

## Right to Information (RTI)

### Industries & Commerce Department

2<sup>nd</sup> Floor, South Sandwich Block  
Government Secretariat  
Thiruvananthapuram

*Distribution of subjects of Industries & Commerce Department is enclosed as Annexure – 1*

### State Public Information Officers

Sl. No.	Name & Designation	Sections
1.	Shri. Sameer Kumar O.J. Under Secretary	Industries (A, F & G) Department
2.	Shri. Rajeev R. Under Secretary	Industries (B & J) Department
3.	Shri. Biju Kumar T. Under Secretary	Industries (C & K) Department
4.	Shri. Manoharan P.V. Under Secretary	Industries (D, H & PS) Department
5.	Shri. Byju Kumar S. Under Secretary	Industries (E) Department

### Appellate Members

Sl. No.	Name & Designation	Sections
1.	Shri. Shaher Banu Joint Secretary	Industries (A ) Department
2.	Shri. Radhakrishnan K. Additional Secretary	Industries (B & J) Department
3.	Shri. Murali S. Joint Secretary	Industries (C & K) Department
4.	Smt. Beena Kumari S. Additional Secretary	Industries (D, H & PS) Department
5.	Shri. N. Padmakumar IAS Secretary (Coir)	Industries (E) Department
6.	Shri. Dinesh S. Deputy Secretary	Industries (F & G) Department

### Directorate of Industries & Commerce

3<sup>rd</sup> Floor, Vikas Bhavan  
Thiruvananthapuram

<b>Assistant Public Information Officer</b>	Smt. Sudha N. Assistant Registrar Tel: 0471 2302774
<b>State Public Information Officer</b>	Shri. Ajith Kumar S. Joint Director Tel: 0471 2300910
<b>Appellate Authority</b>	Shri. Ramesh Chandran Additional Director (G) Tel: 0471 2304295

## Distribution of subjects of Industries & Commerce Department

### **INDUSTRIES (A) DEPARTMENT**

#### **A1**

1. All Establishment paper of DMG
2. Administration report of DMG
3. Miscellaneous papers in the section.

#### **A2**

1. Ministerial Staff of the DI&C (LDC,UDC, HC, JS, SS and also AA)
2. Non – gazetted staff of the Industries subordinate service (JCI, Coir inspectors, SCI, IEO's)
3. Gazetted Staff of the Kerala Industries Service
4. Special rules for the Kerala Industries Service
5. Special rules for the Kerala Industries Subordinate Service
6. Non-gazetted Technical Staff, Class IV staff
7. Administration Report of DIC.

#### **A3**

1. Kerala Mining Area Welfare Board and administration of its fund
2. All papers related to Minerals in Kerala.
3. Implementation of Kerala Minor Mineral Concession Rule and its amendments.

#### **A4**

1. Appeal and connected papers received under Kerala Minor Mineral Concession Rule (1967).
2. Purchase proposals relating to vehicles (including repairs and maintenance) of DIC, DHT and DMG.
3. Deputation of training, DIC and DMG
4. Papers relating to Ministry of Steel and Mines, administration of its fund, and Indian Bureau of Mines.
5. Matter of DICs in the State including acquisition allotment / construction of building.

### **INDUSTRIES (B) DEPARTMENT**

#### **B1**

1. Pricing of Industrial products, marketing assistance price preference to SSI Units
2. Assistance to existing units including loan to Harijan entrepreneurs. Assistance to new units, woman Industries Project, Rural assistance Programme etc.
3. Revitalization of Sick SSI Units.
4. All industrial Co-operative excluding Beedi – Handloom and Coir
5. Margin Money Loans to SSI Units
6. State level inter institutional Committee for Kerala / SLBC and matters related to credit deposit ratio.
7. Miscellaneous paper in the section.
8. CFC, Changanassery, Manjeri.

**B2**

1. Industry varsity Linkage Scheme
2. All papers on SSI Units on Sales Tax exemption, Complaints, Suggestions etc.
3. Prime Minister Rosgar Yogana
4. All papers relating to MSMEs and SSI Unit
5. Advisory Committees attached to MSMEs/ SSIs
6. Matters on Registration of SSI Units
7. National and State Awards for MSMEs
8. Small Scale Production Centres
9. Cluster Development Programme
10. Industries Resource Locator
11. All paper of NABARD
12. State, Central Investment subsidy or any type of subsidy or loan to SSI sectors and incentive for growth scheme.
13. KSIE, KSO

**B3**

1. Training and Interest free loan to young entrepreneurs.
2. Employment Promotion Programme.
3. Self-employment Scheme to educated unemployed.
4. Kerala Credit linked capital subsidy Scheme for technology up gradation to MSMEs
5. National Productivity Council
6. All papers relating to Trade and Commerce, Trade Policy of Government of India and WTO
7. Marketing incentive Schemes for marketing.
8. All Exhibitions / Seminars / Conventions.
9. All papers relating to industrial policy and connected issues, including issues of industrially backward Districts.
10. All papers relating to Single Window Clearance Boards
11. Kerala State Industrial Product Trading Co. Ltd.
12. General paper of the Industries Department.

**INDUSTRIES (C) DEPARTMENT****C1**

1. Papers relating to Kerala State Handloom Development Corporation – HANVEE AND HANDTEX
2. Institute of Handloom and Textiles Technology
3. Kerala garments Ltd.
4. Miscellaneous Papers in the section on all Handloom and textile matters.

**C2**

1. Papers relating to Handloom Industry.
2. Papers on all Co-operative Societies in Handloom and Textiles Sector.
3. All papers on Texfed
4. Integrated Power Looms
5. All papers on power loom project and power loom societies.
6. Administration Report of DHT.

**C3**

1. Kerala State Textiles Corporation.
2. Papers relating to all Spinning and weaving Mills in the public / Co-operative / Private Sector other than new Textfed units and Sitharam Textiles. BIFR cases of the Mills, OPS etc.
3. National Textile Policy.
4. Sitharam Textiles.

**INDUSTRIES (D) DEPARTMENT****D1**

1. Kerala Electrical and Allied Engineering Co. Ltd.
2. Travancore Plywood Industries Ltd.
3. Paper relating to Kerala Administration Reforms Committee, and Law Reforms Committee.
4. General and Miscellaneous papers on PSUs including L.A. Interpellations and Guarantee Commission.
5. Company Law Board and related papers.
6. Miscellaneous papers in the section

**D2**

1. Steel Industries (Kerala) Ltd.
2. Steel and Industrial Forgings Ltd.
3. Autokast Ltd.
4. Steel Complex Ltd.
5. Malabar Steel re rolling Mills Ltd.
6. Metal Industries Ltd.
7. Scooters Kerala Ltd.
8. All General Papers relating to Steel Sector

**D3**

1. Keltron and subsidiary Companies / Associate Companies
2. SIDKEL Television Ltd.
3. Kerala Automobile Ltd.
4. All General papers relating to Electronics and Automobile Sectors.

**INDUSTRIES (E) DEPARTMENT****E1**

1. Foam Mattings (India) Ltd.
2. Kerala State Coir Corporation Ltd.
3. C-DOCT
4. Kerala State Coir Workers Welfare Fund Board.

**E2**

1. All scheme relating to Coir Development Department.
2. Papers relating to Kerala Co-operative Coir marketing Fed Ltd.
3. Coir Co-operative Societies and Statutory Orders relating to Coir industries.

4. Budget papers relating to coir industries
5. General paper relating to coir
6. Administrative report of Coir Directorate.
7. Husk Control acts and Rules.

## **INDUSTRIES (F) DEPARTMENT**

### **F1**

1. Centre for Management Development
2. Land selection Committee for selection of sites for setting up of Development Area, development plot, industrial Estate and Connected papers.
3. Papers on Assignment of Land in Industrial Development Areas and Industrial Development plots under the Directorate of Industries & Commerce.
4. General Issues regarding Industrial Land excluding land of KINFRA, KSIDC and PSUs.
5. Guidelines for Private Industrial Estates.

### **F2**

1. Raw materials – Controls
2. All papers on Industrial Estates, Mini Industrial Estate and Functional Industrial Estate of Director Industries & SIDCO.
3. Kerala Institute of Entrepreneurship Development
4. Central Tool Room (other than for Electronics) papers related to SIDCO.
5. Committee for scrutiny of tenders, estimates tenders excess of work done by SIDCO
6. Mannam Sugar Mills
7. KSSC Limited
8. Papers relating to KELTRAC
9. General paper of the Industries Department

## **INDUSTRIES (G) DEPARTMENT**

### **G1**

1. All papers relating to KINFRA
2. All project implemented by KINFRA
3. Papers of NIFT
4. Project under critical Infrastructure Balance Scheme (CIBS) ASIDE etc.
5. The Infrastructure Development Bill
6. All papers on Bio- Technology Industry.
7. All papers on Food Processing Industries
8. KSDC

### **G2**

1. Travancore Rayons Limited, Punalur Paper Mill, Premier Tyres Limited and Mavoor Gwallior Rayons Limited.
2. Forest Industries (Travancore) Ltd.
3. Papers relating to Private Sector wood based Industries and Large and Medium Rubber Based Industries.

4. All papers relating to Spices Board, Tea Board and all Coffee Board and other issues relating to Plantations.
5. Bureau of Indian Standards (BIS).
6. General issues on winding up of Defunct PSUs
7. Staff Meeting, File Workshop and all Service Delivery Issues
8. HIV Mainstreaming
9. Miscellaneous papers of the section
10. Collectors conference, MP's Conference etc.
11. Industrial Pollution.
12. All papers on Chief Secretary's Conference
13. K-BIP

## **INDUSTRIES (H) DEPARTMENT**

### **H1**

1. TRACO Cable Company Limited
2. Transformers & Electricals Kerala Limited
3. United Electrical Industries Limited
4. All papers relating to RIAB and performance Review of State PSUs
5. General paper relating to Bonus
6. Setting up of New PSUs under Industries Department
7. Modernization, Revitalisation and Restructuring of State PSUs including L.A. Interpellations
8. All General Papers relating to Electrical Sector
9. Miscellaneous Papers of the section.

### **H2**

1. Chalakudy Refractories Limited, Kerala Special Refractories Limited, Travancore Cements Limited, Malabar Cements Limited, Kerala Ceramics Limited, Kerala Clays and Ceramics Products Limited, Travancore Cochin Chemicals Limited and Metropolitan Engineering Company Limited.
2. All General Papers relating to Ceramics and Cement Sectors.

### **H3**

1. Kerala Minerals and Metals Limited, Travancore Titanium Products Limited, Kerala Construction Components Limited, Kerala State Drugs and Pharmaceuticals Limited and Kerala Mineral Development Corporation Limited.
2. All Papers relating to Clay, Tile and Chemical Sectors.

## **INDUSTRIES (J) DEPARTMENT**

### **J1**

1. All Papers related to INKEL
2. All papers on Sales Tax, Government level meeting etc of Sick, Large and Medium Industries in Private Sector
3. Industries in Private Sector
4. All Papers related to BIFR in respect of Private Companies other than those coming under respective sectors

5. Letter of Intents and Industrial Licenses and Foreign Direct Investment proposals and connected matters.
6. Proposals for New Investment and Industry and papers connected with CII and
7. FICCI.
8. Handling of correspondence with Government of India including the meeting of Cabinet Secretary and Union Budget Related Issues.
9. All central PSUs and Central Investment Issues.

## **J2**

1. Planning and Five Years Plans preparation, review and monitoring of plans.
2. Budgeting, Re-appropriation, SDG etc and all papers relating to Budget Speech
3. Cochin Special Economic Zone
4. Advertisement
5. Matters relating to special representative officer, New Delhi
6. All papers on training in Foreign countries
7. All papers on foreign tour of officers of state Government and PSUs and Minister (Industries)
8. Miscellaneous papers of the section

## **J3**

1. KSIDC and its subsidiary companies. All issues of KSIDC
2. All papers relating to electricity, Water cess, electricity tariff and power cuts
3. Water taken for the use of Industries in connection with Minor irrigation
4. Japan – Colombo plan and all bilateral and multilateral schemes and issues thereof.
5. Kerala Industrial Revitalization Fund Board (KIRF) Board
6. Industrial Growth Centres
7. All papers relating to Private Sector Companies in the Medium and Large sector other than Sick Companies and not coming under the Sectors allotted to other Sections.

## **INDUSTRIES (K) DEPARTMENT**

### **K1**

1. Khadi and Village Industries
2. KELPALM
3. Kerala State Bamboo Corporation Ltd.
4. Miscellaneous papers in the section.

### **K2**

1. Kerala State Cashew Development Corporation
2. Kerala State Cashew Workers Apex Industrial Co-Operative Society (CAPEX)
3. All papers relating to cashew Industry including acquisition and requisition
4. Papers relating to Kerala State Agency for Expansion of Cashew Cultivation
5. Residuary work of SERIFED

### **K3**

1. Handicrafts and related subjects, Match Industry
2. Handicrafts Development Corporation of Kerala Ltd.
3. Kerala Artisans Development Corporation
4. Kerala State handicrafts Apex Co-operative Societies Ltd. ( SURABHI)

5. Beedi industries including Beedi Co-operative Societies
6. All general papers related to traditional industries including L.A Interpellations.

## **INDUSTRIES (PS) DEPARTMENT**

### **PS**

1. All papers relating to IR draft para, audit report of C and AG and PAC, PSU Subject Committee and other legislature committee.
2. All allied matters relating to legislature secretariat
3. LA Interpellation
4. Papers related to Official Language and committee on official language
5. OBC/SC/ST/ Review meeting
6. Consolidation Work and Monthly Business Statement.

*(Status as on July 2, 2014)*