

Gujarat State Investments Limited

CIN NO :U64990GJ1988SGC010307

6th Floor, H.K.House, Ashram Road

Ahmedabad – 380 009.

P.H – (079) 26586636, 26579731

Right to Information Act, 2005

- 1. The Particulars of Organization / functions and duties.**
- 2. The Powers and Duties of Officers and Employees.**
- 3. The Procedure followed for decision making process, including channels or supervision and accountability**
- 4. The norms set by it for the discharge of functions.**
- 5. The Rules, Regulations, Instructions, Manuals and Records held by it or under its control or used by its Employees for Discharging its functions.**
- 6. The Documents that are held by it or under its control.**
- 7. The particulars of any arrangement that excise for consultation with or representation by the members of the public in relation to the information of its policy or implementation thereof.**
- 8. A statement on the Board & Sub Committee of the Board:**
- 9. A Directory of its Officers and Employees.**
- 10. The Monthly Remuneration Received by each of its Officers and Employee including the system of Compnesation as provided in its Regulations.**
- 11. Budget Allocation & Expenditure .**
- 12. The manner of Execution of Subsidy Programmes, including the amounts allocated & the details of Beneficiaries of such programmes.**
- 13. Particulars of Recipients of Concessions, Permits or Authorizations Granted by it.**
- 14. Details in Respect of the Information, Available to or held by its Reduced in an Electronic form.**
- 15. 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 :**
- 16. The name, Designations and other particulars of the public Information Officers :**
- 17. Such Other Information as may be Prescribed and thereafter update these Publications every year :**

Manual – 1 : The Particulars of its Organization, Functions & Duties

Objective :

Gujarat State Investments Limited is the investment arm of Government of Gujarat. Its works as an Investment Company under administrative control of the Finance Department.

Gujarat State Investments Limited incorporated on :

Date of Incorporation: 29th Jan, 1988

Type of Company : Government Company

Office Hours: 10.30 hrs to 18.30 hrs

Recess Hours: 14.hrs to 14.30 hrs

Except Designated holidays published by the Government

Manual 2 : The powers and Duties of Officers and Employees :

The powers and duties of the employees of the company are derived mainly from job descriptions, terms and conditions of appointment and delegation authorities enunciated by the company. The employees of the company are appointed for carrying out the business operations of the company, which are in line with the objectives specified in the Memorandum and Articles of Association of the company.

While discharging duties and responsibilities, employee of the company are complying with the applicable provisions of statutory and rules and regulations framed there under.

Manual 3 : The Procedure followed for decision making process, including channels or supervision and accountability

The decision making process of the company follows the following channel :

Board of Directors



Chairman



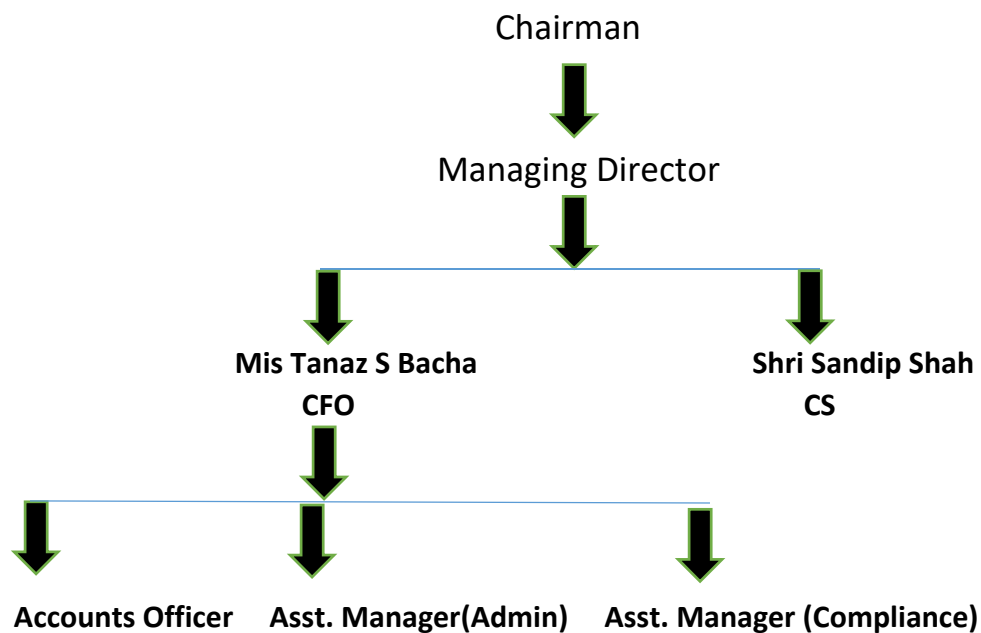
Managing Director



Functional Heads

The Board of Directors is the highest decision making Body within the company.

The day to day management of the company is entrusted to the M.D & other functional has the organization structure is as follows :



Manual 4 : The norms set by it for the discharge of functions.

The company has well defined procedures and guidelines in the form of delegation of powers and fixed down policies, G.R and guidelines. Company with the provisions of the various status rules and regulations and guidelines.

Manual 5 :The Rules, Regulations, Instructions, Manuals and Records held by it or under its control or used by its Employees for Discharging its functions.

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. The conduct of the employee is regulated by the Gujarat Civil Services Rules as amended from time to time.

Manual 6 :The Documents that are held by it or under its control.

The company maintains various Statutory documents, registers, books etc for the business operation of the company as required under various Laws.

Manual 7 : The particulars of any arrangement that excise for consultation with or representation by the members of the public in relation to the information of its policy or implementation thereof.

Gujarat State Investments Ltd does not have any direct contact with the public for the present. There is no arrangement that exists for consultant with or representation by, the members of the public relation to the formulation of its policy or implementation thereof : implementation & Formulation of Policy.

Manual 8 : A statement on the Board & Sub Committee of the Board:

Board of Directors	
Chairman	Dr. T. Natarajan, IAS, ACS(FD)
Managing Director	Shri Sandeep Kumar, IAS , Secretary (Economic Affairs)
Directors :	Dr. Ratankavar H Gadhvicharan, IAS, Commissioner Rural Health
	Shri Bhadresh Mehta, Independent Director
	Smt Neena Kumar, Independent Director

Details of Committee :

(1) Audit Committee

Members of Audit Committee	
Chairman	Shri Bhadresh Mehta, Independent Director
Directors :	Dr. Ratankavar H Gadhvicharan, IAS,
	Smt Neena Kumar, Independent Director

(2) CSR Committee

Members of CSR Committee	
Chairman	Dr. T. Natarajan, IAS
Member	Shri Sandeep Kumar, IAS
	Shri Bhadresh Mehta (Independent Director)

(3) Nomination & Remuneration Committee

Members of Nomination & Remuneration Committee	
Chairman	Shri Bhadresh Mehta (Independent Director)
Member	Dr. Ratankavar H Gadhvicharan, IAS,
	Smt Neena Kumar, Independent Director

(4) Stakeholders Relationship Committee

Members of Nomination & Remuneration Committee	
Chairman	Shri Bhadresh Mehta (Independent Director)
Member	Dr. Ratankavar H Gadhvicharan, IAS,
	Smt Neena Kumar, Independent Director

(5) Group Risk Management Committee

Group Risk Management Committee	
Chairman	Shri Bhadresh Mehta (Independent Director)
Member	Smt. Neena Kumar (Independent Director)
	Dr. Ratankavar H Gadhvicharan, IAS,
	Smt Neena Kumar, Independent Director

	Miss. Tanaz S Bacha
	Shri Sandip Shah

Manual 9 : A Directory of its Officers and Employees.

Gujarat State Investment Limited

6th Floor, H.K.House,
Opp. Bata Show Room, Ashram Road
Ahmedabad – 380 009.

Name Of Officers/ Employee	Designation	Tel.No	Email ID
Miss Tanaz S Bacha	Chief Financial Officer	26579731	info@gsil.co.in
Shri. S.K.Shah	Company Secretary	26586636	info@gsil.co.in
Shri Jaimin D Patel	Account Officer		
Shri P B Jadav	Assistant Manager		
Ms. Krishna Vora	Assistant Manager		

Manual 10 : The Monthly Remuneration Received by each of its Officers and Employee including the system of Compensation as provided in its Regulations. (Updated on 15th December 2025)

Designation wise Pay Scale :

Sr.No	Designation	Pay Scale with G.P	Remarks
1	Chief Financial Officer	85800	As per 7 th Pay
2	Company Secretary	78500	As per 7 th Pay
3	Account Officer	44900	As per 7 th Pay
4	Assistant Manager	42300	As per 7 th Pay
5	Assistant Manager	49600	As per GoG Rules

Manual 11 : Budget Allocation & Expenditure .

GSIL is not engaged in development, construction and technical works hence not applicable.

Manual 12 :The manner of Execution of Subsidy Programmes, including the amounts allocated & the details of Beneficiaries of such programmes.

Gujarat State Investments Limited does not get any Subsidy / Grant and does not have any Subsidy Programme.

Manual 13 : Particulars of Recipients of Concessions, Permits or Authorizations Granted by it.

Gujarat State Investments Limited does not provide any concessions, Permits or has not granted any authorization.

Manual 14 : Details in Respect of the Information, Available to or held by its Reduced in an Electronic form.

The details relating to Company's Profile Activities, Financial Performance, Shareholding Pattern etc. are available at the Company's Registered Office.

Manual 15 : 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 :

- Notice Board
- Inspection record
- System of issuing of copies of documents

Manual 16 : The name, Designations and other particulars of the public Information Officers :

(A) Appellate Authority

Managing Director
Gujarat State Investments Ltd
6th Floor, H.K.House
Ashram Road
Ahmedabd – 380 009
Tel : 079-26586636
E-mail : info@gsil.co.in

(B) Public Information Officer (PIO) :

Company Secretary
Gujarat State Investments Ltd
6th Floor, H.K.House
Ashram Road
Ahmedabad – 380 009
Tel : 079 - 26586636
E-mail : info@gsil.co.in

Manual 17 : Such Other Information as may be Prescribed and thereafter update these Publications every year :

The rates of fees and other charges for obtaining required information and documents are as prescribed Clause 5 under the RTI Act, 2005.