


Note

No. CMD/BANDR/2024-25/4

Dt. 24.07.2024

Sub: Misuse of Company Facilities by Contractor Staff.

1. It has come to our notice that contractor staff at various project sites have been utilizing company facilities, including the mess, vehicles, and other amenities designated exclusively for B And R's officers and staff. This misuse of company resources not only violates our Company's policies but also imposes unnecessary financial burdens on the Company.
2. This practice is not acceptable and requires immediate rectification. SBU Heads are advised to take the necessary actions to ensure that contractor staff do not access facilities intended solely for our officers and staff.
3. Failure to address this issue promptly will compel management to take appropriate disciplinary measures against responsible SBU Head, Project Head and the Resident Construction Manager.


24.07.2024

(R. K. Singh)

Chairman & Managing Director

All SBU Heads / Project Heads / RCMS

CC: DPM and D(F) – For kind information and necessary action.

BRIDGE & ROOF CO. (I) LTD.

OFFICE NOTE

Ref: B&R/CMD/2021-22/03A/29

Dated: 28th January, 2022


To: EDs / CGMs / GGMs / GMs / SBU Head, West

Sub : Achievement of Targets and Compliance of Parameters in connection with MoU for FY: 2021-22

The Company has signed an MoU for FY:2021-22 with Ministry of Heavy Industries (copy of MoU is enclosed). The targets for different parameters for FY: 2021-22 have been finalised among which the sales target for FY:2021-22 is Rs. 3294 Crores.

The MoU Rating for FY:2020-21 was "Poor" as the targets were not met.

This year, it is targeted to achieve "Excellent" Rating. To attain this goal, you are advised to ensure that all steps are taken to improve the performance of the Company so that the MoU parameters are achieved and all "Compliance Parameters" are adhered to.



(Rajesh Kumar Singh)
Chairman & Managing Director

Encl: As above

Copy to : D(F) / D(PM)

Bridge & Roof Co.(India) Ltd. (Standalone) - MoU 2021-22

S.No.	Name of Parameter	Unit	Weightage	Estimates for (2020-21)	Best of Legacy performance	Target 2021-22
1.	Revenue from Operations	Rs. In Cr.	10			3294
2.	Asset Turnover Ratio	%	5			114.50
3.	EBITDA as a percentage of Revenue	%	10			8.65
4.	Return on Net Worth	%	10			11.94
5.	Return on Capital Employed	%	5			28.20
6.	Total Income	Rs. In Cr.	25			3255
7.	Trade Receivables as number of days of Revenue from Operations	Number of Days	5			60
8.	Earning Per Share	Rs.	15			8.49
9.	CAPEX	Rs. In Cr.	10			25
10.	CAPEX achievement till end of 3rd quarter	Rs. In Cr.	3			22.50
11.	Expenditure on R&D/ Innovations Initiatives as % of PBT	%	2			2
	Total		100			

Notes:

- The targets are based on audited accounts for the FY-2020-21.
- Vision provided by the administrative Ministry is also considered for Benchmarking.
- CAPEX targets of CPSEs - As per Budget Document of Union Govt. (Statement 26).
- Earning Per Share for unlisted CPSEs.
- Target for Expenditure on R&D/Innovations Initiatives is based on PBT of FY 2021-22 and achievement to be confirmed based on Annual Report of CPSE for FY 2021-22.
- Proportionate marks for achievement of 50% to 100% Targets - Applicable to all except for parameters on "CAPEX achievement by 3rd Quarter".
- No marks for achievement below 50.00% of Target.
- In working out achievements for FY 2021-22, quantified qualifications of CAG/ Statutory Auditors to be adjusted in case of overstatement of Revenue/ Profit/ Surplus or understatement of Loss/ Deficit.



Compliance parameters for 2021-22

S.No.	Parameter	Marks	Source/ Verification
1.	25% of Total Procurement From GeM portal: (Procurement of goods and services through GeM portal during the year as per GeM portal)/(Total procurement of goods and services during the previous year as per Sambandh portal)*100	-2	Administrative Ministry on the basis of GeM portal and Sambandh portal
2.	DPE guidelines on select matters i) Pay Revision guidelines and review of profitability of CPSEs for pay revision ii) Expenditure Management Economy Measures and Rationalisation of Expenditure iii) Guidelines on Accessible India Campaign (Sugamya Bharat Abhiyan) iv) Guidelines on implementation of the Apprenticeship Act, 1961 v) Guidelines: issued from time to time on CSR expenditure by CPSEs.	-2	Administrative Ministry on the basis of CAG Reports etc.
3.	Compliance of provisions in the Companies Act, 2013 (or SEBI (LODR) regulations in case of listed entities) on Corporate Governance such as: (i) Composition of Board of Directors (ii) Board Committees (Audit Committee etc.) (iii) Holding Board Meetings (iv) Related Party Transaction (v) Disclosures and Transparency	-3	Administrative Ministry on the basis of CAG/ Statutory/ Secretarial Auditor Report(s)
4.	Target as given by DIPAM/ NITI Aayog: i. Dividend Payout ii. Assets Monetization Milestones iii. Specific disinvestment Milestones	-2	Administrative Ministry on the basis of confirmation from DIPAM/ NITI Aayog
5.	Procurement and timely payment to Micro Small and Medium Enterprises (25% of Procurement of goods or services through MSEs (including 4% from SC/ST MSEs and 3% from Women MSEs) during the year as per Sambandh Portal)/ (Total procurement of goods and services during the year as per Sambandh Portal)	-2	Administrative Ministry on the basis of Sambandh portal
6.	Steps and initiative taken for Health & Safety improvement of Human Resources in CPSEs (Target to be prescribed by the Administrative Ministry)	-1	Confirmation by the administrative Ministry


 CMD / MD, Bridge & Roof Co.(India) Ltd.
 Date -


 Secretary, Ministry of Heavy Industries
 Date -

R/O
21.10.21

DCM (sys & AM)

↓
Sen P. MUKHERJEE

PL MARKA
DRAFT by 26.10.21.

↓
21.10.21

BRIDGE & ROOF CO. (INDIA) LTD.

OFFICE NOTE

B&R/VIG/2

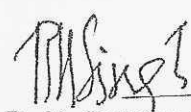
October 18, 2021

**Sub : Observance of Vigilance Awareness Week '2021 regarding
Indicative List of Areas / Activities to be taken up in campaign mode**

Vide Circular No. 15/09/2021 dtd. 01.09.2021 relating to the aforesaid subject, Central Vigilance Commission advised that all organizations under their surveillance are to be focused on internal (house-keeping) activities, as per the guidelines specified in Annexure C in campaign mode as part of Vigilance Awareness Week. Hence the data to be kept ready for discussion with vigilance department by the concerned department as per the respective dates as follows:

Sl.Nos. as mentioned in the indicative list	Department	Date of discussion & Venue
1, 2, 3, 7 & 10	Human Resource Deptt.	27.10.2021 (11.30 AM) at Board Room.
3, 4,	Project Division & Assets Management Deptt.	29.10.2021 (11.30 AM) at Board Room.
8	System	01.11.2021 (11.30 AM) at Board Room.
9	Internal Audit	01.11.2021 (2.30 PM) at Board Room.
5(d, e & f), 10 (a)	Commercial Department	02.11.2021 (11.30 AM) at Board Room.

The concerned HODs are requested to filled all the necessary information to the reporting format during the meet with the vigilance wing and submit the same to the Vigilance Department within 15.11.2021 for onward submission to Central Vigilance Commission.



(R. K. SINGH) 18.10.2021

CHAIRMAN-AND-MANAGING DIRECTOR

Copy to : D(PM)
D(F)
CVO
ED (HR & LA)
ED (Projects)

(REPORTING FORMAT)**Internal (Housekeeping) Activities for Vigilance Awareness Week-2021**

[Only statistical /quantified information or Yes/No, etc. to be filled up under head 'Info' and detailed statements to be annexed]

Name of Ministry/Department/Organization:

1. Land Management

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
1.	Does the organization possess revenue documents / records for the land(s) under its control?	Yes/No		
2.	How much land is under encroachment and at what locations?		
3.	Steps being taken to combat encroachment?	Yes/No		
4.	Any other initiatives?			

2. Allotment of houses / quarters and related issues

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
1.	Does the organization use IT application for allotment of houses?	Yes/No		
2.	Does the organization possess a house allotment policy?	Yes/No		
3.	Is House allotment being done as per prescribed policy?	Yes/No		
4.	Is there any illegal occupation of houses, if any and what action has been taken?	Yes/No		
5.	Any other issue?			

3. Payments and other benefits to persons working in outsourcing services in the organizations.

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
1.	Whether the organization possesses prescribed norms for outsourcing?	Yes/No		
2.	If yes, are these norms adhered to?	Yes/No		
3.	Whether payment of salaries/wages is paid through bank account by the contractor	Yes/No		
4.	Whether other statutory dues (PF, Medical benefits etc.) are being given on time?	Yes/No		
5.	Whether due wages are paid to the outsourced persons as per contract conditions and any test check being done by the management	Yes/No		
6.	Whether the vendors are adhering to the norms prescribed by the organization?	Yes/No		
7.	Any other special initiative regarding outsourcing?			

4. Management of Assets

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
1.	Whether condemnation of assets (Plant and Machinery, Office Equipment, Vehicles, Sundry items etc.) is being done as per extant rules strictly	Yes/No		
2.	Date of last condemnation of assets (Plant and Machinery, Office Equipment, Vehicles, Sundry items etc.) may be given	Date		

5. Preventive Vigilance measures undertaken by the CVOs

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
a.	No. of Inspections	..		
b.	No. of Training Programmes / workshops including E-training/ online training	...		

c.	Whether annual property returns submitted by all officers	Yes/No		
d.	Whether organization possesses record retention / preservation policy? If so date of last amendment.	Yes/No		Date
e.	Whether records are being weeded out as per the extant retention policy of the organization.	Yes/No		
f.	It the organization digitizing / plans to digitize old records	Yes/No		If Yes, Annex detail

6. If the organization runs schools, Hospitals etc. – Whether prescribed policy for management is adhered to. – Yes/No

7. Gender sensitization issues

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
a.	Has the organization constituted prescribed committees for harassment of women at the work place? If yes date of last meeting held.	Yes/No		Date
b.	Percentage of representation of women at all levels in the organization%		
c.	Whether awareness regarding gender issues is being created in the organization	Yes/No		

8. Leveraging Technology- IT usage and E-governance

SL. No.	Particulars	Info	Progress in the past one year	Remarks (Annex Detail)
a.	New initiatives taken in the last one year for using IT as a preventive vigilance tool (each initiatives may be described in about 50 words).	Yes/No		
b.	Whether information system audit is done regularly for IT based applications running in the organization. Date of last information system Audit may be given?	Yes/No		Date

9. Scrutiny of Audit reports: Yes/No (If Yes, give no. of scrutiny)

10. Updation of Rules, Regulations and guidelines

SL. No.	Particulars	Info	Progress in the past one year	Remarks
a.	Whether organization regularly revises its instructions, rules and regulations. If yes date of last revision of procurement rules, CDA rules, Transfer/Posting policy, HRA Policy, Promotion policy, Fraud Prevention Policy / Banning of Business Dealing policy etc.	Yes/No		Dates
b.	Has the organization made rules for retired officials? If yes Furnish Date	Yes/No		Date

11. System improvements undertaken (brief description within 100 words)

SL. No.	Particulars	Info	Progress in the past one year	
a.	Description of System Improvement works/initiatives done may be given in 50 words for each work/initiatives and not more than 100 works in total for all works			Annex detail

(Signature of CVO/Authorised representative)