



GOVERNMENT OF KERALA

Abstract

Food & Civil Supplies Department – Duties of Chairman, Kerala State Civil Supplies Corporation – assigned – Orders issued.

Food & Civil Supplies (C) Department

G.O.(Ms)No.9/2025/F&CS Dated,Thiruvananthapuram, 02-05-2025

Read: Letter No. KSCSC/2412/2025-D10(ADMN) dated 22/03/2025 of Managing Director, Kerala State Civil Supplies Corporation Ltd.

ORDER

In pursuance of the request made by the Managing Director, Kerala State Civil Supplies Corporation Ltd., Government have examined the matter and are pleased to assign the following duties and responsibilities to the Chairman, Supplyco for the smooth functioning of the organization, in addition to the functions prescribed under the Articles of Association of the Corporation:

- 1. Send proposal for new programmes / projects to Government.*
- 2. Dispose off final papers and files for which delegation is not expressly provided to other officers.*
- 3. Assign, organise and distribute work in the institution and ensure reasonable quantum of work performance, with consultation with the Managing Director.*
- 4. Guide the Management Committee in all administrative, managerial, personnel and financial matters of the institution.*
- 5. Do things which are necessary for effective and efficient management of the institution.*
- 6. Overseeing the company's financial health, and maintain financial controls, to ensure accurate financial reporting, maintaining transparency, reviewing financial reports, and engaging with financial institutions, promoting transparency and accountability, in agreement with the Managing Director.*
- 7. Organizing events, conclaves, fairs etc.,*
- 8. Overseeing the marketing activities other than routine affairs, innovative programmes, Promotes the adoption of technology and*

innovation to enhance operational efficiency, service delivery etc.

9. Company infrastructure, revamping, etc.

10. Monitoring of the Special Inspection team.

11. Any other item that Government entrusts from time to time.

12. All Actions/functions must be safeguarding the interests of the Government.

13. Provide strategic leadership and communicates the strategic vision and long-term goals of the Corporation, upholding the best interest of the Government.

14. Maintains relationships with key stakeholders, upholding the best interest of the Government.

15. Oversees special projects requiring high-level strategic input, upholding the best interest of the Government.

Board Meetings

1. Leading the Board: The chairman leads the Board of directors, ensuring it operates efficiently and effectively.

2. Setting the Agenda: The chairman sets the agenda for board meetings in consultation with MD and ensures all relevant matters are discussed.

3. Ensuring Compliance: The chairman ensures the company complies with relevant laws and regulations. adheres to all applicable laws, regulations, and ethical standards and economic measures fixed by the Government from time to time.

4. Promoting Good Governance: The chairman promotes and maintains high standards of corporate governance.

5. Oversight: The chairman provides oversight of the company's business and ensures the organization stays on track and meets its strategic milestones, ensuring accountability and timely corrective actions,upholding the best interest of the Government.

6. Representing the Company: The chairman can represent the company in its high-level relationships, both internally and externally. ensuring alignment with strategic requirements.

7. In addition to chairing, preparation of Board agenda notes and implementation of board decisions.

The Managing Director shall perform all duties and functions including administrative matters, other than those specified above, protecting the best interest of the Government.

(By order of the Governor)
Ajit Kumar I A S
SECRETARY

To:

The Managing Director / Chairman, Kerala Civil Supplies Corporation
Ltd, Kochi.

The Accountant General (A&E/Audit), Kerala, Thiruvananthapuram

Web & New Media Division, I&PRD

Stock File

Forwarded /By order

Section Officer

Copy to: The PS to Hon'ble Minister (F&CS)