

**THE TAMILNADU INDUSTRIAL INVESTMENT CORPORATION  
LIMITED**

**(Government of Tamilnadu Undertaking)**

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## **ABBREVIATIONS**

AGM	Assistant General Manager
AG	Accountant General of India
AMC	Annual Maintenance Contract
BB	Backward Blocks
BM	Branch Manager
BSC	Branch Sanction Committee / Branch Settlement Committee
CGM	Chief General Manager
CLCS	Credit Linked Capital Subsidy Scheme
CMD	Chairman & Managing Director
DER	Debt Equity Ratio
DGM	Deputy General Manager
EC	Executive Committee
ED	Executive Director
EM	Entrepreneurs Memorandum
ETP	Effluent Treatment Plant
FD	Fixed Deposit
F & R	Finance & Resource Department
GM	General Manager
HRD	Human Resource Department
HRM	Human Resource Management
HoDs	Head of Departments
IE	Industrial Estate
ISO	International Organisation for Standardisation
KYC	Know Your Customer
LAA	Loan Administrative Assistant
LAO	Loan Administrative Officer
MD	Managing Director
MIS	Management Information System
Mi/Sm/Md.	Micro/Small/Medium
MoU	Memorandum of Understanding
NAMT	New Anna Marumalarchi Thittam
ND & ND	Non Discretionary and Non Discriminatory
NEF	National Equity Fund
NPA	Non Performing Assets
NSIC	National Small Industries Corporation Ltd.,
NOC	No Objection Certificate
OD	Overdues
OTL	Open Term Loan
OTS	One Time Settlement
PEO	Project Evaluation Officer
P & M	Plant & Machinery
PL	Privilege Leave
PSC	Preliminary Screening Committee
PSU	Public Sector Undertakings
PIR	Project Information Report
QMS	Quality Management System
R & D	Research & Development
RM	Regional Manager
SEZ	Special Export Zone
SIDCO	Small Industries Development Corporation of Tamilnadu Ltd.,
SIDBI	Small Industries Development Bank of India
SIPCOT	State Industries Promotion Corporation of Tamilnadu Ltd.,
SRM	Senior Regional Manager
SMERA	Small and Medium Enterprises Rating Agency
SME	Small and Medium Enterprises
TANSTIA	Tamilnadu Small and Tiny Industries Association
TL	Term Loan
TIIC	Tamilnadu Industrial Investment Corporation Ltd.,

## BACKGROUND

The parliament has enacted the Right to Information Act 2005 to set out the practical regime of right to information for the citizens of India, to secure the access to the information available under the control of the Public Authorities, to promote transparency and accountability on the working of every public authority. Section 3 of the Act provides that all citizens shall have the right to information subject to the provisions of the Act and "Information" means any material in any form including records, documents, memos, e-mails, opinions, advices, press releases, circulars, orders, logbooks, contracts, reports, papers, samples, models, data, material held in any electronic form and information relating to any private body which can be accessed by a public authority under any other law for the time being in force.

The Tamilnadu Industrial Investment Corporation Limited (TIIC) is a government company incorporated under the Companies Act, 1913 and continues to be a government company and it is a public authority under Section 2 (h) of the Right to Information Act. In view of the mandatory requirement, it is necessary for the TIIC to publish this hand book containing information under the Right to Information Act.

## **Objective of the Handbook**

The primary objective of this handbook is to provide the necessary information to the person interested in knowing the information of TIIC.

Every endeavor is made in providing all information, duties and responsibilities of the officers in TIIC in discharging their functions in achieving the avowed objects of the organization. This handbook contain all necessary information in detail, procedure followed in decision making, records maintained and used by the employees, directory of officers and employees, details of Assistant Public Information Officers, Public Information Officer and the Appellate Authority of TIIC.

## ORGANISATION



## **1. The particulars of Organisation:**

### **1.1 Organisation:**

The Tamilnadu Industrial Investment Corporation Limited (TIIC), a government company incorporated under the Companies Act 1913 and continues to be a government company under the Companies Act, 1956 and 1913. The authorised share capital of the company is Rs.425 Crores and the paid up capital of the company is Rs.321 Crores.

### **1.2 Board of Directors :**

TIIC is governed by Board of Directors. The Government of Tamilnadu nominates the Chairman, Managing Director, and three more directors representing MSME, Industries, and Finance from Government of Tamilnadu. SIDBI nominates one director as its representative in the Board. Government of Tamilnadu also nominates one more Director as recommended by SIDBI in the Board in the non ex-officio category and such Director to retire by rotation. All the other four independent directors are appointed by Board with the approval of the shareholders at the Annual General Meeting.

For the details of Directors, please click here.  
<http://www.tiic.in/directors.asp>

**1.3.**The various departments in the organization, specific duties and powers vested to the Officers concerned are as detailed below:

Projects, Subsidy (Including Claims)	General Manager
Funds & Resources, & Systems	Deputy General Manager
Loans Monitoring / Recovery & Rehabilitation, Public Grievances/GES/EDS	Deputy General Manager
Management Information System	Deputy General Manager
Human Resource Management Division, Estate Division, Expenditure Division & Legal	Deputy General Manager
Internal Audit and ISO	Deputy General Manager

Policy Planning, Development & Marketing	Assistant General Manager
Board & Secretarial Department	Company Secretary

TIIC has 6 Regional Offices, 25 regular Branch Offices and 6 Field Offices spread all over Tamilnadu. For details please click here : <http://www.tiic.in/branch.asp>

Each Regional Office is headed by a Regional Manager and the Branch Office is headed by the Branch Manager designated from time to time. The Field Office is managed by an Officer designated.

## **FUNCTIONS OF THE ORGANISATION**

## **2. Functions of the organization & Types of Assistance :**

TIIC as a State Level Financial Institution, offers financial assistance to various manufacturing industries such as large, medium, small and micro industries including service sector under various schemes :

- Term Loans
- Working Capital Term Loans.
- Discounting of Bills for TNEB, TWAD, TNPL and RPLMSC.

### **2.1.Schemes Operated :**

#### **a) SCHEME FOR ECONOMICALLY BACKWARD ENTREPRENEURS :**

Entrepreneurs Development Scheme (EDS) – New scheme for the economically weaker section entrepreneurs.

#### **b) New Entrepreneur cum Enterprise Development Scheme (NEEDS):**

Financial assistance under New Entrepreneur cum Enterprise Development Scheme (NEEDS) for Micro & Small Enterprises (MSEs) has been introduced by the State Government to enable educated youth to become first generation entrepreneurs. Financial assistance is provided through Banks / TIIC for eligible candidates under this scheme. Entrepreneurs are eligible for 25% capital subsidy and 3% interest subvention under the NEEDS.

#### **c) SCHEMES FOR MANUFACTURING ENTERPRISES**

- General Scheme for New and Expansion Project
- Micro/Small Enterprises Funding Scheme (MSEF)
- Single Window Scheme (SWS)
- Equipment Finance Scheme (EFS)
- Revised and Restructured Technology Upgradation Fund Scheme (RRTUF) for Textile Industry
- Working Capital Term Loan (WCTL) for Manufacturing/Processing Industries and Job Order Industries
- Scheme for take over of high cost borrowers/Switchover Loan Scheme/ Funding of second hand machinery (Imported and Indigenous)
- "TIIC's Liquidity Stimulus Package" for easing difficulties of Micro, Small and Medium Sector Enterprises
- Solar Power Projects Scheme
- Corporate Loan Scheme

**d) SCHEMES FOR SERVICE ENTERPRISES**

- Information Technology Scheme
- Hotels Scheme
- Hospital Scheme
- Commercial Complex / Convention Centres/Community and Marriage Halls
- Warehousing / Cold Storage
- Corporate Loan Scheme

**e) SCHEMES FOR POWER GENERATION**

- Wind Power Project (new & used)
- Generator Loan

**f) Short Term assistance by way of Bill Finance Scheme to**

- TANGEDCO suppliers
- TANTRANSCO contractors
- TWAD Contractors
- TNPL vendors

**g) Funding of Working Capital needs of Contractors of State Govt./State Govt. Agencies:**

- Contractors Credit Scheme

**h) SCHEMES FOR QUALIFIED PROFESSIONALS**

- My Doctor Scheme
- Doctor Plus Scheme

**i) TRANSPORT OPERATOR SCHEME**

- Auto Rickshaw Loan
- Tourist Cabs
- Heavy Public Carriers (Lorries)
- Omni Bus

For further details of the schemes, please click here :

<http://www.tiic.in/schemes.html>

## **2.2 Eligible activities:**

The assistance of the TIIC is available to the concern engaged in or proposing to be engaged in:-

- Manufacturing, processing or preservation of goods
- Service sector
- Generation of electricity or any form of power including wind mills
- Setting up of nursing homes and purchase of electro medical equipments
- Hotels and Restaurants
- Purchase of public carrier vehicles for material / goods transportation and for transport of passengers.
- Facilities for preservation of marine products and food item including cold storage
- Commercial complex / Warehouse, cold storage / marriage hall / community hall
- Computer Training Institutions / I.T projects including I.T Parks

## **2.3. Quantum of Loan Assistance:**

TIIC provides Term Loan assistance normally upto a maximum of Rs.1500 lakhs to Proprietary and Partnership concern. In respect of Limited Companies normally a maximum term loan assistance of Rs.3000 lakhs can be considered. However higher loan assistance may also be considered for bigger projects on a case to case basis.

The Board of TIIC has delegated appropriate powers for sanction of loans to the Branch Manager, Branch Sanction Committee and Regional Loan Sanction Committee, Executive Committee and the Board. Details of sanction power are at **Annexure VII**.

## **2.4. How to apply:**

For getting financial assistance from TIIC, one has to apply in the prescribed application and the applications are available in all the TIIC Offices. There are separate applications for certain schemes. Application for financial assistance to industrial units can also be downloaded from TIIC's website [http://www.tiic.org/appln\\_download.html](http://www.tiic.org/appln_download.html) and application is issued free of cost.

## **2.5. Appraisal of Project by TIIC:**

TIIC appraises the project for its management capacity, technical feasibility, financial and economic viability while sanctioning loan. The applicant should satisfy TIIC regarding the scope for marketing and furnish the details of the cost

of production, cash flow etc., to assess the pay back period and for assessing the various financial ratios / norms.

## **2.6. Rate of Interest :**

For the interest rate structure for various loans, please click here :

[http://www.tiic.in/int\\_rate.html](http://www.tiic.in/int_rate.html)

## **2.7. Financial Norms:**

Following financial ratios are considered as favorable in appraisal of a project :

### i) Debt Equity Ratio:

The maximum debt equity ratio (DER) for both small and medium enterprises shall be 2:1.

### ii) Promoter's Contribution:

Promoter's contribution varies from 15% to 40% depending upon the scheme of assistance. It also depends on complying the DE ratio. A higher promoter's contribution will be fixed, if the risk perception of the proposal is high.

### iii) Collateral Security:

In addition to primary security of assets, collateral security is also stipulated based on the risk perception of the proposal.

### iv) Repayment period:

Loan repayment is generally spread over a period of 3 & ½ years to 9 years with a moratorium ranging from 3 months to 2 years depending on the project and the cash flow projections.

## **2.8 Subsidies from Government :**

TIIC is the implementing agency for various capital subsidies of State Government in respect of its assisted units. TIIC is also the nodal agency for select Central Government Subsidies like Credit Linked Capital Subsidy, Revised and Restructured Technology Upgradation Fund (RRTUF), etc. in respect of its assisted units. TIIC gives subsidy bridge loans against eligible subsidies to the eligible units assisted by it, helping them to implement their projects on schedule. For details, please click here. <http://www.tiic.in/incentives.html>

**The Norms Set By The Corporation For Discharge of  
Functions**



## 2.9. The norms set by the Corporation for discharge of functions :

### Quality Policy :

The Corporation has obtained an ISO 9001:2008 Certification under "Quality Management Systems" (QMS) for sanction of loans. The Corporation is discharging its functions under the norms prescribed in ISO 9001:2008 Certification and the Lead Time fixed for sanction of loans.

"TIIC is committed to achieve excellence in formulation and implementation of various schemes for the accelerated industrial development in the State of Tamilnadu by providing timely financial services to the satisfaction of its customers. It is also committed to lay down measurable standards for customer service and constantly improve its Quality Management System by the full involvement of the personnel at all levels".

Quality Objective Lead Time for sanction of loans :

Sl. No.	Authority	No. of Working Days	
		Loans	Bill Finance Limits
I	By Board	35	35
II	By Executive Committee	25	-
III	By Regional Loan Sanction Committee	25	14
IV	By Branch Sanction Committee	18	7
V	By Branch Manager	7	-

The certifying authority (BIS) has accorded ISO 9001-2008 license for the Quality Management Systems for sanction and disbursement for Head Office and Chennai Branch, TIIC Ltd.,

### **2.9.1. Norms set up in TIIC for sanctioning loans :**

- Immediate issue of loan application to the applicant who requires in person and within 3 days by post.
- Immediate issue of acknowledgement for receipt of loan application form.
- Status of information about loan application within 5 days, if all the required particulars have been furnished with the application.
- Loan sanction within 18 working days by Branch Sanction Committee for loans upto Rs.100.00 lakhs
- Loan sanction within 25 working days for loans above Rs.100.00 lakhs and upto Rs.4.00 crores by RLSC and upto Rs.6.00 crores by Executive Committee.
- Loan sanction within 35 working days for loans of above Rs.6.00 crores by Board.
- Simultaneous scrutiny of legal documents within 15 working days, if, within office and 4 weeks if external legal advise is needed.

### **2.9.2. Requests for Loan:**

Time limit for compliance of request for inspection of assets:

- 10 working days for requests not involving valuation of assets
- 15 working days for requests involving valuation of assets

Time Limit for compliance of requests for loan disbursal:

- 10 working days for inspection of site, machinery and building by TIIC officials
- 15 working days for inspection of site, machinery and building by external agencies

### **2.9.3. Time Limit for compliance of other requests:**

- 45 working days from the date of receipt of full particulars for consideration of change in management in fit cases
- 30 working days from the date of receipt of particulars for request for time for payment of dues.

**2.9.4. Complaints:**

- E-mail facility to receive complaints/suggestions
- Immediate acknowledgment for all complaints received
- Reply to complaints normally within 30 working days.

**2.9.5. Guidance and help:**

- All 6 Regional Offices, 25 Branch Offices and 6 Field Offices in the State will guide and help the customers.
- Separate Entrepreneurs' Guidance Cell and Grievance Cell functioning at the Head Office, Chennai, guide citizens and redress their grievances in all matters.
- Separate Business Development Officers at Head Office and Branch Offices to guide entrepreneurs.
- Records maintained for receipt and disposal of complaints at Head Office, Branch Offices and Regional Offices.
- For the enquiry from entrepreneurs, immediate reply on their request along with our other schemes is being sent from our Entrepreneurs Guidance Cell at Head Office and respective Branch Offices are also advised to follow it up.

**POWERS & DUTIES OF  
OFFICERS AND EMPLOYEES**

### **3) Powers and duties of Officers and Employees:**

TIIC is governed by a Board of Directors consisting of Chairman, Managing Director, senior level Govt. Officers nominated as Directors, nominees of SIDBI and a retired senior Bank official as independent Directors. The day to day functions are administered by CMD / MD who is appointed by Govt. of Tamilnadu in consultation with SIDBI. The CMD / MD is assisted by officials at various levels to discharge the functions.

The Board delegates suitable powers to the Managing Director and the other officials of the Corporation for the smooth, effective and efficient functioning of the Corporation.

#### **3.1 Head Office:**

At the Head Office, the Managing Director is assisted by General Manager / Deputy General Managers and other Senior Officers.

##### **3.1.1. General Manager (Projects) :**

The following departments are functioning under the control of the General Manager (Projects) and he is assisted by Assistant General Managers and Senior Manager and Deputy Manager of the respective Departments :

- Project \*
- Subsidy (including claims)
- Disbursement Monitoring

\* including Disbursement relaxation notes.

##### **3.1.2. Deputy General Manager (F&R/Systems) :**

The following departments are functioning under the control of the Deputy General Manager (F&R, Risk Management & Systems) and he is assisted by Senior Manager and Manager of the respective Departments :

- Funds & Resources Department
- Systems

### **3.1.3 Deputy General Manager (LM&R/Recovery) :**

The following departments are functioning under the control of the Deputy General Manager (LM&R/Recovery) with the following work portfolio and he is assisted by the Manager

- Loans Monitoring & Rehabilitation
- Recovery
- Entrepreneur Development Scheme
- Public Grievances
- Mega subsidy
- To introduce loan review mechanism, standard asset monitoring and identification of special mention accounts.
- To protect the slippage of standard accounts and also to upgrade the level of substandard accounts / NPA accounts.
- Recovery Department monitors the achievement of principal and interest targets of the Corporation.
- It focuses on major NPA accounts by reviewing the cases and taking suitable action either through OTS or reschedulement.
- Emphasize is placed on Compromise / Negotiated Settlement Schemes for loans above Rs.10.00 lakhs and on various modified OTS schemes in vogue for loans upto Rs.10.00 lakhs.
- Proposals received from Branch Offices seeking permission to proceed.
- Nodal Agency function for the petitions / grievances of customers addressed to CM's Special Cell / Department of Industries / Principal Secretary / Managing Director.

### **3.1.4. Deputy General Manager (MIS) :**

- Management Information System

### **3.1.5. Deputy General Manager (Human Resource Management & Legal) :**

The following departments are functioning under the control of the Deputy General Manager (HRM and Legal) and he is assisted by Assistant General Manager and Senior Managers :

- Human Resource Management Division/ Estate / Expenditure
- Training & Library
- Legal

#### **3.1.6. Deputy General Manager (Internal Audit & ISO) :**

- Systematic inspection and Internal Audit System in the organisation.
- He has to deal with vigilance matters.
- Anti-money Laundering.
- Responsible and follow-up of the ISO standards already introduced in the Corporation and expanding the scope of the ISO standards to various Branches in all the activities of the organisation.
- AG's Audit
- SIDBI's Inspection

#### **3.1.7. Assistant General Manager (Policy Planning/Business Development & Marketing) :**

- Preparation of corporate plans and policy document on loan policy.
- Fixing up targets for the branches and signing of MoU with Branches and Follow-up.
- Responsible for loan enquiries and handling of the clarifications sought for by the Branches. Also responsible for development of new products and marketing of various products of the Corporation at the corporate and field level.
- Responsible for conducting marketing and other development seminars /Special Business Campaign at various centers.
- Also meet the customers directly to explain the various schemes of the Corporation.
- Responsible for evolving various schemes in tune with the market situations / requirements.

#### **3.1.8. Senior Manager (F & R) :**

- Overall co-ordination and supervision of all accounting functions.
- Liaison with Statutory Auditors, Income Tax Authorities, etc.
- Co-ordination with the accounts departments of the branches.

- Responsible for preparation of accounts and Balance Sheet of the Corporation.
- Responsible for management of all liabilities of the Corporation.
- Fixing up of interest rates, raising of loans / OD's from Banks and other PSUs and follow-up of all investments.
- Assessment of market risk, credit risk and operational risk.

### **3.1.9. Assistant General Manager (HRM&Estate) :**

- He will look after all staff related matters including placement/ transfers/ promotions.
- All assets of the Corporation other than loan assets and investments, maintenance, additions, disposals and periodical expenditure.

### **3.1.10. Senior Managers (Law) :**

- Responsible for giving advice/guidance on legal matters to Manager Gr.III/Deputy Manager/Senior Officer at Regional Offices and designated Legal Assistants at Branch Offices for completion of legal documentation.
- Responsible for monitoring the entire process of completion of legal documentation within the Lead Time stipulated under QMS.
- Also responsible for monitoring and following the court cases with panel advocates.

### **3.1.12. Company Secretary:**

- The Company Secretary is responsible for convening of General Meetings, Board, Executive Committee, Default Review Committee & Audit Committee meetings and other committees constituted by the Board represented by Directors of the Corporation and recording the Minutes of these Meetings and all other secretarial practices to ensure compliance under the Companies Act 2013.
- Responsible for the Goods and Service Tax matters of the Corporation.
- Designated as Public Information Officer under the Right to Information Act, 2005.
- To look after the Disciplinary Division of the Corporation.



- Appointed as Principal Officer under IRDAI regulation 2015 for the Corporate Insurance Agency with New India Assurance Company Ltd.
- Compliance officer under the SEBI regulations

### **3.1.13. Senior Manager (Subsidy) :**

- Co-ordinating with Government / Nodal Agency for claiming Subsidies.
- Monitoring subsidy sanctions at Head Office / Branch Offices

### **3.1.14. Senior Managers / Managers / Deputy Managers / Assistant Managers :**

There are also senior officials in the cadre of Senior Managers / Managers functioning in the Head Office, who are allotted to various Departments to oversee the smooth functioning of the Head Office. These officials are reporting to the concerned HoDs / GM / DGM directly or through AGM, as the case may be.

### **3.1.15. Senior Officers, Officers, Junior Officers & Assistants :**

There are also Senior Officers, Officers, Junior Officers, and Assistants in the Head Office, who perform the assigned tasks in a section such as Project, Policy and Planning/Development and Marketing Dept, Loans monitoring and Rehabilitation & Recovery, Legal, Human Resource Management, Funds & Resources, Systems, MIS, Board and Secretarial, Internal Audit & ISO. They also maintain the files. They are the grass root level ministerial officials. They report to respective section heads.

### **3.1.16. Record Clerks / Drivers /Office Assistants :**

They are the basic level officials of the Corporation and are working in Head Office, Regional Offices and Branch Offices. They carry out identical function irrespective of their place of working.

## **3.2 REGIONAL OFFICE:**

### **3.2.1.Regional Manager:**

RMs are responsible for the performance of the branches under their control. RMs are the Chairman of the BSC meetings for sanction of loans / for settlement of loans, as per the delegation of powers prescribed by the Board

of the Corporation. Shall review all LAOs / LAAs every month at Branches. Responsible for forwarding of the PIR with his recommendations to Head Office. Responsible for relaxation of the Terms & Conditions, changes in the scheme within the delegated powers. Also a member of the Regional Loan Sanction Committee.

### **3.2.2 Officials of Regional Audit Team :**

Officials of Regional Audit Team shall ensure that :

- All sanctions and disbursement accounts of the Branch are in order.
- All the assisted units in the Regions are visited by them atleast once in a year.
- Officers in the auditing team shall ascertain the assets inventory of the assisted units.

### **3.3. BRANCH OFFICE:**

#### **3.3.1.Branch Manager:**

- BMs are responsible for overall performance of the branch.
- Responsible for sanction & disbursement of loans and recovery, as per the delegation of powers prescribed by the Corporation.
- Responsible for the routine administrative functions, canvassing of new business, supervision and support to the LAOs / LAAs.

### **3.4. FIELD OFFICE :**

#### **3.4.1.Field Officer :**

- Field Officer is responsible for overall performance of the Field Office.
- Responsible for canvassing loan and recovery, as per the delegation of powers prescribed by the Corporation.
- Responsible for administrative functions of the Field Office and supervision and support to the LAOs/ LAAs.

#### **3.4.2. LAOs/ LAAs:**

The field level Officers / Assistants are re-designated as Loan Administrative Officers (LAOs) and Loan Administrative Assistants (LAAs). The LAOs and LAAs

are responsible for disbursement of loans including inspections, recovery and follow-up including Court cases assigned to them individually.

### **3.5. Project Officer (PEO):**

- The Project Officer in the Branch is responsible for appraisal of all Branch cases assigned to him. Responsible for preparation of preliminary appraisal notes in respect of cases to be sanctioned by RLSC / EC / Board, through the Branch Manager.
- Responsible for preparation of the appraisal notes to be placed before the Branch Sanction Committee / PSC, within the stipulated time as per QMS.

#### **3.5.1. Senior Managers / Managers (Law) :**

- Senior Managers/Managers at Regional Office will be responsible for scrutiny of title deeds and approval of all security documents and documentation & custody of documents. Shall provide the guidance to entrepreneurs.
- Shall provide the general legal counsel and guidance in all other matters to the Branch.

**Procedure followed in  
decision making process,  
including channels of supervision  
and accountability**

## DELEGATION OF POWERS

### Delegation of powers in respect of HRM/HRD/Estate/Expenditure Division

Sl. No.	Nature of powers	Delegation	Authority
1	Sanction of engagement of employees on casual basis on daily wages.	At Head Office  At Regl. Office & Br. Office:	Managing Director  The temporary appointments on casual basis on daily wages can be made only on specific orders of the Managing Director. Employees on daily wages so appointed should not be engaged for more than 90 days.
2	Confirmation of satisfactory completion of probation, Sanction of advance increment and fixation of pay.	For the officials in the cadre of General Manager  For the officials below the cadre of General Manager	Managing Director  CGM/GM/DGM/DGM i/c
3	Extension of period of probation and confirmation.	From the cadre of Asst-cum-Typist and above Below the cadre of Asst-cum-typist	Managing Director  CGM/GM/DGM/DGM i/c

4	Sanction periodical Increments	of	<b>At Head Office:</b> For General Managers  Below the cadre of General Managers <b>At Regional Office:</b> Upto Officers Above Officers  <b>At Branch Office:</b> Upto Officers Above Officers	Managing Director  CGM/GM/DGM/DGM i/c  SRM / RMs CGM/GM/DGM/DGM i/c  Branch Manager CGM/GM/DGM/DGM i/c
5	Transfers & Postings		For all cadres  Deployment of staff below the cadre of Officer for important work within the Region (Temporary arrangement)	Managing Director  RM  Head Office shall be kept informed of the changes
6	Deputation of employees of the Corporation		For all cadres	Managing Director
7.	Deputation Special Dy.Tahsildar/ Tahsildars recovery	of  for		Regional Manager as per sanction / approval of posts by Managing Director.
8.	Retirement routine	by	For all cadres	Managing Director
9.	Acceptance Resignation	of	For all cadres	Managing Director  The Board will be kept informed in respect of cadres of Asst. General Manager and above.
10.	Approval for Terminal benefits to the employees		For all cadres	Managing Director

11.	PL Encashment Approval for payment	<p><b>At Head Office:</b></p> <p>General Managers</p> <p>For the cadre of AGM/DGM</p> <p>All staff at Head Office upto Manager and for the cadre of Asst. Manager, Manager in Regional / Branch Offices.</p> <p><b>At Regional Office:</b></p> <p>All staff in Regional Office except Managers / Asst. Managers.</p> <p><b>At Branch Office:</b></p> <p>All staff except Managers / Asst. Managers</p>	<p>Managing Director</p> <p>GM</p> <p>DGM(HRM)</p> <p>SRM / RMs</p> <p>Branch Managers</p>
12	Issue of Administrative Orders / Circulars on approval by competent authority	<p>For HRM / HRD Divisions</p> <p>For Estate / Expenditure Division</p>	<p>DGM (HRM) / Manager (HRM)</p> <p>AGM (ED)/ Manager (ED)</p>
13	Additional Charge Arrangements	<p>AGMs and above at Head Office, the Regional Managers &amp; Branch Managers</p> <p>For the Officials below the cadre of AGM at Head Office</p> <p><b>At Regional / Branch Office:</b></p> <p>All the staff in the Region except Branch Managers</p>	<p>Managing Director</p> <p>CGM/GM/DGM/DGM i/c</p> <p>SRM / RMs</p>

14	Issue of NOC for obtaining Passport	For General Managers For DGMs Upto AGMs	Government of Tamilnadu CGM/GM CGM/GM/DGM/DGM i/c
15	Declaration of Public Holidays / Local holidays	For all offices	Managing Director
16	Sanction of House Building Advance and Vehicle Advance	<b>Sanction / Approval:</b> As per policies approved by Managing Director / Board	CGM/GM/DGM/DGM i/c
	Sanction of other Advances like Festival Advance, Marriage, Co-optex, Khadi and Handloom etc.	As per policies approved by Managing Director / Board	DGM(HRM)
		<b>Payments for all loans and advances:</b>	
		At Head Office	AGM(ED)/Manager(ED)
		At Regional Office	SRM/RMs
		At Branch Office	Branch Managers



17	Staff Training Programmes	<p><b>SANCTION:</b></p> <p>Sanction and approval for Annual Training Plan for all categories with budget and nominating staff for various Training Programme.</p> <p><u>Payment:</u></p> <p>Payment for staff training expenses for the employees at Head Office as per approval.</p> <p>Upto Rs.10,000/-</p> <p>Above Rs.10,000/- and upto Rs.50,000/-</p> <p>Payment for staff training expenses for the employees at Regional / Branch Office as per approval.</p>	<p>Managing Director</p>          <p>AGM(HRM)/ MGR(ED) CGM/GM/DGM/ DGM i/c</p> <p>SRM/RMs</p>
18	Issue of certificate to staff for obtaining loans from Banks and other Financial Institutions etc	<p><b>At Head Office:</b></p> <p>For loans upto Rs.50,000/-</p> <p>Above Rs.50,000/-</p> <p><b>At Regional/ Branch Offices:</b></p>	<p>DGM(HRM)</p> <p>Managing Director</p> <p>Regional / Branch Manager concerned after obtaining approval from DGM (HRM) / General Manager / Managing Director as the case may be.</p>

19	Leave salary and pension contribution for those on deputation in the Corporation	For all employees	DGM(HRM)
20	Sanction of maternity leave/ unearned leave with half pay/ special casual leave	For all employees	Managing Director
21	Newspapers, Books, Periodicals to officials, Library and Departments	<b>At Head Office</b> <b>At Regional Office</b> <b>At Branch Office</b>	AGM(ED)/ Manager (ED) SRM/RMs BMs

22	Approval of tour Programme	<p><b>At Head Office:</b> For Chief General Manager &amp; General Manager</p> <p>For DGMs &amp; AGMs</p> <p>For Managers &amp; below: Within the State</p> <p>For Managers &amp; below: Outside the State</p> <p><b>At Regional / Branch Office:</b> For SRM/RMs within the State (outside the Region)</p> <p>For SRM/RMs outside the State</p> <p>For BMs outside the Branch jurisdiction within the State</p> <p>For BMs outside the State</p> <p>Staff of Regional / Branch Office</p> <p><b>Outside the jurisdiction:</b> Branch staff / Managers of Hosur, Dharmapuri, Cuddalore and Nagercoil can undertake Tours to Karnataka, Pondicherry and Kerala respectively for their regular Recovery for Branch work</p> <p>Condonation of delay in submission of TA bills</p>	<p>Managing Director</p> <p>CGM/GM/DGM/ DGM i/c</p> <p>Head of Department concerned</p> <p>Managing Director</p> <p>CGM/GM/DGM/ DGM i/c</p> <p>Managing Director</p> <p>SRM/RMs</p> <p>Managing Director</p> <p>SRM/RMs/BMs concerned</p> <p>Respective Tour programme approving authority</p>
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23	Settlement of T.A. Bills	<p>For MD/Chairman/CMD</p> <p><b>At Head Office:</b></p> <p>Upto the cadre of General Manager (as per approved programme within the norms / guidelines)</p> <p><b>At Regional / Branch Office:</b></p> <p>For SRM/RMs</p> <p>For Branch Managers and staff of Regional Office</p> <p>For staff of Branch Office</p> <p><b>Any deviation from norms</b></p>	<p>CGM/GM/DGM/DGM i/c</p> <p>AGM (ED)/Manager (ED)</p> <p>AGM (ED)/Manager (ED)</p> <p>SRM/RMs</p> <p>Branch Managers</p> <p>Managing Director</p>
24	Sanction of conveyance allowance	<p><b>At Head Office:</b></p> <p>For all the cadres at Head Office and SRMs / RMs</p> <p><b>At Regional Office:</b></p> <p>Employees working in Regional Offices and Branch Managers under the jurisdiction of Regional Office</p> <p><b>At Branch Office:</b></p> <p>Employees working in the Branch Offices</p>	<p>CGM/GM/DGM/DGM i/c</p> <p>SRM/RMs</p> <p>BMs</p>
25	Sanction of Medical Reimbursement	<p><b>For all cadres:</b></p> <p>As per norms / guidelines</p> <p>Any deviation from norms / guidelines</p>	<p>AGM(ED)/Manager(ED)</p> <p>Managing Director</p>

26	Sanction of Leave Travel Concession	For General Managers  For all AGMs & DGMS  For all staff upto Managers	Managing Director  CGM/GM/DGM/ DGM i/c AGM(ED)
27	Approval for payment / settlement of LTC	For all cadres	AGM(ED)/ Manager(ED)
28	Periodical service charges for typewriters, telephones, calculators, duplicators, fans, furniture etc.	<b>At Head Office:</b> Upto Rs.10,000/-  Above Rs.10,000/-  <b>At Regional / Branch Office:</b>  Upto Rs.5,000/-  Upto Rs.10,000/-	AGM(ED)/Manager (ED) CGM/GM/DGM/ DGM i/c  Branch Manager  SRM/RMs
29	Entertainment expenses / expenditure incurred to persons attending Board / Committee Meetings and others	<b>At Head Office:</b> (i) Above Rs.10.00 lakhs on each occasion (ii) Above Rs.50,000/- and upto Rs.10.00 lakhs on each occasion (iii) Above Rs.10,000/- and upto Rs.50,000/- on each occasion (iv) Upto Rs.10,000/- on each occasion  <b>At Regional / Branch Office:</b>  Upto Rs.5,000/-  Upto Rs.10,000/-	Board  Managing Director  CGM/GM/DGM/ DGM i/c  AGM(ED)/ Manager(ED)  Branch Manager  SRM/RMs

30	Postage/Telegram/ Fax Speed Post/ courier expenses	<b>At Head Office:</b> Upto Rs.10,000/- Above Rs.10,000/- <b>At Regional / Branch Office:</b>	AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c SRM/RMs/ Branch Managers concerned
31	Printing and purchase of stationery per occasion within budget provision	<b>At Head Office:</b> Upto Rs.10,000/- Above Rs.10,000/- and upto Rs.50,000/- Above Rs.50,000/- and upto Rs.10.00 lakhs Above Rs.10.00 lakhs <b>At Regional / Branch Office:</b> Upto Rs.5,000/- Above Rs.5,000/- and upto Rs.10,000/- Any deviation from Budget	AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c Managing Director  Board  Branch Manager SRM/RMs  Managing Director
32	Approval of payment to printers and stationers	<b>At Head Office:</b> (as per approval): Upto Rs.50,000/-  Above Rs.50,000/- and upto Rs.1 lakh  Above Rs.1.00 lakh	AGM(ED)/ Manager(ED)  CGM/GM/DGM/ DGM i/c  Managing Director
		<b>At Regional / Branch Office:</b> Upto Rs.5,000/- Above Rs.5,000/- and upto Rs.10,000/-  Any deviation from Budget	Branch Manager  SRM/RMs  Managing Director

33	Passing of Sundry bills	<p><b>At Head Office:</b> Upto Rs.10,000/-</p> <p>Above Rs.10,000/-</p> <p><b>At Regional / Branch Office:</b> Upto Rs.5,000/-</p> <p>Above Rs.5,000/- and upto Rs.10,000/-</p>	<p>AGM(ED)/ Manager(ED)</p> <p>CGM/GM/DGM/ DGM i/c</p> <p>Branch Managers</p> <p>SRM/RMs</p>
34	Sanction of Telephones to both Office and Residence for all eligible Officers	Allotment for sanction of Telephones as per guidelines / approval	GM
35	Payment of telephone bills	<p><b>At Head Office:</b> As per ceiling / norms</p> <p><b>At Regional Office / Branch Office:</b> As per norms</p> <p>Any deviation from norms</p>	<p>AGM(ED)/ Manager(ED)</p> <p>SRM/RMs/Branch Managers concerned Managing Director</p>
36.	Approval for Annual Maintenance Contract for office equipment, furniture, lifts, DG sets, Air-conditioners, computers etc.	<p><u>At Head Office</u> Upto Rs.10,000/- per contract</p> <p>Above Rs.10,000/- &amp; upto Rs.50,000/- per contract</p> <p>Value above Rs.50,000/- and upto Rs.10.00 lakhs per contract</p> <p>Value above Rs.10.00 lakhs per contract</p>	<p>AGM(ED)/ Manager(ED)</p> <p>CGM/GM/DGM/ DGM i/c</p> <p>Managing Director</p> <p>Board</p>

		<u>At Regional/Branch Office:</u> Upto Rs.5,000/- per contract  Upto Rs.10,000/- per contract	Branch Manager  SRM/RMs
37	Approval for payment of AMC	<b>At Head Office</b>  <b>At Regional /Branch Office</b>	AGM (ED)/ Manager (ED)  SRM/RMs/BMs concerned
38	Uniform / chappal to Sub-staff & Drivers	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>  Periodical revision of rates	AGM(ED)/ Manager(ED)  SRM/RMs/Branch Managers concerned  Managing Director
39 (a)	Sanction of Food allowance	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b> Review of Food allowances and revision	Approval by the respective Head of Department SRM/RMs/Branch Managers concerned Managing Director
39 (b)	Payment of Food allowance	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>	AGM(ED)/ Manager (ED) SRM/RMs/Branch Managers concerned
40	Provision of coffee / tea to the staff and payments	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>  Periodical revision of rates	AGM(ED)/ Manager(ED)  SRM/RMs/Branch Managers concerned  Managing Director



41	Fuel expenditure for office vehicles	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>  Any deviation from budget	AGM(ED)/ Manager(ED)  SRM/RMs/Branch Managers concerned  Managing Director
42	Sitting fee to Directors	As per norms	CGM/GM
43	Other expenditure to Directors, if any	As per norms  Any deviation from norms	CGM/GM  Managing Director
44	Hiring of Private Cars for Office use within budget	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b> Over and above budget provision	AGM(ED)/ Manager(ED)  SRM/RMs/Branch Managers concerned GM
45 (a)	Sanction / approval of local conveyance	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>	Head of Department  SRM/RMs/Branch Managers concerned
45 (b)	Approval for payment of local conveyance	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>	AGM(ED)/ Manager(ED) SRM/RMs/Branch Managers concerned
46	Payment of donation, fee etc., to other organisations/agencies and sponsorship of seminars per occasion	Upto Rs.10.00 lakh  Above Rs.10.00 lakh	Managing Director  Board

47	Expenditure in connection with the meetings of Board or any other specific occasion/ official meeting like entrepreneurs meetings including lunch/dinner	<p><b>At Head Office:</b></p> <p>Sanction and financial approval upto Rs.10,000/-</p> <p>Sanction and financial approval above Rs.10,000/- and upto Rs.50,000/-</p> <p>Sanction and financial approval above Rs.50,000/- and upto Rs.10,00,000/-</p> <p>Sanction and financial approval above Rs.10.00 lakhs</p> <p><b>Payment as per approval:</b></p> <p>Upto Rs.50,000/-</p> <p>Above Rs.50,000/-</p>	<p>AGM(ED)/ Manager(ED)</p> <p>CGM/GM/DGM/ DGM i/c</p> <p>Managing Director</p> <p>Board</p> <p>AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c</p>
		<p><b>At Regional / Branch Office:</b></p> <p>Sanction and financial approval upto Rs.5,000/- and payment thereof</p> <p>Sanction and financial approval upto Rs.10,000/- and payment thereof</p>	<p>Branch Managers</p> <p>SRM/RMs</p>

48.	Payment of fees to Lawyers for their opinion etc.,	<u>At Head Office</u> Upto Rs.10,000/- Above Rs.10,000/- and upto Rs.50,000/- Above Rs.50,000/- <u>At Regional / Br.Office:</u> Sr.Regl.Manager/ Regl.Manager Sr.Br.Manager/ Br.Manager [ as per norms/ guidelines issued by Legal Department at Head Office from time to time ].	AGM(HRM)/ Manager(ED) CGM/GM/DGM/ DGM i/c  MD
49	Release of advertisements for business promotion etc. per occasion	Upto Rs.10.00 lakhs Above Rs.10.00 lakhs	Managing Director Board
50	Sharing of expenses with other Institutions/ Agencies as per the instructions of Government of Tamil Nadu	Upto Rs.10.00 lakhs Above Rs.10.00 lakhs	Managing Director Board

51	Fixing of rent	<p>For Regional / Branch Office Premises / Godowns</p> <p>Rent upto Rs.25,000 per month</p> <p>Beyond Rs.25,000/- per month</p> <p>Renewal of lease as per agreement wherever escalation clause is not existing</p> <p>Where there is an escalation Rent upto Rs.25,000/- per month Beyond Rs.25,000/- per month</p>	<p>CGM/GM/DGM/ DGM i/c</p> <p>MD</p> <p>AGM (ED)</p> <p>CGM/GM/DGM/ DGM i/c MD</p>
52	Payment of rent for Office premises	For Regional / Branch Office:	SRM/RMs/Branch Managers concerned
53	Purchase of office equipments such as furniture, fittings, calculators, weighing scales, water coolers and capital goods / assets (movable & immovable) Computers	<p><b>At Head Office:</b></p> <p>Upto Rs.10,000/-</p> <p>Above Rs.10,000/- and upto Rs.1 lakh</p> <p>Above Rs.1,00,000/- and upto Rs.10.00 lakhs</p> <p>Above Rs.10.00 lakhs</p> <p><b>At Regional / Branch Office:</b></p> <p>Upto Rs.5,000/-</p> <p>Upto Rs.10,000/-</p>	<p>AGM(ED)/ Manager(ED)</p> <p>CGM/GM/DGM/ DGM i/c</p> <p>Managing Director</p> <p>Board</p> <p>Branch Managers</p> <p>SRM/RMs</p>

54	Approval of expenditure for maintenance and repairs to office equipment, furniture/building and office vehicles per occasion and payments.	<u>At Head Office :</u> Upto Rs.25,000/-  Above Rs.25,000 and upto Rs.1.00 lakh  Above Rs.1.00 lakh and upto Rs.10.00 lakhs  Above Rs.10.00 lakhs  <u>At Regional / Branch Office:</u> Upto Rs.10,000/-  Upto Rs.25,000/-	AGM(ED)/ Manager(ED)  CGM/GM/DGM/ DGM i/c  Managing Director  Board  Branch Managers  SRM/RMs
55 (a)	Sanction / approval for contracts for house keeping, securities, etc.	For value upto Rs.1 lakh  For value above Rs.1 lakh and upto Rs.10.00 lakhs  For value above Rs.10.00 lakhs	CGM/GM/DGM/ DGM i/c Managing Director  Board
55 (b)	Payments for the above	All payments as per approval Upto Rs.50,000/-  Above Rs.50,000/- and upto Rs.1.00 lakh  Above Rs.1.00 lakh	AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c  Managing Director

56.	Approval and payments for expenses towards welfare of employees, viz. water for drinking and other purposes etc., (Annual contract should be taken for the welfare items, viz. water, coffee/ tea etc.,)	<u>Sanction at Head Office :</u>  <u>Approval :</u> Upto Rs.25,000/-  Above Rs.25,000/- and upto Rs.50,000/-  Upto Rs.10.00 lakhs Above Rs.10.00 lakhs  <u>Payment after approval :</u> Upto Rs.50,000/-  Above Rs.50,000/-	AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c  Managing Director  Board  AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c
		<u>At Regional/ Br.Office :</u> Upto Rs.5,000/- per month Upto Rs.10,000/- per month	Branch Manager  SRM/RMs
57	Payment of property Tax for office properties	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>  Any appeal on tax approval	AGM(ED)/ Manager(ED)  SRM/RMs/Branch Managers concerned  Managing Director
58	Payment of electricity charges, water & sewerage tax and consumption charges for office premises [ MD will review the consumption pattern and the expenses]	<b>At Head Office:</b>  <b>At Regional / Branch Office:</b>  Any appeal	AGM(ED)/ Manager(ED) SRM/RMs/Branch Managers concerned  Managing Director MD will review the consumption profile

59	(1) Major Civil Works of capital nature  (a) Construction of new building for the Corporation  (b) Minor civil works	Sanction and approval of civil works below Rs.10.00 lakhs per work  Sanction and financial approval of civil works above Rs.10.00 lakhs of capital nature Approval for payment	Managing Director  Board  Managing Director
60.	Payment of insurance premium for fixed assets (movable and immovable)	Premium above Rs.2.00 lakhs  Premium above Rs.2.00 lakhs	CGM/GM/DGM/ DGM i/c  MD
61	Any other expenses which are not covered in the proposed Delegation of powers relating to HRM/HRD/Estate/ Expenditure division(per occasion)	<b>At Head Office:</b> Upto Rs.10,000/- Above Rs.10,000/- and upto Rs.50,000/- Above Rs.50,000/- and upto Rs.10.00 lakhs Above Rs.10.00 lakhs	AGM(ED)/ Manager(ED) CGM/GM/DGM/ DGM i/c Managing Director  Board

**NOTE:** For any relaxation on the above and also subjects not specifically indicated in the revised delegation, Managing Director's approval should be obtained.

Consolidated delegation of powers in respect of  
**Sanction and Disbursement**

Sl. No	Nature of Functions	Revised delegation	Authority
1.0	Temporary closure of loan application due to non-submission of particulars, clearance of overdues etc.	i) In respect of loans sanction by Branch Sanction Committee (BSC).  ii) In respect of loans sanction by Regional Loan Sanction Committee (RLSC).  iii) In respect of loans sanction by Executive Committee/Board.	<u>BM / SBM</u>  SRM / RM  DGM (Projects)
1.01	Sanction under incentive scheme	i) All H.O. Sanction cases. ii) All Regional Loan Sanction Committee cases.  iii) All Branch Sanction Committee cases.  iv) Own fund subsidy for all cases (including HO sanction cases)  v) Non-assisted units in medium / large scale sector and NAMT subsidy.	<u>EC/Board</u>  RLSC  BSC  BSC  CMD/MD
1.02	Condonation of delay for subsidy beyond the outer limit of one year based on merits (for submitting subsidy application)	For all loan sanctions.	CMD/MD



<b>2.0 Revalidation of loan sanction</b>			
2.01	Upto 12 months	For all loan sanctions	BM
2.02	Over 12 months and upto 15 months with collection of fresh investigation fee.	For all loan sanctions * * Revalidation should not be done in a routine manner. The financials of the project shall be examined in detail and it shall be ensured that there are no changes in the project cost, quantum of term loan etc.	SRM / RM
2.03	Beyond 15 months	Reappraisal shall be done for fresh sanction.	Respective sanctioning authority
<b>3.0 Change of location</b>			
3.01	Within the Branch jurisdiction.	For all loans	BM
3.02	Within the Region, but outside Branch jurisdiction	For all loans	SRM / RM
3.03	Outside Region	For all loans	RLSC
3.04	Subsidy area to non-subsidy area	For all loan sanctions where enhancement of term loan is made	Respective sanctioning authority
3.05	Non-Subsidy area to subsidy area	For all loans	Respective sanctioning authority
<b>4.00 Change in Constitution</b>			
4.01	Change in constitution and management	For all loans	Respective sanctioning authority

<b>5.00 Changes in the Means of Finance / Cost of Project</b>			
5.01	Without any dilution in original financial norms and without any increase in loan	For BSC cases For RLSC cases For EC / Board cases	SRM / RM CGM / GM CMD / MD
5.02	With increase in loan	For all loans	Respective sanctioning authority
<b>6.00 Issue of 'NOC' / Ceding paripassu / Second charge</b>			
6.01	To issue 'No Objection Letter' for raising financial assistance and also, 'No Lien letter' in favour of other institutions for exclusive charge.	i)In respect of loans sanctioned by Branch Sanction Committee (BSC) - <b>Standard category.</b> ii)In respect of loans sanctioned by Regional Loan Sanction Committee (RLSC) - <b>Standard category.</b> iii)For default cases.	BM SRM / RM CMD/MD
6.02	Issue of NOC for ceding Paripassu charge in favour of Banks /Institutions.	i)For all loans without erosion in security margin ii)For all loans with erosion in security margin - Upto 5% -Beyond 5%	BSC CMD/MD EC
6.03	Ceding second charge on primary and collateral for working capital loan from Banks	For all loans Standard category cases Default cases	BM SRM / RM

<b>7.00</b>	<b>Relaxation of Building Plan</b>		
7.01	<p>I. For Govt. Developed Industrial Estate like SIPCOT, SIDCO, etc.</p> <p>a. Last 10% be released on obtaining building plan approval from concerned local body/ Government authority.</p> <p>II. For other cases, no relaxation is permitted</p>	<p style="text-align: center;">For all loan sanctions</p> <p style="text-align: center;">Approved building plan from local authority is MUST.</p>	<b>BM</b>
<b>8.00</b>			
8.01	Pollution Control Board clearance (disbt. condition relaxation)	<p>i) For all loan sanctions – Red category.</p> <p>ii) For all loans sanctions – Orange category.</p>	<p style="text-align: center;">CMD /MD</p> <p style="text-align: center;">SRM / RM</p>

9.00	Relaxation of capital upfront clause subject to compliance of DER – for all loan sanctions (except transport loans)	<p>i) For all loans – Approval for capital upfront of minimum of 75% for initial disbursement</p> <p>ii) In respect of loan sanction by Branch Sanction Committee cases (BSC).</p> <p>Approval for capital upfront from 50% to 75% of stipulated contribution for initial disbursement.</p> <p>iii) In respect of loan sanction by Regional Loan Sanction Committee cases.</p> <p>Approval for capital upfront from 50% to 75% of stipulated contribution for initial disbursement.</p> <p>iv) For sanctions done by EC &amp; Board</p> <p>a. Approval upto minimum of 50% of stipulated contribution.</p> <p>b. Request on pro-rata basis or less than 50%.</p>	<p>BM</p> <p>RM</p> <p>GM</p> <p>GM</p> <p>Respective sanctioning authority (EC/Board)</p>
Prorata basis disbursement for BSC/RLSC sanction cases should not be entertained.			

10.00	Relaxation of originally sanctioned financial norms like DER, security margin, promoter's contribution (within mandatory norms / Guidelines stipulated by HO Board)	For all Loans	Respective Sanctioning Authority
11.00	Relaxation of general and additional conditions stipulated in the appraisal memorandum (except collateral security) (other than the conditions stipulated by the sanctioning authority)	i.For sanctions done by BSC ii.For sanctions done by RLSC ii.For sanctions done by EC / Board	RM GM CMD/MD
12.00	Relaxation of special conditions stipulated by the sanctioning authority while sanctioning the loans.	For all loans	Respective Sanctioning Authority
13.00	Payments to Machinery supplier by the concerns directly		
13.01	Condonation of cash payments for all loans.	All cash payments upto Rs.20,000/- per supplier and per transaction.	BM
14.00	Change of Supplier		
14.01	Standard to standard and Standard to reputed and vice versa.	For all loan sanctions	BM
14.02	From Standard/ Reputed to Approved suppliers	For all loan sanctions	BM

14.03	For suppliers including foreign suppliers and unapproved suppliers, change of authorized/accredited dealer, change of specification of machinery.	i) <u>For BSC sanctioned cases :</u> a) Individual original cost of machinery less than Rs.20.00 lakhs b) Individual original cost of machinery exceeds Rs.20.00 lakhs ii) <u>For RLSC sanctioned cases :</u> a) Individual original cost of machinery less than Rs.20.00 lakhs b) Individual original cost of machinery exceeds Rs.20.00 lakhs iii) <u>EC / Board sanction cases :</u> a) Individual original cost of machinery less than Rs.20.00 lakhs b) Individual original cost of machinery exceeds Rs.20.00 lakhs	RM  BSC  RM  GM  GM  CMD/MD
<b>15</b>	<b>Utilisation of savings in the Scheme towards erection of additional fixed assets viz., construction of additional building, purchase of additional machinery etc.</b>		
15.01	Savings out of reduction in cost and un-utilised contingencies.	For all loans	BM
15.02	Savings due to deletion of items (fixed assets) from the Scheme without compromising the viability of the project.	i) Loan sanction by Branch Sanction Committee. ii) Loan sanction by Regional Loan Sanction Committee. iii) Loan sanction by EC / Board.	RM  GM/DGM  GM
15.03	Utilisation of contingency provision and savings in machinery cost to meet any overrun in building due to increased area and increase in cost of machinery, electrical etc.	i) Loan sanctioned by Branch Sanction Committee. ii) Loan sanction by Regional Loan Sanction Committee. iii) Loan sanction by EC / Board.	BM  BM  RM

<b>16.0</b>	<b>Relaxation of conditions for sanction of power and working capital</b>		
16.01	Disbursement of loan upto 90% pending sanction of power and working capital and balance 10% loan based on merit of individual case on steps taken by loanee.	For all loan sanction	BM
16.02	Lapsing the undrawn balance	For all loans	BM
16.03	Refund of Investigation fee (as per guidelines).	i)Loan sanction by BSC. ii)Loan sanction by RLSC. iii)Loan by EC / Board.	BM SRM / RM RM
16.04	Fixing repayment schedule for the actual amount drawn after disbursement of loan and lapsing the undrawn amount (within the original terminal date)	For all cases	BM
<b>17.00</b>	<b>Relaxation of Collateral Security</b>		
<b>17.01</b>	Collateral Security relaxation	1)Existing prompt clients for more than 5 years and good working results. a)For Branch Sanction Committee / Regional Loan Sanction Committee cases.  b)For EC/Board Sanction cases	CMD/MD  Respective Sanctioning Authority

18.01	Before documentation & disbursement		
18.02	Substitution with equal or more value	<p>For loan sanction in respect of BSC/RLSC cases.</p> <p>For loan sanction in respect of EC/Board.</p> <p>a) If collateral guideline norms are complied</p> <p>b)Where collateral norms are not complied</p>	<p>Respective Sanctioning Authority</p> <p>CMD/MD</p> <p>EC/Board</p>
18.03	Substitution with lesser value	<p>i)For loans sanctioned irrespective of BSC/RLSC/EC cases</p> <p>ii)For Board Cases</p>	<p>EC</p> <p>Board</p>
19.00	Alteration in the Memorandum of Association and Articles of Association of the loanee companies.	For all loans	BM

**Note:**

For any relaxation for subjects not specifically indicated in the revised delegation, MD's approval should be obtained.



**DELEGATION OF POWERS**  
**Follow-up and Recovery**

S.No.	Nature of function	Delegation	Authority
1.0.	Reschedulement of loans	<p><b>i. <u>Reschedulement without Reduction of interest rate Funding / freezing of interest within or beyond terminal date</u></b></p> <p>a) In respect of loans sanctioned by Branch Manager (BM) / Branch Sanction Committee (BSC)</p> <p>b) In respect of loans sanctioned by Regional Loan Sanction Committee (RLSC)</p> <p>c) In respect of loans sanctioned by Executive Committee (EC)/ Board</p>	<p>RM</p> <p>BSC</p> <p>RSC</p>
		<p><b>ii. <u>Reschedulement with reduction of interest rate/ funding/freezing Interest within or beyond Terminal date</u></b></p> <p>a) In respect of loans sanctioned by BM/BSC</p> <p>b) In respect of loans sanctioned by RLSC / EC/ Board.</p>	<p>MD / CMD</p> <p>DRC</p>

2.0.	Foreclosure & allied consequential functions including proceeding under Sec.29 of SFCs Act, SARFAESI Act, keeping foreclosure in abeyance, giving time to clear the dues etc.	<p><b>i. Foreclosure /withdrawal of foreclosure / keeping in abeyance of foreclosure for defunct units</b></p> <p>a)In respect of loans Sanctioned by BM / BSC</p> <p>b)In respect of loans Sanctioned by RLSC / EC / Board</p> <p>c) Joint Finance Cases</p> <p><b>ii. Foreclosure /withdrawal of foreclosure / keeping foreclosure in abeyance for running units - For all loans</b></p> <p><b>iii. Taking Possession</b></p> <p>a)All Transport cases</p> <p>b)Physical possession of Primary/collateral security – For all Indl. loans.</p> <p>c)Constructive possession of Primary/collateral security – For all loans</p> <p><b>iv. Taking action under SARFAESI Act</b></p> <p>a)To initiate action under SARFAESI Act.</p> <p>b)Keeping further action in abeyance under SARFAESI Act.</p>	<p>BM</p> <p>RM</p> <p>DGM (i/c)/ DGM/ GM/CGM</p> <p>RM</p> <p>BM</p> <p>DGM (i/c)/ DGM/ GM/CGM</p> <p>RM</p> <p>RM with the approval of H.O.</p> <p>DGM (i/c)/ DGM/ GM/CGM</p>
<b>3.0. Release of Possession</b>			
3.1	Transport vehicles	<p>i)On payment of 30% of overdues</p> <p>ii)Any relaxation upto 20% of overdues</p> <p>iii)Any further relaxation</p>	<p>BM</p> <p>RM</p> <p>DGM</p>

3.2	Industrial units	<p>i) On payment of 20% of overdues</p> <p>ii) Any relaxation upto 10% of overdues</p> <p>iii) Any further relaxation</p>	<p>BM</p> <p>RM</p> <p>DGM</p>
3.3		<p>i. Withholding / cancellation of auction sale on receipt of the stipulated overdues in para 3.1. &amp; 3.2.</p> <p>ii. On Settlement of the account</p>	<p>Respective Delegated authority BM/RM/ DGM</p> <p>BM</p>
4.0	Suit/SFC petition	<p>i) a) Suit or other Proceedings filed against the Corporation District Level</p> <p>b) Suit or other Proceedings filed against the Corporation at High Court</p> <p>ii) a) Filing of SFC petition</p> <p>b) Filing of any other proceedings or suit.</p>	<p>BM</p> <p>Head of Legal Division</p> <p>BM</p> <p>BM with the permission of Head of Legal division</p>
5.0	<b>Criminal Complaint</b>		
5.1	Decision to lodge	<p>i) In respect of loans sanctioned by BM/BSC</p> <p>ii) In respect of loan sanctioned by RLSC / EC</p> <p>iii) In respect of loans sanctioned by Board.</p>	<p>BM</p> <p>RM</p> <p>DGM</p>
5.2	To lodge / file	For all loans	BM/ABM/ LAO
5.3		Decision to withdraw criminal complaint	Delegated authority mentioned in Para 5-1.

6.0	Condonation of Delay		
6.1	Settlement under OTS	i) If the entire settlement amount as per norms is paid within 6 months from the date of communication with/without delay in initial payment  ii) If the entire settlement amount is paid as per norms within 12 months from the date of communication provided 20% of the amount is paid within 3 months from the date of communication  iii) Delay between 12 months and upto 24 months	BM  RM  MD
6.2	Auction Sale/ Execution of Sale Deed	Extension of time beyond 30 days on collection of penalty of 1% on the bid amount	MD
7.0	Request to relieve from the guarantee obligations / Substitution of guarantee	For all loans	MD
8.0	Permission for disposal of assets	i. <b>Where the sale value is more or equal to assessed value.</b>  a) In respect of loans sanctioned by BM/BSC  b) In respect of loans sanctioned by RLSC/EC/Board  ii. <b>Where the sale value is less than the assessed value - For all loans</b>	RM  DGM  MD

9.0	To permit the loanee concern to lease any part of the fixed assets of the unit on suitable terms of lease/rent	<p>i. In respect of loans sanctioned by BM / BSC</p> <p>ii. In respect of loans sanctioned by RLSC</p> <p>iii. In respect of loans sanctioned by EC / Board</p>	<p>RM</p> <p>DGM</p> <p>DGM (i/c)/ DGM/ GM/CGM</p>
10.0	Appointment/ withdrawal of nominee directors	All Cases	MD
11.0	Signing of claim receipts/Vouchers in respect of insurance	All cases	BM
12.0	Refund / Adjustment of amount received under insurance claim	<p>i) Adjustment – All cases</p> <p>ii) Refund – All cases</p>	<p>BM</p> <p>RM</p>
13.0	Declaration of dividend (for exceeding the permitted rate of 12%)	<p>i) Assisted units with term loan only</p> <p>a. All loans – prompt units</p> <p>b. All loans – defaulting units</p> <p>ii) All cases with loan and investments only</p>	<p>RM</p> <p>DGM</p> <p>MD</p>
14.0	Permission to raise unsecured deposits and payment of interest thereon including interest payable on advance by the proprietor partners/directors of the concern from the normal rate prevailing to an appropriate rate	<p>i) In respect of loans sanctioned by BM / BSC.</p> <p>ii) In respect of loans sanctioned by RLSC / EC / Board</p>	<p>BM</p> <p>RM</p>
15.0	Appointment / Re-appointment of Directors and their remuneration	<p>i. In respect of loans sanctioned by BM/BSC.</p> <p>ii. In respect of loans sanctioned by RLSC / EC / Board.</p>	<p>RM</p> <p>BSC</p>

16.0	<b>Substitution of collateral</b>	<p><b>i. In respect of prompt cases:</b></p> <p>a. In respect of loans sanctioned by BM / BSC / RLSC / EC with coverage* of minimum 100% of the outstanding or the stipulated percentage of collateral whichever is higher.</p> <p>b. In respect of loans sanctioned by Board with coverage* of minimum 50% of the outstanding or the stipulated percentage of collateral whichever is higher.</p> <p>c. Cases not fit into above categories.</p> <p><b>ii. All Default Units</b></p>	<p>RM</p> <p>DGM (i/c)/ DGM/ GM/CGM</p> <p>EC</p> <p>DRC</p>
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\* If FD is offered as collateral, then the FD along with the interest to be accrued till the terminal date of the loan should be equal to the value of the property to be substituted and vice versa.

S.No.	Nature of function	Delegation	Authority
17.0	Release of collateral security	<p><b>Prompt units with promptness continuously for the last 2 years with loans repaid upto 50% of the principal disbursed</b></p> <p>a. In respect of loan sanctioned by BM/BSC with coverage of minimum 100% of the outstanding or the percentage of the collateral stipulated at the time of sanction of loan whichever is lower.</p> <p>b. In respect of loans sanctioned by RLSC/EC/Board with coverage of minimum 100% of the outstanding or the percentage of the collateral stipulated at the time of sanction of loan whichever is lower.</p> <p>c. Cases not satisfying the above norms.</p> <p>ii. <b>All Default Units</b></p>	<p>BSC</p> <p>DGM (i/c)/ DGM/ GM/CGM</p> <p>EC</p> <p>DRC</p>
18.0	Release of advertisement for auction sale	For all loans	RM
19.0	Confirmation of auction sale	For all loans – above upset price	BSC
20.0	Rejection of auction sale	Above upset price – all loans	MD
21.0	Down Payment for OTS	<p>a) Relaxation of down payment of OTS upto 75% of stipulated amount</p> <p>b) Any further relaxation</p>	<p>DGM</p> <p>MD</p>

22.0	General	i) Managing Director shall exercise powers in all other matters for which delegation is not indicated above	MD
		ii) Issue of clarification/ interpretation of the above for smooth operation of the powers delegated	MD
23.0	Adjustment of fixed deposit	i) Primary Security sold / disposed	
		a) If FD has matured *	BM
		b) If FD has not matured **	BM
		ii) To settle the account ***	BM

**Note:**

\* No consent from FD holder is necessary. However, a notice is to be sent to the FD holder duly informing him.

\*\* A notice will have to be issued to the FD holder about default in the account, sale of primary assets and the balance dues payable and also about intention of the corporation to pre-close the FD with details of the consequences thereof viz. reduction of interest on FD etc and calling for objection, if any within a stipulated time. After examining the objection received and replying to the same or in case no objection is received, the FD with eligible interest can be adjusted in the loan account after expiry of the stipulated period.

\*\*\* Consent from the FD holders and request from the loanees shall be obtained.



S.No.	Nature of function	Delegation	Authority
24.	Release of charge on fixed deposit	<p>i) <b>Release of charge on fixed deposit for prompt units with promptness continuously for the last 2 years with loan repaid upto 50% of the principal disbursed</b></p> <p>a. In respect of loans sanctioned by BM/ BSC with coverage of minimum 100% of the outstanding or the percentage of the collateral stipulated at the time of sanction of loan whichever is lower.</p> <p>b. In respect of loan sanctioned by RLSC / EC / Board with coverage of minimum 100% of the outstanding or the percentage of the collateral stipulated at the time of sanction of loan whichever is lower.</p> <p>ii. <b>Cases not fit into above categories</b></p>	<p>BSC</p> <p>DGM (i/c)/ DGM/ GM/CGM</p> <p>MD</p>

**Procedures to be adopted:**

The owners of collateral security may make a request to the Corporation for release of their fixed deposit.

The remaining collateral shall be valued and its lowest value shall satisfy the condition regarding stipulation of collateral at the time of sanction. The other collateral owners shall agree in writing for the corporation releasing the fixed deposit. All other procedures for release of collateral security shall be followed.

S.No.	Nature of function	Delegation	Authority
25.	<b>Adjustment of Fixed Deposit:</b>	<p>(i) Before disposal / sale of primary in respect of Defunct / Non-running / Non-starter units / not traceable vehicle / Unsaleable assets in auction *</p> <p>(ii) In cases where the FD has matured and in the opinion of the Branch Manager the realisable value of the primary security is less than the principal outstanding. **</p>	<p>RM</p> <p>BSC</p>

\* Notice for foreclosure of loan shall be issued and another suitable notice to FD holders/loanees.

\*\* After giving sufficient notice to the party.

**4) The procedure followed in decision making process, including channels of supervision and accountability:**

The Heads of Departments supervise the respective departments and are accountable for the performance of the departments under their control.

In case of Regional / Branch Offices, the concerned Regional Manager / Branch Manager is accountable for the performance of the Branches under their control. The functions and operating powers of each level in the Corporation, besides, the reporting relationship and delegation in operating powers pertaining to the organisation, is detailed in Organisation Structure at **Annexure-I**.

**The Rules, Regulations, Instructions, Manuals and Records,  
under the control of TIIC and used by its employees  
for discharging its functions**

**5) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions:**

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- Companies Act, 1956 and 1913 and its amendments
- SFCs' Act, 1951 and its amendments
- SARFAESI Act and its amendments
- Right to Information Act, 2005
- Instructions of the State Government
- Policies / Rules / Guidelines framed by the Board
- GST Act
- Administrative Orders of the Principal Secretary / Managing Director
- ISO operations manual and other Departmental manuals
- Circulars of RBI / SIDBI / IDBI / State / Central Government / Government Orders / Notifications.
- Office Orders / Circulars issued by the Corporate Office
- Various Registers
- Reports / Statements / Files.
- Follow up manual used by the Recovery Dept.
- Legal manual used by the Legal Dept.
- Service Rules governing the employees.

**The Categories of Documents  
held by TIIC and under its control**

**6) A Statement of the categories of documents that are held by it or under its control:**

The documents held by the TIIC are :

The various correspondence between the Corporation with the Government, loanees, general public, other Government and non Governmental organisations.

- Documents of title deeds of the mortgaged properties
- Loan ledgers
- Books of accounts
- Bank statements
- Loan files and correspondences
- ISO documents
- Returns
- Minutes
- Service Registers, data relating to the officers and employees
- Operational manuals, circulars, office orders
- Library books etc.

These documents are kept at the Corporation's Head Office / Regional Offices / Branch Offices, as the case may be.

**The arrangement for consultation with, or representation by  
the member of the public in relation to the formulation of its  
policy and implementation there of**



**7) The particulars of any arrangement for consultation with, or representation by the member of the public in relation to the formulation of its policy or implementation thereof:**  
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Project Department at Head Office and Branches are handling the customer representation, any representation whether written or oral that indicates a deficiency in the prescribed quality of service provided by the corporation, will be deemed as a customer representation and handled as per the procedure laid down by the Corporation as follows:

- Concerned officer shall analyze and investigate the problem, represented by the customer.
- After a detailed analysis / investigation, remedial measures shall be decided.
- Remedial measures decided shall be implemented by the Officer identified for the purpose.

**Details of the Board, Councils,  
Committees and other bodies**

## **8) Details of Board / Committee :**

### **8.1. Board of Directors:**

The Board of Directors is the highest controlling authority, comprising of Directors appointed by the Government from time to time and headed by the Chairman / CMD / MD, which deliberates and decide on policies / directions for the Corporation and supervises the functioning of the Corporation. There are various Sub-committees of the Board, such as Executive Committee, Default Review Committee, Audit Committee, CSR committee, Staff Committee I & II, Nomination & Remuneration Committee, and Stakeholder Relationship Committee and neither the meetings nor the Minutes are open or accessible to the Public.

As on 01.10.2017, TIIC's Board comprises of eight Directors. The particulars of Directors are in **Annexure II**.

The Board considers all policy matters and proposals for sanction of loans. Powers of sanction of the Board is at **Annexure-VII**.

### **8.2 Executive Committee:**

The Executive Committee (EC) of the Corporation consists of four Directors of the Board as members. The Executive Committee considers proposals for sanction of loans. Powers of sanction of EC is at **Annexure-VII**. The members of the E.C as on 31.10.2017 are as follows:

- Chairman
- Managing Director
- Nominee of SIDBI
- An independent director

### **8.3 Default Review Committee (DRC):**

Default Review Committee (DRC) is a sub-committee of the Board with TIIC's Chairman / Managing Director as Chairman of the committee. It reviews the default cases periodically and also considers granting of relief and concessions to settlement cases, apart from reviewing the affairs of sick units under rehabilitation. All the four Directors at the Executive Committee are the members of this committee also.

#### **8.4 Audit Committee:**

The Audit Committee is reconstituted in accordance with the Sec.177 of the Companies Act, 2013. The Committee comprises of the following Directors as its members:

- 1) An independent director as chairman of the committee
- 2) Director representing SIDBI
- 3) Two more independent directors

The Audit Committee shall act in accordance with the terms and reference specified in writing by the Board as per the Companies Act 2013, besides its routine function.

#### **8.5 CSR Committee :**

The CSR committee is constituted as per the provisions of Companies Act 2013 and its rules there under. TIIC constituted the CSR Committee with the following as its directors :

- 1) Chairman
- 2) Managing Director
- 3) Director representing MSME Department
- 4) Independent Director

The committee recommends proposals for approval based on the CSR policies of the corporation.

#### **8.6 Nomination & Remuneration Committee (NRC) :**

The Nomination and Remuneration Committee (NRC) identifies persons who are qualified to become directors and recommend to Board, for their appointment in the Board as independent directors, and remuneration etc. The NRC was constituted with the following as its directors.

- 1) Chairman
- 2) Director representing Industries Department and
- 3) Independent Director

### **8.7 Stakeholders Relationship Committee (SRC) :**

The Stakeholders Relationship Committee (SRC) is constituted to resolve the grievances of security holders of the corporation. The SRC consists of :

- 1) Director representing Industries Department and
- 2) Two Independent Directors

### **8.8 Staff Committee- I :**

The Staff Committee – I is being constituted based on the GO issued by the Government of Tamilnadu to consider recruitment, promotion of Assistant General Manager and above. The members of the Staff Committee-I are as below:

- 1) Chairman
- 2) Managing Director, TIIC
- 3) Director representing Finance Department

### **8.9 Staff Committee – II:**

The Staff Committee – II is being constituted based on the GO issued by the Government of Tamilnadu to consider recruitment, promotion of Senior Manager and below. The members of the Staff Committee-II are as below:

- 1) Managing Director, TIIC
- 2) Director representing Finance Department
- 3) Director representing Industries Department

### **8.10. Tender Committee**

The Tender Committee is being constituted to scrutinize the tender documents, supervise opening of tenders, to carry out the preliminary examination and detailed evaluation of the tenders received and to prepare an evaluation report for the consideration of the Tender Accepting Authority. The members of the Tender Security Committee are as below:

- 1) Managing Director
- 2) Director/member representing Finance Department.

### **8.11 Review Committee**

The Review Committee is being constituted to review the cases confirms with the decisions of Identification Committee which constitutes for classifying the

borrowers/guarantors as willful defaulters. The members of the Review Committee are as follows:

- 1) Managing Director (Chairman of the Committee)
- 2) Two Independent Directors

**Other Committees of Directors/Employees of the Corporation :**

**8.12. Regional Loan Sanction Committee (RLSC) :**

The Regional Loan Sanction Committee is headed by the Chairman & Managing Director along with GM (Project)/AGM (Project), DGM of LM&R/Recovery and the concerned Regional Manager. The Committee sanctions loans. Powers of sanction of RLSC are at **Annexure-VII**.

In respect of Bill finance proposals for amount upto Rs.3000 lakhs, RLSC will be the delegated authority to sanction.

**8.13 Branch Sanction Committee (BSC):**

The Branch Sanction Committee comprises of Regional Manager, the Branch Manager concerned and one more Branch Manager of that region. The Committee considers proposal for sanction of loan. Powers of sanction of BSC is at **Annexure-VII**.

**8.14 Regional Settlement Committee (RSC):**

The Regional Settlement Committee consists of General Manager (Projects), Deputy General Manager (F&R/Systems), Deputy General Manager (Recovery & LM&R) and Deputy General Manager (HRM, Estate & Expenditure Divisions/Legal) at Head Office and the concerned Regional Manager. The committee considers the One Time Settlement proposals which are related to the offices situated within the specified region in respect of loan sanction above Rs.25 lakhs under One Time Settlement (OTS) scheme.

**8.15 Branch Settlement Committee (BSC):**

The Branch Settlement Committee is constituted for each Branch Office with the Regional Manager, Branch Manager concerned and Manager of another

Branch within the same Region. The committee considers the OTS / auction sale proposals in respect of loan sanction upto Rs.25 lakhs under OTS scheme.

**8.16 Wilful Defaulter Identification Committee:**

The Committee is constituted for classifying the borrowers/guarantors as willful defaulters. The members of the Committee are as follows:

- 1) Dy.General Manager (F&R/Systems) (Chairman of the Committee)
- 2) Dy.General Manager (HRM/LEGAL)
- 3) Dy.General Manager (LM&R & Recovery) (Convener)

**A directory of its Officers and Employees**  
**The monthly remuneration received by Officers and Employees**



**9) A directory of its officers and Employees:**

The Name, Designation and working Region/Branch/Head Office of all the officials / employees are detailed in the **Annexure IV**.

**10) The monthly remuneration received by each of its officers and employees including the system of compensation as provided in the regulations:**

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The Corporation adopts the pay scales and other allowances for all its officials, as stipulated by the State Government from time to time (**Annexure V**).

The details of monthly remuneration received by each cadre of officers and employees are given in **Annexure VI**.

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

**11) The manner of execution of subsidy programmes, including the amounts allocated and details of beneficiaries of such programmes:**

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TIIC is the implementing agency for various capital subsidies of State Government in respect of its assisted units. TIIC is also the nodal agency for the select Central Government Subsidies viz., Food Processing Subsidy in respect of its assisted units. TIIC gives subsidy bridge loans against eligible subsidies to the eligible units assisted by it, helping them to implement their projects on schedule.

**11.1. State Government Subsidies/Incentives :**

**a) Subsidy/Incentives for Micro, Small and Medium Enterprises (as per the policy announcement made in 2008).**

- Capital subsidy @ 25% on eligible plant and machinery value subject to a maximum of Rs.30 lakhs for all new micro manufacturing enterprises set up anywhere in the State.
- Small and Medium Enterprises establishing units in 251 blocks notified as backward and Industrial Estates promoted by SIPCOT / SIDCO (excluding Industrial Estates located within the radius of 50 km from Chennai city centre) will be eligible for capital subsidy @ 25% on plant and machinery value subject to a maximum of Rs.30 lakhs.
- Employment incentive subsidy at a rate of 5% subject to a maximum of Rs.5 lakhs will be granted, if atleast 25 workers have been employed for a minimum period of 3 years within the first five years from the date of commencement of commercial production for units set up in backward areas / agro based enterprises.
- Additional capital subsidy of 5% subject to a maximum of Rs.2 lakhs will be given to enterprises set up by women, SC/ST, physically disabled and transgender entrepreneurs located in backward areas / agro based industries.
- An additional subsidy of 25% on the value of eligible plant and machinery / equipment (for items not covered for Capital Subsidy) installed to promote cleaner and environment friendly technologies subject to a maximum of Rs.3 lakhs.
- Subsidy for agro-based industries in all 385 blocks.

- Special capital subsidy @ 25% on machinery subject to a maximum of Rs.30 lakhs for following thrust sector enterprises.

a)Electrical and Electronic Industry, b)Leather and Leather Goods, c)Auto parts and components, d)Drugs and Pharmaceuticals, e)Solar Energy equipments, f)Gold & Diamond jewellery for exports, g)Pollution control equipments, h)Sports goods and accessories, i)Cost effective building materials, j)Readymade garments, k)Any other industry to be notified by the Government in this regard from time to time, l)Food Processing [Amended as per G.O. Ms.No.1 dated 7.1.11], m)Plastic [Amended as per G.O. Ms.No.1 dated 7.1.11], n) Rubber [Amended as per G.O. Ms.No.1 dated 7.1.11].

b) Government of Tamilnadu has formulated a Special Scheme for New Entrepreneur cum Enterprise Development Scheme (NEEDS) in order to assist the educated youth to become first generation entrepreneurs. Educated youth with any Degree, Diploma, ITI/Vocational Training from the recognized institution and in the age group of 21-35 years under General Category and 21 to 45 years under Special Category aspiring to become entrepreneurs would be eligible for assistance under this scheme. The project cost shall not exceed Rs.1.00 crore. Capital subsidy of 25% of the project cost upto a maximum of Rs.25.00 lakhs will be provided by the State Government. Besides, a 3% interest subvention will also be extended by the State Government. For further details, refer G.O.(Ms).49, MSME (D2) Department, dated 29.10.2012.

**c) 3% Interest Subvention Scheme** – All term loans sanctioned with effect from 03.09.2012 by Tamilnadu Industrial Investment Corporation Limited for Micro, Small and Medium Enterprises both manufacturing and service sectors, under various types of schemes like General Term Loan, Term Loan for Wind mill, Working Capital Term Loan, Open Term Loan, etc., are eligible for the 3% interest subvention. Individual beneficiary can avail maximum interest subvention of Rs.30.00 lakhs irrespective of the number of loans. For further details, refer to G.O.Ms.No.156 Industries (MIF-2) Department, dated 03.09.2012 & G.O(Ms) No.173, Industries (MIF-2) Department, dated 04.10.2012.

d) 3% Back Ended Interest Subsidy to a maximum of Rs.10.00 lakhs over a period of five years on loans upto Rs.100.00 lakhs for Micro/Small/Medium Enterprises under specific schemes like MSEF Scheme, CLCS eligible technology.

**e) Generator subsidy :** 25% of the cost of generator set upto the capacity of 320 KVA purchased on or after 11.11.2008 subject to a maximum subsidy limit of Rs.5.00 lakhs is available for all micro, small and medium manufacturing enterprises (MSME) in the state for the purchase of generator set for their captive use. This subsidy will also be eligible to enterprises taking up substantial, expansion / diversification of their existing activities on the incremental assets created towards expansion / diversification.

**f) Incentives to Medium/Mega/Large Scale Industries :**

The Govt of Tamilnadu has announced various incentives/subsidies to the industrial units under New Industrial Policy 2007.

TIIC has been nominated as the Nodal Agency for sanction and disbursement of incentives/subsidies for Medium/Mega/Large Scale Industries in Tamilnadu whose investments is upto Rs.300 crores.

**11.2 Central Government Subsidies/Incentives :**

**i) Credit Linked Capital Subsidy (CLCSS) :**

15% subsidy on plant and machinery for Technology Upgradation by Micro and Small Enterprises in select sectors subject to maximum of Rs.15.00 lakhs per unit.

ii) Amended Technology Upgradation Fund Scheme (ATUFS) for granting One Time Capital Investment Subsidy (CIS) for the period from 13.01.2016 to 31.03.2022:

**Interest Capital Subsidy :**

S No		Rate of capital Investment Subsidy (CIS)	CIS per Individual certify.
1	Garmenting, Technical Textiles	15% on eligible machines	Rs.30 Crore
2	Weaving for brand new shuttle-less looms (including weaving preparatory and knitting), processing, jute, silk and handloom	10% on eligible machines	Rs.20 Crore
3a	Composite unit/multiple garments - if the eligible capital investment in respect of garmenting - Technical textiles category is more than 50% of the eligible project cost	15% on eligible machines	Rs.30 Crore
3b	Composite unit/multiple garments - if the eligible capital investment in respect of garmenting - Technical textiles category is less than 50% then the subsidy cap will be Rs.20 cr.	10% on eligible machines	Rs.20 Crore

The maximum subsidy for overall investment by an Individual entity under ATUFS will be restricted to Rs.30.00 crores.

For details about Subsidy and Incentives kindly click <http://www.tiic.in/incenties.html>

Particulars of recipients of Concession

## **12)Particulars of recipients of concession**

### **12.1 CONCESSIONS:**

The one time settlement schemes earlier operated by TIIC were found to be useful in enabling sick units to settle their accounts and ensuring speedy recovery of the dues of the Corporation, particularly from the chronic defaulting units and units under the categories of defunct, under possession, loss assets, written-off and suit filed, where the normal recovery measures initiated by the Corporation did not yield desired results. The modified OTS scheme operated by TIIC at present is given in **Annexure III**.

### **13) Details in respect of the information available to or held by it reduced in an electronic form:**

For details, please click here.<http://www.tiic.in/>



Public Information Officer,  
Assistant Public Information Officers  
and  
Appellate Authority

**14) The Name, Designation and other particulars of the Public Information Officer & Assistant Public Information Officers :**

**Public Information Officer :**

**" Thiru D. Durairaj,  
Company Secretary,  
TIIC Limited,  
692, Anna Salai, Nandanam,  
CHENNAI - 600 035  
Ph.No.044 - 2432 2524 "**

**Assistant Public Information Officers :**

**" Thiru K. Seetharaman,  
Senior Manager (Legal),  
Legal Dept,  
TIIC Limited,  
692, Anna Salai, Nandanam,  
CHENNAI - 600 035  
Ph.No. 044 - 2433 1203 / 2430 6100 "**

Thiru B.G. Ashok	Branch Manager, TIIC, Chennai.
Tmt. W.B. Mala	Branch Manager, TIIC, Tambaram
Thiru S. Arunasalarajan	Branch Manager, TIIC, Tiruvallur.
Thiru K. Janardhanan	Branch Manager, TIIC, Cuddalore.
Thiru R. Srinivasan,	Regional Manager, Chennai (Vellore i/c)
Thiru. M. Sekar	Officer-In-charge, TIIC, Tiruvannamalai Field Office
Thiru A. Tamilarasan	Branch Manager, TIIC, Coimbatore.
Thiru T. Karunakaran	Branch Manager, TIIC, Tirupur.
Thiru V.A. Rajendran	Branch Manager, TIIC, Erode
Thiru S. Rajendran	Branch Manager, TIIC, Kurichi, Coimbatore.
Tmt.K. Bhuvaneshwari	Branch Manager, TIIC, Madurai
Thiru K. Dinakaran	Branch Manager, TIIC, Dindigul
Thiru V. Kumar	Branch Manager, TIIC, Karaikudi
Tmt. P. Chithirai Selvi	Officer-In-charge, TIIC, Theni Field Office
Thiru K. Kannan	Officer-In-charge, TIIC, Ramnad Field Office

Thiru K. Murugesan	Branch Manager, TIIC, Tirunelveli
Thiru S. Murugan Thiru A. R. Sundaresan	Branch Manager, TIIC, Tuticorin. Branch Manager, TIIC, Nagercoil.
Thiru K. Elenchezian	Branch Manager, TIIC, Sivakasi
Thiru J.K. Varadharaj	Officer-In-charge, TIIC, Virudhunagar Field Office
Thiru K. Susilkumar	Branch Manager, TIIC, Trichy
Tmt.R. Chitra Shenbagavalli	Branch Manager, TIIC, Thanjavur
Thiru C. Subramanian	Branch Manager, TIIC, Pudukkottai
Thiru V. Ekambaram	Branch Manager, TIIC, Karur
Thiru G. Parimelalagan	Officer-In-charge, TIIC, Perambalur Field Office.
Thiru V. Gopakumar	Officer-In-charge, TIIC, Nagapattinam Field Office.
Thiru R. Ravichandran	Branch Manager, TIIC, Villupuram
Tmt. N. Kirupa	Branch Manager, TIIC, Salem
Thiru M. Sundaramurthy	Branch Manager, TIIC, Dharmapuri
Thiru T. Mohan	Branch Manager, TIIC, Hosur
Thiru G. Sahadevan	Branch Manager, TIIC, Namakkal

**Appellate Authority :**

**The General Manager,**

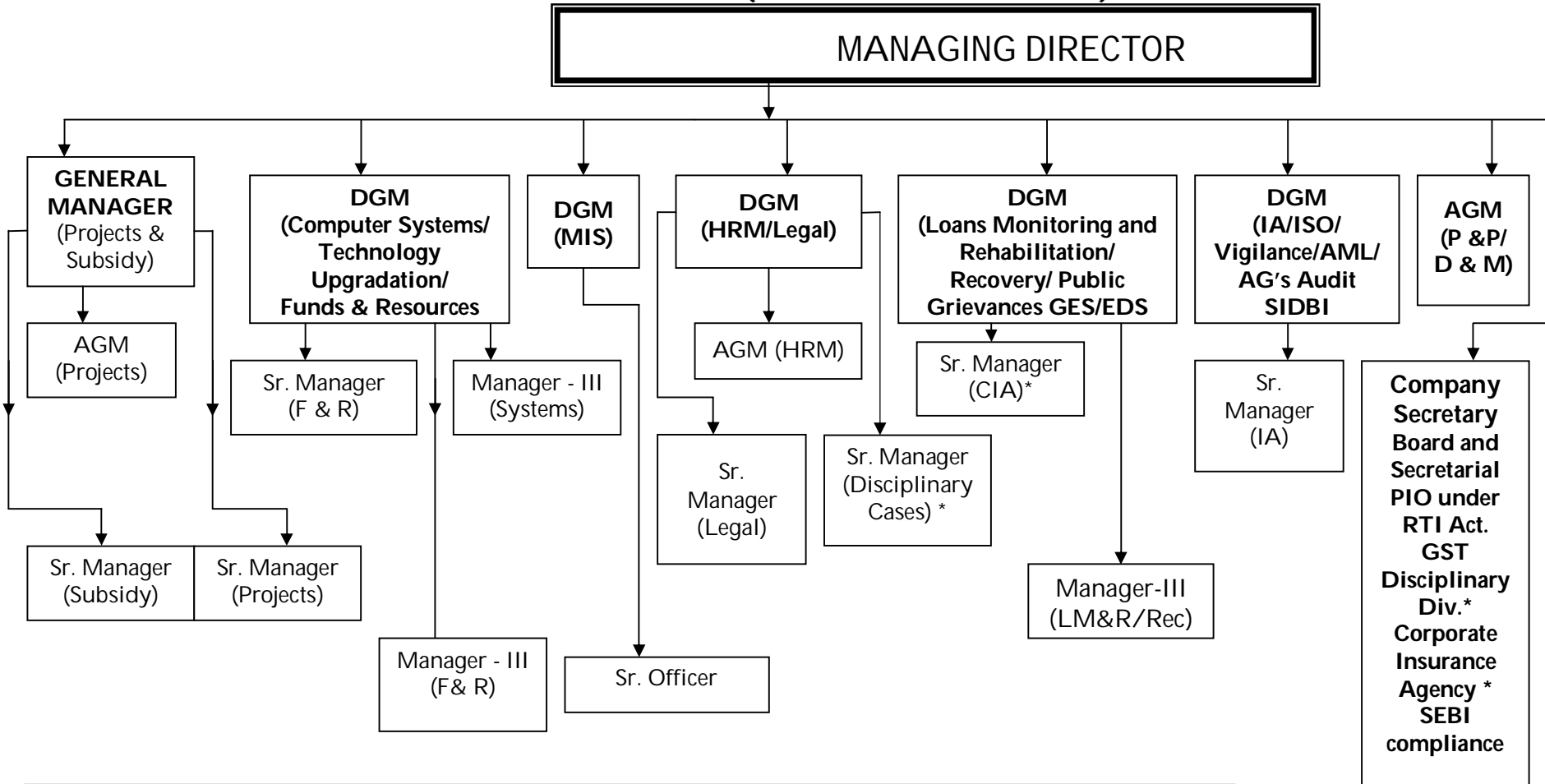
**The Tamilnadu Industrial Investment Corporation Limited,**

**692 Anna Salai, Nandanam,**

**Chennai 600 035.**

**Ph : 044 - 24331203 / 24344990**

**ORGANISATION CHART AT HEAD OFFICE  
(POSITION AS ON 05.01.2018)**



(\*) Disciplinary cases & CIA cases are looked after by the Company Secretary in the cadre of Senior Manager

**Annexure II**

Sl.No.	Name and Address of the Board of Directors	
1	Tmt. M. Aarthi, IAS Managing Director, TIIC Ltd, 692 Anna Salai, Nandanam, Chennai 600 035.	Executive Director
2	Thiru Dharmendra Pratap Yadav, IAS., Secretary to Government, Micro, Small & Medium Enterprises Department, Govt of Tamilnadu, Secretariat, Chennai 600 009.	Non Executive Director
3	Dr. R. Anandakumar, IAS Addl. Secretary to Government Finance Department Government of Tamilnadu Secretariat, Chennai 600 009.	Non Executive Director
4	Thiru K.Balasubramaniam, IAS., Deputy Secretary to Government, Industries Department Government of Tamilnadu Fort St. George, Chennai 600 009.	Non Executive Director
5	Thiru V. Sridhar, General Manager Small Industries Development Bank of India (SIDBI) 'Overseas Towers', 756 L, Anna Salai, Opp. to TVS Chennai 600 002.	Non Executive Director
6	Tmt. Chitra Alai, General Manager Small Industries Development Bank of India (SIDBI) SME Development Centre, Plot No.C-11, "G" Block, Bandra Kurla Complex, Bandra East, Mumbai 400 051.	Non Executive Director
7	Thiru S. Gunasegaran, Retired Bank Executive, House No.4/281 (Old No.3/422), II Street, Rangarajapuram, Santhoshapuram, Chennai 600 073.	Independent Director
8	Thiru N. Xavier Thomas, Retired Bank Executive, T-2, Eden Dale, 63 First Main Road., Indira Nagar, Adyar, Chennai 600 020	Independent Director

**Annexure III**

THE TAMILNADU INDUSTRIAL INVESTMENT CORPORATION LIMITED,  
692, ANNA SALAI, NANDANAM, CHENNAI 600 035

TIIC/HO/REC/5(b)/2014-15

28.11.2014

**CIRCULAR No.4**

The Regional Managers / Branch Managers / Field Officers,  
 The TIIC Limited.

Sir,

Sub: TIIC – Recovery – Modifications in the One Time Settlement schemes operated by the corporation – Condonation of delay in settlement of accounts in OTS approved cases - Proposal approved by the Board – Communication sent.

Ref: TIIC B.No.86/2014-15 Memorandum dated 24.09.2014 and TIIC B.No.86/2014-15 Addendum dated 12.11.2014 placed before the Board at its meeting held on 14.11.2014.

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The Board of TIIC at its meeting held on 14.11.2014 has approved certain modifications in the existing One Time Settlement (OTS) schemes being operated by the Corporation and also laid down procedure for Condonation of delay in settlement of accounts in OTS approved cases.

l) The details of existing OTS schemes and modifications approved by the Board are given in the form of **Annexure** enclosed. The modifications approved by the Board are given below:

- 1) Shifting the cut-off date to 31.03.2014 from 31.03.2013 to consider OTS proposals in respect of Doubtful Assets and below.
- 2) In respect of loans disbursed above Rs.5.00 lakhs and upto Rs.10.00 lakhs with primary/collateral security available in the form of land/ building/ machinery and all loans disbursed above Rs.10.00 lakhs distinction may be made between cases sanctioned prior to and after 1.4.2004, and this will be in place of the existing distinction made prior to and after 1.4.2000.
- 3) In respect of units, where the Realizable Value is a parameter for considering OTS the same may be arrived at, as described in the **Annexure** in line with

the guidelines issued by the Corporation for fixing upset price for auction sale of assets.

II. The extension of validity of OTS approval beyond one year, will henceforth be made applicable, not only for prospective cases but also for cases wherein OTS was approved earlier but not yet settled as on date.

The condonation of delay in settlement of accounts under already approved and future OTS cases may be considered on merits with applicable interest as detailed below by the

- a. Regional Manager if the settlement is within 1 year, as per existing delegation.
- b. Managing Director if the settlement is beyond 1 year and up to 2 (two) years.

While settling the account under already approved OTS, the settlement of account vis-à-vis charging of interest, till date of settlement will be as under:

- (i) Up to one year period, from the date of communication till the date of settlement, Simple Interest at 15.00% p.a. or at the interest rate applicable for OTS cases at the time of settlement of loan, whichever is higher, will be charged.
- (ii) Beyond one year, if the concern is coming forward for settlement, then for the first year, Simple Interest at 15.00% p.a. or at the interest rate applicable for OTS cases at the time of settlement of loan, whichever is higher, will be charged, and then for the period from second year onwards compound interest at 15.00% p.a. or the interest rate applicable for OTS cases at the time of settlement of loan, will be reckoned for compounding the interest at quarterly rests, till the date of settlement.

III. Some of the assisted units, where there are heavy statutory dues with Commercial tax, Excise, PF, ESI, TANGEDCO, etc., and who have come forward to settle the account under OTS, are requesting the Corporation to extend the validity of the OTS approval beyond validity period towards condonation of delay in settlement.

The condonation of delay of more than two years in settlement of account under OTS, for such of these units with heavy statutory dues, for already approved and future OTS cases, will be considered by the Board with applicable interest as detailed above, on a case to case basis depending on the merits.

The contents of the circular may be brought to the notice of all the officials concerned working under your control, in order to process OTS proposals/ settlement of approved OTS cases accordingly.

Receipt of the circular may be acknowledged.

Deputy General Manager (Recovery)

Encl: as above

Copy to :

PA to Chairman  
PA to PS/MD  
PAs to GMs /DGMs,

All Heads of Departments,  
The TIIC Limited,  
**Chennai - 35**

Internal Audit Team at Regional Offices



One Time Settlement (OTS) Schemes**1. Loans under Loss and Written off categories without any asset back up :**

EXISTING				PROPOSED			
Sl. No.	Category of Loan	Settlement Amount	Delegated Authority	Category of Loan	Settlement Amount	Delegated Authority	Remarks
1.	All loans under Loss and Written off categories without any asset back up as on 31.3.2013	10% of principal outstanding <b>or</b> 5% of principal disbursed whichever is higher <b>plus</b> 10% of other dues	Branch Settlement Committee <b>(BSC)</b>	All loans under Loss and Written off categories without any asset back up as on 31.3.2014	No change (10% of principal outstanding <b>or</b> 5% of principal disbursed whichever is higher <b>plus</b> 10% of other dues)	No change <b>(BSC)</b>	Cut off date moved to latest Balance Sheet date i.e. 31.3.2014

**2. Loans disbursed up to Rs.10.00 lakhs:**

EXISTING				PROPOSED			
Sl. No.	Category of Loan	Settlement Amount	Delegated Authority	Category of Loan	Settlement Amount	Delegated Authority	Remarks
2.	All loans disbursed up to Rs.1.00 lakh with asset back up (with primary / collateral security available in the form of land / building / machinery) and in the categories of Doubtful and below as on 31.3.2013 including written off	1.10 times the principal disbursed reduced by remittances <b>or</b> 5% of the principal disbursed whichever is higher <b>plus</b> 25% of other dues	<b>BSC</b>	All loans disbursed up to Rs.1.00 lakh with asset back up (with primary / collateral security available in the form of land / building / machinery) and in the categories of Doubtful and below as on 31.3.2014 including written off	No change (1.10 times the principal disbursed reduced by remittances <b>or</b> 5% of the principal disbursed whichever is higher <b>plus</b> 25% of other dues)	No change <b>(BSC)</b>	Cut off date moved to latest Balance Sheet date i.e. 31.3.2014

EXISTING				PROPOSED			
Sl. No.	Category of Loan	Settlement Amount	Delegated Authority	Category of Loan	Settlement Amount	Delegated Authority	Remarks
3.	All loans disbursed above Rs.1.00 lakh and up to Rs.5.00 lakhs with asset back up (with primary / collateral security available in the form of land / building / machinery) including all transport loans under TAHDCO Scheme and semi automatic looms in the categories of Doubtful and below as on 31.3.2013 including written off	1.10 times the principal disbursed reduced by remittances made so far <b>or</b> 10% of the principal disbursed whichever is higher <b>plus</b> 25% of other dues	<b>BSC</b>	All loans disbursed above Rs.1.00 lakh and up to Rs.5.00 lakhs with asset back up (with primary / collateral security available in the form of land / building / machinery) including all transport loans under TAHDCO Scheme and semi automatic looms in the categories of Doubtful and below as on 31.3.2014 including written off	No change (1.10 times the principal disbursed reduced by remittances made so far <b>or</b> 10% of the principal disbursed whichever is higher <b>plus</b> 25% of other dues)	No change <b>(BSC)</b>	Cut off date moved to latest Balance Sheet date i.e. 31.3.2014

4.	Loans disbursed above Rs.5.00 lakhs and up to Rs.10.00 lakhs with asset back up and security in the form of machinery / vehicle only (without any security available in the form of land / building) and in the category of Doubtful asset and below as on 31.3.2013 including written off.	1.10 times the principal disbursed reduced by remittances made so far or 10% of the principal disbursed whichever is higher plus 25% of other dues	<b>BSC</b>	Loans disbursed above Rs.5.00 lakhs and up to Rs.10.00 lakhs with asset back up and security in the form of machinery / vehicle only (without any security available in the form of land / building) and in the category of Doubtful asset and below as on 31.3.2014 including written off.	No change (1.10 times the principal disbursed reduced by remittances made so far or 10% of the principal disbursed whichever is higher plus 25% of other dues)	<b>No change (BSC)</b>	Cut off date moved to latest Balance Sheet date i.e. 31.3.2014
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EXISTING				PROPOSED			
Sl. No.	Category of Loan	Settlement Amount	Delegated Authority	Category of Loan	Settlement Amount	Delegated Authority	Remarks
5	<p>Loans disbursed above Rs.5.00 lakh and up to Rs.10.00 lakhs with asset back up (with primary / collateral security available in the form of land / building / machinery) including all transport loans under TAHDCO Scheme and semi automatic looms</p> <p>a) Loans sanctioned prior to 1.4.2000</p>	1.25 times the principal disbursed reduced by remittances made so far <b>or</b> 25% of the principal disbursed whichever is higher plus 25% of other dues	BSC	<p>Loans disbursed above Rs.5.00 lakh and up to Rs.10.00 lakhs with asset back up (with primary / collateral security available in the form of land / building / machinery) including all transport loans under TAHDCO Scheme and semi automatic looms and in the category of Doubtful asset and below as on 31.03.2014 including written off.</p> <p>a) Loans sanctioned prior to <b>1.4.2004</b></p>	<p>No change</p> <p>(1.25 times the principal disbursed reduced by remittances made so far <b>or</b> 25% of the principal disbursed whichever is higher plus 25% of other dues)</p>	No change <b>(BSC)</b>	<p>Cut off date is fixed as 31/03/2014</p> <p>Distinction made between sanctions prior to <b>1.4.2004</b> and after instead of 1.4.2000</p>

EXISTING				PROPOSED			
Sl. No.	Category of Loan	Settlement Amount	Delegated Authority	Category of Loan	Settlement Amount	Delegated Authority	Remarks
	b) Loans sanctioned after 1.4.2000 and in the categories of Doubtful and below as on 31.3.2013 including written off	Waiver of penal & compound interest (or) OTS amount to cover an IRR of 12% (or) realizable value whichever is lower	RSC	b) Loans sanctioned after <b>1.4.2004</b> and in the categories of Doubtful and below as on 31.3.2014 including written off	Waiver of penal & compound interest (or) OTS amount to cover an IRR of 12% (or) Realizable Value* whichever is lower	No change <b>(RSC)</b>	Cut off date moved to latest Balance Sheet date i.e. 31.3.2014.  Distinction made between sanctions prior to <b>1.4.2004</b> and after instead of 1.4.2000.  RV is arrived based on the number of times an asset is brought for auction

\* **Realizable Value (RV)**

For assets not brought for auction sale by the Corporation

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 2 times

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 3 times

- 90% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 4 times & above

- 75% of present RV falling under the purview of valuation within ONE year

**3. Loans disbursed above Rs.10.00 lakhs:**

Sl. No.	EXISTING			PROPOSED			
	<u>Category of Loan</u>	Settlement Amount	Competent Authority for Approval	<u>Category of Loan</u>	Settlement Amount	Competent Authority for Approval	Remarks
6.	<p>a) All units including Short Term Loans sanctioned prior to 1.4.2000</p> <p>b) All units including Short Term Loans sanctioned after to 1.4.2000</p>	<p>Waiver of penal &amp; compound interest (or) OTS amount to cover an IRR of 12% (or) realizable value whichever is lower</p> <p>Waiver of penal interest (or) OTS amount to cover an IRR of 15% (or) realizable value whichever is lower</p>	<b>DRC</b>	<p>a) All units including Short Term Loans sanctioned prior to <b>1.4.2004</b> and in the category of Doubtful asset and below as on 31.03.2014 including written off.</p> <p>b) All units including Short Term Loans sanctioned after <b>1.4.2004</b> and in the category of Doubtful asset and below as on 31.03.2014 including written off.</p>	<p>Waiver of penal &amp; compound interest (or) OTS amount to cover an IRR of 12% (or) Realizable Value* whichever is lower</p> <p>Waiver of penal interest (or) OTS amount to cover an IRR of 15% (or) Realizable Value* whichever is lower</p>	<p>No change (DRC)</p> <p>No change (DRC)</p>	<p>Cut off date is fixed as 31/03/2014</p> <p>Distinction made between sanctions prior to <b>1.4.2004</b> and after instead of 1.4.2000.</p> <p>RV is arrived based on the number of times an asset is brought for auction</p>

\* **Realizable Value (RV)**

For assets not brought for auction sale by the Corporation

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 2 times

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 3 times

- 90% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 4 times & above

- 75% of present RV falling under the purview of valuation within ONE year

#### 4. One Time Settlement Scheme for Hire Purchase:

Sl. No.	EXISTING			PROPOSED			
	Category of the Unit	Settlement Amount	Competent Authority for Approval	Category of the Unit	Settlement Amount	Competent Authority for Approval	Remarks
7.	All Units	Waiver of penal & compound interest (or) OTS amount to cover an IRR of 12% (or) realizable value whichever is lower	<b>DRC</b>	All units in the category of Doubtful asset and below as on 31.03.2014 including written off.	(Waiver of penal & compound interest (or) OTS amount to cover an IRR of 12% (or) Realizable Value* whichever is lower)	No change (DRC)	Cut off date is fixed as 31/03/2014  RV is arrived based on the number of times an asset is brought for auction

\* **Realizable Value (RV)**

For assets not brought for auction sale by the Corporation

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 2 times

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 3 times

- 90% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 4 times & above

- 75% of present RV falling under the purview of valuation within ONE year



**5. One Time Settlement Scheme for Lease Finance:**

Sl. No.	EXISTING			PROPOSED			Remarks
	Category of the Unit	Settlement Amount	Competent Authority for Approval	Category of the Unit	Settlement Amount	Competent Authority for Approval	
8.	All units	Waiver of penal & compound interest (or) OTS amount to cover an IRR of 12% (or) realizable value whichever is lower	<b>DRC</b>	All units in the category of Doubtful asset and below as on 31.03.2014 including written off.	Waiver of penal & compound interest (or) OTS amount to cover an IRR of 12% (or) Realizable Value* whichever is lower	No change (DRC)	Cut off date is fixed as 31/03/2014  RV is arrived based on the number of times an asset is brought for auction

**\* Realizable Value (RV)**

For assets not brought for auction sale by the Corporation

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 2 times

- 100% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 3 times

- 90% of present RV falling under the purview of valuation within ONE year

For assets auctioned up to 4 times & above

- 75% of present RV falling under the purview of valuation within ONE year

**06. for Soft Loan / Seed Capital:**

Sl. No.	EXISTING		PROPOSED		
	Seed Capital / Soft Loan	Settlement Amount	Seed Capital / Soft Loan	Settlement Amount	Remarks
9.	For all seed capital / soft loan cases	Settlement amount will be arrived both for term loan and soft loan together based on the realizable value of securities, IRR, Etc.	For all seed capital / soft loan cases and in the category of Doubtful asset and below as on 31.03.2014 including written off.	Settlement amount will be arrived both for term loan and soft loan together based on the Realizable Value* of securities, IRR, Etc.	Cut off date is fixed as 31/03/2014  RV is arrived based on the number of times an asset is brought for auction

**\* Realizable Value (RV)**

For assets not brought for auction sale by the Corporation	-	100% of present RV falling under the purview of valuation within ONE year
For assets auctioned up to 2 times	-	100% of present RV falling under the purview of valuation within ONE year
For assets auctioned up to 3 times	-	90% of present RV falling under the purview of valuation within ONE year
For assets auctioned up to 4 times & above	-	75% of present RV falling under the purview of valuation within ONE year

**Note:**

- 1) In respect of loans sanctioned above Rs.10 lakhs and sanctioned after 1.4.2002
  - a) There shall not be reversal of interest earned / credited to the loan account.
  - b) Waiver shall not exceed the interest outstanding and shall result in collection of the entire principal disbursed and simple interest together with other dues except the cases where the realizable value is very low.
- 2) In respect of cases which are classified as wilful defaulters as per RBI guidelines the competent authority for approval will be as under:
  - a) Loans upto Rs.5.00 lakhs - RSC
  - b) Loans above Rs.5.00 lakhs and upto Rs.10.00 lakhs - DRC
  - c) Loans above Rs.10.00 lakhs - Board
- 3) In respect of GES cases covered by Credit Guarantee, where claim has been settled by CGTMSE, OTS settlements will be informed and remitted to CGTMSE
- 4) The above settlement schemes do not apply to sanctions under BFS
- 5) The modified OTS scheme indicated above will not be applicable to those borrowers where an OTS has already been granted earlier unless the approval has since been withdrawn / legal action initiated.
- 6) The decision of TIIC regarding eligibility, interpretation of the OTS policy and offering OTS to individual units shall be final and binding upon the borrower and without prejudice to the rights and remedies available to TIIC relating to recovery, which shall be invariably mentioned in all communications related to OTS settlements.
- 7) As per circulars TIIC/HO/REC/(5b)/2013-14, dt.10/01/2014 and TIIC/HO/REC/AG/2013-14, dt.14.3.2014, the appropriate authority shall fix the OTS amount taking into account the OTS offers received earlier, etc.,
- 8) Even though OTS approval is valid only for one year, condonation of delay in settlement can be considered as indicated in circular.

#### ANNEXURE IV

**Name and Designation of all the employees working in Regional/ Branch/  
Head Office of the Corporation (As on 05.01.2018)**

Sl.No.	PP No.	Name	Designation	Name of the Branch/Region/ Head Office
1	791	ASHOK B.G.	MANAGER - GRADE III	CHENNAI BRANCH
2	281	KULASEKARARAJ.P	SENIOR OFFICER	CHENNAI BRANCH
3	1122	SURIYA. J	SENIOR OFFICER	CHENNAI BRANCH
4	467	DURGA.P.S.	SENIOR OFFICER	CHENNAI BRANCH
5	478	HEMALATHA. R.	SENIOR OFFICER	CHENNAI BRANCH
6	903	DEIVARANI. P	SENIOR OFFICER	CHENNAI BRANCH
7	686	ESWARAMURTHY.S	SENIOR OFFICER	CHENNAI BRANCH
8	1043	RAMA.B	SENIOR OFFICER	CHENNAI BRANCH
9	702	ELANGOVA.N.L.	JUNIOR OFFICER - GRADE II	CHENNAI BRANCH
10	706	SURYAMURTHY.S	JUNIOR OFFICER - GRADE II	CHENNAI BRANCH
11	709	GNANASEKAR.M	JUNIOR OFFICER - GRADE II	CHENNAI BRANCH
12	680	KRISHNARAJ.D	JUNIOR OFFICER - GRADE II	CHENNAI BRANCH
13	803	ANTHONY RAJ. R.M	DRIVER - GRADE I	CHENNAI BRANCH
14	597	SRINIVASAN.R	ASSISTANT GENERAL MANAGER	CHENNAI REGION
15	312	AYYAVU.A.S	SENIOR OFFICER	CHENNAI REGION
16	449	HARIKUMAR D.	SENIOR OFFICER	CHENNAI REGION
17	677	TAMILSELVAN. P	JUNIOR OFFICER - GRADE II	CHENNAI REGION
18	707	JESURAJ SELWYN.S	JUNIOR OFFICER - GRADE II	CHENNAI REGION
19	880	THIRUPURA SUNDARI.D	JUNIOR OFFICER - GRADE II	CHENNAI REGION
20	1010	SIVARAJ.M	OFFICE ASSISTANT - GRADE I	CHENNAI REGION
21	788	TAMILARASAN.A	MANAGER - GRADE III	COIMBATORE
22	764	SELVARAJ. A.	JUNIOR OFFICER - GRADE II	COIMBATORE
23	819	KINGSTON NIRMALKUMAR. J	JUNIOR OFFICER - GRADE II	COIMBATORE
24	820	THAVAMANI K	JUNIOR OFFICER - GRADE II	COIMBATORE
25	1054	UDAYAKUMAR.M	JUNIOR OFFICER - GRADE III	COIMBATORE
26	1060	PANDIAN.G	JUNIOR OFFICER - GRADE III	COIMBATORE

27	1061	NEELAVATHI.P	JUNIOR OFFICER - GRADE III	COIMBATORE
28	1121	NIRMALA MARY	ASSISTANT - GRADE III	COIMBATORE
29	1072	RAMAMOORTHY N	RECORD CLERK - GRADE III	COIMBATORE
30	1077	VELMURUGAN. K	DRIVER - GRADE I	COIMBATORE
31	560	KANDASAMY S.K.	ASSISTANT GENERAL MANAGER	COIMBATORE REGION
32	760	RENGANATHAN.T	SENIOR MANAGER	COIMBATORE REGION
33	328	NAGARAJ.S (1960)	SENIOR OFFICER	COIMBATORE REGION
34	774	BALASIVASANKARAN. B.	JUNIOR OFFICER - GRADE II	COIMBATORE REGION
35	827	NAGARAJAN. R	JUNIOR OFFICER - GRADE II	COIMBATORE REGION
36	953	NACHIMUTHU.K	DRIVER - GRADE I	COIMBATORE REGION
37	713	GANAPATHY.S	OFFICE ASSISTANT - GRADE I	COIMBATORE REGION
38	784	JANARDHANAN.K	SENIOR MANAGER	CUDDALORE
39	1063	LAKSHMANAN.A	SENIOR OFFICER	CUDDALORE
40	613	RAJENDRAN.M	OFFICER - GRADE III	CUDDALORE
41	763	AMUDHA.E	JUNIOR OFFICER - GRADE II	CUDDALORE
42	888	SARASWATHI. S.K.	JUNIOR OFFICER - GRADE II	CUDDALORE
43	1106	RADHA K. (1106)	JUNIOR OFFICER - GRADE III	CUDDALORE
44	313	VASAN.A	RECORD CLERK - GRADE I	CUDDALORE
45	675	SUNDARAMURTHY.M (675)	SENIOR MANAGER	DHARMAPURI BRANCH
46	770	UMARANI.S	JUNIOR OFFICER - GRADE II	DHARMAPURI BRANCH
47	773	DEVI.S	JUNIOR OFFICER - GRADE II	DHARMAPURI BRANCH
48	1047	KAMRAJ.S	JUNIOR OFFICER - GRADE III	DHARMAPURI BRANCH
49	1055	RAVIKUMAR.J	JUNIOR OFFICER - GRADE III	DHARMAPURI BRANCH
50	1074	MADHAN.M	RECORD CLERK - GRADE III	DHARMAPURI BRANCH
51	1091	MATHAIYAN.K	DRIVER - GRADE I	DHARMAPURI BRANCH
52	752	DINAKARAN.K	SENIOR MANAGER	DINDUGAL
53	429	YATHIRAJULU.R	SENIOR OFFICER	DINDUGAL
54	435	GANAPATHI.P	SENIOR OFFICER	DINDUGAL
55	526	RAJAKUMAR.H	OFFICER - GRADE III	DINDUGAL
56	644	THARCIS MANOHARAN, A	JUNIOR OFFICER - GRADE II	DINDUGAL
57	679	VENKATESH. GR.	JUNIOR OFFICER - GRADE II	DINDUGAL
58	605	MURUGESAN.M (1961)	DRIVER - GRADE I	DINDUGAL
59	811	RAJENDRAN.V.A.	MANAGER - GRADE III	ERODE
60	767	RAMAKRISHNAN.S (767)	SENIOR OFFICER	ERODE
61	522	RAMASAMY, K [522]	OFFICER - GRADE III	ERODE
62	859	PARIMALA.E	JUNIOR OFFICER - GRADE II	ERODE

63	900	SANGAMITHIRAI.J	JUNIOR OFFICER - GRADE III	ERODE
64	1052	THILAGAM.K	JUNIOR OFFICER - GRADE III	ERODE
65	1048	SENTHILKUMAR.S	JUNIOR OFFICER - GRADE III	ERODE
66	1064	DHANALAKSHMI.E	JUNIOR OFFICER - GRADE III	ERODE
67	1103	VENKATESWARAN.T	DRIVER - GRADE I	ERODE
68	801	KIRUBAKARAN.T	GENERAL MANAGER	HEAD OFFICE
69	472	SRINIVASAN.G	DEPUTY GENERAL MANAGER	HEAD OFFICE
70	1019	MURALIDHARAN.S.(DGM)	DEPUTY GENERAL MANAGER	HEAD OFFICE
71	424	SUBRAMANIAN.K.V	DEPUTY GENERAL MANAGER	HEAD OFFICE
72	426	GANESARAJARAM.R.B	DEPUTY GENERAL MANAGER	HEAD OFFICE
73	468	ILANGO.P	DEPUTY GENERAL MANAGER	HEAD OFFICE
74	517	SUKUMAR.T.S	ASSISTANT GENERAL MANAGER	HEAD OFFICE
75	551	SASHIKALA.S (551)	ASSISTANT GENERAL MANAGER	HEAD OFFICE
76	612	KISHOREKUMAR. R	ASSISTANT GENERAL MANAGER	HEAD OFFICE
77	650	ASHOK. S	SENIOR MANAGER	HEAD OFFICE
78	525	SEETHA RAMAN.K	SENIOR MANAGER	HEAD OFFICE
79	670	MARAGATHAM.B	SENIOR MANAGER	HEAD OFFICE
80	738	DURAIRAJ.D	SENIOR MANAGER	HEAD OFFICE
81	755	RANGARAJU.M	SENIOR MANAGER	HEAD OFFICE
82	749	CHOCKANATHAN. S	SENIOR MANAGER	HEAD OFFICE
83	780	RAMESH.R.J	SENIOR MANAGER	HEAD OFFICE
84	823	MALLIGA.M	MANAGER - GRADE III	HEAD OFFICE
85	1082	VEERABADRAN.B	MANAGER - GRADE III	HEAD OFFICE
86	1038	RAJU, A.J.S.	MANAGER - GRADE III	HEAD OFFICE
87	402	JAYANTHI.B	DEPUTY MANAGER	HEAD OFFICE
88	1125	NANDHINI DEVI. M	SENIOR OFFICER	HEAD OFFICE
89	1127	GOWRI. P	SENIOR OFFICER	HEAD OFFICE
90	1126	SHOBANA. S	SENIOR OFFICER	HEAD OFFICE
91	304	SATHYANARAYANAN K	SENIOR OFFICER	HEAD OFFICE
92	400	THAMIZHARASI.K	SENIOR OFFICER	HEAD OFFICE

93	433	NAGARAJAN S. (433)	SENIOR OFFICER	HEAD OFFICE
94	696	SUBBIAH.S	SENIOR OFFICER	HEAD OFFICE
95	728	NAGARAJAN.S (728)	SENIOR OFFICER	HEAD OFFICE
96	681	RAVICHANDRAN.M	SENIOR OFFICER	HEAD OFFICE
97	861	ANBALAGAN. S (861)	SENIOR OFFICER	HEAD OFFICE
98	1041	MURALI.P	SENIOR OFFICER	HEAD OFFICE
99	665	GEETHA.M	SENIOR OFFICER	HEAD OFFICE
100	481	SUNDARI.K	OFFICER - GRADE III	HEAD OFFICE
101	571	KUMARAPPAN.L	OFFICER - GRADE III	HEAD OFFICE
102	593	KAMALAKANNAN.A	OFFICER - GRADE III	HEAD OFFICE
103	614	DORAIRAJ.R	OFFICER - GRADE III	HEAD OFFICE
104	634	BALACHANDAR.A.R	OFFICER - GRADE III	HEAD OFFICE
105	564	KRISHNAKUMARI. K.	JUNIOR OFFICER - GRADE I	HEAD OFFICE
106	565	SHANTHI.C (565)	JUNIOR OFFICER - GRADE I	HEAD OFFICE
107	568	RAJENDRAN.P	JUNIOR OFFICER - GRADE I	HEAD OFFICE
108	578	KARUNANITHI. R.	JUNIOR OFFICER - GRADE I	HEAD OFFICE
109	579	VALAIYPATHY.S	JUNIOR OFFICER - GRADE I	HEAD OFFICE
110	594	VALAYAPATHY.R	JUNIOR OFFICER - GRADE I	HEAD OFFICE
111	639	PRASAD.P.S	JUNIOR OFFICER - GRADE II	HEAD OFFICE
112	637	PRASHANTHI.K	JUNIOR OFFICER - GRADE II	HEAD OFFICE
113	663	MOHANKUMAR C.M.V.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
114	682	VENKATESAN. C.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
115	687	SIVAKUMAR. N	JUNIOR OFFICER - GRADE II	HEAD OFFICE
116	684	USHARANI. S.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
117	688	RAJASEKARAN.S	JUNIOR OFFICER - GRADE II	HEAD OFFICE
118	689	USHADEVI. SR.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
119	692	DEVAKUMAR.T.B	JUNIOR OFFICER - GRADE II	HEAD OFFICE
120	693	SRIDHAR. G.B.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
121	694	GAYAS BASHA.J	JUNIOR OFFICER - GRADE II	HEAD OFFICE
122	698	RAVICHANDRAN.V	JUNIOR OFFICER - GRADE II	HEAD OFFICE
123	700	SURESH.K	JUNIOR OFFICER - GRADE II	HEAD OFFICE
124	703	LAKSHMI.P	JUNIOR OFFICER - GRADE II	HEAD OFFICE
125	708	VIMALA K.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
126	704	KANDAVEL. S.S.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
127	715	KUMUDAVALI. R.	JUNIOR OFFICER - GRADE II	HEAD OFFICE
128	716	KALAISELVI.PL.S	JUNIOR OFFICER - GRADE II	HEAD OFFICE
129	721	VIJEYA. VR	JUNIOR OFFICER - GRADE II	HEAD OFFICE

130	726	VALARMATHI.R (726)	JUNIOR OFFICER - GRADE II	HEAD OFFICE
131	734	PARVATHI.G	JUNIOR OFFICER - GRADE II	HEAD OFFICE
132	741	JEYAKUMARI. M	JUNIOR OFFICER - GRADE II	HEAD OFFICE
133	902	MEENAKSHI. R	JUNIOR OFFICER - GRADE II	HEAD OFFICE
134	836	KUMARESAN.G	JUNIOR OFFICER - GRADE II	HEAD OFFICE
135	843	SATHIYAVATHI.K.K	JUNIOR OFFICER - GRADE II	HEAD OFFICE
136	1025	MOHAN. S	JUNIOR OFFICER - GRADE II	HEAD OFFICE
137	856	RAJU T.V.G	JUNIOR OFFICER - GRADE II	HEAD OFFICE
138	865	SULOCHANA.M	JUNIOR OFFICER - GRADE II	HEAD OFFICE
139	877	SANTHOSH KUMAR.N	JUNIOR OFFICER - GRADE II	HEAD OFFICE
140	871	SANTHANA KENNEDY.P	JUNIOR OFFICER - GRADE II	HEAD OFFICE
141	882	THANGAKRISHNAN.M	JUNIOR OFFICER - GRADE II	HEAD OFFICE
142	873	RAMESH BABU. E	JUNIOR OFFICER - GRADE II	HEAD OFFICE
143	886	MAHESH.P.S	JUNIOR OFFICER - GRADE II	HEAD OFFICE
144	912	KOMALAVALLI.P	JUNIOR OFFICER - GRADE II	HEAD OFFICE
145	600	SOMARAJ.M	ASSISTANT - GRADE III	HEAD OFFICE
146	736	RANGANATHAN.P	ASSISTANT - GRADE III	HEAD OFFICE
147	441	ANNADURAI. M	RECORD CLERK - GRADE II	HEAD OFFICE
148	1027	RAMESH.B	RECORD CLERK - GRADE III	HEAD OFFICE
149	782	VENKATESAN.V	DRIVER - GRADE I	HEAD OFFICE
150	924	SHANMUGAM. M	DRIVER - GRADE I	HEAD OFFICE
151	1002	BALAKUMAR.K	DRIVER - GRADE I	HEAD OFFICE
152	1078	JAYAVELU A.	DRIVER - GRADE I	HEAD OFFICE
153	1012	ANANDAN.G	DRIVER - GRADE I	HEAD OFFICE
154	1013	GUNALAN. J	DRIVER - GRADE I	HEAD OFFICE
155	1022	MURALI KRISHNAN.A	DRIVER - GRADE I	HEAD OFFICE
156	1119	CHITRARASAN. C	DRIVER - GRADE II	HEAD OFFICE
157	439	SEKAR.K	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
158	807	SUBRAMANIYAN.A	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
159	805	GOVINDASAMY.V	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
160	1069	RAMESH.P (1069)	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
161	925	RAVICHANDRAN.D	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
162	1036	RAMESH.R (1036)	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
163	1011	MANI.V	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
164	1021	SANKAR.A	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
165	1023	INDRA.R	OFFICE ASSISTANT - GRADE I	HEAD OFFICE
166	1028	THAINEES MARY	OFFICE ASSISTANT - GRADE II	HEAD OFFICE



167	1037	SELVAM.V	OFFICE ASSISTANT - GRADE II	HEAD OFFICE
168	920	MOHAN.T	MANAGER - GRADE III	HOSUR
169	831	RAVI.M	SENIOR OFFICER	HOSUR
170	695	SIVASANKARAN.N	JUNIOR OFFICER - GRADE II	HOSUR
171	818	KANCHANA DEVI. K.	JUNIOR OFFICER - GRADE II	HOSUR
172	905	MAITHEEN GANI.A	JUNIOR OFFICER - GRADE II	HOSUR
173	863	SUNDARARAJAN.G	JUNIOR OFFICER - GRADE II	HOSUR
174	765	MURUGAN.K	SENIOR OFFICER	HOSUR (Under suspension)
175	800	KUMAR.V	MANAGER - GRADE III	KARAIKUDI
176	294	SAMPATH.M	SENIOR OFFICER	KARAIKUDI
177	437	MOHAN.P	SENIOR OFFICER	KARAIKUDI
178	906	MUTHUKUMAR.G	JUNIOR OFFICER - GRADE II	KARAIKUDI
179	844	MURUGAN N.P.	JUNIOR OFFICER - GRADE II	KARAIKUDI
180	1075	MURUGAN. S (1075)	DRIVER - GRADE I	KARAIKUDI
181	1116	SANJEEVI.R	OFFICE ASSISTANT - GRADE II	KARAIKUDI
182	676	EKAMBARAM.V	SENIOR MANAGER	KARUR
183	344	KATHIRVEL.R	SENIOR OFFICER	KARUR
184	528	PONNAMBALAM.P	OFFICER - GRADE III	KARUR
185	580	SIVAKAMI.T.S	OFFICER - GRADE III	KARUR
186	543	RAMKUMAR.V	JUNIOR OFFICER - GRADE I	KARUR
187	754	GUNASEKARAN P	SENIOR MANAGER	KARUR (Under Suspension)
188	825	RAJENDRAN.S	MANAGER - GRADE III	KURICHI BRANCH
189	379	BASKARAN. R (379)	SENIOR OFFICER	KURICHI BRANCH
190	493	JACKSON.M	OFFICER - GRADE III	KURICHI BRANCH
191	769	RAJAN RAAMALINGAM. N	JUNIOR OFFICER - GRADE II	KURICHI BRANCH
192	813	RAJATHI. R.	JUNIOR OFFICER - GRADE II	KURICHI BRANCH
193	1062	SASIKALA. L (1062)	JUNIOR OFFICER - GRADE III	KURICHI BRANCH
194	1101	SHANMUGASUNDARAM, N	DRIVER - GRADE I	KURICHI BRANCH
195	1070	SIVALINGAM. N	OFFICE ASSISTANT - GRADE I	KURICHI BRANCH
196	779	BHUVANESWARI K	MANAGER - GRADE III	MADURAI BRANCH
197	443	BASKARAN.P.S	SENIOR OFFICER	MADURAI BRANCH
198	638	PARTHASARATHY.R	JUNIOR OFFICER - GRADE II	MADURAI BRANCH
199	899	TAMILSELVI .C	JUNIOR OFFICER - GRADE II	MADURAI BRANCH
200	901	KANAGARAJAN.K	JUNIOR OFFICER - GRADE II	MADURAI BRANCH
201	840	VASANTHI P.	JUNIOR OFFICER - GRADE II	MADURAI BRANCH

202	850	THIAGARAJAN.R	JUNIOR OFFICER - GRADE II	MADURAI BRANCH
203	839	CHITRA.S	JUNIOR OFFICER - GRADE II	MADURAI BRANCH
204	1110	SHANMUGASUNDARAM S.	RECORD CLERK - GRADE III	MADURAI BRANCH
205	1068	CHINNADURAI.S	DRIVER - GRADE I	MADURAI BRANCH
206	623	PAULRAJAN.E	ASSISTANT GENERAL MANAGER	MADURAI REGION
207	425	SELVARAJ A.P.	DEPUTY MANAGER	MADURAI REGION
208	635	DHASARATHAN.S	JUNIOR OFFICER - GRADE II	MADURAI REGION
209	894	KANDASAMY KANNAN.G	JUNIOR OFFICER - GRADE II	MADURAI REGION
210	849	BALASUBRAMANIAN.S (849)	JUNIOR OFFICER - GRADE II	MADURAI REGION
211	841	SELVI.P	JUNIOR OFFICER - GRADE II	MADURAI REGION
212	1109	AMMAVASI.A	RECORD CLERK - GRADE III	MADURAI REGION
213	293	GOPAKUMAR.V	SENIOR OFFICER	NAGAPATTINAM FIELD OFFICE
214	1058	SIVANANDAM.A.M.	JUNIOR OFFICER - GRADE III	NAGAPATTINAM FIELD OFFICE
215	756	SUNDARESAN.A.R	SENIOR MANAGER	NAGERCOIL
216	414	THAMILARASI. S.	SENIOR OFFICER	NAGERCOIL
217	717	JOHN BRIGHT.M.	SENIOR OFFICER	NAGERCOIL
218	479	GRACY.T.	SENIOR OFFICER	NAGERCOIL
219	490	VANAJAKUMARI.T.	OFFICER - GRADE III	NAGERCOIL
220	895	RAVIKUMAR.P.S	JUNIOR OFFICER - GRADE II	NAGERCOIL
221	1065	NAGARAJAN.P	JUNIOR OFFICER - GRADE III	NAGERCOIL
222	796	SAHADEVAN.G	MANAGER - GRADE III	NAMAKKAL BRANCH
223	617	RAVIKUMAR.V	SENIOR OFFICER	NAMAKKAL BRANCH
224	534	GOVINDARAJU.K	OFFICER - GRADE III	NAMAKKAL BRANCH
225	549	SAKTHIVEL.J	OFFICER - GRADE III	NAMAKKAL BRANCH
226	881	HEMALATHA.S	JUNIOR OFFICER - GRADE II	NAMAKKAL BRANCH
227	1108	PALANISAMY.K	DRIVER - GRADE I	NAMAKKAL BRANCH
228	1097	LAKSHMANAN.B	OFFICE ASSISTANT - GRADE I	NAMAKKAL BRANCH
229	655	ANANDAN V.D.	SENIOR MANAGER	ON DEPUTATION
230	496	PONNUSAMY. R	OFFICER - GRADE III	ON DEPUTATION
231	537	PARIMELALAGAN.G	OFFICER - GRADE III	PERAMBALUR FIELD OFFICE
232	1053	RANI.V	JUNIOR OFFICER - GRADE III	PERAMBALUR FIELD OFFICE
233	602	RAJU.V	ASSISTANT - GRADE III	PERAMBALUR FIELD

				OFFICE
234	627	SUBRAMANIAN.C	SENIOR MANAGER	PUDUKKOTTAI
235	434	BASKARAN.R (434)	SENIOR OFFICER	PUDUKKOTTAI
236	444	RAGHAVAN.S	SENIOR OFFICER	PUDUKKOTTAI
237	521	NAGARAJAN.D	JUNIOR OFFICER - GRADE I	PUDUKKOTTAI
238	828	PALANISELVAM.B	JUNIOR OFFICER - GRADE II	PUDUKKOTTAI
239	1066	SURESHKUMAR, V	RECORD CLERK - GRADE III	PUDUKKOTTAI
240	596	KANNAN.L	DRIVER - GRADE I	PUDUKKOTTAI
241	1093	CHANDRASEKARN.A	OFFICE ASSISTANT - GRADE I	PUDUKKOTTAI
242	853	KANNAN K.	SENIOR OFFICER	RAMANATHAPURAM FIELD OFFICE
243	1105	MANOHARAN.M.R	JUNIOR OFFICER - GRADE III	RAMANATHAPURAM FIELD OFFICE
244	743	KATHIRESAN.M	ASSISTANT - GRADE III	RAMANATHAPURAM FIELD OFFICE
245	1115	MUNIASAMY. M	OFFICE ASSISTANT - GRADE II	RAMANATHAPURAM FIELD OFFICE
246	372	KIRUPA N.	DEPUTY MANAGER	SALEM
247	523	VENKATESAN.R	OFFICER - GRADE III	SALEM
248	545	NAGARAJAN.A (545)	OFFICER - GRADE III	SALEM
249	833	KHAJA MOHIDEEN..P.A.	JUNIOR OFFICER - GRADE II	SALEM
250	862	SURESH BABU.D	JUNIOR OFFICER - GRADE II	SALEM
251	1104	KASIMANI.S	ASSISTANT - GRADE III	SALEM
252	624	RAMASAMY.U	ASSISTANT GENERAL MANAGER	SALEM REGION
253	380	SARAVANAGANESAN.P	SENIOR OFFICER	SALEM REGION
254	482	ILANGO.S.P.R	OFFICER - GRADE III	SALEM REGION
255	536	THACHINAMOORTHY.T	OFFICER - GRADE III	SALEM REGION
256	772	JEHANGIR BASHA.M	JUNIOR OFFICER - GRADE II	SALEM REGION
257	1090	RAMACHANDRAN.M	RECORD CLERK - GRADE III	SALEM REGION
258	923	ELENCEZHIAN.K	MANAGER - GRADE III	SIVAKASI
259	646	KASTHURI.A	SENIOR OFFICER	SIVAKASI
260	909	KARUNAGARAN.B	SENIOR OFFICER	SIVAKASI
261	487	THIYAGARAJAN.T (487)	OFFICER - GRADE III	SIVAKASI
262	847	VIJAYALAKSHMI K	JUNIOR OFFICER - GRADE II	SIVAKASI
263	1056	MURUGAN.M.C	JUNIOR OFFICER - GRADE III	SIVAKASI
264	1118	JAYAPPAUL.P	DRIVER - GRADE II	SIVAKASI
265	1049	RADHA, K [1049]	MANAGER - GRADE III	TAMBARAM BRANCH

				(under suspension)
266	1124	KATHAMBARI. S	SENIOR OFFICER	TAMBARAM BRANCH
267	364	VIJAYALAKSMI, M	SENIOR OFFICER	TAMBARAM BRANCH
268	432	RAMAKRISHNAN.N	SENIOR OFFICER	TAMBARAM BRANCH
269	446	RATHINAMOORTHY.G	SENIOR OFFICER	TAMBARAM BRANCH
270	643	SHANTHI. C (643)	JUNIOR OFFICER - GRADE II	TAMBARAM BRANCH
271	685	CHANDRIKA.P.R	JUNIOR OFFICER - GRADE II	TAMBARAM BRANCH
272	691	SIVASAKTHI.A	JUNIOR OFFICER - GRADE II	TAMBARAM BRANCH
273	910	JAYALAKSHMI.C	JUNIOR OFFICER - GRADE II	TAMBARAM BRANCH
274	855	EDWIN.J	JUNIOR OFFICER - GRADE II	TAMBARAM BRANCH
275	876	ARANGASAMY. P	JUNIOR OFFICER - GRADE II	TAMBARAM BRANCH
276	264	YESUBABU.D	OFFICE ASSISTANT - GRADE I	TAMBARAM BRANCH
277	778	CHITRA SHENBAGA VALLI.R	MANAGER - GRADE III	THANJAVUR
278	854	SANTHANAM.D	SENIOR OFFICER	THANJAVUR
279	781	RATNABAI KESAL RANI.W	JUNIOR OFFICER - GRADE II	THANJAVUR
280	874	KARTHINI.P	JUNIOR OFFICER - GRADE II	THANJAVUR
281	1120	USHA.C	ASSISTANT - GRADE III	THANJAVUR
282	1095	MATHIALAGAN.P	DRIVER - GRADE I	THANJAVUR
283	1076	SELVAM.P	OFFICE ASSISTANT - GRADE I	THANJAVUR
284	842	CHITRAISELVI.P	SENIOR OFFICER	THENI FIELD OFFICE
285	809	MURUGAVEL.M	JUNIOR OFFICER - GRADE II	THENI FIELD OFFICE
286	357	MURUGAN.S (357)	DEPUTY MANAGER	THOOTHUKUDI
287	411	NARAYANAN.R	SENIOR OFFICER	THOOTHUKUDI
288	891	PAKSHIRAJAN.M.	SENIOR OFFICER	THOOTHUKUDI
289	618	SHANTHA.N.	OFFICER - GRADE III	THOOTHUKUDI
290	907	CHELLADURAI.C	JUNIOR OFFICER - GRADE II	THOOTHUKUDI
291	872	SELVAN ARUMUGAM.T	JUNIOR OFFICER - GRADE II	THOOTHUKUDI
292	1107	BALAKRISHNAN.A	JUNIOR OFFICER - GRADE III	THOOTHUKUDI
293	789	SUSILKUMAR.K	MANAGER - GRADE III	TIRUCHIRAPALLI
294	885	GOVINDARAJ.R	SENIOR OFFICER	TIRUCHIRAPALLI
295	524	MILTON.B.H.S	OFFICER - GRADE III	TIRUCHIRAPALLI
296	562	SELVAMANI.E	JUNIOR OFFICER - GRADE I	TIRUCHIRAPALLI
297	1112	SANTHANAM.A	DRIVER - GRADE I	TIRUCHIRAPALLI
298	793	MURUGESAN.K. (793)	MANAGER - GRADE III	TIRUNELVELI
299	428	BHARATHI.S	SENIOR OFFICER	TIRUNELVELI
300	436	MURUGESAN.K. (436)	SENIOR OFFICER	TIRUNELVELI

301	812	ANANTHI. V	JUNIOR OFFICER - GRADE II	TIRUNELVELI
302	816	SELVI.B	JUNIOR OFFICER - GRADE II	TIRUNELVELI
303	898	CHOCKALINGAM. V.M.	JUNIOR OFFICER - GRADE II	TIRUNELVELI
304	889	SHANTHA.P	JUNIOR OFFICER - GRADE II	TIRUNELVELI
305	783	SUKUMARAN, R	DRIVER - GRADE I	TIRUNELVELI
306	415	ANTHONY RAJ.S	SENIOR OFFICER	TIRUNELVELI REGION
307	587	RADHAKRISHNAMOORTHY N	SENIOR OFFICER	TIRUNELVELI REGION
308	893	MOTHA RENALD	JUNIOR OFFICER - GRADE II	TIRUNELVELI REGION
309	887	RAJESWARI.K	JUNIOR OFFICER - GRADE II	TIRUNELVELI REGION
310	672	ANTONYCHAMY,B.	DRIVER - GRADE I	TIRUNELVELI REGION
311	1085	KARUNAKARAN.T	DEPUTY MANAGER	TIRUPPUR
312	1123	BABY. S	SENIOR OFFICER	TIRUPPUR
313	860	GOKULAKRISHNAN.T.S	SENIOR OFFICER	TIRUPPUR
314	486	RAJA.V	OFFICER - GRADE III	TIRUPPUR
315	615	GANAPATHYAMMAL. R	OFFICER - GRADE III	TIRUPPUR
316	729	USHA RANI.M	JUNIOR OFFICER - GRADE II	TIRUPPUR
317	822	MUSTHIRI MOHAMMED	JUNIOR OFFICER - GRADE II	TIRUPPUR
318	892	KALIDASU.P	JUNIOR OFFICER - GRADE II	TIRUPPUR
319	1071	SHANMUGASAMY.S	DRIVER - GRADE I	TIRUPPUR
320	712	THANGARAJ, K	OFFICE ASSISTANT - GRADE I	TIRUPPUR
321	719	ARUNASALARAJAN.S	SENIOR MANAGER	TIRUVALLUR BRANCH
322	777	PALANIVEL.R	SENIOR MANAGER	TIRUVALLUR BRANCH
323	408	RAVINDRAN. S	SENIOR OFFICER	TIRUVALLUR BRANCH
324	720	SANKAR.V	SENIOR OFFICER	TIRUVALLUR BRANCH
325	884	SENTHILKUMARI.B	SENIOR OFFICER	TIRUVALLUR BRANCH
326	705	JAGANATHAN. L.	SENIOR OFFICER	TIRUVALLUR BRANCH
327	575	MOHANAKRISHNAN.N	JUNIOR OFFICER - GRADE I	TIRUVALLUR BRANCH
328	683	MOHANKUMAR. P	JUNIOR OFFICER - GRADE II	TIRUVALLUR BRANCH
329	697	VIJAYA.J	JUNIOR OFFICER - GRADE II	TIRUVALLUR BRANCH
330	722	PARTHASARATHY. A.	JUNIOR OFFICER - GRADE II	TIRUVALLUR BRANCH
331	724	SOMASUNDARAM.K.R	JUNIOR OFFICER - GRADE II	TIRUVALLUR BRANCH
332	829	PARTHIBAN S	JUNIOR OFFICER - GRADE II	TIRUVALLUR BRANCH
333	837	BHUVANESWARI.N.P	JUNIOR OFFICER - GRADE II	TIRUVALLUR BRANCH
334	671	KIRUBARANI.S	JUNIOR OFFICER - GRADE III	TIRUVALLUR BRANCH
335	590	JAYAKUMAR.R	OFFICE ASSISTANT - GRADE I	TIRUVALLUR BRANCH
336	830	SEKAR. M	SENIOR OFFICER	TIRUVANNAMALAI FIELD

				OFFICE
337	723	ELIZABETH.V	JUNIOR OFFICER - GRADE II	TIRUVANNAMALAI FIELD OFFICE
338	1113	JAISANKAR.D	DRIVER - GRADE I	TIRUVANNAMALAI FIELD OFFICE
339	459	BALASUBRAMANIAN.K	SENIOR OFFICER	TRICHY REGION
340	733	SUBRAMANINAN.D	SENIOR OFFICER	TRICHY REGION
341	542	VENKATARAMANAN .S	OFFICER - GRADE III	TRICHY REGION
342	354	SUNDARAM.K (354)	RECORD CLERK - GRADE I	TRICHY REGION
343	652	MALA. W.B.	ASSISTANT GENERAL MANAGER	VELLORE
344	629	JAMUNA. A	JUNIOR OFFICER - GRADE II	VELLORE
345	631	SELVAKUMAR. M	JUNIOR OFFICER - GRADE II	VELLORE
346	640	RAMAMURTHY. G (640)	JUNIOR OFFICER - GRADE II	VELLORE
347	838	PICHANDI.A	JUNIOR OFFICER - GRADE II	VELLORE
348	834	BHAVANI. M	JUNIOR OFFICER - GRADE II	VELLORE
349	858	RAMATHILAKAM.M	JUNIOR OFFICER - GRADE II	VELLORE
350	1094	SUBRAMANI.N	DRIVER - GRADE I	VELLORE
351	656	RAVICHANDRAN.R	SENIOR MANAGER	VILLUPURAM
352	908	ELAVARASAN.L	SENIOR OFFICER	VILLUPURAM
353	852	AUGUSTINE MANONMANI.K	JUNIOR OFFICER - GRADE II	VILLUPURAM
354	883	VALARMATHI.R (883)	JUNIOR OFFICER - GRADE II	VILLUPURAM
355	1050	SUTHA.S	JUNIOR OFFICER - GRADE III	VILLUPURAM
356	1092	CHAKKARAVARTHY.K.	OFFICE ASSISTANT - GRADE I	VILLUPURAM
357	633	VARADHARAJ.J.K	SENIOR OFFICER	VIRUDHUNAGAR FIELD OFFICE
358	896	JEBARANI.S	JUNIOR OFFICER - GRADE II	VIRUDHUNAGAR FIELD OFFICE

## ANNEXURE - V

## CADRE-WISE DETAILS OF LEVELS OF PAY OF OFFICIALS/STAFF OF TIIC

Sl. No.	Post	Revised Levels of pay (Notionally w.e.f. 01.01.2016 and with monetary benefit from 01.10.2017)		
		Level	Minimum Rs.	Maximum Rs.
<b>GROUP "A"</b>				
1	General Manager	29	123400	216300
2	Deputy General Manager	28	123100	215900
3	Asst.General Manager	26	61900	196700
4	Senior Manager	25	59300	187700
<b>GROUP "B"</b>				
5	Manager-Grade III	23	56900	180500
6	Manager-Grade II	25	59300	187700
7	Manager-Grade I	26	61900	196700
8	Senior Officer	22	56100	177500
9	Assistant Manager	23	56900	180500
10	Deputy Manager	25	59300	187700
11	Officer-Grade III	19	37200	117600
12	Officer-Grade II	22	56100	177500
13	Officer-Grade I	23	56900	180500
14	Junior Officer-Grade III	18	36900	116600
15	Junior Officer-Grade II	19	37200	117600
16	Junior Officer-Grade I	22	56100	177500

	<b>GROUP "C"</b>			
17	Assistant/Steno-Grade III	10	20600	65500
18	Assistant/Steno-Grade II	11	35400	112400
19	Assistant/Steno-Grade I	18	36900	116600
20	Driver-Grade III	8	19500	62000
21	Driver-Grade II	11	35400	112400
22	Driver-Grade I	13	35900	113500
23	Record Clerk-Grade III	3	16600	52400
24	Record Clerk-Grade II	5	18200	57900
25	Record Clerk-Grade I	6	18500	58600
	<b>GROUP "D"</b>			
26	Office Assistant-Grade III	1	15700	50000
27	Office Assistant-Grade II	3	16600	52400
28	Office Assistant-Grade I	4	18000	56900



**ANNEXURE - VI**

**Details of monthly remuneration received by each official of the Corporation as on 05.01.2018**

<b>S.No.</b>	<b>PP No.</b>	<b>Emp. Name</b>	<b>Designation</b>	<b>Name of the Branch/Head Office</b>	<b>Monthly Remuneration Rs.</b>
1	791	ASHOK B.G.	MANAGER-GRADE-III	CHENNAI BO	106724
2	903	DEIVARANI. P	SENIOR OFFICER	CHENNAI BO	68832
3	467	DURGA.P.S.	SENIOR OFFICER	CHENNAI BO	75046
4	686	ESWARAMURTHY.S	SENIOR OFFICER	CHENNAI BO	71520
5	478	HEMALATHA. R.	SENIOR OFFICER	CHENNAI BO	75526
6	281	KULASEKARARAJ.P	SENIOR OFFICER	CHENNAI BO	79491
7	1043	RAMA.B	SENIOR OFFICER	CHENNAI BO	59537
8	1122	SURIYA. J	SENIOR OFFICER	CHENNAI BO	63741
9	702	ELANGOVA.N.L.	JUNIOR OFFICER-GRADE-II	CHENNAI BO	71376
10	709	GNANASEKAR.M	JUNIOR OFFICER-GRADE-II	CHENNAI BO	71376
11	706	SURYAMURTHY.S	JUNIOR OFFICER-GRADE-II	CHENNAI BO	71376
12	680	KRISHNARAJ.D	JUNIOR OFFICER-GRADE-II	CHENNAI BO	70086
13	803	ANTHONY RAJ. R.M	DRIVER-GRADE-I	CHENNAI BO	52908
14	597	SRINIVASAN.R	ASST. GENERAL MANAGER	CHENNAI REGION	124952
15	312	AYYAVU.A.S	SENIOR OFFICER	CHENNAI REGION	85740
16	449	HARIKUMAR D.	SENIOR OFFICER	CHENNAI REGION	75726
17	707	JESURAJ SELWYN.S	JUNIOR OFFICER-GRADE-II	CHENNAI REGION	71376
18	677	TAMILSELVAN. P	JUNIOR OFFICER-GRADE-II	CHENNAI REGION	69406
19	880	THIRUPURA SUNDARI.D [ON DEPUTATION]	JUNIOR OFFICER-GRADE-II	CHENNAI REGION	63480
20	1010	SIVARAJ.M	OFFICE ASSISTANT GRADE-I	CHENNAI REGION	29527
21	788	TAMILARASAN.A	MANAGER-GRADE-III	COIMBATORE BO	103714
22	819	KINGSTON NIRMALKUMAR. J	JUNIOR OFFICER-GRADE-II	COIMBATORE BO	64649

23	764	SELVARAJ. A.	JUNIOR OFFICER-GRADE-II	COIMBATORE BO	65892
24	820	THAVAMANI K	JUNIOR OFFICER-GRADE-II	COIMBATORE BO	64594
25	1061	NEELAVATHI.P	JUNIOR OFFICER-GRADE-III	COIMBATORE BO	55637
26	1060	PANDIAN.G	JUNIOR OFFICER-GRADE-III	COIMBATORE BO	54896
27	1054	UDAYAKUMAR.M	JUNIOR OFFICER-GRADE-III	COIMBATORE BO	55587
28	1121	NIRMALA MARY. M.	ASSISTANT GRADE-III	COIMBATORE BO	31287
29	1072	RAMAMOORTHY N	RECORD CLERK-GRADE-III	COIMBATORE BO	29587
30	1077	VELMURUGAN. K	DRIVER-GRADE-I	COIMBATORE BO	51744
31	560	KANDASAMY S.K.	ASSISTANT GENERAL MANAGER	COIMBATORE REGION	117481
32	760	RENGANATHAN.T	SENIOR MANAGER	COIMBATORE REGION	107661
33	774	BALASIVASANKARAN. B.	JUNIOR OFFICER-GRADE-II	COIMBATORE REGION	64574
34	827	NAGARAJAN. R	JUNIOR OFFICER-GRADE-II	COIMBATORE REGION	64574
35	713	GANAPATHY.S	OFFICE ASSISTANT GRADE-I	COIMBATORE REGION	29943
36	953	NACHIMUTHU.K	DRIVER-GRADE-I	COIMBATORE REGION	51544
37	784	JANARDHANAN.K	SENIOR MANAGER	CUDDALORE BO	96406
38	1063	LAKSHMANAN.A	SENIOR OFFICER	CUDDALORE BO	56336
39	763	AMUDHA.E	JUNIOR OFFICER-GRADE-II	CUDDALORE BO	63838
40	888	SARASWATHI. S.K.	JUNIOR OFFICER-GRADE-II	CUDDALORE BO	65077
41	1106	RADHA K. (1106)	JUNIOR OFFICER-GRADE-III	CUDDALORE BO	54136
42	313	VASAN.A	RECORD CLERK-GRADE-I	CUDDALORE BO	37434
43	613	RAJENDRAN.M	OFFICER-GRADE-III	CUDDALORE BO	69860
44	675	SUNDARAMURTHY.M (675)	SENIOR MANAGER	DHARMAPURI BO	110076
45	773	DEVI.S	JUNIOR OFFICER-GRADE-II	DHARMAPURI BO	65084
46	1047	KAMARAJ.S	JUNIOR OFFICER-GRADE-III	DHARMAPURI BO	54161
47	1055	RAVIKUMAR.J	JUNIOR OFFICER-GRADE-III	DHARMAPURI BO	54106
48	770	UMARANI.S	JUNIOR OFFICER-GRADE-II	DHARMAPURI BO	64379
49	1074	MADHAN.M	RECORD CLERK-GRADE-III	DHARMAPURI BO	29187
50	1091	MATHAIYAN.K	DRIVER-GRADE-I	DHARMAPURI BO	51084
51	752	DINAKARAN.K	SENIOR MANAGER	DINDIGUL BO	113948
52	435	GANAPATHI.P	SENIOR OFFICER	DINDIGUL BO	73302

53	429	YATHIRAJULU.R	SENIOR OFFICER	DINDIGUL BO	73377
54	526	RAJA KUMAR.H	OFFICER-GRADE-III	DINDIGUL BO	70984
55	644	THARCIS MANOHARAN, A	JUNIOR OFFICER-GRADE-II	DINDIGUL BO	67684
56	679	VENKATESH. GR.	JUNIOR OFFICER-GRADE-II	DINDIGUL BO	69026
57	605	MURUGESAN.M (1961)	DRIVER-GRADE-I	DINDIGUL BO	51108
58	811	RAJENDRAN.V.A.	MANAGER-GRADE-III	ERODE BO	101722
59	767	RAMAKRISHNAN.S (767)	SENIOR OFFICER	ERODE BO	68406
60	522	RAMASAMY, K [522]	OFFICER-GRADE-III	ERODE BO	69741
61	859	PARIMALA.E	JUNIOR OFFICER-GRADE-II	ERODE BO	62010
62	1064	DHANALAKSHMI.E	JUNIOR OFFICER-GRADE-III	ERODE BO	53456
63	900	SANGAMITHIRAI.J	JUNIOR OFFICER-GRADE-III	ERODE BO	58576
64	1048	SENTHILKUMAR.S	JUNIOR OFFICER-GRADE-III	ERODE BO	54136
65	1052	THILAGAM.K	JUNIOR OFFICER-GRADE-III	ERODE BO	54136
66	1103	VENKATESWARAN.T	DRIVER-GRADE-I	ERODE BO	51099
67	1012	ANANDAN.G	DRIVER-GRADE-I	HEAD OFFICE	52914
68	801	KIRUBAKARAN.T	GENERAL MANAGER	HEAD OFFICE	135680
69	472	SRINIVASAN.G	DEPUTY GENERAL MANAGER	HEAD OFFICE	131832
70	468	ILANGO.P	DEPUTY GENERAL MANAGER	HEAD OFFICE	119001
71	426	GANESARAJARAM.R.B	DEPUTY GENERAL MANAGER	HEAD OFFICE	119455
72	1019	MURALIDHARAN. S.	DEPUTY GENERAL MANAGER	HEAD OFFICE	117981
73	424	SUBRAMANIAN.K.V	DEPUTY GENERAL MANAGER	HEAD OFFICE	117301
74	517	SUKUMAR.T.S	ASSISTANT GENERAL MANAGER	HEAD OFFICE	112118
75	612	KISHOREKUMAR. R	ASSISTANT GENERAL MANAGER	HEAD OFFICE	115058
76	551	SASHIKALA.S (551)	ASSISTANT GENERAL MANAGER	HEAD OFFICE	118499
77	650	ASHOK. S	SENIOR MANAGER	HEAD OFFICE	112524
78	749	CHOCKANATHAN. S	SENIOR MANAGER	HEAD OFFICE	110278
79	738	DURAIRAJ.D	COMPANY SECRETARY	HEAD OFFICE	115082
80	670	MARAGATHAM.B	SENIOR MANAGER	HEAD OFFICE	110851
81	780	RAMESH.R.J	SENIOR MANAGER	HEAD OFFICE	114245

82	525	SEETHA RAMAN.K	SENIOR MANAGER	HEAD OFFICE	116519
83	755	RANGARAJU.M	SENIOR MANAGER	HEAD OFFICE	98574
84	1038	RAJU, A.J.S.	MANAGER-GRADE-III	HEAD OFFICE	103155
85	823	MALLIGA.M	MANAGER-GRADE-III	HEAD OFFICE	105279
86	1082	VEERABADRAN.B	MANAGER-GRADE-III	HEAD OFFICE	102866
87	402	JAYANTHI.B	DEPUTY MANAGER	HEAD OFFICE	98611
88	861	ANBALAGAN. S	SENIOR OFFICER	HEAD OFFICE	68341
89	665	GEETHA.M	SENIOR OFFICER	HEAD OFFICE	72810
90	1127	GOWRI. P	SENIOR OFFICER	HEAD OFFICE	60855
91	1041	MURALI.P	SENIOR OFFICER	HEAD OFFICE	64732
92	433	NAGARAJAN S. (433)	SENIOR OFFICER	HEAD OFFICE	76873
93	728	NAGARAJAN.S (728)	SENIOR OFFICER	HEAD OFFICE	72810
94	1125	NANDHINI DEVI. M	SENIOR OFFICER	HEAD OFFICE	63741
95	681	RAVICHANDRAN.M	SENIOR OFFICER	HEAD OFFICE	72810
96	304	SATHYANARAYANAN K	SENIOR OFFICER	HEAD OFFICE	85740
97	1126	SHOBANA. S	SENIOR OFFICER	HEAD OFFICE	61797
98	696	SUBBIAH.S	SENIOR OFFICER	HEAD OFFICE	72810
99	400	THAMIZHARASI.K	SENIOR OFFICER	HEAD OFFICE	76649
100	634	BALACHANDAR.A.R	OFFICER-GRADE-III	HEAD OFFICE	70277
101	614	DORAIRAJ.R	OFFICER-GRADE-III	HEAD OFFICE	73527
102	593	KAMALAKANNAN.A	OFFICER-GRADE-III	HEAD OFFICE	73471
103	571	KUMARAPPAN.L	OFFICER-GRADE-III	HEAD OFFICE	73384
104	481	SUNDARI.K	OFFICER-GRADE-III	HEAD OFFICE	76535
105	578	KARUNANITHI.R.	JUNIOR OFFICER-GRADE-I	HEAD OFFICE	74125
106	564	KRISHNAKUMARI. K.	JUNIOR OFFICER-GRADE-I	HEAD OFFICE	74125
107	565	SHANTHI.C (565)	JUNIOR OFFICER-GRADE-I	HEAD OFFICE	74125
108	568	RAJENDRAN.P	JUNIOR OFFICER-GRADE-I	HEAD OFFICE	74125
109	579	VALAIYAPATHY.S	JUNIOR OFFICER-GRADE-I	HEAD OFFICE	74125
110	594	VALAYAPATHY.R	JUNIOR OFFICER-GRADE-I	HEAD OFFICE	75439
111	692	DEVAKUMAR.T.B	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70086
112	694	GAYAS BASHA.J	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71376

113	741	JEYAKUMARI. M	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70161
114	716	KALAISELVI.PL.S	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71376
115	704	KANDAVEL. S.S.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71376
116	836	KUMARESAN.G	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	67409
117	715	KUMUDAVALLI. R.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71451
118	703	LAKSHMI.P	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	69406
119	886	MAHESH.P.S	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	63480
120	912	KOMALAVALLI.P	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	63530
121	902	MEENAKSHI. R	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	67480
122	1025	MOHAN. S	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	67409
123	663	MOHANKUMAR C.M.V.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70109
124	734	PARVATHI.G	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70136
125	639	PRASAD.P.S	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71328
126	637	PRASHANTHI.K	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	69384
127	688	RAJASEKARAN.S	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71376
128	856	RAJU T.V.G	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	66190
129	873	RAMESH BABU. E	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	65534
130	698	RAVICHANDRAN.V	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71400
131	871	SANTHANA KENNEDY.P	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	65534
132	877	SANTHOSH KUMAR.N	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	67630
133	843	SATHIYAVATHI.K.K	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	67459
134	687	SIVAKUMAR. N	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70086
135	693	SRIDHAR. G.B.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70086
136	865	SULOCHANA.M	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	67530
137	700	SURESH.K	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70086
138	882	THANGAKRISHNAN.M	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	66364
139	689	USHADEVI. SR.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71426
140	684	USHARANI. S.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70696
141	726	VALARMATHI.R (726)	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	71376
142	682	VENKATESAN. C.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70086
143	721	VIJEYA. VR	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70106

144	708	VIMALA K.	JUNIOR OFFICER-GRADE-II	HEAD OFFICE	70746
145	736	RANGANATHAN.P	ASSISTANT GRADE-III	HEAD OFFICE	35699
146	600	SOMARAJ.M	ASSISTANT GRADE-III	HEAD OFFICE	36379
147	441	ANNADURAI. M	RECORD CLERK-GRADE-II	HEAD OFFICE	30645
148	1013	GUNALAN. J	DRIVER-GRADE-I	HEAD OFFICE	52959
149	1002	BALAKUMAR.K	DRIVER-GRADE-I	HEAD OFFICE	52884
150	1078	JAYAVELU A.	DRIVER-GRADE-I	HEAD OFFICE	52884
151	1022	MURALI KRISHNAN.A	DRIVER-GRADE-I	HEAD OFFICE	51250
152	1119	CHITRARASAN. C	DRIVER-GRADE-II	HEAD OFFICE	45844
153	924	SHANMUGAM. M	DRIVER-GRADE-I	HEAD OFFICE	52884
154	782	VENKATESAN.V	DRIVER-GRADE-I	HEAD OFFICE	52884
155	1027	RAMESH.B	RECORD CLERK-GRADE-III	HEAD OFFICE	28980
156	1011	MANI.V	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	30267
157	1023	INDRA.R	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	29667
158	805	GOVINDASAMY.V	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	30632
159	1069	RAMESH.P	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	30070
160	1036	RAMESH.R	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	30267
161	925	RAVICHANDRAN.D	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	30267
162	1021	SANKAR.A	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	29062
163	439	SEKAR.K	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	33968
164	807	SUBRAMANIYAN.A	OFFICE ASSISTANT GRADE-I	HEAD OFFICE	30742
165	1037	SELVAM.V	OFFICE ASSISTANT GRADE-II	HEAD OFFICE	26279
166	1028	THAINEES MARY	OFFICE ASSISTANT GRADE-II	HEAD OFFICE	27101
167	920	MOHAN.T	MANAGER-GRADE-III	HOSUR BO	103222
168	765	MURUGAN.K	SENIOR OFFICER (UNDER SUSPENSION)	HOSUR BO	69151
169	831	RAVI.M	SENIOR OFFICER	HOSUR BO	68687
170	818	KANCHANA DEVI. K.	JUNIOR OFFICER-GRADE-II	HOSUR BO	65388
171	905	MAITHEEN GANI.A	JUNIOR OFFICER-GRADE-II	HOSUR BO	65134
172	695	SIVASANKARAN.N	JUNIOR OFFICER-GRADE-II	HOSUR BO	70476
173	863	SUNDARARAJAN.G	JUNIOR OFFICER-GRADE-II	HOSUR BO	66559
174	800	KUMAR.V	MANAGER-GRADE-III	KARAIKUDI BO	106515

175	437	MOHAN.P	SENIOR OFFICER	KARAIKUDI BO	74497
176	294	SAMPATH.M	SENIOR OFFICER	KARAIKUDI BO	77846
177	906	MUTHUKUMAR.G	JUNIOR OFFICER-GRADE-II	KARAIKUDI BO	63834
178	844	MURUGAN N.P.	JUNIOR OFFICER-GRADE-II	KARAIKUDI BO	65009
179	1075	MURUGAN. S (1075)	DRIVER-GRADE-I	KARAIKUDI BO	50884
180	1116	SANJEEVI.R	OFFICE ASSISTANT GRADE-II	KARAIKUDI BO	26762
181	676	EKAMBARAM.V	SENIOR MANAGER	KARUR BO	110076
182	344	KATHIRVEL.R	SENIOR OFFICER	KARUR BO	71871
183	580	SIVAKAMI.T.S	OFFICER-GRADE-III	KARUR BO	69741
184	528	PONNAMBALAM.P	OFFICER-GRADE-III	KARUR BO	71034
185	543	RAMKUMAR.V	JUNIOR OFFICER-GRADE-I	KARUR BO	71095
186	712	THANGARAJ. K	OFFICE ASSISTANT GRADE-I	KARUR BO	28935
187	825	RAJENDRAN.S	MANAGER-GRADE-III	KURICHI BO	103502
188	328	NAGARAJ.S (1960)	SENIOR OFFICER	KURICHI BO	83495
189	379	BASKARAN. R (379)	SENIOR OFFICER	KURICHI BO	74062
190	493	JACKSON.M	OFFICER-GRADE-III	KURICHI BO	70576
191	769	RAJAN RAAMALINGAM. N	JUNIOR OFFICER-GRADE-II	KURICHI BO	65837
192	813	RAJATHI. R.	JUNIOR OFFICER-GRADE-II	KURICHI BO	63944
193	1062	SASIKALA. L (1062)	JUNIOR OFFICER-GRADE-III	KURICHI BO	54896
194	1101	SHANMUGASUNDARAM, N	DRIVER-GRADE-I	KURICHI BO	51744
195	1070	SIVALINGAM. N	OFFICE ASSISTANT GRADE-I	KURICHI BO	29577
196	779	BHUVANESWARI K	MANAGER-GRADE-III	MADURAI BO	102407
197	443	BASKARAN.P.S	SENIOR OFFICER	MADURAI BO	75281
198	839	CHITRA.S	JUNIOR OFFICER-GRADE-II	MADURAI BO	64594
199	901	KANAGARAJAN.K	JUNIOR OFFICER-GRADE-II	MADURAI BO	64574
200	638	PARTHASARATHY.R	JUNIOR OFFICER-GRADE-II	MADURAI BO	68449
201	899	TAMILSELVI .C	JUNIOR OFFICER-GRADE-II	MADURAI BO	64624
202	850	THIAGARAJAN.R	JUNIOR OFFICER-GRADE-II	MADURAI BO	64574
203	840	VASANTHI P.	JUNIOR OFFICER-GRADE-II	MADURAI BO	64624
204	1068	CHINNADURAI.S	DRIVER-GRADE-I	MADURAI BO	51768
205	1110	SHANMUGASUNDARAM S.	RECORD CLERK-GRADE-III	MADURAI BO	28657

206	623	PAULRAJAN.E	ASSISTANT GENERAL MANAGER	MADURAI REGION	113489
207	425	SELVARAJ A.P.	DEPUTY MANAGER	MADURAI REGION	101407
208	849	BALASUBRAMANIAN.S (849)	JUNIOR OFFICER-GRADE-II	MADURAI REGION	65769
209	635	DHASARATHAN.S	JUNIOR OFFICER-GRADE-II	MADURAI REGION	69617
210	894	KANDASAMY KANNAN.G	JUNIOR OFFICER-GRADE-II	MADURAI REGION	64374
211	841	SELVI.P	JUNIOR OFFICER-GRADE-II	MADURAI REGION	64624
212	1109	AMMAVASI.A	RECORD CLERK-GRADE-III	MADURAI REGION	28657
213	293	GOPAKUMAR.V	SENIOR OFFICER	NAGAPPATTINAM FO	77870
214	1058	SIVANANDAM .A.M.	JUNIOR OFFICER-GRADE-III	NAGAPPATTINAM FO	54877
215	756	SUNDARESAN.A.R	SENIOR MANAGER	NAGERCOIL BO	108817
216	479	GRACY.T.	SENIOR OFFICER	NAGERCOIL BO	77485
217	717	JOHN BRIGHT.M.	SENIOR OFFICER	NAGERCOIL BO	70485
218	414	THAMILARASI. S.	SENIOR OFFICER	NAGERCOIL BO	73377
219	490	VANAJAKUMARI.T.	OFFICER-GRADE-III	NAGERCOIL BO	71058
220	1065	NAGARAJAN.P	JUNIOR OFFICER-GRADE-III	NAGERCOIL BO	54423
221	895	RAVIKUMAR.P.S	JUNIOR OFFICER-GRADE-II	NAGERCOIL BO	65100
222	796	SAHADEVAN.G	MANAGER-GRADE-III	NAMAKKAL BO	102879
223	617	RAVIKUMAR.V	SENIOR OFFICER	NAMAKKAL BO	71055
224	549	SAKTHIVEL.J	OFFICER-GRADE-III	NAMAKKAL BO	69816
225	534	GOVINDARAJU.K	OFFICER-GRADE-III	NAMAKKAL BO	69791
226	881	HEMALATHA.S	JUNIOR OFFICER-GRADE-II	NAMAKKAL BO	62690
227	1108	PALANISAMY.K	DRIVER-GRADE-I	NAMAKKAL BO	49620
228	1097	LAKSHMANAN.B	OFFICE ASSISTANT GRADE-I	NAMAKKAL BO	29619
229	537	PARIMELALAGAN.G	OFFICER-GRADE-III	PERAMBALUR FO	71059
230	1053	RANI.V	JUNIOR OFFICER-GRADE-III	PERAMBALUR FO	53456
231	602	RAJU.V	ASSISTANT GRADE-III	PERAMBALUR FO	35641
232	627	SUBRAMANIAN.C	SENIOR MANAGER	PUDUKKOTTAI BO	106826
233	434	BASKARAN.R (434)	SENIOR OFFICER	PUDUKKOTTAI BO	74572
234	444	RAGHAVAN.S	SENIOR OFFICER	PUDUKKOTTAI BO	74572
235	521	NAGARAJAN.D	JUNIOR OFFICER-GRADE-I	PUDUKKOTTAI BO	73090



236	828	PALANISELVAM.B	JUNIOR OFFICER-GRADE-II	PUDUKKOTTAI BO	63838
237	596	KANNAN.L	DRIVER-GRADE-I	PUDUKKOTTAI BO	51084
238	1066	SURESHKUMAR.V	RECORD CLERK-GRADE-III	PUDUKKOTTAI BO	29187
239	1093	CHANDRASEKARAN.A	OFFICE ASSISTANT GRADE-I	PUDUKKOTTAI BO	29047
240	853	KANNAN K.	SENIOR OFFICER	RAMANATHAPURAM FO	68453
241	1105	MANOHARAN.M.R	JUNIOR OFFICER-GRADE-III	RAMANATHAPURAM FO	54877
242	743	KATHIRESAN M	ASSISTANT GRADE-III	RAMANATHAPURAM FO	35259
243	1115	MUNIASAMY. M	OFFICE ASSISTANT GRADE-II	RAMANATHAPURAM FO	26762
244	372	KIRUPA N.	DEPUTY MANAGER	SALEM BO	96571
245	545	NAGARAJAN.A (545)	OFFICER-GRADE-III	SALEM BO	69546
246	523	VENKATESAN.R	OFFICER-GRADE-III	SALEM BO	70101
247	833	KHAJA MOHIDEEN..P.A.	JUNIOR OFFICER-GRADE-II	SALEM BO	64198
248	862	SURESH BABU.D	JUNIOR OFFICER-GRADE-II	SALEM BO	65389
249	1104	KASIMANI.S	ASSISTANT GRADE-III	SALEM BO	35411
250	624	RAMASAMY.U	ASST. GENERAL MANAGER	SALEM REGION	116244
251	380	SARAVANAGANESAN.P	SENIOR OFFICER	SALEM REGION	70176
252	482	ILANGO.S.P.R	OFFICER-GRADE-III	SALEM REGION	74283
253	536	THACHINAMOORTHY.T	OFFICER-GRADE-III	SALEM REGION	70101
254	772	JEHANGIR BASHA.M	JUNIOR OFFICER-GRADE-II	SALEM REGION	65369
255	1090	RAMACHANDRAN.M	RECORD CLERK-GRADE-III	SALEM REGION	28707
256	923	ELENCEZHIAN.K	MANAGER-GRADE-III	SIVAKASI BO	101647
257	909	KARUNAGARAN.B	SENIOR OFFICER	SIVAKASI BO	67162
258	646	KASTHURI.A	SENIOR OFFICER	SIVAKASI BO	70362
259	487	THIYAGARAJAN.T (487)	OFFICER-GRADE-III	SIVAKASI BO	69136
260	1056	MURUGAN.M.C	JUNIOR OFFICER-GRADE-III	SIVAKASI BO	54156
261	847	VIJAYALAKSHMI K	JUNIOR OFFICER-GRADE-II	SIVAKASI BO	65109
262	1118	JAYAPPAUL.P	DRIVER-GRADE-II	SIVAKASI BO	44214
263	1049	RADHA, K [1049]	MANAGER-GRADE-III (UNDER SUSPENSION)	TAMBARAM BO	103155

264	1124	KATHAMBARI. S	SENIOR OFFICER	TAMBARAM BO	64296
265	432	RAMAKRISHNAN.N	SENIOR OFFICER	TAMBARAM BO	76897
266	446	RATHINAMOORTHY.G	SENIOR OFFICER	TAMBARAM BO	76897
267	364	VIJAYALAKSMI, M	SENIOR OFFICER	TAMBARAM BO	78717
268	876	ARANGASAMY. P	JUNIOR OFFICER-GRADE-II	TAMBARAM BO	64363
269	685	CHANDRIKA.P.R	JUNIOR OFFICER-GRADE-II	TAMBARAM BO	69426
270	855	EDWIN.J	JUNIOR OFFICER-GRADE-II	TAMBARAM BO	65560
271	910	JAYALAKSHMI.C	JUNIOR OFFICER-GRADE-II	TAMBARAM BO	66190
272	643	SHANTHI. C (643)	JUNIOR OFFICER-GRADE-II	TAMBARAM BO	70109
273	691	SIVASAKTHI.A	JUNIOR OFFICER-GRADE-II	TAMBARAM BO	70136
274	264	YESUBABU.D	OFFICE ASSISTANT GRADE-I	TAMBARAM BO	38264
275	778	CHITRA SHENBAGA VALLI.R	MANAGER-GRADE-III	THANJAVUR BO	104579
276	854	SANTHANAM.D	SENIOR OFFICER	THANJAVUR BO	67088
277	781	RATNABAI KESAL RANI.W	JUNIOR OFFICER-GRADE-II	THANJAVUR BO	65104
278	874	KARTHINI.P	JUNIOR OFFICER-GRADE-II	THANJAVUR BO	63865
279	1095	MATHIALAGAN .P.	DRIVER-GRADE-I	THANJAVUR BO	51084
280	1120	USHA.C	ASSISTANT GRADE-III	THANJAVUR BO	30815
281	1076	SELVAM.P	OFFICE ASSISTANT GRADE-I	THANJAVUR BO	29047
282	842	CHITHIRAI SELVI.P	SENIOR OFFICER	THENI FO	68381
283	809	MURUGAVEL.M	JUNIOR OFFICER-GRADE-II	THENI FO	65130
284	357	MURUGAN.S (357)	DEPUTY MANAGER	THOOTHUKUDI BO	96020
285	411	NARAYANAN.R	SENIOR OFFICER	THOOTHUKUDI BO	73377
286	891	PAKSHIRAJAN.M.	SENIOR OFFICER	THOOTHUKUDI BO	67112
287	618	SHANTHA.N.	OFFICER-GRADE-III	THOOTHUKUDI BO	71202
288	1107	BALAKRISHNAN.A	JUNIOR OFFICER-GRADE-III	THOOTHUKUDI BO	54136
289	907	CHELLADURAI.C	JUNIOR OFFICER-GRADE-II	THOOTHUKUDI BO	63888
290	872	SELVAN ARUMUGAM.T	JUNIOR OFFICER-GRADE-II	THOOTHUKUDI BO	62717
291	789	SUSIL KUMAR.K	MANAGER-GRADE-III	TIRUCHIRAPALLI BO	103027
292	885	GOVINDARAJ.R	SENIOR OFFICER	TIRUCHIRAPALLI BO	63074
293	524	MILTON.B.H.S	OFFICER-GRADE-III	TIRUCHIRAPALLI BO	74092
294	562	SELVAMANI.E	JUNIOR OFFICER-GRADE-I	TIRUCHIRAPALLI BO	71455

295	1112	SANTHANAM.A	DRIVER-GRADE-I	TIRUCHIRAPALLI BO	48464
296	793	MURUGESAN.K. (793)	MANAGER-GRADE-III	TIRUNELVELI BO	101327
297	428	BHARATHI.S	SENIOR OFFICER	TIRUNELVELI BO	73737
298	436	MURUGESAN.K. (436)	SENIOR OFFICER	TIRUNELVELI BO	73662
299	812	ANANTHI. V	JUNIOR OFFICER-GRADE-II	TIRUNELVELI BO	64024
300	898	CHOCKALINGAM. V.M.	JUNIOR OFFICER-GRADE-II	TIRUNELVELI BO	65540
301	816	SELVI.B	JUNIOR OFFICER-GRADE-II	TIRUNELVELI BO	65510
302	889	SHANTHA.P	JUNIOR OFFICER-GRADE-II	TIRUNELVELI BO	64218
303	783	SUKUMARAN, R	DRIVER-GRADE-I	TIRUNELVELI BO	51254
304	415	ANTHONY RAJ.S	SENIOR OFFICER	TIRUNELVELI REGION	73662
305	587	RADHAKRISHNAMOORTHY N	SENIOR OFFICER	TIRUNELVELI REGION	74980
306	893	MOTHA RENALD	JUNIOR OFFICER-GRADE-II	TIRUNELVELI REGION	65440
307	887	RAJESWARI.K	JUNIOR OFFICER-GRADE-II	TIRUNELVELI REGION	64248
308	672	ANTONYCHAMY,B.	DRIVER-GRADE-I	TIRUNELVELI REGION	51478
309	1085	KARUNAKARAN.T	DEPUTY MANAGER	TIRUPPUR BO	96966
310	1123	BABY. S	SENIOR OFFICER	TIRUPPUR BO	62021
311	860	GOKULAKRISHNAN.T.S	SENIOR OFFICER	TIRUPPUR BO	68525
312	615	GANAPATHYAMMAL. R	OFFICER-GRADE-III	TIRUPPUR BO	71202
313	729	USHA RANI.M	JUNIOR OFFICER-GRADE-II	TIRUPPUR BO	68296
314	892	KALIDASU.P	JUNIOR OFFICER-GRADE-II	TIRUPPUR BO	65130
315	822	MUSTHIRI MOHAMMED	JUNIOR OFFICER-GRADE-II	TIRUPPUR BO	63864
316	486	RAJA.V	OFFICER-GRADE-III	TIRUPPUR BO	74091
317	1071	SHANMUGASAMY.S	DRIVER-GRADE-I	TIRUPPUR BO	51108
318	719	ARUNASALARAJAN.S	SENIOR MANAGER	TIRUVALLUR BO	115424
319	777	PALANIVEL.R	SENIOR MANAGER	TIRUVALLUR BO	111217
320	705	JAGANATHAN. L.	SENIOR OFFICER	TIRUVALLUR BO	68054
321	408	RAVINDRAN. S	SENIOR OFFICER	TIRUVALLUR BO	75097
322	720	SANKAR.V	SENIOR OFFICER	TIRUVALLUR BO	72810
323	884	SENTHILKUMARI.B	SENIOR OFFICER	TIRUVALLUR BO	63911
324	575	MOHANAKRISHNAN.N	JUNIOR OFFICER-GRADE-I	TIRUVALLUR BO	74200
325	837	BHUVANESWARI.N.P	JUNIOR OFFICER-GRADE-II	TIRUVALLUR BO	66285

326	683	MOHANKUMAR. P	JUNIOR OFFICER-GRADE-II	TIRUVALLUR BO	70086
327	722	PARTHASARATHY. A.	JUNIOR OFFICER-GRADE-II	TIRUVALLUR BO	71376
328	829	PARTHIBAN S	JUNIOR OFFICER-GRADE-II	TIRUVALLUR BO	66214
329	724	SOMASUNDARAM.K.R	JUNIOR OFFICER-GRADE-II	TIRUVALLUR BO	70136
330	697	VIJAYA.J	JUNIOR OFFICER-GRADE-II	TIRUVALLUR BO	70746
331	671	KIRUBARANI.S	JUNIOR OFFICER-GRADE-III	TIRUVALLUR BO	54666
332	590	JAYAKUMAR.R	OFFICE ASSISTANT GRADE-I	TIRUVALLUR BO	31626
333	830	SEKAR. M	SENIOR OFFICER	TIRUVANNAMALAI FO	68406
334	723	ELIZABETH.V	JUNIOR OFFICER-GRADE-II	TIRUVANNAMALAI FO	69026
335	1113	JAISANKAR.D	DRIVER-GRADE-I	TIRUVANNAMALAI FO	48104
336	459	BALASUBRAMANIAN .K.	SENIOR OFFICER	TRICHY REGION	73686
337	733	SUBRAMANINAN.D	SENIOR OFFICER	TRICHY REGION	69500
338	542	VENKATARAMANAN .S	OFFICER-GRADE-III	TRICHY REGION	71394
339	354	SUNDARAM.K (354)	RECORD CLERK-GRADE-I	TRICHY REGION	41930
340	652	MALA. W.B.	ASSISTANT GENERAL MANAGER	VELLORE BO	114112
341	834	BHAVANI. M	JUNIOR OFFICER-GRADE-II	VELLORE BO	65059
342	629	JAMUNA. A	JUNIOR OFFICER-GRADE-II	VELLORE BO	67664
343	838	PICHANDI.A	JUNIOR OFFICER-GRADE-II	VELLORE BO	63814
344	640	RAMAMURTHY. G (640)	JUNIOR OFFICER-GRADE-II	VELLORE BO	67689
345	858	RAMATHILAKAM.M	JUNIOR OFFICER-GRADE-II	VELLORE BO	63614
346	631	SELVAKUMAR. M	JUNIOR OFFICER-GRADE-II	VELLORE BO	67614
347	1094	SUBRAMANI.N	DRIVER-GRADE-I	VELLORE BO	51094
348	656	RAVICHANDRAN.R	SENIOR MANAGER	VILLUPURAM BO	112344
349	908	ELAVARASAN.L	SENIOR OFFICER	VILLUPURAM BO	68454
350	852	AUGUSTINE MANONMANI.K	JUNIOR OFFICER-GRADE-II	VILLUPURAM BO	64809
351	883	VALARMATHI.R (883)	JUNIOR OFFICER-GRADE-II	VILLUPURAM BO	61354
352	1050	SUTHA.S	JUNIOR OFFICER-GRADE-III	VILLUPURAM BO	54847
353	1092	CHAKKARAVARTHY.K.	OFFICE ASSISTANT GRADE-I	VILLUPURAM BO	28567
354	633	VARADHARAJ.J.K	SENIOR OFFICER	VIRUDHUNAGAR FO	70366
355	896	JEBARANI.S	JUNIOR OFFICER-GRADE-II	VIRUDHUNAGAR FO	63938

356	496	ANANDAN V D	SENIOR MANAGER	ON DEPUTATION	
357	496	PONNUSAMY.R	OFFICER, GRADE III	ON DEPUTATION	
358	754	GUNASEKARAN.P (subsistence allowance)		UNDER SUSPENSION	49765
			GROSS EARNINGS		24410209

## ANNEXURE VII

## DELEGATION OF SANCTION POWERS: EXISTING

(Rs. in Lakhs)

Sl. No.	Type of Loan	By Branch Manager		Branch Sanction Committee		RLSC		MD/CMD		EC		BOARD	
		Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed
I	Transport Loans	10	10	50	50	200	200	--	--	500	500	Above 500	Above 500
II	Term Loans (new clients)	--	--	75	100	200	400	--	--	500	600	Above 500	Above 600
III	Term Loan for existing clients *	--	--	125	150	300	600	--	--	500	800	Above 500	Above 800
IV	For clients of same group	--	--	150	200	500	800	--	--	1000	1200	Above 1000	Above 1200
V	Open Term Loan	--	--	50	75	100	150	--	--	--	--	--	--
VI	Bill Finance-TNEB	--	--	500	500 (No change)	3000	3000 (No Change)	NIL	NIL	--	--	Above 3000	Above 3000
VII	Bill Finance-TWAD	--	--	500		3000				--		--	--
VII I	Drawee Bill Scheme for new clients	--	--	50	50	100	150	--	--	300	300	Above 300	Above 300
IX	Drawee Bill for existing customers	--	--	75	75	150	150	--	--	500	500	Above 500	Above 500
X	NBFCs/Joint Finance/Consortium Finance/High Cost borrowing	--	--	--	--	--	--	--	--	--	--	All cases	All cases
XI	Business Space Rental Scheme	--	--	--	--	--	--	--	--	500	500	Above 500	Above 500
XII	Generator loan (for existing clients irrespective of outstanding)	10	10	100	100	200	200	--	--	500	500	Above 500	Above 500
XII I	Take over of Loan	--	--	--	--	--	--	--	--	500	500	Above 500	Above 500
XI V	WCTL	--	--	50	50	150	200 **	--	--	--	--	--	--

\* Existing customers complying with the following conditions:

- The unit is in standard category continuously for the last three completed years.
- The unit which have earned cash profit continuously for the last three completed years.
- The unit whose net worth is positive.

\*\* Separately approved by the Board on 21.08.2015

Last modified on 05.01.2018