

**RIGHT TO INFORMATION ACT, 2005  
INFORMATION UNDER SECTION 4.1, (B) UNDER  
RIGHT TO INFORMATION ACT 2005 IS GIVEN BELOW**

Section 4(1) B

**(I) Particulars of Organization, its functions and duties**

Projects & Development India Ltd. (PDIL) is an ISO 9001:2015& OHSAS 18001:2007 Certified as well as ISO/IEC 17020: 2012 Accredited and a Mini Ratna, Category-1 Govt. of India Undertaking which has played pivotal role in the growth of Indian Fertilizer Industry. It has over six decades of experience in providing Design, Engineering and related project execution services from concept to commissioning of various Projects.

PDIL provides these services in the following fields:

- Fertilizer
- Oil & Gas and Refinery
- Chemicals
- Infrastructure
- Offsites / Utilities

**Services Offered**

➤ **Pre-Project Services**

Market Demand Study Reports, Techno-Economic Feasibility Studies, Detailed Feasibility Reports, Site Related Services, Risk Analysis, EIA Studies etc.

➤ **Project Services**

**Project Implementation Services- Engineering, Procurement & Construction Management (EPCM) Services-** Design, Detailed Engineering, Procurement Assistance, Warehouse Management, Inspection & Expediting, Project Management, Construction Supervision, Commissioning and Performance Guarantee Tests.

**Project Management Consultancy (PMC) Services**

**Lumpsum Turnkey (LSTK) Projects**

➤ **Other Specialized Services**

Revamp/Retrofit/De-bottlenecking Studies, OISD Norms Study, Environmental Engineering, Energy Audit/Safety Audit, PDS- 3D Piping Model, Process Simulation and Optimization, Hazop Study, Due Diligence Assignments, etc.

## **Projects (Executed/Under Execution)**

### **Fertilizer Sector**

PDIL is the prime mover of almost all the fertilizer projects such as Ammonia, Urea & Offsite/utility system established in India in the last Six decades. It has engineered and successfully executed so far 26 Ammonia Units (Grass Root/Expansions) and 38 Urea Units (Grass Root/Expansions) in the country. Our esteemed clients are almost all the major Fertilizer Manufacturers in India in Public, Co-operative and Private Sectors. Apart from the projects in India, PDIL had recently provided PMC Services for Brownfield project of Algeria Oman Fertilizer Project. Presently, PDIL is preparing Detailed Feasibility Study for Ammonia/TAN/CAN Project at Algeria for M/s Asmidal, Algeria.

Detailed Engineering Consultancy Services for 2200 MTPD Ammonia Plant at Panagarh, West Bengal for M/s Matix Fertilizers & Chemicals Ltd. has also been completed & the plant is ready for Mechanical Completion.

PDIL has provided engineering services for many Revamp/Modernization/Energy Saving Schemes for its esteemed clients like KRIBHCO Surat, NFL Vijaipur / Panipat / Bathinda / Nangal, RCF Thal, GSFC Baroda, etc. At present, PDIL is providing PMC Services for GT-HRSG Projects of RCF at Trombay and Thal.

### **Oil & Gas and Refinery Sector**

PDIL has provided services for Projects in Oil, Gas & Refinery Sector owned by all the major organizations in India. The facilities include LPG Import Terminals, POL Terminals / Depots/Storages, Crude/Gas/Petroleum Products Pipelines, Gas Gathering Stations, Mounded Storages for LPG, Atmospheric Cryogenic Storages for Petroleum Products, LPG Bottling Plants, City Gas Distribution including CNG Stations, Skid Mounted/ Relocatable Refinery. PDIL has also undertaken Revamp Jobs for Refineries covering Atmospheric Distillation Unit, Sulphur Recovery Unit, Lube Oil Complex, Crude Distillation Unit, Cude Topping Unit, Flue Gas Recovery, Flue Gas Desulphurization, Pressure Swing Adsorption, etc.

### **Chemical Sectors**

PDIL has undertaken many projects in Chemical sector such as Methanol Plant, Hydrogen Plant, Methyl Amines, Sulphuric Acid, Phosphoric Acid, Nitric Acid, Sodium Nitrite/Nitrate, Ammonium Nitrate, Ammonium Bi-Carbonate. PDIL has provided Consultancy Services to GAIL for GSU & GPU modification job at their Pata Petrochemical Plant and Detailed Engineering Services to GSFC, Baroda for Methanol Plant. M/s Shriram EPC has associated PDIL for providing Basic Design Engineering for Ammonium Sulphate Plant and Ammonia Liquor Treatment Plant of Rourkela Steel Plant at Rourkela.

### **Infrastructure Sector**

PDIL has established credentials in infrastructure sector also and has provided PMC Services/ Review Consultant Services for Housing Project of the Ministry of Defence, city water distribution system.

### **Offsites and Utilities**

PDIL has designed, engineered, tendered and procured many Offsites and Utilities packages for a large number of Clients. These include DM Water Plants, Effluent Treatment Plants, Captive Power Plants, Material handling Plants, and Atmospheric Ammonia Storage and handling facilities.

### **Third Party Inspection & Non-Destructive Testing Services**

PDIL is a recognized Agency for Third Party Inspection & Quality Assurance Services. PDIL's Inspection Body is accredited by NABCB as per ISO/IEC 17020 : 2012. Award of accreditation by NABCB has strengthened the Inspection Body.

PDIL undertakes Third Party Inspection Services for many projects of prestigious organizations like Indian Oil Corporation Limited (IOCL), Bharat Heavy Electricals Limited (BHEL), Bharat Petroleum Corporation Limited (BPCL), Hindustan Petroleum Corporation Limited (HPCL), Oil and Natural Gas Corporation Limited (ONGC), GAIL (India) Limited, Rashtriya Ispat Nigam Limited/Visakhapatnam Steel Plant (RINL/VSP), Neyveli Lignite Corporation Limited (NLCL), Delhi Metro Rail Corporation Limited (DMRCL), New Delhi Municipal Council (NDMC), Public Works Department (PWD), State PHEDs, State Water Bodies like Delhi Jal Board, HMWSSB, CMWSSB, KWA; Delhi Transco Limited (DTL), Power Grid Corporation of India Limited (PGCIL), South Bihar Power Distribution Company Limited (SBPDCL), Patna; Purvanchal Vidyut Vitran Nigam Limited (PuVVNL), Varanasi; Odisha Power Transmission Corporation Limited (OPTCL), Bhubaneswar; Rajasthan Urban Infrastructure Finance & Development Corporation Limited (RUDSICO), Jaipur; etc.

PDIL also provide services for Shop & Field Inspection of Equipment & Machinery, Electricals, Instruments, Electrical Safety Audit of installations/premises; Automation of Oil Terminals, Depots and Retail Outlets of Oil Companies and Works/Capacity Assessment & Evaluation of Vendors.

PDIL also provide Non Destructive Testing (NDT) Services, Statutory Inspection, Testing and Certification of Horton Spheres, Mounded LPG Bullets, Health Assessment of Reformer Catalyst Tubes by Automatic Ultrasonic Scanning (AUS) for plants in various sectors like Fertilizer, Chemical, Refineries, Oil & Gas etc. PDIL also undertakes inspection & safety Certification of storage tanks for petroleum products as well as ammonia. PDIL's NDT services are approved by Petroleum & Explosives Safety Organisation (PESO), Nagpur.

### **PDIL Catalysts**

PDIL's Catalyst Division located at Sindri (Jharkhand) manufactures and supplies a wide range of commercially proven catalysts used in Ammonia Plants and other Industries. Catalysts manufactured by PDIL are Secondary Reformer, Copper Promoted High Temperature CO Shift, High Copper Low Temperature Co Shift, Methanation & Super Methanation and Vanadium Pentoxide.

PDIL's Catalyst are in use in almost all the old and new generation Ammonia Plants in India in the Govt., Co-operative and Private Sector. Apart from the Fertilizer Plants, PDIL's Catalyst are use in Refinery also. PDIL's Vanadium Pentoxide Catalyst have been supplied to many Sulphuric Acid Plants in India as well as abroad.

### **IT & other Infrastructure Facilities**

PDIL has two full fledged Design Engineering Centers situated at the prime locations in the country at NOIDA (NCR-New Delhi) & Vadodara (Gujarat). Further, PDIL has its catalyst manufacturing unit at Sindri (Jharkhand). Apart from this, PDIL has its Inspection offices at various locations throughout India viz. Mumbai, Kolkata, Chennai, Hyderabad and Bengaluru.

PDIL's both the design engineering centers are equipped with State-of-the-Art Computer and software facilities such as AutoCAD, Plant Design System (PDS), Smart Plant Electrical, Smart Plant Instrumentation, Smart Plant P&ID, Frame work plus, Smart Plant review, CAESAR II, PV Elite, PIPENET, STAAD Pro, Aspen Plus, Syner GEE Gas, ASD Pipe Router, ASD Pipe support optimizer, PHA-Pro, Safeti Micro, Conval, ETAP, Primavera, MS Project and a large no. of state of the art, work specific software for carrying out design engineering work. PDIL is a member of Heat Transfer Research INC., U.S.A. giving it the right to use Xchanger Suite of Software.

### **ERP Project**

The Primary goal of SAP Project was to integrate PDIL's business processes and operations on a single platform. It was decided to roll out all the 8 modules of SAP across the Enterprise within 10 months from the Zero date and GO- LIVE & Roll out of all the modules across all the locations were done 8.2.2011. We are now on stabilization phase.

The modules covered in SAP were HR, FICO, MM, DMS, PS, PM, QM, SD including BI. SAP Solution has provided a single platform for all the operations of the company which were previously executed and conducted in isolation. SAP solution has led to more effective interaction between the different sub units of PDIL. It has led to faster approval of the various business processes that are conducted in PDIL.

### **Human Resources**

PDIL is having highly competent and experienced technical manpower. At present, PDIL is having more than 394 technical employees of various disciplines such as Chemical Engineering, Mechanical Engineering, Civil & Structural Engineering, Electrical Engineering, Electronics Engineering, Computer Science & Information Technology, etc. from reputed Engineering Institutes. With the vast experience & technical expertise of these resources, PDIL is having annually more than 1.1 Million Man-Hours which are sufficient to execute a number of mega projects simultaneously.

## **AWARDS**

PDIL has won prestigious MOU Excellence Award for the year 2007-08 under the category of "Turnaround CPSE". This award was conferred by Hon'ble Prime Minister of India Dr. Manmohan Singh on 15.10.09.

PDIL has again the privilege to won prestigious MOU Excellence Award for the year 2008-09 for top performing CPSE's. This award has been conferred by Hon'ble Prime Minister of India Dr. Manmohan Singh on 15.12.2010.

## **Operating Results**

Particulars	₹ Lakh					
	2015-16	2014-15	2013-14	2012-13	2011-12	2010-11
Income	7206	5755	7261	8358	11290	11110
Total expenditure	7846	6803	7067	6825	7463	7932
Net Profit before Tax	(640)	(1048)	194	1533	3827	3178
Income Tax	252	(462)	62	462	1219	1076
Profit after tax	(892)	(586)	132	1071	2608	2102
Net Worth	11828	12942	13641	13711	13086	10921
Paid up equity share capital	1730	1730	1730	1730	1730	1730
Earning per share (Rs.)	(516)	(339)	76	619	1508	1215

## **II. Power and duties of officers of PDIL**

The power and duties of the officers of PDIL flow from the delegation of powers, job description and Departmental manuals.

## **III. Procedure followed in decision making process and norms set by it for discharge of functions.**

- PDIL is a company managed by its Board of Directors, constituted under the Companies Act, consisting of Board of full time Directors, Govt. of India nominees Directors and Independent Directors.
- The day to day activities of PDIL are managed under the professional guidance of the Chairman & Managing Director & other Directors.
- Detailed execution of the job is being done under the leadership of the HOD of the respective Department / Unit Head.

## **iv. Various Rules, Regulations, Instruction Manuals and Guidelines**

- Corporate policy decision of the running the business of PDIL are taken by the Board of Directors in accordance with the changing scenario of the business.
- The day to day activities to be carried out are being decided by the respective unit head/ departmental head and are being executed in conformity with the Corporate decision taken by PDIL in the meetings of its Board of Directors.

- **Delegation of Powers:**
- The officers of the company at various levels discharge their functions & responsibilities within the powers delegated to them by the CMD under delegation of powers.
- **Policies and Guidelines:**
- PDIL is having well laid down policies and guidelines governing major activities of the company. While discharging the functions, Company has formulated detailed Quality Management Systems and guidelines.
- **Personnel Manual:**
- PDIL has procedural manuals covering all important personal activities. This manual ensure carrying of activities in a systematic and standardized manner.
- **Guidelines of Department of Public Enterprises**
- PDIL being a PSU follows the guidelines of Department of Public Enterprises and directions of Government of India issued from time to time.
- **Guidelines of Central Vigilance Commission**
- PDIL being a PSU follows the guidelines of Central Vigilance Commission (CVC)

V **Statement of the documents that are kept by PDIL**

The company maintains various statutory documents, registers, books, manuals, agreements etc. for business operation of the Company, as required under various statutes, rules and regulations as well as for the smooth functioning of the Company. Few of such documents are confidential in nature. There are :

- ACRs of employees
- Minutes of Board meetings
- Minutes of Recruitment
- Notes pertaining to evaluation of candidates for recruitment till panel is valid.
- Business strategic plans till materialization.

vi) **Particulars of any arrangement that exists for consultation with the members of the public in relation to formulation of PDIL's policies and implementation thereof.**

- PDIL being a consultancy organization, serves a number of corporate customers both in India and abroad, in connection with projects in the process and infrastructure sectors.
- PDIL has no project of its own and does not have any forum for public consultation. However PDIL supports its customers,

whenever required and appropriate, in their arrangements on the matter.

**Board of Directors is constituted following the provisions of the Companies Act, 1956 consisting of Govt. of India nominee Directors.**

Besides above, the company has the following standing committees: -

vii) **Employee Welfare Committee**

Corporate Social Responsibility Committee  
Departmental Promotion Committee constituted once in a year.

viii) **Directory of Senior Officers of PDIL Noida**

Attached.

ix) **Remuneration of employees**

PDIL follows industrial D.A. Pattern of wages for its executives and workmen. The pay scale of executives is as follows: -

<b>Grade</b>	<b>Pay scales</b>
E0	12,600-32,500
E1	16,400-40,500
E-2	20,600-46,500
E-3	24,900-50,500
E-4	29,100-54,500
E-5	32,900-58,000
E-6	36,600-62,000
E-7	43,200-66,000
E-8	51,300-73,000
Director	65,000- 75,000
CMD	75,000- 90,000

Besides Basic Pay, employees are entitled to certain benefits like DA, HRA, 43 % fixed fringe benefits and 7 % variable fringe benefits

X) **Revised Estimated Budget for the year 2015-16** :- ₹ 8.9 Crore

Xi) **Subsidy programme, details of beneficiaries of such programme and particulars of the recipients of concessions and permits.**

Nil

Xii) **Particulars of recipients of concessions, permits or authorizations granted**

Since no subsidy is given to the general public in carrying out its business activities as stated above, there is no recipients of concessions, permits or authorizations

xiii) **Details in respect of the information available to or held by it reduced in electronic form. The following information can be easily accessed on PDIL's website [www.pdilin.com](http://www.pdilin.com) under headings.**

- About us
- Projects executed
- Products and services
- Our clientele
- Citizen Charter
- Financials
- Careers
- Contact us
- Right to Information Act

xiv) **Particulars of facilities available to citizen for obtaining information including the working hours of a library or reading room, if maintained for public use.**

Information regarding PDIL and its business is available and easily accessible on PDIL's website. PDIL do not maintain any library or reading room for public use.

xv) **Name Designation and other particulars of the Public Information Officer**

1. **Public Information Officer**  
Sanjay Kumar Sinha  
Addl. General Manager & HOD (CSR)  
PDIL Bhawan,  
A-14, Sector-1 Noida 201301 (UP)  
Tel . 0120-4246857
2. **Asstt Public Information Officers**
  - (a) Shri M. Ramlingeswar  
Chief Manager (Pers)  
PDIL Bhawan, A-14, Sector-1,  
Noida 201301 (UP)  
Tel. 0120- 2529842, 843, 847



- (b) Shri H.S. Bisht  
Manager (Admn.)  
PDIL Bhawan, A-14, Sector-1,  
Noida 201301 (UP)  
Tel. 0120- 253905
- (c) Shri G. Srikanth,  
Dy. Manager (P&A),  
PDIL, Rameshwar Estate,  
Subhanpura,  
Baroda.390007 (Gujrat)  
Tel. 0265- 2388418/19/20
- (d) Shri B.B. Nayak,  
Dy Manager (P&A)  
CIFT Building,  
Sindri Distt- Dhanbad  
(Jharkhand)  
Tel. 0326- 2245569
3. **Appellate Authority**  
Shri Sunil K. Gupta  
Group General Manager  
Bhawan, A-14, Sector-1  
Noida 201301 (UP)  
Tel. 0120 – 2529930

**Note – Applicant can also apply for information under RTI Act through online RTI portal of Government of India.**