

**THE JUTE CORPORATION OF INDIA LIMITED**  
Registered Office:15 N, Nellie Sengupta Sarani, Kolkata-700087

**Section 4 (1) (b) of Right to Information**

Information under Section 4 (1) (b) under Right to Information Act, 2005 updated on 01.05.2021 is given below:

**4 b (i) Particulars of Organisation -**

The Jute Corporation of India Limited (JCI) was set up in 1971 as an official agency by the Government of India with the aim to provide minimum support price (MSP) to the jute cultivators and also work as a helping hand in the raw jute sector.

JCI was established by the Indian Government for the welfare of the jute growers, for example, granting them a certain amount of funds with the help of which they can have their own farming sector of jute. The JCI was first started as a small official agency at the beginning but then slowly it expanded its networking and now has almost spread in 6 states successfully for jute growing. The states which are eminent for jute growing in India include West Bengal, Bihar, Assam, Tripura, Odisha, and Andhra Pradesh.

**Mission**

- Implementation of the policy of the Govt. of India for providing Minimum Support Price (MSP) to the jute/mesta growers of the country.
- Serving as a price stabilising agency in the raw jute sector and taking necessary measures in this respect.
- Undertaking various extension measures for implementation of different jute related projects.

**Vision**

To be the spearhead in raw jute sector, to promote the interest of growers in particular and economy at large and to cater to National and international markets, with special focus on development of diversified jute business activity, which is environment friendly with the twin motives of self Reliance and sustainable profitability.

**Objective**

- Protect the interest of jute growers by ensuring minimum support price to them for their produce
- Involve State Governments and Growers,, Co-operatives in minimum support operation of raw jute
- Development of the marketing infrastructure and establishment of market linkage for raw jute

- Maintain an up-to-date database on raw jute market and disseminate relevant information and commercial intelligence for the benefit of jute growers and consumers Taking suitable steps to assist jute growers to get better returns Stabilisation of raw jute prices in the interest of jute economy
- Satisfying the buyer mills through maintenance of BIS standard of grading in raw jute through strict quality measures and timely supply
- Maintain a constant dialogue with jute growers, State Governments of the jute growing States, Apex Co-operatives acting as our agent, consumers, industries, financial institutions and our employees while framing policies & programmes on raw jute procurement
- Provide a monitoring and redressal system to ensure that our responses to the public are sent within the specified time as quickly as possible
- Make our rules and procedures as simple as possible and to be vigilant against all malpractices
- Up-gradation and expansion of skills of human resources and create an ambience where talent can bloom

#### **Functions of the Corporation:**

1. Procurement of raw jute directly from the growers either through our own purchase centers or through co-operatives at the minimum support prices fixed by Govt. Of India from time to time.
2. Ensuring correct weight, condition and grading to the growers for their produce when they tender raw jute.
3. Display of reference samples of various grades/varieties of raw jute for the benefit of the jute growers.
4. Building infrastructure for orderly marketing of raw jute and establishing market linkages.
5. Providing market information as a decision support system to the jute growers.
6. Implementing various quality/quantity up-gradation projects for the benefit of the jute growers.
7. Ensuring timely supply of raw jute of specified BIS standard backed by stringent quality control system sales service to the buyer mills against sale contract.
8. Constantly try to capture the voice of the customer in improvement of the service rendered.
9. Conducting Commercial Operation in raw jute/mesta in a judicious manner.
10. Importing/Exporting of raw jute/mesta as and when necessary.
11. Trading in jute goods.
12. Undertaking various extension measures for implementation of different jute related projects.

#### **4 b (ii) Power and Duties of officers of JCI**

<b>Sr. No</b>	<b>Name</b>	<b>Designation &amp; Address</b>	<b>Duties</b>
1	Shri Sanjay Sharan	Chairman	Chairman of the Board
2	Shri Ajay Kumar Jolly	Managing Director	To manage the overall affairs of the Corporation
3	Shri Amitav Sinha	Director (Finance)	Head of Finance, IT & HR
4	Shri Suresh Madhavan	Chief Vigilance Officer	Head of Vigilance
5	Shri K. K. Mazumdar	General Manager (Operations & Marketing)	In-charge of Ops. & Mktg. Department
6	Shri S. Chakraborty	Chief Manager (Finance)	In-charge Finance & Accounts & IT Department
7	Shri A. Majumder	Chief Manager (Operations & Marketing)	In-charge of Godown Maintenance and Stock Insurance, Ministerial Communication
8	Shri B. N. Bhansali	Sr. Manager (Operations & Marketing)	In-charge of Procurement Operation, JDP Business
9	Shri A. Saha	Company Secretary	In-charge of Secretarial section
10	Smt S Sen Dutta	Sr Manager (HR)	In-charge of Personnel & Admin Department
11	Shri R Kumar	Sr Manager (Finance)	In-charge of Central Account Activities, Tax, Audit Functions

JCI is having various departments and the duties and responsibilities are assigned depending upon the various factors which may include the nature/volume etc. of the work assigned to that particular department.

#### **4 b (iii) Procedure followed in Decision making process**

The Board of Directors in JCI Ltd. has overall control and supervision over the decisions of the company. The company has a Board approved Delegation of Power(DOP), which facilitates the delegation of decision making subject to ultimate control and general supervision of the Board of Directors. The DOP procedure is strictly complied with.

#### **4 b (iv) Norms set for Discharging of functions**

The entire organizational functioning is based on the down delegation of authority at appropriate

levels and measures to the individual officers. Several documented manualised instructions have been developed and approved by the Board of Directors, for the discharge of functions by the officers of the organization.

Further guidelines issued by the Government of India, through the applicable departments, and Central Vigilance Commission, Central Information Commission from time to time are also followed.

#### **4 b (v) Rules, Regulation Instructions, Manuals and Records**

Corporate policy decision of running the business of JCI is being taken, depending upon the changing scenario of the Business by the Board of Directors. The day to day activities to be carried out are being decided by the respective departments and are being executed in conformity with the corporate decision taken by JCI in the meetings of its Board of Directors.

#### **4 b (vi) Statement of the documents that are kept by JCI**

Every Department maintains all documents /register/File/books etc which are required statutory or otherwise for their respective department.

#### **4 b (vii) Arrangements for consultation with member of public**

Board of Directors is constituted following the provisions of the Companies Act, 1956 consisting of Government of India nominees and independent directors. While decision taken or minutes of the meeting of the Board of Directors are not accessible by the public, important decisions regarding the company and/or its management are being communicated to the Ministry of Textiles as also to the public as required under the law JCI being 100% owned by Government of India. JCI is publishing the Annual Report of the company for its functioning and this can be viewed in company website "[www.jci.gov.in](http://www.jci.gov.in)"

#### **4 b (viii) Statement of the Boards, Council, Committees and other bodies**

Board of Directors is constituted following the provisions of the Companies Act, 1956 consisting of Government of India nominees and independent directors. While decision taken or minutes of the meeting of the Board of Directors are not accessible by the public, important decisions regarding the company and/or its management are being communicated to the Ministry of Textiles maintaining as per Company Law and important decisions conveyed to them and Ministry of Textiles as also to the public as required under the law from time to time. However, company is publishing the Annual Report of the company for its functioning and this can be viewed in company website "[www.jutecorp.in](http://www.jutecorp.in)".

**4 b (ix) Directory of officers and employees Statement of the Boards, Council, Committees and other bodies**

Sr.No	Name	Designation	Office Telephone
1	Shri Ajay Kumar Jolly	Managing Director	033-2252-6720
2	Shri Amitava Sinha	Director (Finance)	033-2252-1102
3	Shri Suresh Madhavan	Chief Vigilance Officer	033-2252-8388
4	Shri K. K. Mazumdar	Dy. General Manager (Ops. And Mktg)	033-2252-5387
5	Shri S. Chakraborty	Chief Manager Finance	033-2252-6778
6	Smt S Sen Dutta	Sr Manager-HR	033-2252-7107

**4 b (x) Monthly remuneration of officer and Employees**

DESIGNATION	PAY SCALE (As per 3 <sup>rd</sup> PRC)
MANAGING DIRECTOR	160000-290000
DIRECTOR	120000-280000
GENERAL MANAGER (E7)	100000 - 260000
DEPUTY GENERAL MANAGER (E6)	90000 - 240000
CHIEF MANAGER (E5)	80000 - 220000
SENIOR MANAGER (E4)	70000 - 200000
MANAGER (E3)	60000 - 180000
DEPUTY MANAGER (E2)	50000 - 160000
ASSISTANT MANAGER (E1)	40000 - 140000
ASST. MANAGER (O&M) - GR-II / IT OFFICER / HR OFFICER (E0)	30000-120000
OFFICE MANAGER / ACCOUNTANT / COMPUTER OPERATOR GR.-I (S5)	28600-115000
SENIOR ASSISTANT / SENIOR INSPECTOR / JUNIOR ACCOUNTANT / COMPUTER OPERATOR GR-II (S4)	23000-92500
JUNIOR ASSISTANT / JUNIOR INSPECTOR / JUNIOR COMPUTER OPERATOR (S3)	21500-86500
PEON-CUM-MESSENGER (S2)	19000-76500

#### **4 b (xi) Budget allocated to agencies**

JCI prepares capital and revenue budgets for each divisions of the Corporation, which are cleared by the Board. The items figuring in the approved Budget allocations will be allowed to be committed during a given year. The performance against the same is monitored. The projections are made in advance prior to the commencement of the year.

#### **4 b (xii) Manner of execution of subsidy programmes and details of beneficiaries**

There is no subsidy programme executed by the JCI, however reimbursement of losses as and when Corporation undertakes MSP operations for jute on behalf of Government of India for the benefit of jute farmers.

#### **4 b (xiii) Concession, Permits and Authorisation granted by the Corporation**

Not applicable, JCI being a commercial organization does not offer concession /permits or any authorization to Public.

#### **4 b (xv) Facilities available to citizens for obtaining information**

JCI Does not maintain a public library. However, the citizen can easily get information related to corporation's activities from website: [www.jutecorp.in](http://www.jutecorp.in).

#### **4 b (xvi) Name designation and other particulars of the Public Information of officers**

Name and address of Public Information Officers					
Sl. No.	Name of PIO	Designation	Place of posting	Office address	Telephone No`
1	Shri S. Chakraborty (FAA)	Chief Manager Finance	Head Office	15 N, Nellie Sengupta Sarani, Kolkata-87	033-2252-7107
2	Shri A. Saha (CPIO)	Company Secretary	Head Office	15 N, Nellie Sengupta Sarani, Kolkata-87	033-2252-7107

