

# **Bruhat Bangalore Mahanagara Palike**

## **Office of the Executive Engineer**

### **Road Infrastructure -Dasarahalli Division**

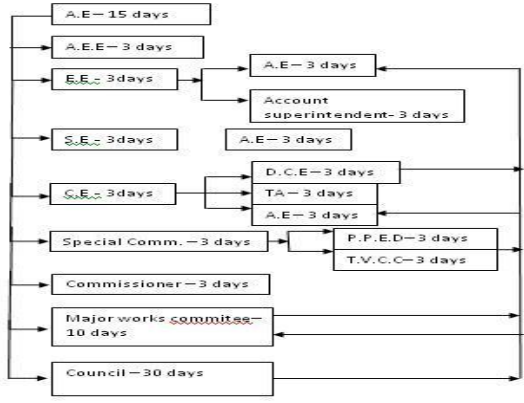
#### **Section 4 (1) (b) (i)- Organisational Structure, aims and functions**

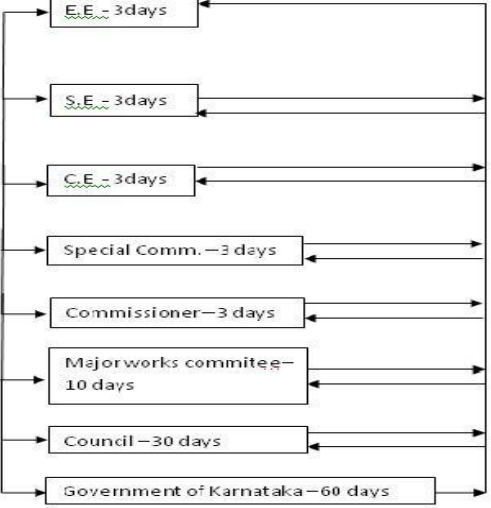
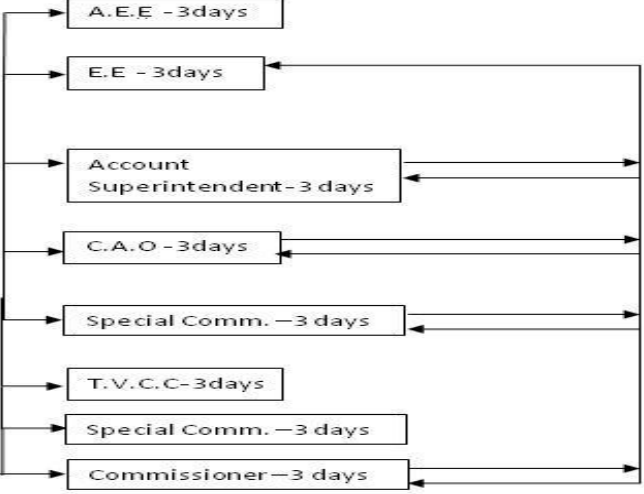
Sl. No.	Name of the Organisation	Address	Aims	Functions
1	Office of the Executive Engineer, Road Infrastructure, Dasarahalli Division	Bruhat Bangalore Mahanagara Palike Offices, N.R.Square, Bangalore - 560002	Execution of Road Infrastructure	Improvement, Strengthening and Rehabilitation of Roads

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

Sl. No.	Designation of the Official/employee	Duties allotted	Powers
1	Mukunda B.S. Executive Engineer	Works pertaining to the Road Infrastructure - Dasarahalli Division - Arterial/Sub arterial and selected main roads	Duties and financial responsibilities as per PWD Departmental Code, VOL -1
2	R.S. Paramesh Assistant Executive Engineer	Works pertaining to the Road Infrastructure - Dasarahalli Division - Arterial/Sub arterial and selected main roads	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
3	Rajshekhar H.C. (I/c) Assistant Executive Engineer	Works pertaining to the Road Infrastructure - Dasarahalli Division - Arterial/Sub arterial and selected main roads.	Duties and financial responsibilities as per PWD Departmental Code, VOL -1 Rule 42 to 47
4	Ramesh Assistant Engineer	Assisting all the works of A.E.E's	Duties and financial responsibilities as per PWD Departmental Code, VOL -1

#### **Section 4 (1) (b) (iii) -Procedure followed in decision -making process**

Sl. No.	Activity	Description	Decision- making process/time limit for taking decision/Channels of Supervision and accountability	Designation of final decision authority
1	Preparation of Estimates, and Sanctioning of Estimates	Preparing estimates for improvement, strengthening and asphaltting of roads	<p style="text-align: center;">Preparation of estimates for new roads or rehabilitation and widening of roads:</p>  <pre> graph TD     AE15[A.E-15 days] --&gt; AEE3[A.E.E-3 days]     AEE3 --&gt; EE3[E.E-3 days]     EE3 --&gt; SE3[S.E-3 days]     SE3 --&gt; SA3[S.A-3 days]     EE3 --&gt; AS3[Account Superintendent-3 days]     AS3 --&gt; AE3_1[A.E-3 days]     SE3 --&gt; DCE3[D.C.E-3 days]     DCE3 --&gt; TA3[T.A-3 days]     TA3 --&gt; AE3_2[A.E-3 days]     SA3 --&gt; SC3[Special Comm.-3 days]     SC3 --&gt; PPED3[P.P.E.D-3 days]     SC3 --&gt; TVCC3[T.V.C.C-3 days]     PPED3 --&gt; COM3[Commissioner-3 days]     PPED3 --&gt; MW10[Major works committee-10 days]     TVCC3 --&gt; C30[Council-30 days]     COM3 --&gt; C30     MW10 --&gt; C30     </pre>	<ol style="list-style-type: none"> <li>1.Commissioner upto Rs. 50.00 Lakhs</li> <li>2. Works Committee =50.0 to 200.00 Lakhs</li> <li>3. BBMP council = 200.00 to 500.00 lakhs</li> <li>4.Government = above 500 Lakhs</li> </ol>

2	Appointment of Agency to Execute the work / Consultancy services	Preparing tender document, Agreement, work order	<p>Preparing tender document, Agreement, work order</p>  <p>Government of Karnataka</p> <p>Preparing bills and payment of bills</p>  <p>Commissioner</p>
3	Payment of bills	Preparing bills and payment of bills	

#### Section 4 (1) (b) (iv)- Norms set for the discharge of functions

Sl. No.	Function/ Service	Norms/ standards of performance set	Time frame	Reference document prescribing the norms ( Citizen's Charter, Service Charter, etc.)
Not applicable - (This format may be treated as Citizen's Charter)				

#### Section 4 (1) (b) (v) - Rules, regulations, instruction, manuals and records held/used

Sl. No.	List of Acts, rules, regulations, instructions,	List of Act, rules, etc.
1	PWD code 1 and PWD code 2	All applicable rules and acts
2	PWD Accounts code 1 and PWD Accounts code 2	All applicable rules and acts
3	Land Acquisition act	All applicable rules and acts
4	Karnataka civil service rules	All applicable rules and acts
5	Karnataka financial code	All applicable rules and acts
6	Karnataka treasury code	All applicable rules and acts
7	KTPP act	All applicable rules and acts

**Section 4 (1) (b) (vi)-Categories of documents held**

Sl. No.	Category of the document	Title of the document	Custodian of the documents
1	E-Preserved for one year	Progress report	Executive Engineer/ A.E.E
2	E-Preserved for one year	PWD Scheduled rates 10-11	Executive Engineer/A.E.E
3	A-Preserved indefinitely	Agreement register	Assistant Engineer
4	A-Preserved indefinitely	Workorder register	Assistant Engineer
5	A-Preserved indefinitely	B.R.Register	A.O/A.S
6	E-Preserved for one year	Attendance register	Office clerk
7	D- Preserved for five years	Inward register	Office clerk
8	D- Preserved for five years	Outward register	Office clerk

**Section 4 (1) (b) (vii)-Arrangment for consultation with, or repersentation by the members of the**

Sl. No	Function/Service	Arrangments for consultation with or representation of	Arrangments for consultation with or representation of public in relation with
Not Applicable			

**Section 4 (1) (b) (viii)-Boards, councils, commities and other bodies constituted as part of the public**

Name of board,	Composition	Powers and functions	Whether its meeting are open
Not Applicable			

**Section 4 (1) (b) (ix)-& Section 4 (b)(x)- Directory of officers/employees and their monthly**

Sl. No	Name of the officers/employee	Designation	Office address/ Contact number/e-mail ID		Monthly remuneration etc.
1	B.S. Mukunda	Executive Engineer	N.R.Square,BBM P,Bangalore 02	9480685815	Rs. 74439.00
2	R.S. Paramesh	Assistant Executive Engineer	N.R.Square,BBM P,Bangalore 02	9448731249	Rs. 65963.00
3	Rajashekhar H.C. (I/c)	Assistant Executive Engineer	N.R.Square,BBM P,Bangalore 03	9480683064	Rs. 78180.00
4	Ramesh	Assistant Engineer	N.R.Square,BBM P,Bangalore 02	9886320220	Rs. 48838.00

**Section 4 (1) (b) (xi)-- Budget allocated to each agency including plans, etc**

Sl No	Agency/ Budget head	Plan/Programme/ scheme/ project/activity /purpose for which budget is allotted	Proposed expenditure as on last year	Expected outcomes	Report of disbursements made or where such details are available (website, report, notice board)
1	Road Related Infrastructure P 1732	Rs.40000 Lakhs	Rs.40000Lakhs	-	-
2	Arterial and sub arterial Roads P 2019	Rs. 4000 Lakhs	Rs. 4000 Lakhs	-	-

**Section 4 (1) (b) (xii)-- Manner of execution of subsidy programmes****a) information on the nature of subsidy, eligibility criteria for accessing subsidy and designation of**

Sl No	Name of the programme/activity	Nature/scale of subsidy	Eligibility criteria for grant subsidy	Designation of officer for grant of subsidy
Not applicable				

**b) Describe the manner of execution of subsidy programme**

Sl No	Name of the programme/activity	Application procedure	Sanction procedure	Disbursement Procedure
Not applicable				

**Section 4 (1) (b) (xiii)-- Particulars of recipients of concessions, permits or authorisations granted by**

Sl No	Name and the adress of receipient institutions	Nature/quantum of benefit granted	Date of grant	Name and designation of granting authority
Not applicable				

**Section 4 (1) (b) (xiv)-- Information available in electronic form**

Sl No	Electronic data	Description (site address/location where	Contents of title	Designation and adress of the custodian of information
1	Web Based Project Management system		Web-Based Project Management System (WPMS) is a professional tool to manage projects on line from conception to completion.	Concerned Officers handling the works

**Section 4 (1) (b) (xv)- Particulars of facilities available to citizen for obtaining information**

Sl No	Facility	Description (location of facility/name,etc)	Details of information available
1	RTI Cell	RTI Cell, BBMP head office, N.R.Square, Bangalore 560002	Application received in the RTI cell are answered based on informations gathered from respective Division

**Section 4 (1) (b) (xvi)- Names, Designation and other particulars of public information officers****a) Public Information officer (PIO)**

Sl No	Name of the office/ administrative unit	Name and Designation of PIO	Office tel.No Residence tel.No	E-mail
1	Executive Engineer, Road Infrastructure -Dasarahalli Division B.B.M.P	B.S. Mukunda	9480685815	-

**b) Asst. Public Information officer**

<b>Sl No</b>	<b>Name of the office/ administrative unit</b>	<b>Name and Designation of APIO</b>	<b>Office tel.No Residence tel.No</b>	<b>E-mail</b>
1	Assistant Executive Engineer -I Road Infrastructure Dasarahalli Division	R.S. Paramesh	9448731249	-
2	Assistant Executive Engineer -II Road Infrastructure Dasarahalli Division	Rajashekar H.C. (I/c)	9480683064	-

**c) Appellate authority**

<b>Sl No</b>	<b>Name of the office/ administrative unit</b>	<b>Name and Designation PIO</b>	<b>Office tel.No Residence tel.No</b>	<b>E-mail</b>
	Chief Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	S.Somashekar	9480683173	
1	Superintending Engineer, Road Infrastructure, B.B.M.P, N.R.Square, Bangalore -02	K.T. Nagaraj	9845222224	-

**Section 4 (1) (b) (xvii)- Any other useful information frequently asked by the public**

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**Executive Engineer**  
**Road Infrastructure - Dasarahalli Division**