

**TAMILNADU STATE TRANSPORT CORPORATION (SALEM) LTD.,**  
**No. 12, RAMAKRISHNA ROAD,**  
**SALEM-636007.**

**I. INTRODUCTION**

- 1.1 In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Government of India have enacted “The Right to Information Act,2005”, (RTI Act) which came into force on 15.06.2005. In accordance with the provisions of Section 4(1) (b) of this Act, the TamilNadu State Transport Corporation (Salem) Limited, Salem has brought out this Manual for information and guidance of the stakeholders and the general public.
- 1.2 The purpose of this manual is to inform the general public about this Department’s Organizational set-up, functions and duties of its officers and employees, records and documents available with the Department.
- 1.3 This Manual is aimed at the public in general and users of the services and provides information about the functions, duties of the Tamil Nadu State Transport Corporation (Salem) Limited, Salem and the branches under its administrative control.
- 1.4 The TamilNadu State Transport Corporation (Salem) Limited, has designated Thiru S.Selvakumar, B.E., Assistant Manager (Legal-Corporate) as Public Information Officer (PIO), Thiru M.Palanisamy, M.L (LLM/M.L), Assistant Manager (Legal), Salem Region and Thiru R.Aswin, B.E., M.L(LLM/M.L), Assistant Manager (Legal), Dharmapuri Region as Assistant Public Information Officers (APIOs) for all matters concerning the Corporation.

**1.5** A person requiring any information under the Act may contact Thiru S.Selvakumar, B.E., Assistant Manager (Legal-Corporate) and Public Information Officer (PIO), TamilNadu State Transport Corporation (Salem) Limited, Salem. His Office Telephone No. is 0427- 2314391-93. His Email address is [tnstcsalem@gmail.com](mailto:tnstcsalem@gmail.com).

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

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

Fees for Right to Information Act 2005-0299 A

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

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

fee of Rs.5/- for every one hour (or fraction thereof) thereafter.

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

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

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

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

Thiru S.Joseph Diaz, B.E.  
Managing Director,  
Tamil Nadu State Transport Corporation (Salem) Ltd.,  
12, Ramakrishna Road,  
Salem- 636007.  
E-mail: [tnstcsalem@gmail.com](mailto:tnstcsalem@gmail.com)

**II PARTICULARS OF ORGANISATION, FUNCTIONS AND DUTIES :**  
**(UNDERSECTION 4(1)(B)(I) OF THE RIGHT TO INFORMATION ACT 2005)**

**1. OBJECTIVE/PURPOSE OF THE CORPORATION:**

The objective of the Corporation is to provide efficient, economical and co-ordinated transport facility to the public in the jurisdiction of Salem, Namakkal, Dharmapuri, Krishnagiri and Tiruppattur Districts. Accordingly, the Corporation is operating 1038 Mofussil, 25 Ghat and 837 Town buses. The Corporation has been registered under Companies Act, wholly owned by the Government and all the shares are held by the Government of Tamil Nadu and its nominees.

**i) BRIEF HISTORY:**

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

At present, TNSTC (Salem) Limited, is having a fleet of 2085 buses with 32 branches. The Corporation is operating 9.31 lakhs KMs and carrying 20.17 lakhs of passengers per day. The Corporation has provided employment to 10,677 persons.

**ii) ORGANISATION:**

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

## **2) FUNCTIONS OF THE ADMINISTRATIVE UNITS:**

### **i) GENERAL MANAGER (REGION)**

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

<b>Sl. No</b>	<b>Details</b>	<b>Salem Region</b>	<b>Dharmapuri Region</b>
1.	Name	T.Mohankumar,B.E.,	K.Selvam,B.E.,
2.	Office Address	Tamilnadu State Transport Corporation (Salem) Ltd., 12, Ramakrishna Road, Salem-636007	Tamilnadu State Transport Corporation (Salem) Ltd., Dharmapuri Region Salem Main Road, Bharathipuram, Dharmapuri-636705.
3.	TelephoneNo.	0427-2314391 0427-2314392 0427-2314393 (3 lines)	04342-230318 04342-230319 04342-230321 (3 lines)
4.	E-mail	<a href="mailto:tnstcsalem@gmail.com">tnstcsalem@gmail.com</a>	<a href="mailto:tnstcdpi9@gmail.com">tnstcdpi9@gmail.com</a>

## **3) WORKING HOURS:**

The Corporation Office works between 09.45 and 17.30 (Lunch break is 1.00 PM to 01.30 PM) on all days except Sundays, Second Saturdays and Holidays. Central Workshop working hours between 8.30 to 17.00 (Lunch break is 12.30 pm to 01.00 pm).

## **III. POWERS AND DUTIES OF OFFICERS AND EMPLOYEES**

### **(UNDER SECTION 4(1) (B) (II) OF THE RTI ACT)**

The Corporation is headed by the Managing Director. He is assisted by Financial Adviser and Chief Accounts Officer, two General Managers (Salem & Dharmapuri), General Manager (Technical), General Manager (Operation & Admin), Chief Audit Officer, Company Secretary, 12 Deputy Managers and 37 Assistant Managers. The Officers and Employees exercise the Administrative and Financial powers as laid in the Delegation of Financial powers and the Purchase Policy. The power and duties of the Officers are indicated below:

**A. MANAGING DIRECTOR:**

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

**B. GENERAL MANAGER:**

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

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

The above officers are working at the Corporate Office of the Corporation and over all in-charge of Finance & Accounting functions, Secretarial, Trust Accounts, Pension Payment and Auditing functions.

**D. DEPUTY MANAGER/ASST.MANAGERS:**

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

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

Sl.No.	SECTION	DETAILS OF SUBJECTS DEALT
1	Accounts(Compilation)	Maintenance of Books of Accounts, Budgets and Funds management.
2	Accounts(Bills)	Passing of bills of suppliers and maintaining the related records.
3	Audit	Auditing of all the functions of the Corporation.
4	Trust Accounts and Settlement Section	Employees Provident Fund, Gratuity, Labour Welfare Trusts, Pension, Settlement of Provident Fund/Gratuity etc.,
5	Secretarial Section	Secretarial functions like convening Board Meetings / Finance / Audit Committee Meetings. Compliance of all statutory requirements under the Companies Act . Public Information Under Right to Information Act.
6	Civil	i) Preparation of Plans, drawing and estimates ii) Execution of revenue and Capital works iii) Land acquisition.
7	EDP	i) Designing of systems / programmes ii) Maintenance of Computers and peripherals.
8	Central Workshop & Tyre Plant	i) Reconditioning of aggregates such as Engine, Gear Box and other units. ii) Construction of new bus body iii) Retreading of Tyres.
9	Technical Wing	i) In-charge of all Technical activities of the Corporation. ii) Maintaining preventive maintenance of buses for break down free operation.
10	Training Centre	Responsible for designing the training programme after ascertaining the needs of Corporation using modern trend aids.

Sl.No.	SECTION	DETAILS OF SUBJECTS DEALT
11	Personnel Wing	i) Forecasting of man power and Planning. ii) Recruitment, Selection, Placement, iii) Review and Promotion. iv) Wage Administration
12	Legal Section/MACT	Legal matters in connection with Labour laws, Motor Accident Claims Tribunal, Criminal cases and Civil Suits.
13	Labour Welfare	1) Follow up of all Acts in connection to Transport Industry. 2) Follow up of Union demands 3) Canteen Management 4) Follow up of settlement of terminal benefits of retired employees
14	Commercial Wing	1) Introduction of new services. 2) Matter relating to STAT, High Court and Supreme Court. 3) Inter State Agreement.
15	Material Wing	Purchasing, Stocking and supply of all spares and accessories.
16	Branches	Maintenance and Operation of all Scheduled routes.
17	Security	Maintaining the safety aspects of the Corporation round the clock at Head Office and branches.

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

- 1) The Corporation follows the procedure laid down in Common Service Rules, Common Standing Orders, Purchase Policy and Delegation of Financial Powers.
- 2) The decisions are taken based on the merits of issues, priorities and availability of funds in accordance with the documented procedure laid down procedures/defined criteria/ Rules detailed above. The procedure of the examination is



initiated by the concerned section, subsequently approved through Assistant Manager, Deputy Manager, Chief Audit Officer and Financial Adviser & Chief Accounts Officer finally to the Managing Director. Committees viz. Purchase Committee, Technical Committee etc., have been constituted to discharge the day to day functions.

- 3) If a reply is requested to be made in representation the decisions are communicated to the petitioner.
- 4) Policy decisions and review of the performance of the Corporation are taken/done by the Committees constituted viz. Finance / Audit Committees and the Board of Directors.

**V.NORMS SET FOR THE DISCHARGE OF FUNCTIONS**  
**(Under Section 4(1) (b) (iv) of the RTI Act 2005)**

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

1. Common Service Rules
2. Certified Standing Order
3. Purchase Policy
4. Delegation of Financial Powers
5. The TamilNadu Land Acquisition Act,1978
6. The Factories Act,1948
7. The Payment of Minimum Wages Act,1948
8. The Motor Transport Worker's Act,1961
9. The Workmen Compensation Act,1923
10. The TamilNadu Transparency in Tenders Act,1998

11. The Payment of Bonus Act,1965
12. The Gratuity Act,1972
13. The Apprentices Act,1961
14. The Industrial Disputes Act,1947
15. The Trade Unions Act 1926
16. The Employment Exchanges (Compulsory Notification of Vacancies) Act,1959
17. The Maternity Benefit Act,1961
18. The Payment of Wages Act 1936.
19. The Motor Vehicles Act 1988.
20. The Industrial Employment (Standing Orders) Act 1946
21. The TamilNadu Payment of Subsistence Allowance Act 1981.
22. The National and Festival Holidays Act 1958.
23. The TamilNadu Industrial Establishments (Conferment of Permanent Status to Workmen) Act 1981
24. The Employees Provident Funds and Miscellaneous Provisions Act 1952
25. The Right to Information Act 2005
26. The Tamilnadu Shops and Establishment Act 1948

**VI. RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS HELD FOR DISCHARGING FUNCTIONS**

**(UNDER SECTION 4(1)(b)(v) OF THE RTI ACT 2005)**

1. The business in the Corporation is carried out with reference to the provisions laid in the following Rules and Regulation and Manuals.
  1. Common Service Rules
  2. Certified Standing Order
  3. Purchase Policy
  4. Delegation of Financial Powers
  5. The TamilNadu Land Acquisition Act,1978
  6. The Factories Act,1948

7. The Minimum Wages Act,1948
8. The Motor Transport Worker's Act,1961
9. The Workmen's Compensation Act,1923
10. The TamilNadu Transparency in Tenders Act,1998
11. The Payment of Bonus Act,1965
12. The Gratuity Act,1972
13. The Apprentices Act,1961
14. The Industrial Disputes Act,1947
15. The Trade UnionsAct,1926
16. The Employment Exchanges (Compulsory Notification of Vacancies) Act, 1959
17. The Maternity Benefit Act,1961
18. The Payment of Wages Act 1936.
19. The Motor Vehicle Act 1988.
20. The Industrial Employment (Standing Orders) Act 1946.
21. The TamilNadu Payment of Subsistence Allowance Act 1981
22. The National and Festival Holidays Act 1958.
23. The Tamil Nadu Industrial Establishments (Conferment of Permanent Status to Workmen) Act 1981.
24. The Employees Provident Funds and Miscellaneous Provisions Act 1952.
25. The Right to Information Act 2005.
26. The Tamilnadu Shops and Establishment Act 1948.

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

Sl.No.	Name of Act/Rules	Type of Document
1	Common Service Rules	The rules describe the provision relating to appointments, transfer, working hours, Superannuation, seniority, increment, review, fixation of pay, allowances, leave, Gratuity etc.,

Sl.No.	Name of Act/Rules	Type of Document
2	Certified Standing Order	It describes the methods of getting leave, the conduct of the employees suspension, enquiry, punishment and retirement.
3	Procurement Policy Note & Tender Transparency Act	Describes about the method and sources (OEM / Manufacture /dealer) of Purchase.
4	Delegation of Financial powers	It describes the powers/ monetary limits of the Officers / Committee.
5	Land Acquisition Act,1978	The procedure followed in the case of Acquisition/ Private/ Government land for public purpose is described.
6	The Factories Act,1948	The law relating to labours in factories. Various welfare measures such as Canteen facilities, working hours, weekly off and rest to be provided for Technical staff have been described.
7.	The Minimum Wages Act,1948	This Act describes about the procedure for fixing, revising minimum wages, and rates over time in certain employments.
8	The Motor Transport Workers' Act, 1961	An Act to promote for the welfare of Motor Transport Workers and regulate the conditions of their work such as working hours spread over etc.,
9	The Workmen's Compensation Act,1923	It provides for the payment of compensation by certain employer for injury by accident and in factories and other establishments for matters connected therewith or incidents there to and it describes the method of calculating compensation to be paid to the workers in the case of disability or death arising in the course of employment.
10	The Tamil Nadu Transparency in Tender Act,1998	The Act describes the procedure to be followed for calling tenders and evaluating the same.
11	The Payment of Bonus Act, 1965	The Act describes the eligibility, calculation and payment of Bonus to employees covered under this Act.

Sl.No.	Name of Act/Rules	Type of Document
12	The Payment of Gratuity Act,1972	An Act to provide scheme of payment of gratuity and the eligibility, rate of gratuity and nomination for gratuity.
13	The Apprentices Act,1961	Details about the regulation and control of training of Apprentices and matters connected there with. The obligation of employees, Hours of work, leave and holidays of apprentice are covered in the Act.
14	The Industrial Disputes Act, 1947	This act deals with provisions for the investigation and the settlement of Industrial Dispute between the employees and employer, Strikes and lockout, Layoff And retirement.
15	The Trade Union Act,1926	It provides for the Registration of Trade Union and highlights, privileges, duties of Trade Unions and in certain respects Before law relates to Trade Union.
16	The Employment Exchanges Compulsory Notification of Vacancies Act,1959	Provides for the compulsory Notification of vacancies, to Employment Exchanges return to Act.
17	The Maternity Benefit Act 1961.	Regulates the employment of women in certain establishments for certain benefits before and after child birth and to provide for maternity benefits and certain other Benefits.
18	The Payment of Wages Act 1936.	This Act regulates the payment of wages to certain class of employed persons.
19	M.V.Act1988	It provides registration of Motor vehicles, payment of compensation etc.,
20	The Industrial Employment (Standing Orders) Act 1946.	This Act requires employers in industrial establishments to define conditions of employment under them.
21	The Tamil Nadu payment of Subsistence Allowance Act 1981.	The Act provides for the payment of subsistence allowance to employees during the period of suspension.

Sl.No.	Name of Act/Rules	Type of Document
22	The TamilNadu Industrial Establishments (National and Festival Holidays) Act 1958.	This Act provides for the grant of National festival holidays to the persons employed in Industrial establishment in the State of Tamil Nadu.
23	TamilNadu Industrial Establishments (Conferment of Permanent Status to Workmen) Act 1981.	This Act provides for the conferment of permanent status to workmen in the Industrial establishments in the State of Tamil Nadu.
24	The Employees Provident Funds and Miscellaneous Provisions Act 1952.	An Act to provide for the institution of Provident Funds for the employees in factories and other establishments.
25	The Rights to Information act 2005.	An act to provide all information relating to an organization as required by the Public.
26	The Tamilnadu Shops & Establishment Act 1948	An act to provide for regulation of conditions of works in shops, commercial establishments, restaurant and other establishments and for certain other Purposes.

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

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

**VIII. PARTICULARS OF ANY ARRANGEMENTS THAT EXIST FOR CONSULTATION WITH (OR) REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS IMPLEMENTATION THERE OF:**

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

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

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

**IX. A STATEMENT OF THE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS ITS PART OR FOR THE PURPOSE OF THE ADVICE AND AS TO WHETHER MEETING OF SUCH THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC:**

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

**1. BOARD:**

**BOARD OF DIRECTORS**

1	Thiru.S.Karmegam, I.A.S., Special Secretary to Government, Transport Department, Secretariat, Chennai - 600 009.	Chairman Cum Director
2	Thiru. C.R.Balaji, B.Sc., MCA., MBA., ACMA., ACS., Additional Director & Ex-Officio Joint Secretary to Government, Finance (BPE) Department, Secretariat, Chennai - 600 009.	Director

3	Thiru.V.Venkatarajan, M.Com., A.C.M.A., PGDFM., Joint Managing Director, Tamilnadu Transport Development Finance Corporation Ltd., No.2, Wallajah Road, Chennai - 600 002.	Director
4	Thiru. G.Selvan, B.E., Managing Director, Tamilnadu State Transport Corporation(Coimbatore) Ltd., 37, Mettupalayam Road, Coimbatore - 641 043.	Director
5	Thiru. R.Ponmudi, B.E., M.B.A., D.I.S., D.L.A., Managing Director, Tamilnadu State Transport Corporation(Kumbakonam) Ltd., 27, Railway Station New Road, Kumbakonam - 612 001.	Director
6	Thiru. K.Elangovan,B.E.,P.G.D.E.A., Managing Director, Tamilnadu State Transport Corporation (Madurai) Ltd., Bye-pass Road, Madurai - 625 010.	Director
7	Thiru.K.Gunasekaran, B.E., M.B.A., B.G.L., Ph.D Managing Director, Tamilnadu State Transport Corporation (Villupuram) Ltd., 3/137, Salamedu, Valudhareddy Post, Villupuram - 605 602.	Director
8	Thiru. C.Sasikumar,M.Tech., M.I.E., Superintending Engineer, Highways Department, Salem Steel Plant Road, JagirAmmapalayam Post, Salem - 636 302.	Director
9	Thiru. S.Joseph Diaz, B.E., Managing Director, Tamilnadu State Transport Corporation (Salem) Ltd., No.12, Ramakrishna Road, Salem - 636 007.	Managing Director



10	Dr.V.Amudhan B.E., M.S., Ph.D., 1/974, NSC Bose Street, Bavaani Nagar, Redhills, Chennai – 600 052.	Independent Director
11	Tmt.PriyaVenugopal, FCA., DISA., Chartered Accountant, No.13, Seetharaman Street Jain Nagar Extn, Hasthinapuram, Chennai – 600 064.	Woman Director cum Independent Director

## **2. FINANCE COMMITTEE:**

1	Thiru. C.R.Balaji, B.Sc., MCA., MBA., ACMA., ACS., Additional Director & Ex-Officio Joint Secretary to Government, Finance (BPE) Department, Secretariat, Chennai - 600009.	Director
2	Thiru. G.Selvan, B.E., Managing Director, Tamilnadu State Transport Corporation (Coimbatore) Ltd., 37, Mettupalayam Road, Coimbatore - 641 043.	Director
3	Thiru. S.Joseph Diaz, B.E., Managing Director, Tamilnadu State Transport Corporation (Salem) Ltd., No.12, Ramakrishna Road, Salem - 636 007.	Managing Director

## **3. AUDIT COMMITTEE:**

1	Thiru. C.R.Balaji, B.Sc., MCA., MBA., ACMA., ACS., Additional Director & Ex-Officio Joint Secretary to Government, Finance (BPE) Department	Director
2	Dr.V.Amudhan B.E., M.S., Ph.D., 1/974, NSC Bose Street, Bavaani Nagar, Redhills, Chennai – 600 052.	Independent Director

3	Tmt.PriyaVenugopal, FCA., DISA., Chartered Accountant, No.13, Seetharaman Street Jain Nagar Extn, Hasthinapuram, Chennai – 600 064.	Woman Director cum Independent Director
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**X. DIRECTORY OF OFFICERS AND MONTHLY REMUNERATION RECEIVED BY THE OFFICERS INCLUDING THE SYSTEMS OF COMPENSATION AS PROVIDED BY THE REGULATION:**

**(UNDER SECTION 4(i)(b)(ix) and (x) OF THE RTI ACT 2005)**

SL.NO.	NAME OF THE OFFICER Tvl	DESIGNATION
<b>Manager Cadre-Scale of Pay (Rs.123100-215900)</b>		
1	S.Joseph Diaz	MANAGING DIRECTOR
<b>Senior Deputy Manager (Rs.61900-196700)</b>		
1	B.Gopalakrishnan	General Manager (Technical)
2	T.Mohan Kumar	General Manager(Salem Region)
3	K.Subbulakshmi	Chief Financial Officer
<b>Deputy Manager (Rs.59300-187700)</b>		
1	R.Ravichandran	Deputy Manager
2	N.Kalaivannan	Deputy Manager
3	B.Ganesh Kumar	Deputy Manager
4	N.Sumathi	Deputy Manager
5	M.Pandian	Deputy Manager
6	K.Chandrasekar	Deputy Manager
7	K.Balasubramanian	Deputy Manager
<b>Assistant Managers (Rs.56100-177500)</b>		
1	R.Chitra	Assistant Manager
2	M.Shajahan	Assistant Manager
3	S.Arulmurugan	Assistant Manager
4	S.Selvakumar	Assistant Manager
5	P.Sengottuvelavan	Assistant Manager
6	R.Ramesh	Assistant Manager
7	M.Mahendiran	Assistant Manager

8	V.Sakthivelu	Assistant Manager
9	M.Thirulogachandar	Assistant Manager
10	N.Parthiban	Assistant Manager
11	R.Murali	Assistant Manager
12	K.Aruna	Assistant Manager
13	G.Tamilarasan	Assistant Manager
14	A.Prabhakaran	Assistant Manager
15	R.Maheswaran	Assistant Manager
16	N.Hariprakash	Assistant Manager
17	P.Senthil	Assistant Manager
18	S.Raghuraman	Assistant Manager
19	K.Palanivel	Assistant Manager
20	M.Palanisamy	Assistant Manager
21	S.Keerthi	Assistant Manager

#### **DHARMAPURI REGION**

<b>Senior Deputy Manager (Rs.61900-196700)</b>		
Thiru.K.Selvam		General Manager (Dharmapuri Region)
<b>Deputy Managers (Rs.59300-187700)</b>		
<b>Tvl.</b>		
1	K.Rajarajan	Deputy Manager
2	P.Tamilarasan	Deputy Manager
3	N.HarshaBabu	Deputy Manager
4	S.A.Selvakumar	Deputy Manager
<b>Assistant Managers (Rs.56100-177500)</b>		
1	Pandiyani K	Assistant Manager

2	P.Jayaprakash	Assistant Manager
3	K.C.Elangovan	Assistant Manager
4	V.Kathiresan	Assistant Manager
5	C.PrincePremkumar	Assistant Manager
6	A.Senthilkumar	Assistant Manager
7	M.AbdulMuheem	Assistant Manager
8	N.Elango	Assistant Manager
9	R.Selvakumar	Assistant Manager
10	V.Muniappan	Assistant Manager
11	R.Aswin	Assistant Manager
12	R.Anbumani	Assistant Manager

**CATEGORY WISE – SCALE OF PAY**

<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Driver	17700-56200
2	Senior Driver	18200-57900
3	Selection Grade Driver	18800-59900
4	Selection Grade Senior Driver	19300-61400
5	Selection Grade Senior Driver-L5	19800-62600
6	Selection Grade Senior Driver-L6	35400-112400
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Conductor	17500-55200
2	Senior Conductor	18000-56900
3	Selection Grade Conductor	18500-58600
4	Selection Grade Senior Conductor	19000-60300
5	Selection Grade Senior Conductor-L5	19700-62200
6	Selection Grade Senior Conductor-L6	35400-112400
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Junior Tradesman	18000-56900
2	Assistant Tradesman	18500-58600

3	Tradesman	19000-60300
4	Senior Tradesman	19500-62000
5	Senior Tradesman-L5	20600-65500
6	Senior Tradesman-L6	35900-113500
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Junior Assistant	18000-56900
2	Assistant	18500-58600
3	Senior Assistant	19100-60400
4	Selection Grade Assistant	19500-62000
5	Selection Grade Senior Assistant-L5	35400-112400
6	Selection Grade Senior Assistant-L6	35600-112800
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Clerk (SSLC)	17500-55200
2	Senior Clerk	18000-56900
3	Assistant	18500-58600
4	Senior Assistant	19000-60300
5	Senior Assistant-L5	19700-62200
6	Senior Assistant-L6	35400-112400
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Junior Engineer	35900-113500
2	Assistant Engineer	37700-119500
3	Senior Assistant Engineer	56100-177500
4	Selection Grade Assistant Engineer	56900-180500
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Foreman	35900-113500
2	General Foreman	36200-114800
3	Workshop Superintendent	36400-115700
<b>S.No</b>	<b>Post of Category</b>	<b>Scale of pay (Rs.)</b>
1	Checking Inspector	35600-112800
2	Driving Inspector	35600-112800
3	Traffic Inspector	35900-113500
4	Traffic Manager	36200-114800
5	Senior Traffic Manager	36400-115700

**XI. BUDGET ALLOCATION OF EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURE AND REPORTS ON DISBURSEMENT MADE**

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

The details of Budget Estimates are given below:

(Rs.in lakhs)

SCHEMES NAME	B.E. 2025-26
1. LAND	--
2.BUILDINGS	1724.17
3. MACHINERIES	174.48
4.ELECTRICAL INSTALLATION	26.63
5. COMPUTERS	125.69
6.FURNITURE AND FITTINGS	13.85
7.OFFICE EQUIPMENTS	--
8.OTHERS: BUSES	33,311.18
LIGHT MOTOR VEHICLE	170.00
TOTAL	35,546.00

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

**(UNDERSECTION 4(i) (b) (xii) OF THE RTI ACT 2005)**

The Department does not directly administer any subsidy programmes.

**XIII.PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS**

**(UNDERSECTION4(i)(b)(xiii) OF THE RTI ACT 2005)**

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

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

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

Salem : [tnstcsalem@gmail.com](mailto:tnstcsalem@gmail.com)

Dharmapuri : [tnstcdpi9@gmail.com](mailto:tnstcdpi9@gmail.com)

**XV.PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR  
OBTAINING INFORMATION  
(UNDER SECTION 4(i)(b)(xv) OF THE RTI ACT, 2005)**

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

**XVI.NAME AND DESIGNATION AND OTHER PARTICULARS OF PUBLIC  
INFORMATION OFFICERS  
(UNDER SECTION 4(i)(b)(xvi) OF THE RTI ACT 2005)**

**PUBLIC INFORMATION OFFICER**

Name	Designation	STD Code	Office Phone No.	Email	Address
Thiru S.Selvakumar	Assistant Manager (Legal- Corporate)	0427	2314391 2314392 2314393	<a href="mailto:tnstcsalem@gmail.com">tnstcsalem@gmail.com</a>	TNSTC(SALEM) LTD., SALEM No.12, Ramakrishna Road SALEM - 636 007

**ASSISTANT PUBLIC INFORMATION OFFICERS:**

Name	Designation	STD Code	Office Phone No.	Email	Address
Thiru M.Palanisamy	Assistant Manager (Legal) Salem Region	0427	2314391 2314392 2314393	<a href="mailto:tnstcsalem@gmail.com">tnstcsalem@gmail.com</a>	TNSTC(SALEM) LTD., SALEM No.12, Ramakrishna Road SALEM - 636 007
Thiru R.Aswin	Assistant Manager (Legal), Dharmapuri Region	04342	230318 230319 230321	<a href="mailto:tnstcdpi9@gmail.com">tnstcdpi9@gmail.com</a>	TNSTC(SALEM) LTD., SALEM Dharmapuri Region Bharathipuram, Salem Main Road Dharmapuri

**MANAGING DIRECTOR  
TNSTC(SALEM)LTD.,SALEM**