



INFORMATION MANUAL

Pursuant to Section 4(1) (b) of the RTI Act 2005

COCHIN SHIPYARD LIMITED

(A Government of India Category-1 Miniratna Company, Ministry of Shipping)

Registered Office: Administrative Building, Cochin Shipyards Premises,
Perumanoor, Cochin, Ernakulam – 682 015, Kerala, India.

[CIN: U63032KL1972GOI002414]

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PARTICULARS OF ORGANISATION, FUNCTIONS & DUTIES [Section 4(1)(b)(i)]

Basic Details

- | | |
|---|---|
| 1. Name of the Company | Cochin Shipyard Limited |
| 2. Corporate Identity Number (CIN) | U63032KL1972GOI002414 |
| 3. Date of Incorporation | March 29, 1972 |
| 4. Type of Company | Government Company |
| 5. Administrative Ministry | Ministry of Shipping, Government of India |
| 6. Address of the Registered office & contact details | Administrative Building,
Cochin Shipyard Premises, Perumanoor,
Cochin, Ernakulam – 682 015, Kerala, India.
Ph: +91 484-2501307
Fax: + 91 484-2384001
e-mail: secretary@cochinshipyard.com
website: www.cochinshipyard.com |
| 7. Share Capital | |
| Authorised Share Capital | Rs. 2,50,00,00,000 |
| 25,00,00,000 Equity shares of Rs. 10 each. | |
| Paid-up Share Capital | Rs. 1,35,93,60,000 |
| 13,59,36,000 Equity shares of Rs. 10 each. | |
| 8. Shareholding Pattern | Government of India – 75%
Public – 25%
To view the detailed shareholding pattern of the company, click here . |
| 9. Whether listed company | Yes, the equity shares of the Company are presently listed with the following stock exchanges:
a. BSE Limited; and
b. National Stock Exchange of India Limited. |
| 10. Principal business activities | Shipbuilding and Ship Repair |

Overview

Cochin Shipyard was conceived of in the year 1969 when a team surveyed various locations in India before selecting Cochin for the launch of the first Greenfield Shipbuilding Yard in the country. The yard facilities in the first phase were completed by 1982. The yard was designed and constructed under technical collaboration with M/s. Mitsubishi Heavy Industries (M.H.I), Japan. Cochin Shipyard Limited (CSL) was incorporated in the year 1972 as a fully owned Government Company. After the IPO in 2017 the Government of India holds 75% of equity share capital in the Company.

In the last four decades CSL has emerged as a forerunner in the Indian Shipbuilding & Ship repair Industry and also a well-known player on the global shipbuilding front. CSL can build ships up to 1,10,000 DWT and repair ships upto 1,25,000 DWT. CSL has many a feather on its cap like it has delivered two of India's largest double hull Aframax tankers each of 95,000 DWT, has built various types of vessels including Tankers, Bulk Carriers, Port Crafts, Passenger Vessels etc. CSL has secured shipbuilding orders from internationally renowned companies and has exported 45 ships to various commercial clients outside India such as National Petroleum Construction Company (Abu Dhabi), the Clipper Group (Bahamas), Vroon Offshore (Netherlands) and SIGBA AS (Norway).

CSL commenced the shipbuilding operations in 1975, ship repair in 1978, Marine Engineering Training in 1993 and Offshore upgradation in 1999. Over the years, CSL has successfully responded to fluctuations in the shipbuilding requirements of the markets and have evolved from building bulk carriers to smaller and more technically sophisticated vessels such as Platform Supply Vessel (PSV) and Anchor Handling Tug Supply Vessel (AHTS). CSL has worked with several leading technology firms in the industry including Rolls Royce Marine (Norway), GTT (France), Vard Group (Norway) etc.

CSL is the only yard which has undertaken drydock repairs to India's Aircraft Carriers. CSL has undertaken repairs of all types of vessels including upgradation of ships of oil exploration industry as well as periodical lay-up repairs and life extension of ships of Navy, UTL, Coast Guard, Fisheries and Port Trust besides merchant fleet. CSL has, over the years, developed adequate capabilities to handle complex and sophisticated repair jobs. CSL has established tie-ups with select specialist firms from near-east, far-east, south-east, Europe and USA for technology transfer & material packages for shipbuilding, shiprepair, platforms, rigs & upgradation of yard facilities.

Vision, Mission & Objectives

Vision

- Emerge as an internationally preferred shipyard to construct world class Merchant and Naval ships, offshore vessels and structures.
- Be the market leader in India for ship repairs, including conversions and upgradation.
- To be admired for our achievements, respected for our ethics and trusted for our service excellence by our valued customers.

Mission

- To build and repair ships and off-shore structures to international standards and provide value added quality engineering services.
- Sustain corporate growth in competitive environment.
- To adopt and undertake practices towards becoming a responsible corporate citizen.

Objectives

- To sustain and enhance shipbuilding and shiprepair activities through technology upgradation and capacity augmentation.

- To continuously endeavor to expand/diversify activities of the shipyard including setting up new facilities.
- To carry out Research & Development in existing and emerging technologies in shipbuilding processes.
- To move towards international benchmarking, benchmark with the best shipbuilding standards followed in India.
- To motivate employees through improved specific training programs. To adopt best practices for clean and safe environment. Ride the down time with aggressive bidding and secure orders to maximize capacity.
- To ensure positive customer oriented initiatives.
- To build a responsible corporate citizen image through CSR & Sustainability projects and compliance to Corporate Governance principles.

Products & Services

Shipbuilding

Cochin Shipyard with its proven expertise is perfectly positioned to offer a flexible range of products such as

- Tankers
- Product Carriers
- Bulk Carriers
- Passenger Vessels
- High Bollard Pull Tugs
- Air Defence Ship
- Platform Supply Vessel (PSV)
- Anchor Handling Tug Supply Vessel (AHTS) etc.

Ship Repair

Repairs of all types of vessels including upgradation of ships of oil exploration industry as well as periodical lay-up repairs and life extension of ships of Navy, UTL, Coast Guard, Fisheries and Port Trust besides merchant fleet.

Marine Engineering Training

CSL's Marine Engineering Training Institute began in 1993 and facilitates the Directorate General of Shipping (DGS), Government of India (GoI) approved GME residential course for mechanical and naval architect engineering graduates.

Every year there will be two batches - one batch commences on 1st of January and the second batch commences on 1st of August. The duration of the course is 12 months, and the course is fully residential.

Board of Directors

Whole Time Directors	Part Time Official (Nominee) Director	Non-Official Part Time (Independent) Director
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Shri Madhu S Nair
Chairman & Managing
Director (Head of the
Organisation)

Shri Paul Ranjan D
Director (Finance) &
Chief Financial Officer

Shri Sureshbabu N V
Director (Operations)

Shri Bejoy Bhasker
Director (Technical)

Shri Satinder Pal Singh IPS
Joint Secretary (Shipping),
Ministry of Shipping, Govt.
of India

Shri Jyothilal K R IAS
Principal Secretary
(Transport)
Government of Kerala

Smt. Roopa Shekhar Rai

Shri Krishna Das E

Shri Radhakrishna Menon

Shri Jiji Thomson IAS (Retd.)

Shri Pradipta Banerji

Shri Nanda KumaranPuthezhath

Organisation Chart

Annual Reports

FY 2017-18

FY 2016-17

FY 2015-16

FY 2014-15

FY 2013-14

POWERS AND DUTIES OF CSL OFFICERS AND EMPLOYEES [Section 4(1)(b)(ii)]

Cochin Shipyard Limited is a Commercial Organisation under the Ministry of Shipping, Government of India. The powers of the officers and employees are well defined at all levels in the Organisation and are derived from various documents such the Articles of Association, the Sub-Delegation of Powers etc.

Senior Management

Name	Designation	Duties
Shri Madhu S Nair	Chairman & Managing Director	Overall management of the affairs of the Company, under the direction of the Board of Directors.
Shri Paul Ranjan D	Director (Finance) & Chief Financial Officer	Overall in charge of finance and accounts functions of the Company. He is also responsible for formulation of policies relating to finance and accounts and its implementation thereof.
Shri Sureshbabu N V	Director (Operations)	Overall incharge of business operations.
Shri Bejoy Bhasker	Director (Technical)	Overall incharge of Tech and HRD.
Shri Ramesh K J	Chief General Manager (HR & TRG)	Human Resource and Training Department
Shri Murugaiah M	Chief General Manager (Tech)	Technical Department
Shri Varghese M D	Chief General Manager (IR & Admn.)	Industrial Relations & Administration Department and CSR Department.
Shri Neelakandhan A N	General Manager (Materials)	Materials Procurement (Department-I)
Shri Sreejith K N	General Manager (Ship Repair)	Ship Repair Department
Shri Suresh Kumar A V	General Manager (Shipbuilding)	Shipbuilding Department
Shri Varadarajan S	General Manager & SO (M-SR)	Setting up Mumbai Facilities
Smt. Kala V	General Manager & Company Secretary	Corporate Affairs
Shri Rajesh Gopalakrishnan	General Manager (BD&NP)	Business Development and New Projects Department
Shri Harikrishnan S	General Manager (LNG, PM & PPC)	Project Management, Planning and Production Control Department
Shri Eldho John	General Manager (Infra Projects)	Infra Projects Department
Shri Subramaniya Pillai	General Manager (Design &	Design Department

R

Engg.)

Shri Jose V J

General Manager (Finance)

Finance & Accounts

Shri Sivakumar A

General Manager (IAC)

IAC Project

Shri Sunil Kumar K R

General Manager (Mat-II)

Materials Procurement
(Department-II)

CSL other officers and employees

Duties are assigned to its officers and employees from time to time by the heads of the concerned department given above under whom the officer or employee is working.

PROCEDURE FOLLOWED IN DECISION MAKING PROCESS, INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY [Section 4(1)(b)(iii)]

- CSL is a company managed by its Board of Directors, constituted under the Companies Act, consisting of Whole-time directors, Government of India nominee, Government of Kerala nominee and Independent Directors.
- Overall supervision and management of the Company is vested with the Board of Directors of the Company. The Board of Directors is the highest decision making body within the Company.
- The day-to-day activities of CSL are managed by Chairman and Managing Director within the overall policy framework provided by the Companies Act, Memorandum and Articles of Association and the Board of Directors.
- Detailed execution of the job is being done under the leadership of the in-charge of the respective departments.
- The decisions are made on the basis of the approval of the appropriate authority as per CSL's Sub-Delegation of Powers as approved by the Board of Directors. Financial concurrence is obtained in case of proposals having financial implications. Decisions which are beyond the CSL's Sub-Delegation of Powers are placed before the Board of Directors for their approval.
- As per the provisions of the Companies Act, 2013 certain matters require the approval of the shareholders of the Company. Hence approval of the Shareholders is obtained, wherever required.
- Further CSL, being a Public Sector Company under the administrative control of the Ministry of Shipping, Government of India, approval of the Ministry of Shipping is also obtained, wherever required.

NORMS SET FOR DISCHARGE OF FUNCTIONS [Section 4(1)(b)(iv)]

Shipbuilding and repair of ships is the principal business activities of CSL. CSL has its Articles of Association and well defined procedure and guidelines in the form of delegation of powers, laid down policies, manuals, compliance of provisions of various statutes, rules and regulations, guidelines of Department of Public Enterprises, guidelines of Chief Vigilance Commission, Companies Act and regulations of SEBI for smooth operations of the Company. Any person who require the services of CSL can access the same by contacting the concerned officers as hosted in CSL's web-site www.cochinshipyard.com.

CSL's grievance redressal system is headed by a Whole Time Director and the complaints involving issues of integrity, fairness and transparency in dealing with CSL will be addressed and attended to in a time bound manner.

Suggestions for improvement in CSL's systems and procedures on issues related to integrity, fairness and transparency may also be put through for upgrading CSL's business practices.

The grievances and suggestions may be addressed to:

Shri D Paul Ranjan

Director (Finance) & Chief Financial Officer

Cochin Shipyard Limited

Kochi – 682 015

Tel: 0484-2360708

Fax: 0484-2370897

Email: paulranjan@cochinshipyard.com

THE RULES, REGULATIONS, INSTRUCTIONS, MANUAL AND RECORDS HELD BY CSL OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGE OF FUNCTIONS [Section 4(1)(b)(v)]

The overall objectives and framework of rules and regulations of the Company are laid down in the Memorandum and Articles of Association of the Company. Corporate policy decision of running the businesses of CSL is being taken, depending upon the changing scenario of the business by the Board of Directors. The day to day activities to be carried out are being decided by the respective departments and are being executed in conformity with the corporate decision taken by CSL in the meeting of its Board of Directors. Each Department of the Company, while discharging its functions, is guided by manuals, policy and guidelines, which are periodically reviewed and updated. The conduct of the employees is regulated by the CSL Conduct, Discipline & Appeal Rules and Standing Orders. In addition, the Company follows the directives and guidelines issued by the Government of India on various matters. The operations of the Company is also guided by the Memorandum of Understanding entered into with the Government of India.

Given below is a list of major Acts, rules, regulations, instructions, manuals and records used by CSL for discharging its functions:

- Memorandum of Association and Articles of Association;
- Companies Act, 2013 and the Rules made there under;
- SEBI Regulations;
- DPE Guidelines;
- Accounts Manual;
- Materials Manual;
- Sub-Delegation of Powers;
- CSL Conduct, Discipline & Appeal Rules and Standing Orders.

Further, the following major policies have been adopted by the Board of Directors of CSL and are hosted in CSL's web-site www.cochinshipyard.com:

- Dividend Distribution Policy;
- Material Subsidiary Policy;
- Risk Management Policy;
- Board Diversity Policy;
- Cochin Shipyard Vigil Mechanism and Whistle Blower Policy;
- Code of Conduct;
- Insider Trading Policy;
- Materiality for Disclosure of Events to Stock Exchange;
- Related Party Transactions Policy & Procedures;
- Policy on Identification of Group Companies, Material Creditors & Material Litigations;
- Nomination and Remuneration Policy; and
- Preservation of Documents and Archival Policy.

STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY CSL OR UNDER ITS CONTROL [Section 4(1)(b)(vi)]

The Company maintains various statutory documents, registers, books, licenses, certificates, Accounts Manual, Materials Manual, HSE Policy, Memorandum of Understanding with the Government of India and various other Agencies/Companies, Annual Reports, Periodic Returns filed with various statutory authorities, Agreements etc., as required under various statutes, rules and regulations. Documents are available either in paper and/or in electronic format and are maintained under the control of the respective heads of the department. The documents held by CSL are maintained and preserved as per the CSL's 'Preservation of Documents and Archival Policy'. To view the said policy, please [click here](#).

Broad categories and important documents held by the Company under its control are listed below:

Documents pertaining to Incorporation:

- Certificate of Incorporation and Memorandum of Association and Articles of Association.

Documents pertaining to Finance & Accounts:

- Accounts Manual, Books of Accounts, Annual Reports, Documents and Returns filed with various Tax authorities, etc.

Documents pertaining to Corporate Affairs:

- Agenda Papers and Minutes of Board Meetings, Committee Meetings, Shareholders Meetings etc, Statutory Registers maintained under various statutory provisions, Returns & Forms filed under various statutory provisions, various policies adopted by the Board of Directors of CSL etc.

Documents pertaining to HR Function:

- CSL Conduct, Discipline & Appeal Rules and Standing Orders, Documents relating to the employees, Documents, forms and returns maintained and filed under various labour legislations, etc.

Technical Documents:

- Design & Drawings, Agreements, Detailed Project Reports etc. for the business operations of the Company.

Other Documents:

- Sub-Delegation of Powers, Materials Manual, Documents relating to the property of the Company, etc.

THE PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH OR REPRESENTATION BY, THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF CSL'S POLICY OR IMPLEMENTATION THEREOF [Section 4(1)(b)(vii)]

CSL being a commercial organization engaged in building and repair of ships and the policies formulated by it relate to its internal management, there is no arrangement exists for consultation with the members of the Public prior to formulation of its internal policies. However, internal policies of the Company are formulated in compliance with the applicable provisions of the statutes, rules and regulations etc.

If the members of the public, who are dealing with the Company in its business transaction have any grievances/suggestions, they can approach through e-mail or through the concerned officers as hosted in CSL's web-site www.cochinshipyard.com

STATEMENT OF 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 FOR PUBLIC [Section 4(1)(b)(viii)]

The Board of Directors of the Company is constituted as per the provisions of the Companies Act, 2013 and SEBI Regulations and consists of Whole Time Directors, Government of India Nominees, Government of Kerala Nominees and Independent Directors (which also include Woman Director). The Board has constituted various committees with specific powers and distinct roles and responsibilities to focus on respective areas. The details of the Board of Directors and the composition of various committees can be accessed on CSL's web-site www.cochinshipyard.com

The meetings of the Board of Directors and Committees of the Board are not open to the public. Similarly, the Minutes of such meetings are also not accessible for public. While decision taken or minutes of the meeting of the Board of Directors and Committees of the Board are not accessible to the public, important decisions regarding the company and/or its management are being communicated to the statutory authorities as required under the law from time to time.

DIRECTORY OF CSL'S OFFICERS AND EMPLOYEES [Section 4(1)(b)(ix)]

The details of the Whole time Directors and the senior officials of the Company in E6, E7 and E8 Grade, as on July 15, 2018, are given below:

Name	Designation	Extn.	Direct No. (Off)	E-mail
Shri Madhu S Nair	Chairman & Managing Director	1201	2501201	madhu.nair@cochinshipyard.com
Shri Paul Ranjan D	Director (Finance) & Chief Financial Officer	1222	2501222	paulranjan@cochinshipyard.com
Shri Sureshbabu N V	Director (Operations)	1254	2501254	sureshbabu.nv@cochinshipyard.com
Shri Bejoy Bhasker	Director (Technical)	1364	2501364	bejoy@cochinshipyard.com
Shri Ramesh K J	CGM (HR & TRG)	1206	2501206	ramesh.kj@cochinshipyard.com
Shri Murugaiah M	CGM (Tech)	1267	2501267	murugaiah.m@cochinshipyard.com
Shri Varghese M D	CGM (IR & Admn.)	1236	2501236	varghese.md@cochinshipyard.com
Shri Neelakandhan A N	GM (Materials)	1360	2501360	neelakandhan@cochinshipyard.com
Shri Sreejith K N	GM (Ship Repair)	1261	2501261	sreejith.kn@cochinshipyard.com
Shri Suresh Kumar A V	GM (Shipbuilding)	1386	2501386	sureshkumar.av@cochinshipyard.com
Shri Varadarajan S	GM & SO (M-SR)	1330	2501330	varadarajan.s@cochinshipyard.com
Smt. Kala V	GM & Company Secretary	1306	2501306	kala.v@cochinshipyard.com
Shri Rajesh Gopalakrishnan	GM (BD&NP)	1900	2501900	rajesh.g@cochinshipyard.com
Shri Harikrishnan S	GM (LNG, PM & PPC)	1429	2501429	harikrishnan.s@cochinshipyard.com
Shri Eldho John	GM (Infra Projects)	1913	2501913	eldho.john@cochinshipyard.com
Shri Subramaniya Pillai R	GM (Design & Engg.)	1440	2501440	rspillai@cochinshipyard.com
Shri Jose V J	GM (Finance)	1304	2501304	josevj@cochinshipyard.com

Shri Sivakumar A	GM (IAC)	1323	2501323	sivakumar.a@cochinshipyard.com
Shri Sunil Kumar K R	GM (Mat-II)	1340	2501340	sunilkumar.kr@cochinshipyard.com
Smt. Anjana K R	DGM (D-CP)	1912	2501912	anjana.kr@cochinshipyard.com
Shri Sreekumar Raja C A	DGM (IAC)	1911	2501911	sreekumar.raja@cochinshipyard.com
Shri Premchand S	DGM (Civil)	1737	2501737	premchand.s@cochinshipyard.com
Shri Shiraz V P	DGM (PM-IAC)	1291	2501737	shiraz.vp@cochinshipyard.com
Shri Deepu Surendran	DGM (D-DP)	1336	2501336	deepu.surendran@cochinshipyard.com
Shri Santhosh Philip	DGM (SRO)	1476	2501476	santhosh.p@cochinshipyard.com
Shri A K Subash	DGM & Chief Welfare Officer	1230	2501230	subash.ak@cochinshipyard.com
Smt Mary Ranjit Abraham	DGM (IT)	1296	2501296	mary.ra@cochinshipyard.com
Shri Jayan K Thampi	DGM (H&HE)	1574	2501574	jayan.kt@cochinshipyard.com
Shri Sivaram N	DGM (BD)	1884	2501884	sivaram.n@cochinshipyard.com
Shri Harikumar K	DGM (NP)	1902	2501902	harikumar.k@cochinshipyard.com
Shri Philip Thomas	DGM (SRC)	1694	2501694	philip.thomas@cochinshipyard.com
Shri Nandagopal N R	DGM (OF)	1357	2501357	nandagopal.nr@cochinshipyard.com
Shri Unnigopan S R	DGM (SRM)	1746	2501746	unnigopan.sr@cochinshipyard.com

THE MONTHLY REMUNERATION RECEIVED BY EACH OF CSL'S OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS [Section 4(1)(b)(x)]

The remuneration of the Officers of the Company is governed by the guidelines of the Department of Public Enterprises, Government of India. The pay scales of officers are of Industrial DA pattern.

BOARD LEVEL EXECUTIVES

Designation	Pay Scale (in Rs.)
Chairman & Managing Director	1,80,000 – 3,20,000
Director	1,60,000 – 2,90,000

BELOW BOARD LEVEL EXECUTIVES

Grade	Designation	Pay Scale (in Rs.)
E-1	Assistant Manager	40,000 – 1,40,000
E-2	Deputy Manager	50,000 – 1 60 000
E-3	Manager	60,000 – 1,80,000
E-4	Senior Manager	70,000 – 2,00,000
E-5	Assistant General Manager	80 000 – 2,20,000
E-6	Deputy General Manager	90,000 – 2,40,000
E-7	General Manager	1,00,000 – 2,60,000
E-8	Chief General Manager	1,20,000 – 2,80,000

NON-UNIONISED SUPERVISORS

Grade	Pay Scale (in Rs.)
PS-1	28,000 – 1,10,000
PS-2	30,000 – 1,20,000
PS-3	40,000 – 1,40,000
PS-4	45,000 – 1,50,000

The remunerations of workmen are fixed through negotiations with Workmen's Union subject to the overall guidelines of Department of Public Enterprises, Government of India.

WORKMEN

Grade	Pay Scale (in Rs.)
W1	6,600 – 13,200
W2	7,200 - 13,800
W3	7,500 – 14,600
W4	7,700 – 15,400
W5	8,400 – 16,200
W6	8,900 – 18,500
W7	9,300 – 22,200
W8	9,500 – 24,500
W9	9,800 – 25,200
WA	10,200 – 27,400
WB	10,900 – 28,600
WC	11,700 – 30,300
WD	12,700 – 33,600

Note: In addition to the above, Dearness Allowance, House Rent Allowance, other perks and allowances under Cafeteria approach, Performance Related Payment, Provident Fund, Gratuity, Superannuation Benefits, etc. are provided as per the Company's rules framed within the framework of Government guidelines.

THE BUDGET ALLOCATED TO EACH OF CSL'S AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE [Section 4(1)(b)(xi)]

COCHIN SHIPYARD LTD - BUDGET ALLOCATION AND EXPENDITURE					
(Rs in Crore)					
	2014-15	2015-16	2016-17	2017-18	2018-19
	Actuals	Actuals	Actuals	Actuals	Allocation
Plan Expenditure	47.33	76.90	118.12	157.10	495.00
Non Plan Expenditure	0.00	0.00	0.00	0.00	0.00
Total	47.33	76.90	118.12	157.10	495.00

THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES [Section 4(1)(b)(xii)]

Cochin Shipyard Limited does not have any subsidy schemes / programmes for the public. However, Cochin Shipyard Limited undertakes Corporate Social Responsibility (CSR) activities and the details of the same is available in the Annual Reports of the Company hosted in CSL's website www.cochinshipyard.com

**PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS
GRANTED BY CSL [Section 4(1)(b)(xiii)]**

Since no subsidy is given to the general public in carrying out its business activities as stated above, there is no recipient of concessions, permits or authorizations. However, the details of CSR activities undertaken by CSL is available in the Annual Reports of the Company hosted in CSL's website www.cochinshipyard.com

**DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY CSL,
REDUCED IN AN ELECTRONIC FORM [Section 4(1)(b)(xiv)]**

The information relating to the Company Profile, Board of Directors and the Key Personnel, Products & Services, Annual Reports, Financial Statements, Tenders, Policies, Human Resources, Corporate Governance, Shareholding Pattern, Corporate Social Responsibility, Press Releases etc. is available at CSL's website www.cochinshipyard.com

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 [Section 4(1)(b)(xv)]

The information related to the Company can be accessed at CSL's website www.cochinshipyard.com. If the required information is not available on the website, any citizen of India may make an application in writing or through electronic means along with the application fees as prescribed under the Right to Information (RTI) Act, 2005 to the Public Information Officer for obtaining the required information. The information shall be provided in compliance with the provisions of the RTI Act, 2005.

CSL do not maintain any library or reading room for public use.

THE NAMES, DESIGNATIONS AND OTHER PARTICULARS OF THE PUBLIC INFORMATION OFFICERS [Section 4(1)(b)(xv)]

Public Information Officers and Appellate Authority

Name	Designation	Address & Contact Details
Public Information Officer		
Smt. Kala V	General Manager & Company Secretary	Cochin Shipyard Limited, Administrative Building, Cochin Shipyard Premises, Perumanoor, Cochin, Ernakulam – 682 015, Kerala, India. Ph: +91 484 2501306 e-mail: kala.v@cochinshipyard.com
Assistant Public Information Officer		
Shri Aswin Sarma M	Assistant Company Secretary	Cochin Shipyard Limited, Administrative Building, Cochin Shipyard Premises, Perumanoor, Cochin, Ernakulam – 682 015, Kerala, India. Ph: +91 484 2501926 e-mail: aswinsarma.m@cochinshipyard.com
The Appellate Authority		
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OTHER USEFUL INFORMATION

- Returns filed under the RTI Act
- Central Information Commission