

MANUAL -2

Powers and duties of Officers and employees
Section 4 (1) b(ii)

ORGANISATION SET UP – WORK ALLOCATIONS

Designation	Name	Work Allocation
Part-time Chairman	Shri Pradeep Singh Kharola	
Managing Director	Shri Pankaj Kumar	
Chief Vigilance Officer	Shri Adityakumar Joshi	All vigilance matters.
President	Shri Mukesh Bhatia	In-charge Chefair Flight Catering, Mumbai & Head Office, Legal, Industrial Relations.
General Manager-Tech. (O)	Shri J.Rajakumar	Overall in-charge of technical department of all the Units.
General Manager -Operations, Centaur Hotel Delhi	Shri .J.Rajakumar	Head of the Units at Delhi and overall in-charge of the Operations of the Unit.
General Manager-Operations	Shri J Rajakumar	In Charge of the operations of Chefair Flight Catering, Delhi
Dy.General Manager -Operations, Centaur Lake View Hotel, Srinagar.	Mr.Syed Shafat Husain Rizvi	Head of the Units at Srinagar and overall in-charge of the Operations of the Unit.
Company Secretary, Dining Facilities Centre at Nariman Point, AI Bldg., Mumbai	Kum.Shyamala P Kunder	Head of Dining Facilities Centre, Nariman Point, Mumbai.

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**Statement of Boards, Council, Committees and
Other bodies constituted**

Section 4 (1) b (viii)

Board of Directors. The present Board of Directors consists of :

- | | | | |
|------|----------------------------|---|--|
| i) | Shri Pradeep Singh Kharola | : | Part-time Chairman |
| ii) | Smt.Gargi Kaul | : | Director -
Joint Secretary & Financial
Advisor, Ministry of Civil Aviation.. |
| iii) | Shri S.K.Mishra | : | Director –
Joint Secretary,
Ministry of Civil Aviation. |
| iv) | Shri Pankaj Kumar | : | Managing Director |

Audit Committee :

The present Audit Committee consists of :

- | | | | |
|------|----------------------------|---|--|
| i) | Smt.Gargi Kaul | : | Chairperson -
Joint Secretary & Financial Advisor
Ministry of Civil Aviation |
| ii) | Shri Pradeep Singh Kharola | : | Member -
Part-time Chairman |
| iii) | Shri S.K.Mishra | : | Member –
Joint Secretary,
Ministry of Civil Aviation. |
| iv) | Shri Pankaj Kumar | : | Member –
Managing Director |

Tender Committee. The present Tender Committee consists of :

- | | | | |
|------|------------------------------|---|------------------|
| i) | Unit Head | : | Chairman |
| ii) | Head of Purchase | : | Member Secretary |
| iii) | Head of consuming Department | : | Member |
| iv) | Representative of Accounts | : | Member |

