

Section 4(1)(b)

I PARTICULARS OF ITS ORGANISATION, FUNCTIONS AND DUTIES:

Date of incorporation	26-Aug-02
Mode of incorporation	Incorporated under Companies Act 1956
Administrative Ministry	General Administration Department, Government of Maharashtra
Present status	A Government Company under Companies Act, 1956 /Companies Act, 2013
Share Capital	Paid-up Rs. 17.05 crores
Present Shareholding	CIDCO Ltd. 29.33%, MIDC: 29.33%, NIT: 29.33%, Others: 12.01%
Registered Office	8th floor, World Trade Centre, Cuffe Parade, Mumbai 400005, Maharashtra, India
Address of Company's offices	Nagpur office: Central Facility Building, 1st floor, MIHAN SEZ, Nagpur 441108, Maharashtra, India
Business of the Company, Subsidiaries and Associates	<p>MADC has been established to carry out the objectives specified in the Memorandum & Articles of Association of the Company as amended from time to time. The main activities of MADC is to build and operate airports in the State. It is also the nodal agency to implement one of the most prestigious projects in Maharashtra, MIHAN, the Multimodal International Hub Airport at Nagpur along with a state-of-the-art multi-product SEZ. MADC owns 51% equity stake in</p> <p>MIHAN India Limited (balance 49% equity stake is held by Airport Authority of India), which owns and operates the international airport at Nagpur. MADC is in the process of entering in to a joint venture with Airport Authority of India for development of a greenfield airport at Boramani (Solapur). MADC is also developing airports in Shirdi (through Shirdi Saibaba Airport Charitable Trust), Pune (greenfield), Karad, Amravati and Gadchiroli. MADC is maintaining airstrips in Chandrapur, Dhule and Phaltan. The dedicated power project for MIHAN has been set up by Abhijeet MADC Energy Private Limited (AMNEPL) on public-private partnership basis, MADC's equity stake being 26% in AMNEPL. MADC also owns 27.7% equity stake in Nagpur Mass Transport Company Private Limited (balance owned by Nagpur Improvement Trust and other Government organizations) formed for development of mass transport system in Nagpur.</p>

Departments and Functions

List of RTI officers

Departments	Functions
Administration & HR	<ul style="list-style-type: none"> • Human resource development • General administration matters • House keeping • Co-ordination with State/Central Govt. • Co-ordination of Legislature Issues • Co-ordination for audit Para's & Govt. grants • Training and development of business skills • Public relations
Land	<ul style="list-style-type: none"> • Acquisition, possession and allotment of acquired land • Survey, measurement, subdivision and demarcation of land • Maintenance of the land records of the land owned by MADC
Rehabilitation	<ul style="list-style-type: none"> • Rehabilitation Package • Expenditure • Pending issues/Proposals
Planning	<ul style="list-style-type: none"> • Preparation of Proposal for declaration of SPA • Preparation of Development Plan, Planning Proposal and Development Control Regulations • Preparation of Master Plan, Sector Plan, Detailing of Action area, etc. • Regulation and Control of Development • Regulatory Compliances
Engineering, airport development & operations	<ul style="list-style-type: none"> • Development of Greenfield airports • Modernization of Existing brownfield airports • Development of SEZ and area outside SEZ in MIHAN • Planning, Designing and Execution of projects • Approval from Regulatory Authorities • Tender Invitation and Contract management • Maintenance and Operations of Airports and MIHAN
Marketing & Estate	<ul style="list-style-type: none"> • Market analysis and demand assessment • Pricing, promotion and sales • Contract documentation • Customer relationship management • Estate management • Regulatory compliances and coordination with

	<p>governments</p> <ul style="list-style-type: none"> • Revenue generation • Monitoring of contract
Finance & Accounts	<ul style="list-style-type: none"> • Preparation of Balance Sheet and Profit & Loss A/c in line with statutory requirements • Dealing with taxation matters • Liaison with Govt. for release of grants • Raising of loan and observing its timely repayment • Dealing with Internal Auditors, Statutory Auditors and CAG • Scrutiny of bills and payments to contractors/Others
Company Secretarial	<ul style="list-style-type: none"> • Matters related to Registrar of Companies/MCA for MADC and Nagpur Mass Transport Co. Pvt. Ltd. (NMTCP) • Co-ordination with Company Secretary in practice for filing of forms and returns • Organizing Board meetings and Shareholders' Meetings • Compiling of Agenda Notes and Drafting of Minutes
Power	<ul style="list-style-type: none"> • Construction, operation and management of coal fired power plant through a JV company • Providing assistance pertaining to power plant matters • Construction, operation and maintenance of distribution system for supplying electricity to MIHAN SEZ as a deemed distribution licensee • Compliances with regulatory authorities • Legal compliances
Legal	<ul style="list-style-type: none"> • Handling litigations in Civil courts, High court and Supreme court • Legal opinion on the issues raised by internal departments of MADC • Arbitration proceedings • Drafting of rules, regulations, bylaws and statutory orders etc. • Scrutiny of agreements, MoU., etc.

II POWERS AND DUTIES OF OFFICERS AND EMPLOYEES

The powers and duties of the officers and employees of the Company stems mainly from the provisions of the Companies Act, 1956 and Memorandum & Articles of Association of the Company. The officers and employees of the Company carry out the business operations of the Company in line with the objectives specified in the Memorandum of Association of the Company.

While discharging duties and responsibilities, officers and employees of the Company are complying with the applicable provisions of the all applicable statues and rules and regulations framed there under.

Since MADC Limited is a Government Company registered under the provisions of the Companies Act, 1956, the powers and duties of its Directors and conduct of its business is regulated by the provisions of the Companies Act, 1956, the Memorandum and Articles of Association of the Company and other enactment under various laws.

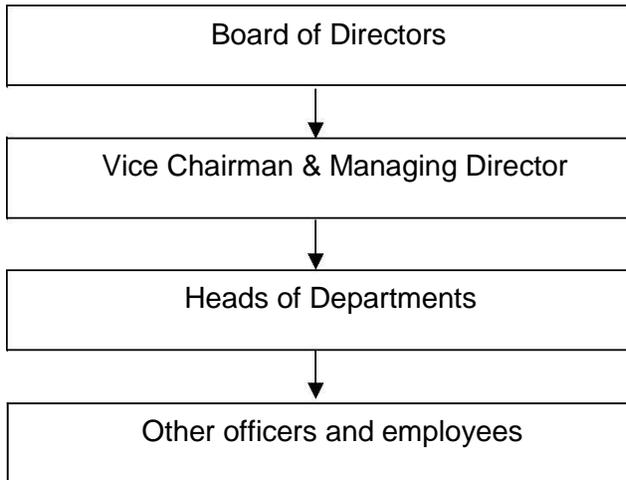
Being registered under the Companies Act, 1956, as per the Articles of Association of the Company, the powers to manage the affairs of the Company rest with the Board of Directors. The Board of Directors has authorized the Vice Chairman and Managing Director to exercise few powers vested in the Board for the management and administration of the company except certain matters for which the approval of the Board or the shareholders, as the case may be, shall be necessary.

The powers delegated to the Vice Chairman & Managing Director are:

S. No.	Nature of power	Limit
1	To accord administrative approval to works	Rs. 300 lakh
2	To accord administrative approval to works not covered under approved project report	Rs. 20 lakh
3	To accept lowest tenders	Rs. 500 lakh
4	To carry out repairs ordinary or special	Full power
5	To accept tender other than lowest, negotiated or conditional tender	Rs. 100 lakh
6	To sanction excess over technically sanctioned estimate	Full power
7	To sanction extra items	Full power
8	Grant of extension in period of contract	Full power
9	Studies, surveys, investigations, preparations of designs, R&D etc.	Rs. 10 lakh

III and IV

PROCEDURES FOLLOWED IN THE DECISION-MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY AND THE NORMS SET FOR DISCHARGE OF FUNCTIONS



Overall management of the Company rests with the Board of Directors of the Company, the highest decision making body within the Company.

The Board of Directors is accountable to the shareholders of the Company, which is the ultimate authority of a Company. As per the provisions of the Companies Act, 1956 certain matters require the approval of the shareholders of the Company in general meeting.

The primary role of the Board is that of trusteeship to protect and optimize shareholder's value. The Board oversees the Company's strategic direction, reviews corporate performance, authorizes and monitors strategic decision, ensures regulatory compliance and safeguards interests of shareholders. The Board ensures that the Company is managed in a manner that fulfils stakeholders' aspirations and societal expectations.

The day-to-day management of the Company is entrusted with the Vice Chairman & Managing Director who is supported by officers and staffs of the Company.

The Board of Directors has also set up several Committees with specific functions and powers. For effective discharge of functions, the Board of Directors has delegated many powers to the Vice Chairman & Managing Director. The Vice Chairman & Managing Director is accountable to the Board of Directors and the Heads of Departments are accountable to the Vice Chairman & Managing Director.

The Company has well-defined procedures and guidelines for discharge of various functions.

V

THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY THE COMPANY OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGE OF THEIR FUNCTIONS

Important Internal Rules, Regulations, Manuals and Records, which are used by the employees of the Company in discharge of their functions are given below:

Matters pertaining to company affairs:

Memorandum & Articles of Association.

Decision of the Board of Directors in the Board Meetings as contained in the minute books.

Decision of the shareholders in the General Meetings as contained in the minute books.

Matters pertaining to Finance & Accounts

Accounting policies.

Accounting standards issued by the Institute of Chartered Accountants of India

Details of important works granted:

PRESENT STATUS OF WORKS AND EXPENDITURE INCURRED TILL 28-10-2014

				(Rs. in Crores)
Sr. No.	Name of Project	Expected Project Cost (Cr.)	Total Expenditure Made including PMC Payments (Cr.)	Completed Work Status
MIHAN Project				
1	Rail over Bridge & Interchange	89.00	87.04	In Progress
2	Road Network & Related Element (Incl. Chinchbhavan)	225.00	216.20	In Progress
3	Transmission & Distribution	88.72	88.75	Completed
4	Water Supply & Sewage System	275.11	275.11	Completed
5	Telecommunication Network	16.95	16.95	Completed
6	Central Facility Building & Interior Work	80.15	80.15	Completed
7	Construction of Water Channels	11.79	11.79	Completed
8	Compound Wall around SEZ	15.00	15.00	In Progress
9	Street Lights in SEZ	19.26	18.00	In Progress
10	Fire Station in SEZ	3.81	3.81	Completed
11	288 and 96 Tenements	20.56	20.56	Completed
12	Construction of Gate Complex	3.94	3.94	Completed
13	Laying of Kerb Stones	2.21	2.21	Completed
14	De-silting of Dahegaon Tank	0.95	0.95	Completed
15	Commissioning of 33KV Express Feeder	5.54	5.54	Completed
16	Shifting of 132KV & 66KV HT Lines	10.21	6.60	In Progress
17	Pre-Engineered Building for Warehouse	41.71	41.71	Completed
18	Survey/Design/Approval/Installation/Commissioning/Handing over of Power Distribution Network to MSEDCL	5.32	5.19	In Progress

19	Providing and Fixing kerb stones and paver blocks along roads in MIHAN area at Nagpur on deferred payment basis	5.29	5.29	Completed
20	Construction of link taxiway (Connectivity) from the existing Airport to MRO area in MIHAN - SEZ at Nagpur	59.50	51.06	In Progress
21	Design, Supply, Installation, Testing and Commissioning of Package Sewage Treatment Plant of 0.25 MLD Capacity for 288 Tenements	0.38	0.36	In Progress
22	Design, Supply, Installation, Testing and Commissioning of Package Sewage Treatment Plant of 0.25 MLD Capacity for Khapri Rehabilitation area	0.38	0.30	In Progress
23	Execution of 33 KV Supply System to MRO Unit from PSS-IV in SEZ area, MIHAN	2.15	1.94	In Progress
24	Execution of 33 KV Supply System to TCS from PSS-I in SEZ area, MIHAN	0.85	0.80	In Progress
25	Construction of Work of Various Activities for HPCL LPG Bottling Plant at Khapri, Nagpur	0.43	0.43	Completed
Total in		984.22	959.70	
Shirdi Project				
1	Area grading work	114.00	105.5 (approx.)	In Progress
2	Strengthening & widening of MDR - 9 & ODR - 19	5.10	5.10	Completed
3	Re-rooting of 2x220 KV EHV lines	23.00	17.31	Completed
4	Construction of village road	1.95	1.95	Completed
5	Diversion of MDR - 9	4.50	1.05	In Progress
6	Construction of Terminal Building	0.99	1.01	Completed

VI

A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY THE COMPANY OR UNDER ITS CONTROL

Various categories of documents that are being held by the Company or under its control are given below:

- i. Documents pertaining to Company Law and other laws
 - Memorandum & Articles of Association
 - Statutory Registers under the Companies Act, 1956.
 - Statutory Registers under other applicable Acts and Rules & Regulations. Annual Reports
 - Annual Returns
 - Returns and Forms filed with the Ministry of Corporate Affairs, etc. Documents pertaining to General Meetings
 - Notices and Minutes Book of General Meetings of the shareholders, etc.
- ii. Documents pertaining Accounts:
 - Books of Accounts
 - Annual Report
 - Documents pertaining to payment of Income Tax, Tax Deducted at Sources, etc.
 - Vouchers, etc.

(For other documents, list may be obtained from concerned departments.)

VII

THE PARTICULARS OF ANY EXISTING ARRANGEMENT FOR CONSULTATION WITH, OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF POLICY OR IMPLEMENTATION THEREOF

MADC is a commercial organization and policies formulated by it relate to its internal management. Hence, there is no requirement for consultation with the members of the public prior to formulation of its internal policies. All its policies are formulated in compliance with the provisions of all applicable statutes, rules and regulations, etc.

VIII

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

Meetings of the Boards, Committees and other bodies are not open to the Public or the minutes of such meetings are not made accessible for the public as the nature of business of MADC is that of a strategic establishment.

Board of Directors:

The Management of the Company is vested with the Board of Directors.

The Composition of the Board of Directors as on December 31, 2016 is given below:

Sr. No.	Name of Director	Designation
1	Shri. Devendra Fadnavis	Chairman
2	Shri. Vishwas M. Patil	Vice Chairman & Managing Director
3	Shri. Shamlal Goyal	Director
4	Shri. Dinesh Kumar Jain	Director
5	Dr. Nitin Kareer	Director
6	Shri. Apurva Chandra	Director
7	Shri. Bhushan Gagrani	Director
8	Shri. SVR Srinivas	Director
9	Shri. Sanjay Sethi	Director
10	Shri. Anoop Kumar	Director
11	Dr. Deepak Mhaisekar	Director
12	Shri. Shravan Hardikar	Director
13	Shri. Sachin Kurve	Joint Managing Director

Sub-Committee of the Board:

Audit Committee comprising of:

- i. Additional Chief Secretary (Finance), Govt. of Maharashtra [Chairman of Audit Committee]
- ii. Additional Chief Secretary, GAD (Civil Aviation), Govt. of Maharashtra
- iii. Principal Secretary, Urban Development Department (I), Govt. of Maharashtra
- iv. Principal Secretary (Industries), Govt. of Maharashtra
- v. Vice Chairman & Managing Director, MADC Limited

Corporate Social Responsibility (CSR) Committee comprising of:

- i. Principal Secretary, Urban Development Department (I), Govt. of Maharashtra [Chairman of CSR Committee]
- ii. Divisional Commissioner, Nagpur
- iii. Chairman, Nagpur Improvement Trust, Nagpur

The meetings of the Board of Directors and Sub-Committees of the Board are not accessible for public. Similarly, the agenda papers and minutes books of the meetings of the Board of Directors and Sub-Committees of the Board are not open for inspection to public.

IX

CONTACT DETAILS OF IMPORTANT PERSONS

महाराष्ट्र विमानतळ विकास कंपनी मधील अधिकारी व कर्मचाऱ्यांची नांवे व त्यांचा कार्यालयीन पत्ता दर्शविणारा तक्ता

अनु	कर्मचाऱ्याचे नांव	पद	दुरध्वनी क्र.
1	श्री.तानाजी सत्रे	उपाध्यक्ष व व्यवस्थापकीय संचालक	(०२२)४९२१२१०३
2	श्री. माणिक गुरसळ	उप जिल्हाधिकारी	(०२२)४९२१२१०६
3	श्री. प्रविर सुराना	कंपनी सचिव व मुख्य लेखा अधिकारी	(०२२)४९२१२११५
4	श्री. सी. एस.गुप्ता	अधिक्षक अभियंता	(०२२)४९२१२१०८
4	श्री. जे.आर.ओझा	वरिष्ठ रचनाकार	(०२२)४९२१२११२
5	श्री.एस.सित्तारसू	वरिष्ठ विपणन व्यवस्थापक	(०२२)४९२१२१०९
6	श्री. मंगेश कुळकर्णी	कार्यकारी अभियंता	(०२२)४९२१२१३४
7	श्री. राजकुमार बेरी	सहाय्यक कार्यकारी अभियंता	(०२२)४९२१२११६
8	श्रीमती. ओला डिसुझा	उपाध्यक्ष व व्यवस्थापकीय संचालक यांचे कार्यकारी सहाय्यक	(०२२)४९२१२१०३
9	श्रीमती. दिपाली एस.पिंपळे	सहाय्यक लेखा अधिकारी	(०२२)४९२१२१२३
10	श्री.प्रकाश वाय.गोगटे	कनिष्ठ लेखापाल	(०२२)४९२१२१२४
11	श्रीमती. श्रुती ए.घाग	लघुलेखक (निमंत्रणी)	(०२२)४९२१२१३३
12	श्री. भुमेश टी.खापेकर	लघुलेखक (निमंत्रणी)	(०२२)४९२१२१३२
13	श्रीमती. मनिषा एस.सोनावणे	लघुलेखक (निमंत्रणी)	(०२२)४९२१२१३३
14	श्री. दिपक एस.सावंत	वरिष्ठ लिपीक	(०७१०४)६६५६६५
15	श्री. सुनिल एस.चव्हाण	इलेक्ट्रीशन	(०७१०४)६६५६६५
16	श्री. एस.के.चॅटर्जी	अधिक्षक अभियंता	(०७१०४)६६५६६५
17	श्री. सी.जे.बनकर	वास्तु विशारद	(०७१०४)६६५६६५
18	श्री. दिपक जोशी	कनिष्ठ जन सर्पक अधिकारी	(०७१०४)६६५६६५
19	श्री. सरिता धोटे	लघुलेखक (निमंत्रणी)	(०७१०४)६६५६६५
20	श्री. निकीता एस.राकडे	लेखा लिपीक	(०७१०४)६६५६६५
21	श्री. ए.बी.पोहने	लिपीक आणि संगणक चालक	(०७१०४)६६५६६५

X

STATEMENT ON MONTHLY REMUNERATION RECEIVED BY EACH OF OFFICERS AND EMPLOYEES INCLUDING SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS

Sr. No.	Employee Name	Designation	Date of Joining	Telephone No.	Gross Salary
1.	Tanaji Satre	VC&MD	12-Sep-13		151,433
2.	Sanjeev Palande	Deputy Collector	12-Sep-14		69,730
3.	Praveer Surana	CS&CFO	06-Sep-14		142,843
4.	Chandra S. Gupta	General Manager (Technical)	01-Jun-04		130,184
5.	J.R.Ojha	Additional Chief Planner	08-Jan-08		123,452
6.	S.Sittarasu	General Manager (Marketing)	19-Dec-04		108,078
7.	Mangesh Kulkarni	Executive Engineer	02-Jan-07		84,006
8.	Rajkumar Barrey	Asst. Executive Engineer	24-Feb-10		71,578
9.	Olga D'souza	E.A. to VC&MD	15-Feb-08		68,126
10.	Deepali Pimpale	AAO	01-Jul-06		60,837
11.	Prakash Gogate	Jr. Accountant	01-Jul-07		45,386
12.	Shruti A. Ghag	Stenographer (L.G.)	16-Aug-04		51,872
13.	Manisha Sonawane	Stenographer (L.G.)	02-Jul-12		34,139
14.	Jarrar Ali Shaikh	Driver	14-Jul-04		29,332
15.	Shaliwan Parkar	Clerk (GDC)	01-Jul-07		25,652
16.	Amar Khot	Junior Engineer	02-Mar-14		47,163
17.	Deepak Sawant	Sr. Clerk	01-Jan-08		29,120
18.	S.K.Chatterje	Superintending Engg.	04-Aug-04		110,396
19.	Rajani Lonare	Executive Engineer	10-Sep-13		76,552
20.	C.J.Bankar	Architect	20-Sep-04		82,956
21.	Atul Thakare	Marketing Manager	11-Jul-13		62,154
22.	Deepak Joshi	Jr. PRO	01-Mar-09		43,658
23.	Sarita Dhote	Stenographer (L.G.)	04-Jan-08		43,394
24.	Nikhita Rakade	Accounts Clerk	01-Jul-08		28,280
25.	A.B.Pohane	C & CO	01-Feb-07		25,244

XI

BUDGET ALLOCATED EACH OF COMPANY AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENT MADE

Being a company, accounts are audited every year by the statutory Auditors appointed by Comptroller & Auditor General of India.

The details of capital expenditure as per the audited accounts are:

FINANCIAL YEAR	2013-2014	2012-2013	2011-2012	2010-2011
CAPEX (in Rs. Crore)	264.46	297.78	56.28	162.03

XII

THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES

As such MADC does not have any subsidy schemes/programs for public. However, MADC, as responsible corporate citizen, has been addressing the issues of rehabilitation of Project-Affected Persons (PAP) and is committed to the socio-economic development in the areas of its operations.

XV

THE PARTICULARS OF FACILITIES AVAILABLE TO CITIZENS FOR OBTAINING INFORMATION, INCLUDING THE WORKING HOURS OF A LIBRARY OR READING ROOM, IF MAINTAINED FOR PUBLIC USE

MADC is maintaining a website www.madcindia.org. Interested people can visit this website for desired information.

Any Citizen of India who desires to obtain any information under the Right to Information Act, 2005 may make a request preferably in the application format in writing or through electronic means to the Public Information Officer.

Application Fee

In accordance to directive given in the Gazette notification issued by Department of Personnel & Training, Ministry of Personnel, Public Grievances and Pension, Govt. of India, vide no. 34012/8(s)/2005-Estt. (B) dated 16.09.2005, the application for obtaining information under sub-section (1) of section 6 must be accompanied by prescribed application fee payable at the local office where the application has been submitted. At present the application fee, which is subject to change from time to time, is as under:-

Application fee: Rs 10/-

Mode of payment: By demand draft/banker's cheque/Indian Postal Order

Persons who belong to BPL category are not required to pay any fee provided necessary documents are produced in support of their claim.

Additional fee

In case it is decided to provide the information, the Requester shall be informed of the additional fees, if any, required to be deposited by him/her for the information sought and information shall be furnished after the deposit of the fee by the Requester, as per the Act.

In accordance with directives given in the above mentioned Gazette notification dated 16/09/2005, for providing the information under sub-section 7, of the Act an additional fee shall be charged. At present, the applicable rates, which are subject to change from time to time, are

given as under:-

a. For each page (in A-4 or A-3 size paper): Rs. 2/- per page

b. For a copy in larger size paper: Actual charge or cost price

Further, for providing the information under sub-section (5) of section of the Act, the fee shall be charged at the following rates:-

a. For information provided in diskette or floppy: Rs. 50/- per diskette or floppy

b. For information provided in printed form: At the price fixed for such publication or

Rs. 2/- per page of photocopy for extracts from the publication

The mode of payment of above mentioned additional fees shall be the same as application fee.

Appeal

In case the Requester who does not receive a decision within the time specified in sub-section (1) of clause (a) of sub-section (3) of section 7 of the Act or is aggrieved by decision of the Public Information Officer, as the case may be, may within thirty days from the expiry of such period from the receipt of such a decision, prefer an appeal to the Appellate Authority for redressal of the grievance.

Library Facility for general public

Presently MADC does not have any Library Facility for general public.

Section 4(1)(c)

(List as per many Government companies including reputed companies like NTPC Limited)

LIST OF ITEMS EXEMPTED (Confidential)

- Technical & Administrative Approvals
- Bids / Tender documents of third party
- Board and Sub-Committee Agenda & Minutes
- Performance Appraisal Forms of employees
- Vigilance Investigation Report
- Future Plans & Strategies
- Operational Manuals, Project Operational Parameters, Plant Operation Log-books & sheets
- FR, DPR & other studies
- Evaluation Reports
- Medical Report of the employees
- Opinions sought from advocates / consultants / other experts
- Nominations made by employee for PF, Gratuity, etc.
- Information related to Research & Analysis
- Ongoing Contracts with Confidentiality Clauses
- Address / Phone No. of employees in any form
- Internal Audit Reports
- Any details of Security Arrangement
- Any matter which is sub-judice
- Offers

(May be discussed with other Heads of Departments also.)

Section 4(1) (d)

To be provided by respective PIO as and when applied for