

Marketing Communication and Advertising Limited.

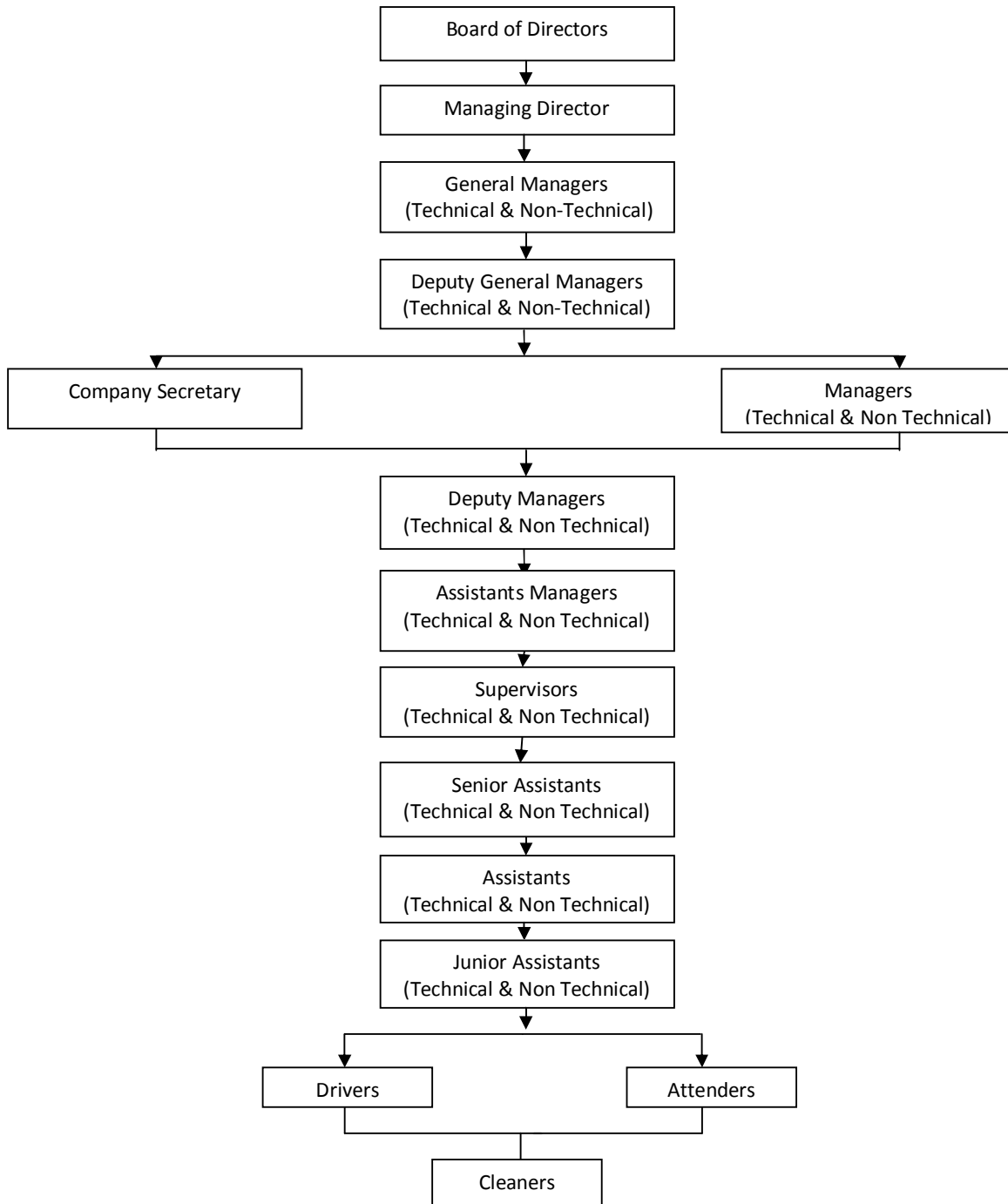
(A Government of Karnataka Undertaking)
MC&A House, 42 Millers Road, Bangalore-560052
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Date: 01.01.2018

AS PER THE SECTION 4(1) (B) OF RIGHT TO INFORMATION ACT 2005 THE FOLLOWING REVISED DETAILS ARE PUBLISHED FOR THE INFORMATION OF THE PUBLIC.

I. THE PARTICULARS OF ITS ORGANIZATION, FUNCTION AND DUTIES.

ORGANIZATION CHART.



M/s. Marketing Communication and Advertising Limited is a Commercial organization incorporated under the provisions of the Companies Act 1956 and subsidiary company of M/s. Mysore Sales International Limited. It is coming under the purview of C&I Department. The company neither implementing any schemes of the Government nor receives any grants from the State / Central Government or any Institutions. It is generating funds from its own resources. Being Public Sector Undertaking, it has its own Board of Directors and executive powers are vested with the Managing Director. The Company is managed by the Managing Director under the guidance of the Board of Directors. The Board comprises of both Official and Non-official Directors. While Official Directors are nominated by the holding Company MSIL and Ultimate Holding Company – KSIIDC. Non-official Directors are nominated by the Government of Karnataka. All policy decisions of the Company will be taken by the Board of Directors and implemented accordingly.

The main function of the organization is to render advertising and other related services to State and Central Government departments, PSUs and other private sector Companies/Organizations. The Company has liaisoning branches in Bellary, Mysore, Mangalore, Hubballi, Kalaburgi, Vijayapura, Tumkuru, Shivamogga ,Ballary, Belgavi, Hassan, Davanagere, Kolar, Mandya and Mumbai.

Services of MC&A

- Press/Magazine Ads
- Direct mailers.
- POP Materials like Posters, Streamers, Dangers, Leaflets.
- Print Literature like Folders, Brochures and Booklets.
- TV Commercials/Radio Jingles.
- Hoardings.
- Exhibitions.
- Event Management.
- Press Conferences.
- Interior Decoration.

Accreditations

- Indian Newspaper Society
- Advertising Standards Council
- Doordarshan / All India Radio

II. THE POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES.

The organization consist various departments viz., Creative / Computer Department, Production Department, Media Department, Client Servicing Department, Accounts Department, Personnel / Administration.

Each Department is headed by a senior officer and the General Manager is the overall incharge of all the departments connected with advertising. The respective heads of the department are fully responsible for work pertaining to their departments. Each of the officers has been assigned duties and responsibilities.

The Managing Director is the Administrative Head of the Company and vested with executives powers in day to day administration of the Company. Policy decisions will be taken by the Board.

III) THE PROCEDURE FOLLOWED IN THE DECISIONS MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION.

The Board of Directors are the Apex authority laying down policy and direction for the Company at its Meetings or through resolution by circulation as and when required. The Managing Director has substantial powers of management and works.

The Heads of department work under the direction and control of the Managing Director. All important decisions will be taken by the Managing Director in consultation with the concerned Heads of Department.

IV) THE NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS:

All the Heads of the Departments discharge their duties as per the procedure prescribed by the Company. The jobs are to be completed as per schedule and they should adhere to the schedule.

V) THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS:

The Company is having its own Memorandum & Articles of Association, Administrative Manual, C & R Rules and all other Corporate Laws/Acts has made applicable to any Public Limited Company/ Government Company/Advertising Agency will be followed strictly in day to day function of the Company.

VI) A STATEMENT OF CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL:

1. Memorandum of Association and Articles of Association.
2. Cadre & Recruitment Rules.
3. Personal files of employees.
4. Files relating to all the Sections of the Company.

VII) THE PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR "IMPLEMENTATION THEREOF:

The Company being a commercial organization and working in a competitive environment does not involve the public in the formulation of its policies or implementation thereof. Policy decisions are taken by the Board which normally consists of Officials and sometimes non-official Directors appointed by the Government.

VIII) A STATEMENT OF THE BOARDS, COUNCILS, COMMITTEE 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, COMMITTEE AND OTHER BODIES ARE OPEN TO THE PUBLIC OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC:

- I. Constitution of the Board is as follows:
 1. SRI.RAGHU DEVARAJ - Chairman
 2. SRI G.C. PRAKASH, IAS, Managing Director, MSIL & Director- MC&A
 3. SRI. R. RAMESH, Director (Technical), C &I Department & Director- MC&A
 4. SRI. SIDDALINGAPPA B PUJARI, Managing Director - MC&A
 5. SRI. A. M. CHANDRAPPA, Chief General Manager, MSIL-& Director- MC&A
 6. SRI. N.R.N. SIMHA, Executive Director (I/c), KSIIDC & Director- MC&A
 7. SMT. SRIDEVI .B.N, Company Secretary, MSIL & Director- MC&A
 8. SRI . N. KRISHNA, General Manager, MSIL & Director.
 9. SRI. PRAKASH. R, Director- MC&A
 10. SRI. M. V. BALARAJ, Director-MC&A
 11. SRI. N. MURTHI, Director- MC&A
 12. SRI. SADANAND DABGAR, Director- MC&A
 13. SRI. S. MUNIRATHNAM VELU, Director- MC&A
 14. SRI. MANMOHAN RAI, Director- MC&A
 15. SRI. MUDDAIAH, Director-MC&A
 16. SRI. M. NARAYANASWAMY, Director- MC&A
- II. Corporate Social Responsibility Committee.
- III. Sexual Harassment Committee.
- IV. Food Committee.
- V. Gratuity and Superannuation Committee.

The Board of Directors of the Company will meet regularly as per the requirements under the Companies Act, 2013. The Meetings of the Board of Directors are not open to the public and the minutes of the meetings are not accessible to the public.

IX) DIRECTORY OF OFFICERS AND EMPLOYEES:

Sl.No	NAME	DESIGNATION	DIRECT NUMBER	EXTN.No
1.	SRI. SIDDALINGAPPA B PUJARI	MANAGING DIRECTOR	22266271	217
2.	SRI.N.R. DESHMUKH	DEPUTY GENERAL MANAGER-CREATIVE	22254289	230
3.	SRI RADHAKRISHNA. B	COMPANY SECRETARY (ON CONTRACT BASIS)	22285635	236
4.	SRI N KRISHAN	MANAGER -EVENTS & OTHER MEDIA	22256287	237
5.	SMT.RASHMI YADATI	MANAGER-(A&F)	22285857	238
6.	SRI KIRAN SINGH	MANAGER - PRODUCTION(ON CONTRACT BASIS)	22256287	223
7.	SRI.P. S. NANDISH	MANAGER-RECOVERY	22256287	213

8.	SRI.E. RAVEENDRAN	DY. MANAGER-CREATIVE	22254289	225
9.	SRI..H. CHANDRAPPA	DY. MANAGER-MEDIA	22285629	203
10.	SMT.K. SHASHIKALA	DY. MANAGER-ADMIN	22256287	228
11.	SMT.R. V. KAMALA	DY. MANAGER-COPY	22256288	232
12.	SRI.NAGAPPA H KITTUR	DEPUTY MANAGER - CSD	22256288	214
13.	SMT.GEETHA. H.K	ACCOUNT EXECUTIVE - CSD	22256287	207
14.	SMT.PUNITHA.K.C.	ACCOUNT EXECUTIVE- CSD	0821- 2343109	-
15.	SMT.G. VEDAVATHI	ACCOUNT EXECUTIVE- CSD	22254289	204
16.	SRI.ANIL KUMAR. R	ACCOUNT EXECUTIVE- CSD	22256287	205
17.	SMT.R.T. RAJESHWARI	BM- MYSURU	22256287	224
18.	SRI.RAJESH. B. KORISHETTY	B M- BELAGAVI	0831247306	--
19.	SRI.MARUTHI. R.	B M - DAVANAGERE	0819223345	--
20.	SRI.KANTHARAJU. K. M	B M - HASSAN	08172241251	--
21.	SRI.SIDDESHA.R	B M - SHIMOGA	08182227755	--
22.	SRI.RAGHAVENDRA SHASTRI	B M - MANGALORE	0824249780	--
23.	SRI.SURESH RATHOD	B M - -KALABURAGI	0847223017	--
24.	SRI.M.S. PATIL	B M - BIJAPUR	0835227737	--
25.	SRI.SIDDALINGESHA HASABI	B M - HUBBALLI	08362271117	--
26.	SRI.RUTH JAYARAJ	ASST. MANAGER- C S D	22256287	208
27.	SRI.MILIND M KASHYAP	ASSISTANT MANAGER-MEDIA	22256287	216
28.	SMT.NEELALOCHANA	ASSISTANT MANAGER-ACCOUNTS	22256287	202
29.	SMT. LATHA NAIK	ASSISTANT MANAGER - CSD(ON DEPUTATION FROM C&I	22256287	212
30.	SRI.C. R. GOPINATH	SUPERVISOR - CREATIVE	22256287	239
31.	SMT.JYOTHI SREEDHAR	SUPERVISOR-ADMN	22256287	212
32.	SMT.S. ARUNDHATHI	SUPERVISOR - MEDIA	22256287	216
33.	SRI.B.K.CHANDRASHEKAR	LEGAL ASSISTANT - ADMN	22256287	215
34.	SMT.R. THEJAVATHI	SUPEVISOR-MEDIA	22256287	209
35.	SRI.UTTAPPA .K. T	SUPEVISOR - (on deputation)	-	-
36.	SRI.M. MANOHARAN	SR. DRIVER	22256287	219
37.	SRI.S. RAVISHANKAR	SR.ASST. - C S D	22256287	207
38.	SRI.B. A. MATH	SR. ASST. - MEDIA	22256287	209
39.	SRI.G. PRABHU	ASSISTANT- C S D	22256287	204
40.	SRI.B. V. RATHNAMMA	ASSISTANT -ADMIN	22256287	234
41.	SRI.P. J. RAVIKUMAR	DRIVER	22256287	234
42.	SRI.B. PRABHU	JR.ASSISTANT	22256287	219
43.	SRI.N. JAYAKUMAR	ATTENDER	22256287	218

Abbreviations:-

CSD- Client Servicing Department.

BM – Branch Manager.

A&F – Accounts and Finance.

X) THE MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS

Sl.No	Name of the Employee	Designation	Gross Salary (As on 31.10.2017)
1.	SRLSIDDALINGAPPA B PUJARI	MANAGING DIRECTOR (ON DEPUTATION FROM COMMERCE & INDUSTRIES DEPARTMENT)	72528
2.	SRL.N.R. DESHMUKH	DEPUTY GENERAL MANAGER-CREATIVE	115859
3.	SRI RADHAKRISHNA. B	COMPANY SECRETARY	60000
4.	SRI N . KRISHNA	MANAGER-EVENTS & OTHER MEDIA	98131
5.	SMT.RASHMI YADATI	MANAGER-(A&F)	73088
6.	SRI KIRAN SINGH	MANAGER -(PRODUCTION)	60000
7.	SRI.P. S. NANDISH	MANAGER-RECOVERY	77168
8.	SRI.E. RAVEENDRAN	DY. MANAGER-CREATIVE	90325
9.	SRI.H .CHANDRAPPA	DY. MANAGER-MEDIA	61909
10.	SMT.K. SHASHIKALA	DY. MANAGER-ADMIN	64939
11.	SMT.R. V. KAMALA	DY. MANAGER-	63361
12.	SRI.NAGAPPA KITTUR	DEPUTY MANAGER -CSD	62084
13.	SMT.GEETHA. H.K	ACCOUNT EXECUTIVE - CSD	44960
14.	SMT.PUNITHA.K.C.	ACCOUNT EXECUTIVE- CSD	44960
15.	SMT.G. VEDAVATHI	ACCOUNT EXECUTIVE- CSD	42460
16.	SRI.ANIL KUMAR. R	ACCOUNT EXECUTIVE- CSD	44960
17.	SMT.R.T. RAJESHWARI	BM- MYSURU & MANDYA	41710
18.	SRI.RAJESH. B. KORISHETTY	B M- HUBBALLI	41710
19.	SRI.MARUTHI. R.	B M - DAVANAGERE & BELLARY	39310
20.	SRI.KANTHARAJU. K. M	B M - TUMAKURU	39310
21.	SRLSIDDESHA.R	B M - SHIMOOGA & HASSAN	39310
22.	SRI.RAGHAVENDRA SHASTRI	B M - MYSORE & MANGALORE	41710
23.	SRLSURESH RATHOD	B M - -KALABURAGI	41710
24.	SRI.M.S. PATIL	B M - BIJAPUR	39310
25.	SRLSIDDALINGESHA HASABI	B M - BELAGAVI	41710
26.	SRI.RUTH JAYARAJ	ASST. MANAGER- C S D	54899
27.	SRI.MILIND M KASHYAP	ASSISTANT MANAGER-MEDIA	50919
28.	SMT.NEELALOCHANA	ASSISTANT MANAGER-ACCOUNTS	47238
29.	SMT LATHA NAIK	ASSISTANT MANAGER- CSD	55378
30.	SRI.C. R. GOPINATH	SUPERVISOR - CREATIVE	51595
31.	SMT.JYOTHI SREEDHAR	SUPERVISOR-ADMN	62811
32.	SMT.S. ARUNDHATHI	SUPERVISOR - MEDIA	50369
33.	SRI.B.K.CHANDRASHEKAR	LEGAL ASSISTANT - ADMN	37400
34.	SMT.R .THEJAVATHI	SUPERVISOR-MEDIA	44410
35.	SRI.UTTAPPA .K. T	SUPERVISOR - (on deputation)	
36.	SRI.M. MANOHARAN	SR. DRIVER	59912
37.	SRLS. RAVISHANKAR	SR.ASST. - C S D	37475
38.	SRI.B. A. MATH	SR. ASST. - MEDIA	35009
39.	SRI.G. PRABHU	ASSISTANT- C S D	29076
40.	SRI.B. V. RATHNAMMA	ASSISTANT -ADMIN	28462
41.	SRI.P. J. RAVIKUMAR	DRIVER	23898
42.	SRI.B. PRABHU	JR.ASSISTANT	24774
43.	SRI.N. JAYAKUMAR	ATTENDER	21708

XI) THE BUDGET ALLOCATED TO EACH OF ITS AGENCY INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENT MADE:

There is no budget allocation from the Government of Karnataka to the Company.

XII) THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES INCLUDING THE AMOUNT ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES:

This is not applicable to the Company.

XIII) PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATION GRANTED BY IT:

This is not applicable to the Company.

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

The Accounts , Creative and Media Departments of the Company are fully computerized and held in electronic form.

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

The General Public whoever is interested to know about the working, Programmes and Policies of the Corporation, can avail the requisite information from the designated Information Officers of the Company during working hours from 10.00 AM to 5.30 PM at the office and also 4 (1) (a) and 4 (1) (b) information is accessible on website www.mcaltd.in
The Office is closed on Second Saturday of every month and on other Government holidays.
The Company has no library or reading room for public use.

XVI) THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICERS.

The names and designations and other particulars of the Public Information Officer, Asst. Public Information Officers and Appellate Authority for MC&A and its branches have been published in the Notification dated 01.01.2018 issued as required under Section 5(1) (2) of the Act. Notification is given at Annexure 1.

For MARKETING COMMUNICATION & ADVERTISING LIMITED

**(SIDDALINGAPP B PUJARI)
MANAGING DIRECTOR**