

TAMIL NADU STATE TRANSPORT CORPORATION (SLM)LIMITED,
12, RAMAKRISHNA ROAD,
SALEM – 636 007.

I.INTRODUCTION

- 1.1 In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Government of India have enacted “The Right to Information Act, 2005”, (RTI Act) which came into force on 15.06.2005. In accordance with the provisions of Section 4(1) (b) of this Act, the Tamil Nadu State Transport Corporation (Salem) Limited, Salem has brought out this Manual for information and guidance of the stakeholders and the general public.
- 1.2 The purpose of this manual is to inform the general public about this Department’s Organisational set-up, functions and duties of its officers and employees, records and documents available with the Department.
- 1.3 This Manual is aimed at the public in general and users of the services, and provides information about the function, duties of the Tamil Nadu State Transport Corporation (Salem) Limited, Salem and the branches under its administrative control.
- 1.4 The Tamil Nadu State Transport Corporation (Salem) Limited, has designated **Thiru A.V.Indiran, B.Sc., B.L., FCS.,** Company Secretary as its Public Information Officer (PIO), **Thiru K.Chandramouli, Deputy Manager (Commercial) and Thiru K.Rajagopal, Deputy Manager (Commercial)** as **Assistant Public Information Officers (APIOs)** for all matters concerning the Corporation.

1.5 A person requiring any information under the Act may contact **Thiru A.V.Indiran, Company Secretary and PIO**, Tamil Nadu State Transport Corporation (Salem) Limited, Salem. His Office Telephone No. is 0427-2314391-93. His E.mail address is tnstcsalem@dataone.in

1.6 The procedure and fee structure for getting information are as under :-

- (a) A request for obtaining information under sub-section (1) of section 6 of the RTI Act shall be made in writing or through electronic means either in person or by post to the Public Information Officer mentioned in paragraph 1.4 above and must be accompanied by an application fee of Rs.10/- by cash or by demand draft or banker's cheque. The Deputy Manager (Accounts), Corporate Office, Salem shall credit the amount to the following head of account :-

Fees for Right to Information Act 2005 - 0299A

The applicant may also remit the fee under the above head of account to the Cashier of Head Office and produce the receipts to the Public Information Officer as an evidence for having remitted the fee.

- (b) For providing information under sub-section (1) of section 7 of the Right to Information Act, the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.
- i) Rupees two for each page (in A-4 or A-3 size paper) created or copied;
 - ii) actual charge or cost price of a copy in larger size paper;
 - iii) actual cost or price for samples or models; and
 - iv) for inspection of records, no fee for the first hour; and a fee of Rs.5/- for every one hour (or fraction thereof) thereafter.

(c) For providing the information under sub-section (5) of section 7 of the RTI Act, the request shall be made as at (a) above and the fee as below should be paid as per the mode at (a) above.

- i) for information provided in diskette or floppy, @ Rs.50/- (fifty) per diskette or floppy.
- ii) for information provided in printed form, at the price fixed for such publication or Rupees two per page of photocopy for extracts from the publication.

1.7 Persons below the poverty line are exempt from the payment of fee mentioned in paragraph 1.6 above for seeking information under the Right to Information Act, 2005. The list of persons below poverty line approved by the Gram Panchayat and Local Bodies will be the basis for claiming this concession. An extract of the list, duly certified, will be sufficient to avail this concession.

1.8 The Transport Department has designated Thiru K.Moorthy, Managing Director of Tamil Nadu State Transport Corporation (Salem) Limited, Salem as Appellate Authority under section 19(1) of the Act. The contact address of the Appellate Authority is given below:

Dr. K.Moorthy, BE.,(Hons.), FIE., MBA., Ph.D.,
Managing Director,
Tamil Nadu State Transport Corporation (Salem) Ltd.,
12, Ramakrishna Road,
Salem - 636 007.

E-mail: instcsalem@dataone.in

II PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES
(UNDER SECTION 4(1) (B) (I) OF THE RIGHT TO INFORMATION ACT 2005.)

1. OBJECTIVE/PURPOSE OF THE CORPORATION:

The objective of the Corporation is to provide efficient, economical and co-ordinated transport facility to the public in the jurisdiction of Salem, Namakkal, Dharmapuri and Krishnagiri Districts. Accordingly, the Corporation is operating 758 Mofussil, 17 Ghat and 781 Town buses. The Corporation has been registered under Companies Act, wholly owned by the Government and all the shares are held by the Government of Tamil Nadu and its nominees.

i) BRIEF HISTORY:

The Corporation began its operation on 15.02.1973 in the name of Anna Transport Corporation Limited with 5 branches and 60 buses. The Corporation was bifurcated on 01.04.1987 when the fleet strength was 995. The new Corporation was christened as Annai Sathya Transport Corporation Limited with head quarter at Dharmapuri having the operational jurisdiction over Dharmapuri. Again, this Corporation was amalgamated as Tamil Nadu State Transport Corporation (Salem) Limited, Salem on 30.12.2003.

At present, TNSTC (Salem) Limited, is having a fleet of 1700 buses with 30 branches. The Corporation is operating 7.73 lakhs KMs and carrying 17.20 lakhs of passengers per day. The Corporation has provided employment to 10,422 persons.

ii) ORGANISATION:

The details and subjects dealt with by various sections of the Corporation are given at page number 7 & 8 of the manual.

2) FUNCTIONS OF THE ADMINISTRATIVE UNITS:**i) GENERAL MANAGER (REGION)**

Each Region is headed by Technocrat supported by the Deputy Managers, Branch Managers and other employees. The General Manager is responsible for the operation and maintenance of the buses in the regions.

Sl. No	Details	Salem Region	Dharmapuri Region
1.	Name	J.John Jeyakar, B.E.,	R.Jayachandran, B.E.,
2.	Office Address	Tamilnadu State Transport Corporation (Salem) Ltd., 12, Ramakrishna Road, Salem -636 007.	Tamilnadu State Transport Corporation (Salem) Ltd., Salem Main Road, Bharathipuram, Dharmapuri – 636 705.
3.	Telephone No.	0427-2314870	04342-230315
4.	E-mail	tnstcsalem@dataone.in	tnstc_dpi@dataone.in

3) WORKING HOURS:

The Corporation Office works between 09.30 and 17.15 (Lunch break is 1.00 PM to 01.30 PM) on all days except Sundays, Second Saturdays and Holidays.

**III. POWERS AND DUTIES OF OFFICERS AND EMPLOYEES
(UNDER SECTION 4(1)(B)(II) OF THE RTI ACT)**

The Corporation is headed by the Managing Director. He is assisted by two General Managers (Salem & Dharmapuri), Financial Adviser and Chief Accounts Officer, Company Secretary, Chief Audit Officer, Senior Deputy Manager (Admn/Legal) and other 17 Deputy Managers, 14 Selection Grade Assistant Managers and 30 Assistant Managers. The Officers and Employees exercise the Administrative and Financial powers as laid in the Delegation of Financial powers and the Purchase Policy. The power and duties of the Officers are indicated below:

A. MANAGING DIRECTOR :

The Managing Director is the Chief Executive Officer of the Corporation. He functions under the Supervision, control and direction of the Board of Directors. He is responsible for the careful observance of the Business Rules and Government instructions in the transaction of the business. He exercises general supervision and control over the staff working under him including General Manager, Deputy Manager, Assistant Manager etc., and is responsible for monitoring that the members of the staff do the work allotted to them efficiently and expeditiously. Policy matters and all important matters are dealt with in consultation with Secretary, Transport Department who is the Chairman and Director of the Corporation.

B. GENERAL MANAGER:

The General Manager of each regions are responsible for operation and maintenance of the buses in their respective Regions. They exercise general supervision and control over the Officers and employees working in the Region. They ensures that employees discharge their respective functions efficiently and also maintain discipline.

C. FINANCIAL ADVISER & CAO, COMPANY SECRETARY & AUDIT OFFICER:

The above officers located at the Corporate Office of the Corporation are over all incharge of Finance and Accounting Functions, Secretarial including Trust Accounts and Pension Payment and Audit of the activities of the organisation respectively.

D. DEPUTY MANAGER / SGAMs / ASST.MANAGERS:

The Deputy Managers / Divisional Managers exercise control over the sections placed under their Jurisdiction both in regard to despatch of business and in regard to discipline.

The Corporation has various sections and the functioning of the sections are tabulated below:

Sl. No.	SECTION	DETAILS OF SUBJECTS DEALT
1.	Accounts (Compilation)	Maintenance of Books of Accounts, Budgets and Funds management.
2.	Accounts (Bills)	Passing of bills of suppliers and maintaining the related records.
3.	Audit	Auditing of all the functions of the Corporation.
4.	Trust Accounts and Settlement Section	Employees Provident Fund, Gratuity, Labour Welfare Trusts, Pension, Settlement of Provident Fund/ Gratuity etc.,
5.	Secretarial Section	Secretarial functions like convening Board Meetings / Finance / Audit Committee Meetings. Compliance of all statutory requirements under the Companies Act. Public Information under Right to Information Act.
6.	Civil	i) Preparation of Plans, drawing and estimates ii) Execution of revenue and Capital works iii) Land acquisition.
7.	EDP	i) Designing of systems/ programmes ii) Maintenance of Computers and peripherals.
8.	Central Workshop	i) Reconditioning of aggregates such as Engine, Gear Box and other units. ii) Construction of new bus body iii) Retreading of Tyres.
9.	Technical Wing	i) In-charge of all Technical activities of the Corporation. ii) Maintaining preventive maintenance of buses for break down free operation.
10.	Training Centre	Responsible for designing the training programme after ascertaining the needs of Corporation using modern trend aids.
11.	Personnel Wing	i) Forecasting of man power and Planning. ii) Recruitment, Selection, Placement, Review and Promotion. iii) Wage Administration.
12.	Legal Section	Legal matters in connection with Labour laws, Motor Accident Claims Tribunal, Criminal cases and Civil Suits.
13.	Labour Welfare	1) Follow up of all Acts in connection to

		Transport Industry. 2) Follow up of Union demands. 3) Canteen Management. 4) Follow up of settlement of terminal benefits of retired employees.
14.	Commercial Wing	1) Introduction of new services. 2) Matter relating to STAT, High Court and Supreme Court. 3) Inter State Agreement.
15.	Material Wing	Purchasing, Stocking and supply of all spares and accessories.
16.	Branches	Maintenance and Operation of all Scheduled routes.
17.	Security	Maintaining the safety aspects of the Corporation round the clock at Head Office and branches.

**IV. PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS
(UNDER SECTION 4(1)(b)(iii) OF THE RTI ACT 2005)**

- 1) The Corporation follows the procedure laid down in Common Service Rules, Standing Orders, Purchase Policy, and Delegation of Financial Powers.
- 2) The decisions are taken based on the merits of issues, relative priorities and availability of funds in accordance with the documented procedure laid down procedures / defined criteria / Rules detailed above. The procedure of the examination is initiated by the concerned section, passes through Assistant Manager, Deputy Manager, Chief Audit Officer and Financial Adviser & Chief Accounts Officer to the Managing Director. Committees viz. Purchase Committee, Technical Committee etc., have been constituted to discharge the day to day functions.
- 3) If a reply is requested to be made in representation the decisions are communicated to the petitioner.
- 4) Policy decisions, and review of the performance of the Corporation are taken/done by the Committees constituted viz. Finance / Audit Committees and the Board of Directors.

V.NORMS SET FOR THE DISCHARGE OF FUNCTIONS

(Under Section 4(1)(b)(iv) of the RTI Act 2005.)

For the discharge of functions allocated to the Transport Corporation, the provisions laid in the Common Service Rules are followed. The day to day administrative functioning is governed by various set of Acts and Rules and instruction issued by the Government from time to time. Some of the commonly used Acts / Rules are

1. Common Service Rules
2. Certified Standing Order
3. Purchase Policy
4. Delegation of Financial Powers
5. The Tamil Nadu Land Acquisition Act, 1978
6. The Factories Act, 1948
7. The Payment of Minimum Wages Act, 1948
8. The Motor Transport Worker's Act, 1961
9. The Workmen Compensation Act, 1923
10. The Tamil Nadu Transparency in Tenders Act, 1998
11. The Payment of Bonus Act, 1965
12. The Gratuity Act, 1972
13. The Apprentices Act, 1961
14. The Industrial Disputes Act, 1947
15. The Trade Unions Act 1926
16. The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959
17. The Maternity Benefit Act, 1961
18. The Payment of Wages Act 1936.
19. The Motor Vehicles Act 1988.
20. The Industrial Employment (Standing Orders) Act 1946
21. The Tamil Nadu Payment of Subsistence Allowance Act 1981.
22. The National and Festival Holidays Act 1958.
23. The Tamil Nadu Industrial Establishments (Conferment of Permanent Status to Workmen) Act 1981.
24. The Employees Provident Funds and Miscellaneous Provisions Act 1952.
25. The Right to Information Act 2005.
26. The Tamilnadu Shops and Establishment Act 1948.

**VI. RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS
HELD FOR DISCHARGING FUNCTIONS**
(UNDER SECTION 4(1)(b)(v) OF THE RTI ACT 2005)

1. The business in the Corporation is carried out with reference to the provisions laid in the following Rules and Regulation and Manuals.
1. Common Service Rules
2. Certified Standing Order
3. Purchase Policy
4. Delegation of Financial Powers
5. The Tamil Nadu Land Acquisition Act, 1978
6. The Factories Act, 1948
7. The Minimum Wages Act, 1948
8. The Motor Transport Worker's Act, 1961
9. The Workmen's Compensation Act, 1923
10. The Tamil Nadu Transparency in Tenders Act, 1998
11. The Payment of Bonus Act, 1965
12. The Gratuity Act, 1972
13. The Apprentices Act, 1961
14. The Industrial Disputes Act, 1947
15. The Trade Unions Act, 1926
16. The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959
17. The Maternity Benefit Act, 1961
18. The Payment of Wages Act 1936.
19. The Motor Vehicle Act 1988.
20. The Industrial Employment (Standing Orders) Act 1946.
21. The Tamil Nadu Payment of Subsistence Allowance Act 1981.
22. The National and Festival Holidays Act 1958.
23. The Tamil Nadu Industrial Establishments (Conferment of Permanent Status to Workmen) Act 1981.
24. The Employees Provident Funds and Miscellaneous Provisions Act 1952.
25. The Right to Information Act 2005.
26. The Tamilnadu Shops and Establishment Act 1948.

2. The details of the above listed Rules, Manuals and Acts are furnished below:

Sl.No.	Name of Act/Rules	Type of Document
1.	Common Service Rules	The rules describe the provision relating to appointments, transfer, working hours, Superannuation, seniority, increment, review, fixation of pay, allowances, leave, gratuity etc.,
2	Certified Standing Order	It describes the methods of getting leave, the conduct of the employees suspension, enquiry, punishment and retirement.
3.	Procurement Policy Note & Tender Transparency Act	Describes about the method and sources (OEM / Manufacture /dealer) of Purchase.
4.	Delegation of Financial powers	It describes the powers/ monetary limits of the Officers / Committee.
5	Land Acquisition Act,1978	The procedure followed in the case of Acquisition/ Private/ Government land for public purpose is described.
6.	The Factories Act,1948	The law relating to labours in factories. Various welfare measures such as Canteen facilities, working hours, weekly off and rest to be provided for Technical staff have been described.
7.	The Minimum Wages Act,1948	This Act describes about the procedure for fixing, revising minimum wages, and rates over time in certain employments.
8.	The Motor Transport Workers' Act, 1961	An Act to promote for the welfare of Motor Transport Workers and regulate the conditions of their work such as working hours spread over etc.,
9.	The Workmen's Compensation Act,1923	It provides for the payment of compensation by certain employer for injury by accident and in factories and other establishments for matters connected therewith or incidents there to and it describes the method of calculating compensation to be paid to the workers in the case of disability or death arising in the course of employment.

10.	The Tamil Nadu Transparency in Tender Act,1998	The Act describes the procedure to be followed for calling tenders and evaluating the same.
11.	The Payment of Bonus Act, 1965	The Act describes the eligibility, calculation and payment of Bonus to employees covered under this Act.
12.	The Payment of Gratuity Act, 1972	An Act to provide scheme of payment of gratuity and the eligibility, rate of gratuity and nomination for gratuity.
13.	The Apprentices Act,1961	Details about the regulation and control of training of Apprentices and matters connected therewith. The obligation of employees, Hours of work, leave and holidays of apprentice are covered in the Act.
14.	The Industrial Disputes Act, 1947	This act deals with provisions for the investigation and the settlement of Industrial Dispute between the employees and employer, Strikes and lockout, Lay off and retirement.
15.	The Trade Union Act,1926	It provides for the Registration of Trade Union and highlights, privileges, duties of Trade Unions and in certain respects before law relates to Trade Union.
16.	The Employment Exchanges Compulsory Notification of Vacancies Act, 1959	Provides for the compulsory Notification of vacancies, to Employment Exchanges return to Act.
17.	The Maternity Benefit Act 1961.	Regulates the employment of women in certain establishments for certain benefits before and after child birth and to provide for maternity benefits and certain other benefits.
18.	The Payment of Wages Act 1936.	This Act regulates the payment of wages to certain class of employed persons.
19.	M.V.Act 1988	It provides registration of Motor vehicles, payment of compensation etc.,
20.	The Industrial Employment (Standing Orders) Act 1946.	This Act requires employers in industrial establishments to define conditions of employment under them.

21.	The Tamil Nadu payment of Subsistence Allowance Act 1981.	The Act provide for the payment of subsistence allowance to employees during the period of suspension.
22.	The Tamil Nadu Industrial Establishments (National and Festival Holidays) Act 1958.	This Act provides for the grant of National festival holidays to the persons employed in Industrial establishment in the State of Tamil Nadu.
23.	Tamil Nadu Industrial Establishments (Conferment of Permanent Status to Workmen) Act 1981.	This Act provides for the conferment of permanent status to workmen in the Industrial establishments in the State of Tamil Nadu.
24.	The Employees Provident Funds and Miscellaneous Provisions Act 1952.	An Act to provide for the institution of Provident Funds for the employees in factories and other establishments.
25.	The Rights to Information act 2005.	An act to provide all information relating to an organization as required by the Public.
26.	The Tamilnadu Shops & Establishment Act 1948	An act to provide for regulation of conditions of works in shops, commercial establishments, restaurant and other establishments and for certain other purposes.

VII. STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT FOR ITS CONTROL
(UNDER SECTION 4(i)(b)(vi) OF THE RTI ACT 2005.)

Sl. No.	Category of document	Name of the document and its introducer	Procedure to obtain the document	Held by / Under control
1.	Policy Note	Contains the Policy pronouncements of the Corporation for the concerned year	Application to PIO	P.I.O.
2.	Important G.Os	Issued by Transport Department & Finance Department from time to time	Application to PIO	P.I.O.
3.	Annual Budget	Formulated for the Current financial year	Application to PIO	P.I.O.

VIII.PARTICULARS OF ANY ARRANGEMENTS THAT EXIST FOR CONSULTATION WITH (OR) REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS IMPLEMENTATION THEREOF
(UNDER SECTION 4(i)(b)(vii) OF THE RTI ACT 2005)

At present, there is no formal mechanism to seek consultation / participation of Public in formulation of policies of this Corporation. However their participation is there, in certain Committees.

The suggestion and views of policy matters and programmes received from the Public/Non Governmental Organisation are given due weightage in formulating the policies and programmes. The recommendations/observations made by the Public Accounts Committee / Public Undertaking Committee / Assurance Committee / Petition Committee / Consumer Council are also acted upon by this Committee.

IX. 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 THE ADVICE AND AS TO WHETHER MEETING OF SUCH THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC (UNDER SECTION 4(i)(b)(viii) OF THE RTIACT 2005)

1. BOARD:

BOARD OF DIRECTORS

1.	Thiru Debendranath Sarangi, IAS., Special Commissioner and Secretary to Government, Transport Department, Fort St.George, Chennai-600 009.	Chairman
2.	Thiru A.Mohammed Aslam, IAS., Joint Secretary to Government, Transport Department, Fort St.George, Chennai-600 009.	Director
3.	Thiru K.Moorthy ,BE., (Hons.), FIE., MBA., Ph.D., Managing Director, Tamil Nadu State Transport Corporation (Salem) Ltd., 12, Ramakrishna Road, Salem – 636 007.	Managing Director

4.	Thiru S. Haridasan Thampy, M.Sc., Additional Director & (Ex-officio) Joint Secretary to Government, Finance (BPE) Department, Fort St. George, Chennai-600 009.	Director
5.	Thiru S.Mullaiyappan, B.Sc.,DMIT., Director, Institute of Road Transport, 100 Feet Road, Taramani, Chennai-600 113.	Director
6.	Thiru K.Jegannathan, BE., MBA Managing Director, Tamil Nadu State Transport Corporation (Coimbatore) Ltd., 37 Mettupalayam Road, Coimbatore - 641043.	Director
7.	Thiru G.Venkatesan, Managing Director, Tamil Nadu State Transport Corporation (Villupuram) Ltd., 3/137,Salamedu, Valudhareddy Post, Villupuram-605 602.	Director
8.	Thiru M.Jeyarajan, Managing Director, Tamil Nadu State Transport Corporation (Madurai) Ltd, Bye Pass Road, Madurai-625 016.	Director
9.	Thiru M.Veerappan, Managing Director, State Express Transport Corporation (Tamil Nadu) Ltd., Pallavan Salai, Chennai-600 002.	Director
10.	Thiru S.Kothandapani, BE., Managing Director, Tamil Nadu State Transport Corporation (Kumbakonam) Ltd., Railway Station New Road, Kumbakonam-612 001.	Director
11.	Thiru P.Ganesan, B.E., Superintending Engineer, Highways Department, Salem-636 004.	Director

2. FINANCE COMMITTEE:

1.	Thiru S.Haridasan Thampy, M.Sc., Additional Director & (Ex-officio) Joint Secretary to Government, Finance (BPE) Department, Fort St. George, Chennai—600 009.	Member
2.	Thiru S.Mullaiyappan, B.Sc., DMIT., Director, Institute of Road Transport, 100 Feet Road, Taramani, Chennai—600 113.	Member
3.	Dr. K.Moorthy, B.E., (Hons.) MBA., FIE., Ph.D., Managing Director, Tamil Nadu State Transport Corporation (Salem) Limited, 12, Ramakrishna Road, Salem-636 007.	Member

3. AUDIT COMMITTEE:

1.	Thiru S.Haridasan Thampy, M.Sc., Additional Director & (Ex-officio) Joint Secretary to Government, Finance (BPE) Department, Fort St. George, Chennai—600 009.	Member
2.	Thiru S.Mullaiyappan, B.Sc., DMIT., Director, Institute of Road Transport, 100 Feet Road, Taramani, Chennai—600 113.	Member
3.	Dr.K.Moorthy, B.E., (Hons.), FIE., MBA., Ph.D., Managing Director, Tamil Nadu State Transport Corporation (Salem) Limited, 12, Ramakrishna Road, Salem-636 007.	Member

X. DIRECTORY OF OFFICERS AND MONTHLY REMUNERATION RECEIVED BY THE OFFICERS INCLUDING THE SYSTEMS OF COMPENSATION AS PROVIDED BY THE REGULATION (UNDER SECTION 4 (i)(b)(ix) and (x) OF THE RTI ACT 2005.)

SL.NO.	NAME OF THE OFFICER	DESIGNATION
	Tvl	
Manager Cadre-Scale of Pay (Rs.14300-400-18300 plus allowances).		
1.	Dr. K.Moorthy	MANAGING DIRECTOR
2.	P.Kolandavelu	Financial Advisor & Chief Accounts Officer
Senior Deputy Manager (Rs.12000-375-16500 plus Allowances)		
1.	J.John Jayakar	General Manager (Salem Region)
2.	T.Mahendran	Senior Deputy Manager
3.	R.Muniappan	Chief Audit Officer
Deputy Manager (Rs.10000-325-15200 plus allowances)		
1.	A.V.Indiran	Company Secretary & Public Information Officer
2.	T.Thirunavukkarasu	Deputy Manager
3.	R.Govindarajan	Deputy Manager
4.	K.Chandramouli	Deputy Manager
5.	C.Jagadeesan	Deputy Manager
6.	K.Premkumar	Deputy Manager
7.	R.Sadasivam	Deputy Manager
8.	V.Panneerselvam	Deputy Manager
9.	V.Nataraajhan	Deputy Manager
10.	K.Chellamuthu	Deputy Manager
11.	C.Shanmugam	Deputy Manager
12.	S.Balasubramanian	Deputy Manager
13.	P.Nagarajan	Deputy Manager
Selection Grade Asst. Managers(10000-325-15200 plus allowances)		
1.	K.Vadivelu	Sel.Gr.Asst.Manager
2.	R.Soundararajan	Sel.Gr.Asst.Manager
3.	N.Arumugam	Sel.Gr.Asst.Manager
4.	K.Jayaraman	Sel.Gr.Asst.Manager
5.	C.R.Rangaraju	Sel.Gr.Asst.Manager

6.	D.Kumar	Sel.Gr.Asst.Manager
7.	R.Dhandayutham	Sel.Gr.Asst.Manager
Assistant Managers (8000-275-13500 plus allowances)		
1.	R.Muthukrishnan	Assistant Manager
2.	D.Jayabalan	Assistant Manager
3.	N.Pankajam	Assistant Manager
4.	A.Gopalsamy	Assistant Manager
5.	K.Rathinam	Assistant Manager
6.	D.Laxman	Assistant Manager
7	S.Jeevarathinam	Assistant Manager
8	S.Chinnusamy	Assistant Manager
9	T.Gunasekaran	Assistant Manager
10	S.K.Jeeva	Assistant Manager
11	K.Pugalendhi	Assistant Manager
12	K.Madheswaran	Assistant Manager
13	A.Mohanraja	Assistant Manager
14	K.Murugan	Assistant Manager
15	G.K.Sivamani	Assistant Manager
16	V.Raghupathi	Assistant Manager
17	M.A.Palanisamy	Assistant Manager
18	R.Asokan	Assistant Manager
19	R.Balasubramanian	Assistant Manager
20	M.S.Loganathan	Assistant Manager
21	P.Chandramohan	Assistant Manager

DHARMAPURI REGION**Senior Deputy Manager (Rs.12000-375-16500 plus Allowances)**

Thiru R.Jayachandran	General Manager (Dharmapuri Region)
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Deputy Managers (Rs.10000-325-15200 plus allowances)

Tvl.

1.	K.Rajagopal	Deputy Manager
2.	N.Ramesh	Deputy Manager
3.	A.S.Gangadharan	Deputy Manager

4.	R.Raju	Deputy Manager
5.	R.Gunasekaran	Deputy Manager
Selection Grade Asst. Managers(10000-325-15200 plus allowances)		
1	S.Vasudevan	Sel.Gr.Asst.Manager
2.	P.Ravindiran	Sel.Gr.Asst.Manager
3.	P.Murugesan	Sel.Gr.Asst.Manager
4.	A.Arumugam	Sel.Gr.Asst.Manager
5.	M.Murugan	Sel.Gr.Asst.Manager
6.	P.Senguttuvan	Sel.Gr.Asst.Manager
7.	R.Mahendran	Sel.Gr.Asst.Manager
Assistant Managers (8000-275-13500 plus allowances)		
1.	G.Murugesan	Assistant Manager
2.	P.Balraj	Assistant Manager
3.	R.Thangavelu	Assistant Manager
4.	G.Arulmozhi	Assistant Manager
5.	P.Selvakumar	Assistant Manager
6.	A.Jayakumar	Assistant Manager
7.	D.K.Jayabalu	Assistant Manager
8.	M.Aravindan	Assistant Manager
9.	M.Govindasamy	Assistant Manager

XI. BUDGET ALLOCATION OF EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBURSEMENT MADE (UNDER SECTION 4(i)(b)(xi) OF THE RTI ACT,2005)

The details of Budget Estimates are given below :

(Rs.in lakhs)	
SCHEMES NAME	B.E. 2007-08
1. LAND:	41.71
2. BUILDINGS:	144.92
3. MACHINERIES:	47.24
4. ELECTRICAL INSTALLATION	30.56
5. COMPUTERS	31.03
6. FURNITURE AND FITTINGS	--
7. OFFICE EQUIPMENTS	4.91
8.OTHERS:	
BUSES	4691.94
LIGHT MOTOR VEHICLE	37.50
TOTAL	5029.81

XII. THE MANNER OF EXECUTION OF SUBSIDY PROGRAMME, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMME

(UNDER SECTION 4(i)(b)(xii) OF THE RTI ACT 2005)

The Department does not directly administer any subsidy programmes.

XIII. PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS

(UNDER SECTION 4(i)(b)(xiii) OF THE RTI ACT 2005)

No concession or permits or authorization has been granted to the individuals or firms or companies in the Department.

XIV. DETAILS IN RESPECT OF THE INFORMATION AVAILABLE TO OR HELD BY IT, REDUCED AN ELECTRONIC FORM

(UNDER SECTION 4(i)(b)(xiv) OF THE RTI ACT 2005.)

1. Tpt. Dept : <http://www.tn.gov.in/transport/sta.htm>
2. Salem : tnstcsalem@dataone.in
3. Dharmapuri : tnstc_dpi@dataone.in

XV. PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION

(UNDER SECTION 4(i)(b)(xv) OF THE RTI ACT, 2005)

The public are passed with information through Notice Board, Newspapers, Web site, Exhibitions and other means of advertising.

XVI. NAME AND DESIGNATION AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICERS

(UNDER SECTION 4(i)(b)(xvi) OF THE RTI ACT 2005)

PUBLIC INFORMATION OFFICER:

Name	Designation	Std Code	Phone No Office	Fax	Email	Address
Tvl A.V.Indiran	Company Secretary	0427	2314391 -93	2317468	tnstcsalem@dataone.in	TNSTC (SLM) Ltd., 12, Ramakrishna Road, Salem-7

ASSISANT PUBLIC INFORMATION OFFICERS:

K.Chandramouli	Deputy Manager (Comml)	0427	2314391 -93	2317468	tnstcsalem @dataone. in	TNSTC (SLM) Ltd., 12, Ramakrishna Road, Salem-7
K.Rajagopal	Deputy Manager (Comml.)	04342	230318- 19	230317	tnstc_dpi@ dataone.in	TNSTC (SLM) Ltd., Salem, Bharathipuram, Salem Main Road Dharmapuri

DEPARTMENT OF APPELLATE AUTHORITY:

Name	Desig- nation	Std Code	Phone No Office	Fax	Email	Address
Thiru K.Moorthy	Managing Director	0427	2316801	2317468	tnstcsalem@ dataone. in	Managing Director, TNSTC (Salem) Ltd., 12, Rama- krishna Road, Salem- 636 007.

Sd/-

MANAGING DIRECTOR
TNSTC (SALEM) LIMITED