertaining to:</p> <ul style="list-style-type: none"> <li>• CSR proposals and corporate office building, and Bytarayanapura Granite Sales Office rent, electricity, water charges and maintenance work.</li> <li>• Land and land acquisition, CSR proposals, corporate office building, and Bytarayanapura Granite Sales Office rent, electricity, water charges and maintenance work and submit files to Asst, Engineer (Civil).</li> <li>• Receiving tappals and files from other sections and Mines/Quarries relating to land and land acquisition.</li> </ul>
3.	C.S. Dattatreya Office Superintendent	<ul style="list-style-type: none"> <li>• Processing files relating to CSR proposals and corporate office building, and Bytarayanapura Granite Sales Office rent, electricity, water charges and maintenance work.</li> <li>• Processing of files relating to land and land acquisition, CSR proposals, corporate office building, and Bytarayanapura Granite Sales Office rent, electricity, water charges and maintenance work and submit files to Asst, Engineer (Civil).</li> </ul>

### **13. Mechanical Section**

<b>Sl. No.</b>	<b>Name and designation Sriyuth:</b>	<b>Duties and Responsibilities</b>
1	Sri. G.D. Mallareppa Deputy General Manager (Mech) & Public Relation Officer	Scrutiny of files submitted by the OS pertaining to: <ul style="list-style-type: none"><li>• All Mines / Quarry / H.O machinery maintenance, vehicle maintenance, FC, Insurance, Road Tax, Spares &amp; Repairs/Drillrods.</li><li>• E-Tendering for machinery / vehicles, hired machinery.</li><li>• These files are processed with remarks and submitted for approval to the higher officers.</li></ul>
2.	Sri. Ramesh Office Superintendent	<ul style="list-style-type: none"><li>• Maintenance of Head Office vehicles/Hired vehicles.</li><li>• Processing of files relating to Insurance/and other works related to DGM (Mech).</li></ul>
3	Sri. Subramanya Second Division Assistant	<ul style="list-style-type: none"><li>• Processing of Mechanical Section Tender files.</li><li>• Processing of files relating to machinery and vehicles of Iron Ore Division mines at Subbarayanahalli and Thimmappanagudi.</li></ul>
4	Sri. N. Ramareddy Operator Gr-II	<ul style="list-style-type: none"><li>• Receiving of Tappals/files concerning Mechanical Section and distribution to concerned case workers.</li><li>• Processing of files relating to vehicle and machinery repairs of Ilkal/Bagalkote/Dumagere/Irubanahalli</li><li>• Processing of files pertaining to fuel expenditure/purchase of spare parts and repairs of all working mines.</li><li>• Files relating to Hassan Sector/Mysore for approval.</li></ul>

## **14.ERP Section**

<b>Sl. No.</b>	<b>Name and designation Sriyuth:</b>	<b>Duties and Responsibilities</b>
1	Rajshekar H Bullapura Assistant General Manager (Mechanic)	<ul style="list-style-type: none"><li>• Scrutiny and processing of files relating to:</li><li>• Sand Mining</li><li>• ERP related issues</li><li>• Web-site Maintenance</li><li>• Digitization of records</li><li>• Documents Management and LMS/FMS system</li><li>• e-Office</li><li>• Need and supply of Computer, Printers and its maintenance</li><li>• Internet &amp; MPLS</li><li>• Maintenance of Data Centre at HO Recovery Data Centre</li><li>• Any IT related activities and its implementation.</li><li>• Files pertaining to maintenance of machineries and vehicles.</li><li>• Tender document.</li><li>• CSR.</li></ul>

## 15. Accounts Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	J.V.Nandan Kumar General Manager (Fin & Accounts)	Head of the Finance & Accounts Section. Looking after all financial and policy matters of the company.
2	Chandrashekar Chorgi A.G.M (Finance)	<ul style="list-style-type: none"> <li>• In-charge of audit.</li> <li>• Supervision and timely action of the following functions               <ol style="list-style-type: none"> <li>1. Finalisation of Annual Accounts</li> <li>2. Statutory Audit</li> <li>3. C&amp;AG Audit and COPU Compliances.</li> <li>4. Tax Audit, Compliances &amp; Litigation.</li> <li>5. Budget Preparation and follow up</li> </ol> </li> <li>• Files submitted by the case workers are scrutinized and processed for approval of GM (F&amp;A).</li> </ul>
3	B.T.Premakumari, Asst. Manager	<ul style="list-style-type: none"> <li>• Follow up of Internal Audit reports and compliances of Mines &amp; Quarries. Audit Committee Meeting proceedings and Compliances.</li> <li>• Sales accounts of all Minerals &amp; Granite i.e., debtors ledgers manually.</li> <li>• Scrutiny of all income with transportation and weigh bills quantity of each mines and posting to sales ledger (manually) every month.</li> <li>• Reconciliation of Sundry Debtors &amp; obtain confirmation letter from debtors and individual buyers.</li> <li>• Furnishing financial data / information to the Government and other contractual matters.</li> <li>• Collection of Form “C” &amp; “H” from the customer regularly and make quarterly statements of such “C” and “H” forms collected and submit to Sales Tax Department.</li> <li>• Collection of accounts data from all sectors on weekly/monthly basis including sales and purchase transportation and all matter related to Sales Tax.</li> </ul>



4.	C.J.Ronald Kumar F.D.A	<ul style="list-style-type: none"> <li>• Follow up of Internal Audit at the Head Office</li> <li>• Maintenance of Purchase Account, Sundry Creditors Ledger, EMD Ledger on Tally ERP.</li> <li>• All matters relating to the Company Income Tax/ Service Tax as per Income Tax Act, 1961.</li> <li>• Maintenance of Service Tax Register.</li> <li>• Maintenance of Fixed Asset Register and Fixed Assets bills filing as per Company's Act, 2013.</li> <li>• Furnishing Financial Data required by the Income Tax as and when required by the Income Tax Department.</li> <li>• Monthly TDS reconciliation with Cash book/ tally and maintenance of Register.</li> <li>• Preparation of Royalty Schedule and follow up.</li> <li>• Any other work entrusted by the higher authority from time to time.</li> </ul>
5.	A.Ramadevi First Division Assistant	<ul style="list-style-type: none"> <li>• Tally work related to Accounts Section.</li> <li>• Preparation of Monthly Income tax returns statements.</li> <li>• Goods and Service Tax statement, Quarterly compliance of Internal Audit Report (Head Office).</li> <li>• All typing work of Accounts section and the works assigned by the Superior Officers from time to time.</li> </ul>

6.	B.Chandraiah First Division Assistant	<ul style="list-style-type: none"> <li>• A.G. Para compliance.</li> <li>• Scrutiny of Cash Accounts of all mines / quarries &amp; submission of reports to GM (Fin) through AGM (Fin).</li> <li>• Preparation of Annual Budget and comparison with Actual Cost incurred during every month &amp; reporting of any deviation along with reasons as per format.</li> <li>• Scrutiny of Annual Stock Verification, Statement and reporting any excess / shortage.</li> <li>• Scrutiny of Cost sheet of all Mines &amp; Quarries.</li> <li>• Furnishing of financial data required by KSBPE, GOK, COPU &amp; other statutory authority on time.</li> <li>• Maintenance and processing of files relating to RTI Act.</li> </ul>
7.	L.Venugopalgowda Sales Assistant	<ul style="list-style-type: none"> <li>• Receiving and distribution of tappals.</li> <li>• Inward and outward of files.</li> <li>• Any other work entrusted by the higher authority from time to time.</li> </ul>
<b>Cash Section:</b>		
8.  9.	S.Yogarajaiah, Office Superintendent & K.Ramaiah First Division Assistant	<ul style="list-style-type: none"> <li>• Day to day Cash / Bank transaction including reconciliation of receipt and payments and bank reconciliation and Tally work.</li> <li>• Maintenance FD Register / Investment register manually.</li> <li>• Maintenance of Can Flexi Deposit Register / Cash book separately/investment register.</li> <li>• Maintenance of payment / receipt voucher along with supporting bill / documents.</li> <li>• Follow up of recovery of all Advances &amp; outstanding dues and maintenance of Advance register.</li> <li>• All correspondence works relating to banking</li> <li>• Preparation of bank reconciliation statement and collection of TDs certificate</li> <li>• Any other work entrusted by the higher authority to be done jointly.</li> </ul>

## 16. Marketing Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1.	H.D.Raju, Deputy General Manager (P) & incharge of Dy.General Manager (Marketing)	<ul style="list-style-type: none"> <li>• Head and In-charge of Marketing Section.</li> <li>• Looking after marketing of Minerals and Iron Ore.</li> <li>• Sscrutiny of files submitted and forwarding of files to GM (Mkt) for approval.</li> </ul> Submitting proposals on marketing of granite and ore.
2	D.T. Swamy Asst. Gen. Manager(C)	<ul style="list-style-type: none"> <li>• Looking after marketing of Minerals and Iron Ore.</li> <li>• Sscrutiny of files submitted and forwarding of files toDGM/GM (Mkt) for approval.</li> <li>• Submitting proposals on marketing of granite and ore.</li> </ul>
3.	T.L.Kumaraswamy, Office Superintendent	Processing of files pertaining to Subbarayanahalli & Ubbalagundi Iron Ore Mines with regard to: <ul style="list-style-type: none"> <li>• Sales of Iron Ore,</li> <li>• Letters correspondence with Monitoring Committee.</li> <li>• Convening of Price Fixation Meeting and preparation of proceedings .</li> <li>• Verification of bid sheets,</li> <li>• Arbitration related works.</li> <li>• COPU/Lokayuktha/RTI Files.</li> <li>• AG Audit Para Replies.</li> <li>• Royalty, FDT, DMF &amp; NMET related files.</li> </ul> Processing of files pertaining to Thimmappanagudi & Jambunathanahalli Iron Ore Mines with regard to: <ul style="list-style-type: none"> <li>• Sales of Iron Ore,</li> <li>• Letters correspondence with Monitoring Committee.</li> <li>• Convening of Price Fixation Meeting and preparation of proceedings.</li> <li>• Verification of bid sheets,</li> <li>• Arbitration related works.</li> <li>• COPU/Lokayuktha/RTI Files.</li> <li>• AG Audit Para Replies.</li> <li>• Royalty, FDT, DMF &amp; NMET related files.</li> <li>• Exhibition related works.</li> </ul>

4	D.S. Umesh, Office Superintendent	<p>Processing of Files pertaining to Granite:</p> <ul style="list-style-type: none"> <li>• Sales of Granite</li> <li>• Convening price fixation meeting and preparation of proceedings</li> <li>• Arbitration related works.</li> <li>• COPU/RTI/AG Audit Para related works.</li> <li>• Preparation of Terms &amp; Condition for e-auction of Granite.</li> <li>• Preparation of Monthly Sales statement/LOI and issue of Delivery Order. Royalty, DMF &amp; NMET/ERP.</li> </ul>
5	T.M. Jaishankar, Office Superintendent	<p>Processing of Files pertaining to Other Minerals</p> <ul style="list-style-type: none"> <li>• Preparing e-auction documents.</li> <li>• Preparation of Letter of Intent and Delivery Order.</li> <li>• MSTC bills payment.</li> <li>• Maintenance of quantity of sold /saleable minerals.</li> <li>• GST / NMET/DMF and Royalty.</li> <li>• Conducting of Price Fixation Meeting/Agenda/Proceedings.</li> </ul>
6	C.P. Shivananda, Stenographer	<ul style="list-style-type: none"> <li>• Taking dictation and typing work related to Marketing Section.</li> <li>• Typing work related to e-auction.</li> <li>• Taking dictation from the Legal Consultant.</li> </ul>
7.	Prakash C.N. SDA cum Computer Operator	<ul style="list-style-type: none"> <li>• Typing work related to Marketing Section (Minerals and Granites) ERP</li> </ul>

## 7. Lease and Environment Section

Sl. No.	Name & Designation	Work allocation
1.	Rameshappa Manager (L&E)	All Mining lease and Quarry lease application, renewal, deemed extension submission and obtain approvals from the concerned Authorities.
		Obtaining Forest Clearance and Environmental Clearance for Mines and Quarries from the concerned Authorities.
		After verification of Mining / Quarry Plan submitted by the TCD, submission of the same to the concerned Authorities.
		Obtaining CFO / CFE for mines and quarries from KSPCB. Compliance to the statutory clearances.
		Scrutiny of the files submitted by the Case Workers of Lease and Environment Section, forward the same along with opinion/notes/preamble to higher Officers for necessary further action.
		Verification of Audit Para replies put up by the Case Workers and submit the same to higher Officers for necessary action.
		Other related works such as visiting DMG/KSPCB /IBM/SEIAA/SEAC/ Forest and C & I Department for follow-up action.
2.	Dr. Binutha R Manager (Environment) – On Contract	Obtaining Forest Clearance and Environmental Clearance for Mines and Quarries from the concerned Authorities.
		After verification of Mining / Quarry Plan submitted by the TCD, submission of the same to the concerned Authorities.
		Obtaining CFO / CFE for mines and quarries from KSPCB. Compliance to the statutory clearances.
		Scrutiny of the files submitted by the Case Workers of Lease and Environment Section, forward the same along with opinion/notes/preamble to higher Officers for necessary action.
		Other related works such as visiting DMG/KSPCB /IBM/SEIAA/SEAC/ Forest and C & I Department for follow-up action.

3.	M.S. Shivanna Office Superintendent	Looking after and maintain Major mineral mining lease files. Preparation of fresh lease application / renewal application, reservation of fresh iron ore and other major mineral leases to Manager(L&E) for verification and forward to concerned officer / authority.
		Preparation of reply to the Audit Paras received from Accounts Department and submit to Manager(L&E) for verification and forward to concerned officer / authority.
		To verify letters received from Mines Managers / Government & other Statutory Authorities, make proper notes and put up the same to Manager(L&E) for necessary action.
		Preparation of draft tender documents like obtaining Environmental Clearance, Post Monitoring and exploration and put up the same to Manager(L&E) & Manager (Env) for verification and approval.
		To prepare draft letters /work order for communicating the same to the successful tenderer and works related to Environmental Public Hearing to the concerned Manager(L&E) for necessary action.
		Prepare approval for the tour undertaken by the TCD Hassan officials.
		To attend to the other related works assigned by the higher authorities time to time.
4.	Shivabasavanna, Sales Assistant	Looking after and maintain quarry leases files. Preparation and submission of lease application /renewal application to Manager(L&E) for verification for forwarding the same to concerned officer / authority.
		Calculation & preparation of Half yearly / yearly dead rent in respect of mines and quarries and submit the same to Manager(L&E) for verification and forward to concerned officer / authority.
		Preparation of reply to the Audit Paras received from Accounts Department and submit to Manager(L&E) for verification and forward to concerned officer / authority
		To verify letters received from Quarry Managers / Government & other Statutory Authorities and make proper notes and put up the same to Manager(L&E) for necessary further action.
		To process files for obtaining Bank Guarantee while submission of Mining Plan / Scheme and to attend to

		the other related works assigned by the higher authorities time to time. To look after files related to MEMC and FIMI
		To attend the other related works assigned by the higher authorities time to time.
5.	Basavaraj Chippalkatti First Division Asst.	Looking after and maintain Minor mineral mining lease files. Preparation of fresh lease application / renewal application, reservation of fresh iron ore and other major mineral leases to Manager(L&E) for verification and forward to concerned officer / authority.
		Preparation of reply to the Audit Paras received from Accounts Department and submit to Manager(L&E) for verification and forward to concerned officer / authority.
		To verify letters received from Mines Managers / Government & other Statutory Authorities, make proper notes and put up the same to Manager(L&E) for necessary further action.
		Look after all works related to environmental clearance and forest clearance from MoEF/ SEIAA/SEAC and obtaining NoC from Wildlife Authorities from time to time and put up file to Manager (Env) for necessary further action.
		Preparation and calculation of Environmental Protection Fees and NPV charges for Mines and Quarries and put up file to Manager(L&E) for necessary further action.
		After completion of tender for E.C., Post Monitoring, to prepare draft letters / work order for communicating the same to the successful tenderer and works related to Environmental Public Hearing to the concerned Manager(L&E) & Manager(Env) for necessary further action.
		To process files for obtaining Bank Guarantee while submission of Mining Plan / Scheme and to attend to the other related works assigned by the higher authorities time to time.
		To attend to the other related works assigned by the higher authorities time to time.
6.	Siddaganga Sr. Mine Mate	Liasoning work - To process the files pending at various Government Departments such as C & I, KSPCB, DMG, Forest Department, SEIAA, SEAC, etc. and report compliance to higher authority.

7.	B.N. Shankarachari Tracer	Tracing Work, inward and outward of all Lease and Environmental Section files.
		To make Xerox and spiral binding of Mining Plan / Mining Scheme / Quarry Plan, lease related project reports, Forest/ Environmental Clearance reports and other related documents for onward submission to concerned authorities such as MoEF, SEIAA, KSPCB, IBM, Forest Department, DMG, etc.,
		To keep & maintain documents such as Mining Plan / Mining Scheme / Quarry Plan / Project Reports and to attend to the other related works assigned by the higher authorities time to time.

### **18. Statutory and Safety Section**

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	Shankaralingaiah General Manager (S&S) I/c	<p>Head and In-charge of Statutory &amp; Safety Section.</p> <ul style="list-style-type: none"> <li>• Looking after issues relating to production at Subbaranahalli Iron Ore Mine.</li> <li>• R&amp;R work of all Mines &amp; Minerals.</li> <li>• Submission of files after verification and suitable proposals CGM.</li> <li>• Land acquisitions related files.</li> <li>• Verification of Lease &amp; Environment files submitted by DGM (LEE) and submission to CGM with suitable opinion.</li> <li>• All work related to Mine Safety and Statutory of all the mines.</li> <li>• Attending to legal dispute raised at the Appellate authority / Judiciary.</li> </ul>
2	Byregowda. Mine Foreman	<p>Processing of files related to:</p> <ul style="list-style-type: none"> <li>• Statutory work of all mines and quarries.</li> <li>• Employees vocational training,</li> <li>• Purchase of explosives bills and payment.</li> <li>• Change of address of Managers.</li> <li>• Tender work.</li> </ul>



## 19. Production Section

Sl. No.	Name and designation Sriyuth:	Duties and Responsibilities
1	H.D. Raju, Deputy General Manager (P)	Head and In-charge of Statutory & Safety Section. <ul style="list-style-type: none"> <li>• Looking after issues relating to production at Thimmappanagudi Iron Ore Mine.</li> <li>• Looking after production activities of all granite quarries.</li> <li>• Submission of proposals to CGM for obtaining approvals for E.C., Statutory clearance and Court issues.</li> </ul>
2	Jaishankar T.M. Office Superintendent	Submitting proposals with respect to production activities of Thimmappanagudi Iron Ore Mines with respect to operational expenditure, contract bill payment and General correspondence.
3	Kalavathi, FDA	<ul style="list-style-type: none"> <li>• Processing of files pertaining to production at Subbarayanahalli Iron Ore Mine.</li> <li>• Raising contractors' bills.</li> </ul>
4	H.V. Ramesh, FDA	Working at production and statutory & safety section
5	Rangaswamy FDA	<ul style="list-style-type: none"> <li>• Verification of the production details submitted by units and processing of file related to raising bills.</li> <li>• Processing of tour approval of the Managers &amp; Unit Officers.</li> <li>• Proposals of entertainment expenditures of units.</li> <li>• Preparation of tenders.</li> <li>• Submitting proposals for Land, Road and Dump compensation.</li> <li>• Processing of letters related to Court Cases/RTI. Also receiving of Tappals.</li> </ul>

## 20. RTI SECTION

<b>Sl. No.</b>	<b>Name and designation Sriyuth:</b>	<b>Duties and Responsibilities</b>
1.	M.G. Basavarjappa Law & Public information Officer	<ul style="list-style-type: none"><li>• To reply to all the queries received from RTI.</li><li>• To prepare the Annual report and submit to the concerned Department after obtaining approval from MD</li><li>• To prepare the notes of 4(1) a and 4(1) b to submit to Government.</li></ul>
2.	Puttagowramma FDA	<ul style="list-style-type: none"><li>• To maintain all the files regarding to RTI of all the sections</li><li>• To receive all the RTI queries and submit it to the concerned sections. To receive all the replies from the concerned sections and submit the same to Appellate for approval.</li><li>• To prepare the Annual report of the RTI and submit the same to RTI officials</li><li>• To submit the report of 4(1)a and 4(1)b for December end to Public Information Officer</li></ul>

The letters received from the Mines and Units, Government and the higher officers are registered in the general inward Section and thereafter distributed to the concerned divisions for actions. Acknowledgements are issued to the public for the representations submitted by them. The case workers will register all the letters received by them from the general inward section in the inward register maintained in their section and then process the papers in the respective files and submit to their superior for orders.

The files are then examined by the section heads without giving scope for delay and will submit the files with appropriate recommendations to the Appropriate Authority for final orders.

**[iii] Procedures followed in the decision making process  
Including channels of supervision and accountability.**

1. The operation of the Mines and Quarries are reviewed from time to time by the Chief General Manager to improve the productivity, duly maintaining the cost of production and will report to the Managing Director.
2. Financial discipline is maintained to compete with the prevailing trends in the market and to sell the company's Products.
3. Price fixation is done in a transparent manner. Constant watch is kept on demand for various minerals by the Executive Committee and reviewed by MD who takes decisions on planning production.
4. General Manager (Admin & Vigilance) streamlines all office procedures and supervises even micro movement of papers and files in headquarters.
5. Arrangements are being made to open a separate counter for re-addressable of public grievances and to provide information to the public. A separate register is maintained for the representations / letters received from the Public / Government. Information is collected from the

concerned sections within a reasonable time and a report sent to the Government and endorsement to the applicant is issued. For this purpose a separate section called Public Grievances Cell is established.

6. To review the progress in respect of each wing of the department, progress review meetings are conducted.

**[iv] The norms set by it for discharge of its functions:**

The Company is striving to become one of the finest mining companies in terms of profitability and productivity. These objectives will be achieved by also giving due importance to environmental concerns and discharging corporate social responsibilities. Ethics, integrity and striving for excellences are values.

The interest of the shareholders viz., the Government, the Company, the employees, the customers, the suppliers and the public will be safeguarded at all times.

**[v] The rules, regulations, instructions, manuals and records held by it or under its control or used by its employees for discharging its functions.**

1. Memorandum and Articles of Association
2. Standing Orders
3. Conduct and Disciplinary Proceedings Rules
4. Cadre and Recruitment Rules
5. Office Manual
6. Medical Attendance Rules
7. Traveling Allowance Rules

**[vi] A statement of the category of documents that are held by it or under its Control.**

1. Office Orders
2. Circulars
3. Notifications
4. Annual Reports
5. Statutory Records
6. Bills and Vouchers.

[vii] The particulars of any arrangements that exists for Consultation with, or Representation by, the members of the public in relation to the formulation of its policy or implementation thereof;

---- Not applicable ----

[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 advise, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings of accessible for public.

As on 31.02.2019

**KARNATAKA STATE MINERALS CORPORATION LIMITED**  
**BOARD OF DIRECTORS LIST AS ON 31.12.2019**

Sl No.	Name & Address	Designation
1	Sri M. Maheshwar Rao, IAS, Secretary to the Government, (MSME & Mines) Commerce & Industries Department, 1 <sup>st</sup> Floor, Vikasa Soudha, Bangalore 56 001	Chairman & Director
2	Sri Naveen Raj Singh, IAS, Managing Director, Karnataka State Minerals Corporation Limited.5 <sup>th</sup> Floor, 'A' Block TTMC Building, BMTTC, Shanthinagar, Bangalore	Managing Director
3	Dr Ekroop Caour, IAS Secretary to the Government (B&R) Finance Department, 2 <sup>nd</sup> Floor, Vidhana Soudha, Bangalore	Director
4	Dr.S.Selvakumar, IAS Secretary to the Chief Minister of Karnataka, Vidhana Soudha, Bangalore	Director

5	Smt Salma K Fahim , IAS Managing Director The Hutti Gold Mines Co. Ltd., 3 <sup>rd</sup> Floor, KHB Shopping Complex, National Games Village, Koramangala, Bangalore-560027 Bangalore-560 047.	Director
6	Smt V.Chaitra, IAS, Joint Secretary Infrastructure Dev. Dept, Vikasa Soudha Bangalore	Director
7	Dr.N.Shivashankara, IAS Director, Department of Mines & Geology, 5 <sup>th</sup> Floor, Khanija Bhavan, Bengaluru-560001	Director

**There is no post of Non-Official Director in the Company.**

**[b] Executive Committee.**

1. Chief General Manager : Chairman
2. General Manager(Admin& Vigilance : Member
3. General Manager(Finance& Accounts): Member
4. General Manager(Mkt) : Member
5. General Manager (P) I/c. : Member
6. Law & PIO. : Member
7. Union Representative : Invitee

**[C] Corporate Social Responsibility. (CSR COMMITTEE)**

1. Secretary to Govt. Industries & Commerce: Chairman
2. Managing Director, Karnataka State  
Minerals Corporation Limited : Member

**[D] Audit Committee.**

1. Secretary to Govt.(B & R)  
Department of Finance : Chairman
2. Managing Director,  
Hutti Gold Mines Company Limited : Member
3. Director  
Department of Mines & Geology : Member

**[e] At present, the meetings are not open to the public nor are the minutes accessible to the public.**

[IX] Directory of Officers & Employees:

<b>OFFICERS &amp; EMPLOYEES PHONE NUMBERS</b>			
<b>Sl. No.</b>	<b>Employee Name</b>	<b>Designation</b>	<b>Phone Numbers</b>
1	Naveen Raj Singh, IAS	Managing Director	080-22212912
2.	Dr.J.V.Nandhankumar	General Manager (F&A)	
3	Shankaralingaiah	Chief General Manager & General Manger (S&S ) i/c	080-22216257
4	Raju H.D	Dy. General Manager (P)& Dy. General Manager(p) (Mkt) I/c	080-22230549
5	Mallareppa G.D	Dy. General Manager (Engg)	080-22230393
6	Basavarajappa M.G	Law Officer& PIO	080-22230373
7	D.T. Swamy	Asst. General Manager (Mkt)	
8	Rajashekar H. Bullapur	Asst. General Manager (Mech)	
9	Chandrashekar Chorgi	Asst . General Manager (F&A) I/c	
10	Umesh K S	Asst. General Manager (Elec.)	
11	Shekarappa H	Manager (Civil)	
12	Rameshappa	Manager (L&E)	
13	Bhavanishankar H.	Asst. Engineer (Civil)	
14	Premakumari B.T	Asst. Manager	
15	Niranjana .M	Office Superintendant	
16	Raghu B.S	Office Superintendant	
17	Puttaswamy	Office Superintendant	
18	H.C.Govindaraju	Office Superintendant	
19	Sumithra K.S	Office Superintendant	
20	Gurumallaiah	Office Superintendant	
21	Jayashyama S.D	Office Superintendant	
22	Jaishankar T.M	Office Superintendant	
23	Yogarajaiah	Office Superintendant	
24	Dattatraya C.S	Office Superintendant	
25	Umesh D.S	Office Superintendant	
26	Ramesh	Office Superintendant	

27	M.S. Shivanna	Office Superintendant	
28	T.L. Kumaraswamy	Office Superintendant	
29	Shivanand C.P.	Stenographer	
30	Byregowda	Mine Fore men	
31	Damodar V	First Division Assistant	
32	Basarajappa	First Division Assistant	
33	Kalavathi	First Division Assistant	
34	Ramadevi	First Division Assistant	
35	Ravi T.R	First Division Assistant	
36	Puttagowramma	First Division Assistant	
37	Vathsala K.S	First Division Assistant	
38	Ramaiah K	First Division Assistant	
39	Basavaraj Chippalikatti	First Division Assistant	
40	Y.P. Bhuvanesh	First Division Assistant	
41	Shekhar A.N	First Division Assistant	
42	Ashok Kumar B.L	First Division Assistant	
43	Ramesh H.V	First Division Assistant	
44	C.J.Renald	First Division Assistant	
45	Guruswamy	First Division Assistant	
46	Yogaraju	Sales Assistant	
47	Venugopalagowda L	Sales Assistant	
48	Ramesha	Sales Assistant	080- 22278813/14/15/16
49	Shivabasavanna	Sales Assistant	
50	Siddaganga	Sr. Mine Mate	
51	Chandraiah B	Second Division Assistant cum Computer-Operator.	
52	Shanthamma S	Second Division Assistant Cum Computer-Operator.	
53	Prakasha C.N	Second Division Assistant cum Computer-Operator.	
54	Subramanya M	Second Division Assistant cum Computer-Operator.	
55	Amaresh M	Operator Gr. I	
56	Ramareddy N	Operator Gr. II	
57	Nagaraja S.V	Technician Gr-II	
58	Shankarachary B.N	Tracer	
59	Basavarajappa K.K	DriverGr.I	



60	Nagaraja	DriverGr.I	
61	Venkatesh H.T	DriverGr.I	
62	Venkatesha H.D	Driver GR. I	
63	S. Srinivasa	Driver GR. I	
64	Dharma D.	DriverGr.II	
65	Ravindra A	Driver Gr.II	
66	Rudrappa K.	Driver Gr. II	
67	Shivaraja D	Driver Gr. II	
68	Chinnappa	Driver GR.II	
69	Shivegowda	Driver Gr.II	
70	Chikkamarigowda H.G.	Driver Gr. II	
71	Chandrappa T.R.	Driver Gr. II	
72	Thimmappa K.J.	Sr. Attender	
73	Nanjundaswamy T.V	Sr. Attender	
74	Chandrashekar N.T	Sr. Attender	
75	M.Mahadevaswamy	Sr.Attender	
76	Basavaraja	Mazdoor	
77	B.P.Subramanya	Care Taker	
78	B.C.Lakshmegowda	Mazdoor	
79	Sannamma .T	Mazdoor	
80	Huchamma	Mazdoor	
81	Devanna	Mazdoor	
82	Ramesha	Mazdoor	
<b>Byatarayanapura Granite Slabs &amp; Sales Office</b>			
1	Ramanna N.	Mine Mate	
2	Munilakshamma	Mazdoors	
3	Nanjamari	Mazdoors	

080-  
22278813/14/15/16

(X) The monthly remuneration received by each of its officers and Employees, including the system of compensation as provided in its regulations.

<b>SALARY STATEMENT FOR THE MONTH OF DECEMBER 2019</b>			
<b>Sl. No.</b>	<b>Employee Name Shriyuths</b>	<b>Designation</b>	<b>Total Earnings</b>
1	Naveen Raj Singh, IAS	Managing Director	2,50,134/-
2	Dr.J.V.Nandhankumar	General Manager (F&A)	1,28,952/-
3	Shankaralingaiah	Chief General Manager & General Manger (S&S ) i/c	1,45,112/-
4	Raju H.D	Dy. General Manager (P)& Dy. General Manager(p) (Mkt) I/c	1,25,926/-
5	Mallareppa G.D	Dy. General Manager (Engg)	1,44,667/-
6	Basavarajappa M.G	Law Officer& PIO	1,31,992/-
7	D.T. Swamy	Asst. General Manager (Mkt)	1,12,595/-
8	Rajashekar H. Bullapur	Asst. General Manager (Mech)	1,04,886/-
9	Chandrashekar Chorgi	Asst . General Manager (F&A) I/c	1,22,941/-
10	Umesh K S	Asst. General Manager (Elec.)	1,32,667/-
11	Shekarappa H	Manager (Civil)	1,10,091/-
12	Rameshappa	Manager (L&E)	87,445/-
13	Bhavanishankar H.	Asst. Engineer (Civil)	1,04,171/-
14	Premakumari B.T	Asst. Manager	1,04,821/-
15	Niranjana .M	Office Superintendant	59,612/-
16	Raghu B.S	Office Superintendant	65,308/-
17	Puttaswamy	Office Superintendant	58,065/-
18	H.C.Govindaraju	Office Superintendant	56,279/-
19	Sumithra K.S	Office Superintendant	59,552/-
20	Gurumallaiah	Office Superintendant	58,120/-
21	Jayashyama S.D	Office Superintendant	81,047/-
22	Jaishankar T.M	Office Superintendant	57,990/-
23	Yogarajaiah	Office Superintendant	66,496/-
24	Dattatraya C.S	Office Superintendant	57,795/-
25	Umesh D.S	Office Superintendant	58,055/-
26	Ramesh	Office Superintendant	58,175/-
27	M.S. Shivanna	Office Superintendant	57,860/-
28	T.L. Kumaraswamy	Office Superintendant	65,493/-

29	Shivanand C.P.	Stenographer	43,550/-
30	Byregowda	Mine Fore men	67,125/-
31	Damodar V	First Division Assistant	51,700/-
32	Basarajappa	First Division Assistant	47,212/-
33	Kalavathi	First Division Assistant	65,363/-
34	Ramadevi	First Division Assistant	62,528/-
35	Ravi T.R	First Division Assistant	43,745/-
36	Puttagowramma	First Division Assistant	43,430/-
37	Vathsala K.S	First Division Assistant	53,810
38	Ramaiah K	First Division Assistant	47,042/-
39	Basavaraj Chippalikatti	First Division Assistant	43,435/-
40	Y.P. Bhuvanesh	First Division Assistant	52,395/-
41	Shekhar A.N	First Division Assistant	52,850/-
42	Ashok Kumar B.L	First Division Assistant	43,485/-
43	Ramesh H.V	First Division Assistant	44,244/-
44	C.J.Renald	First Division Assistant	46,093/-
45	Guruswamy	First Division Assistant	51,765/-
46	Yogaraju	Sales Assistant	54,070/-
47	Venugopalagowda L	Sales Assistant	54,070/-
48	Ramesha	Sales Assistant	43,105/-
49	Shivabasavanna	Sales Assistant	47,042/-
50	Siddaganga	Sr. Mine Mate	65,363/-
51	Chandraiah B	Second Division Assistant cum Computer-Operator.	57,415/-
52	Shanthamma S	Second Division Assistant Cum Computer-Operator.	35,205/-
53	Prakasha C.N	Second Division Assistant cum Computer-Operator.	35,270/-
54	Subramanya M	Second Division Assistant cum Computer-Operator.	34,391/-
55	Amaresh M	Operator Gr. I	66,981/-
56	Ramareddy N	Operator Gr. II	34,391/-
57	Nagaraja S.V	Technician Gr-II	51,570/-
58	Shankarachary B.N	Tracer	39,931/-
59	Basavarajappa K.K	DriverGr.I	52,270/-
60	Nagaraja	DriverGr.I	52,000/-
61	Venkatesh H.T	DriverGr.I	52,370/-

62	Venkatesha H.D	Driver GR. I	52,065/-
63	S. Srinivasa	Driver GR. I	54,435/-
64	Dharma D.	DriverGr.II	43,675/-
65	Ravindra A	Driver Gr.II	43,300/-
66	Rudrappa K.	Driver Gr. II	43,795/-
67	Shivaraja D	Driver Gr. II	41,502/-
68	Chinnappa	Driver GR.II	40,848/-
69	Shivegowda	Driver Gr.II	39,680/-
70	Chikkamarigowda H.G.	Driver Gr. II	41,248/-
71	Chandrappa T.R.	Driver Gr. II	34,951/-
72	Thimmappa K.J.	Sr. Attender	50,826/-
73	Nanjundaswamy T.V	Sr. Attender	49,581/-
74	Chandrashekar N.T	Sr. Attender	43,365/-
75	M.Mahadevaswamy	Sr.Attender	33,134/-
76	Basavaraja	Mazdoor	30,534/-
77	B.P.Subramanya	Care Taker	30,599/-
78	B.C.Lakshmegowda	Mazdoor	30,039/-
79	Sannamma .T	Mazdoor	31,621/-
80	Huchamma	Mazdoor	30,469/-
81	Devanna	Mazdoor	30,739/-
82	Ramesha	Mazdoor	30,560/-
<b>BYATARAYANAPURA GRANITE SLABS &amp; SALES OFFICE</b>			
Sl.No.	Employee Name	Designation	Total Earnings
83	Ramanna N.	Mine Mate	62,618/-
84	Munilakshamma	Mazdoors	30,664/-
85	Nanjamari	Mazdoors	27,979/-

Apart from the remuneration mentioned, the Officers and the employees are also eligible for the following benefits as per the existing provisions:

1. Employer contribution towards Provident Fund.
2. Gratuity
3. Medical reimbursement as per the medical rules of the Corporation.
4. Group Insurance Scheme of Medi-assist.

5. Leave salary /Encashment/Pension Contribution to eligible employees.
6. Re-imburement of telephone bills.
7. Conveyance Allowance.
8. Ex-gratia / performance Incentive.

[xi] **The Budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and report on disbursement made:**

BUDGET PROPOSAL FOR 2019-20 Rs. 814.64 Crores.

[xii] **The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes;**

..... Not Applicable .....

[xiii] **Particulars of recipients of concessions, permits or authorizations granted by it.**

The following arrangements are existing in the Company for realization of higher revenue.

a] **Joint Venture:**

At the instance of the Government, the Company has entered into Joint Ventures to add the value of its products. Presently, the Company is having Joint Ventures in Iron Ore Mines, as follows.

[1] Tungabhadra Minerals Limited – M/s Salgoancar Pvt., Limited with Karnataka State Minerals Corporation Limited having 26 % share holdings.

[2] Vijayanagar Minerals Pvt. Ltd., - with Mysore Minerals Limited having 30 % of shareholding [under MOU].

b] **Raising and Marketing agreement**

Some mine/ quarries are being worked with private participation. The sale award is entrusted to successful tenderers through open tender as per the Provision of the KTPP Act 2000. The period of tenders vary from 3 to 5 years.

c] **Processing Agreement**

In the pattadars lands included in the Company's lease areas, the pattadars were allowed to extract minerals, by paying the premium fixed by the Company for a period of one year in Iron Ore Leases.

d] **Job Work:**

In limestone lease areas, the pattadars are allowed to carry out the extraction of the minerals in their patta land whose lands are included in the company's lease area. The Company will pay Rs.36/- PMT to the job

work carried out and will sell the minerals to its customers as per Company's prices.

e] **Hired Machinery:**

The Company has engaged machineries hired from private parties in certain quarries of the Company. The hired machineries are deployed by the parties who are successful bidders through open tender as per KTPP Act 2000.

[xiv] **Details in respect of the information available to or held by it, reduced in an electronic form;**

The Company's website [www.mmlkar.com](http://www.mmlkar.com) provides all details such as contact persons with their telephone numbers and e-mail ID, the minerals and granites mined with their composition, lease details, end-use etc., Other details available are environmental and social activities. Details of tenders published in various newspapers are also available.

[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.**

1. Required information is provided for the re-dressal of public grievances in respect of all administrative matters of the company and suitable endorsement is also given to the applicants.
2. As per Karnataka Right to information Act 2005, orders have been issued to Law & Public Relations Officer and Public Information Officer and the Managing Director to work as Competent Authority and Executive Director as Appellate Authority respectively.
3. An information center is being started in the Registered Office of the Company to inform the public about the time limit prescribed for disposal of the applications etc.,
4. Facilities have been provided for the public to obtain information through the Authority by making an application.

**The working hours of the Corporate Office is furnished as under:**

- i. **Monday to Saturday : 10 AM to 5.30 PM**  
**Lunch hours: 1.30 PM to 2.15 PM**
- ii. **Holidays : - All Sundays, 2<sup>nd</sup> and 4<sup>th</sup> Saturdays**  
**- All other Holidays as declared by the Government.**

[xvi] The names, designations and other particulars of the State Public Information Officer and State Assistant Public Information Officers.

1.Appellate Authority

SI No.	Name & Designation	Address	Telephone/Mobile Fax No. Email ID
1	Chief General Manager	Karnataka State Minerals Corporation Limited TTMC, 'A Block, 5 <sup>th</sup> Floor, BMTC Building K.H.Road, Bangalore-560027.	Land Line 080-22216257 M.No -9448119688 Fax-080-22213172 E-mail- <a href="mailto:cgm@mmlkar.com">cgm@mmlkar.com</a>

2. State Public Information Officer

SI No.	Name & Designation	Address	Telephone/Mobile
1	M.G.Basavarajappa, Law & Public Information Officer	Karnataka State Minerals Corporation Limited TTMC, 'A Block, 5 <sup>th</sup> floor, BMTC Building K.H.Road, Bangalore-560027	Land Line 080-22278813 M.No.-9972093436 Fax- 080-22213172 E-mail- <a href="mailto:kiran.b154@gmail.com">kiran.b154@gmail.com</a>

3. Assistant Public Information Officer

SI No.	Name & Designation	Address	Telephone/Mobile
1	Suresh Mine Mate	Karnataka State Minerals Corporation Limited Lakshmi NarayanaNilaya, Opp.St.Josephs Convent Road,Chamarajanagara Chamarajanagar-571313	Land Line.08226-222004 M.No.9448119688 Fax.No.08226-222004 E-mail-m <a href="mailto:Sureshjaya001@gmail.com">Sureshjaya001@gmail.com</a>
2	Shri R. Nirmalkumar, Asst General Manager(P)	Karnataka State Minerals Corporation Limited DavalathPura Road, Vaishnavi Farm Sandur-583119.Bellary.	Land Line.8277380133 M.No.9448510684 Fax.No.Nil E-mail- <a href="mailto:mmliodsandur@gmail.com">mmliodsandur@gmail.com</a>
3	Smt.SarithaDange, Asst.General Manager(P)	Karnataka State Minerals Corporation Limited Bagalkot Division, 63/A, Brundavana Sector,Navanagar, Bagal Navanagar, Bagalkot-587103	Land Line.08354-235117 M.No.9739866316 Fax.No.Nil E-mail- <a href="mailto:mml.bgkdivision@gmail.com">mml.bgkdivision@gmail.com</a>

4	Ningappa Dy General Manager(P)	Karnataka State Minerals Corporation Limited T.C.D Aarasikere Road, B.Kattihalli, Hassan	Land Line.08172-240322 M.No.9880976362 Fax.No. 08172-240126 E-mail-mmited@gmail.com
5	Shri.H.J. Basavarajappa, Manager(p)	Karnataka State Minerals Corporation Limited KaryaMagnasite Mines Hullahalli Post-571314. NajanaguduTal;uk	Land Line.08221-220156 M.No.9448770503 Fax.No. 08221-220156 E-mail- karyaminesmml@gmail.com
6	J.K. Mohan Mine Mate	Karnataka State Minerals Corporation Limited Division Office Sihi Mane, Dr. Rajarao Road, J.C. Lay out, Kanakapura-562117 Ramanagar Dist.	Land Line.080-27522275 M.No.9480065766 Fax.No. Nil E-mail- mmlkcp4@gmail.com
7	Shri.N.S.Udayakumar, Senior Mine Mate	Karnataka State Minerals Corporation Limited Byndoor Bauxite Mines, Byndoor Post, KundapuraTaluk, Udupi District	Land Line.08254-251048 M.No.9449813299 Fax.No. Nil E-mail-udayakumar230@gmail.com

**[xvii]Such other information as may be prescribed**

The Company furnishes all the report/s to the Government and to the Karnataka Information Commission and such other information and reports as sought from the Company from time to time.

For **KARNATAKA STATE MINERALS  
CORPORATION LIMITED**

PLACE: BANGALORE  
DATE: 03/03/2020

  
**[NAVEEN RAJ SINGH, IAS]  
MANAGING DIRECTOR**