

INTRODUCTION

Fresh & Healthy Enterprises Limited - a wholly owned subsidiary of Container Corporation of India Limited, a Govt. of India Undertaking under Ministry of Railways, has taken steps to provide information to the citizens of the Nation in accordance with the Right to Information Act, 2005. This section of FHEL's official website along with other relevant sections, contain information as required to be published under section 4(1)(B) of the Act.

Compliance under Section 4(1)(B) of Right to Information Act, 2005

Section of RTI Act	Requirement under the RTI Act	Details
4(1)(b)(i)	Particulars of organization, functions & duties	Fresh & Healthy Enterprises Ltd. is a wholly owned subsidiary of Container Corporation of India Ltd. (A Govt. of India Undertaking under Ministry of Railways) and hence a Government Company within the meaning of section 617 of the Companies Act, 1956. The particulars, functions and duties of FHEL are full enumerated in the Memorandum and Articles of Association.
4(1)(b)(ii)	The powers and duties of the officers and employees	The duties performed by the officers are the same as that of supervisory and decision making. There is internal system of delegating specific and general authorities within the company which are issued and cancelled from time to time.
4(1)(b)(iii)	The procedure followed in the decision making process including channels of supervision and accountability	The procedure/norms set for discharge of functions as per the provisions contained in various codes/manuals. For general office procedure, there is a DOP. The general procedural instructions are also reiterated/issues from time to time and are available with user departments.
4(1)(b)(iv)	The norms set for discharge of functions	
4(1)(b)(v)	The rules, regulations, instructions, manuals and records, held or under the control of the company or used by the employees for discharging their functions	The company holds certain internal manuals for discharging the functions of the company such as Delegation of Powers etc. However, as the business of the company is new and project phase is getting over, rules on various aspects of working are under preparation.
4(1)(b)(vi)	A statement of the categories of documents that are held or under the control of the company	The company holds certain categories of documents which are required to be preserved and maintained under various applicable provisions of law viz. minutes of the general meetings, books of accounts, muster rolls etc.

Section of RTI Act	Requirement under the RTI Act	Details
4(1)(b)(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 advise, and as to whether meeting of those boards, councils, committees and other bodies are open to the public or the minutes of such meetings are accessible for public	The company publishes in the Annual Report every year a Corporate Governance Report which inter-alia deals with the functioning of the Board procedure and its committees.
4(1)(b)(ix)	A directory of the officers and employees	A directory containing businesswise and location wise name, designation, office address, office telephone etc. can be viewed on company website - www.fhel.co.in
4(1)(b)(x)	The monthly remuneration received by each of the officers and employees including the system of compensation as provided in the regulations	System of compensation: All compensation is paid through banking channel and proper payment vouchers.
4(1)(b)(xi)	The budget allocated to each of the agency, indicating the particulars of all plans, proposed expenditure and reports on disbursement made	Budgetary allocation is not provided by the Government of India to the company. The company operates through its capital, internal accruals and borrowings.
4(1)(b)(xii)	The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes	Not applicable to the company
4(1)(b)(xiv)	Details in respect of the information available to or held, reduced in an electronic form	Information relating to organization, its evolution, objectives, plan, strength, USP etc. have already been made available on company website - www.fhel.co.in
4(1)(b)(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	Not applicable to the company

Section of RTI Act	Requirement under the RTI Act	Details
4(1)(b)(xvi)	The names, designations and other particulars of the Public Information Officers	<p>a) Public Information Officer Sh. M. L. Arora, Chief Executive Officer Contact No.0130-2366986</p> <p>b) Asstt. Public Information Officer Shri Rajesh Kumar, Asstt. Manager(HR) Contact No.0130-2366989 Mobile No.+91-9996959052</p>
4(1)(b)(xii)	Such other information as may be prescribed	Not applicable
19(1)	Appellate Authority	Shri Anil K. Gupta, Chairman & Managing Director/CONCOR & Chairman/FHEL Contact No.011-41673013

FRESH & HEALTHY ENTERPRISES LIMITED

A wholly owned subsidiary of Container Corporation of India Limited-

A Govt. of India Undertaking under Ministry of Railways

TOLL FREE NUMBER **1800-180-1803**

Form for seeking information under RTI Act, 2005

The Public Information Officer
Fresh & Healthy Enterprises Limited
HSIIDC Industrial Estate, Rai,
Distt. Sonapat (Haryana)-131029

(Columns should be filled in Capital Letters)

1.	Full Name of the Applicant	:	
2.	Father's/Husband's Name	:	
3.	Complete Address	:	
4.	Telephone No.	:	
5.	Whether belong to BPL category (if yes, please attach a copy of the BPL/Antyodaya ration card to claim waiver of the application fee)	:	
6.	Details of application fee	:	
7.	Particulars of information required (please enclose separate sheet, if required):		
8.	Form/medium of information required:		

DECLARATION

I state that I am a citizen of India.

Place:
Date:

(Signature of Applicant)

POWERS & DUTIES OF THE OFFICERS OF FHEL

Sr. No.	Name	Designation & Address	Duties
FHEL CA STORE - RAI			
1.	Sh. M. L. Arora	Chief Executive Officer	Overall management of the company
2.	Sh. K. P. Thakur	General Manager (CCP)	Overall incharge of Operations & Technical Deptt. at CA Store-Rai
3.	Sh. Umesh Behl	Chief Financial Officer	Overall incharge of Finance & Accounts Department.
4.	Sh. Deepak Nijhawan	Dy. GM(Marketing)	Marketing and Commercial activities, Market research, projection and contract management
5.	Ms. Suman Lata	Manager(Finance)-cum- Company Secretary Rai/Sonepat	To comply with ROC procedures/ MCA-21 Guidelines, Legal provisions under various laws applicable to company. To conduct Audit Committee and Board meetings and preparation of draft minutes, resolutions, agendas and notices etc.
6.	Sh. Anupam Chakraborty	Dy. Manager (P&M)	Assisting GM(CCP) in Operations activities
7.	Sh. Ram Singh Dogra	Dy. Manager(P&M)	Assisting GM(CCP) in Operations activities
8.	Sh. Rajesh Kumar	Asstt. Manager(HR)/ Rai, Sonapat	Formulation and implementation of HR policies, Manpower Planning, Recruitment, Training, Industrial Relations, Compliance of provisions of Labour Laws as applicable to company.
9.	Sh. Kanhaiya Lal Sahani	Asstt. Manager/F&A	Assisting Chief Finance Officer in all accounting matters.
10.	Sh. Suresh Kumar	Asst. Manager(P&M)	Assisting GM(CCP) in Operations activities
11.	Sh. Bhupesh Rana	Asstt. Manager/P&M	Assisting GM(CCP) in Operations activities