

V.O.CHIDAMBARANAR PORT TRUST
PUBLIC INFORMATION OFFICE

OBLIGATION OF PUBLIC AUTHORITIES

As indicated in Section 4 (1) (b) of the Right to Information Act, 2005, the following information is made available as per the obligation of Public Authority:-

(i) PARTICULARS OF ORGANIZATION, FUNCTIONS AND DUTIES:

(A) PARTICULARS OF ORGANIZATION:

V.O.Chidambaranar Port Trust is a Body Corporate constituted under the Major Port Trusts Act, 1963. It functions under the administrative control of the Ministry of Shipping, Govt. of India. It is one of the Major Ports of India. The Port can raise revenue by offering various services and meet the expenditure in connection with the services rendered.

It is managed by the Board of Trustees appointed by Govt. of India. The Chairman, V.O.Chidambaranar Port Trust is the Chairman of the Board of Trustees as well as the Chief Executive Officer of the Port. He is assisted by a Deputy Chairman, who is also a Trustee, appointed by Govt. of India and other officers and staff in discharging of the functions of the Port.

VISION

- To become a pioneer in providing quality and efficient cargo handling facility in South India and its Hinterland.

MISSION

- To be the preferred distribution hub of India
- To provide efficient seaport logistic for providing best value to our customers
- To augment capacity by developing international standard Port infrastructure and installing State-of-the-Art handling equipments.
- To ensure quick turn-around of vessels by providing facilities, up gradation of equipments for efficient handling of cargo.

VALUES

- A. Total satisfaction of Customer.
- B. Partnership with stakeholders.
- C. Commitment to Quality and Team Work.
- D. Fairness, Accountability and transparency in work.
- E. Consideration for social and natural environment.
- F. Value addition through productivity, safety and security.
- G. Considering the vision, mission and values, to provide efficient seaport and logistics service to best value of the customers and Results Framework Document for the year 2014-15 was prepared to achieve the targets in the heads of following as per ministry of shipping guidelines.

- ❖ To augment capacity of the Port by developing International Standard Infrastructure and installation of modern equipment.
- ❖ To improve the draught in-front of the berths to handle bigger size vessels according to the requirement.
- ❖ To provide efficient, prompt, safe and timely service to the trade at the optimum cost.
- ❖ To enhance road and rail facility to improve speedy and safe evacuation of cargo facility
- ❖ Continually improve the services to meet the expectations of the Port Users, Trade, Employees, Pensioners and the Society by improving the Corporate Social Responsibility.

- ❖ To provide cost effective operations through deep draft berths, highly mechanized and dedicated cargo handling facility.
- ❖ To improve the green cover in the Port Premises to maintain eco-friendly environment.

WORK ENVIRONMENT:

The Port Management provides good work environment like proper ventilation at place of work, drinking water facilities, canteen, toilet, adequate lighting facilities, ambulance, first aid and personal protection equipments for operational Employees and Workers. Equipments safety is ensured by carrying out preventive maintenance promptly. The working area is kept clean. Adequate pollution control measures are taken up.

IMPLEMENTATION OF RIGHT TO INFORMATION ACT, 2005:

RTI Act is implemented from October, 2005 as per the directions of the Ministry. Appellate Authority, One Public Information Officer and one Assistant Public Information Officer are designated to deal with the representation/appeals. Office of the Public Information Officer, functions as a Single Window Agency to facilitate general Public to obtain information under RTI Act.

The Port being a Public authority under the Major Port Trusts Act, 1963, is implementing the provisions of the Right to Information Act, 2005, in letter and spirit. Every Quarterly, the Public Information Office, publishes its activities in the form of a Quarterly report, which is sent to the Ministry of Shipping as well to CIC, New Delhi also.

REDRESSAL OF PUBLIC GRIEVANCES:

In compliance with the directions from Ministry of Shipping, for strengthening the Public grievance Redressal Machinery, Chairman, V.O.Chidambaranar Port Trust had appointed the Secretary of the Port Trust as Director for redressal of grievances on 7.12.2005. The details of Director of Grievances are furnished below:

Secretary (Director of Public Grievances)
V.O.Chidambaranar Port Trust,
Harbour Estate, Tuticorin – 628 004
Ph: (Off) 0461-2352232 Fax: 0461- 2352301
E.mail:secyvocport@gmail.com

The above details had been sent to Department of Administrative Reforms & Public Grievances, Ministry of Personnel, Public Grievances and Pensions, New Delhi with a copy to Ministry of Shipping, New Delhi for information, during September, 2007 for publishing in the website called Centralized Public Grievances Redress and Monitoring System (CPGRMS). The Portal also facilitates to receive Grievances lodged online through internet by the citizens from any geographical locations. In addition to the above, Chairman and Deputy Chairman are also sparing time in week days for redressing the grievances of persons expeditiously.

Apart from meeting Chairman and Deputy Chairman, the employees and Port Users meet all Heads of Department to redress their grievances pertaining to concerned Department.

CSR ACTIVITIES

Ministry of Shipping issued guidelines vide letter No. PD-25021/10/2011-PD-II dated: 2.12.2011 on Corporate Social Responsibility (CSR) for Major Ports to identify CSR activities for every financial year within the allotted budget and time limits prescribed for the implementation of schemes according to the guidelines. Subsequently, Ministry of Shipping also forwarded another letter No. CD-11020/4/2013-Coord dated 14/06/2013 enclosing new guidelines on CSR and Sustainability for Central Public Sector Enterprises issued by the Department of Public Enterprises vide their OM dated 12/04/2013. Further, Ministry of Shipping also forwarded new guidelines on CSR and sustainability for Central Public Sector Enterprises with effect from 1.4.2014 in reference No.CD-11053/5/2014-Coord dated: 29.10.2014.

(b) FUNCTIONS AND DUTIES:

a) CHAIRMAN:

Chairman appointed by Government of India is the authority controlling and coordinating the functions of the Departments of the Port

b) DEPUTY CHAIRMAN:

Deputy Chairman appointed by Government of India, assists Chairman.

c) CHIEF VIGILANCE OFFICER:

Head of the Vigilance Department - Responsible for implementation of guidelines of Central Vigilance Commission and the Ministry of Shipping on Vigilance related matters and monitoring of corrupt practices, if any in various activities of the Port.

d) DEPUTY CONSERVATOR:

Head of the Marine Department- Responsible for conservancy of the Port, berthing, de-berthing, shifting and movement of vessel, purchase of capital equipment for navigation, operation of floating crafts, procurement of floating crafts, pollution control, safety aspects, VHF Communication and providing fire services to meet contingencies.

e) TRAFFIC MANAGER:

Head of Traffic Department- Responsible for allotment of berth, monitoring cargo handling activities, providing storage space for cargo inside the Custom Bound Area, arranging Port equipment to load/unload cargo and authorizing clearance of cargo.

f) CHIEF ENGINEER:

Head of the Civil Engineering Department- Responsible for providing infrastructure and maintenance of wharf structures, warehouses, transit sheds, container yard buildings, roads, dredging and marine survey and Estate Management including land allotment outside the Custom Bound Area.

g) CHIEF MECHANICAL ENGINEER:

Head of the Mechanical and Electrical Engineering Department- Responsible for maintaining and operating various cargo handling appliances of the Port requisitioned by Traffic Department, provision of electricity to facilitate smooth operation of the Port, purchase of capital equipment for cargo handling container handling and electrical operations and procurement of stores required for Port, custody of stores and disposal of the surplus and un- serviceable plant and stores of all the Departments.

h) FINANCIAL ADVISER AND CHIEF ACCOUNT OFFICER:

Head of the Financial Department - Responsible for Financial advisory services, maintenance of accounts, finalization of Annual Accounts, settlement of bills, budgeting and matters relating to scale of rates and collection and monitoring of Revenue from various parties.

i) SECRETARY:

Head of the General Administration Department - Responsible for co-ordination with all Departments, Personnel matters including training activities, Board matters, Industrial Relations, implementation of official language policy, CSR activities , assisting the Chairman and Deputy Chairman in the matters of administration of the Port and looking after matters relating to CISF, Redressal of Public Grievances.

j) CHIEF MEDICAL OFFICER:

Head of the Medical Department – Responsible for providing medical facilities and purchase of medicines, etc.

THE PORT PROVIDES THE FOLLOWING SERVICES:

1. NAVIGATIONAL SERVICES:

The Navigational services includes provision of Navigational buoys, Tug and Pilot services, communication services to the vessels, provision of meteorological data, vessel traffic management system and emergency services.

2. CONSERVANCY SERVICES:

The conservancy service includes maintaining adequate draught for safe navigation of vessels, survey and wreck removal, pollution control etc.

3. SECURITY SERVICES:

The Port provides security services for safety of vessels and cargo as envisaged in the ISPS Code.

4. CARGO HANDLING SERVICES:

The Cargo handling services includes providing appropriate berths for vessels for handling cargo, provision of cargo handling equipments, provision of open / covered storage space for cargo within the capacity of the Port in the Custom bound area as well as outside the Custom bound area within the Port limits. The Port also arranges labour services through the V.O.Chidambaranar Port Trust Cargo Handling Labour Pool.

5. GENERAL ADMINISTRATIVE SERVICES:

The Port provides billing and documentation services, licenses for operation of private equipment, allotment of land for various purposes as per the procedures in force from time to time, provision of entry permits for movement of personnel and vehicles within the Port area.

6. QUALITY MANAGEMENT SYSTEM (ISO 9001-2008)

QUALITY POLICY:

“To ensure customer satisfaction through continual improvement of facilities and services for maritime trade at optimum cost”

7. ENVIRONMENTAL MANAGEMENT SYSTEM (ISO 14001:2004)

ENVIRONMENTAL POLICY:

Port is committed to practice Pollution Prevention and Environmental Safety in its activities through implementation of Environmental Management System for Continual Improvement and Legal Compliance.

8. ISPS

SECURITY POLICY:

V.O.Chidambaranar Port Trust is committed to provide a safe and secure working environment to all its employees, Port Users, Ships and its personnel. This will be achieved by establishing and maintaining the required security measures to prevent unlawful acts against people, cargo and marine assets.

(ii) POWERS AND DUTIES OF ITS OFFICERS AND EMPLOYEES :

- (a) The Chairman is the Chief Executive Officer of the Port. He derives powers in his capacity as Chairman of the Port for managing the affairs of the Port as per Delegation of Powers of the Ministry of Shipping issued from time to time. He exercises superintendence and control all activities of the Port.
- (b) The Deputy Chairman assists Chairman in the discharge of functions of Chairman by coordinating the work of all Departments.
- (c) The Heads of Department derive their power in their official capacity in discharge of activities assigned to their Department. The duties of various Departments are given below :-

GENERAL ADMINISTRATION DEPARTMENT:

Department headed by the Secretary is responsible for conduct of Board meetings, Security, Establishment matters, Public Relations and General Coordination, Industrial Relations, Legal matters and implementation of Official Language policy of the Government of India.

FINANCE DEPARTMENT:

Department headed by the Financial Adviser & Chief Accounts Officer is responsible for collection of revenue, processing of expenditure proposals, accounting of receipts and payments, preparation of annual accounts and annual report, costing of services, budgeting and matters relating to Scale of Rates, pay fixation and other establishment matters, payment of pension and statutory charges, making deposits and withdrawals from Banks and other institutions, EDP matters, etc.

TRAFFIC DEPARTMENT:

Department headed by the Traffic Manager is responsible for allotment of berths/storage space, monitoring cargo handling activities, admission / clearance of cargo, arranging Port equipments or authorizing Private equipments for cargo handling operation and provision of labour through the V.O.Chidambaranar Port Trust Cargo Handling Labour Pool, marketing, etc.

MARINE DEPARTMENT:

Department headed by the Deputy Conservator is responsible for conservancy of the Port, berthing, de-berthing and such other movements of vessels, purchase of capital equipments for Navigation, operation of floating crafts, pollution control, safety, VHF communication and Fire Service. The Deputy Conservator is the Port Facility Security Officer under the ISPS Code.

CIVIL ENGINEERING DEPARTMENT:

Department headed by the Chief Engineer is responsible for providing infrastructure for berthing of vessels, marine survey, maintenance of wharf structures, warehouses, roads, buildings and dredging.

MECHANICAL & ELECTRICAL ENGINEERING DEPARTMENT:

Department headed by the Chief Mechanical Engineer is responsible for procurement of cargo handling equipments, provision of electricity, stores, disposal of surplus and serviceable materials.

MEDICAL DEPARTMENT:

Department headed by the Chief Medical Officer is responsible for management of Port Hospital and providing medical facilities.

VIGILANCE DEPARTMENT:

Department headed by the Chief Vigilance Officer is responsible for vigilance matters in the Port.

GENERAL:

The Heads of Department are assisted by the officers and staff in discharging of the functions assigned to the Department.

(iii) **PROCEDURE FOLLOWED IN DECISION MAKING PROCESS INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY :**

Each Head of the Department within the authority exercises decisions with reference to the functioning of the Department. Wherever policy matters and matters requiring coordination with other Departments, such of those issues are placed for approval of the Chairman through files and orders are obtained. Wherever matters requiring approval of the Board / Govt., specific approvals are sought for each issue in the Board meetings. The guidelines given by the Ministry of Shipping and the regulations of the Port approved by the Govt. and instructions issued from time to time are the basis on which decisions are taken.

(iv) **NORMS SET BY IT FOR THE DISCHARGE OF ITS FUNCTIONS :**

For providing various facilities, each Department fixes bench marks for performance taking into consideration their operational capability, manpower availability, allocation of budget etc.

For norms set by Departments, please refer Citizen Charter.

(v) **THE RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY IT OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS :**

The Port wherever applicable frame Regulations for discharging functions on Establishment matters like Recruitment, Disciplinary proceedings, medical facilities, etc. The civil service rules are made applicable in case, there is no specific Regulations on a particular issue.

(vi) **A STATEMENT OF THE CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL :**

Documents are either permanent document or temporary documents. Each Department depending on the legal / vigilance / audit requirements maintains permanent documents. Each Department also has fixed a time limit for keeping documents alive.

(vii) **THE PARTICULARS OF ANY ARRANGEMENT THAT EXISTS FOR CONSULTATION WITH, OR REPRESENTATION BY THE MEMBERS OF THE PUBLIC IN RELATION TO THE FORMULATION OF ITS POLICY OR IMPLEMENTATION THEREOF :**

The Board of Trustees is the supreme body for management of the Port. Representation is given to the Public through various Associations like the Steamer Agents' Association, the Stevedores' Association, the Custom House Agents' Association, Chambers of Commerce and other interests in the Board through appointment by the Government of India. The Port being a public organization has a grievance mechanism through which any member of the public can get input of the functioning of the Port so that appropriate, corrective and preventive actions are taken for smooth conduct of the affairs of Port. For execution of projects, the mandatory public hearing under the environmental management system is scrupulously followed.

(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 ADVICE, AND AS TO WHETHER MEETINGS OF THOSE BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES ARE OPEN TO THE PUBLIC, OR THE MINUTES OF SUCH MEETINGS ARE ACCESSIBLE FOR PUBLIC:
COMMITTEES:**

➤ **LAND ALLOTMENT COMMITTEE:**

V.O.Chidambaranar Port Trust constituted the land Allotment Committee as per the Land Policy for Major Ports – 2014. The Committee is headed by the Deputy Chairman, as Chairman of the Committee with Traffic Manager, Chief Engineer and FA &CAO as members. The Committee examines the requests received from Port Users and Stake Holders and give their recommendations for allotment of Land and related issues and submit to the Competent Authority for approval as per land policy guidelines.

➤ **INVESTMENT COMMITTEE:**

As per the para 5(vi) of Delegation of Enhanced Powers to Major Port's vide letter No. PR-17011/1/2005-PG dated 11.02.2015, the Port Trust Board shall set up a Standing committee headed by the Chairman to consider and recommend the Investment proposals for Board's approval within the competence (Board – Upto Rs.200 crore, Chairman-Rs. 10 crore, Deputy Chairman – RS. 5 crore and HOD – Rs. 1.5 crore). Financial Adviser and chief Accounts Officer, the concerned Chief Engineer and the Head of Project may be included as Members of this committee.

➤ **SAFETY COMMITTEE:**

27 members and 10 Special invitees constitute the Safety Committee. This committee is formed by the Officials of DGFASLI. Port Officials, Heads of vital installation in the Port, BOT operators, representatives of all the trade unions of Port and Cargo Handling Division, Tuticorin Stevedores Association, Tuticorin Customs Brokers Association are the, Lorry Owners Association and City Lorry Booking Agents Association are the members in the committee. This Committee meets once in three months and the safety issues related to dock work are deliberated and suitable action is taken.

➤ **PORT FACILITY SECURITY ADVISORY COMMITTEE (PFSAC)**

For Compliance to the international code for security of ship and Port Facility (ISPS Code), as a part of safety of life at sea (SOLAS) 1974, a Committee consisting of various stake holders and Government Agencies has been constituted. The committee carries out security assessment and ensures early and efficient collection and exchange of security related information.

The objectives of the International Code for Security of Ships and Port facility (ISPS) CODE are:-

- To establish an International framework involving co-operation between contracting Governments, Government agencies, Local Administrations and the shipping and Port industries to detect security threats and take preventive measures against security incidents affecting ships or Port facilities used in international trade.
- To establish the respective roles and responsibilities of the Contracting Governments, Governments agencies, Local Administrations and the Shipping and Port Industries at the national and international level for ensuring maritime security.
- To ensure the early and efficient collection and exchange of security – related information.
- To provide a methodology for security assessments so as to have in place and procedures to react to changing security levels and to ensure confidence that adequate and proportionate maritime security measures are in place.
- As a part of achieving the objective of ISPS code, the Vessel Traffic Management System (VTMS) has been installed and taken over by the Port from 15.03.2014.

As per the Port facility Security Plan (PFSP) the security committee comprises of following members:-

- | | |
|--------------------------------------|---------------------------------|
| 1. Head of Department | 6. Intelligence Bureau |
| 2. Central Industrial Security Force | 7. Mercantile Marine Department |
| 3. Indian Navy | 8. Custom |
| 4. Indian Coast Guard Station | 9. Port Users |
| 5. Police | 10. Labour Trustees |

The Port Facility Security Advisory Committee (PFSAC) is convened once in three months. The committee is to monitor and review the effectiveness of the Port Security and Co-ordinate all Security activities and Advise the Port Facility Security Officer (PFSO) in this regard for making changes on need basis in the Security Procedures.

(ix) **A DIRECTORY OF ITS OFFICERS AND EMPLOYEES :**

A Schedule of Employees of the Board is maintained by the Administration Department.

(x) **THE MONTHLY REMUNERATION RECEIVED BY EACH of its OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS PROVIDED IN ITS REGULATIONS :**

This is maintained by the Finance Department.

(xi) **THE BUDGET ALLOCATED TO EACH OF ITS AGENCY, INDICATING THE PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE :**

The above details are maintained by the Finance Department.

(xii) **THE MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES :**

CSR ACTIVITIES

Ministry of Shipping issued guidelines vide letter No. PD-25021/10/2011-PD-II dated: 2.12.2011 on Corporate Social Responsibility (CSR) for Major Ports to identify CSR activities for every financial year within the allotted budget and time limits prescribed for the implementation of schemes according to the guidelines. Subsequently, Ministry of Shipping also forwarded another letter No. CD-11020/4/2013-Coord dated 14/06/2013 enclosing new guidelines on CSR and Sustainability for Central Public Sector Enterprises issued by the Department of Public Enterprises vide their OM dated 12/04/2013. Further, Ministry of Shipping also forwarded new guidelines on CSR and sustainability for Central Public Sector Enterprises with effect from 1.4.2014 in reference No.CD-11053/5/2014-Coord dated: 29.10.2014.

(xiii) **THE PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORISATIONS GRANTED BY IT :**

Details are maintained by different Departments to the extent applicable with reference to its functions.

(xiv) **DETAILS IN RESPECT OF THE INFORMATION, AVAILABLE TO OR HELD BY IT, REDUCED IN AN ELECTRONIC FORM :**

Details are maintained by the EDP Division.

(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 :**

- (a) Any citizen of the Country can obtain information that could be provided under the provisions of the RTI Act by submitting an application along with the application fee as prescribed (currently Rs.10/- for each application) payable in the form of Demand Draft / Pay Order or Indian Postal Order drawn in favour of the Chairman or Financial Adviser & Chief Accounts Officer, V.O.Chidambaranar Port giving the correct address and specific requirement of information to the Public Information Officer, V.O.Chidambaranar Port Trust in the form of letter / e-mail, under sec 6 of RTI Act, 2005.

Also, it is informed that, this Port is aligned with the RTI Online Web Portal, so that, Indian citizens can start filing RTI application with :-

Url : <https://rtionline.gov.in>

Upon receipt of the request for information, the Public Information Officer arranges to provide the information by coordinating with different Departments and by the Secretary and Appellate Authority in case of Appeal under RTI Act or arrange for inspection of documents as applicable within the prescribed time limit under RTI Act.

If a citizen is not able to get the required information within the prescribed time or if he is aggrieved of inadequate information furnished by the Public Information Officer, he can appeal to the Appellate Authority, under sec19(1) of RTI Act, 2005.

The Appellate Authority arranges to provide the information as per the provisions of the RTI Act. Even if the citizen is not satisfied by the information given by the Appellate Authority, he can always have the recourse to appeal to the Central Information Commission, under sec 19(3) of RTI Act, 2005.

- (b) Working hours for Administrative Offices From 10:00 hrs. to 17:00 hrs. excluding holidays.
- (c) Working hours for Operational Offices – Round the Clock
- (d) Maintenance of Library / Reading room – Not open to Public

(xvi) **NAMES AND DESIGNATION AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICERS :**

APPELLATE AUTHORITY UNDER RTI ACT:

**Shri. Girish P.Naik,
Secretary & First Appellate Authority
V.O.Chidambaranar Port Trust
Tuticorin -628 004
Mobile No - 9443389508
Phone No. (O) 0461 - 2352232/2352301**

PUBLIC INFORMATION OFFICER:

**Smt. A.DHEEPIGA,
Law Officer & Public Information Officer
V.O.Chidambaranar Port Trust
Tuticorin - 628 004.
Mobile No- 9791806286
Phone No. : 0461-2352429**

ASSISTANT PUBLIC INFORMATION OFFICER:

**Shri. C. ANTONY SURESH MEL,
Sr. Asst. Traffic Manager & Assistant Public Information Officer
V.O.Chidambaranar Port Trust
Tuticorin - 628 004
Mobile No - 9884591658
Phone No. : 0461-2372402 (EPABX)**

(XVII) OTHER INFORMATIONS:

a) Implementation of official language policy and programmes:

As per the instructions of Government of India, Ministry of Home Affairs & Ministry of Shipping, Official Language Policy and Programmes are implemented. Action is initiated to implement the sec.3(3) of Official Languages Act, 1963 and Rule 5 of Official Language Rules, 1976. Regulations, various reports are prepared regularly in Hindi and English. Various reports related to implementation of Official Language sent to Ministries concerned.

Hindi Day is celebrated every year. All arrangements for training in Hindi are made for the benefit of Port Officers & Employees. Hindi Workshops organized regularly once a Quarter.

Swachh Bharat:

As a part of the Swachh Bharat campaign various activities are carried out on Prime Minister call for Swachh Bharat. Action Plan has been drawn up for the next 5 years and sent to Ministry, & Monthly Report on Swachh Bharat is being sent to Ministry from June ,2015 before 5th of every month .

For any more information of this Port, it can be viewed Port web site under the title of "Citizen Charter".