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Sub:- Suo motu disclosure of information under the Right to Information Act 2005.

Ref No. PAG/Au-II/AMG-IV/Cord./Manual Updation/2026-27/93 dt. 15.05.2026

4. Obligations of public authorities

b) Publish within one hundred and twenty days from the enactment of this Act-

(i) The particulars of its organization, functions and duties;

Reply:- West Bengal Essential Commodities Supply Corporation Ltd. (WBECSC) is a Government of West Bengal undertaking incorporated under Companies Act, 1956 (Now Companies Act, 2013) on 15th March 1974 having its Registered Office at Khadya Bhawan, 11A, Mirza Ghalib Street, Kolkata- 700087. The Corporation (WBECSC) has been incorporated with the motto to serve people of the state (West Bengal) by supplying essential food and other material ingredients. The main functions and duties of the Corporation are summarized below:-

- A. To engage in, promote, improve, develop and finance procurement, storage processing, movement, transport, distribution and sale etc. of food grains, good stuff and other essential commodities.
- B. To sell, deliver, distribute food grains, food stuff and other essential commodities to the public in West Bengal or to the Govt. of West Bengal of other states in the Union of India.

The Corporation plays a significant role in the state reach out and cater economically weaker section of people through Public Distribution System. It also aims at reaching out to the farmers by way of procurement of Paddy at M.S.P., serving Angarwari centres through ICDS projects, etc. The Corporation plays vital role in the execution of various projects of Mid-Day Meal, Festive Packages, Disaster Management, FPS Operations, PDS Operations, etc. thereby loading to strengthen the consumers' movement in the State.

(ii) The powers and duties of its officers and employees;

Reply:- Officers and employees of the Corporation execute their job responsibilities according to their hierarchy level and the duties allotted to them from time to time by the Authority.

(iii) The procedure followed in the decision making process, including channels of supervision and accountability;

Reply:- Decision making process undertaken by officers at various levels are carried out following procedural guidance from the higher Authority delegating the officers channel of supervision and accountability from time to time.

(iv) The norms set by it for the discharge of its functions;

Reply:- Norms for discharging the functions of the Corporation are based on directions issued by the Authority of the Corporation through its hierarchical set up.

(v) The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions;

Reply:- West Bengal Essential Commodities Supply Corporation Ltd. (WBECSC) has set of Rules for conduct of its operations through various policies including "WBECSC Ltd. Service Regulation Conduct Rules", "Memorandum & Articles Association", "Administrative Orders" and various decision taken at the BOD meeting(s) from time to time.

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(vi) A statement of the categories of documents that are held by it or under its control;

Reply:- All types of documents relating to business operations of the Corporation as well as data related to its employees are held by the Corporation.

(vii) The particulars of any arrangement that exists for consultation with or representation by, the members of the public in relation to formulation of its policy or implementation thereof;

Reply:- Policies of West Bengal Essential Commodities Supply Corporation Ltd. are excluding framed and implemented by the Authority of the Corporation through its decision taken by the BOD from time to time and in line with the state Government Rules and regulations in conducting business in the state.

(viii) A 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 minutes of such meetings are accessible for public;

Reply:- Any meetings of the Board and other Committees are not open to the public and hence minutes of such meetings are not accessible to the public in general.

(ix) A directory of its officers and employees;

Reply:- Directory of the officials are available in the Corporation's website:- www.wbecscegovernance.com

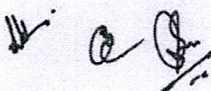
(x) The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations;

Reply:-

Sl no.	Pay Structure notionally w.e.f. 01.01.2016 with actual effect from the 01.01.2020 under ROPA 2020	
	Pay matrix level	Corresponding pay
1	1	17,000-43,600
2	2	17,600-45,200
3	3	18,800-48,700
4	4	19,700-50,500
5	5	21,000-54,000
6	6	22,700-58,500
7	9	28,900-74,500
8	10	32,100-82,900
9	12	35,800-92,100
10	16	56,100-1,44,300
11	17	67,300-1,73,200
12	19	95,100-1,48,000
13	21	1,23,100-1,91,800
14	24	1,28,900-2,01,000

(Xi) The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.

Reply:- West Bengal Essential Commodities Supply Corporation Ltd. has no agencies. So, the budget allocated to each of its agency does not arises.



(xii) The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes.

Reply:- West Bengal Essential Commodities Supply Corporation Ltd. (WBECSCCL) is a Government of West Bengal Undertaking incorporated under Companies Act, 1956 and act as nodal agency of Food and Supply Department, Government of West Bengal. No subsidy programme is run by WBECSC Limited.

(xiii) Particulars of recipients of concessions, permits or authorizations granted by it.

Reply:- No Concession are granted. So, particulars of recipients of Concessions, Permits or authorization granted does not arise.

(xiv) Details in respect of the information, available to or held by it, reduced in an electronic form;

Reply:- The electronic form of information related to the Corporation are available in the Corporation's website:- wbecscgovernance.com

(xv) 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;

Reply:- No such facility is available at the Corporation.

(xvi) The names, designations and other particulars of the public Information Officers;

Reply:- Information about SPIO, SAPIO & Appellate Authority are available in the Corporation's website:- wbecscgovernance.com.

(xvii) Such other information as may be prescribed, and thereafter update these publications every year;

Reply:- Information related to the Corporation which are subsequently published in the form of publications like Annual Reports, Policy & Guidelines for Paddy Procurement also available in the website:- <https://epaddy.wb.gov.in>