

### **Duties and Responsibilities of Managing Director**

<i>Sl No</i>	<i>Name and Designation</i>	<i>Powers and Duties</i>	<i>Reporting Officer</i>
<b>1</b>	<b>Shri. Rokkam Gopala Rao Managing Director</b>	<p>By virtue of the presidential appointment the Managing Director is entrusted with substantial power of Management:-</p> <p>As per Articles of Association, As per delegation of Powers, As per Board Directives from time to time</p> <p>As per Board Resolution passed from time to time.</p> <p>As Occupier of the factory as per Factories Act and Rules and similar other statutes as may be applicable from time to time with power to redelegate.</p>	<b>CMD HPC, Kolkata</b>

### **Duties and Responsibilities of the Employees in MD's Office of General Management Department**

<i>Sl No.</i>	<i>Name and Designation</i>	<i>Powers and Duties</i>	<i>Reporting officer</i>
<b>1</b>	<b>Bikash Bhattacharjee Sr.Manager (Plg. &amp; Monitoring)</b>		<b>MD</b>
<b>2</b>	<b>George A Personal Secretary to MD</b>	<p><i>Running and maintaining the office of the Managing Director as PS to MD</i></p> <p><i>-Preparing briefs for MD in association with Sr. Officials for bringing out position papers on various issues on relevant.</i></p> <p><i>Maintaining the files and documents.</i></p>	<b>MD</b>