THE COTTON CORPORATION OF INDIA LTD

Section 4 (1) b of the Right to Information Act

Information under Section 4(1) (b) under Right to Information Act, 2005 updated on 7th January 2025 is given below:

4 b (1) Particulars of Organisation – function and duties

Cotton Corporation of India Ltd. (CCI), is a Central Public Sector Undertaking in which the President of India, presently holds 100% of the total paid up share capital.

Role and Functions of the Corporation :

Ever since its inception in 1970, the roles and functions of the Corporation have continued to change with the changing cotton economy in the country. As per the policy directives received from the Ministry in 1985, CCI is the nodal agency of the Govt. of India, for undertaking price support operations whenever the prices of kapas (seed cotton) touch the minimum support price level. However, in the absence of price support operations, Corporation undertakes commercial operations at its own risk for supplying cotton to National Textile Corporation mills, Unit mills of State Textile Corporations, Cooperative Spinning Mills and Private mills in addition to purchases of kapas contracted for export sales. The role assigned to the Corporation in brief is as under:

- **i)** To undertake price support operations, whenever the market prices of kapas touch the support prices announced by the Govt. of India, without any quantitative limit;
- **ii)** To undertake commercial operations only at CCI's own risk; AND
- **iii)** To purchase cotton to fulfill the export commitments.

The above role for CCI continues in the textile policy of 2000 except that export quotas had since been abolished due to exports being placed under Open General Licence (OGL) from July 2001.

4 b (ii) Duties and Responsibilities of officers of CCI

Sr. No	Name	Designation & Address	Duties
1	Shri Lalit Kumar Gupta	Chairman-cum Managing Director	CEO of the Company
2	Shri Vijay Gurappa Kuradagi	Director Marketing	Incharge of Marketing

3	Shri Rajendra Kumar Gupta	Director (Finance)	Incharge of Finance
4	Mrs Nidhi S Jain, IA&AS	Chief Vigilance Officer	Incharge of all vigilance related matters
5	Shri Manoj Bajaj	Chief General Manager	OSD Bathinda Branch Office
6	Shri S K Panigrahi	Chief General Manager (Mktg)	Incharge of Marketing Section & CSR
7	Shri Tilak Raj Taneja	Chief General Manager (Fin/IT)	Incharge of Finance, Estate accounts, Banking, Admin accounts, HRD accounts Department & Information technology

CCI is a commercial organization and the officers and employees are appointed to carry out the business operations of the Corporation, in line with the objectives set forth in the Memorandum of the Association of the Corporation and the set out vision & mission statement.

CCI 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. Detailed execution of the job is being done under the powers delegated in DOP.

4 b (iii) Procedure followed in Decision making process

The Board of Directors in CCI 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

4 b (iv) Norms set for Discharging of functions

The entire organizational functioning is basis 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 businesses of CCI 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 CCI in the meeting of its Board of Directors. Relevant Manuals have been issued for each department and distributed to each unit for easy access of each employee.

4 b (vi) Statement of the documents that are kept by CCI

Every department maintains all documents/register/File/books etc which are requied 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 ofTextile as also to the public as required under the law CCI being 100% owned by Government of India. CCI is publishing the Annual Report of the company for its functioning and this can be viewed in company website "cotcorp.org.in"

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

Board of Directors is constituted following the provision 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 public, important decision regarding the company and/or its Management are being communicated to Ministry of Textile as per Company law and important decisions conveyed to them and Ministry of Textile as also to the public as required under 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.cotcorp.org.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 Manoj Bajaj	Chief General Manager	0164-2210374
2	Shri S K Panigrahi	Chief General Manager	022-27579215
3	Shri Tilak Raj Taneja	Chief General Manager	022-27579216
4	Shri Pranjal Joshi	General Manager	022-27564660
5	Shri Ajay Kumar	General Manager	022-27576043
6	Shri Vishal Sinha	General Manager	022-27571372
7	Shri Rajendra Shah	General Manager	022-27579210
8	Shri Mohit Sharma	General Manager	0154-2463377
9	Shri P Amarnath Reddy	General Manager	0240-2970050
10	Smt Bhavna Bisen	General Manager	022-27576043
11	Shri Vinod Kumar	General Manager	0164-2210374
12	Shri Kamal Kant	General Manager	022-27579217
13	Smt Saroja Gandi	General Manager	022-27579217
14	Shri Arjunsingh Dave	General Manager	08702565077

4 b (x) Monthly remuneration of officer and Employees

Scale NO	Designation	Payscale	DA patterns
	CHAIRMAN & MANAGING DIRECTOR	180000-320000	
	DIRECTOR	160000-290000	
E-8	CHIEF GENERAL MANAGER	120000-280000	
E-7	GENERAL MANAGER	100000-260000	
E-6	DEPUTY GENERAL MANAGER	90000-240000	
E-5	ASSISTANT GENERAL MANAGER /SR PPS	80000-220000	
E-4	SENIOR MANAGER /PPS	70000-200000	
E-3	MANAGER /PS GR-I	60000-180000	
E-2	DEPUTY MANAGER /PS	50000-160000	**IDA**
E-1	ASSISTANT MANAGER /PA	40000-140000	
E-0	MANAGEMENT TRAINEE	30000-120000	
Payscales of unionized staff			
V	SECTION OFFICER / SR.STENO/ SR. COMMERCIAL OFFICER	36000-118000	
IV	SR.ASSISTANT / STENO-GRI / COMMERCIAL OFFICER	30000-110000	
III	ASSISTANT / STENO TYPIST / ASSISTANT COMMERCIAL EXECUTIVE	27000-100000	

II	JR.ASSISTANT / JR COMMERCIAL EXECUTIVE/JR STENO TYPIST	22000-90000	
I-A	Multi-tasking staff -A	18000-70000	
I-B	Multi-tasking staff –B	16000-60000	
I-C	Multi-tasking staff -C	12000-50000	

In addition to Dearness allowances, cafeteria on percentage basis is payable as per Corporation rules

4 b (xi) Budget allocated to agencies

CCI prepares capital budget 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 budget is also prepared for each of the Divisions of the Company. Sanctions are accorded for the projects / items with specific allocations for commitment and expenditure during a given year. 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 CCI, however reimbursement of losses as and when Corporation undertakes MSP operations for cotton on behalf of Government of India for the benefit of cotton farmers.

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

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

4 b (xiv) Information held in electronic form

The information is available at our website : www.cotcop.org.in

- Hon'ble Union Minister of Textiles
- Hon'ble Minister of state Textiles
- CCI- An organization
- Highlights of Achievements
- Objectives
- Operations Network
- Procurement of Kapas
- Sale of cotton
- Financial performance
- Development Activiites

- National Cotton Scenario
- Current Cotton Scenario
- Press Release
- CSR
- Statistics
- Vigilance
- Citizen Charter
- Right to Information Act

- Public Notices
  - Tenders
  - Auciton
  - Awards
  - Recruitment
  - Notices
  - Compalint Policy
- Days sales Quotes
  - Domestic
  - Export
- E- Magazine/E-Journal
  - Rajabhasha Rashmi

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

CCI Does not maintain a public library. However, the citizen can easily get information related to corporation's activities from website: www.cotcop.org.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/Email ID
1	Shri Pranjal P Joshi	General Manager	Head Office	Kapas Bhavan, Plot No.3A, Sector -10, CBD Belapur-400614	25759495, pranjal.joshi@cotcorp.com
2	Shri Rahul Thakkar	CS/Dy Manager			27579217, rahul.thakkar@cotcorp.com
3	Shri Anoop Abraham	Assistant General Manager			27576085, Anoop.abraham @cotcorp.com
4	Shri Rajbeer Bhullar	Deputy General Manager	Kalamboli	CCI Warehousing Complex, Plot No , Sector –KWC, Kalamboli, Navi Mumbai-410210	27420436 rajbeer.bhullar@cotcorp.com

5	Shri Tarun Joshi	Assistant General Manager	New Delhi	The CCI Ltd., Room No.30, 3rd Floor, Handloom Marketing Complex, Handloom House, Janpath, New Delhi-1100001	011-233-23620, tarun.joshi@cotcorp.com
6	Shri Shubham Shukla	Sr. Manager	Rajkot	Ruda Bldg, 5th Floor, Jamnagar Road, RAJKOT-360001. (GUJARAT)	0281-2477560, shubham.shukla@cotcorp.com
7	Shri Arjun Dave	General Manager	Warangal	2nd & 3rd Floor, V.L.Chittimalla Complex, H.No. 16-07-109, Laxmipuram, Near Old Grain Market Warangal – 506 002 (T.S.)	0870-2565077, arjundave@cotcorp.com
8	Shri Brijesh Kasana	Dy. General Manager	Sirsa	Kapas Bhavan, The CCI Ltd., SCO 7-11, New Housing Board, Barnala Road, Sirsa-125055(Haryana)	01666-248605. Brijesh@cotcorp.com
9	Shri Sanjay Dwivedi	Asst. General Manager	Kolkata	Constantia Building 3rd Floor, 11 Dr.U.N.Brahmchari Street, KOLKATA-700 017 (WB)	033-22811160, sanjay.dwivedi@cotcorp.com
10	Shri T.K.Das	Dy. General Manager	Rayagada	Bhavannarayana Nilayam Nivas, Convent Road, Near Jyoti Mahal Hotel, RAYAGADA-765 001 (ORISSA)	06856-224616, tkdas@cotcorp.com
11	Shri Abhijeet Sharma	Dy.General Manager	Indore	Kapas Bhavan, 27 A, Race Course Road, Near Yeshwant Club, INDORE-452 003(M.P.)	Phone 0731-2532703, abhijeet.sharma@cotcorp.com
12	Smt. Shikha Jhamb	Dy General Manager	Hubli	W.B. Plaza, 3rd Floor. New Cotton Market, Opp.North Traffic Police Station, HUBLI- 580 029 (KARNATAKA)	0836-2356354 Shikhajhamb@cotcorp.com
13	Shri Rajendra Shah	General Manager	Guntur	Kapas Bhavan, 4/2 Ashoknagar, P.B.No.227. GUNTUR-522002 (A.P.)	0863-2251270 , rajendrashah@cotcorp.com

14	Shri R.Jeyakumar	Deputy General Manager	Coimbatore	4th Street, B.R. Nagar, Site No: 46, Opp.Coimbatore Stock Exchange, Trichy Road, Singanallur Post, Coimbatore – 641 005. Tamilnadu.	0422-2317146, r.jeyakumar@cotcorp.com
15	Shri Vinod Kumar	General Manager	Bhatinda	Kapas Bhavan, 136 A, 60' Road, Kamla Nehru Colony, Bhatinda(Punjab)-151001	0164-2210374, vinodkumar@cotcorp.com
16	Shri Pradeep Mahara	Asst. General Manager	Bhilwara	2nd floor, Care Zone Plaza, 161-162, Main Sector, Shastri Nagar, Bhilwara-311001	01482-251326, pradeepmahara@cotcorp.com
17	Shri Swapnil Dadmal	General Manager	Aurangabad	Chandra Mowli Bldg. Plot No.27, Samarat Nagar, Veer Savarkar Chowk, Shanoorwadi Rd. AURANGABAD-431 005(MAHARASHTRA)	0240-2970050, swapnil.dadmal@cotcorp.com
18	Shri Neeraj Kumar	Dy. General Manager	Akola	Paraskar tower, Additional workshop of Paraskar Motor Bike, 1st Floor, Vidya Nagar AKOLA- 444001 (MAHARASHTRA)	0724-2401185, Neerajkumar@cotcorp.com
19	Shri Neeraj Kumar Bhatt	Dy.General Manager	Ahmedabad	SAKAR-1, 10th Floor, Nr. Gandhigram Rly. Stn, Off Nehru Bridge, Ashram Rd. AHMEDABAD-380009 (GUJ)	079-26580179, Neerajkumarbhatt@cotcorp.com
20	Shri Mohit Sharma	General Manager	Sriganganagar	Kapas Bhavan, 158-185 Jawahar Nagar, District Centre,SRIGANGANAGAR-335 001 (RAJASTHAN)	0154-2463377, mohitsharma@cotcorp.com
21	Shri Adya Mishra	Dy. General Manager	Adilabad	1st Floor, Door NO. 4-2-198/2/11, GMR Tower, Bargawanpura, Cinema Road, ADILABAD – 504001.(A.P.)	08732-220629, Adya.mishra@cotcorp.com
22	Shri Vishal K Sinha	General Manager	Mahabubnagar	Industrial Estate, Mettugadda, Mahabubnagar - 509 001.	08542-222213, vksinha@cotcorp.com

All the information is disseminated through website, notice board and journal.