

CENTRAL TOOL ROOM & TRAINING CENTRE, BHUBANESWAR.

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

(Under Section 4(1)(b)(viii) of right to Information Act 2005).

The various Boards/Councils/Committees constituted and functioning in this office are as follows:

- i) **General Body**: The General Body of the Society shall be composed of the Members of the Governing Council together with such persons from public and private sectors, statutory corporations, financial institutions, departments of Central and state Governments and individuals of ability or experience and subscribing to the aims and objectives of the Society as may be admitted by the Society suo moto or on the recommendations of the Governing Council on applications made to it through the Executive Director of the Society. Provided however, that it will also be open to the Central Government to nominate any individual as a member of the Society. Addl. Secretary and DC (MSME), Govt. of India is the President of the Society. The Body normally meets once in a year and approves the Audited Annual accounts, Annual Report and other matters recommended by the Governing council. General Manager is the Member Secretary to the Governing Council.
- ii) **Governing Council** : It consists of not less than 9 and more than 16 members nominated by the Govt. of India. Additional secretary and DC (MSME), Govt. of India is the Chairman. General Manager is the Member Secretary of Governing Council. The Governing Council
- iii) approves the plan and projections, budget and expenditure and formulates policies for the Society. The detail powers of the Governing Council are

prescribed in the Memorandum of Association and Rules & Regulations of the Society.

- iv) **Purchase Committee** : There are three tier Purchase Committees to regulate the purchases of the Society. Officials from Govt. of India, Governing council member, outside expert and officials of CTTC are the members in the Purchase Committee.
- v) **Canteen Committee**: Canteen Committee consists representative from officers, workmen and trainees of the Centre. It advises for smooth running of the Canteen.
- vi) **Tender Committee** : It consists of officials from Marketing Training and Production Deptt. It advises on finalization of quotation to be submitted to the customers.
- vii) **Hostel Administration Board**: The board comprises Senior Manager/Manager and other officer from Training Deptt. and the Hostel Warden. The board looks after the day to day affairs and smooth running of the hostels of the Centre.
- viii) **Examination Committee**: The Committee comprises members of officials from Training Deptt. and representative of State Council of Technical Education and Vocational Training. The committee conducts examination and responsible for publication of result.

The meetings of the above Committees/Board/Councils are neither open to public nor minutes are accessible to them.